

**MINUTES OF MEETING  
CELEBRATION COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Celebration Community Development District was held Thursday, October 24, 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
Danny Bumpus	Bumpus and Associates
Brenda Burgess	Inframark, Management Services
Kerry Satterwhite	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**

Ms. Montagna introduced Mr. Satterwhite as the Area Field Manager.

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

Mr. McLaughlin made a MOTION to approve the meeting agenda, as presented. Mr. Touzin seconded the motion.
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Upon VOICE VOTE, with all in favor, unanimous approval was given to the meeting agenda, as presented.
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**FOURTH ORDER OF BUSINESS**                      **Public Comment Period**

Mr. Dave Anderson thanked Mr. Simmons and the field staff for repairing the street lights in Island Village, and requested an update on the District taking ownership for easement trees and other infrastructure in Island Village. Discussion ensued regarding the District has not accepted yet, timeline of getting trees trimmed, and some trimming has been done for safety reasons to uncover street signage.

Ms. Cherief Jackson from Clarke Mosquito Control provide a brief update on mosquito control activities. Discussion ensued regarding minimal or zero complaints except for one in Island Village, timeline for continued development.

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

**A. Celebration Residential Owners Association (CROA)**

There being nothing to report, the next item followed.

**B. Incorporation**

Discussion ensued regarding the update from the consultant, who will attend the November meeting, at which point outside counsel will continue in the process, whether or not a workshop might be necessary to discuss further, including information in the December newsletter, and the suggestion to wait for the update at the November meeting to include the recommendation from outside counsel before sharing with the public.

**C. Osceola County Sheriff's Department**

Discussion ensued regarding recent events in the community and quick communication to the Chairman and community regarding updates on those events, draft lease with the sheriff's office for possible use of the second floor, desire for recommendations from the sheriff's office for the finished space, responsible party for providing the improvements to the space, number of parking spaces, update on motorized scooters which has been requested again, and update on police blotter.

**D. Juniper Landscaping**

Discussion ensued regarding lack of performance of scope of services, safety concerns, action plan to have been provided but not yet received, Mr. Touzin meeting with Juniper regularly, examples of lack of performance in various areas within the community, staff's recommendation to solicit RFPs due to non-performance, ability to solicit separate proposal for Celebration Boulevard, suggested revisions to the RFP generally safety related, and process if going out to bid.

Juniper provided a response to the safety issue, current practices and protocols, commitment to safety without exception, desire for better communication and responsiveness. Further discussion ensued regarding deficiencies, areas of sod to be replaced, steps for resolution, previous

meetings with Juniper staff, lack of responses, complements about Jose and his responsiveness but the issues are above him tying his hands and not providing the support he needs.

**E. SŌLitude Lake Management: Pond Maintenance**

Discussion ensued regarding concerns with ponds on Jasmine, issues of duckweed, treated ten days ago and looks better today, previous conversations regarding staff approving mechanical removal in certain instances and parameters, potential pricing for hand removal, certain times of the year when the ponds will look bad,

Mr. McLaughlin made a MOTION to approve the proposal from SŌLitude Lake Management for pond maintenance, in an amount not to exceed \$10,000.  
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 maintenance, in an amount not to exceed \$10,000.

Discussion ensued regarding remaining aerators, ability to phase the work in 2024 and lock in pricing in 2023, history of installing aerators in fiscal year 2023, perform audit of the ponds for aeration or nutrient abatement, and proposals to be provided for the next meeting.

**SIXTH ORDER OF BUSINESS**                      **Consent Agenda**

**A. Minutes of September 19, 2023, Joint Meeting and September 26, 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.

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

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

**SEVENTH ORDER OF BUSINESS                      Business Matters**

**A. Celebration News Article for December**

Discussion ensued regarding the article provided for the *Celebration News*.

Mr. Hulme made a MOTION to approve the *Celebration News* article for December.  
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the *Celebration News* article for December.

**B. Bypass Pump Purchase**

Discussion ensued regarding intent of use of the bypass pump to pump down ponds, Enterprise CDD is purchasing one instead of renting for hurricane or storm event, staff ordering more aluminum grates, possibility to split a pump with Enterprise CDD, pros and cons of splitting a pump, comes with a trailer, and locations to be used.

Mr. McLaughlin made a MOTION to approve proposal #862833 from Synergy Equipment for the purchase of a bypass pump, in the amount of \$34,570.  
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to proposal #862833 from Synergy Equipment for the purchase of a bypass pump, in the amount of \$34,570.

Discussion ensued regarding paid from reserves, and available space to store the pump.

**C. Radar Traffic Device**

Discussion ensued regarding existing signs being refurbished, available money to purchase a new one, speeding issues, and the need for more patrolling.

Mr. McLaughlin made a MOTION to approve the purchase of a radar traffic device to be located on Celebration Avenue entering Artisan Park.  
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor except Ms. Starks, approval was given (by a margin of 4-1) to the purchase of a radar traffic device to be located on Celebration Avenue entering Artisan Park.

**D. Purchase of Trailer**

Discussion ensued regarding purchasing a Conex trailer and returning the existing trailer.

Mr. McLaughlin made a MOTION to approve the purchase of a Conex trailer, in an amount of \$3,850.  
Mr. Touzin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the purchase of a Conex trailer, in an amount of \$3,850.

**E. Discussion of Landscape Request For Proposals**

Discussion ensued regarding changes needed, hours Monday through Friday with weekends as needed, hours 7:00 a.m. to 5:00 p.m., 60-day termination provision, language addressing current safety issues, fee to use the District office for storage for \$870 per month, potential to increase that rental amount possibly to \$1,500 per month, area has to maintained, warranty for materials not maintained done by withholding money in payment of an invoice, District has not withheld money yet but has let Juniper know that is the next step and it is coming, no money withheld if they cure the deficiency, and timeframe and process for soliciting bids.

Mr. Touzin made a MOTION to approve soliciting request for proposals for landscape maintenance, directing staff to start the process with a revised scope.  
Ms. Starks seconded the motion.

Discussion ensued regarding Juniper not excluded from bidding, Juniper seems to have internal issues, staff's recommendation to go out for RFP, options to keep the original contract, and pros and cons of going out to bid.

Upon VOICE VOTE, with all in favor, unanimous approval was given to soliciting request for proposals for landscape maintenance, directing staff to start the process with a revised scope.

Proposals should be provided at the December meeting.

**A. District Manager**

**i. Engagement Letter with McDirmit Davis to Provide Auditing Services for Fiscal Year 2023**

Discussion ensued regarding extending the three-year engagement for another year and soliciting RFPs for fiscal year 2024.

Mr. McLaughlin made a MOTION to approve the engagement letter with McDirmit Davis to provide auditing services for fiscal year 2023, in the amount of \$5,000.  
Mr. Filak seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the engagement letter with McDirmit Davis to provide auditing services for fiscal year 2023, in the amount of \$5,000.

**ii. Motion to Assign Fund Balance**

Discussion ensued regarding assigning fund balance.

Mr. Filak made a MOTION to approve assigning fund balance as presented.  
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to assigning fund balance as presented.

**iii. Miscellaneous**

Discussion ensued regarding mid-November for repairs to the roof, FEMA reimbursement still in process but all information has been provided, digitization about 85% complete in Coral Springs and then will start on the records in the District Office, request for a search option available on the website, licensing maintenance vehicles, and the process and requirements for vehicles to be street legal.

Mr. McLaughlin made a MOTION to approve staff licensing one maintenance vehicle, to determine cost and process.  
Mr. Filak seconded the motion.

Discussion ensued regarding staff to license one vehicle to determine cost and process to make street legal.

Upon VOICE VOTE, with all in favor, unanimous approval was given to direct staff to license one maintenance vehicle, to determine cost and process.

Discussion ensued regarding Mr. Franklin Hall and his great service to the community, request to recognize Mr. Hall for his service through a \$500 gift card that Inframark will match, certificate or resolution of appreciation, precedent of resolutions for other staff, and honorariums.

Mr. McLaughlin made a MOTION to approve \$500 honorariums for Mr. Hall, Mr. Simmons, and Ms. Burgess, to be matched by Inframark, and a resolution presented in November to Mr. Hall.  
Mr. Filak seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to \$500 honorariums for Mr. Hall, Mr. Simmons, and Ms. Burgess, to be matched by Inframark, and a resolution presented in November to Mr. Hall.

Further discussion ensued regarding GOGov marketing materials and documents that can be edited and provided to the community, the green on the app is not Celebration green, CROA and other entities have been removed, list for emergency contacts, history of CROA deciding to participate or not, process of requests going to other entities, communication to the community when it goes live, a few instances of no automatic responses to requests submitted, request for standards of various repair items and timeframes for completion, and ability to report issues on the website.

**B. Field Operations: Monthly Report**

**i. Monthly 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 painting lights, bench sample, esplanade furniture,

*The meeting recessed at 8:08 p.m. to review the sample bench in the office.*

*The meeting reconvened at 8:10 p.m.*

Further discussion ensued regarding bench options, replacements, budget of \$100,000, purchase options, potential locations, and a memorial bench requested by Ms. Debie McDonald.

**ii. Street Lighting in Island Village**

Discussion ensued regarding issues with lights not working, a short video was played showing an issue with the wires being in concrete instead of an open hole, installation not pursuant to specifications, District still has a maintenance bond that has not been released and improvements not accepted, and the video to be sent to Mattamy Homes.

**iii. Miscellaneous**

Discussion ensued regarding trash pickup, and a meeting with Mattamy on Thursday with Mr. Hulme and Mr. Vincutonis when these items can be discussed.

**C. Legal Counsel**

Discussion ensued regarding insurance claim that was filed for dismissal, routine legal matters, eminent domain still waiting for offers on the smaller parcels, and Siena HOA's request for the District to take over their private parking lot.

**D. Engineer: 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.

Discussion ensued regarding touching up Artisan Park repaving, west side to be complete next week, change order from USA Seal & Stripe for \$32,500 for the east side for a full mill on some of the alleys, further review of driveways tying to the alley that do not need a full mill but can be milled and overlaid, potential trip hazard, change order not received by staff, current cost at \$225,096, and suggestion to negotiate the cost of the change order.

Mr. Filak made a MOTION to approve the change order from USA Seal & Stripe for a full mill on certain alleys on the east side of Artisan Park, in an amount to be negotiated but not to exceed \$32,500.  
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the change order from USA Seal & Stripe for a full mill on certain alleys on the east side of Artisan Park, in an amount to be negotiated but not to exceed \$32,500.

Further discussion ensued regarding the baseball fields on Tract E, location of the pond, parking spaces, conservation areas, potential to property swaps with RCID, Mr. Hulme and Mr. Vincutonis will continue to look at other parcels, buffer zones and aesthetics, and K-8 lot to be declared by Osceola County as excess property as a potential location.

**E. Liaisons**

Mr. Hulme is meeting Thursday with Mattamy Homes.

Mr. Filak discussed security cameras included in the budget, placement to be discussed, meeting set for November 6 with Osceola County regarding responsiveness, share in road cleaning, received \$2.5 million grant for trees and if the District can receive part of it, and FEMA cost for debris removal on County-owned roadways.

**NINTH ORDER OF BUSINESS**

**Discussion Items**

There being none, the next order of business followed.

**TENTH ORDER OF BUSINESS**

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

There being none, the next order of business followed.

**ELEVENTH ORDER OF BUSINESS**

**Public Comment Period**

Mr. Gary Hudspeth commented on landscape RFP and examples of curing deficiencies, and asked about the dollar amount for the audit engagement letter, which remained the same as the previous year.



**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Starks, seconded by Mr. McLaughlin, with all in favor, the meeting was adjourned at 8:54 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman