

## **MINUTES OF MEETING CELEBRATION COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Celebration Community Development District was held Tuesday, November 16, 2021, at 6:00 p.m. at the District Office, 313 Campus Street, Celebration, Florida 34747.

Present and constituting a quorum were:

Greg Filak	Chairman
Paul Collins	Vice Chairman
Cassandra Starks	Secretary
Cliff Akey	Treasurer
Jack McLaughlin	Supervisor

Also present, either in person or via Zoom Video Communications, were:

Angel Montagna	Manager: Inframark, Management Services
Jan Carpenter	Attorney: Latham, Luna, Eden & Beaudine
Mark Vincutonis	Engineer: Hanson Walter & Associates
Brenda Burgess	Inframark, Management Services
Natasha Cruz Millheim	Inframark, Field Services
Brian Kensil	CROA
Russ Simmons	Inframark, Field Services
Residents and Members of the Public	

*This is not a certified or verbatim transcript but rather represents the context and summary of the meeting. The full meeting is available in audio format upon request. Contact the District Office for any related costs for an audio copy.*

### **FIRST ORDER OF BUSINESS**

#### **Call to Order**

Ms. Montagna called the meeting to order at 6:00 p.m.

### **SECOND ORDER OF BUSINESS**

#### **Roll Call**

Ms. Montagna called the roll and stated a quorum was present for the meeting.

### **THIRD ORDER OF BUSINESS**

#### **Pledge of Allegiance**

Mr. Filak led the *Pledge of Allegiance*.

### **FOURTH ORDER OF BUSINESS**

#### **Approval of the Meeting Agenda**

Mr. Filak reviewed the meeting agenda and requested additions or changes.

Resolution 2022-06 was distributed for the Board's consideration, which will be included on the agenda for next month.

Mr. McLaughlin made a MOTION to approve the meeting agenda, as presented.  
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the meeting agenda, as presented.

## **FIFTH ORDER OF BUSINESS**

### **Public Comment Period**

Ms. Lisa Martin discussed teen activity out of control in the community, would like more police presence, areas include downtown and at school, comments from parents and other students, activity in various parks, drunk driving, drug use, and desire to work elsewhere because of the stress and anxiety this activity causes her.

Discussion ensued regarding reporting license plate numbers, frequency, hours of 11:00 p.m. and 3:00 a.m. or 5:00 a.m., weekends and school nights, no phone calls to CROA from residents, and reports should be made with the sheriff's department.

Capital Land Management was recently acquired by Juniper Landscaping, based out of Fort Myers. Representatives assured the existing crews and quality of work will continue as before, only a name change with no other changes in the field or management. Tree division is part of Juniper Landscaping.

Discussion ensued regarding appreciation for the work program and efforts in the community, and company information will be provided to the Board.

## **SIXTH ORDER OF BUSINESS**

### **Administrative Matters and Announcements**

#### **A. Resolution 2022-05, Designating Officers**

Ms. Montagna read Resolution 2022-05 into the record by title.

Discussion ensued suggesting Mr. Collins or Ms. Starks be designated Chairman, to which Ms. Starks declined. Further discussion ensued preferring to keep the structure of Board members the same.

Mr. McLaughlin made a MOTION to approve Resolution 2022-05, designating the same officers as currently exist.  
Mr. Akey seconded the motion.

Discussion ensued regarding benefits of keeping the same structure, changing the Chairman, all Supervisors have the same authority, non-routine items come to the Board for consideration, providing a binder with all Resolutions for Supervisors' reference, continuity from previous Board members, and meeting summaries being helpful.

Upon VOICE VOTE, with all in favor, unanimous approval was given to Resolution 2022-05, designating the same officers as currently exist.

## **SEVENTH ORDER OF BUSINESS**

### **Contractor and Third-Party Reports**

#### **A. Celebration Residential Owners Association (CROA) Representative and Liaison**

Mr. Kensil discussed the management transition from CCMC to Grand Manors, success of Founder's Day, staffing levels, Jeater Bend on Halloween and desire to market nationally, lack of deputies on nights preceding Halloween, traffic issues on Jeater Bend, and anticipation of a difficult Christmas holiday season.

#### **B. Safety/Security/Traffic**

The safety/security/traffic report is included in the agenda package and available in the District Office for public review during normal business hours.

Discussion ensued regarding scheduling deputies for November and December, communicating with the sheriff's department, and Mr. Akey will discuss further with the sheriff's department.

## **EIGHTH ORDER OF BUSINESS**

### **Consent Agenda**

#### **A. Minutes of the October 26, 2021, Meeting**

The minutes are included in the agenda package and available for public review in the District Office during normal business hours.

#### **B. Check Register and Invoices**

The check register and invoices are included in the agenda package and available for public review in the District Office during normal business hours.

Mr. McLaughlin made a MOTION to approve the consent agenda, as presented.  
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the consent agenda, as presented.

## **NINTH ORDER OF BUSINESS**

### **Action Items for Approval**

#### **A. Flags for Holiday Season**

Discussion ensued regarding the request from Mr. Mike Nunez from Lexin regarding holiday decorations around Lake Rianhard and Market Square Park in the amount of \$5,000, process how Lexin provided decorations and then billed the District, what holidays are included, continuity of decorations, and details of Lexin's 2020 proposal.

Mr. Filak made a MOTION to direct Ms. Montagna talk with Mr. Nunez for an entire holiday decorations plan for Lexin to own, store, install, take down, and maintain for a multi-year agreement.  
Mr. McLaughlin seconded the motion.

Discussion ensued regarding Ms. Montagna talking with Mr. Nunez.

Upon VOICE VOTE, with all in favor, unanimous approval was given to direct Ms. Montagna talk with Mr. Nunez for an entire holiday decorations plan for Lexin to own, store, install, take down, and maintain for a multi-year agreement.

**B. Flags for Veteran's Day**

This item having been discussed in agenda item 9A, the next order of business followed.

**TENTH ORDER OF BUSINESS**

**Regular Reports**

**A. District Manager**

**i. Financial Statements**

The financial statements are included in the agenda package and available in the District Office for public review during normal business hours.

Ms. Montagna discussed reclassification of boardwalks to capital projects, and the sidewalk repair coded in fiscal year 2022 that will be reclassified appropriately to fiscal year 2021.

Mr. McLaughlin made a MOTION to approve the financial statements, to be amended as discussed.  
Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the financial statements, to be amended as discussed.

**ii. Ratification of Agreement with Campus Suite for Website Remediation**

Discussion ensued regarding proposals received at lower cost than previously approved in 2019, website has started being remediated, meeting videos not posted on the website but available upon request like any other public record.

Mr. McLaughlin made a MOTION to ratify the agreement with Campus Suite for website remediation.  
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to ratify the agreement with Campus Suite for website remediation.

**B. Field Operations**

**i. Monthly Field Management Report**

The field management report is included in the agenda package and available in the District Office for public review during normal business hours.

**ii. Resident Requests**

The resident requests are included in the agenda package and available in the District Office for public review during normal business hours.

Discussion ensued regarding inappropriate tree removals of a protected species by residents, process for handling similar situations, and a previous situation on White Moss.

*The record will reflect Ms. Starks left the meeting.*

Further discussion ensued regarding potential litigation, sending a demand letter to the resident, submitting a letter once a year in the *Celebration News* regarding trees, sending the same letter to the contractor who removed the tree, boardwalks having leaves blown off, a resident's debris left out on Tapestry who is installing a pool, CROA should be involved for issues regarding home owners, damaged sidewalk panels on Celebration Boulevard that have not yet been repaired, certificate of occupancy process, communication log, and the street light at Emerson and Celebration Boulevard having a small pole instead of a large pole which Mr. Akey will review with Mr. Simmons.

**C. Attorney**

**i. Monthly Report**

Ms. Carpenter discussed issues worked on during the month, including the license plate reader agreement with Vigilant, discussions with Osceola County, deed with CROA for the parking lot where CROA will probably not want to pay for a replat, and Inframark management agreement anticipated to be on the agenda next month.

**D. Engineer**

**i. Monthly Report**

The engineer's monthly report is included in the agenda package and available in the District Office for public review during normal business hours.

**E. District Liaison Updates**

**i. County Staff and Sheriff**

The liaison report is included in the agenda package and available in the District Office for public review during normal business hours.

Discussion ensued regarding scheduling deputies, locations, downtown parking lot, sharing a deputy with Lexin and CNOA, previous conversations and coverage regarding Lakeside Park, CROA enforcing trespassing on their private property, requesting unmarked vehicles, condominium areas, parking at K-8 school and utilizing some scheduled deputies for a short period of time, unknown amount of time West 192 deputies spend in Celebration, and perhaps another Supervisor as liaison might have more success getting information. Mr. Akey will continue to discuss these issues with the sheriff's department.

**ii. West U.S. 192 Improvement District**

There being no further update, the next item followed.

**iii. CROA**

The liaison report is included in the agenda package and available in the District Office for public review during normal business hours.

**iv. Management**

Mr. Filak reported on conversations and activities during the month with management, including the Inframark agreement.

**v. Commissioner Peggy Choudhry**

There being no further update, the next item followed.

**vi. Island Village**

There being no further update, the next order of business followed.

**ELEVENTH ORDER OF BUSINESS**

**Other Business, Updates, and Supervisor Comments**

Discussion ensued regarding the January workshop and topics, such as incorporation, trees, and landscape.

Further discussion ensued discussing incorporation at a different time, update from the consultant, meeting scheduled for November 17 with County personnel and District staff and a Board member, which will be recorded.

The January workshop will include trees and landscape in preparation to bid the contract, which scope is currently being prepared by staff, and bids to be received prior to the budget cycle and prior to the contract expiration date.

Incorporation conversations and updates should include more constructive information, including dollars, and responsibilities for various services. Future meetings or workshops may be scheduled.

Mr. Akey reiterated the request to include incorporation under third-party reports, which will be included on the next agenda.

**TWELFTH ORDER OF BUSINESS**

**Public Comment Period**

Mr. Gary Hudspeth commented on holiday decorations, and requested historical information be available for repeat requests.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. McLaughlin, seconded by Mr. Akey, with all in favor, the meeting was adjourned at 7:35 p.m.
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Cassandra Starks, Secretary

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Greg Filak, Chairman