

MINUTES OF MEETING  
CHAMPIONSGATE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, July 18, 2022 at 2:12 p.m. at the offices of RIDA Development, 8390 ChampionsGate Boulevard, Suite 104, ChampionsGate, Florida.

Present and constituting a quorum were:

Lee Dawson	Chairman
Darin Tennyson	Vice Chairman <i>by telephone</i>
Elizabeth Allen	Assistant Secretary
Darlene Clevenger	Assistant Secretary

Also present were:

George Flint	District Manager
Scott Clark	District Counsel
Yvonne Shouey	RIDA Associates
Evan Fracaso	RIDA Associates

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

The Board discussed having a traffic study performed and the pros and cons of speed bumps.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation of Dr. Howland**

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor Dr. Howland's resignation was accepted.

- B. Appointment of Supervisor to Fill the Unexpired Term of Office**
  - C. Oath of Office for Newly Appointed Supervisor**
  - D. Consideration of Resolution Appointing officers**
- Items B, C, and D tabled.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the May 9, 2022 Meeting**

On MOTION by Ms. Allen seconded by Mr. Tennyson with all in favor the minutes of the May 9, 2022 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

Mr. Flint stated the Board previously approved a proposed budget and set today as the date for the public hearing for its final adoption.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the public hearing was opened.

Mr. Flint stated Resolution 2022-04 adopts the budget and Resolution 2022-05 imposes the assessments that are associated with the budget that you adopt. Attached to Resolution 2022-04 as Exhibit A is the proposed budget. The assessments are proposed to stay the same generating \$729,046, the per unit amounts are not proposed to change. The administrative expenses have gone up slightly and we did include an inflationary increase in the management fee for GMS and the insurance and between those two line items that is most of that \$4,000 increase in that category.

Under maintenance, the landscape maintenance contract increased by 5%, they held their price level for a number of years and they finally asked for a small increase.

Your budget is basically balanced by the transfer out to the capital reserve.

The Board discussed the need for increased security and staff was directed to question the scheduling fee and to take money from the carry forward to increase the security line item.

A resident stated I am concerned about security with the increase in traffic.

Mr. Flint stated we will close the public comment portion and bring it back to the Board. It was suggested to reduce the transfer out by \$35,000 and increase security by \$35,000 for a total of \$70,000.

**A. Consideration of Resolution 2022-04 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations**

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor Resolution 2022-04 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations was approved as amended to reduce the carry forward by \$35,000 and increasing security by \$35,000.

**B. Consideration of Resolution 2022-05 Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Flint asked is there any public input on the assessment resolution? There being none, the Board took the following action.

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor Resolution 2022-05 Imposing Special Assessments and Certifying an Assessment Roll was approved.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the public hearings were closed.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Audit Committee Recommendation and Selection of No. 1 Ranked Firm to Provide Auditing Services**

Mr. Flint stated the Board sat as the Audit Committee just prior to the Board meeting. You reviewed and ranked the two audit proposals that were received and you ranked Grau & Associates no. 1 and DiBartolomeo no. 2.

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the recommendation of the Audit Committee of Grau & Associates being ranked no. 1 and DiBartolomeo no. 2 was accepted.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal from TriActive USA for Purchase of Fitness Trail Equipment**

Mr. Flint stated we previously had Board discussion on the proposed fitness trail and we added that to the agenda and Mr. Dawson provided us with a proposal for discussion. I will note this has sales tax on it, which would not apply if the District was to move forward with it.

Ms. Allen stated I don't see the demand and the \$20,000 we can put towards something else. We had a couple people who said they would fund raise half if you pay half.

Mr. Dawson stated I agree. Let’s drop it.

**EIGHTH ORDER OF BUSINESS Contract Renewals**

**A. Landscape Maintenance Services with Weber Environmental Services, Inc.**

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the Landscape Maintenance Agreement with Weber Environmental Services, Inc. for Fiscal Year 2023 in the annual amount of \$145,513.80 was approved.

**B. On-Site Management Agreement with Rida Associates Limited Partners**

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the Fiscal Year 2023 proposal from Rida Associates in the amount of \$12,299.84 monthly was approved and District Counsel was directed to prepare an addendum to the agreement.

**NINTH ORDER OF BUSINESS Ratification of Agreement with Clarke Environmental Mosquito Management for 2022 Season Service**

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the agreement with Clarke Environmental Mosquito Management for the period through Fiscal Year 2024 was ratified.

**TENTH ORDER OF BUSINESS Resolution 2022-06 Declaring Certain Seats Vacant**

Mr. Flint stated we added this item to the agenda, Resolution 2022-06 declaring certain seats vacant as of the second Tuesday after November election. We had two seats that were up for election and unfortunately, no one qualified to run for seat 4 and as a result the Board has to declare the seat vacant as of the second Tuesday after the election. The Board has the ability to appoint someone to that vacancy; it is just a process you have to go through.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor Resolution 2022-06 Declaring Seat 4 Vacant was approved.

**ELEVENTH ORDER OF BUSINESS Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

**i. Approval of Check Register**

Mr. Flint presented the check register from May 1, 2022 through June 30, 2022 in the amount of \$127,338.06.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the check register was approved.

**ii. Balance Sheet and Income Statement**

A copy of the financials was included in the agenda package.

**iii. Approval of Fiscal Year 2023 Meeting Schedule**

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the proposed Fiscal Year 2023 meeting schedule was approved with a change in the July meeting date to July 17<sup>th</sup>.

**TWELFTH ORDER OF BUSINESS                      Other Business**

Ms. Shouey distributed proposals for a fountain and stated there is more hp in the \$43,000 than in the \$63,000 fountain.

Mr. Dawson stated the Libre 2500 is the right choice for the big pond.

Mr. Flint stated at the last meeting the Board approved the architectural fountain. Just to be safe you may want to have a motion approving both.

On MOTION by Mr. Dawson seconded by Ms. Allen with all in favor the purchase of the Libre 2500 and the architectural fountain were approved.

**THIRTEENTH ORDER OF BUSINESS                      Supervisor's Requests**

Ms. Allen stated I happened to be sitting at the intersection of Legends and ChampionsGate a week or two ago. I noticed the sign at the corner by Publix is splattered, faded and I don't know what is going on with the flowers in front of it. It looks to be in disrepair.

Mr. Fracaso stated it is a CDD directional signage. That is our September/October project, so everything is clean going into season.

Ms. Allen asked what is wrong with the palm tree behind it?

Mr. Fracaso stated I will look at it tomorrow.

Ms. Allen stated you might want to look at all of them.

Mr. Fracaso stated we need to clean up the island by the apartments.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the proposal from Weber to redo the island by First Watch leading into the gate apartments in the amount of \$6,325 was approved.

Mr. Fracaso stated the giant bulb on top of the ChampionsGate sign as you are heading towards I-4 fell off. Luckily it did not hit a car, it is the size of an exercise ball. We have some fascia soffit repairs to do on the side of that and that is \$4,500.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the proposal from P&A Roofing to fix the soffit in the amount of \$4,500 was approved.

Mr. Flint stated I provided iPads with the electronic agenda on them as an option. If the Board wanted to you could transition to electronic agendas which would save the cost of the overnighting of the agenda and copying costs. If you want to keep it the same as we have done in the past that is fine too. There is no cost associated with providing the iPads.

It was the consensus of the Board to use the iPads in place of the hard copy of the agendas.

**FOURTEENTH ORDER OF BUSINESS      Audience Comments**

There being none,

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the meeting adjourned at 3:06 p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman