

MINUTES OF MEETING  
CHAMPIONSGATE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the ChampionsGate Community Development District was held Monday, December 11, 2023 at 2:00 p.m. at the offices of RIDA Development, 8390 ChampionsGate Boulevard, Suite 104, ChampionsGate, Florida.

Present and constituting a quorum were:

Lee Dawson	Chairman
Elizabeth Allen	Assistant Secretary
Darlene Clevenger	Assistant Secretary
Douglas Cady	Assistant Secretary

Also present were:

Jason Showe	District Manager
Scott Clark	District Counsel
Pete Glasscock	District Engineer
Marc Reicher	RIDA Associates
Evan Fracaso	RIDA Associates

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the September 11, 2023 Meeting**

On MOTION by Ms. Allen seconded by Mr. Dawson with all in favor the minutes of the September 11, 2023 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals**

**A. Proposals for Striping of Secondary CDD Roads**

Mr. Fracaso stated the first proposal is for striping Legends, Berwick and Laura Lane and we received two proposals one from Fausnight for \$26,310 and one from ABC Paving in the amount of \$25,072.

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the contract for the thermoplastic striping was awarded to ABC Paving in the amount of \$25,072.

**B. Allstate Lighting**

Mr. Fracaso stated two lights were taken out, one along hole no. 8 and I caught that right after it happened and I have the insurance information and have filed a claim on that. I have a proposal from Allstate Lighting to replace that pole light for \$7,310 that will be reimbursed from insurance. We have in stock extra pole lights ordered prior to need and we will replace that from our stock and replenish our stock when the new one comes in.

For the pole light at the entrance to Bella Trae that was a hit and run. At the very north end of Masters on the right side of the road is the last pole light. The underground electric got cut and it is the only pole that sits in front of residential property and we are going to take that pole light and abandon that location and relocate that pole light to the entrance of Bella Trae and that will be time and materials around \$2,000.

This will all be done by the end of the month.

On MOTION by Mr. Dawson seconded by Mr. Cady with all in favor the proposal from Allstate Lighting to replace one pole light in the amount of \$7,310 was approved.

**C. GSISigns for Directional Signage**

Mr. Fracaso stated you have a proposal from GSISigns to replace the remaining sign panels on all the directional monument signage along ChampionsGate, a total of four different monument signs with a total cost of \$3,238.

On MOTION by Mr. Dawson seconded by Mr. Cady with all in favor the proposal from GSISigns, LLC in the amount of \$3,238 was approved.

**D. Cascade Fountains for Replacement Fountain Motor**

Mr. Fracaso stated I had Cascade Fountain pull the fountain on the I-4 exit ramp because that was the one that sat in storage during construction and we wanted to verify if the motor was functioning and the motor is bad. A new motor is \$5,900, to replace the pump and cable is another \$3,300, change it to an LED system is \$1,884, lens gasket, lights another \$850 and the new jet for a grand total of \$13,578. If we wanted to buy that same system again it would be \$17,210 that would also have a 3-year warranty. I still do not have my directional bore completed underneath ChampionsGate. I don't want to move to do anything they are proposing to do with that I-4 westbound exit until I get everything up and running with the I-4 westbound entrance then we can determine what we want to do going forward.

On MOTION by Ms. Allen seconded by Ms. Clevenger with all in favor the proposal from Cascade Fountains in the amount of \$17,210 for a new fountain was approved.

Mr. Fracaso stated Mr. Clark and I have been working with Toho and their contractor to replace the force main sewer from Wendy's all the way to the wetlands area. The only thing Toho will be contracting is traffic for their MOT plan. They are looking for a release to commence their work from the CDD for the repair of the force main. As our stipulation for the force main repair, no lane closures are to happen during the day, any lane closures would be from 10 p.m. to 5 a.m. They will be working during the day and will close down the sidewalk this side of ChampionsGate all the way to Tropical Escape because this will be the far end of their directional bore pit. The other directional bore pit will be in front of the lift station by Wendy's. They think it will be about 60-90 days once they start boring. They will grout in place the old pipe and abandon it. It will be out to bid in January and start work in March and be done in June.

Ms. Allen asked is there an agreement we have to have reviewed?

Mr. Clark stated I have recommended that we utilize the right of way utilization agreement as we did with Duke and on the apartment project. They are going deep and we need to make sure we are covered if they break something.

Mr. Fracaso stated on Pete's report on the ADA sidewalks we were able to go through and grind all those inhouse. There were a few I was not happy with what our team was able to do and they will go back out to work on the slope a little bit. We are in compliance and no longer have that ¼ inch.

FDOT’s legal entity sent the release for the CDD for the interest in the car wash.

Mr. Showe stated when I talked to her, I told her we don’t own the property, we have no interest in it, I don’t know what we are releasing because the CDD doesn’t own it.

Mr. Fracaso stated it may be releasing that piece of property from the CDD.

Mr. Showe stated we can’t do that.

Mr. Clark stated we don’t have anything to release.

**FIFTH ORDER OF BUSINESS**

**Consideration of Data Sharing and Usage Agreement with the Osceola County Property Appraiser**

On MOTION by Mr. Dawson seconded by Mr. Cady with all in favor the data sharing and usage agreement with the Osceola County Property Appraiser was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Clark stated we prepared the contracts that were approved at the last meeting and they have gone out. Since the last meeting I did have some conversations with an attorney for DOT regarding the electrical issue, it is floating their shop now, nothing definitive at this point.

**B. Engineer**

**i. Presentation of Annual Engineer’s Report**

Mr. Glasscock stated there is a structure and this will be repair no. 3 but it is usually the delivery supply trailers that come in and cut the corner and run over the inlet which has happened again. It needs to be replaced sooner than later. Evan and I went through together and the only other things we talked about is the pond maintenance, particularly behind the commercial centers. The trash in the ponds needs to be picked up. Vegetation needs to be cut back from some of the outfall structures.

ChampionsGate Boulevard is coming to the end of its repaved life. We are close to 13 or 14 years since we repaved it. I’m starting to see signs of stress and over the past five years we gained a lot of commercial businesses that create different traffic patterns.

**C. Manager**

**i. Approval of Check Register**

Mr. Showe presented the check register from September 1, 2023 through November 30, 2023 in the amount of \$184,930.00.

On MOTION by Ms. Clevenger seconded by Ms. Allen 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. There was no Board action required.

**D. Onsite Manager’s Report**

This report taken up earlier in the meeting.

**SEVENTH ORDER OF BUSINESS                      Other Business**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS                      Supervisor’s Requests**

Ms. Allen stated I would like clarification on the mandatory ethics training.

Mr. Showe stated I don’t have the information yet, the trigger for training is January 1, 2024.

Mr. Clark stated by the time we meet in February we will have the information for the board on where to get that training.

Mr. Showe stated this would be training specific to special district board members.

Mr. Glasscock stated as you drive up and down ChampionsGate Boulevard look at the intersections and see if you love them. There was a discussion last time about leaving them the way they are now with the brick look or not. I think we modified them a little bit but kept the look as they are now.

Mr. Reicher stated we want to have something with a pattern.

**NINTH ORDER OF BUSINESS                      Audience Comments**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Dawson seconded by Ms. Clevenger with all in favor the meeting adjourned at 3:25 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman