



BOARD OF DIRECTORS' MEETING

851 Celebration Avenue, Room 104
June 22, 2017 6:30 PM

MINUTES

Owners Comment Period

A resident shared comments regarding the qualifications of the recent selection of Advantage Tennis to provide their services to Celebration. Several other residents commented on the ongoing discussions in support of and opposed to the CCMC contract with Celebration

The Pledge of Allegiance

At this time the Pledge of Allegiance was recited.

Call to Order

The meeting was called to order at 6:43 PM by Jack McLaughlin, CROA Board President. Present were Leonard Timm, Vice President; Paul Collins, Treasurer; Tim Swisher, Secretary; Directors David Anderson, Debie McDonald and Eric Oppegaard. Also in attendance representing CCMC were Steve Waring, Executive Director, and Suzan Kearns, Community Manager. A quorum of Directors was declared and the meeting, having been properly noticed, was ready to proceed with business.

Adopt Agenda

Debie McDonald motioned to amend the agenda to add a list of considerations to Action Item 1 to be referred to as "1b". David Anderson seconded and the motion passed by a majority.

Approval of Minutes

Paul Collins motioned to approve the minutes of the May 24, 2017 meeting. Eric Oppegaard seconded and the motion passed unanimously.

Committee Reports

ARC - Suzanna McLeod reported that there were 109 applications were reviewed. Top requests were landscaping, painting and roofing. Paint books are available at town hall. She thanked Jordan Matthews for her 3 years of service and announced that the committee was looking for a new committee member.

Covenants – Vaughn Roberts reported that 1,450 inspections were completed for the month. Short-term rentals were discussed and the rules which state the minimum number of months a unit may be leased whether it is a home or garage apartment. The committee also has an opening for a new member. Suzanna also briefly covered security cameras and that the ARC would be looking at the rules regarding these while taking in mind the suggestions from law enforcement.

Special Events – PJ Cartwright gave the report and discussed the Memorial Day flag ceremony, the upcoming 4th of July parade, Shark swim team swim-a-thon fundraiser for the Special Olympics. PJ thanked the Montessori school for their generous \$1,000.00 donation for the dog park donation and reported that tiles were also still available for purchase. Founders Day is November 10 and 11 and will feature the Lovin' Spoonful band.

Recreation Committee – Steve Waring reported that the Tennis and LaCrosse proposals are part of the Action Items for this meeting. Swimming proposals will be reviewed by the committee for the next meeting.

Financial Report

Suzan Kearns presented the report and it was accepted as presented. Paul Collins urged reevaluation of attorney's fees. Capital reserves look very positive but more focus placed on receivables and attorney's fees.

Management Report

Steve Waring presented the report, which covered key performances, customer service and Comcast progress. Davey representative Roger Echols updated the board on a Nematode issue that is very expensive to treat – typically costing about \$2800 per acre. Folks will be seeing red, white & blue flowers/flags showing up. Management will meet will meet with the county and discuss the challenges regarding the Athletic Fields.

Comcast Update- Jennifer Ketchum of Comcast – gave an update. Marketing for current residents will be noticed by a form letter informing them that their area has been finished. Restoration efforts continue. She will be on property once a month and available to residents. Jennifer confirmed that fiber speed will be 1G or greater.

Action Items

1. Tim Swisher motioned to request CCMC to rebid the current management agreement as part of the contract review process, not to preclude the possibility for a future RFP. Leonard Timm seconded and the motion passed by a majority with Paul Collins, Debie McDonald and Eric Oppegaard, voting nay.
- 1b David Anderson motioned to add the following list of considerations into the record, Debie McDonald seconded the motion:
 1. Provide CCMC with an opportunity to offer a pricing schema to include costs for (a) the payroll burden rate, and (b) the management fee. This must be finalized no later than July 15, 2017.
 2. If this pricing schema is acceptable to the CROA Board, the following additional items are to be done by August 15, 2017:
 - a. Provide a job justification for each employee (format to be provided by CROA Board by July 1).
 - b. Agree to cooperate fully in a written documentation process of local processes and procedures, effective January 1, 2018.
 - c. Agree to participate fully with a management consultant, should the CROA Board determine that external consultation would be advantageous. This management consultant would be hired by the CROA Board, between September 1 and November 1, 2017; the consultant would review and make recommendations about management efficiencies, with a report due November 15, 2017.
 - d. Agree that the CROA Board may be involved in discretionary decision-making on certain positions and specific personnel; this is currently limited to the Executive Director position.
 - e. Agree to identify specific approaches to incentivize costs to save money.

After a lengthy discussion, Eric Oppegaard motioned to remove the review of the process on a quarterly basis (removed) and approve as written in the minutes. Debie McDonald seconded and the motion passed by a majority. Tim Swisher and Jack McLaughlin voted no.

2. Eric Oppegaard motioned to ratify the consent ballot for the authorization to enter a contract with The Lovin' Spoonful to perform at the 2017 Founders Day Event for \$12,000.00 as a CROA Operating Expenditure. Tim Swisher seconded and the motion passed unanimously.
3. Leonard Timm motion to Approve the EmpowRE Offer in settlement for the doc stamps charged for Deed in Lieu for \$8,500.00. Tim Swisher seconded the motion and it passed unanimously.
4. Tim Swisher motioned to approve the renewal of the RecPro Annual software support contract for the period from 07/01/17 through 06/30/18 for \$3,500.00 as a CROA Operating Expenditure. Leonard Timm seconded and the motion passed unanimously.
5. Debie McDonald motioned to table a decision on Advantage Tennis to provide professional tennis services for Celebration. The board generally agreed that further discussion will occur at the next meeting after the Recreation Committee has verified the qualifications of Advantage Tennis. Paul Collins seconded the motion and the board voted unanimously to table the discussion.
6. Eric Oppegaard motioned to approve the installation of four red maple trees in the easement of Blue Sage Service Area by Girard Environmental Services for \$2,500.00 as a Blue Sage Service Area Operating Expenditure. Leonard Timm seconded and the motion passed unanimously.
7. Debie McDonald motioned to approve the Greenlawn Townhome landscape enhancement by Exquisite Landscape for \$8,034.00 as a Greenlawn Townhome Service Area Reserve Expenditure of \$4,568.00 and Operating Expenditure of \$3,466.00. Eric Oppegaard seconded and the motion passed unanimously.
8. Debie McDonald motioned to approve the South Village Townhome landscape enhancement by Davey Tree for \$5,075.00 as a South Village Townhome Service Area Reserve Expenditure. Eric Oppegaard seconded and the motion passed unanimously.
9. Tim Swisher motioned to approve the baseball backstop at the East Village Field in an amount not to exceed \$4,973.00 as a CROA Reserve Expenditure. Eric Oppegaard seconded and the motion passed unanimously.
10. Eric Oppegaard motioned to approve the purchase of 5 benches and 4 Adirondack chairs from Oxford Garden for \$3,924.74 as a CROA Reserve Expenditure. Debie McDonald seconded and the motion passed unanimously.
11. Tim Swisher motioned to approve the purchase of pool facility signage in an amount not to exceed \$8,120.00 as a CROA Reserve Expenditure. David Anderson seconded and the motion passed unanimously.
12. Tim Swisher motioned to ratify the replacement of the columns on the wood arbor by CN Prestige Contracting for \$19,060.00, as approved by the Artisan Park Service Area Committee, as an Artisan Park Service Area Reserve Expenditure of \$11,700.00 and Operating Expenditure of \$7,400.00. Eric Oppegaard seconded and the motion passed by a majority with Debie McDonald voting nay.
13. Tim Swisher motioned to ratify the replacement of cameras inside and outside of Artisan Park and installation in the kitchen and bar areas by Totally Wired for \$13,130.96, as approved by the Artisan Park Service Area Committee as an Artisan Park Service Area Capital Reserve Expenditure. Debie McDonald seconded and the motion passed unanimously.
14. Eric Oppegaard motion to approve replacement of the Pool Pump at Spring Lake by Bluescape Pools & Spas in the amount of \$7,163.00 as a CROA Reserve Expenditure. Leonard Timm seconded and the motion passed unanimously.
15. Tim Swisher motioned to approve initiating the fining process for 15 Non-compliance Items through Notification of the Covenants Committee meeting to confirm or reject the fine. Eric Oppegaard seconded and motion passed unanimously.

16. Eric Oppegaard motioned to approve to have CCMC send 19 Service Area Intent to Lien Letters to Owners Delinquent as of June 1, 2017 Assessments. Leonard Timm seconded and the motion passed unanimously. Leonard Timm requested that management report back to the board the cost of processing the ITL's so as to assess whether CROA should pass the cost of these on to the homeowner.
17. Debie McDonald motioned to approve 1 Homeowner Request totaling \$28.42. Tim Swisher seconded and the motion passed unanimously.
18. Eric Oppegaard motioned to approve 1 Attorney Instructed Write Off for \$7,111.77. Leonard Timm seconded and the motion passed unanimously.

Strategic Planning Goals Update:

Goal #1: Build mutually beneficial strategic partnerships with the county, civic, community, schools and districts – Jack McLaughlin and Debie McDonald. Jack McLaughlin met with Sheriff Gibson. The Sheriff said that they were looking into buying the old Publix building behind Logan's and setting up a new substation. A group will represent Celebration at the county offices to discuss the civic corridor and permitting process.

Goal #2: Promote enhanced engagement with members of the community Debie McDonald and David Anderson. David reviewed the results of the recent community survey which went to well over 3,000 homeowners with 961 responses.

Goal #3: Implementation of the CROA Facilities Master Plan – Leonard Timm and Jack McLaughlin. Leonard Timm reported that their main goal was getting the athletic fields completed in a cost effective manner.

Goal #4: Implementation of the CROA Recreation Program Plan – Paul Collins and Tim Swisher. Paul Collins reported that the Recreation committee was working very diligently on their goals, which would be realized in time.

Goal #5: Develop and Refine Community Management and Organizational Efficiencies – David Anderson and Paul Collins.

Goal #6: Explore green and technology initiatives – Eric Oppegaard and Leonard Timm. Eric Oppegaard reported that more information regarding security cameras would be forthcoming as well as digital sign solution.

Goal #7: Ensure community standards are met – Tim Swisher and Eric Oppegaard. Tim Swisher reported that he would like to get the condo managers and possibly do a CEU-Lunch and Learn.

Board Comments

The commission representing the Celebration area, Peggy Choudhry, submitted an article for the Celebration News. It was decided that the article would not be placed pending a meeting with the Commissioner about the street side parking. Steve, Floyd and Jeffrey will be following up.

Adjournment

There being no further business to discuss at this time, the meeting adjourned at 9:07



Tim Swisher, Secretary