

**MINUTES OF MEETING
CELEBRATION COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Celebration Community Development District was held Tuesday, May 24, 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 (<i>via Zoom</i>)	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
Brett Perez	Inframark, Field 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 and Roll Call**

Mr. Filak called the meeting to order at 6:00 p.m.

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

SECOND ORDER OF BUSINESS **Pledge of Allegiance**

Mr. Filak led the *Pledge of Allegiance*.

THIRD ORDER OF BUSINESS **Approval of the Meeting Agenda**

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

Mr. McLaughlin made a MOTION to approve the meeting agenda, as presented. Ms. Starks seconded the motion.
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Upon VOICE VOTE, with all in favor, unanimous approval was given to the meeting agenda, as presented.

FOURTH ORDER OF BUSINESS **Public Comment Period**

Mr. Filak indicated speakers have three minutes to make comments.

Mr. Filak introduced the presentation of the budget, highlight the District has had no per-unit assessment increases since 1994, the budget was prepared after the workshop in May, the request of staff to provide a budget based on the workshop, the budget includes the highest request for proposal (“RFP”) numbers until contracts are awarded, and the numbers include input from the recent reserve study.

Ms. Deb DeLosa commented on the budget, related assessments, and increases in each line item.

Ms. Carpenter explained discussions at the workshop were to direct staff to put a budget together, which proposed budget is being presented at tonight’s meeting for initial approval at the maximum assessment levels. A public hearing will be scheduled for further public input on the budget.

Ms. Mary Jo Kraft discussed concerns of the budget, inflation impacts to the budget and to residents, priority repairs that need to be done, and suggested the recession should keep increases low.

Mr. Robert Boyer discussed a worst-case scenario budget upset people who did not understand the budget process, expressed dismay at the lack of explanation for changes and variances, example of sheriff services increasing without notes or comments as to the reason why, percentage increases to reserves over time, asked if increases will continue in future years, and suggested it was a management oversight for no increases in recent years.

Mr. Hubert Abitbol asked why notice was not mailed or emailed about tonight’s meeting or the budget. Ms. Carpenter replied Board meetings are advertised in the newspaper as well as listed on the website. Assessment increases will be notified by mailed written notice to each property owner.

Mr. Smithy Sipes expressed appreciation to the Board, increases will not affect most working people but will impact retired home owners, and is hopeful any increase will not be as high as currently proposed.

Mr. John Wagon expressed appreciation in preparing the budget, suggested to prepare a worst-case scenario before presenting it to the public, financials look to meet the budget this year but projected budget is 41%, recommends about 7% increase, need to have reserve funds, requested to delay capital expenditures, and asked if staff prepared preliminaries in putting the budget together. Ms. Montagna replied the Board at its recent workshop

discussed each line item, staff put preliminaries together with current contracts and expenditures, explained the budget process and assessment levels, and indicated reductions can be made between the presentation and adoption of the budget. Mr. Wagon commented on staying within or under budget since fiscal year 2018, and asked to take \$7 million into account when considering the budget.

Mr. Joe Growney complimented the Board on recent activities and community appearance, would not like to see increase over 100% or less than 25%, and is not opposed to an increase.

Ms. Debie McDonald discussed concerns of a 67% assessment increase, and requested a reasonable revision before the June 15 deadline. Ms. Carpenter clarified assessments cannot be increased over the level approved at today's meeting. The budget has increased but assessments have been level since 1994, and Ms. McDonald requested more time to review the budget before the Board approves the draft.

Ms. Kathleen Carlson discussed communication, lack of understanding regarding the District and assessments and elected Board members, letter sent from Mr. Filak to some residents, June 15 meeting should happen in a larger room and should include CROA, appreciated the initial explanation, requested more written communication such as *Friday Flash*, which Ms. Starks will discuss under item 9A. Ms. Carpenter addressed the legal recommendation not to be involved in social media and emails which can constitute a "meeting." The District has a Facebook page and a website, and works with CROA regarding the *Friday Flash*.

Ms. Laurel Rousseau commented on the budget, inflation, concern over budget increases, Board's fiscal conservatism in balancing budgets, recent spending, need a justification for increase, and suggested tabling some capital improvements and other expenses that are not essential.

Ms. Stephanie Garber appreciated the ability to attend by Zoom, requested attendance by Grand Manor, realizes the budget is in its infancy stage, and tonight is the first night the Board can take action on the budget.

Mr. Collins commented on an unusual worst-case budget, difference between per-unit assessments and the revenue total, spending has increased but assessments stayed level, and the reason per-unit assessments have not increased.

Ms. Amber Strassberger commented on communication between the District and CROA, and suggested it appears residents are double paying for security.

FIFTH ORDER OF BUSINESS **Administrative Matters and Announcements**
There being none, the next order of business followed.

SIXTH ORDER OF BUSINESS **Contractor and Third-Party Reports and Presentations**

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

Mr. Jim Hays discussed security mentioned above is only for Lakeside Park.

B. 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 consultant working with outside counsel regarding questions, and the task list.

SEVENTH ORDER OF BUSINESS **Consent Agenda**

A. Minutes of April 26, 2022, 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. Akey made a MOTION to approve the consent 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 consent agenda, as presented.

EIGHTH ORDER OF BUSINESS **Action Items for Approval**

A. Landscape Maintenance Request for Proposals

Discussion ensued regarding expiration of current contract, staff advertised an RFP, process for RFPs being solicited and received, and three qualified vendors responded.

Further discussion ensued regarding the summary provided for all three vendors, annuals and mulch are not billed throughout the year but upon service being provided, pricing provided for electric alternate at the Board's choice, scope of services for tree maintenance for street trees only as opposed to the street tree service RFP to be considered

next on the agenda, differences in previous RFP packages, staff feedback regarding current vendor performance, and all three bidders are qualified.

A Representative from GreenLeaf answered questions, including no clients have terminated their contract for cause, no obstacles starting October 1, challenges with labor but no shortages, dedicated full-time staff for Celebration, introduced the project manager and his background and experience, and explained hurricane responses.

A Representative from Juniper Landscaping of Florida answered questions, including no clients have terminated their contract for cause, no obstacles starting October 1, no labor shortages, dedicated full-time staff for Celebration, introduced the project manager and his background and experience, and explained hurricane responses.

A Representative from Yellowstone Landscape answered questions, including no clients have terminated their contract for cause, no obstacles starting October 1, no labor shortages, dedicated full-time staff for Celebration, introduced the project manager and his background and experience, and explained hurricane responses.

<p>Mr. Akey made a MOTION to accept the proposal from Juniper Landcare for regular landscape maintenance, with no electric options, as presented and discussed. Ms. Starks seconded the motion.</p>

Mr. Filak expressed the Board's thanks to all the vendors for responding to the RFP.

<p>Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from Juniper Landcare for regular landscape maintenance, with no electric options, as presented and discussed.</p>
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The meeting was recessed at 7:18 p.m.

The meeting resumed at 7:22 p.m.

B. Street Tree Service Request for Proposals

Discussion ensued regarding the RFP, the structure of a four-year rotation and scope of services, scope includes street trees in the rights-of-way in front of homes, vendors were responsible for providing tree counts, and the flexibility for trimming in other villages if needed. The current policy is 15 feet over the center of the roadway, 8 feet over the sidewalk, and 5 feet away from a structure. The new policy increased to 18 feet over the center of the roadway, 10 over the sidewalk, and 8 feet from a structure.

Further discussion ensued regarding tree counts, information provided to the bidders, difference in pricing, ability to table consideration of the proposals until June, numbers to include in the proposed budget, include \$147,760 in the budget which includes \$80,000 for palm tree pruning and \$15,000 for crepe myrtles and current proposal of \$52,760, and the clarification not all trees need to be trimmed each year but will be billed based on time and materials.

A Representative from BrightView Tree Services answered questions, ability to begin October 1, currently trims street trees, no clients have terminated their contract for cause, how services of the arborist are used, safety measures during tree trimming, and hurricane responses.

A Representative from EnviroTree Service answered questions, ability to begin October 1, currently trims palm trees, no clients have terminated their contract for cause, how services of the arborist are used, safety measures during tree trimming, and hurricane responses.

Mr. McLaughlin made a MOTION to approve the proposal from BrightView Tree Services for street tree trimming services, as presented and discussed.
Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from BrightView Tree Services for street tree trimming services, as presented and discussed.

C. Addendum to Current Maintenance Agreement with Juniper Landscaping of Florida for Island Village

Discussion ensued regarding additional Island Village area and scope of services, which was included in the landscaping services RFP. The addendum is for the remainder of fiscal year 2022.

Mr. McLaughlin made a MOTION to approve the addendum to the landscape maintenance services agreement with Juniper Landscaping of Florida for increased service area to include Island Village.
Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the addendum to the landscape maintenance services agreement with Juniper Landscaping of Florida for increased service area to include Island Village.

D. Proposal from Juniper Landscaping of Florida for Landscape Enhancements at the District Office

Discussion ensued regarding enhancements for the entrance at the District Office to remove the Bahia and adding shrubs at a one-time cost, and maintenance costs were included in the RFP just awarded.

Mr. Akey made a MOTION to approve proposal #157417 from Juniper Landscaping of Florida for landscape enhancements at the District office, in the amount of \$4,108.28.

Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to proposal #157417 from Juniper Landscaping of Florida for landscape enhancements at the District office, in the amount of \$4,108.28.

E. Event Use Application from Democrats of Celebration Club for Voter Registration

Discussion ensued regarding the event use application and requested it be tabled until the next meeting so the applicant can be present at the meeting.

F. Presentation of Fiscal Year 2023 Proposed Budget

i. Fiscal Year 2023 Proposed Budget

Discussion ensued regarding budget line items, including the following:

- Interest rate percentage should reflect 1.75%, for a significant increase from \$6,000 currently shown. Staff will present investment options at rates higher than currently being realized.
- Supervisor fees can be reduced to three members receiving remuneration, total \$10,200 for 17 meetings (12 regular meetings and 5 workshops).
- Reduce FICA to \$780 based on the above change in Supervisor fees.
- Reduce Website to \$2,000 to cover \$1,585 for quarterly auditing and additional dollars to allow for exceeding page counts allowed by Campus Suite.
- Possible future consideration to reduce security service-Sheriff/LPR cameras, renegotiate full-time deputy try to reduce to \$150,000.

- Pest control/mosquito RFP is due in June, which might decrease this line item.
- Analyze contract-trees & trimming to see if year 1 can be reduced for street tree trimming.
- Reduce other landscape to \$115,000.
- Roads and alleys categories all combined into one line item under Field.
- Reduce street sweeping to \$66,000, keep the same sweeping schedule, change the proration on the financial statements to reflect the actual projected amount (only one sweep per month the remainder of the fiscal year).
- Increase signage/radar signs, combined the two line items.
- Price roofs for shade structures for better estimate.
- Delete exercise stations for fiscal year 2023 but consider for a future fiscal year.
- Delete landscape enhancements.
- Delete solar panels.
- Reduce contribution to reserves to \$300,000.

Mr. Boyer commented it was poor job preparing for today's circumstance, requested the Board identify a percentage for any assessment increase or else it compounds the problem, and suggested adding monies to reserves every year.

Mr. Gunderson supports an increase but requests the Board tell the story first.

Mr. Collins left the meeting.

ii. Resolution 2022-14 Approving the Fiscal Year 2023 Budget and Setting the Public Hearing Thereon

Ms. Montagna read Resolution 2022-14 into the record by title.

Discussion ensued regarding the hearing date, which will be July 26, 2022.

Mr. Akey made a MOTION to approve Resolution 2022-14, approving the fiscal year 2023 proposed budget and setting the public hearing thereon for July 26, 2022, at 6:00 p.m. at the District Office.

Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to Resolution 2022-14, approving the fiscal year 2023 proposed budget and setting the public hearing thereon for July 26, 2022, at 6:00 p.m. at the District Office.

NINTH ORDER OF BUSINESS **Discussion Items**

A. Grand Manor New Resident Orientation

Discussion ensued regarding overview community connections for new residents, include representatives from the District, CROA, CNOA, and other entities in town. Possibility of preparing a five-minute pre-recorded message or a power point presentation from the District for monthly sessions. The next meeting is scheduled for June 15.

TENTH ORDER OF BUSINESS **Regular Reports**

A. District Manager

i. Acceptance of Financial Statements

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

Mr. McLaughlin made a MOTION to accept the financial statements, as presented. Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to accept the financial statements, as presented.
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ii. Number of Registered Voters – 7,681

The number of voters (7,681) was entered into the record as an information item.

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.

Discussion ensued regarding fountain repairs, the leak repair from Duke Energy due to a one-inch p-line about a half mile away, Water Street canal pumps are operational, training session for employee on the Cyclone was held in Arizona, surveys done on Eastlawn and letters sent to the resident regarding trees the resident removed, the surveys confirmed the cypress trees are on District property, a resident is draining their pool into the pond, and a suggestion to charge attorney fees to the resident.

C. Attorney

Discussion ensued regarding caution to not use email or social media to discuss District business.

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.

Mr. Vincutonis discussed overflow concrete weirs at Siena, repair cost about \$24,000.

E. District Liaison Updates

i. CROA

Discussion ensued regarding next meeting June 9, opinion from Mr. Ray Stangle at Osceola County regarding control the District has, suggestion to fine residents, and open house signs in rights-of-way.

iii. Commissioner Peggy Choudhry

There being nothing to report, the next item followed.

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 including camera details in monthly reports.

iv. Management

Discussion ensued regarding a future connector road through Island Village and meeting with the County, the County asking the District's opinion, and no traffic studies or justification or consideration of other developments. Residents should contact the County directly. Counsel and staff will prepare a letter requesting more information.

ii. West U.S. 192 Improvement District

There being nothing to report, the next item followed.

vi. Island Village

There being nothing to report, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Other Business, Updates, and Supervisor Comments

There being none, the next order of business followed.

TWELFTH ORDER OF BUSINESS

Public Comment Period

There being none, the next order of business followed.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. McLaughlin, seconded by Ms. Starks, with all in favor, the meeting was adjourned at 10:42 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman