

MINUTES OF MEETING CELEBRATION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Celebration Community Development District was held Tuesday, March 23, 2021, at 6:30 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:

Gary Moyer	Manager: Moyer Management Group
Jan Carpenter	Attorney: Latham, Luna, Eden & Beaudine
Mark Vincutonis	Engineer: Hanson Walter & Associates
Neil Bresnahan	CROA Executive Director
Brenda Burgess	Moyer Management Group
Natasha Cruz Millheim	Inframark, Field Services
Angel Montagna	Inframark, Management Services
Russ Simmons	Inframark, Field Services
Chris Tarase	Inframark, Management Services
David Tomek	Administrator, Community Development
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

Mr. Filak called the meeting to order at 6:30 p.m.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Moyer 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

Public Comment Period

Mr. Filak indicated public comments are three minutes per speaker and are provided at the beginning and the end of the meeting.

Ms. Hadden discussed noise issues in North Village with Old Town and residents in North Village and food trucks, suggested Old Town's noise variance be revoked, and reviewed previous complaints with the sheriff's department.

Representatives from the sheriff's department replied as to how the department responds to noise issues versus other calls for service, communications they have had with Ms. Hadden and the food trucks and surrounding businesses, code enforcement addressing food truck issues, similar complaints throughout the County, communications with Commissioner Peggy Choudhry, additional deputies working with food trucks, noise coming from food truck patrons, parking issues on the frontage road, citations issued for noise and parking violations, the recommendation to continue to contact the non-emergency phone line for any complaints, no more ability to write UTC noise citations for moving vehicles, mobile car clubs, food trucks being cooperative but occasional issues with patrons, suggestion for callers to be willing to meet with an officer, and recommendation to provide further issues to Mr. Akey as the District's liaison with the sheriff's department.

Mr. Tomek responded to the County monitoring and addressing these issues with additional staff the past two weekends, including parking alternatives and number of food trucks. Code enforcement can issue citations to violators, including property owners.

Mr. Floyd McCollum opined the Chairman violated the Sunshine Law regarding a previous vote of the Board without adequate notice to the public, asked Mr. Filak to step down as Chairman, reviewed the attorney's recommendations to avoid Sunshine Law violations related to social media, reviewed previous actions taken regarding sidewalk and curb cleaning without public notice or public comment, commented on email and social media responses by Mr. Filak related to said motion, and requested an apology for the previous Board action.

Discussion ensued regarding the contract amendment not being executed but included on tonight's agenda for approval, process for last-minute action items being added to the agenda, request for complete information on action items, comments made out of order, and request to respond to comments under other agenda items as appropriate.

FIFTH ORDER OF BUSINESS

Administrative Matters and Announcements

Mr. Moyer discussed the first draft budget and management's approach to budget numbers, and using available surpluses so as to not increase non-ad valorem assessments.

Discussion ensued regarding one-time expenses versus hiring two employees, and preference to increase non-ad valorem assessments if expenses are higher than revenues without using surpluses to avoid a future Board needing to increase assessments by 40% or similar figure.

SIXTH 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.

Discussion ensued regarding third-party reports and contractors be moved earlier on the agenda for tonight's meeting and future agendas.

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

SEVENTH ORDER OF BUSINESS

Consent Agenda

A. Minutes of February 16, 2021, Workshop and February 23, 2021, Regular Meeting

Mr. Filak reviewed the minutes, which are included in the agenda package and are available for public review in the District Office during normal business hours, and requested additions, corrections, or deletions.

Mr. Akey made a MOTION to approve the consent agenda.
Mr. McLaughlin seconded the motion.

Ms. Starks provided two corrections: (1) page 7 item B(iv) for field operations for the dollar amount in the motion since the dollar amount was not provided at the meeting at the time of the vote, only \$15 per hour and an estimate of the total, staff will update the February 23 minutes pursuant to the discussion to be approved at the April meeting; and (2) page 8 item E(i) should not indicate anything about tours for the 192 Development Authority director, only that she would be providing updates.

Mr. Akey made a MOTION to table consideration of the minutes of the February 23, 2021, meeting.
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to table consideration of the minutes of the February 23, 2021, meeting.

Mr. Akey made a MOTION to approve the minutes of the February 16, 2021, joint workshop, as presented.
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the minutes of the February 16, 2021, joint workshop, as presented.

B. Check Register and Invoices

Mr. Filak reviewed the check register and invoices, which are included in the agenda package and are available for public review in the District Office during normal business hours, and requested approval.

Mr. Akey made a MOTION to approve the check register and invoices, as presented.
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the check register and invoices, as presented.

EIGHTH ORDER OF BUSINESS

Contractor and Third-Party Reports

A. Cyclone Machine

Mr. Ben Jentink reported on working with staff on maintenance issues with the Cyclone machine and pressure pump.

Discussion ensued regarding training for the operation and maintenance of the machine, which two-day maintenance training is in Tempe, Arizona and includes free hotel and free training, certification of training on maintenance, staff turnover, desire to have staff be trained and certified, tools provided, schedule for routine maintenance, return pump maintenance, desire for the operator to also maintain the machine, staff to provide a job description for this position, productivity of the machine about 100 feet per minute, width of the sidewalk requiring three passes, machine not able to clean the five-foot sidewalks, trailer option with a walk-behind for smaller areas, hose lengths suggested, and a request for staff to look into options and provide recommendations.

B. Sitex Aquatics

Mr. Brian Fackler provided an update regarding aerators in the pond on Oak Pond Drive to address duckweed blooms, which seem to be working.

Discussion ensued regarding contributors to algae and duckweed, causes of duckweed blooms, and compliments on the work being well done.

NINTH ORDER OF BUSINESS

Action Items for Approval

A. Board Policy for Discussion of Agenda Items

Mr. Moyer introduced the process for agenda items and how they are provided to staff and the Board. The deadline to receive materials is ten days prior to the meeting.

Discussion ensued regarding listing an item on the agenda or putting it under Supervisor Requests, if meeting handouts are provided on the website or how they are provided to the public, all information is available upon request which is indicated on the website, some agenda items needing more backup material than others or requiring more time to provide, discussion items versus directing staff for non-repeat items, proper process for the Board to direct staff by motion for non-routine items, being consistent, and opinion from legal counsel at a future meeting if the general rules of procedure address this issue or if a policy should be drafted.

B. Term Sheet for Sale of Property to Unicorp for Celebration Pointe

Mr. Moyer reviewed the term sheet for Unicorp's access to their commercial property adjacent to Island Village, Unicorp's engineering for the access road which determined they needed more retention area than provided in the pond adjacent to the road, permitting process identified additional areas, and the new term sheet increases the purchase price by about \$96,000.

Ms. Carpenter indicated the additional land needed for the retention area is through a purchase instead of an easement owned by the District and maintained by Unicorp, price is about \$140,000 per acre, original purchase price of \$93,000 increased to \$190,000 for 1.36 acres, reviews done by the District's engineer and Mattamy Homes, closing can occur once final terms are agreed upon, and execution of Reedy Creek application provided at the previous meeting for amendments to the permit for the retention areas.

Discussion ensued regarding the District being involved in the permit process since it is the current owner, additional swale near the Island Village entry road, maintenance responsibility, District's enforcement of maintenance if not being performed, and Mattamy Homes has agreed to the same restrictions for their property.

Mr. McLaughlin made a MOTION to approve the modified term sheet for the sale of property to Unicorp for Celebration Pointe.

Mr. Akey seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the modified term sheet for the sale of property to Unicorp for Celebration Pointe.

C. Amendment No. 1 to Inframark Management Agreement for the Addition of Two Employees for Sidewalk and Curb Cleaning

Mr. Moyer reviewed amendment no. 1 to hire two additional employees to pressure wash sidewalks, salary at \$15 per hour per employee, resulting in full salary plus benefits cost of approximately \$96,000 for both employees, and the latest proposal after negotiating with Inframark of \$12 per hour per employee for a total cost about \$75,000.

Ms. Carpenter reviewed the contracts with Inframark which do not require \$15 per hour but was a Board decision some years ago, are vague in the way employees are hired, and the suggestion to clean up the contracts for issues such as this.

Discussion ensued regarding being unaware of hourly negotiations, request from the Chairman to receive clarity on the basis of the \$76,000 cost versus \$12 or \$15 hourly wage which was never codified in the management services agreement, understanding employees were being paid \$12 per hour resulted in staff turnover, previous Board decision to increase hourly employees over a period of time to \$15 per hour, support for a living wage, \$12 per hour is not enough for the hard work the crews perform especially during the summer, no requirement to pay any certain hourly amount but the Board can make its request of management, the Board's role in dictating salary levels at a certain level or letting the management company pay its employees at its discretion, Mr. Tarase provided history and analysis on the work program and wage rates to retain employees which discussion with the Board resulted in Inframark's recommendation to have a progression to get staff to \$15 per hour in the fiscal year 2022 budget, evaluations of new employees after a probationary period and annually thereafter, when pay increases might occur, staff to provide turnover rate for Celebration, six employees who were not here one year ago, no other management contracts where the Board accepted an hourly wage of \$15 per hour at the request of management, concerns about staff retention, example of not knowing the basis for CCMC's fee to CROA and the District Board's desire to understand the full cost breakdown of staff provided by Inframark, difference between

management company and landscape contractor employees, preference to accept the recommendation from Inframark to retain staff, alternative to outsource pressure washing instead of doing it in-house similar to the action taken to outsource sidewalk repairs, resources needed when Island Village comes online, further discussions with staff about getting caught up over the next 30 days perhaps working overtime without pulling staff from sidewalk grinding to do pressure washing, clarification that Island Village maintenance is included in the proposed fiscal year 2022 budget, number of resident calls and complaints compared to last year, discussion of staff and sidewalk cleaning and repairs, support for hiring one additional person for general maintenance, pressure washing included in Capital Land Management's landscaping contract for any area determined by field staff, 16,319 feet of five-foot sidewalks and boardwalks that cannot be cleaned with the Cyclone, priorities of safety and trash and cleanliness and staying current on maintenance, option to hire one person now and provide an update in 60 days on status of being current or needing additional resources, option to get other proposals or look at alternatives over the next 30 or 60 days, \$48,032 full cost for one employee to pressure wash and other maintenance which is \$15 per hour plus benefits.

Mr. Akey made a MOTION to approve hiring one additional staff member at Inframark's discretion on starting wage up to \$15 per hour, or full cost not to exceed \$48,032 annually.

Mr. Collins seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to hire one additional staff member at Inframark's discretion on starting wage up to \$15 per hour, or full cost not to exceed \$48,032 annually.

D. Authorization to Paint and Perform Electrical work on the Sign Board at the Esplanade

Mr. Moyer reviewed previous discussions at the workshop regarding the informational green sign on the esplanade across from D'Antonio's, recommendation to have the sign painted and lights changed out, filled with information from CROA or the District or from Lexin regarding downtown merchants as a directory, and continued research into digital signs similar to what Winter Park has.

Discussion ensued regarding ownership and maintenance of the sign, and continued conversations between Mr. McLaughlin and CROA.

Mr. McLaughlin made a MOTION to approve painting the green sign on the esplanade, as discussed.
Mr. Akey seconded the motion.

Discussion ensued regarding ownership of the sign remaining with the District, including approval of information posted in the sign.

Upon VOICE VOTE, with all in favor, unanimous approval was given to painting the green sign on the esplanade, as discussed.

E. Event Use Application from CECF Wish Foundation for the Exotic Car Show *(April 8 – 10, 2021)*

Mr. Moyer reviewed the event use application from the CECF Wish Foundation for the exotic car show the weekend of April 8 – 10, 2021, which is an annual event.

Mr. McLaughlin made a MOTION to approve the event use application from the CECF Wish Foundation for the exotic car show the weekend of April 8 – 10, 2021.
Ms. Starks seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the event use application from the CECF Wish Foundation for the exotic car show the weekend of April 8 – 10, 2021.

F. Celebration Office Phone System

Mr. Moyer reviewed the information provided regarding moving from the ShorTel system to Microsoft Teams Enterprise Voice Solution, and the history of electronic participation in meetings through dial-in and then Zoom Video Communications.

Mr. Tarase indicated the ShorTel system will no longer be supported by the vendor. Microsoft Teams allows video conference calling, would retain existing phone numbers, would save the District \$6,000 to \$8,000 annually, system would belong to Inframark with the condition the numbers would revert back to the District should the District ever contract with a different management company, and essentially switching to an internet phone line instead of traditional land lines.

Ms. Cruz Millheim indicated if the District did not allow this transition, the District would have to purchase phone lines at a higher cost for the office since the ShorTel system will be void.

Discussion ensued regarding being able to retain Zoom for public participation in meetings, and including this on the next meeting agenda for formal approval.

G. *Celebration News* Article for May 2021

Mr. Collins reviewed the proposed article written on behalf of the Board for the May edition of the *Celebration News*.

Mr. Collins requested a reminder for each Supervisor when their article should be provided. Ms. Burgess clarified the confusion in Mr. Collins initially providing his liaison report rather than the *Celebration News* article, but provided both for this month.

Discussion ensued regarding having articles provided by Board members, as previously discussed and approved.

Mr. Akey made a MOTION to approve the *Celebration News* article for the May 2021 edition.
Mr. McLaughlin seconded the motion.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the *Celebration News* article for the May 2021 edition.

TENTH ORDER OF BUSINESS

Third-Party Reports and Presentations

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

Mr. Brian Kensil raised the following issues, which were further discussed by the Board: new members and officer structure for the CROA Board with Mr. David Anderson returning, Ms. Celia McFadden, Ms. Cindy Swisher, and Mr. Jackson Mumey; management RFP process and timing with a final decision targeted for August 2021; conversion to Microsoft Teams; and civic corridor activities. Mr. Kensil is the main liaison with the District, and Mr. Mumey serves as backup.

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.

C. Island Village/Mattamy Homes

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

ELEVENTH ORDER OF BUSINESS

Regular Reports

A. District Manager

i. Financial Statements

Mr. Moyer reviewed the financial statements included in the agenda package and available in the District Office for public review during normal business hours.

Mr. Moyer distributed the proposed budget for fiscal year 2022 and discussed various budget line items, including additional revenue from Unicorp for Celebration Pointe, deficit for capital project spending including Celebration Boulevard sidewalk replacement, additional maintenance items for Island Village, various reserve account balances, alley repaving, and unallocated fund balance.

Discussion ensued regarding irrigation system replacement or refurbishment; other infrastructure that might need to be replaced within the next five years; capital projects for fiscal year 2022 to include Artisan Park entry columns stucco work, mules, Celebration Boulevard sidewalks, Croton pear tree removal and replacement, Celebration Boulevard street light pole painting deferred from the fiscal year 2021 budget, and dock replacement on the esplanade; current anticipated repairs to the irrigation system and software included in the maintenance budget; and the incorporation study with further research needed for other elements of incorporation.

Further discussion ensued related to Board members providing additional capital projects or maintenance items at the next meeting for direction to staff to include in the budget.

B. Field Operations

i. Monthly Field Management Report

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

Mr. Simmons reported on major issues, including leaves, residents dumping leaves in front of the street sweeper, and possible County enforcement to violators through fines.

Discussion ensued related to landscaping companies being certified by the County, Mr. Akey will discuss further with the County to (1) address violations in the short term and develop long-term objectives to reduce this issue and (2) identify non-licensed landscape companies blowing debris in the road, County enforcement mechanisms, and information from the County to inform residents of practices and violations.

Mr. Simmons further reported on trellises in Roseville Corner with bougainvillea that staff recommends be removed from the trellises, Japanese blueberry trees on the Campus Street sidewalk by the condominiums that are perhaps 50 feet tall and too close to buildings and are recommended by Mr. Tom MacCubbin to be removed, sycamore tree removed from Ironsmith for sidewalk repairs which is preferred by the resident but not recommended to replaced with another sycamore, comparison of sycamore tree issues in

other areas, and the suggestion for the resident to meet with Mr. MacCubbin regarding tree replacement choices.

ii. Action Items List

Ms. Cruz Millheim reviewed the action items list included in the agenda package and available in the District Office for public review during normal business hours.

Discussion ensued regarding the CROA tract next to the District office, USA Seal & Stripe's request for additional fees due to increased dumpster costs due to weekly sweeping which schedule will be reduced in coming months, and timing for when the sweeping schedule can be posted on the website.

iii. Miscellaneous

Mr. Tarase reported on transition activities from Mr. Moyer to Ms. Montagna, with Ms. Montagna beginning to facilitate meetings next month as well as directly overseeing staff, filtering all emails and requests through Ms. Montagna, and repeat maintenance items continuing to go directly to Ms. Ana Atencio.

C. Attorney

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

Ms. Carpenter reviewed items that occurred during the past month, including the response from the Department of Economic Opportunity and the referendum.

Discussion ensued regarding the next steps over the next 30 days, contacting the University of Central Florida or the University of Florida if they will prepare the report pursuant to Chapter 165, Florida Statutes, a proposed charter for the new city, possible retention of municipal counsel or use Weston as a model, local bill needing to be passed by the Legislature in the current session, reaching out to local House Representatives quickly due to the deadline to be a referendum for November 2022, continued working with staff to work on the immediate steps, and estimated budget for additional efforts that may be required.

D. Engineer

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

Discussion ensued regarding the train route along S.R. 417 and I-4 to Tampa.

E. District Liaisons

i. West U.S. 192 Improvement District

Mr. Collins reported the March meeting was canceled.

ii. Management

Mr. Filak reported on conversations and activities with management staff, including sidewalks and budget activities.

iii. County Staff and Sheriff

Mr. Akey reported on conversations and activities with County staff and the sheriff's office, including potentially discussing a full-time deputy as a Board prior to discussing it with Sheriff Lopez, but remaining with details for the current time.

ii. Commissioner Peggy Choudhry

There being no further updates, the next item followed.

iii. CROA

Mr. McLaughlin reported on conversations and activities with CROA, attending meetings with the CROA liaisons, holiday decorations, and the technology committee.

Discussion ensued regarding community cleanliness and street cleaning being discussed with CROA.

Further discussion ensued regarding Lexin's desire for the Board's direction on Memorial Day and Independence Day decorations, and the option of the District purchasing bunting on the esplanade and railing.

v. Island Village

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

TWELFTH ORDER OF BUSINESS

Other Business, Updates, and Supervisor Comments

Mr. Collins expressed appreciation and compliments to the field staff.

Ms. Starks questioned when the Board should discuss audience comments and questions raised during the public comment period. Discussion ensued whether to discuss the following month or interact when the comments are made or discuss after all public comments are made during that agenda item or later on the agenda, anything requesting an action should be deferred to the following meeting, preference to answer or address comments at the time instead of later in the meeting for the convenience of the residents, comments not arguments, and a desire to give some sort of answer or direction to the residents.

Mr. Akey reviewed comments from residents regarding the Cyclone, job description for the employee operating the machine, pursuing training, acknowledging the community is aging, and appreciation for all the staff and Board members.

Mr. Filak reviewed emails received from residents regarding the Cyclone, cleanliness standards, hiring additional personnel, which were sent responses and had some further dialogue.

THIRTEENTH ORDER OF BUSINESS **Public Comment Period**

Mr. Kensil requested information be shared related to Island Village as both the District and CROA enter their budget cycles, if incorporation will affect the CROA budget, suggestion if a Board member would submit a *Celebration News* or *Friday Flash* article on what incorporation would entail and mean to avoid rumors and false information being floated around including the timing, clarification the District meets the thresholds for the incorporation process, caution from legal counsel not to express opinions or views in articles for items that will come before the Board for a decision, suggestion for the manager to provide the article rather than a Supervisor, and a recommendation for review of any such article by Ms. Carpenter and others familiar with the process.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

- *The next meeting is scheduled for Tuesday, April 27, 2020, at 6:30 p.m.*
- *The next workshop is scheduled for Tuesday, May 11, 2021, at 3:00 p.m.*

On MOTION by Mr. Akey, seconded by Ms. Starks, with all in favor, the meeting was adjourned at 9:25 p.m.
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Cassandra Starks, Secretary

Greg Filak, Chairman