

**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 28, 2023, at 6:00 p.m. at the District Office, 313 Campus Street, Celebration, Florida 34747.

Present and constituting a quorum were:

Greg Filak	Chairman
Tom Touzin	Vice Chairman
David Hulme	Assistant Secretary
Jack McLaughlin	Assistant Secretary
Cassandra Starks	Assistant Secretary

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
Jim Hays	CROA
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. Hulme made a MOTION to approve the meeting agenda, as presented. Mr. McLaughlin seconded the motion.

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. David Arena commented on being the liaison for garden club, complimented the tree replacement process, discussed planting an honor tree and other memorial trees every year some to be donated to the District and to CROA, and additional opportunities within the community.

Ms. Cherrief Jackson from Clarke Mosquito Control discussed the company volunteering community service hours and updates on services provided.

FIFTH ORDER OF BUSINESS **Third-Party Reports and Presentations**

A. Celebration Residential Owners Association (CROA)

Discussion ensued regarding CROA election day, sheriff's coverage to be discussed at the CROA organizational meeting, CeleService alternative, cost sharing for sheriff details with CROA and Lexin four hours each weekend night, contract would be with the District and other parties would be invoiced, alternate hours as agreed upon, CROA officers and liaisons to be decided Friday, and potential joint meeting between CROA and the District.

B. Incorporation

Discussion ensued regarding costs for sheriff services, consolidation with CROA, and conditional vote from CROA to support incorporation.

C. Osceola County Sheriff's Department

Discussion ensued regarding Captain Wilkinson being the new captain in these zones, details being filled, and lack of consistent reports.

SIXTH ORDER OF BUSINESS **Consent Agenda**

A. Minutes of January 18, 2023, Workshop and January 24, 2023, 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.

C. Financial Statements

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

<p>Mr. McLaughlin made a MOTION to approve the consent agenda, as presented. Mr. Hulme seconded the motion.</p>

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

SEVENTH ORDER OF BUSINESS Business Matters

A. Construction Use Application from Summit/Broadband

Discussion ensued regarding the construction use application from Summit/Broadband.

Ms. Starks made a MOTION to approve the construction use application from Summit/Broadband for installation of conduit from S.R. 417 and Celebration Place west to 1530 Celebration Boulevard.

Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the construction use application from Summit/Broadband for installation of conduit from S.R. 417 and Celebration Place west to 1530 Celebration Boulevard.

B. Appointment of Member to the Audit Committee

Discussion ensued regarding interested candidates, current members, allowed more than five members, and members will review the audit which is nearly finalized.

Mr. Hulme made a MOTION to appoint Ms. Tina Dorn, Ms. Emily Smallwood, and Mr. Matthew Woodall to be members of the audit committee.

Mr. Filak seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to appoint Ms. Tina Dorn, Ms. Emily Smallwood, and Mr. Matthew Woodall to be members of the audit committee.

C. Direction for Future Articles for the *Celebration News*

Discussion ensued regarding submission of articles to the *Celebration News* written by Board members, separate and distinct from the articles prepared by staff.

Mr. Filak made a MOTION for Board member to provide articles each month for the *Celebration News*.

Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given for Board member to provide articles each month for the *Celebration News*.

Discussion ensued regarding dates for upcoming newsletter, deadline for agenda package, and staff will provide previous copies of articles to the Board members.

D. Resolution 2023-06, Setting a Rulemaking Hearing Governing Road Parkways/Verges

Mr. Filak read Resolution 2023-06 into the record by title.

Discussion ensued regarding rights-of-way areas between the sidewalk and curb, District's ownership of trees but no obligation to maintain the parkway areas, change from trimming within five feet of a private residence due to liability and insurance issues, the District trims trees due to safety, current trimming contract and schedule, 18 feet over roads and 10 feet over sidewalk, removal of reference to distance from a structure, issue of letting homeowners trim trees as they prefer, trimming in other districts, and CROA design guidelines.

Mr. Filak made a MOTION to approve Resolution 2023-06, setting a rulemaking hearing governing road parkways/verges for Tuesday, April 25, 2023, at 6:00 p.m.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to Resolution 2023-06, setting a rulemaking hearing governing road parkways/verges for Tuesday, April 25, 2023, at 6:00 p.m.

EIGHTH ORDER OF BUSINESS

Regular Reports

A. District Manager

i. Audit Engagement Letter from McDirmit Davis to Perform Fiscal Year 2022 Audit

Discussion ensued regarding the standard form engagement letter that was executed and is to be ratified, and the fiscal year 2022 audit is nearly complete.

Mr. McLaughlin made a MOTION to ratify the engagement letter with McDirmit Davis to perform the fiscal year 2022 audit, in the amount of \$5,000.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to ratify the engagement letter with McDirmit Davis to perform the fiscal year 2022 audit, in the amount of \$5,000.

ii. Campus Suite Website Maintenance

Discussion ensued regarding posting agenda packages on the website beginning with the March meeting, to be linked to the Facebook page.

iii. Budget

Discussion ensued regarding beginning budget for fiscal year 2024 to be discussed at the March 21 workshop.

iv. FEMA

Discussion ensued regarding the process, anticipated reimbursement percentages, and updates will be provided in future agenda packages.

v. Website Emails

Discussion ensued regarding email addresses on the website for general questions.

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. Update on Eastlawn Berm

Discussion ensued regarding Eastlawn repair is complete, Reedy Creek Improvement District (“RCID”) has further requirements to rebuild spreader swale, Island Village next phase expected to break ground in April, outstanding punch list, and Island Village steps in Phase 1A.

iii. Root Barriers

Discussion ensued regarding root barriers being done on Celebration Boulevard but not in the rest of Island Village, request to require root barriers be installed going forward, and cost per foot to install root barriers.

Mr. Filak made a MOTION to approve Resolution 2023-07 setting a rulemaking hearing governing root barriers for April 25, 2023, at 6:00 p.m.
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to Resolution 2023-07 setting a rulemaking hearing governing root barriers for April 25, 2023, at 6:00 p.m.

iii. Proposals for Roofing Inspections for the Office Building

Discussion ensued regarding the proposals for roofing inspections, leak issues, desire for engineering inspection, and update on insurance claim.

Mr. McLaughlin made a MOTION to spend an amount not to exceed \$7,500 for roofing inspections for the office building, subject to approval by the Chairman if in excess of \$7,500.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to spend an amount not to exceed \$7,500 for roofing inspections for the office building, subject to approval by the Chairman if in excess of \$7,500.

Discussion ensued regarding proposals from roofing companies to inspect shade structures, and request to ratify Service Works proposal due to Jurin's request to use the District's lift.

Ms. Starks made a MOTION to ratify the proposal from Service Works to provide roof leak inspection services, in an amount not to exceed \$3,500.
Mr. McLaughlin seconded the motion.

Discussion inspection being scheduled to run tests and look for leaks and inspect all aspects of the roof, perhaps coordinate with the engineer, and potential coordination with CROA's work on their building.

Upon VOICE VOTE, with all in favor, unanimous approval was given to ratify the proposal from Service Works to provide roof leak inspection services, in an amount not to exceed \$3,500.

iv. Proposal from Florida Green for Tree Trimming

Discussion ensued regarding crepe myrtle pruning, example of pencil pruning on Rush Street, option in the proposal to flat top, annual pruning, question how far to prune back, need for consistency, crepe myrtles are pruned more for aesthetics, previous pruning practices, and suggestion to consider crepe myrtles an exception.

Mr. McLaughlin made a MOTION to approve the proposal from Florida Green for option 2 trimming crepe myrtles two inches below the knots, in the amount of \$26,550.
Mr. Touzin seconded the motion.

Discussion possible precedent, Lake Evalyn trees were flat topped, options for pruning, and results of various pruning practices.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from Florida Green for option 2 trimming crepe myrtles two inches below the knots, in the amount of \$26,550.

v. Proposal from SŌLitude Lake Management for Pond Plantings

Discussion ensued regarding adding canna on Water Street.

Mr. McLaughlin made a MOTION to approve the proposal from SŌLitude Lake Management for pond plantings in ponds C1, C2, and C3, in the amount of \$3,720.
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from SŌLitude Lake Management for pond plantings in ponds C1, C2, and C3, in the amount of \$3,720.

vi. Proposal from SŌLitude Lake Management for Aeration Maintenance

Discussion ensued regarding this work not within staff's purview and might void the warranty, SŌLitude will need to provide the parts, and status of other fountains.

Mr. Filak made a MOTION to approve the proposal from SŌLitude Lake Management for aeration maintenance, in the amount of \$3,850, to be billed quarterly in the amount of \$962.50.
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the proposal from SŌLitude Lake Management for aeration maintenance, in the amount of \$3,850, to be billed quarterly in the amount of \$962.50.

vii. Furniture Replacement on the Esplanade

Discussion ensued regarding options for furniture replacements, desire for further research, repairs will continue to be made in the meantime, materials for replacements, security plan to help deter damages would be discussed in a closed executive session, and suggestion to order one Adirondack chair as a sample.

C. Attorney

i. Room Reservation Policy for the Conference Room

Discussion ensued regarding current use of room, limited policy previously approved, impetus for the request, and staff not available for events after business hours.

ii. Miscellaneous

Discussion ensued regarding State's action for RCID and no impact to the District.

D. Engineer

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

Discussion ensued regarding Island Village Phase 2B plans submitted, retaining walls, desire not to own retaining walls, possibility to own the wall and have CROA maintain it, suggestion to table the conversation until next month, options for ownership other than the District, and pond erosion.

E. Liaisons

i. Confirmation of Liaison Roles

Discussion ensued regarding liaisons as listed, removing Island Village.

NINTH ORDER OF BUSINESS Discussion Items

A. GoGov Option to Replace CeleService

Discussion ensued regarding demonstration for CeleService replacement, staff continues to research other options, use of tablets to assist staff, positive comments related to the service, conversion timing and process, CROA renewed CeleService, timing will allow conversion to a new system, options if CROA does not want to participate in the new system, District will own the contract that is shared with CROA but CROA would manage its own complaints, publicity campaign, how the app will work, possible sharing with CNOA and Enterprise CDD, and limitations of CeleService.

This item will be included on the agenda for the next meeting.

TENTH ORDER OF BUSINESS Other Business, Updates, and Supervisor Comments

Mr. Filak discussed vacuum truck from Osceola County, anniversary of Inframark contract, scoring cards to be sent to Board members and returned to the attorney, and process for meeting with Mr. Chris Tarase.

Mr. Touzin discussed leaf fall season, piles of leaves left in the street, homeowners need to be responsible to clean up their own leaves, revised proposal from Juniper to pick up piles and street sweeper cleans the streets, need for additional sweeps, lack of County enforcement, education and penalties from the County might help compliance, limitations of the District in enforcement, District picks up leaves on the streets to prevent clogs in stormwater drains, and management to engage a vendor for one trip with a vacuum truck.

Mr. Filak discussed engaging other CDDs in the County to participate in a council to address frustrations and the lack of response with the County, comments that it will result in the County no longer working with the districts, and suggestion for the County to meet with representatives of multiple CDDs.

This will be a discussion item at the next meeting.

ELEVENTH ORDER OF BUSINESS Public Comment Period

A Resident made general comments related to attending the meeting.

TWELFTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. McLaughlin, seconded by Ms. Starks,
with all in favor, the meeting was adjourned at 8:55 p.m.

Angel Montagna, Secretary

Greg Filak, Chairman