

**MINUTES OF MEETING
CELEBRATION COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Celebration Community Development District was held Tuesday, February 22, 2022, 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
Julius Brown	Nabors Giblin
Brenda Burgess	Inframark, Management Services
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.

Mr. Akey made a MOTION to approve the meeting agenda, as presented. Mr. McLaughlin seconded the motion.
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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. Rosario Ramirez discussed sidewalks, trees, root removal, and irrigation damage.

Discussion ensued regarding work the District has performed at her home and along Jasmine, existing policy of removing and replacing dead street trees, future issues with mature trees, reserve study, configuration of where street trees are planted and resulting issues, potential risk of a tree falling, no removal of living trees, desire for healthy trees, and suggestion to discuss further in a workshop.

Workshop agenda for March 8 will include a discuss of trees.

SIXTH ORDER OF BUSINESS

Administrative Matters and Announcements

There being none, the next order of business followed.

SEVENTH ORDER OF BUSINESS

Contractor and Third-Party Reports and Presentations

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

There being no report, the next item followed.

B. Safety/Security/Traffic

Mr. Akey discussed previous requests from the sheriff's office to attend meetings, receiving no response or success.

This item will be removed from future agendas.

C. Incorporation

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

Discussion ensued regarding how the consultant is coordinating communications and who included, request for all Supervisors to receive consultant's emails, scope in the contract for services, direction to work with special counsel to prepare a milestone schedule on how dissolving the District after incorporation would affect finances and other relevant aspects, and example of City of Weston.

D. Reserve Study

Discussion ensued regarding staff reviewing and evaluating numbers for all field items, including light poles and sidewalks, and the study to be presented to the Board at a future meeting. Further discussion ensued on the example of replacing street light poles, the number of replacements, length of expected average life, reasons for replacements, analysis of existing street light poles and anticipated useful life remaining, future plan to be

discussed and decided among the Board members, inflation rate of 3.5%, consultant's costs seem to be conservative, and general methodology for comparison.

EIGHTH ORDER OF BUSINESS **Consent Agenda**

A. Minutes of the January 25, 2022, Regular 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.
Mr. Filak 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. Landscape Request for Proposals ("RFP") Scope of Services

Discussion ensued regarding updates made to the scope of services based on workshop discussions, \$870 monthly rental for storage space, suggested language that contractor not use subcontractors or requirement to disclose them to the District in advance, subcontractors only used for things like mulch and not for general landscaping services, request for templates of monthly highlight reports be provided, contractor meeting attendance, mulch invoiced separately instead of one-twelfth per month, emergency services provided on time-and-material basis, elements included in the proposal, mandatory pre-bid meeting, references required, final review of RFP to be sent to interested firms, process for bidding, process for evaluation and ranking, common area street tree maintenance up to 15 feet included in the scope, debris and litter removal, and references to pressure washing to be removed except for Market Square Park fountain.

Mr. McLaughlin made a MOTION to approve the scope of services for general landscaping services.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the scope of services for general landscaping services.

B. Street Tree Care Request for Proposals

Discussion ensued regarding tree species, specifications of pruning and trimming heights, trees not included, pruning standards and operations, probably need to be a public bid, stump removals and grinding, four-year trimming schedule, including a bid bond such as 10%, request to distribute the final RFP to the Board that includes terms and conditions, not an urgent issue, table to the next meeting, and using the current evaluation criteria to rank bids.

Mr. McLaughlin made a MOTION to table consideration of the street tree care RFP until March.
Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to table consideration of the street tree care RFP until March.

TENTH ORDER OF BUSINESS Discussion Items

A. Incorporation – Relationship with Other Entities

Discussion ensued regarding the District retaining its jurisdiction, what happens for services currently provided by the County or others such as sheriff services or road and bridge, keeping the bonds with the District, deciding prior to incorporation what services will be done by the newly incorporated city, example of pressure washing sidewalks in Celebration CDD compared to Enterprise CDD, discussing further at a workshop, what “monitoring” of the District by the municipality entails, milestones when the District terminates after incorporation such as paying off bond indebtedness, no real enforcement mechanism by the municipality over an independent special district, example of dependent special district being subject to the municipality, example of City of Weston, financial impacts, consolidating responsibilities of all entities in the community, and direction for Mr. Brown to discuss with Mr. Alexander Gould.

ELEVENTH 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.

Discussion ensued regarding possible date for the budget workshop, and direction to cancel the March 8 workshop and reschedule it for April 12 at 6:00 p.m.

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.

Mr. Simmons discussed a resident request related to odor at the County's storm drain on Campus Street, which is being discussed with the County.

ii. Sign Review

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

Discussion ensued regarding the site audit of District-owned signs, request for staff to make a recommendation on which signs to refurbish or replace, changing out lights to LED as they need replacing, and fire hydrants under the jurisdiction of Enterprise CDD.

iii. Resident Request at 824 Morning Glory for No Tree Replacement

Discussion ensued regarding street trees in general, the area at 824 Morning Glory, Mr. Akey's support not to replace the tree, Mr. Collins in support to replace the tree, Ms. Starks in support of replacing the tree, Mr. McLaughlin's discussion regarding ARC making decisions on District-owned trees and in support of replacing the tree, original tree died and replacement is waiting to be planted, Mr. Filak in support to temporarily not replace the tree but discuss further with CROA to come up with a comprehensive policy based on agreed-upon criteria for staff to handle, District's current policy is to replace trees that are removed, suggestion to be flexible to a degree in replacing a different type of tree or perhaps not replacing the tree at all, possible exception parameters, suggestion to grant resident temporary stay from replacing the tree, suggestion to delay answering the resident until the policy is reviewed comprehensively, direction for staff to follow the current policy and replace the tree, and the Board will discuss the replacement policy at a later date.

C. Attorney

Ms. Carpenter and Mr. McLaughlin discussed the Charleston townhome issue and their request for monthly meetings with CROA, Mr. Brian Kensil, Mr. McLaughlin, and Ms. Montagna. Discussion ensued regarding replatting, no interest in taking the parking lot, this issue is not proceeding, suggestion to include maintenance of this area in the budget, getting a maintenance agreement for the District to maintain, no maintenance being done currently, and Ms. Carpenter will proceed to try to resolve this issue.

D. Engineer

i. Monthly Report

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

ii. Proposal to Provide Stormwater Needs Analysis

Mr. Vincutonis reviewed the proposal to provide a stormwater needs analysis in the amount of \$15,000, which is required to be completed by June, then every five years.

Mr. McLaughlin made a MOTION to approve the proposal from Hanson Walter to provide a stormwater needs analysis, in the amount of \$15,000.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from Hanson Walter to provide a stormwater needs analysis, in the amount of \$15,000.

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.

Mr. Akey discussed traffic issues.

ii. CROA

Mr. McLaughlin discussed Lot D and the District not being interested, a resident's complaint about noise along I-4 and a suggested noise wall which will need to proceed through the County Commission, suggestion of reaching out to Commissioner Peggy Choudhry with a formal letter, more noise walls being installed along S.R. 417, design of the I-4 expansion and Poinciana Parkway expansion, FDOT has a process to evaluate noise, and suggestion for a noise study to be done.

iii. Management

There being no further update, the next item followed.

iv. Commissioner Peggy Choudhry

There being no further update, the next item followed.

v. West U.S. 192 Improvement District

There being no further update, the next item followed.

vi. Island Village

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

TWELFTH ORDER OF BUSINESS

Other Business, Updates, and Supervisor Comments

Mr. Filak discussed (1) sidewalks and pressure washing and shared pictures comparing last year to this year; (2) license plate cameras being adjusted to provide desired coverage, Duke Energy requesting electric meters, staff's request to hook up cameras like the light poles instead of meters, which was originally denied but having further discussions with Duke Energy; (3) over the next 30 days for staff to remove pressure washing from Juniper contract in the amount of \$54,000 per year or \$27,000 for six months; and (4) discussion with Ms. Montagna about other districts and governments, such as Osceola County and the school board, that have social media accounts, parameters for information to be shared, management will manage the site, no public comments permitted, desire for greater awareness provided to the public, and suggestion for Ms. Carpenter and Ms. Montagna to create parameters for a social media account to dispense information related to the District.

Discussion ensued regarding parameters for other governmental sites, information to be archived, current means of CROA distributing messages and information from the District, primary means for the District being its website, concerns about Sunshine Law and public records requests, ADA compliance regarding links, recent request for CROA to disseminate information regarding a roadway repair for a line break, preference not to rely on another entity but to do it in-house, interested parties would need to request to opt in rather than the District maintaining an email list or other information, and a request to look into some parameters.

Mr. McLaughlin discussed the signage policy missing from the website, and the link for the leadwalk extension drawing does not work. Ms. Burgess reported those items have been or will be addressed with Campus Suite.

THIRTEENTH ORDER OF BUSINESS

Public Comment Period

Mr. Gary Hudspeth discussed tree replacements, suggested putting a time limit on the discussion, suggestion to put the tree replacement on the website, and recommendation to keep the policy but revise it for exemptions related to spacing and locations.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Starks, seconded by Mr. McLaughlin, with all in favor, the meeting was adjourned at 8:10 p.m.
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