



## **Celebration Residential Owners Association (CROA)**

### **BOARD OF DIRECTORS' MEETING**

**Wednesday, March 16, 2022 6:00 PM  
MINUTES**

#### **Call to Order**

The Board Meeting was called to order at 6:00 PM by Mr. Jackson Mumeey, President. Also present were Mr. David Anderson, Vice President; Mr. Brian Kensil, Treasurer; Mrs. Celia A McFadden, Secretary; Director Mrs. Cindy Swisher; Director Mr. Jim Hays; and Director Bill Grindl. Representing GrandManors were Ms. Lauren Gunnyon, Executive Director; Mr. Roger Edwards, Vice President; Mrs. Natalie Mower, Community Manager; Mr. Ariel Lovera, Financial Manager; Mr. Patrick Dume, I.T. Manager; and Ms. Amie Guswiler, Client Service Manager. The meeting, having been appropriately noticed, was ready to proceed with business.

#### **Adopt Agenda**

Mrs. Swisher motioned to adopt the agenda with modification of moving consent item 1b,1c,1d, and 1f to the regular Action Items; Mrs. McFadden seconded, the motion passed unanimously.

Mrs. Swisher motioned to table the Nu-Leaf estimate item #4 on the Action Items at the request of the Service Area Manager; Mrs. McFadden seconded; the motion passed unanimously.

#### **Approval of Meeting Minutes**

Mr. Anderson motioned to approve the minutes for the Board meeting on March 9, 2022; Mr. Hays seconded; the motion passed unanimously.

Mr. Anderson motioned to approve the minutes for the Board Organizational meeting on March 4, 2022; Mr. Grindl seconded; the motion passed unanimously.

#### **Financial Update**

Mr. Kensil began by saying management completed the transition from CCMC to GrandManors with the database and everything. The CROA balance sheet is composed of the Operating Fund, Replacement Fund, and the Capital Improvement Fund. As a reminder, the Operating Fund is for the day-to-day expenditures, the Replacement Fund is for repairs of existing assets, and the Capital Improvement Fund is for new projects and amenities.

According to the balance sheet there is \$2.3 million in the Replacement Fund as of 12/31/2021, there is \$2.1 million in the Capital Improvement Fund as of 12/31/2021, and there is \$1.9 million in the Operating





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Fund as of 12/31/2021; and, from a financial perspective there is strong cash position.

Mr. Lovera continued by saying that January financials will be available by March 20<sup>th</sup> and February financials by March 25<sup>th</sup>.

### Action Items

#### 1. Consent Agenda

- a. Mrs. McFadden motioned to approve Exquisite Lawn Care invoice for Crimson Mews in the amount of \$15,562.00; Mr. Grindl seconded; the motion passed unanimously.
  - b. Mrs. McFadden motioned to approve RFP number 02182022 Savannah Square Townhomes for \$51,600.00 with Central Painting and Waterproofing; Mr. Grindl seconded; the motion passed unanimously.
2. Mr. Kensil motioned to approve management recommendation for Yellowstone in the amount of \$20,942.17 for Central Bark Park re- sodding; Mr. Anderson seconded; the motion passed unanimously.
  3. Mrs. Swisher motioned to table the management recommendation for Yellowstone in the amount of \$48,915.00 for Civic Corridor Dog Park re-sodding; Mrs. McFadden seconded; the motion passed unanimously.
  4. Mrs. Swisher motioned to table the re-sod and landscaping upgrades for the Green Square with Yellowstone in the amount of \$7560.00 and \$13,253.00 and landscape revamp; Mr. Anderson Seconded; the motion passed unanimously.
  5. Mrs. Swisher motioned to table the re-sod and landscaping upgrades for Towhee Court with Yellowstone in the amount of \$5137.10; Mr. Anderson seconded; the motion passed unanimously.
  6. Mr. Anderson motioned to expand the previously approved short term rental waiver for displaced Artisan Park residents to permit any Celebration owners to offer their homes to displaced Artisan Park Residents; Mr. Hays seconded; the motion passed unanimously.
  7. Mr. Kensil motioned to approve the resurface and repairs for Lakeside Basketball courts with Varsity Courts in the amount of \$6337.00; Mr. Hays seconded; and the motion passed unanimously.
  8. Mr. Kensil motioned to approve RFP number 02182022 for \$54,150.00 with Performance Roofing. Mr. Hays seconded; the motion passed unanimously.
  9. Mr. Anderson motioned to approve the letter of agreement from Karins Engineering for \$9,800.00. Mr. Hays seconded; the motion passed unanimously.





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10. Mrs. McFadden motioned to approve Apex Security Company in the amount of \$61,821.36 for 3 days a week while school is in session; seven days a week for summer and school breaks, and 4 weeks over December and Halloween at Lakeside, Spring Park, and CCFC; Mr. Grindl seconded; the motion passed unanimously.

### Discussion Items

1. Updates for ongoing projects
  - a. Committee appointment process and selection of Chair

Mr. Mumey began by saying he is a fan of author Brené Brown, as she writes in her book *Dare to Lead* “We’re here to get it right, not to be right.” As management thinks about committees it is important to understand and to govern by rational communication, which means listening and speaking. The question, why do we have committees, is worth re-introducing to everyone. The first reason we have committees is because the Board does not have enough time. The second reason is expertise, and the third reason is continuity. The current structure consists of a number of different committees, both standing committees and charter committees (Finance, Technology, Recreation, Special Events, Dog Park, ARC, and Covenants).

In 2021, in the absence of strong oversight from the prior management company, the CROA Board felt compelled to become more involved with big projects such as Pickleball and Lawn Sports. Therefore, in 2021, the Board created task forces that would study the subject matter and then report on it. In 2022, the CROA Board began to add management into the oversight model and circumstances have now evolved. Now, instead of asking Task forces to fill the gap for management; we have management present to assist the Board, with the prior task forces as subject matter experts to assist management and the Board. After this, it was noted that the Task Forces were implemented in 2021 and not 2020 as Mr. Mumey originally stated.

Mr. Mumey continued by saying there are still things to be determined within the next couple of weeks or months; whether to add a Communication Committee or Advisory Group. Additionally, when the Board thinks about the Committee Selection Process, there are four questions: (1) what the purpose of the committee is, (2) what the appointment process is, (3) how the chair will be selected, (4) what the specific goals are. It was later noted by Gary Hudspeth that Committee Chairs are selected by the Board, as specified in the 2021 Committee Resolutions.



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### 2. Lawn Sports design update

Mr. Kensil began by saying he met with the Lawn Sports Group and based on that conversation he is recommending the Board simplify the process by getting two croquet courts, a fence around it, night access, a small canopy, and obtain quotes from Nu-Leaf and Yellowstone. Lauren noted that GrandManors has a local vendor or two that they would also recommend for obtaining quotes. The Board agreed and asked that Lauren work with Albert Riddle to get the drawings revised.

### 3. Update on Communications Framework

Mr. Anderson began by emphasizing the importance of communication and beginning to clarify the communication responsibilities of an HOA. With a draft Communications Overview document he prepared, he stressed the importance of clearly specifying the foundations for communications efforts; the draft included 20 items such as that any communication transmitted needs to be truthful, reliable, and clear, and use multiple channels. He identified some of the many communication approaches currently used. Management was asked to identify next steps and a timeline, to be presented at the next CROA Board meeting.

### 4. Longmeadow Playground Design and Bids

Mr. Senquis began by noting that management is currently working with two vendors to receive bids closer to the amount in the prior reserve study with the understanding that inflation will play a part. These bids should be available for the next CROA Board meeting packet.

### 5. Reserve Study Status

Mrs. Gunnyon began by saying, as of March 11 they are starting the internal review process and once this review is complete, they will be connecting with Mr. Grindl. Once we receive the reserve study back from the Engineers, Mr. Lovera, Mrs. Mower, and Mr. Senquis will engage with Mr. Grindl to further review and provide comment to the Board for final approval.

## Board Comments

Mr. Kensil is happy for making timely progress on the many different projects facing management during the first year of operation.

Mrs. McFadden is happy about the substantial progress on emails that were answered by the Board and Town Hall.



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Mrs. Swisher recommended a constant video on a website regarding Celebration as a communication tool.

Mr. Grindl is happy to report that residents have approached him about improvements in the community that they are already seeing.

Mr. Hays communicated the technology committee is looking into a new concept that would provide more communication to the residents via another method. Also, the technology committee is looking into broadcasting the CROA Board meeting via You Tube live.

Mr. Mumey appreciated Mr. Edwards presence in the meeting as a representative of GrandManors and congratulated Mrs. Mower in her new role as Community Manager.

Mr. Anderson shows appreciation for the partnership between management and the Board.

### Adjournment

Mrs. Swisher motioned to adjourn; Mrs. McFadden seconded; the motion passed unanimously at 8:06pm.

*Celia A McFadden*

[Celia A McFadden \(Apr 14, 2022 20:36 EDT\)](#)

Celia A McFadden, Secretary

