



Celebration Residential Owners Association (CROA)

BOARD OF DIRECTORS MEETING

Residents may attend in person or virtually

To join online: Click here to join the meeting Meeting ID: 291 300 78#	To join by phone: 689-206-0281 Meeting ID: 291 300 78#
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Wednesday, March 16, 2022 6:00 – 8:00 PM

AGENDA

- ❖ **Verify Meeting Properly Noticed**
- ❖ **Verify Quorum**
- ❖ **Pledge of Allegiance**
 - a. **Call to Order**
 - b. **Owner Comments**
 - c. **Adopt Agenda**
 - d. **Approval of Minutes**
 - CROA Board Meeting [03-09-2022](#)
 - CROA Board Organizational Meeting [03-04-2022](#)
 - e. **December 31, 2021, Financials**
 - f. **Action Items**
 - 1. Consent Agenda
 - a. Motion to approve [Exquisite Lawn Care](#) invoice for crimson mews in the amount of \$15,562.00
 - b. Motion to approve a company for [Central Bark Park re-sodding](#)
 - c. Motion to approve a company for [Dog Park re-sodding](#)
 - d. Motion to approve a company for the [Greene Square](#) sod and landscape revamp
 - e. Motion to approve [RFP number 02182022 Savannah Square Townhomes](#) for \$51,600.00 with Central Painting and Waterproofing.
 - f. Motion to approve the [re-sod and landscaping upgrades for Towhee Court](#) with Yellowstone in the amount of \$5137.10





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2. Motion 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.
3. Motion to approve a new company for [Basketball Court Repairs](#)
4. Motion to approve [Nu-Leaf](#) estimate #00843 for \$10,588.50 and Nu-Leaf estimate #000882 for \$12,150.00 and to utilize some of the funds set aside for Vinyl fencing replacement as not all fences in the service are needing to be replaced. Vinyl fencing reserves total \$63,016.00
5. Motion to approve [RFP number 02182022](#) for \$54,150.00 with Performance Roofing.
6. Motion to approve the [letter of agreement from Karins Engineering](#) for \$9,800.00
7. Motion to approve a new security company for Lakeside and CCFC

g. Discussion Items

1. Updates for ongoing projects:
 - a. Committee appointment process and selection of Chair
2. Lawn Sports design update
3. Update on Communications Framework
4. Longmeadow Playground Design and Bids
5. Reserve Study Status

h. Board Comments

i. Adjournment

❖ Appendix

[ARC](#) [Covenants*](#) [Dog Park](#) [Finance](#) [Recreation](#) [Special Events](#)

[Technology](#) [Artisan Park](#) [Pickleball Task Force](#) [Lawn Sports Task Force](#)

[Condo Council](#)





Celebration Residential Owners Association (CROA)

BOARD OF DIRECTORS' MEETING

Wednesday, March 9, 2022 6:00 PM
MINUTES

Call to Order

The Board Meeting was called to order at 6:00 PM by Mr. Jackson Mumey, President. Also present were Mr. David Anderson, Vice President; Mr. Brian Kensil, Treasurer; Director Mrs. Cindy Swisher; Director Mr. Jim Hays; Director Bill Grindl; and Secretary Mrs. Celia McFadden. Representing GrandManors was Ms. Lauren Gunnyon, Executive Director; Mr. Roger Edwards, Vice President; and Mr. Ariel Lovera, Financial Manager; Mr. J.R. Rupp, Director of Lifestyles and Communication; Mr. Patrick Dume, I.T. Manager; Mrs. Natalie Mower, Service Area 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 modifications of a) remove item #4 on the Dog Park hours; b) move item G1 to the top of the agenda; and c) add onto discussion item G5 assigning a School Board contract liaison(s). Mrs. McFadden seconded, and the motion passed unanimously.

Board Update

a. Introduction of new Directors

Mr. Mumey began by saying the Board met on Friday to organize and shared the news of having two new board members. Mr. Grindl began by introducing himself as a new Board member for a one-year term. Mr. Hays began by introducing himself as a new Board member for a three-year term.

b. Liaison roles for committees and entities

Mr. Mumey began by saying CJC is the Celebration Joint Committee that it is made up of CROA and CNOA and currently there are two members, but when The Celebration company withdraws their seats on CJC and CNOA, by Charter that will create a third CROA seat on the CJC Board and at that time Mr. Grindl will sit on that seat. Mr. Mumey continued by saying Charter Committees are set by Celebration Charters and the Board decided last week that one Board member should serve as liaison rather than multiple Board members to simplify the process.





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The Architectural Review Committee, Mr. Grindl will be serving as the liaison, in Covenants Committee Mrs. Swisher will be the liaison, in the Finance Committee by Charter the treasurer of the Board is the liaison to that Committee and Mr. Kensil will be serving that position, and for Service Area Committee Mrs. McFadden will be the liaison for that committee.

Mr. Mumey continued by introducing the Standing Committee Liaisons; Dog Park is Mr. Anderson, for Parks and Recreation the liaison will be Mr. Kensil; for Special Events Mrs. McFadden will be the liaison; and for the Technology the liaison will be Mr. Anderson.

Mr. Mumey introduced the Community Partner Liaison and Mr. Anderson will be the liaison for the Celebration Foundation. The liaison for Celebration Community Development District will be Mr. Hays and for Condo Council Mrs. McFadden will be the serving liaison.

Approval of Meeting Minutes

Mr. Kensil motioned to approve the minutes for the Board meeting on February 9, 2022; Mrs. McFadden seconded, and the motion passed unanimously.

Financial Update

Mr. Kensil began by saying that by March 16 the December 31, 2021, financials will be available to view.

Action Items

1. Consent Agenda

- a. Mr. Kensil motioned to approve the renewal of LarsenSlaten PLLC prime membership for one year in the annual amount of \$5,968.00 and \$489.00 per month – CROA Operating Expenditure. Mr. Anderson seconded, and the motion passed unanimously.
- b. Mr. Kensil motioned to approve the ratification of the merge and resolution of the new Artisan Park Lifestyle Communications Subcommittee and up to five members on the committee as approved at the January 18, 2022, APC meeting. Mr. Anderson seconded, and the motion passed unanimously.
- c. Mr. Kensil motioned to approve the ratification of the purchase of an elliptical machine from Commercial Fitness Products for the Artisan Park Clubhouse Gym in the amount not to exceed \$10,200 as approved by the Artisan Park Committee at the January 27, 2022, meeting – Artisan Park Service Area Replacement Reserve Fund Expenditure. Mr. Anderson seconded, and the motion passed unanimously.





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- d. Mr. Kensil motioned to approve repairs for the Colorado Truck by Don's Complete Auto Service in the amount of \$5,319.95 – CROA Operating Expenditure. Mr. Anderson seconded, and the motion passed unanimously.
2. Mr. Kensil motioned to approve Design Engineering proposal by KPM Franklin for Lot D in the amount of \$132,687.00 – CROA Capital Funds Expenditure. Mrs. McFadden seconded, and the motion passed unanimously.
3. Motion to approve a new security company for Lakeside and CCFC.
Motion: Mr. Kensil motioned to table this for one week and place it on action items for March 16 agenda. Mrs. Swisher seconded, and the motion passed unanimously.
5. Mr. Kensil motioned to initiate the fining process for 16 Non-Compliance Items* through notification of the Covenants Committee meeting to approve or reject the fine. Mrs. McFadden seconded, and the motion passed unanimously.
6. Mr. Kensil motioned to approve 1 Resident Fee Waiver Request*. Mr. Anderson seconded, and the motion passed unanimously.

Discussion Items

1. Transition and Management Update

- a. Staffing

Mrs. Gunnyon began by saying the Community Manager position is currently vacant as Ms. McLeod last day was Friday. The position is posted, and management have interviewed candidates and close in selecting. The IT administrator reservation agent is also currently open and actively interviewing candidates as they apply. The Community Standards Manager's an offer was extended on March 2nd with a tentative start date of March 28th. The field monitors and Park and Pool monitors positions are currently still open with tentative thoughts on how to address those.

- b. Call Center

Mrs. Gunnyon began by saying between February 1 – February 28 there were nine hundred calls to the Call Center, with an average of forty-five calls a day. The Call Center resolution rate was 82% at 735 calls and there were 165 calls transferred to Town Hall





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either via phone or a case created in CiraNet.

The Caller Type was 766 residents, 71 closing agents, 18 vendors, 44 others, and 1 Board matter. Mr. Kensil asked management to take steps to reduce the “Other” category of calls as it was about 45%. Management will work on this request.

2. Updates for ongoing projects
 - a. CROA Amenities Inventory and quality grades
 1. Executive Summary

Mrs. Gunnyon began by saying since the last Board meeting management has pressured wash all playgrounds, inspected East Village passive parks, lighting and electrical in Spring Lake Pool and Gym have been fixed and completed. Also, all CROA facility Buildings/ Roofs have been pressured washed and soft washed. The Memorial Gardens stucco repair and painting have been completed. The Hippodrome Park sidewalks and Pergola has been pressure washed. The sidewalk grinding at North Village, Spring Park/Heritage Hall and Amphitheatre has been completed. Currently, management is working with two different companies to replace playground equipment. These companies are Rep Services (initial bid came in and is being revised to better adjust to budget) and Top Line Recreation (initial project manager no longer with the company replacement project manager came out Proposal pending). Management is working with the vendors to keep costs within Replacement Reserve Budget.

Mrs. Gunnyon continued by providing scheduled work to take place the week of 3/7 and 3/21. Mosaic West was re-sod the week of 3/7; sidewalk grinding at Town Hall will be take place the week of 3/7; and pressure washing of sidewalks and flats of all CROA facility buildings will be take place the week of 3/21. Management solicited proposal from vendors for work on landscape refurbishment, basketball court resurfacing, painting, standard repairs, rebuilding of the Hippodrome Park Pergola, lighting/electrical of Lakeside Great Lawn. CeleService from November 1 to March 3 there were 115 requests and 96 of those were completed, and 19 requests pending which are pending proposals.

Mr. Kensil noted that the Executive Summary was very informative and would be good for the Executive Director to share with the community in some manner as many will not see it as part of a Board package.





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2. Listing of sites and assessment status

This item was addressed in the Executive Summary provided by Ms. Gunnyon.

3. Longmeadow Park – new equipment cost discussion

This item was addressed in the Executive Summary provided by Ms. Gunnyon.

3. Communication Framework Discussion

Mr. Mumey began by saying the Board acknowledges they have not done a thorough enough job of communicating appropriately across numerous communication channels, but we are capable of change and improvement. Mr. Anderson continued by saying the intent tonight is to formalize input from the Board and the Community on the Communication Framework.

A one to two page that outlines the framework and will start with the responsibility with respect of communication for the community.

4. Update regarding medication of the Osceola County K-8 school contract

Mr. Kensil began by saying there was a meeting and got it down to two baseball fields and the field by Celebration Avenue. The annual expense that Yellowstone quoted was \$30,000 to maintain these three properties. The Board understands the double taxation argument and the question is whether it is worth \$30,000 to keep the properties in better shape for our children playing sports on those fields.

Mr. Kensil had an opportunity to meet with Little League group, and they are putting a lot of effort into maintaining the fields too. Mr. Kensil believes we should make the Little League President part of our communication group. Mr. Mumey continued and appointed Mr. Kensil, Mrs. Swisher, and Mr. Hays to be the liaisons to the school contract project.

Board Comments

Mr. Kensil congratulated all the new CROA Board Members.

Mrs. Swisher expressed gratitude towards GrandManors for managing the community.

Mr. Anderson reminded the Board about a project that was placed on hold in June regarding a New Resident Welcome in collaboration with the foundation.





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Mr. Mumey expressed gratitude and is excited to be part of the Board and collaborating with the community, the Board, and GrandManors.

Adjournment

Mr. Kensil motioned to adjourn. Mrs. McFadden seconded, and the motion passed unanimously at 8:00pm.

Celia McFadden, Secretary





Celebration Residential Owners Association (CROA)

Board of Directors Organizational Meeting

851 Celebration Avenue, Room 104

March 4, 2022

MINUTES

Call to Order

The Organizational Meeting was called to order at 9:02 AM by Mr. Brian Kensil, outgoing President. Also present were Mr. David Anderson, Mr. Bill Grindl, Mr. Jim Hays, Mrs. Celia McFadden, Mr. Jackson Mumey, and Mrs. Cindy Swisher. Representing GrandManors was Ms. Lauren Gunnyon, Executive Director and Ms. Suzanna McLeod, Community Manager. The meeting having been properly noticed, was ready to proceed with business.

Election of Officers

The Board members chose to vote for the officers by way of self-nomination, interest, and secret ballot. As a result of the secret ballot by CROA Members, the slate of officers is Mr. Jackson Mumey, President; Mr. David Anderson, Vice President; Mrs. Celia McFadden, Secretary; and Mr. Brian Kensil, Treasurer.

Appointment of Celebration Joint Committee Members

Mrs. Cindy Swisher and Mr. David Anderson were appointed to be the CJC CROA Committee members, and Mr. Bill Grindle was appointed as the future member upon opening of an additional seat.

Appointment of ARC Liaison

Mr. Bill Grindl was nominated to be the ARC Liaison point person by Mrs. Celia McFadden, with the Board in agreement.

Appointment of Covenants Liaison

Mrs. Cindy Swisher volunteered to remain Covenants Committee liaison, with the Board in agreement.

Appointment of Finance Liaison

Mr. Brian Kensil, as the Treasure, is the Finance Committee Liaison.

Appointment of Service Area Committees Liaison

Mrs. Celia McFadden is nominated to be the Service Area Committees Liaison by Mr. Brian Kensil, with the Board in agreement.

Appointment of Dog Park Liaison

Mr. David Anderson volunteered to remain the Dog Park, with the Board in agreement.





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Appointment of Recreation Liaison

Mr. Brian Kensil volunteered to be the Recreation Committee Liaison, with the Board in agreement.

Appointment of Special Events Liaison

Celia McFadden volunteered to remain the Special Events Committee Liaison, with the Board in agreement.

Appointment of Technology Liaison

Mr. David Anderson volunteered to be the Technology Committee Liaison, with the Board in agreement.

Appointment of CCDD Liaison

Mr. Jim Hays volunteered to be the CCDD liaison, with the Board in agreement.

Celebration Foundation Liaison

Mr. David Anderson volunteers to remain the Celebration Foundation Liaison, with the Board in agreement.

Appointment of Condo Council Liaison

Mrs. Celia McFadden volunteers to remain the Condo Council Liaison, with the Board in agreement.

Liaisons were not appointed for the following committees: Osceola County, School District, Pickleball Task Force, Lawn Sports Task Force, Legal, with the Board in agreement.

Mr. Mumey makes a statement for the record:

“I have informed the CROA Board of Directors and Management that while I have a law degree and have passed the bar exam, I do not practice law in the State of Florida. Any comments, either verbally or in writing, that I make in my capacity as a CROA Director should not be understood to be legal advice to the Association, the Board of Directors, our manager, or residents, nor relied on as such.”

Ms. Gunnyon makes a statement for the record:

“I have informed the CROA Board of Directors and Management staff that while I have a law degree and have passed the bar exam, I do not practice law in the State of Florida. Any comments, either verbally or in writing, that I make in my capacity as a the Executive Director should not be understood to be legal advice to the Association, the Board of Directors, our manager, or residents, nor relied on as such.”

The Board takes a ten-minute recess





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Board Meeting Structure for 2022

The Board discusses the current model and previous models. Mrs. Cindy Swisher moves to hold two board meetings in a month with resident comment at the beginning of the meeting and on discussion items only with Time limits and have Workshops and Town Halls as necessary. Mr. David Anderson seconds. General discussion is had. Mr. Mumey calls for a vote. All in favor, motion carried. Management will propose 2022 Board meeting calendar with appeals meeting added prior to either the first or second meeting of the month.

Activities and Initiatives

The Board discusses operating principles, Mr. Anderson will be drafting operating principles and share them with the Board. This will be a template for future committee resolutions an partner program contracts.

The Board Discusses the use of Town Hall Email Addresses. General discussion. Owner Comments are taken. Jackson moves to allow use of both Town Hall and personal email addresses for Committee use. 6 in favor, Mr. Hays against, motion carried.

The Board is in recess.

11:30 – 1:30 p.m. - Board Certification Class – at this time the Board took a two-hour class with Tom Slaten for certification as Board Members.

1:30 – 2:00 p.m. – Insurance Presentation – At this time the Board had a presentation from Lou Biron regarding insurance coverage.

2:00 – 3:00 p.m. – Executive Session – At this time the Board had an Executive Session.

Communication

The Board engages in a general discussion regarding Communication thoughts, ideas, what the message should be, and a potential framework for Management. Mr. Anderson will be drafting a communication framework to share with the Board for comment. Management will work with corporate on the possibility of a new staff position and timeline for hiring as well as developing a proposed communication strategy based on the forthcoming framework.





Celebration Residential Owners Association (CROA)

Adjournment

There being no further business, the meeting adjourned at 3:30 P.M.

Celia McFadden, Secretary



December 2021 Financial Report

Celebration Residential Owners Association, Inc.

December 2021



Prepared on March 14, 2022

Celebration Residential Owners Association, Inc.
Monthly Financial Report Overview

GrandManors is pleased to deliver this monthly financial reporting package, which has been prepared for use by the Board members of the association.

This financial reporting package consists of summary financial statements, detail financial reports, supporting reports and schedules as follows:

Report / Document	Page(s) *	Description
Balance Sheet Detail	2 Pages / 5 to 6	Detail Balance Sheet at the general ledger account level as of the end of the reporting period reported by fund.
Revenue & Expense (Month & YTD) - OPER	8 Pages / 7 to 14	Schedule of Revenues and Expenses for the referenced fund detailing reporting month and fiscal year-to-date actual results versus budget and the calculated variance.
Revenue & Expense (Month & YTD) - REPL	2 Pages / 15 to 16	Schedule of Revenues and Expenses for the referenced fund detailing reporting month and fiscal year-to-date actual results versus budget and the calculated variance.
Revenue & Expense (Month & YTD) - OTHER	1 Page / 17	Schedule of Revenues and Expenses for the referenced fund detailing reporting month and fiscal year-to-date actual results versus budget and the calculated variance.

* The financial reporting package is page numbered. Individual reports included in the package may also contain page numbers for the particular report.

This financial report has been saved in the Financial Reports folder on the Board Portal and is accessible at www.grandmanors.com

Celebration Residential Owners Association, Inc.
Monthly Financial Report Overview

Additional financial information pertaining to this reporting period is also available on the Board Portal including:

Available Information	Board Portal Navigation	Description
Financial Summary	CiraBooks -> Financial Reports	Summary level balances and performance indicators
A/R Aging Summary	CiraBooks -> Accounts Receivable	Accounts receivable aging and trend analysis
Actual vs. Budget Detail	CiraBooks -> Financial Reports	Reporting month and year-to-date actual expenses versus budget with drill down to invoice detail and scanned images of the actual invoices
Benchmark Report	CiraBooks -> Financial Reports	Revenues and expenses as a percentage of revenue by category with a per lot / unit analysis. Consult your Community Association Manager for a comparison to similar communities.

Other current financial period information is also available on the CiraNet Management / Board Portal to facilitate day to day management of the association, but because the information includes activity in the current period (from the end of the month covered in this financial report), the balances or details will not tie to these month-end reports. This information includes:

Available Information	Board Portal Navigation	Description
Open AP	CiraBooks -> Accounts Payable	Current book cash balance in each cash account less approved invoices
AP Expense Detail	CiraBooks -> Accounts Payable	Detail of all posted invoices by fiscal year including scanned images
Delinquency Detail	CiraBooks -> Accounts Receivable	Detail of all current outstanding A/R by owner including an aging, last payment and a collection status

If you have questions regarding the enclosed reports, or need assistance accessing or working with the Management / Board Portal, please contact your Community Association Manager or Community Association Accountant.

Celebration Residential Owners Association, Inc.

Detailed Balance Sheet

(Amounts rounded to nearest dollar)

	(1) Operating Fund	(2) Replacement Fund	(3) Capital Improvements	All Funds
	As of	As of	As of	As of
	12/31/2021	12/31/2021	12/31/2021	12/31/2021
	Actual	Actual	Actual	Actual
ASSETS				
Current Assets				
Cash - Operating Fund	690,582	0	0	690,582
Cash	432,589	0	0	432,589
Cash - Local Dep Regions	153,630	0	0	153,630
Cash - Logo Store Regions	25,450	0	0	25,450
Cash - Undeposited Funds	1,656	0	0	1,656
Cash - Petty Cash	1,827	0	0	1,827
Cash - Replacement Fund	0	2,238,162	0	2,238,162
Cash - Cap Improvements	0	0	2,110,385	2,110,385
Accounts Receivable	534,838	0	0	534,838
Accounts Receivable - Other	6,915	0	0	6,915
Due From CJC	28,492	0	0	28,492
Due from Service Areas	28,400	0	0	28,400
Due from CJC prior Nov 2021	100,000	0	0	100,000
Due from Operating Fund	0	102,807	0	102,807
Allowance for Bad Debts	(102,672)	0	0	(102,672)
Prepaid Expenses	69,108	0	0	69,108
Prepaid Insurance	565	0	0	565
Total Current Assets	1,971,380	2,340,968	2,110,385	6,422,733
Fixed Assets				
Land and Facilities	0	1,273,373	0	1,273,373
Accumulated Depreciation	0	(615,187)	0	(615,187)
Total Fixed Assets	0	658,186	0	658,186
Other Assets				
Other Assets	324,939	0	0	324,939
Deposits - Utility	23,312	0	0	23,312
Inventory	6,913	0	0	6,913
Total Other Assets	355,164	0	0	355,164
TOTAL ASSETS	2,326,544	2,999,154	2,110,385	7,436,083

LIABILITIES AND FUND BALANCES

LIABILITIES

Current Liabilities

Accounts Payable	162,409	10,750	0	173,159
Prepaid Assessments	515,656	0	0	515,656
Other Current Liabilities	62,146	0	0	62,146
Payable to Service Areas-Roof	513,940	0	0	513,940
Payable to Management Company	5,868	0	0	5,868
Unclaimed Property	4,489	0	0	4,489

Unaudited

Due to Service Areas	8,103	0	0	8,103
Security Deposits	10,460	0	0	10,460
Due to Reserve Fund	102,807	0	0	102,807
	<hr/>	<hr/>	<hr/>	<hr/>
Total Current Liabilities	1,385,877	10,750	0	1,396,627
TOTAL LIABILITIES	<hr/>	<hr/>	<hr/>	<hr/>
	1,385,877	10,750	0	1,396,627
FUND BALANCES				
Fund Transfers	(716,999)	584,999	0	(132,000)
Prior Years Surplus (Deficit)	1,704,999	1,102,260	2,110,385	4,917,643
YTD Net Surplus (Deficit)	(47,333)	1,301,146	0	1,253,813
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TOTAL FUND BALANCES	940,667	2,988,404	2,110,385	6,039,456
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL LIABILITIES AND FUND BALANCES	2,326,544	2,999,154	2,110,385	7,436,083

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Revenues											
Regular Assessments											
Full Rate	394,816	360,984	33,831	9%	4,292,049	4,331,814	(39,765)	(1%)	4,331,814	39,765	1%
Trash Assessment	66,386	66,467	(81)	0%	790,330	797,602	(7,271)	(1%)	797,602	7,271	1%
TOTAL Regular Assessments	461,202	427,451	33,751	8%	5,082,380	5,129,415	(47,036)	(1%)	5,129,415	47,036	1%
Commercial Assessments											
Apartment Recreation Fee	24,954	34,945	(9,992)	(29%)	390,942	419,346	(28,403)	(7%)	419,346	28,403	7%
TOTAL Commercial Assessments	24,954	34,945	(9,992)	(29%)	390,942	419,346	(28,403)	(7%)	419,346	28,403	7%
Other Assessments											
Capital Improvements Assessments	63,744	26,315	37,429	142%	534,074	315,778	218,296	69%	315,778	(218,296)	(69%)
TOTAL Other Assessments	63,744	26,315	37,429	142%	534,074	315,778	218,296	69%	315,778	(218,296)	(69%)
Assessment Allocation											
Capital Improvement Allocation	0	(61,260)	61,260	(100%)	(803,047)	(735,125)	(67,922)	9%	(735,125)	67,922	(9%)
Replacement Allocation	(68,492)	(68,492)	0	0%	(821,903)	(821,900)	(3)	0%	(821,900)	3	0%
TOTAL Assessment Allocation	(68,492)	(129,752)	61,260	(47%)	(1,624,950)	(1,557,025)	(67,925)	4%	(1,557,025)	67,925	(4%)
Other Income											
Late Interest Income	0	2,737	(2,737)	(100%)	12,582	32,844	(20,262)	(62%)	32,844	20,262	62%
Late Payment Charges	900	2,583	(1,683)	(65%)	19,375	30,996	(11,621)	(37%)	30,996	11,621	37%
Collection Income	0	0	0	0%	2,672	0	2,672	100%	0	(2,672)	0%
Activity Income	2,922	0	2,922	100%	5,634	0	5,634	100%	0	(5,634)	0%
Advertising	0	0	0	0%	50	0	50	100%	0	(50)	0%
Aloha to Summer	0	0	0	0%	1,058	0	1,058	100%	0	(1,058)	0%
Event Income	0	2,265	(2,265)	(100%)	0	27,175	(27,175)	(100%)	27,175	27,175	100%
Farmers Market	0	1,783	(1,783)	(100%)	8,802	21,396	(12,594)	(59%)	21,396	12,594	59%
Logo Merchandise Sales	0	83	(83)	(100%)	13,597	1,000	12,597	>999%	1,000	(12,597)	(>999%)
Maintenance Fee	0	10,860	(10,860)	(100%)	110,750	130,320	(19,570)	(15%)	130,320	19,570	15%
Maintenance Labor Reimbursement	0	0	0	0%	2,913	0	2,913	100%	0	(2,913)	0%
Miscellaneous Income	49,361	0	49,361	100%	92,296	0	92,296	100%	0	(92,296)	0%
Prior Year Activity	7,419	0	7,419	100%	7,419	0	7,419	100%	0	(7,419)	0%
Recreation Fee	0	13,137	(13,137)	(100%)	9,891	157,644	(147,753)	(94%)	157,644	147,753	94%
Roof Reimbursement	0	0	0	0%	3	0	3	100%	0	(3)	0%
Specific Assessment	0	0	0	0%	16,350	0	16,350	100%	0	(16,350)	0%
Sponsorships	0	0	0	0%	10,263	0	10,263	100%	0	(10,263)	0%
Penalties and Interest	125	0	125	100%	175	0	175	100%	0	(175)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Sanctions/Fines	0	0	0	0%	2,100	0	2,100	100%	0	(2,100)	0%
Interest Income	4,983	80	4,903	>999%	5,463	960	4,503	469%	960	(4,503)	(469%)
4th of July Income	0	0	0	0%	3,855	0	3,855	100%	0	(3,855)	0%
851 Bldg Recreation Income	0	0	0	0%	15,977	0	15,977	100%	0	(15,977)	0%
Adult Activities	0	0	0	0%	8,632	0	8,632	100%	0	(8,632)	0%
Dog Park Art	0	0	0	0%	772	0	772	100%	0	(772)	0%
Fall Festival Income	0	0	0	0%	8,752	0	8,752	100%	0	(8,752)	0%
Father Daughter Dance	0	0	0	0%	4,395	0	4,395	100%	0	(4,395)	0%
Founders Day	0	0	0	0%	7,735	0	7,735	100%	0	(7,735)	0%
Holiday Concerts	0	0	0	0%	6,025	0	6,025	100%	0	(6,025)	0%
Lakeside Recreational Income	0	0	0	0%	22,382	0	22,382	100%	0	(22,382)	0%
North Village - Recreation	0	0	0	0%	4,861	0	4,861	100%	0	(4,861)	0%
Passive Park Income	0	0	0	0%	1,025	0	1,025	100%	0	(1,025)	0%
Posh Pooch	0	0	0	0%	278	0	278	100%	0	(278)	0%
Recreation Events Income	0	0	0	0%	1,060	0	1,060	100%	0	(1,060)	0%
Recreation Software Program	0	0	0	0%	42,955	0	42,955	100%	0	(42,955)	0%
Spring Park Recreation	0	0	0	0%	5,803	0	5,803	100%	0	(5,803)	0%
Key Income	0	1,417	(1,417)	(100%)	9,881	17,000	(7,119)	(42%)	17,000	7,119	42%
Athletic Field Rental	0	6,400	(6,400)	(100%)	49,235	76,800	(27,565)	(36%)	76,800	27,565	36%
Rental Income	300	2,083	(1,783)	(86%)	26,384	24,995	1,389	6%	24,995	(1,389)	(6%)
TOTAL Other Income	66,010	43,428	22,582	52%	541,400	521,130	20,270	4%	521,130	(20,270)	(4%)
TOTAL Revenues	547,418	402,387	145,031	36%	4,923,845	4,828,644	95,202	2%	4,828,644	(95,202)	(2%)
Expenses											
Operating Expenses											
Direct Operating Expenses											
Electricity											
Electricity - 851 Building	2,773	0	(2,773)	(100%)	38,662	0	(38,662)	(100%)	0	(38,662)	0%
Electricity - Athletic Field	430	0	(430)	(100%)	9,946	0	(9,946)	(100%)	0	(9,946)	0%
Electricity - Dog Park	(84)	0	84	100%	(1,593)	0	1,593	100%	0	1,593	100%
Electricity - East Village	(686)	0	686	100%	3,557	0	(3,557)	(100%)	0	(3,557)	0%
Electricity - General	5,132	13,380	8,248	62%	5,185	160,560	155,375	97%	160,560	155,375	97%
Electricity - K-8	(282)	0	282	100%	1,063	0	(1,063)	(100%)	0	(1,063)	0%
Electricity - Lakeside	(841)	0	841	100%	37,068	0	(37,068)	(100%)	0	(37,068)	0%
Electricity - North Village	1,037	0	(1,037)	(100%)	5,728	0	(5,728)	(100%)	0	(5,728)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Electricity - Passive Parks	638	0	(638)	(100%)	5,430	0	(5,430)	(100%)	0	(5,430)	0%
Electricity - Shop	16	0	(16)	(100%)	1,126	0	(1,126)	(100%)	0	(1,126)	0%
Electricity - Spring Lake	(1,892)	0	1,892	100%	8,981	0	(8,981)	(100%)	0	(8,981)	0%
Electricity - Spring Park	(2,486)	0	2,486	100%	17,303	0	(17,303)	(100%)	0	(17,303)	0%
TOTAL Electricity	3,753	13,380	9,627	72%	132,456	160,560	28,104	18%	160,560	28,104	18%
Landscape Maintenance											
Landscape - 851 Building	1,308	0	(1,308)	(100%)	16,050	0	(16,050)	(100%)	0	(16,050)	0%
Landscape - Athletic Field	0	0	0	0%	47,472	0	(47,472)	(100%)	0	(47,472)	0%
Landscape - Dog Park	1,716	0	(1,716)	(100%)	30,193	0	(30,193)	(100%)	0	(30,193)	0%
Landscape - East Village	4,640	0	(4,640)	(100%)	57,834	0	(57,834)	(100%)	0	(57,834)	0%
Landscape - General	12,170	0	(12,170)	(100%)	18,520	0	(18,520)	(100%)	0	(18,520)	0%
Landscape - K-8	4,150	0	(4,150)	(100%)	50,825	0	(50,825)	(100%)	0	(50,825)	0%
Landscape - Lakeside	3,611	0	(3,611)	(100%)	41,450	0	(41,450)	(100%)	0	(41,450)	0%
Landscape - North Village	6,351	0	(6,351)	(100%)	78,564	0	(78,564)	(100%)	0	(78,564)	0%
Landscape - Passive Parks	29,608	0	(29,608)	(100%)	367,271	0	(367,271)	(100%)	0	(367,271)	0%
Landscape - Spring Lake	0	0	0	0%	64,489	0	(64,489)	(100%)	0	(64,489)	0%
Landscape - Spring Park	4,757	0	(4,757)	(100%)	4,757	0	(4,757)	(100%)	0	(4,757)	0%
Landscape Contract	4,999	0	(4,999)	(100%)	66,920	0	(66,920)	(100%)	0	(66,920)	0%
Landscape Management	19,857	69,375	49,518	71%	72,638	832,500	759,861	91%	832,500	759,861	91%
TOTAL Landscape Maintenance	93,169	69,375	(23,794)	(34%)	916,982	832,500	(84,482)	(10%)	832,500	(84,482)	(10%)
Pool Operating Expenses											
Pool - East Village	3,033	0	(3,033)	(100%)	20,195	0	(20,195)	(100%)	0	(20,195)	0%
Pool - Lakeside	2,568	0	(2,568)	(100%)	38,494	0	(38,494)	(100%)	0	(38,494)	0%
Pool - North Village	1,451	0	(1,451)	(100%)	16,229	0	(16,229)	(100%)	0	(16,229)	0%
Pool - Spring Lake	1,711	0	(1,711)	(100%)	18,537	0	(18,537)	(100%)	0	(18,537)	0%
Pool - Spring Park	5,557	0	(5,557)	(100%)	47,830	0	(47,830)	(100%)	0	(47,830)	0%
Pool Contract Maintenance	4,600	9,688	5,088	53%	9,542	116,250	106,708	92%	116,250	106,708	92%
TOTAL Pool Operating Expenses	18,918	9,688	(9,231)	(95%)	150,827	116,250	(34,577)	(30%)	116,250	(34,577)	(30%)
Repairs and Maintenance											
Covenants Maintenance	0	125	125	100%	840	1,500	660	44%	1,500	660	44%
Facilities Maintenance	3,485	26,088	22,602	87%	243,960	313,055	69,095	22%	313,055	69,095	22%
Gas/Oil/Travel	505	1,554	1,049	68%	16,855	18,646	1,791	10%	18,646	1,791	10%
General Repairs	897	14,414	13,517	94%	12,461	172,966	160,504	93%	172,966	160,504	93%
Gutter Cleaning	0	0	0	0%	275	0	(275)	(100%)	0	(275)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
HVAC Repairs	0	0	0	0%	5,440	0	(5,440)	(100%)	0	(5,440)	0%
Janitorial Services	295	1,460	1,165	80%	3,484	17,520	14,036	80%	17,520	14,036	80%
Maintenance	0	0	0	0%	2,985	0	(2,985)	(100%)	0	(2,985)	0%
Maintenance - 851 Building	5,198	0	(5,198)	(100%)	36,935	0	(36,935)	(100%)	0	(36,935)	0%
Maintenance - Dog Park	1,601	0	(1,601)	(100%)	7,114	0	(7,114)	(100%)	0	(7,114)	0%
Maintenance - East Village	167	0	(167)	(100%)	2,344	0	(2,344)	(100%)	0	(2,344)	0%
Maintenance - K-8	1,917	0	(1,917)	(100%)	8,360	0	(8,360)	(100%)	0	(8,360)	0%
Maintenance - Lakeside	417	0	(417)	(100%)	22,775	0	(22,775)	(100%)	0	(22,775)	0%
Maintenance - North Village	189	0	(189)	(100%)	1,923	0	(1,923)	(100%)	0	(1,923)	0%
Maintenance - Passive Parks	670	0	(670)	(100%)	19,388	0	(19,388)	(100%)	0	(19,388)	0%
Maintenance - Shop	1,347	0	(1,347)	(100%)	24,530	0	(24,530)	(100%)	0	(24,530)	0%
Maintenance - Spring Lake	0	0	0	0%	5,873	0	(5,873)	(100%)	0	(5,873)	0%
Maintenance - Spring Park	259	0	(259)	(100%)	7,142	0	(7,142)	(100%)	0	(7,142)	0%
Maintenance-Athletic Fields	0	0	0	0%	5,193	0	(5,193)	(100%)	0	(5,193)	0%
Misc Parts and Supplies	592	0	(592)	(100%)	592	0	(592)	(100%)	0	(592)	0%
Power Washing	0	0	0	0%	2,300	0	(2,300)	(100%)	0	(2,300)	0%
Rental Equipment	0	610	610	100%	0	7,320	7,320	100%	7,320	7,320	100%
Roof Repairs	0	0	0	0%	750	0	(750)	(100%)	0	(750)	0%
Supplies/Equip - Rec	298	7,001	6,703	96%	12,761	84,014	71,253	85%	84,014	71,253	85%
Vehicle Maintenance	140	0	(140)	(100%)	140	0	(140)	(100%)	0	(140)	0%
TOTAL Repairs and Maintenance	17,977	51,252	33,275	65%	444,419	615,021	170,601	28%	615,021	170,601	28%
Repairs/Maint - Irrigation											
Irrigation Repairs	0	0	0	0%	24,260	0	(24,260)	(100%)	0	(24,260)	0%
TOTAL Repairs/Maint - Irrigation	0	0	0	0%	24,260	0	(24,260)	(100%)	0	(24,260)	0%
Janitorial Supplies											
Fitness Center	0	0	0	0%	8,792	0	(8,792)	(100%)	0	(8,792)	0%
Janitorial Supplies - 851 Building	3,436	0	(3,436)	(100%)	17,923	0	(17,923)	(100%)	0	(17,923)	0%
Janitorial Supplies - Lakeside	0	0	0	0%	438	0	(438)	(100%)	0	(438)	0%
Janitorial Supplies - Shop	0	0	0	0%	12,761	0	(12,761)	(100%)	0	(12,761)	0%
TOTAL Janitorial Supplies	3,436	0	(3,436)	(100%)	39,914	0	(39,914)	(100%)	0	(39,914)	0%
Repairs/Maint - Rec. Fields & Equip.											
Athletic Fields Complex	0	0	0	0%	20,184	0	(20,184)	(100%)	0	(20,184)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Miscellaneous Rec	296	0	(296)	(100%)	296	0	(296)	(100%)	0	(296)	0%
Recreation - General	3,587	0	(3,587)	(100%)	3,587	0	(3,587)	(100%)	0	(3,587)	0%
TOTAL Repairs/Maint - Rec. Fields & Equip.	3,883	0	(3,883)	(100%)	24,068	0	(24,068)	(100%)	0	(24,068)	0%
Safety & Security											
Monitoring- 851 Building	0	0	0	0%	4,109	0	(4,109)	(100%)	0	(4,109)	0%
Monitoring- Athletic Complex	0	0	0	0%	1,177	0	(1,177)	(100%)	0	(1,177)	0%
Monitoring- East Village Pool	0	960	960	100%	224	11,517	11,293	98%	11,517	11,293	98%
Monitoring- Lakeside Pool	0	0	0	0%	149	0	(149)	(100%)	0	(149)	0%
Monitoring- North Village Pool	0	0	0	0%	229	0	(229)	(100%)	0	(229)	0%
Monitoring- Spring Lake Pool	0	0	0	0%	481	0	(481)	(100%)	0	(481)	0%
Monitoring- Spring Park Pool	0	0	0	0%	1,187	0	(1,187)	(100%)	0	(1,187)	0%
Security Guard for Lakeside/CCFC	3,860	0	(3,860)	(100%)	40,282	0	(40,282)	(100%)	0	(40,282)	0%
TOTAL Safety & Security	3,860	960	(2,901)	(302%)	47,837	11,517	(36,320)	(315%)	11,517	(36,320)	(315%)
Taxes & Insurance											
Real Estate Tax	0	1,156	1,156	100%	18,378	13,870	(4,508)	(32%)	13,870	(4,508)	(32%)
TOTAL Taxes & Insurance	0	1,156	1,156	100%	18,378	13,870	(4,508)	(32%)	13,870	(4,508)	(32%)
Telephone											
Parks and Rec Phone	294	0	(294)	(100%)	6,769	0	(6,769)	(100%)	0	(6,769)	0%
Pool	49	0	(49)	(100%)	49	0	(49)	(100%)	0	(49)	0%
Telephone	1,567	726	(841)	(116%)	9,511	8,712	(799)	(9%)	8,712	(799)	(9%)
TOTAL Telephone	1,909	726	(1,183)	(163%)	16,329	8,712	(7,617)	(87%)	8,712	(7,617)	(87%)
Trash Removal											
Trash Removal	65,718	66,467	749	1%	790,800	797,602	6,802	1%	797,602	6,802	1%
TOTAL Trash Removal	65,718	66,467	749	1%	790,800	797,602	6,802	1%	797,602	6,802	1%
Water/Reclaimed Water											
Water - Athletic Field	0	0	0	0%	2,245	0	(2,245)	(100%)	0	(2,245)	0%
Water/Reclaimed - 851 Building	254	0	(254)	(100%)	6,261	0	(6,261)	(100%)	0	(6,261)	0%
Water/Reclaimed - Dog Park	480	0	(480)	(100%)	4,893	0	(4,893)	(100%)	0	(4,893)	0%
Water/Reclaimed - East Village	166	0	(166)	(100%)	2,868	0	(2,868)	(100%)	0	(2,868)	0%
Water/Reclaimed - K-8	0	0	0	0%	4,925	0	(4,925)	(100%)	0	(4,925)	0%
Water/Reclaimed - Lakeside	0	0	0	0%	7,622	0	(7,622)	(100%)	0	(7,622)	0%
Water/Reclaimed - North Village	821	0	(821)	(100%)	11,324	0	(11,324)	(100%)	0	(11,324)	0%
Water/Reclaimed - Passive Parks	0	0	0	0%	69,800	0	(69,800)	(100%)	0	(69,800)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Water/Reclaimed - Shop	3	0	(3)	(100%)	112	0	(112)	(100%)	0	(112)	0%
Water/Reclaimed - Spring Lake	657	0	(657)	(100%)	20,277	0	(20,277)	(100%)	0	(20,277)	0%
Water/Reclaimed - Spring Park	0	0	0	0%	9,233	0	(9,233)	(100%)	0	(9,233)	0%
Water/Reclaimed/Sprinkler	0	14,850	14,850	100%	16,600	178,203	161,603	91%	178,203	161,603	91%
Monitoring											
TOTAL Water/Reclaimed Water	2,382	14,850	12,469	84%	156,159	178,203	22,044	12%	178,203	22,044	12%
Other Operating Exp											
Farmers Market	85,475	680	(84,795)	(>999%)	93,699	8,160	(85,539)	(>999%)	8,160	(85,539)	(>999%)
Joint Committee Expense	149,538	101,741	(47,798)	(47%)	1,072,405	1,220,889	148,484	12%	1,220,889	148,484	12%
Mileage Reimbursement	0	0	0	0%	1,837	0	(1,837)	(100%)	0	(1,837)	0%
Other Expenses	0	0	0	0%	10,000	0	(10,000)	(100%)	0	(10,000)	0%
TOTAL Other Operating Exp	235,013	102,421	(132,593)	(129%)	1,177,941	1,229,049	51,108	4%	1,229,049	51,108	4%
TOTAL Direct Operating Expenses	450,020	330,274	(119,746)	(36%)	3,940,370	3,963,283	22,913	1%	3,963,283	22,913	1%
General and Administrative Expenses											
Professional Fees											
Audit & Tax	0	970	970	100%	0	11,640	11,640	100%	11,640	11,640	100%
Collections	0	0	0	0%	800	0	(800)	(100%)	0	(800)	0%
Consulting	2,984	0	(2,984)	(100%)	2,984	0	(2,984)	(100%)	0	(2,984)	0%
Deed Enforcement	0	0	0	0%	8,252	0	(8,252)	(100%)	0	(8,252)	0%
Engineering	2,400	0	(2,400)	(100%)	2,400	0	(2,400)	(100%)	0	(2,400)	0%
Legal & Professional Fees	7,019	8,586	1,567	18%	131,908	103,036	(28,872)	(28%)	103,036	(28,872)	(28%)
Legal Fees - General	50	0	(50)	(100%)	50	0	(50)	(100%)	0	(50)	0%
Town Architect	2,775	0	(2,775)	(100%)	2,775	0	(2,775)	(100%)	0	(2,775)	0%
TOTAL Professional Fees	15,228	9,556	(5,672)	(59%)	149,169	114,676	(34,493)	(30%)	114,676	(34,493)	(30%)
Bad Debts											
Bad Debts	(36,970)	2,083	39,053	>999%	0	25,000	25,000	100%	25,000	25,000	100%
TOTAL Bad Debts	(36,970)	2,083	39,053	>999%	0	25,000	25,000	100%	25,000	25,000	100%
Bank Charges											
Bank Charges	0	0	0	0%	512	0	(512)	(100%)	0	(512)	0%
Credit Card Charges	0	435	435	100%	5,436	5,220	(216)	(4%)	5,220	(216)	(4%)
TOTAL Bank Charges	0	435	435	100%	5,948	5,220	(728)	(14%)	5,220	(728)	(14%)
Collection Expense											
Lien/Collection Costs	0	0	0	0%	175	0	(175)	(100%)	0	(175)	0%
TOTAL Collection Expense	0	0	0	0%	175	0	(175)	(100%)	0	(175)	0%

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Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Homeowner Activities											
4th of July Expense	0	0	0	0%	18,139	0	(18,139)	(100%)	0	(18,139)	0%
Adult Activities	(815)	0	815	100%	10,525	0	(10,525)	(100%)	0	(10,525)	0%
Aloha Event	0	0	0	0%	6,979	0	(6,979)	(100%)	0	(6,979)	0%
Annual Meeting	0	0	0	0%	4,129	0	(4,129)	(100%)	0	(4,129)	0%
Board Elections	0	0	0	0%	7,334	0	(7,334)	(100%)	0	(7,334)	0%
Easter Egg Hunt	0	0	0	0%	7,298	0	(7,298)	(100%)	0	(7,298)	0%
Fall Festival	2,228	0	(2,228)	(100%)	20,077	0	(20,077)	(100%)	0	(20,077)	0%
Father Daughter Dance	368	0	(368)	(100%)	11,096	0	(11,096)	(100%)	0	(11,096)	0%
Founders Day	7,285	0	(7,285)	(100%)	60,959	0	(60,959)	(100%)	0	(60,959)	0%
Holiday Concert Expense	9,156	0	(9,156)	(100%)	12,002	0	(12,002)	(100%)	0	(12,002)	0%
Holiday Festival	39,975	0	(39,975)	(100%)	48,005	0	(48,005)	(100%)	0	(48,005)	0%
Lakeside Concert Events	5,046	0	(5,046)	(100%)	17,653	0	(17,653)	(100%)	0	(17,653)	0%
Memorial Day	0	0	0	0%	182	0	(182)	(100%)	0	(182)	0%
Miscellaneous Events	5,000	0	(5,000)	(100%)	5,074	0	(5,074)	(100%)	0	(5,074)	0%
Movie Night	41	0	(41)	(100%)	4,149	0	(4,149)	(100%)	0	(4,149)	0%
Net Programs/Events	2,496	13,664	11,169	82%	5,684	163,973	158,289	97%	163,973	158,289	97%
Parks & Rec Events	(7,175)	4,097	11,272	275%	(6,299)	49,159	55,458	113%	49,159	55,458	113%
Porch and Yard Expense	0	0	0	0%	222	0	(222)	(100%)	0	(222)	0%
Summer Programs	0	0	0	0%	24,847	0	(24,847)	(100%)	0	(24,847)	0%
TOTAL Homeowner Activities	63,604	17,761	(45,843)	(258%)	258,056	213,132	(44,923)	(21%)	213,132	(44,923)	(21%)
Insurance											
Property/Cgl/Fidelity Insurance	51	276	224	81%	4,041	3,309	(732)	(22%)	3,309	(732)	(22%)
TOTAL Insurance	51	276	224	81%	4,041	3,309	(732)	(22%)	3,309	(732)	(22%)
Administration Expenses											
Internet Access	65	0	(65)	(100%)	65	0	(65)	(100%)	0	(65)	0%
Logo Cost of Goods Sold	0	0	0	0%	7,429	0	(7,429)	(100%)	0	(7,429)	0%
Miscellaneous	86,017	2,901	(83,116)	(>999%)	93,704	34,812	(58,892)	(169%)	34,812	(58,892)	(169%)
Off Site Storage	159	0	(159)	(100%)	5,937	0	(5,937)	(100%)	0	(5,937)	0%
Office Supplies	0	0	0	0%	3,162	0	(3,162)	(100%)	0	(3,162)	0%
Personnel Equipment	(14,730)	0	14,730	100%	(8,648)	0	8,648	100%	0	8,648	100%
Printing and Copying	0	0	0	0%	25,922	0	(25,922)	(100%)	0	(25,922)	0%
Town Hall Network	8,174	0	(8,174)	(100%)	13,020	0	(13,020)	(100%)	0	(13,020)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
VMS Maintenance	987	0	(987)	(100%)	987	0	(987)	(100%)	0	(987)	0%
TOTAL Administration Expenses	80,673	2,901	(77,772)	(>999%)	141,578	34,812	(106,766)	(307%)	34,812	(106,766)	(307%)
Compensation											
Athletic Field Payroll	0	7,554	7,554	100%	52,745	90,648	37,903	42%	90,648	37,903	42%
Facility Maintenance Staff	0	0	0	0%	11,221	0	(11,221)	(100%)	0	(11,221)	0%
Onsite Compensation	141,740	9,968	(131,771)	(>999%)	224,005	119,621	(104,384)	(87%)	119,621	(104,384)	(87%)
Park & Pool Monitors	0	7,269	7,269	100%	35,139	87,228	52,089	60%	87,228	52,089	60%
Recreation Staff	0	14,310	14,310	100%	148,733	171,714	22,981	13%	171,714	22,981	13%
TOTAL Compensation	141,740	39,101	(102,639)	(262%)	471,843	469,211	(2,632)	(1%)	469,211	(2,632)	(1%)
TOTAL General and Administrative Expenses	264,326	72,113	(192,213)	(267%)	1,030,808	865,360	(165,448)	(19%)	865,360	(165,448)	(19%)
TOTAL Operating Expenses	714,346	402,387	(311,959)	(78%)	4,971,178	4,828,643	(142,535)	(3%)	4,828,643	(142,535)	(3%)
TOTAL Expenses	714,346	402,387	(311,959)	(78%)	4,971,178	4,828,643	(142,535)	(3%)	4,828,643	(142,535)	(3%)
NET SURPLUS (DEFICIT)	(166,927)	0	(166,928)	(>999%)	(47,333)	0	(47,333)	(>999%)	0	47,333	>999%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Replacement Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Revenues											
Assessment Allocation											
Capital Improvement Allocation	0	61,260	(61,260)	(100%)	803,047	735,125	67,922	9%	735,125	(67,922)	(9%)
Replacement Allocation	68,492	68,492	0	0%	821,903	821,900	3	0%	821,900	(3)	0%
TOTAL Assessment Allocation	68,492	129,752	(61,260)	(47%)	1,624,950	1,557,025	67,925	4%	1,557,025	(67,925)	(4%)
Other Income											
Interest Income	254	0	254	100%	11,911	0	11,911	100%	0	(11,911)	0%
TOTAL Other Income	254	0	254	100%	11,911	0	11,911	100%	0	(11,911)	0%
TOTAL Revenues	68,746	129,752	(61,006)	(47%)	1,636,862	1,557,025	79,837	5%	1,557,025	(79,837)	(5%)
Expenses											
Operating Expenses											
Direct Operating Expenses											
Landscape Maintenance											
Landscape - General	0	0	0	0%	3,554	0	(3,554)	(100%)	0	(3,554)	0%
Landscape Contract	0	0	0	0%	4,300	0	(4,300)	(100%)	0	(4,300)	0%
Seasonal Color / Flowers	0	0	0	0%	1,100	0	(1,100)	(100%)	0	(1,100)	0%
TOTAL Landscape Maintenance	0	0	0	0%	8,954	0	(8,954)	(100%)	0	(8,954)	0%
Repairs and Maintenance											
Maintenance - Passive Parks	10,750	0	(10,750)	(100%)	10,750	0	(10,750)	(100%)	0	(10,750)	0%
TOTAL Repairs and Maintenance	10,750	0	(10,750)	(100%)	10,750	0	(10,750)	(100%)	0	(10,750)	0%
TOTAL Direct Operating Expenses	10,750	0	(10,750)	(100%)	19,704	0	(19,704)	(100%)	0	(19,704)	0%
TOTAL Operating Expenses	10,750	0	(10,750)	(100%)	19,704	0	(19,704)	(100%)	0	(19,704)	0%
Capital Expenditures (Non-capitalized)											
Other Capital Expenses											
Capital Improvement Expense	0	0	0	0%	192,045	0	(192,045)	(100%)	0	(192,045)	0%
Furniture and Fixtures	0	0	0	0%	5,539	0	(5,539)	(100%)	0	(5,539)	0%
South Village	59,615	0	(59,615)	(100%)	59,615	0	(59,615)	(100%)	0	(59,615)	0%
TOTAL Other Capital Expenses	59,615	0	(59,615)	(100%)	257,199	0	(257,199)	(100%)	0	(257,199)	0%
TOTAL Capital Expenditures (Non-capitalized)	59,615	0	(59,615)	(100%)	257,199	0	(257,199)	(100%)	0	(257,199)	0%
Depreciation											
Depreciation of Fixed Assets											
Depreciation	0	0	0	0%	58,813	0	(58,813)	(100%)	0	(58,813)	0%
TOTAL Depreciation of Fixed	0	0	0	0%	58,813	0	(58,813)	(100%)	0	(58,813)	0%

Unaudited

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Replacement Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Assets											
TOTAL Depreciation	0	0	0	0%	58,813	0	(58,813)	(100%)	0	(58,813)	0%
TOTAL Expenses	70,365	0	(70,365)	(100%)	335,716	0	(335,716)	(100%)	0	(335,716)	0%
NET SURPLUS (DEFICIT)	(1,620)	129,752	(131,372)	(101%)	1,301,146	1,557,025	(255,879)	(16%)	1,557,025	255,879	16%

Celebration Residential Owners Association, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Capital Improvements

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Revenues											
TOTAL Revenues	0	0	0	0%	0	0	0	0%	0	0	0%
Expenses											
TOTAL Expenses	0	0	0	0%	0	0	0	0%	0	0	0%
NET SURPLUS (DEFICIT)	0	0	0	0%	0	0	0	0%	0	0	0%

December 2021 Financial Report

Celebration Joint Committee, Inc.

December 2021



Prepared on March 14, 2022

Celebration Joint Committee, Inc.
Monthly Financial Report Overview

GrandManors is pleased to deliver this monthly financial reporting package, which has been prepared for use by the Board members of the association.

This financial reporting package consists of summary financial statements, detail financial reports, supporting reports and schedules as follows:

Report / Document	Page(s) *	Description
Balance Sheet Detail	1 Page / 5	Detail Balance Sheet at the general ledger account level as of the end of the reporting period reported by fund.
Revenue & Expense (Month & YTD) - OPER	3 Pages / 6 to 8	Schedule of Revenues and Expenses for the referenced fund detailing reporting month and fiscal year-to-date actual results versus budget and the calculated variance.
Revenue & Expense (Month & YTD) - REPL	1 Page / 9	Schedule of Revenues and Expenses for the referenced fund detailing reporting month and fiscal year-to-date actual results versus budget and the calculated variance.

* The financial reporting package is page numbered. Individual reports included in the package may also contain page numbers for the particular report.

This financial report has been saved in the Financial Reports folder on the Board Portal and is accessible at www.grandmanors.com

Celebration Joint Committee, Inc.
Monthly Financial Report Overview

Additional financial information pertaining to this reporting period is also available on the Board Portal including:

Available Information	Board Portal Navigation	Description
Financial Summary	CiraBooks -> Financial Reports	Summary level balances and performance indicators
A/R Aging Summary	CiraBooks -> Accounts Receivable	Accounts receivable aging and trend analysis
Actual vs. Budget Detail	CiraBooks -> Financial Reports	Reporting month and year-to-date actual expenses versus budget with drill down to invoice detail and scanned images of the actual invoices
Benchmark Report	CiraBooks -> Financial Reports	Revenues and expenses as a percentage of revenue by category with a per lot / unit analysis. Consult your Community Association Manager for a comparison to similar communities.

Other current financial period information is also available on the CiraNet Management / Board Portal to facilitate day to day management of the association, but because the information includes activity in the current period (from the end of the month covered in this financial report), the balances or details will not tie to these month-end reports. This information includes:

Available Information	Board Portal Navigation	Description
Open AP	CiraBooks -> Accounts Payable	Current book cash balance in each cash account less approved invoices
AP Expense Detail	CiraBooks -> Accounts Payable	Detail of all posted invoices by fiscal year including scanned images
Delinquency Detail	CiraBooks -> Accounts Receivable	Detail of all current outstanding A/R by owner including an aging, last payment and a collection status

If you have questions regarding the enclosed reports, or need assistance accessing or working with the Management / Board Portal, please contact your Community Association Manager or Community Association Accountant.

Celebration Joint Committee, Inc.

Detailed Balance Sheet

(Amounts rounded to nearest dollar)

	(1) Operating Fund	(2) Replacement Fund	All Funds
	As of	As of	As of
	12/31/2021	12/31/2021	12/31/2021
	Actual	Actual	Actual
ASSETS			
Current Assets			
Cash - Operating Fund	27,546	0	27,546
Cash - Replacement Fund	0	39,297	39,297
Accounts Receivable - Other	1,031	0	1,031
Due from CNOA	28,492	0	28,492
Due from Reserve Fund	3	0	3
Prepaid Expenses	2,046	0	2,046
Prepaid Insurance	188,825	0	188,825
Total Current Assets	247,942	39,297	287,239
Other Assets			
Total Other Assets	0	0	0
TOTAL ASSETS	247,942	39,297	287,239
LIABILITIES AND FUND BALANCES			
LIABILITIES			
Current Liabilities			
Accounts Payable	5,163	0	5,163
Other Current Liabilities	3,303	0	3,303
Other Accrued Expenses	109,852	0	109,852
Due to CROA prior Nov 2021	100,000	0	100,000
Due to CROA	28,492	0	28,492
Due to Reserve	0	3	3
Total Current Liabilities	246,809	3	246,813
TOTAL LIABILITIES	246,809	3	246,813
FUND BALANCES			
Prior Years Surplus (Deficit)	(7,692)	63,924	56,232
YTD Net Surplus (Deficit)	8,825	(24,630)	(15,805)
TOTAL FUND BALANCES	1,133	39,294	40,427
TOTAL LIABILITIES AND FUND BALANCES	247,942	39,297	287,239

Unaudited

Celebration Joint Committee, Inc.
Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)
Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Revenues											
Allocations											
Allocation from CNOA	47,126	33,914	13,212	39%	385,960	406,967	(21,007)	(5%)	406,967	21,007	5%
Allocation from CROA	117,800	101,740	16,059	16%	1,134,301	1,220,883	(86,582)	(7%)	1,220,883	86,582	7%
TOTAL Allocations	164,926	135,654	29,271	22%	1,520,262	1,627,850	(107,588)	(7%)	1,627,850	107,588	7%
Reserve Contribution											
Reserve Contribution	(413)	(417)	3	(1%)	(5,000)	(5,000)	0	0%	(5,000)	0	0%
TOTAL Reserve Contribution	(413)	(417)	3	(1%)	(5,000)	(5,000)	0	0%	(5,000)	0	0%
Other Income											
Miscellaneous Income	0	0	0	0%	6,658	0	6,658	100%	0	(6,658)	0%
Newsletter Income	0	1,000	(1,000)	(100%)	10,000	12,000	(2,000)	(17%)	12,000	2,000	17%
TOTAL Other Income	0	1,000	(1,000)	(100%)	16,658	12,000	4,658	39%	12,000	(4,658)	(39%)
TOTAL Revenues	164,512	136,238	28,275	21%	1,531,919	1,634,850	(102,931)	(6%)	1,634,850	102,931	6%
Expenses											
Operating Expenses											
Direct Operating Expenses											
Electricity											
Electricity - Water Tower	0	0	0	0%	491	0	(491)	(100%)	0	(491)	0%
TOTAL Electricity	0	0	0	0%	491	0	(491)	(100%)	0	(491)	0%
Landscape Maintenance											
Grounds Maintenance - Water Tower	1,508	1,668	160	10%	19,600	20,016	416	2%	20,016	416	2%
TOTAL Landscape Maintenance	1,508	1,668	160	10%	19,600	20,016	416	2%	20,016	416	2%
Pool Operating Expenses											
Park and Pool Monitors	0	417	417	100%	0	5,000	5,000	100%	5,000	5,000	100%
TOTAL Pool Operating Expenses	0	417	417	100%	0	5,000	5,000	100%	5,000	5,000	100%
Repairs and Maintenance											
Common Area Repair	0	100	100	100%	1,859	1,200	(659)	(55%)	1,200	(659)	(55%)
TOTAL Repairs and Maintenance	0	100	100	100%	1,859	1,200	(659)	(55%)	1,200	(659)	(55%)
Lodge											
Telephone											
Telephone	2,156	3,366	1,210	36%	44,481	40,392	(4,089)	(10%)	40,392	(4,089)	(10%)
TOTAL Telephone	2,156	3,366	1,210	36%	44,481	40,392	(4,089)	(10%)	40,392	(4,089)	(10%)
TOTAL Direct Operating Expenses	3,664	5,551	1,887	34%	66,431	66,608	177	0%	66,608	177	0%
General and Administrative											

Unaudited

Celebration Joint Committee, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Expenses											
Professional Fees											
Audit & Tax	0	250	250	100%	0	3,000	3,000	100%	3,000	3,000	100%
Legal & Professional Fees	100	40	(60)	(149%)	12,835	482	(12,353)	(>999%)	482	(12,353)	(>999%)
TOTAL Professional Fees	100	290	190	66%	12,835	3,482	(9,353)	(269%)	3,482	(9,353)	(269%)
Bad Debts											
Bad Debts	0	0	0	0%	8,050	0	(8,050)	(100%)	0	(8,050)	0%
TOTAL Bad Debts	0	0	0	0%	8,050	0	(8,050)	(100%)	0	(8,050)	0%
Homeowner Activities											
Special Events	20,000	1,667	(18,333)	(>999%)	20,120	20,000	(120)	(1%)	20,000	(120)	(1%)
TOTAL Homeowner Activities	20,000	1,667	(18,333)	(>999%)	20,120	20,000	(120)	(1%)	20,000	(120)	(1%)
Association Communications											
Member Communications	12	21,065	21,053	100%	203,853	252,785	48,932	19%	252,785	48,932	19%
Townhall Network	5,465	7,124	1,659	23%	94,488	85,492	(8,996)	(11%)	85,492	(8,996)	(11%)
TOTAL Association Communications	5,477	28,190	22,713	81%	298,341	338,277	39,936	12%	338,277	39,936	12%
Insurance											
Directors and Officers	0	1,276	1,276	100%	11,643	15,312	3,670	24%	15,312	3,670	24%
General, Property & Liability	17,166	15,498	(1,668)	(11%)	156,559	185,976	29,417	16%	185,976	29,417	16%
Insurance Deductible	0	208	208	100%	0	2,500	2,500	100%	2,500	2,500	100%
TOTAL Insurance	17,166	16,982	(184)	(1%)	168,202	203,788	35,586	17%	203,788	35,586	17%
Management Fees											
Contract	9,000	9,500	500	5%	113,000	114,000	1,000	1%	114,000	1,000	1%
TOTAL Management Fees	9,000	9,500	500	5%	113,000	114,000	1,000	1%	114,000	1,000	1%
Administration Expenses											
Misc Onsite Expense	265	1,000	735	74%	8,832	12,005	3,173	26%	12,005	3,173	26%
Miscellaneous	2,346	400	(1,946)	(487%)	11,849	4,800	(7,049)	(147%)	4,800	(7,049)	(147%)
Office Equipment	2,310	2,052	(258)	(13%)	33,821	24,624	(9,197)	(37%)	24,624	(9,197)	(37%)
Office Supplies	532	525	(7)	(1%)	6,844	6,300	(544)	(9%)	6,300	(544)	(9%)
P/R Media	0	0	0	0%	4,211	0	(4,211)	(100%)	0	(4,211)	0%
Postage	0	0	0	0%	1,475	0	(1,475)	(100%)	0	(1,475)	0%
Printing and Copying	0	0	0	0%	32	0	(32)	(100%)	0	(32)	0%
Recreation	0	0	0	0%	2,106	0	(2,106)	(100%)	0	(2,106)	0%
TOTAL Administration Expenses	5,454	3,977	(1,477)	(37%)	69,170	47,729	(21,441)	(45%)	47,729	(21,441)	(45%)

Unaudited

Celebration Joint Committee, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Operating Fund

(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Compensation											
ARC/Covenants Staff	21,418	22,439	1,021	5%	252,895	269,267	16,372	6%	269,267	16,372	6%
Compensation	73,408	47,642	(25,767)	(54%)	514,051	571,699	57,648	10%	571,699	57,648	10%
TOTAL Compensation	94,826	70,081	(24,746)	(35%)	766,946	840,966	74,020	9%	840,966	74,020	9%
TOTAL General and Administrative Expenses	152,023	130,687	(21,336)	(16%)	1,456,663	1,568,242	111,579	7%	1,568,242	111,579	7%
TOTAL Operating Expenses	155,687	136,237	(19,450)	(14%)	1,523,094	1,634,850	111,756	7%	1,634,850	111,756	7%
TOTAL Expenses	155,687	136,237	(19,450)	(14%)	1,523,094	1,634,850	111,756	7%	1,634,850	111,756	7%
NET SURPLUS (DEFICIT)	8,825	0	8,825	>999%	8,825	0	8,825	100%	0	(8,825)	0%

Unaudited

Celebration Joint Committee, Inc.

Schedule of Revenues and Expenses - Actual vs. Budget (Accrual)

Replacement Fund

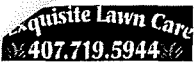
(Amounts rounded to nearest dollar)

	Month Ending 12/31/2021				YTD 12/31/2021				Budget		
	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Actual	\$ Budget	\$ Variance	Var %	\$ Annual	\$ Remaining	Rem %
Revenues											
Reserve Contribution											
Reserve Contribution	413	417	(3)	(1%)	5,000	5,000	0	0%	5,000	0	0%
TOTAL Reserve Contribution	413	417	(3)	(1%)	5,000	5,000	0	0%	5,000	0	0%
Other Income											
Interest Income	2	0	2	100%	25	0	25	100%	0	(25)	0%
TOTAL Other Income	2	0	2	100%	25	0	25	100%	0	(25)	0%
TOTAL Revenues	415	417	(2)	0%	5,025	5,000	25	0%	5,000	(25)	0%
Expenses											
Parks Repair and Replacement	0	0	0	0%	79,655	0	(79,655)	(100%)	0	(79,655)	0%
Supplies and Equipment	0	0	0	0%	(79,655)	0	79,655	100%	0	79,655	100%
Capital Expenditures (Non-capitalized)											
Other Capital Expenses											
Capital Expenditures	0	0	0	0%	29,655	0	(29,655)	(100%)	0	(29,655)	0%
TOTAL Other Capital Expenses	0	0	0	0%	29,655	0	(29,655)	(100%)	0	(29,655)	0%
TOTAL Capital Expenditures (Non-capitalized)	0	0	0	0%	29,655	0	(29,655)	(100%)	0	(29,655)	0%
TOTAL Expenses	0	0	0	0%	29,655	0	(29,655)	(100%)	0	(29,655)	0%
NET SURPLUS (DEFICIT)	415	417	(2)	0%	(24,630)	5,000	(29,630)	(593%)	5,000	29,630	593%

Unaudited

Action Item 1

Motion Subject:	Spring Lake Townhomes Mews - Crimson Mews
Background:	Due to the elevation and drainage of the mews, the jasmine that is currently placed is not surviving due to extreme moisture. Our Landscaping architect recommends placing Zoysia in the place of the jasmine. For us to install the sod we are needing to rout the Netafim drip irrigation from the sidewalk, installation of new zone to water Zoysia turf grass.
Funding Source:	Line item 1.060 Landscape improvements from CROA/ passive and active parks reserve funding from 2022.
Budgeted Amount:	Reserve Funds \$26,608.00 Passive and active parks 1.060 Landscape improvements, partial replacement.
Bids Received:	Exquisite Lawn Care \$15,562.00
Rationale:	Exquisite is maintaining the area for Spring Lake gardens and does an exceptional job.
Management Recommendation:	Management recommends approval for the proposal from Exquisite Landscaping in the amount of \$15,562.00 to be utilized from CROA Reserve funds line item 1.060 landscaping improvements, partial replacement “passive and active parks”
Motion on Agenda:	Motion to approve Exquisite Lawn Care for \$15,562.00 from CROA reserve funds



Exquisite Lawn Care

52 Riley Road #402
Celebration, FL 34747

Estimate

Date	Estimate #
8/17/2021	970

Name / Address
Celebration Residential Owner's Assc 851 Celebration Ave Celebration, FL 34747

			Project
Description	Qty	Rate	Total
SPRING LAKE- CRIMSON MEWS- ASIATIC JASMINE REPLACEMENT WITH ZOYSIA			
Demolition & Site Preparation	64	45.00	2,880.00
soil per cu yd	10	100.00	1,000.00
sod installation- zoysia sq ft	2,600	1.25	3,250.00
Mulch	1	360.00	360.00
Rerouting of netafim drip irrigation 5' from sidewalk	16	65.00	1,040.00
Installation of new zone to water Zoysia turf grass. Including: zone wire, valve, pipe, fittings, labor, 6" heads, nozzles	1	7,032.00	7,032.00
Total			\$15,562.00



Celebration Residential Owners Association (CROA)

March 11, 2022

Service Area Manager
Crimson Mews
Celebration, FL 34747, US

RE: Property: Crimson Mews

Dear Property Owner,

Thank you for submitting your request for an exterior change. One of the five Cornerstones of Celebration is Place, and Residents take pride in the unique look of the community.

Please read the conditions of your approval carefully so that your change is in accordance with the high architectural standards of Celebration.

The request for the Service Area Request: Landscaping was **approved with conditions.**

The request to modify the crimson mews based on the ongoing maintenance issues was **approved as submitted.**

- Property owners are responsible for the actions of their contractors including compliance with ARC Design Guidelines for use of Permit Boxes (etc.) and Celebration covenants regarding parking of commercial vehicles, trailers, dumpsters, etc. listed below.
- Refer to the Design Guidelines relevant to your project (available on the Front Porch and at Town Hall) to ensure you are complying with them, including any required setbacks or restrictions. Any project that deviates from the Guidelines will be considered incomplete and may place the home in non-compliance.
- As Good As Best : The architectural details of the proposed addition must be as good as the best part of the architectural details of the existing home.
- Permit Box: If a permit box is used it must comply with the Design Guidelines for "Display of Building Permit Boxes." Permit signs must be white only – no Contractor logos are allowed.
- Use an Accurate Survey: Prior to commencement, owner or contractor must ensure the addition/modification will not encroach upon any property lines and building setbacks.
- No Contractor Signs: Contractor signs are not permitted anywhere on the property before, during, or after work is performed related to this project.
- Service Area: If your property is in a Service Area, the property owner must contact the Service Area Manager at 407-566-1200 prior to installation to verify this project will not damage the irrigation system. It is the sole responsibility of the Property Owner (not the Service Area) for any changes, repairs, removal or otherwise maintenance needed due to this project.
- No Visible Storage: No construction materials, equipment or owner's personal property (e.g., furniture, etc.) may be stored in the Front or Side yards during the project. Upon completion, all surplus materials (e.g., bricks, fence panels, landscape materials, etc.) must be stored out of sight.
- Dumpster: Town Hall must be notified in advance when a dumpster is needed for work and approval must be given for the proposed location. It is limited to 21 days on site . Dumpster may not be stored on CDD or CROA property or on neighboring property without the property owner's written permission to the Association. The construction dumpster is to be stored behind the home or in the property owner's driveway. If that is not possible, contact the ARC Coordinator to determine an alternate acceptable location. If you obtain permission to place the dumpster on the public right-of-



Celebration Residential Owners Association (CROA)

ways it must have reflectors, reflector tape or reflective cones on each side to provide visibility to residents at night. Debris must be maintained below the top of the container.

- Commercial Vehicles and Trailers: Vehicles may not be present when not used for working, including nights and weekends. They may not block mailboxes or right-of-ways or park on grass. Grade Changes: Unless specifically shown on submitted application and called out as "Grade changes" owner is not approved to make any changes to lot grading.
- Utility Lines: Any damage to utility service lines must be repaired or corrected by the homeowner at the homeowner's expense.
- Neighboring properties: Any damage to neighboring properties due to the ingress and egress of construction vehicles, etc., must be repaired or corrected by the homeowner at the homeowner's expense.

Neither The Celebration Company (TCC) or its agents, nor the Celebration Residential Owners Association, nor the ARC, assumes responsibility for the following:

- (a) The structural integrity or soundness of the proposed structures and/or alterations;
- (b) Compliance with any and all applicable building codes, safety requirements, governmental laws, regulations, or ordinances;
- (c) The quality of work or performance of any supplier, builder or contractor;
- (d) Defects in any plans or specifications submitted, revised or approved;
- (e) Any structural or other defects in work done according to the approved plans; or
- (f) Any injury, damages, or losses arising out of the manner or quality of approved construction on, modification to, or removal of any structures within Celebration.
- (g) Conditions of grading and or drainage in or around the site. Slopes may not exceed the recommended standard by TCC.

Approval by the Celebration Residential Owners Association and the ARC does not relieve the property owner of their obligation to obtain any and all required governmental approvals, nor does obtaining all required governmental approvals waive the need for all new construction and subsequent alterations to be approved by TCC. If such governmental approvals are required and not obtained by the owner, TCC and/or the applicable governmental agency may take whatever action necessary to cause compliance.

Should you have any questions regarding this letter, please contact me at Celebration Town Hall (851 Celebration Avenue), by email at TOWNHALL@CiraMail.com or by phone at 407-566-1200.

Sincerely,

Stephanie Martes
Architectural Review Coordinator
on Behalf of the Architectural Review Committee



Celebration Residential Owners Association (CROA)

ARCHITECTURAL MODIFICATION PLACARD

Address: Crimson Mews
Date Issued: March 11, 2022

Service Area Request: Landscaping

Note the time limits to begin and complete this project. This placard must be posted in a front window at all times during the completion of this project and returned to Town hall when the project is complete.

This approval is valid for the following period:

From the date issued (above) work must begin within: **45 days**
From the time work begins, it must be completed within: **15 days**

If work has not been started or is not completed within the above periods this approval shall be deemed withdrawn, and it shall be necessary for the Owner to resubmit the application and plans for reconsideration in accordance with the Design Guidelines in effect at that time.

Date Completed: _____

Owner's Signature: _____

Action Item 1b

Motion Subject:	Central Bark Park Elements – Replacement of sod
Background:	Regular wear and tear have caused deterioration of sod to where it's nonexistent and is not up to Celebration standards.
Funding Source:	Replacement Reserves
Budgeted Amount:	1.624 Civic Corridor Dog Park Elements \$131,019.00 is budgeted in the reserves for 2032. However due to condition we are needing to push this up to 2022.
Bids Received:	Nu- Leaf \$17,944.80 Yellowstone \$20,942.17
Rationale:	Management recommends using Yellowstone due to proposal cost efficiency as the proposal covers more square footage compared to the proposal from Nu- Leaf well as quality of workmanship. Currently Yellowstone services the area and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Yellowstone to re-sod the area.
Motion on Agenda:	Motion to approve the re-sod of Central Bark Park in the amount of \$20,942.17



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2055

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association 10700 Prairie Lakes Drive Eden Prairie, MN 55344-3858	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	02/01/2022	\$17,944.80

SERVICE AREA

Dog "Bark"

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Sod	Square Foot of Sod Prepped and Installed -Celebration Bermuda installed via large rolls. Up to not to exceed 8,000 square feet. Nu-Leaf will treat the existing weed coverage prior to preparation for new turf. Starter fertilizer is included as well as the first week of mowing after rooting prior to top dressing., 8,000 @ \$1.65	13,200.00
	Landscaping	Top Dress once rooted utilizing sports field sand. Drag and broom in. Please check with the current maintenance provider if this is scheduled for this year. If so you may be able to save this portion., 1 @ \$1,250.00	1,250.00
	Mulch	Per 3 Cubic Feet Per Bag Installed - Brown shredded for large tree area within main oval area as well as the area of the Bird House. We recommend mulching and shade tolerant plantings. Plantings will be via separate estimate after irrigation inspection is performed., 12.4 @ \$52.00	644.80
	Tree Trimming	Oak Trim tree and remove debris - Prune dead wood and raise elevation - This is only a recommendation to increase the sunlight for the turf., 10 @ \$285.00	2,850.00
	Landscaping	Please note the the turf included is for the main oval area. The outer areas are not included in the turf square footage. Raised areas existing within the area of exposed roots, curb sections and sidewalks.	0.00

TOTAL **\$17,944.80**

THANK YOU.

Accepted By

Accepted Date



Proposal #191993

Date: 03/07/2022

From: Paul Newman

Proposal For

Celebration Parks & Recreation

c/o CiraConnect
P.O. Box 803555
Dallas, TX 75380-3555

main:
mobile:

Location

851 Celebration Ave
Celebration, FL 34747

Property Name: Celebration Parks & Recreation

Cleanup Trees and replace Sod at Central Bark Park

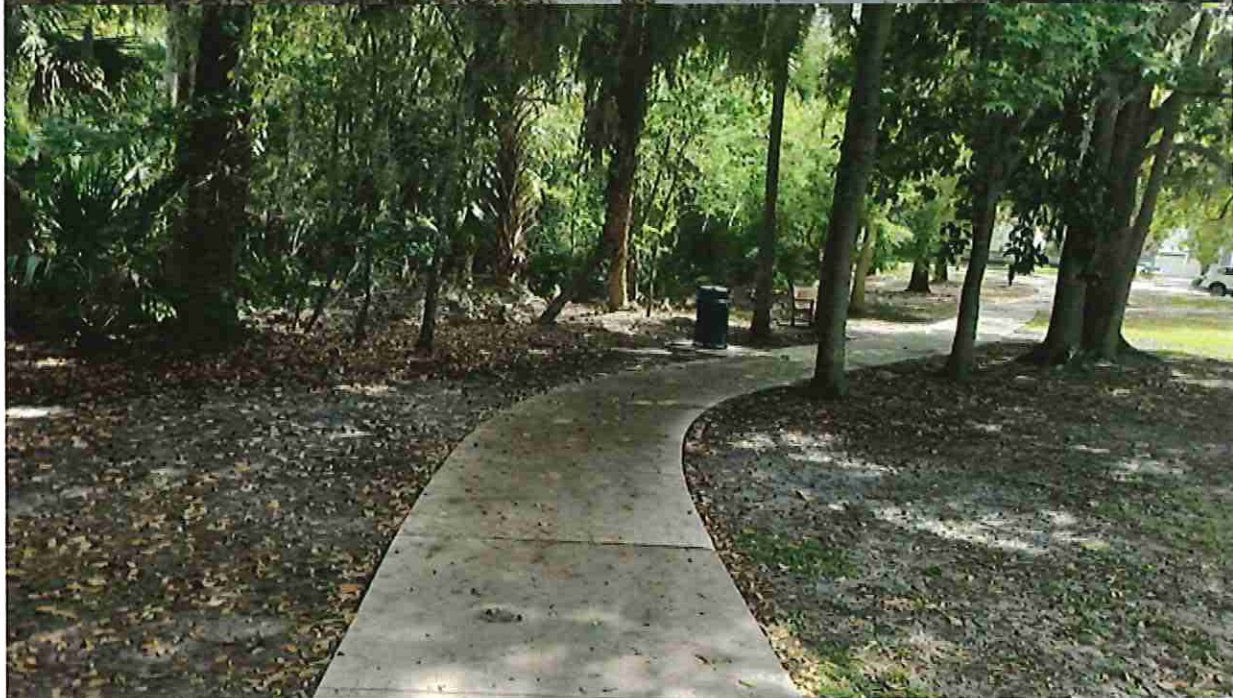
Terms: Net 30

DESCRIPTION	QUANTITY	AMOUNT
Labor to Raise canopy and clean up Large trees	55.00	\$3,574.95
Labor to remove the existing sod	30.00	\$1,542.83
Labor to flush cut and remove smaller trees 11	25.00	\$1,624.98
Dump Fee	1.00	\$1,100.00
Brown Mulch 2 CF Bag	70.00	\$539.99
Stump Grinder	1.00	\$571.42
Empire Zoysia Sod Install	16200.00	\$11,988.00

Client Notes

Furnish labor , material and equipment to perform the scope of work listed below.

1. Clean up and raised the canopy on 23 large tree throughout the park area .
2. Flush cut and remove of 11 smaller trees , this will provide more light for shaded areas .
3. Remove and prep the designated sod areas and install Zoysia sod .
4. Disposed of all tree debris .
5. Stump grind root ball and tree roots





Signature

x

SUBTOTAL	\$20,942.17
SALES TAX	\$0.00
TOTAL	\$20,942.17

*Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.
 Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.*

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Paul Newman
 Office:
 paulnewman@yellowstonelandscape.com

Action Item 1c

Motion Subject:	Civic Corridor Dog Park Elements – Replacement of sod
Background:	Regular wear and tear have caused deterioration of sod to where it's nonexistent and is not up to Celebration standards.
Funding Source:	Replacement Reserves
Budgeted Amount:	1.624 Civic Corridor Dog Park Elements \$131,019.00 is budgeted in the reserves for 2032. However due to condition we are needing to push this up to 2022.
Bids Received:	Nu- Leaf \$79,542.00 Yellowstone \$ 48,915.00
Rationale:	Management recommends using Yellowstone due to proposal cost efficiency as it will be more than likely need to be completed again in the future due to normal wear and tear as well as quality of workmanship. Currently Yellowstone services the area and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Yellowstone to re-sod the area.
Motion on Agenda:	Motion to approve the re-sod of Civic Corridor dog park in the amount of \$48,915.00



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2075

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association 10700 Prairie Lakes Drive Eden Prairie, MN 55344-3858	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	03/09/2022	\$79,542.00

SERVICE AREA

Large Dog Park

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	<p>Landscaping Service Purchase and install 80 Tons of 1" Seminole Chip (not the smaller that was used to touch up) This is based on square footage and approximately 2" added. Purchase and Install 20,000 square feet of Celebration Bermuda.</p> <p>Please note that minor regrading is included as previous turf installations have been on top of old material which has raised the grade in some areas. Dog damaged will be backfilled. New turf will be watered in and rolled. Minor head adjustment is need and is included. Additional labor is included to attempt to remove rock from future mowing areas.</p> <p>Proper grow in will be required and if requested, a separate price including topdress, additional rolling, daily irrigation and watering, and 3 rounds of treatments, 1 @ \$79,542.00</p>	79,542.00

TOTAL	\$79,542.00
--------------	--------------------

THANK YOU.

Accepted By

Accepted Date



Proposal #182501
Date: 02/01/2022
From: Paul Newman

Proposal For

CCMC

10700 Prairie Lakes Dr
Eden Prairie, MN 55344-3858

main:
mobile:

Location

851 Celebration Ave
Celebration, FL 34747

Celebration Parks & Recreation: Re-furbish and extend the existing Gravel Area at Dog Park

Terms: Net 30

ITEM DESCRIPTION	AMOUNT
------------------	--------

Plant Installation

Subcontracted Service

Client Notes

Furnish the Labor and material to refurbish the existing gravel area , extend the existing gravel are to cover specified areas :Total of 19, 90,909 SQ FT of areas to be Cover at 2 inch depth

Replace approximate 2800 sq ft of declining sod with new sod





SUBTOTAL \$48,915.00

SALES TAX \$0.00

TOTAL \$48,915.00

Signature

x

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Assigned To

Print Name: _____

Paul Newman
paulnewman@yellowstonelandscape.com

Title: _____

Date: _____

Action Item 1d

Motion Subject:	Green Square placement of new sod and updated landscaping
Background:	This area is a high traffic area, pet traffic has damaged the sod and is need of replacement. Landscaping is needing updated as the quality and standards of Celebration are not up to par.
Funding Source:	Replacement Reserves
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements \$79,825.00
Bids Received:	Nu- Leaf \$23,770.00 for both sod and landscaping upgrades Yellowstone \$ 7,560.00 for sod and \$13,253.00 for improvements- Total \$20,813.00
Rationale:	Management recommends using Yellowstone due to proposal cost efficiency as well as quality of workmanship. Currently Yellowstone services the area and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Yellowstone to re-sod the area and make landscaping upgrades.
Motion on Agenda:	Motion to approve the re-sod and landscaping upgrades for Green Square with Yellow Stone in the amount of \$7560.00 and \$13,253.00



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2061

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association 10700 Prairie Lakes Drive Eden Prairie, MN 55344-3858	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	02/14/2022	\$23,770.00

SERVICE AREA
Greene Square

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Sod	Square Foot of Sod Prepped and Installed - up to not to exceed 13,200 sf. Price includes removal of what is left of the existing turf and treat weeds chemically prior to removal. Utilize starter fertilizer prior to installation of sod., 1 @ \$15,840.00	15,840.00
	Landscaping	Landscape clean up - Separate jasmine ground cover from adjacent plant material as well as tree rings due to lack of trimming / edging. Removal of overburden from previous turf replacement and mulch build up. Please note that frost / freeze damage of the dwarf ixora. Prune back and or replacement can be estimated if requested., 1 @ \$1,480.00	1,480.00
	Plants	3 gallon pink Muhly to replace failed and missing along walk paths, 230 @ \$15.00	3,450.00
	Plants	1 gallon Asiatic Jasmine to fill in missing, 160 @ \$6.50	1,040.00
	Plants	(1) 7 gallon and (6) 1 gallon in each planter pot to replace dead and missing in all 4 planters. Soil amendment included., 4 @ \$165.00	660.00
	Mulch	Per 3 Cubic Feet Per Bag Installed - Brown shredded up to not to exceed 25 cubic yards, 25 @ \$52.00	1,300.00

TOTAL **\$23,770.00**

THANK YOU.

Accepted By

Accepted Date



Proposal #182879
Date: 02/01/2022
From: Jose Romero

Proposal For

Celebration Parks & Recreation
ATTN: AP Celebration Residential Owners Assoc Inc
CCMC
10700 Prairie Lakes Dr
Eden Prairie, MN 55344-3858

main:
mobile:

Location

851 Celebration Ave
Celebration, FL 34747

Celebration Parks & Recreation: Replace Bermuda turf around the perimeter Greene Square Park with St Augustine sod

Terms: Net 30

ITEM DESCRIPTION	AMOUNT
Plant Installation	

Client Notes

We hereby propose to furnish all materials and perform all labor necessary to remove approximately 4,500 square feet of existing Existing Bermuda turf around the perimeter of Greene Square Park.





Signature

x

SUBTOTAL \$7,560.00

SALES TAX \$0.00

TOTAL \$7,560.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact

Assigned To

Print Name: _____

Jose Romero
jromero@yellowstonelandscape.com

Title: _____

Date: _____



Proposal #182910

Date: 02/01/2022

From: Paul Newman

Proposal For

Celebration Parks & Recreation
c/o CCMC
10700 Prairie Lakes Dr
Eden Prairie, MN 55344-3858

main:
mobile:

Location

851 Celebration Ave
Celebration, FL 34747

Property Name: Celebration Parks & Recreation

Replace traffic damage Sod with coquina Shell (See Photo Design)

Terms: Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
General Labor	55.00	\$45.00	\$2,475.00
Crush Coquina Shell	59.00	\$140.00	\$8,260.00
4 ft. x 200 ft. Polypropylene Landscape Fabric	6.00	\$120.00	\$720.00
White bird of paradise	4.00	\$42.00	\$168.00
Mandevilla Pink 3 Gallon	8.00	\$15.00	\$120.00
English ivy 1 Gallon	8.00	\$5.00	\$40.00
Potting soil mix Bags	10.00	\$6.00	\$60.00
Freight/Delivery	3.00	\$470.00	\$1,410.00

Client Notes

We hereby propose to furnish all materials and perform all labor necessary to replace traffic damage Sod with coquina Shell (See design photo attached)

- A. Remove the existing Bermuda sod on the walkway and lay down drainage fabric .
- B. Replace the removed sod with Crush coquina Shell.
- C. Refurbish 4 clay pots with new plant material and soil.



Signature

x

SUBTOTAL	\$13,253.00
SALES TAX	\$0.00
TOTAL	\$13,253.00

Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.
 Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Contact
 Print Name: _____
 Title: _____
 Date: _____

Assigned To
 Paul Newman
 Office:
 paulnewman@yellowstonelandscape.com

Celebration Greene Squares Park

Before

Ivy Algerian, Each

Bird of Paradise, 2

Mandevilla, Sundaville Cream Pink, Each

COQUINA SAND



Action Item 1e

Motion Subject:	Savannah Square Townhomes Painting
Background:	Per the reserve study for the year 2021, it was budgeted to Paint Savannah Square Townhomes, this was placed on hold due to roof litigations.
Funding Source:	Savannah Square Townhomes Reserve Expenditure
Budgeted Amount:	The reserve funds from 2021 are \$77,141.00
Bids Received:	Central Painting & Waterproofing \$51,600.00 Nu-Leaf Landscaping and Property Services \$94,925.00 Vice Painting - \$89,951.00
Rationale:	Central Painting has completed work for CROA before at Golden Aster. However, we are currently not happy with the overall performance of current vendors being utilized. Central Painting has come in under budget and significantly lower than the others.
Management Recommendation:	Management recommends approval for the proposal from Central Painting and Water Proofing due to the overdue status of the project.
Motion on Agenda:	Motion to approve RFP number 02182022 Savannah Square Townhomes for \$51,600.00 with Central Painting and Waterproofing.

Savannah Square Townhomes
Painting Bid Comparison

Components	Central Painting & Waterproofing	Nu - Leaf Landscaping and Property services	Vice Painting	JC Painting
Townhome Repaint				
Option #1	\$ 41,850.00	\$ 94,925.00	\$82,951.00	Did not Submit
Railings	Included in above	Included in above	\$ 5,000.00	
Shutter Install	\$ 9,750.00	Does not include installment of shutters	\$2,000.00	
Unit Cost Items				
Stucco Crack Repair	Included	Included	Included	
Stucco Patching	Included	Included	Included	
Corner Bead Repair	N/A	N/A	N/A	
Experience				
Number of years in business	6	4	11	
Years of Painting Experience by Principle	15+	5	11	
Has contractor worked on Project with CROA				Y
Insurance				
Commercial General Liability:	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	
Each Occurance	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,000,000.00	
Aggregate	N/A	N/A	\$ 1,000,000.00	
Auto Liability				
Umbrella Liability:	N/A	N/A	\$ 1,000,000.00	
Each Occurance	N/A	N/A	\$ 2,000,000.00	
Aggregate	\$ 1,000,000.00	\$ 100,000.00	\$ 1,000,000.00	
Worker Compensation				
5 References:				
Reference #1	CROA - Golden Aster Triplex	No references provided by Vendor	CROA - Parkview TH	
Reference #2	Overlooks at Parkside		Mandalay at Bella Trae	
Reference #3	Madison Place		Independence TH	
Reference #4	Villages of Windmeadows		CROA - Blue Sage TH	
Reference #5	Bella Trae		CROA - Greenlawn TH	
	Windsor Condos		CROA - Oak Pond TH	
Total Reserve Study Budget				
Metal Railings	\$ 883.00			
Shutters	\$ 25,957.00			
Exterior Painting	\$ 77,141.00			



Celebration Residential Owners Association (CROA)

REQUEST FOR PROPOSAL FOR
PAINTING SERVICES
SAVANNAH SQUARE TOWNHOUSES
RFP # PAINT-02182022



Celebration Residential Owners Association

Issued by:

CELEBRATION RESIDENTIAL OWNERS' ASSOCIATION, INC. (CROA)
BOARD OF DIRECTORS

Natalie Mower, Service Area Manager
851 Celebration Avenue
Celebration, FL 34747
CELEBRATION.FL.US
407-566-1200

Date Issued: Friday February 18th, 2022
Due Date: Friday March 4th, 2022, at 4:00 p.m.



Celebration Residential Owners Association (CROA)

TABLE OF CONTENTS

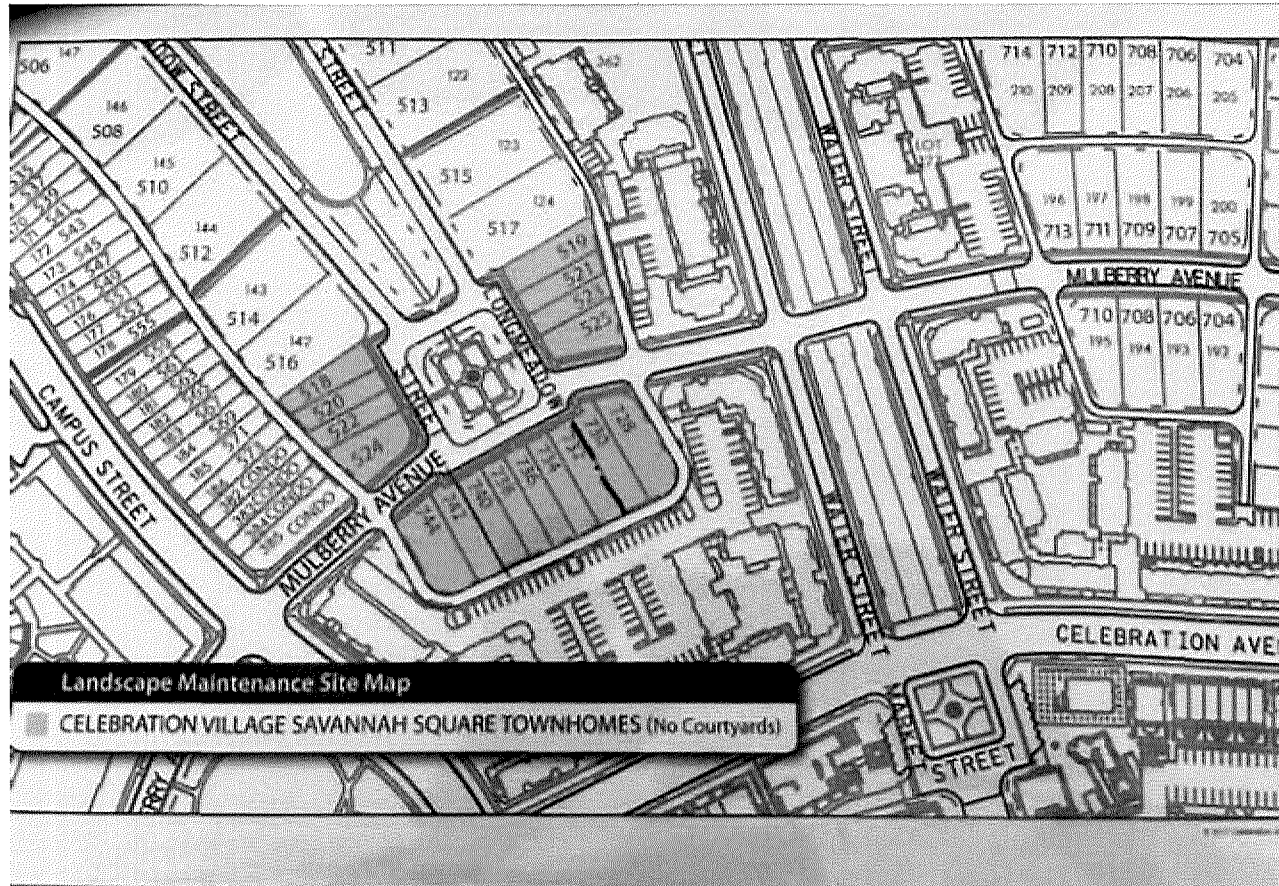
- GENERAL INFORMATION
 - MAP
 - PICTURES
 - PROJECT DESCRIPTION
 - GENERAL TERMS & CONDITIONS

- SCOPE OF WORK/SPECIFICATIONS

- PROPOSAL SUBMITTAL REQUIREMENTS

- PROPOSAL FORMS
 - BID RESPONSE FORM
 - DISCLOSURE OF SUBCONTRACTORS
 - EXPERIENCE

- SAMPLE SERVICES AGREEMENT



Landscape Maintenance Site Map

CELEBRATION VILLAGE SAVANNAH SQUARE TOWNHOMES (No Courtyards)

522 Longmeadow St
Celebration, Florida
Google
Street View - Jul 2014





519 Longmeadow St

Celebration, Florida

Google

Street View - Aug 2018





Celebration Residential Owners Association (CROA)

GENERAL TERMS & CONDITIONS

PROJECT DESCRIPTION

This request for proposal is for the painting Savannah Square Townhomes (17) in the community of Celebration. The project consists of cleaning all surfaces, crack repairs, caulking and painting of the townhomes and handrails. You will see two different paint system options. Option number one is using Ultra Spec finish and Option number two is a waterproofing high build system. Please submit two different proposals for the project.

(CROA reserves the right to award contracts for all work which requires a separate bid based upon the nature of the work and its anticipated costs.)

FORMS & SPECIFICATIONS

Submitters are required to use the official "PROPOSAL FORMS", and all attachments itemized herein are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the PROPOSAL FORMS.

HOW TO SUBMIT A PROPOSAL

One complete proposal form set (1 original) with all required documents as itemized and included herein are to be submitted in a sealed envelope, on the outside of which shall be prominently marked with the following identification: "RFP # PAINT-02-05-2021" with the name and address of the submitter. The RFP should be neat, professional in appearance and bound appropriately for the document's thickness. The original document shall have original signatures and clearly noted with *ORIGINAL* on the cover. All proposals must be hand delivered and/or mailed to CROA at 851 Celebration Ave, Celebration, FL 34747, by the date and time set forth herein. A copy must also be emailed to the CROA Representative at servicearea@celebrationtownhall.com. Please include the EXCEL unit pricing file.

CONTRACTOR RESPONSIBILITY

Submitters are fully and completely responsible for the labeling, identification, and delivery of their proposals. CROA will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the U. S. Postal Service.

- Submissions shipped by express delivery, or in overnight or courier envelopes, boxes, or packages must be prominently marked on the outside of such envelopes, boxes, or packages with the sealed proposal identification.



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- Proposals that are incomplete, unbalanced, conditional, obscure, or which contain additions not called for, alterations, or irregularities of any kind, or which do not comply with these documents may be rejected at the option of CROA.

PROPOSAL DOCUMENTS REQUIRED

The following documents and forms in the following arrangement must accompany each proposal or alternate proposal submitted:

- Bid Response Form.
- Disclosure of Subcontractors, Sub-Consultants and Suppliers and Statement of Subcontractor experience.
- Proposer Certification/Addenda Acknowledgement Form.
- General Terms and Conditions statement must be signed and returned with the proposal form.
- A sworn, notarized Statement of Contractor's Experience, Equipment and Personnel.
- W-9 and Certificate of Insurance for Contractor and all Subcontractors.
- All applicable licenses or certifications must be included. This can also include any additional certifications or education of the organization or of staff who will be performing the actual work.

INSURANCE REQUIREMENTS

A Certificate of Insurance will be furnished by the successful Contractor upon Notice of Award. The Certificate(s) shall be completed by the Contractor's authorized agent and submitted to CROA, with CROA a named additional insured. The successful Contractor shall not commence any work in connection with the Agreement until it has obtained all the following types of insurance and shall maintain such insurance as will protect him/her from claims which may arise out of or result from the vendor's operations under the terms and conditions of the RFP.

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

- a. Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$1,000,000, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and
- b. Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000) per occurrence.



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- c. All such insurance required in Paragraph a. shall be in companies and on forms acceptable to Owner and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to Owner whatsoever.

Contractor shall defend (if requested by Owner), indemnify and hold Owner and its officers, directors, agents, employees and assigns harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys' fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement; or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

CROA reserves the right to modify the insurance requirements set forth at any time during the process of solicitation or subsequent thereto.

EXAMINATION OF PROPOSAL DOCUMENTS

- Each Contractor shall carefully examine the Documents & Specifications and other applicable forms and inform himself/herself thoroughly regarding all conditions and requirements that may in any manner affect cost, progress, or performance of the work to be performed under the Contract. Ignorance on the part of the Contractor will in no way relieve him/her of the obligations and responsibilities assumed under the Contract.
- Should a Contractor find discrepancies or ambiguities in, or omissions from the Specifications, or should he/she be in doubt as to their meaning, he/she shall at once notify the Operations Manager, in writing.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

In case any Proposer fails to acknowledge receipt of such addenda or addendum, his/her proposal will nevertheless be construed as though it had been received and acknowledged and the submission of his/her Proposal will constitute acknowledgment of the receipt of same. All addenda are a part of the Proposal Documents, and each Proposer will be bound by such addenda, whether received by him/her. It is the responsibility of each Proposer to verify that he/she has received all addenda issued before Proposals are opened.

In the case of unit price items, the quantities of work to be done and materials to be furnished under this Proposal/Contract are to be considered as approximate only and are to be used solely for the comparison of Proposals received. CROA does not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Proposer plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and other proposal documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices proposal.



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ALTERNATES

When certain items of equipment and/or materials are specified and/or described as the product of a particular manufacturer together with any required additional information such as model number, size, or catalog number, only such specific items may be used in preparing the Proposal, except as hereinafter provided.

CHANGES / MODIFICATIONS

CROA reserves the right to order changes in the scope of work and resulting contract. The successful Proposer has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the Contractor. Price adjustments will be based on the unit prices proposed by the Contractor in response to this solicitation. Any contract resulting from this solicitation may be modified upon written and mutual consent of both parties.

GOVERNING LAWS AND REGULATIONS

The Proposer is required to be familiar with and shall be responsible for complying with CROA Policies and Procedures, CROA rules, all federal, state, and local laws, ordinances, rules and professional standards or regulations that in any manner affect this solicitation, the selection process, protests, award of contract, contract management or any other activity associated with this solicitation and the subsequent work required of the successful Proposer.

CONTRACT NEGOTIATION

The Selection Committee shall rank all received proposals and provide the CROA Representative with the rankings and a recommended Contractor(s). If deemed prudent or necessary, the CROA Representative will be authorized to negotiate with the top ranked firm. The proposal signed by the successful Proposer along with documentation included in the proposal as required by this solicitation and other additional materials submitted by the Proposer and accepted by CROA shall be the basis for negotiation of a contract addressing the requirements of the solicitation. The resulting contract will be approved by CROA Board of Directors.

ADDITIONAL TERMS AND CONDITIONS

No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

Agent Name

Title

Signature

Date



Celebration Residential Owners Association (CROA)

EVALUATION PROCESS

PROPOSAL EVALUATION

This Request for Proposals includes following all the instructions and procedures in this document and sending the sealed proposal information to CROA by the due date and time. Proposals will be evaluated on the following criteria:

Criteria	Description
Completeness	Proposal is in accordance with the RFP instructions
Experience	Contractual and technical of similar size scope
Qualifications	Key personnel, labor commitment, training, and certifications
Equipment and Staff	Adequate to provide expected high level of service
References	Assessment of current project conditions with similar service
Cost	Associated with each line item is not over or under priced

CROA reserves the right to apply the evaluation criteria in any manner it deems necessary and to evaluate each firm separately or comparatively, using these criteria in any weight or importance as it sees fit. CROA also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in CROA's best interest. Failure to submit the requested information or required documentation may result in the disqualification of the proposal response.



Celebration Residential Owners Association (CROA)

SAVANNAH SQUARE TOWNHOMES Shutter Replacement

Scope of Work

Contractor will estimate the cost to perform the following on Savannah Square Townhomes:

1. Measure all window openings and provide quantity per each size of shutters needed for ordering.
2. Remove existing shutters, caulk holes. Same holes to be used when installing new shutters.
3. Install new shutters and shutter dogs, using appropriate pegs assigned with shutters.
4. Shutters should not be installed flat on the wall surface with the edge abutting the window frame. Correct placement is with the edge of the shutter centered on the vertical trim board and extending outward at a slight angle, so it rests on the façade wall.

Filling holes with substantial material that will hold shutters better long term and reduce risk of leaks



P A I N T C E N T E R S

Exterior Re-Paint Recommendation
7 Year Warranty System

Project:
Savannah Square
Celebration, FL

Prepared By:
Brenton Curry – Sales Representative
Mobile: (407) 840-5067
Brenton@regalpaint.com



Benjamin Moore[®]

Paint like no other.[®]

*Always read Product / Material Safety Data Sheets for additional information & clarification
before application of any product. This Recommendation is for this project only.*

Thank you for considering Regal Paint Centers for your upcoming project. We would be proud to be associated with this, and many future projects with you.

I'm pleased to submit to you this Exterior Re-Paint Recommendation for your consideration on this project. This system was designed using the criteria you expressed as well as my recommendations based on my site inspection.

This Recommendation is designed to overcome several existing challenges, including:

- A 100% acrylic sealer designed to penetrate and seal the surface to provide excellent surface adhesion and reduce the porosity of the masonry surfaces
- A 100% acrylic exterior finish system formulated to provide excellent durability for maximum protection of the buildings and offers superior hide and coverage.

The proposed materials will either meet or exceed the minimum service requirements when properly applied in accordance with the specifications and the manufacturer's instructions as detailed in Technical Data Bulletin sheets.

Please contact me with any questions you may have about this system. We look forward to earning your business on this project and developing a long-term relationship of service with you.

Sincerely,

Brenton Curry

Outside Sales Representative
Regal Paint Centers
Cell#: 407-840-5067
Em: Brenton@regalpaint.com



PURPOSE

We respectfully submit our Recommendations engineered to provide the lowest possible per square foot, per year, maintenance cost using the highest quality paints and coatings available today.

In order to accomplish this, many factors must be taken into consideration such as problem sources, environment, preparation procedures and specific paint systems. All of these must be related to film longevity, integrity and appearance.

The standard Recommendation is a must because it assures the owner of quality materials, compliance of guidelines set forth for individual substrates and each painter is bidding on an equal basis as far as materials are concerned. Thus, your contract price will only vary in direct proportion to a labor bid.

WARRANTY & INSPECTIONS

This specification has been written for the purpose of offering a **(7) seven year, non-prorated (material and labor), transferable warranty** on the repainting of the building exterior.

A Benjamin Moore & Co. Representative and/or Regal Paint Center representative will inspect the work in progress to help ensure proper preparation and application of all products to meet the requirements of Benjamin Moore's & Co. and CCC warranty programs. CCC refers to Complimentary Coatings Corp. A subsidiary of Benjamin Moore and Company which includes Coronado Paints and Insl-X branded products.

By definition of the Benjamin Moore & Company warranty, the Painting Contractor is limited to solely the following paint, patching and sealants. Any substitutions of specified products must have prior approval for use by the Benjamin Moore & Regal Paint Center Representative prior to project commencement. Substitution of any product without per-authorization will void the warranty.

Technical Data & MSDS sheets are available upon request.



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1.0 SCOPE OF WORK

TERMS AND CONDITIONS (unless this project is completed by property manager or owner)

A. EXTRAS & CHANGES

1. It is anticipated that the aforementioned work shall be inclusive and that there will not be extras or changes. The need for extra work and changes in the specifications will be the sole responsibility and determination of the Owner and will be submitted as a written work order to the Painting Contractor. No extra work will be done or changes made in the work as specified without a written work order from the Owner.

B. LICENSE AND PERMITS

1. The Painting Contractor shall include with your proposal a copy of any valid Occupational and Professional Licenses necessary to operate in the State of Florida, the County and the City where the project is located. Further the Painting Contractor is responsible for obtaining all necessary permits as required by the State of Florida, the County and the City where the project is located.

C. INSURANCE

1. The Painting Contractor will be required to furnish suitable insurance certificates covering liability and property damage, Worker's Compensation coverage and they shall be kept in force during the course of the work. The Painting Contractor shall hold the Owner(s) harmless from all liens or damages arising from or caused by the work. Please include documentation of all such coverage or show the ability to obtain such coverage.

D. SAFETY RELATED PRECAUTIONS

1. It is the Painting Contractor's responsibility to read and follow all label and technical data directions and information and all safety requirements from the Manufacturer of the products being used.
2. The Painting Contractor will be responsible for roping off and erecting signs in areas where any painting is occurring.
3. The Painting Contractor shall be responsible for all aspects of safety administration on the job and must be in compliance with all OSHA safety regulations.



2.0 GENERAL ITEMS

A. QUALITY ASSURANCE

1. The Painting Contractor shall furnish all labor, materials, tools, and equipment necessary for the cleaning, preparation, sealing and painting of all specified surfaces.
2. All work is to be done in a workmanlike manner by skilled workers and carried out in such a way as to minimize any inconvenience to the occupants. The Painting Contractor shall maintain a full work force from the start to the completion of work and shall leave a qualified foreman on the job at all times. The skilled workers will be thoroughly trained and experienced in their necessary trade and will be completely familiar with the specification requirements and methods for proper performance of the work in this Specification.
3. The Painting Contractor once having started the job will continuously and expeditiously proceed with its vigorous prosecution until completion.
4. All materials shall be applied free from runs, sags, wrinkles, streaks, shiners and brush marks.
5. All materials shall be applied uniformly.
6. The Painting Contractor shall be responsible for and use utmost care in the protection of the occupant and common property including all balconies, windows, walkways, shrubbery, parked vehicles and any other property in the area from paint and/or any other damage.
7. The Painting Contractor shall be solely responsible for the rectification of any such damage, the cleanup involved from work outlined in this specification, and their employees during the performance of their labor. Payment to the Painting Contractor will be withheld until settlement is reported.

B. LIASION

1. The Owner's Representative and the Painting Contractor shall transmit all information pertaining to the job and shall not permit unauthorized interference from residents of the owners Property or from the Painting Contractor's employees.



C. INSPECTION

1. In order to avoid any dispute over existing damage it is suggested that before the commencement of any work that the Painting Contractor along with the Owner or the Owner's Representative together walk the project and make a list of all existing damage.
2. The Painting Contractor shall schedule all required tests, approvals and inspections at appropriate times so as not to delay the progress of the work. The Painting Contractor shall bear all expenses associated with tests, inspections and approvals required which, unless otherwise agreed to, shall be conducted by an independent testing laboratory or entity approved by the Contractor and Owner. Inspections conducted the Benjamin Moore & Company representative does not dismiss the Painting Contractor of responsibility for the prescribed preparation and application of specified products.
3. The Painting Contractor is required to correct in a timely fashion any work reasonably rejected by the Benjamin Moore Representative or owner for failing to comply with the Specification Documents whether observed prior to the commencement of the warranty period or during the warranty period. Benjamin Moore & Company accepts no responsibility for any increase in cost due to the any unforeseen or undiscovered condition that may arise.

D. RELEASE OF LIEN AND WARRANTY CERTIFICATE

1. All monies owed to all suppliers selling any materials for said project must be paid in full and the Painting Contractor must furnish a Final Release of Lien from all suppliers that have filed Notice to Owners against any and all properties covered in these Specifications.
2. After above criteria has been met the warranty will be issued and final payment to the Painting Contractor will be made.

E. BENJAMIN MOORE & COMPANY LIMITED WARRANTY

1. The **7 (seven) year** exterior only warranty will apply only on the condition that the procedures stated and required in the Benjamin Moore & Company Warranty are followed.
2. In order to control and properly document the required material usage, all materials must be purchased from a Regal Paint Centers.



3.0 PRODUCTS

A. MATERIALS

1. Bids are to be based solely on coatings manufactured by the Benjamin Moore & Company, except as otherwise noted or specified.
2. Colors are to be those as approved by the Owner(s). A duplicate color chip schedule will be supplied to the Painting Contractor.
3. Colors will be selected from the Benjamin Moore Color System, unless otherwise specified.
4. Color schedules shall be furnished to the painting contractor at the earliest possible time and/or prior to the application of prime coats.
5. Pigmented prime coats may be tinted to approximate shade of the final coat; some contrast is required.
6. All paint and coatings must be delivered to the job site in the manufacturer's original sealed containers.
7. The Owner reserves the right to take a representative sample of any materials the Painting Contractor brings on the job and have it tested by an approved laboratory to verify the materials conform to the specification set forth herein.
8. Due to different conditions of surfaces being painted the Painting Contractor must assume responsibility for coverage of paint. One coat coverage cannot be guaranteed due to different absorption rates of the surfaces painted. Test patches should be completed prior to beginning of work to assure satisfactory coverage of material.
9. Color differences due to different batches are inherent in the paint industry. The Painting Contractor should try to order as much of any custom mixed color at one time ready made from the factory or the paint store in order to avoid "batch color differences". As this might not be feasible in all circumstances, if smaller batches do need to be taken for whatever reason, the Painting Contractor should retain an amount needed from a particular batch to touch up those areas painted in that batch of paint to help avoid "touch up" problems.
10. If any reduction of the coating's viscosity is necessary, it shall be done in accordance with manufacturer's label directions.



4.0 EXECUTION

A. ACCESS

1. The Owner agrees to and shall be responsible for the trimming and/or removal of all foliage clinging to or otherwise obstructing the building and permit adequate access to the areas to be painted.
2. The Owner agrees to notify all occupants of the property to remove any personal items and vehicles as necessary to permit the Painting Contractor to proceed without delay.
3. The Painting Contractor must give prior notice to commencement of work in their area in order to have all crafts or objects removed from any area that will hinder the progress of the work in any way. Parked vehicles are also to be moved from the area described.
4. The Painting Contractor must be allowed easy access to all locked areas that have been included to be painted.

B. STAGING AREA

1. The Painting Contractor is to submit their requirements for a staging area (shop and storage areas) and parking area for their employees and the owner will make every effort to provide a suitable area. At the end of each working day, all equipment, ladders, paint, supplies, vehicles, etc. must be returned to the staging area and the working area must be left clean. Protection of this area is the sole responsibility of the painting contractor and shall be left in a clean, safe and acceptable manner.

C. REMOVAL

1. Upon completion of an area, it shall be left in a clean and orderly condition and all paint splatters contaminated rags and trash shall be removed.
2. The paint contractor shall be responsible for the proper disposal of any hazardous waste generated during the course of work.
3. Upon completion of the job, the Painting Contractor must remove all surplus materials, scaffolds etc., from the premises that relate to their trade. The Painting Contractor shall clean all window glass free of excess paint and splatters and remove paint that has been misplaced on any other surfaces.



D. PREPARATION OF THE SURFACES

1. The Painting Contractor shall be wholly responsible for the quality of their work and is not to commence any part of it until all surfaces are in proper condition.
2. All surfaces are to be clean of mildew, chalk, peeling paint and other residues. If, for any reason, the surface cannot be cleaned this condition must be promptly reported to the Owner or the Painting Contractor will assume responsibility for the condition.
3. If the Painting Contractor considers any surface unsuitable for proper finishing, they are to notify the Owners of this fact in writing. The Painting Contractor is not to apply material until corrective measures have been taken or the Owners have instructed them to proceed under the current conditions.
4. Occasionally the Painting Contractor's cleaning technique develops or reveals an unforeseen condition that requires additional labor and materials. The Painting Contractor must either negotiate their contract or assume the responsibility for properly correcting the condition.
5. The prime coat shall be applied soon after surface preparation has been completed, so as to prevent contamination of the substrate.

E. MOLD AND MILDEW REMOVAL

1. If any mold or mildew is apparent the Painting Contractor must provide a sanitized surface free of mold and mildew spores prior to applying any coating to any surface. Should there be a question of chlorinating any surface the inspector's decision will be final.
2. **NOTE: USE RUBBER GLOVES, PROTECTIVE GOGGLES AND PROTECTIVE CLOTHING.** Using a garden type of pressure pot and spray wand, saturate the surface with a diluted solution of chlorine or bleach consisting of one volume of bleach or chlorine to three times volumes of water. To be effective this solution must remain wet on surface for a period of 15 minutes. As some solutions of chlorine and bleach are already diluted tests should be done to verify that the above-recommended solution will be strong enough to remove any mold and mildew present. If not the solution should be increased or decreased as to properly remove all mold and mildew.
3. The solution must then be washed off with clean water. A water pressure cleaner can be used. If washing off wood surfaces or roofs care must be taken not to damage the surface or create leaks especially on roofs and windows.
4. Repeat as necessary where needed. Sometimes the staining caused by mold and mildew contamination cannot be removed even after multiple applications of the removal solution. These surfaces if needed can be coated with a stain killing type of primer sealer such as our Benjamin Moore's Fresh Start Acrylic Primer 046 series to prevent bleed through. This primer must be applied after the primers that are specified below for each type of surface.



PAINT CENTERS

5. The possibility of plant damage must be considered. If the mold and mildew removing solution run-off cannot be controlled or directed from vegetation, then it must be diluted with enough fresh water to render it harmless or another method of mold and mildew removal must be utilized.

F. DELAMINATING COATINGS

1. Surfaces to be painted shall be made free of loose and delaminating coatings by the Paint Contractor. Delaminating that occurs as a result of insufficient preparation will be the sole responsibility of the Painting Contractor.
2. Expansion joints must have all peeling paint removed with power washing or hand scraping.
3. Prime or seal surface with the specified materials
4. Taper edges of remaining coatings to a smooth transition between levels using the specified patching materials.
5. Prime patching material with the specified material.
6. Surfaces that cannot be properly prepared without damage to the surface shall be brought to the attention of the Owner or their agent immediately upon discovery. These surfaces will be noted and withheld from the warrantee areas.

G. EXTERIOR SUBSTRATE PREPARATION

Approximately 90% of all paint failures can be directly attributed to improper surface preparation. Strictly following all surface preparation instructions on all surfaces is essential to achieve maximum benefits of the coatings to be used. Although inspections are conducted on a regular basis, it is the painting contractor's ultimate responsibility to assure that all surface to be painted are properly and completely prepared prior to application of any and all coatings.

1. STUCCO SIDING TRIM AND ACCENTS

A. Preparation

1. Any mold and mildew must be removed as described in the section titled MOLD AND MILDEW REMOVAL.

B. Cleaning

1. Pressure clean all cementitious/masonry surfaces with pressure washing equipment of no more than 2,500 P.S.I. being sufficient enough to remove as much existing deteriorating coating as possible. It is recommended to use a Fan nozzle on the pressure cleaner to facilitate cleaning of the surface without damaging the substrate. All stucco surfaces must be free of dirt, grease, oil and chalk. All surfaces are to dry thoroughly. If necessary, repeat procedure.



C. Surface Sealer

1. After proper surface preparation, prime the entire exterior surface with one coat of the Benjamin Moore recommended masonry conditioner according to the manufacturer's label instructions.
2. Certain colors may require a pigmented sealer.
3. Contractor is responsible for testing sealer coverage. The Painting Contractor may choose to use a pigmented or clear sealer.

E. Finish Coats

1. After all cracks and patches repairs have fully cured, apply recommended Benjamin Moore & Co./CCC products at a rate of application as stated on the label directions and to achieve uniformity of sheen and opacity of color.

NOTE: Due to the texture and porosity of the substrates to be coated if spray application is used it is necessary to back roll / brush immediately in order to work material into the porous surfaces.

H. CRACKS & GAPS

A. Caulking (TowerTech 2)

1. All failed caulking will be removed and replaced.
2. Large gaps under ½ inch will be filled with backer rod and top coated with caulking. Gaps larger than ½ inch will be filled by contractors discretion.
3. Caulking to use
 - TowerTech 2 Acrylic Urethane/ white / Lifetime durability. Clean up with with water.

B. Patching Compound to use

- Tower Sealants Category 5 Patching Brush Grade Smooth



5.0 EXTERIOR BODY & TRIM



NOTE: GUTTERS, SOFFITS AND DOWNSPOUTS ARE EXCLUDED

		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
5.1	PREP-Pressure wash and clean. Hairline cracks / minor gaps will be filled with elastometric patching or caulking. <u>Smooth out patching to hide repair.</u>	N/A	N/A	N/A
5.2	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Sealer	200-400	5.3	1.0
5.3	FINISH COAT – Benjamin Moore # N448 Ultra Spec EXT SATIN Finish	350-450	4.0	1.5
TOTAL SYSTEM DRY FILM THICKNESS :				2.5 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.



6.0 WOODEN STAIR STRINGERS AND RAILINGS



NOTE: TREADS AND LANDINGS ARE EXCLUDED

		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
6.1	PREP: Pressure wash and clean.	N/A	N/A	N/A
6.2	SPOT PRIME COAT – Fresh Start BM#023 Multi-Purpose WB Primer	400-450	3.8	1.2
6.3	FINISH COAT – Benjamin Moore # N448 Ultra Spec EXT SATIN Finish	350-450	4.0	1.5
TOTAL SYSTEM DRY FILM THICKNESS :				1.5- 3 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

7.0 ENTRY DOORS , HANDRAILS & METAL PRIVACY FENCING



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
7.1	PREP- Abrade & Clean	N/A	N/A	N/A
7.2	SPOT PRIME – Fresh Start BM#023 Multi-Purpose WB Primer	400-450	3.8	1.2
7.3	FINISH COAT – Coronado # 90-192 Rust Scat WB Satin Black	350-450	4.0	1.5
TOTAL SYSTEM DRY FILM THICKNESS :				1.5-3 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

8.0 GARAGE DOORS



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
8.1	PREP-Pressure wash and clean	N/A	N/A	N/A
8.2	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Sealer	200-400	5.3	1.0
8.3	FINISH COAT – Benjamin Moore # N448 Ultra Spec EXT SATIN Finish	350-450	4.0	1.5
TOTAL SYSTEM DRY FILM THICKNESS :				2.5 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

9.0 PREVIOUSLY PAINTED FLOORS



		*THEO. SPREAD RATE	**THEO. DRY FILM THICKNESS
9.1	PREP-Pressure wash and clean	N/A	N/A
9.2	FINISH COAT- Gator Grip 289 Commercial Duty Floor Enamel	200-300	2.5-3.5
TOTAL SYSTEM DRY FILM THICKNESS :			2.5-3.5 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

10.0 EXCLUSIONS

1. Soffits
2. Gutters
3. Downspouts
4. Door bell ringers
5. Window/ window frames
6. Signage
7. Screen enclosures
8. Light poles
9. Security cameras
10. Water spigots
11. Side walks
12. Door hardware
13. Light fixtures
14. Brick/pavers
15. A/C equipment
16. Shutters



PAINT CENTERS

Benjamin Moore & Co.
JOB INSPECTION REPORT

REPORT _____

DATE: _____

PROJECT NAME: _____

Benjamin Moore Representative: _____

_____ has inspected the preparation/application procedures at the above project.

PROCEDURE INSPECTED:

_____ Pressure Washing

_____ Fungiciding

_____ Caulking

_____ Sanding / Wire Brushing, etc.

_____ First Coat

_____ Second Coat

_____ Third Coat

_____ Other

Areas inspected: _____ Are Approved _____ Are Not Approved

Reason if NOT approved:

INSPECTION NOTES:



****SAMPLE****

BENJAMIN MOORE & CO.

SEVEN (7) YEAR MATERIAL AND LABOR WARRANTY, NON-PRORATED

WHAT THIS WARRANTY COVERS

Benjamin Moore & Co. warrants to the purchaser that Benjamin Moore's Ultra Spec / Ultra Spec EXT Paint is manufactured without defects. When these products are properly applied, following the label directions, the paint film will be free from peeling, blistering, cracking or other deterioration caused by defects in materials. This warranty will apply solely to painting of masonry surfaces. This warranty may be transferred to any subsequent owner of the building to which the warranted products have been applied.

WHAT THIS WARRANTY DOES NOT COVER

This limited warranty extends only to defects in the material. The warranty shall not extend to any peeling, mildew, blistering, cracking or other deterioration of the paint film caused by: (1) Failure or defects in the structure or previous coating, (2) Vandalism, (3) Acts of God, (4) Abuse or negligence by the purchaser, or (5) Causes other than defects in the material. While the most durable and fade resistant color pigments are used in the manufacture of these Benjamin Moore & Co. products, experience has proven, particularly in coastal areas, fading and chalking do occur with all paint products. Within normal limits, this is not considered a paint failure.

PERIOD OF COVERAGE

This warranty covers the purchaser of these products for a period of **SEVEN (7) YEAR**. The **SEVEN (7) YEAR** period shall begin on the date of completion of the work and certification of inspection and approval signed by the Benjamin Moore & Co. Sales Representative, Benjamin Moore & Co. Dealer, and the Painting Contractor.

PROCEDURE TO OBTAIN WARRANTY PROTECTION

The **SEVEN (7) YEAR** limited warranty will apply only on condition that the following procedures have been followed:

A. The surface(s) to be painted must be inspected by a Benjamin Moore & Co. Sales Representative who will prepare a written specification for the necessary surface preparation steps and the coating system to be applied to each surface involved. These specifications must be followed when applying the coating.

B. The Benjamin Moore Sales Representative shall make additional inspections for each of the following steps, and when approved, shall certify, in writing, their acceptance:

1. The surface(s) to be coated has been properly prepared according to specifications and is in satisfactory condition for application of the specified coatings.
2. Surface cleaning by power washing, sandblasting, or other methods has been completed.
3. If patching or caulking compounds are required, the specified product must be used following label directions to obtain warranty coverage.
4. If a primer is necessary, the surface(s) has been primed following the label directions with the specified Benjamin Moore & Co. primer and is ready for the finish coat.
5. The surface(s) has been finish coated with the specified Benjamin Moore & Co. product following the label directions thereon.

C. A written inspection certificate shall be submitted to the purchaser by the Benjamin Moore & Co. Sales Representative and Painting Contractor certifying that they inspected and approved each of the above steps.

WITHOUT THIS CERTIFICATION, THIS WARRANTY IS NULL AND VOID.

WHAT BENJAMIN MOORE & CO. WILL DO TO CORRECT PROBLEMS

In the event the specified products fail to conform to this Limited Warranty, the owner's remedy, under this warranty is Benjamin Moore & Co.'s exclusive liability, and will repair the defect including labor and material. Defects repaired do not extend the warranty period beyond the original term.

WHERE TO OBTAIN WARRANTY SERVICE

Purchaser should contact the nearest Benjamin Moore & Co. plant or office to obtain necessary information on warranty service.

HOW STATE LAW APPLIES

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.



PAINT CENTERS



Celebration Residential Owners Association (CROA)

BID RESPONSE FORM

Company Name: CENTRAL PW, LLC Contact: HERB VERNON
 Email: HERB@CENTRALPW.COM Phone: 561-727-9436

I HERB VERNON, on behalf of CENTRAL PW, LLC, submit the following bids as indicated below:

Please provide a separate bid price for the following items:

<input checked="" type="checkbox"/>	TOWNHOME PAINTING	\$41,850.00
<input checked="" type="checkbox"/>	METAL HANDRAIL PAINTING	included in above
<input checked="" type="checkbox"/>	SHUTTER REPLACEMENT	\$9,750.00

NOTE(S):

When completing your proposal, do not attach any forms which may contain terms and conditions that conflict with those listed in CROA's proposal documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your proposal being declared non-responsive.

All price information to be used in the RFP evaluation must be on this proposal form.

CROA reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Proposer, hereby declares that he/she has informed himself/herself fully regarding all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments hereto attached. The Proposer agrees, if this proposal is accepted, to contract with CROA in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor, and service necessary to complete the work covered by the RFP and Contract Documents for this Project. The Proposer agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Proposer agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this RFP."


Executed by:
HERB VERNON, OPERATIONS MGR.

Agent Name

Title

Signature

Date

 3/2/2022





Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal

DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

Name of Firm Submitting Proposal:

(Print or Type)

Name of Person Submitting Proposal:

(Print or Type)

Name of Firm Submitting Proposal:

(Print or Type)

Name of Person Submitting Proposal:

(Print or Type)

HERB VERNON

CENTRAL PAINTING & WATERPROOFING, LLC

BENTON CURRY

REGAL PAINTS
906 N ORANGE AVE
ORLANDO, FL 32831

Please list all Sub-contractors and Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency:		
Address:	Telephone:	
Contact Name:	Title:	

SALES REPRESENTATIVE

407-840-5067

This document must be completed and returned with your Submittal





Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal

STATEMENT OF CONTRACTOR'S EXPERIENCE, EQUIPMENT AND PERSONNEL

(Contractor may also provide any supplemental company or personnel information that will assist CROA in evaluating your proposal such as a corporate organizational chart showing area of responsibility for personnel listed on this form).

CONTRACTOR: _____

DATE: _____

1. How many years has your organization been in business as a painting contractor under your present business name?

MARZETTA VERNON

HERB VERNON

NO OTHER

BUSINESS BEGAN JAN, 2016

FEBRUARY 26, 2022

CENTRAL PAINTING & WATERPROOFING, LLC

2. List all previous business names of your organization:

SAME, OPERATE AS BOTH PRIME & SUB

EXCESS OF 15 YEARS

3. How many years' experiences in painting services?

Prime Contractor: _____

Subcontractor: _____

VICE PRESIDENT

OPERATIONS MANAGER

4. List all officers and directors of your organization:

Name

Position Held

5. Have you ever failed to complete any work awarded to you in the last 3 years?

Yes

No

If yes, where, and why?

NEVER





Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal

EXPERIENCE

- Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual painting work of your organization?

Name	Position		
------	----------	--	--

Type of Work	Years' Experience	Years with Firm	
--------------	-------------------	-----------------	--

PAINTING & CARPENTRY

DAVID ROMERO

Name	Position		
------	----------	--	--

Type of Work	Years' Experience	Years with Firm	
--------------	-------------------	-----------------	--

25 YEARS

SUPERVISOR

Name	Position		
------	----------	--	--

Type of Work	Years' Experience	Years with Firm	
--------------	-------------------	-----------------	--

OVER 6

Name	Position		
------	----------	--	--

Type of Work	Years' Experience	Years with Firm	
--------------	-------------------	-----------------	--

- List/describe five (5) painting contracts/projects of similar size and scope that you currently have or have recently completed.





Celebration Residential Owners Association (CROA)

Project:	Location:
Date:	Contract Amount:
Contract Name, Phone Number, Fax Number:	

Project:	Location:
Date:	Contract Amount:
Contract Name, Phone Number, Fax Number:	

Project:	Location:
Date:	Contract Amount:
Contract Name, Phone Number, Fax Number:	

Project:	Location:
Date:	Contract Amount:
Contract Name, Phone Number, Fax Number:	

Mr. Ed Goddard, HOA President 321-440-5131

2021

Ms. Suzzan McLeod, Celebrations Mgr

Golden Asler

Ms. Leigh Quinn, Vice President
Sentry Management 407-758-6700 051301

Overlooks at Parkside

Ms. Jamie Bowling, LCAM, 407-788-6700 EXT 51314

Brantley Terrace

\$7,000

Celebrations

in excess of \$300,000

Apopka, FL

in excess of \$300,000, ongoing

Allamonte Springs, FL

in excess of \$300,000

This document must be completed and returned with your Submittal



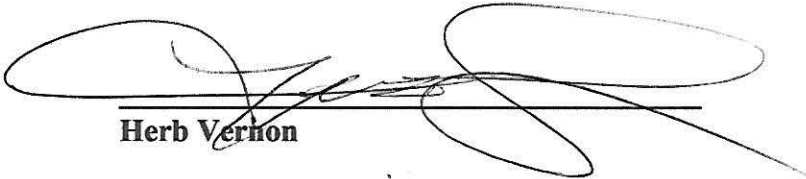
CONTRACTOR'S AFFIDAVIT

State of Florida,
County of Orange


I, HERB VERNON, of Central Painting & Waterproofing, LLC, in Apopka, in Orange County, Florida, MAKE OATH AND SAY THAT:

Being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and that the statements and answers to the foregoing experience questionnaire are correct and true as of the date of this affidavit: and, that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements of this application constitutes fraud; and agrees to furnish any pertinent information requested by CROA deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

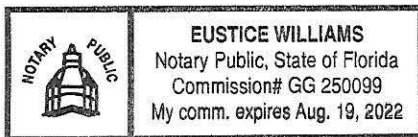
Personally known _____ or Produced Identification FL Driver License


Herb Vernon

Sworn to and subscribed before me this 20 day of May, 2020.


NOTARY PUBLIC - STATE OF FLORIDA
SIGNATURE OF NOTARY PUBLIC

Eustice Williams
PRINT NAME OF NOTARY PUBLIC



Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CENTRAL PAINTING & WATERPROOFING, LLC		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate		
	<input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u> P </u> Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
	5 Address (number, street, and apt. or suite no.) See instructions. 3550 TROPICAL SEAS LOOP		Requester's name and address (optional)
	6 City, state, and ZIP code TAVARES, FL 32778		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
or										
Employer identification number										
8	1		-	0	8	0	0	6	7	8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date ▶ <u>1-12-2022</u>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

This local Business Tax Receipt is in addition to and not in lieu of any other tax required by law or municipal ordinance. Businesses are subject to regulation of zoning, health and other lawful authorities. This receipt is valid from October 1 through September 30 of receipt year. **Delinquent penalty is added October 1.**

2021

EXPIRES 9/30/2022

1816-1159375

1816 PAINT/WATERPROOFING \$30.00 1 EMPLOYEE ;



TOTAL TAX \$30.00
PREVIOUSLY PAID \$30.00
TOTAL DUE \$0.00

VERNON HERBERT

CENTRAL PAINTING & WATERPROOFING LLC
VERNON HERBERT
450 ASHLEY BROOKE CT
APOPKA FL 32712

450 ASHLEY BROOKE CT
D - APOPKA, 32712

PAID: \$30.00 0098-01022057 9/9/2021

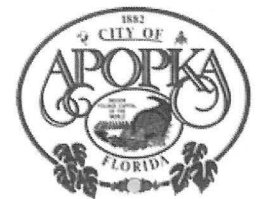
This receipt is official when validated by the Tax Collector.

CITY OF APOPKA - CONTRACTOR

CITY OF APOPKA
120 E MAIN ST.
APOPKA, FL 32703
407-703-1712

License Id: 22-00881 **Issued Date:** 09/09/21
Effective Date: 10/01/21 **Expiration Date:** 09/30/22
License Type: OTHER - NOT STATE LICENSED
(PAINTING/WATERPROOFING)

Business Name: CENTRAL PAINTING & WATERPROOFI
Business Location: 450 ASHLEY BROOKE CT
Conditions:



Description
CONTRACTOR-OTHER-NO ST LIC

Please note that this is verification that you have paid your City of Apopka business tax. This does not give you permission to operate your business.

NON-TRANSFERABLE

TO BE PLACED IN A CONSPICUOUS PLACE

Agreement No. 2022-02-18
Project: Savannah Square Townhouses
Scope of Services: Paint

Reviewed by: _____

SERVICES AGREEMENT

THIS AGREEMENT, is made effective as of the _____ 2022, by and between Celebration Residential Owner's Association, Inc. (herein referred to as the "Owner"), whose mailing address is 851 Celebration Avenue, Celebration, FL 34747, Attention: CROA, and _____ (herein referred to as the "Contractor"), whose mailing address is _____.

WITNESSETH

WHEREAS Owner desires to employ the services of Contractor for a period beginning _____, 2022 and ending _____ 2022, or as otherwise modified as set forth in this Agreement, to perform the hereinafter described Services, and Contractor desires to be so employed.

NOW THEREFORE, in consideration of the premises and the mutual covenants and obligations contained in this Agreement, the parties agree as follows:

1. DEFINITIONS.

a. Agreement. The Agreement consists of this Services Agreement, the Scope of Services, the Rate Schedule, the form of Changed Service Authorization, the form of General Release, and all other documents enumerated on the List of Exhibits set forth below. The Agreement represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. The Agreement may be amended or modified only as set forth below in Article 6.

b. Services. The term "Services" as used in this Agreement shall be construed to include all Services set forth in Exhibit A, all obligations of Contractor under this Agreement and where any Changed Service Authorizations have been issued pursuant to Article 6 of this Agreement, the changed Services set forth therein.

2. SCOPE OF SERVICES.

a. A description of the nature, scope, and schedule of Services to be performed by Contractor under this Agreement in accordance with the following List of Exhibits:

- i. Exhibit A, Scope of Services, 3 pages & Contractor Proposal
- ii. Exhibit B, Rate Schedule, 1 page.
- iii. Exhibit C, Changed Service Authorization form, 1 page.
- iv. Exhibit D, General Release form, 1 page.

3. BASIS FOR COMPENSATION AND PAYMENTS.

Alternate 1 - Lump Sum.

a. Provided that the Contractor shall strictly and completely perform all of its obligations under the Agreement, and subject only to additions and deductions by Changed Service Authorization as set forth in Article 6, the Owner shall pay to the Contractor, in current funds and at the times and in the installments hereinafter specified, the sum of _____ (herein referred to as the "Lump Sum Fee") to cover the Contractor's profit, general overhead and all costs and expenses of any nature whatsoever (including, without limitation, taxes, labor and materials), and any increases in said costs and expenses, incurred by the Contractor in connection with the performance of the Services, all of which costs and expenses shall be borne solely by the Contractor.

b. The Contractor **shall on the last day of the project** deliver to the Owner an Application for Payment in such form and with such detail as the Owner requires.

c. Based on the Contractor's Application for Payment, and the approval of the Application for Payment issued by the Owner, the Owner shall make equal monthly payments to the Contractor on account of the Lump Sum Fee. The Owner shall have no obligation to make payment as aforesaid if it has withheld approval of any Application for Payment.

d. Contractor shall be compensated for any Services beyond those set forth in Article 2, in such an amount as the parties shall mutually agree in advance, such amount to be added to the Lump Sum Fee and invoiced and paid in accordance with the terms of Paragraphs b and c above; provided, however, that Contractor shall not be entitled to compensation for such Services unless Contractor has obtained prior written authorization of Owner to perform the same in accordance with the provisions of Article 6 of this Agreement.

e. Owner retains the right to reduce any portion of Contractor's Scope of Services as set forth in Article 2, or in any Changed Service Authorization, in accordance with the provisions of Article 6 of this Agreement. In such event Owner shall be entitled to a proportionate reduction to the Lump Sum Fee.

f. All invoices should reference the contract number and be returned to the following address:

CROA
851 Celebration Avenue
Celebration, Florida 34747

4. REPRESENTATIONS, WARRANTIES, AND COVENANTS. Contractor hereby represents to Owner that: (a) it has the experience and skill to perform the Services as set forth in this Agreement; (b) that it shall comply with all applicable federal, state, and local laws, rules, codes, and orders of any public, quasi public or other government authority; (c) it is duly licensed to observe and perform the terms, covenants, conditions and other provisions on its part to be observed or performed under this Agreement; (d) it has by careful examination satisfied itself as to: (i) the nature, location and character of the general area in which the Services are to be performed including, without limitation, the surface conditions of the land and all structures and obstructions thereon, both natural and manmade, the surface water conditions of the general area and, to the extent pertinent, all other conditions; and (ii) all other matters or things which could in any manner affect the performance of the Services.

5. INSURANCE; INDEMNIFICATION.

a. Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

(i) Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$1,000,000, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and

(ii) Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000) per occurrence.

b. All such insurance required in Paragraph a. shall be in companies and on forms acceptable to Owner and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to Owner whatsoever.

c. Contractor shall defend (if requested by Owner), indemnify and hold Owner and its officers, directors, agents, employees and assigns harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys' fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement; or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

6. MODIFICATIONS, ADDITIONS, OR DELETIONS TO THE SERVICES.

a. A Changed Service Authorization shall be in writing by the Owner, in the form and manner attached to this Agreement as Exhibit C, which shall consist of additions, deletions, or other modifications to the Agreement.

b. The Owner may, from time to time, without affecting the validity of the Agreement, or any term or condition thereof, issue Changed Service Authorizations which may identify additional or revised Scope of Services, or other written instructions and orders, which shall be governed by the provisions of the Agreement. The Contractor shall comply with all such orders and instructions issued by the Owner. Upon receipt of any such Changed Service Authorization, the Contractor shall promptly proceed with the Changed Service Authorization, and the resultant decrease or increase in the amount to be paid the Contractor, if any, shall be governed by the provisions of Article 3 in this Agreement.

7. PROTECTION OF PERSONS AND PROPERTY.

a. The Contractor shall be responsible for initiating, maintaining, and supervising safety precautions and programs in connection with the Services, and shall provide all protection to prevent injury to all persons involved in any way in the Services and all other persons, including, without limitation, the employees, agents, guests, visitors, invitees and licensees of the Owner who may visit or be affected thereby.

b. All Services, whether performed by the Contractor, its Subcontractors, or anyone directly or indirectly employed by any of them, and all applicable equipment, machinery, materials, tools and like items used in the Services, shall be in compliance with, and conform to: (a) all applicable laws, ordinances, rules, regulations and orders of any public, quasi-public or other governmental authority; and (b) all codes, rules, regulations and requirements of the Owner and its insurance carriers relating thereto. In the event of conflicting requirements, the more stringent shall govern.

c. The Contractor shall always keep the general area in which the Services are to be performed clean and free from accumulation of waste materials or rubbish (including, without limitation, hazardous waste), caused by performance of the Services, and shall continuously throughout performance of the Services remove and dispose of all such materials. The Owner may require the Contractor to comply with such standards, means and methods of cleanup, removal or disposal as the Owner may make known to the Contractor. In the event the Contractor fails to keep the general area in which the Services are to be performed clean and free from such waste or rubbish, or to comply with such standards, means and methods, the Owner may take such action and offset all costs or expenses of whatever nature paid or incurred by the Owner in undertaking such action against any sums then or thereafter due to the Contractor.

8. BOOKS AND RECORDS. Contractor shall maintain comprehensive books and records relating to any Services performed under this Agreement, which shall be retained by Contractor for a period of at least four (4) years from and after the completion of such Services. Owner, or its authorized representatives, shall have the right to audit such books and records at all reasonable times upon prior notice to Contractor. The provisions of this paragraph shall survive the expiration or early termination of this Agreement.

9. ASSIGNMENT. This Agreement is for the personal services of Contractor and may not be assigned by Contractor in any fashion, whether by operation of law, or by conveyance of any type including, without limitation, transfer of stock in Contractor, without the prior written consent of Owner, which consent Owner may withhold in its sole discretion. Owner retains the right to assign all or any portion of this Agreement at any time. Upon such assignment, and provided the Assignee shall, in writing, assume Owner's obligations under this Agreement, Owner shall be automatically released and

discharged from any and all of its obligations under this Agreement, and Contractor shall thenceforth look solely to the Assignee for performance of Owner's obligations under this Agreement.

10. SUSPENSION OR TERMINATION. Anything in this Agreement to the contrary notwithstanding, Owner shall, in its sole discretion and with or without cause, have the right to suspend or terminate this Agreement upon seven (7) days prior written notice to Contractor. In the event of termination, Owner's sole obligation and liability to Contractor, if any, shall be to pay to Contractor that portion of the fee earned by it, plus any earned amounts for extra Services performed pursuant to Articles 3 and 6, through the date of termination, plus any Reimbursable Expenses incurred (to the extent these are expressly allowed under Article 3).

11. SUBCONTRACTORS. If the Contractor desires to employ Subcontractors in connection with the performance of its Services under this Agreement:

a. Nothing contained in the Agreement shall create any contractual relationship between the Owner and any Subcontractor. However, it is acknowledged that the Owner is an intended third-party beneficiary of the obligations of the Subcontractors related to the Services.

b. Contractor shall coordinate the services of any Subcontractors and remain fully responsible under the terms of this Agreement, Contractor shall be and remain responsible for the quality, timeliness and the coordination of all Services furnished by the Contractor or its Subcontractors.

c. All subcontracts shall be writing. Each subcontract shall contain a reference to this Agreement and shall incorporate the terms and conditions of this Agreement to the full extent applicable to the portion of the Services covered thereby. Each Subcontractor must agree, for the benefit of the Owner, to be bound by such terms and conditions to the full extent applicable to its portion of the Services.

12. NOTICE.

a. Notices required or permitted to be given under this Agreement shall be in writing, may be delivered personally or by mail, telex, e-mail, cable, or courier service, and shall be deemed given when received by the addressee. Notices shall be addressed as follows:

If to Owner: CROA
 851 Celebration Avenue
 Celebration, FL 34747
 servicearea@celebrationtownhall.com

or to such other address as either party may direct by notice given to the other as hereinabove provided.

b. Notwithstanding the foregoing, any notice sent to the last designated address of the party to whom a notice may be or is required to be delivered under this Agreement shall not be deemed ineffective if actual delivery cannot be made due to a change of address of the party to whom the notice is directed or the failure or refusal of such party to accept delivery of the notice.

13. LEGAL PROCEEDINGS.

a. The Agreement shall be construed and interpreted in accordance with the laws of the State of Florida and shall constitute the entire and sole understanding of the parties hereto notwithstanding any prior or written statements, instructions, agreements, representations, or other communications.

b. Any legal proceeding of any nature brought by either party against the other to enforce any right or obligation under this Agreement, or arising out of any matter pertaining to this Agreement or the Services to be performed hereunder, shall be submitted for trial, without jury, before the Circuit Court of the Ninth Judicial Circuit in and for

Orange/Osceola County, Florida; or, if the Circuit Court does not have jurisdiction, then before the United States District Court for the Middle District of Florida (Orlando Division); or if neither of such courts shall have jurisdiction, then before any other court sitting in Orange/Osceola County, Florida, having subject matter jurisdiction. The parties consent and submit to the jurisdiction of any such court and agree to accept service of process outside the State of Florida in any matter to be submitted to any such court pursuant hereto, and expressly waive all rights to trial by jury regarding any such matter.

c. In the event that any provision of the Agreement is judicially construed to be invalid by a court of competent jurisdiction, such provision shall then be construed in a manner allowing its validity or, if this leads to an impracticable result, shall be stricken but, in either event, all other provisions of the Agreement shall remain in full force and effect.

14. MISCELLANEOUS PROVISIONS.

a. Any failure by Owner to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and Owner may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.

b. The acceptance of final payment under this Agreement, or the acceptance of final payment upon early termination hereof, shall constitute a full and complete release of Owner by Contractor from any and all claims, demands and causes of action whatsoever which Contractor may have against Owner in any way related to the subject matter of this Agreement and Contractor shall as a condition precedent to receipt of final payment from Owner, submit to the Owner a fully and properly executed General Release, in the form attached to this Agreement. Neither the Owner's review, approval or acceptance of, nor payment for, any of the Services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Contractor shall be and remain liable to Owner in accordance with law for all damages to Owner caused by the Contractor's performance of any of the Services furnished pursuant to this Agreement.

c. It is understood and agreed that Contractor is acting as an independent contractor in the performance of its Services hereunder, and nothing contained in this Agreement shall be deemed to create an agency relationship between Owner and Contractor.

d. The rights and remedies of Owner provided for under this Agreement are cumulative and are in addition to any other rights and remedies provided by law.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed effective as of the day and year first above written.

OWNER

CONTRACTOR

Authorized
Signature: _____

Authorized
Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A
Scope of Services
Contract No.

See Attached Scope

End of Exhibit A

Exhibit B
Rate Schedule
Contract No.

The total sum of \$ _____ shall be paid upon satisfactory completion and approval by CROA and receipt of invoice. Invoice must be accompanied by a final lien release as provided within this Service Agreement.

End of Exhibit B

Exhibit C
Changed Service Authorization
Contract No.

Contract Number:

Date:

Service Authorization No.

To:

Pursuant to the Services Agreement dated _____, the Contractor agrees to perform the Changed Services described below for a fee to be computed in the manner set out below or in accordance with Article 3 of the Agreement.

Description of Changed Services:

Adjustment to Fee:

Reimbursable:

All claims for Reimbursable Expenses (to the extent those are expressly allowed under Article 3 of our Agreement) must be approved in advance by Owner.

The total amount of this Changed Service Authorization shall be full and complete consideration to the Contractor for performance of the Services set forth above and the Contractor hereby waives any and all claims arising out of or related to the Services covered by this Changed Service Authorization.

Contractor shall commence the aforesaid Changed Services upon the execution hereof and shall perform the same in accordance with the terms and conditions of the Agreement which, except to the extent expressly altered or changed in this Changed Service Authorization, remain in full force and effect.

This Changed Service Authorization represents the entire and integrated agreement between the parties, and supersedes all prior negotiations and qualifications, for this change in scope; but this Changed Service Authorization and the Services contemplated herein is, except as otherwise specifically provided herein, subject to all the terms and conditions of the Agreement including without limitation, those concerning payment.

CONTRACTOR

OWNER

Authorized
Signature: _____

Authorized
Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit D
General Release
Contract No.

FOR AND IN CONSIDERATION OF THE SUM OF \$ _____, as FINAL PAYMENT, the receipt and adequacy of which is hereby acknowledged, _____, the undersigned, hereby fully and forever releases, acquits and discharges the Owner, the Owner's Representative, and their agents, employees, consultants, architects, engineers, officers, directors, successors, assigns, separate contractors and their subcontractors and sub-subcontractors, all of whom are hereinafter referred to as "Releasees", from any and all claims, actions, causes of action, liens, rights to claim a lien, suites, expenses, losses and damages (including, without limitation, any and all expenses, losses and damages, for or arising out of direct costs, indirect costs, expenses, overhead, profit, labor, labor impacts, materials, supplies, equipment, changes, cardinal changes, cumulative impacts, disruptions, hindrances, interferences, delays, acceleration, inefficiencies, lost productivity, taxes, insurance, bonds, deliveries, supervision, or any other costs, expenses, losses or damages of any nature whatsoever), judgments, and rights whatsoever, in law or in equity, known or unknown, now existing through the date of execution of this General Release or which may hereafter accrue (hereinafter referred to collectively as "Claims") in favor of the undersigned for, by reason of, or arising out of or in connection with any matter, transaction, contract, agreement, occurrence, act, event, cause or thing whatsoever from the beginning of time to the date of this General Release arising out of or in connection with (i) the above-identified Contract or (ii) all work, labor, services, materials, equipment and other items furnished, performed or provided pursuant to said Contract or otherwise for the above-identified Project.

The undersigned covenants that except for actions and suits based upon breaches of the terms of this Release, it shall not commence or prosecute any action or suit in law or in equity, against the Releasees, or any of them, on account of any action or cause of action which now exists or which may hereafter accrue in its favor arising out of or in connection with (i) the above-identified Contract or (ii) all work, labor, services, materials, equipment and other items furnished, performed or provided pursuant to said Contract or otherwise for the above-identified Project.

In addition to any other liability which shall accrue upon the breach of the covenants contained herein, undersigned shall be liable to pay all reasonable attorneys' fees and costs incurred by the Releasees, or any of them, in the defense of any such action or suit brought in violation of the covenant contained in Paragraph 2 hereof.

WITNESS our hands this _____ of _____, 20__.

WITNESSES:

_____ (Contractor)

1) _____

_____ Signature

2) _____

_____ Print Name/Title

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ by _____ of _____, a _____ corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ as identification and did (did not) take an oath.

Notary Public - State of Florida

Action Item 1f

Motion Subject:	Towhee placement of new sod and updated landscaping
Background:	This area is a high traffic area, pet traffic has damaged the sod and is need of replacement. Landscaping is needing updated as the quality and standards of Celebration are not up to par.
Funding Source:	Replacement Reserves
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements \$79,825.00
Bids Received:	Nu- Leaf \$ 8,560.00 Yellowstone \$ 5137.10
Rationale:	Management recommends using Yellowstone due to proposal cost efficiency as well as quality of workmanship. Currently Yellowstone services the area and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Yellowstone to re-sod the area and make landscaping upgrades.
Motion on Agenda:	Motion to approve the re-sod and landscaping upgrades for Towhee Court with Yellow Stone in the amount of \$ 5137.10



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2053

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association 10700 Prairie Lakes Drive Eden Prairie, MN 55344-3858	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	02/01/2022	\$8,560.00

SERVICE AREA

Towhee Passive Park

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Sod	Square Foot of Sod Prepped and Installed - up to not to exceed 5 pallets of Zoysia turf. Price includes removal of what is left of the existing turf. Grind superficial surface roots and remove debris. Utilize starter fertilizer prior to installation of sod. Please note that if we do not grind and fertilize the total price would be \$2,925, 1 @ \$4,875.00	4,875.00
	Landscaping	Landscaping Service - removal of existing ginger and coontie palms. Lower area of bedding material and prep for new plantings., 1 @ \$325.00	325.00
	Plants	Allowance for 3 gallon plant material - type TBD. Nu-Leaf will discuss with residents on that block and confirm how the park is being used to determine options for plantings. We will sent a planting list to Grand Manors to approve prior to any work., 60 @ \$15.00	900.00
	Mulch	Per 3 Cubic Feet Per Bag Installed - Brown shredded for new plantings area., 30 @ \$7.00	210.00
	Tree Trimming	Oak Trim tree and remove debris - Prune dead wood and canopy thinning, 10 @ \$225.00	2,250.00

TOTAL	\$8,560.00
--------------	-------------------

THANK YOU.

Accepted By

Accepted Date



Proposal #192050
 Date: 03/07/2022
 From: Paul Newman

Proposal For

Celebration Parks & Recreation
 c/o CiraConnect
 P.O. Box 803555
 Dallas, TX 75380-3555

main:
 mobile:

Location

851 Celebration Ave
 Celebration, FL 34747

Property Name: Celebration Parks & Recreation

Install Sod and mulch at Towhee Court

Terms: Net 30

DESCRIPTION	QUANTITY	AMOUNT
General Labor	30.00	\$1,350.00
Empire Zoysia Sod	2000.00	\$2,514.26
Brown Mulch 2 CF Bags	165.00	\$1,272.84

Client Notes

We hereby propose to furnish all material to install sod and mulch in designated areas at Towhee Court

Signature

x

SUBTOTAL	\$5,137.10
SALES TAX	\$0.00
TOTAL	\$5,137.10

*Signature above authorizes Yellowstone Landscape to perform work as described above and verifies that the prices and specifications are hereby accepted. All overdue balances will be charge a 1.5% a month, 18% annual percentage rate.
 Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.*

Contact

Print Name: _____

Title: _____

Date: _____

Assigned To

Paul Newman

Office:

paulnewman@yellowstonelandscape.com

Action Item 2

Motion Subject:	Motion 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 Part Residents.
Background:	<p>"As you know CROA granted to the Artisan Park Condominium Association a limited waiver of the general prohibition against leases of less than one year in order to accommodate displaced owners while their units were being repaired as part of the recently completed construction defect litigation. The Association has already utilized the Waiver to house a number of displaced residents. As the Project progresses however there will be a larger number of displaced residents than available empty units in the Association buildings. The Association believes that not more than 10 additional housing options will be needed at any given time to address this shortage and we expect the need will continue from now through August 2023. We are therefore requesting that CROA expand the Waiver to permit any Celebration owners to offer their homes for rent to displaced Association residents. As before these will be short-term rentals and only available for this limited purpose.</p> <p>Thank you</p> <p>Randolph C. Sailer II Vice President Board of Directors Artisan Club Condominium Association"</p>
Funding Source:	N/A
Budgeted Amount:	N/A
Bids Received:	N/A
Rationale:	N/A
Management Recommendation:	N/A
Motion on Agenda:	Motion 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 Part Residents.

Action Item 3

Motion Subject:	Lakeside Park, Basketball Court, Color coat and Repairs
Background:	Regular wear and tear have caused deterioration of the surface of the basketball court and the goal posts are a safety hazard as they are leaning over.
Funding Source:	Replacement Reserves
Budgeted Amount:	1.117 Lakeside Park Basketball court, color coat and repairs \$ 5004.00
Bids Received:	Varsity Courts \$6337.00
Rationale:	Management recommends using Varsity courts as the vendor due to time restrictions from other vendors and the community has been requesting this for some time. The basketball courts have been closed due the safety hazards of the goal posts. Varsity courts have been the only responsive vendor. They are locally owned and operated, they built their first courts since 1977 and have outstanding reviews.
Management Recommendation:	Management recommends approval of Varsity Courts
Motion on Agenda:	Motion to approve the resurface and repairs for Lakeside Basketball courts with Varsity Courts in the amount of 6337.00

Varsity Courts, Inc.

1970-A CORPORATE SQUARE
LONGWOOD, FLORIDA 32750
407-830-8906 • FAX 407-830-7267

Table with 4 columns: PROPOSAL SUBMITTED TO, PHONE, DATE, STREET, CITY, STATE AND ZIP CODE, ARCHITECT, DATE OF PLANS, JOB NAME, JOB LOCATION, JOB PHONE. Contains details for Celebration Residential Owners Association, 631 Sycamore Street, Kissimmee, Florida, and job name 'Resurface a Full Basketball Court'.

We hereby submit the following specifications and estimates for:

RESURFACE ONE FULL BASKETBALL COURT - 95' x 50'

Varsity Courts, Inc. is a Member and a Builder for the U.S. Tennis Court and Track Builders Association, the USAPA and the American Sports Builders Association.

Varsity Courts, Inc. proposes to resurface one (1) basketball court according to the following specifications. All surfacing materials shall be Dynaflex Sports Surfacing, manufactured by Neyra Industries, Inc., a Supplier of the American Sports Builders Association.

- Pressure wash where necessary to remove dirt and mold
Repair cracks 1/16" or larger using crack filler. The crack filler is worked into the crack with a putty knife by hand.
Repair root cracks, chip down raised asphalt and level up with patch mix
Repair several small low areas holding water, using patch mix and a straight edge to help lesson standing water
Repair broken edges using patch mix
Repair pit holes and gauges
Quick grind entire slab to remove cracked edges and any loose material

NOTE: THREE (3) COAT SYSTEM

- The entire surface shall receive one (1) coat of Dynaflex Acrylic Resurfacer to give texture and safer play.
The entire surface shall receive two (2) coats of Dynaflex Acrylic Color with sand.
The outside perimeter of asphalt outside of fence will receive one (1) coat of Dynaflex Acrylic Color with sand.
Color of court to be TWO TONE - BLUE OUTSIDE / GREEN INSIDE
Playing lines to be striped two inches (2") wide, accurately located using WHITE DynaStripe.

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$ _____)

Payments to be made as specified below:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Varsity Courts, Inc.

1970-A CORPORATE SQUARE
LONGWOOD, FLORIDA 32750
407-830-8906 • FAX 407-830-7267

PROPOSAL SUBMITTED TO Celebration Residential Owners Association		PHONE (407) 922-0945	DATE March 2, 2022
STREET 631 Sycamore Street		JOB NAME Resurface a Full Basketball Court	
CITY, STATE AND ZIP CODE Kissimmee, Florida		JOB LOCATION	
ARCHITECT Attn: Braylan Senquis	DATE OF PLANS	JOB PHONE	

We hereby submit the following specifications and estimates for:

PLEASE CIRCLE ALTERNATE IF YOU WISH TO ELECT

ALT. I: Cut out asphalt and dig out existing posts foundations and remove all of the concrete. All material to be hauled off site. **ADD: \$875.00**

ALT. II: Dig and pour two (2) sets of foundations for two (2) Grizzley Adjustable Basketball Systems. See attached specs. **ADD: \$4,797.00** (Exiting basketball systems to be hauled off site)

ALT. III: Dig and pour two (2) sets of foundations for two (2) Mc Gregor Basketball Systems. See attached specs. **ADD: \$3,979.00** (Exiting basketball systems to be hauled off site)

ALL MATERIALS AND WORKMANSHIP HAVE A FULL ONE YEAR WARRANTY

OWNER TO PROVIDE WATER SOURCE – HOSE BIB

***NO WARRANTY ON CRACKS: NEW OR REOCCURRING**

PER THE US TENNIS COURT AND TRACK BUILDERS ASSOCIATION:

PLEASE NOTE “WHENEVER REPAIR, RESURFACING OR OVERLAY IS CHOSEN, IT IS IMPORTANT FOR AN OWNER TO REALIZE THAT CRACKS ALWAYS RE-APPEAR”.

Reason being is that the constant expansion and contraction of more than 7000 sq ft of surface, which is the area of a single tennis court, has a constant fluctuations in ambient temperatures.

These fluctuations can be greater in the winter. The asphalt has lost all flexibility because of aging and the loss of the oils which were in it when manufactured. This causes the asphalt to be rigid.

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Six Thousand Three Hundred Thirty Seven _____ dollars (\$ 6,337.00)

Payments to be made as specified below:

Upon completion of work

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Dennis Brubach *DB*

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



Varsity Courts, Inc.

1970 A Corporate Square, Longwood, Florida 32750-3120 (407) 830-8906 Fax (407) 830-7267



GRIZZLY ADJUSTABLE BASKETBALL SYSTEM

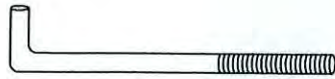
Includes 72" x 42" clear aluminum framed acrylic regulation backboard, sturdy 6" x 6" steel pole with black powder coat finish, 4' overhang, and lifetime warranty double rim or breakaway rim. Adjustable rim height from 7' to 10'. Height adjustment handle can be locked in place with a long shackle padlock. Heavy duty J-bolt anchoring system. Net, installation hardware and instructions included.



REQUIRED FOR THIS PAGE:



15/16" WRENCH



(L) 4 PCS



(M) 8 PCS



(E) 1 PCS



SHOVEL

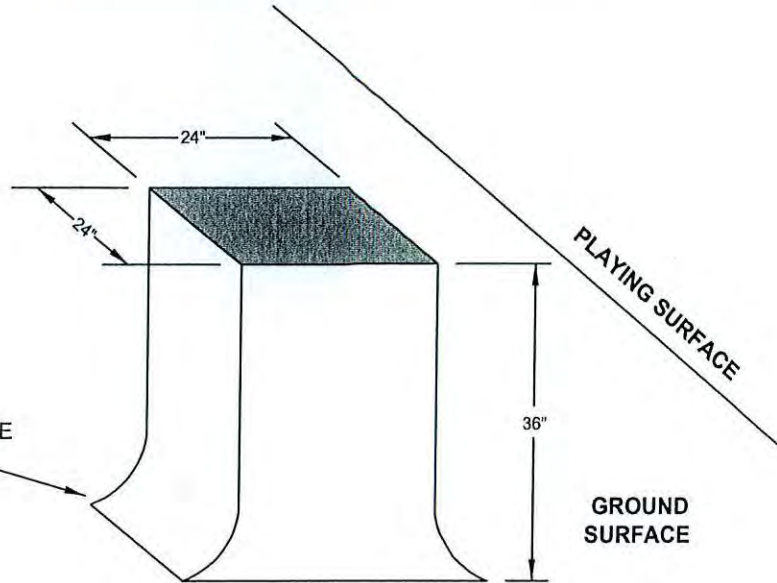
— ONLY ONE ADULT IS REQUIRED FOR THE FOLLOWING STEPS —

STEP 1

Ensure ground is level with playing surface, then dig hole for concrete footing.

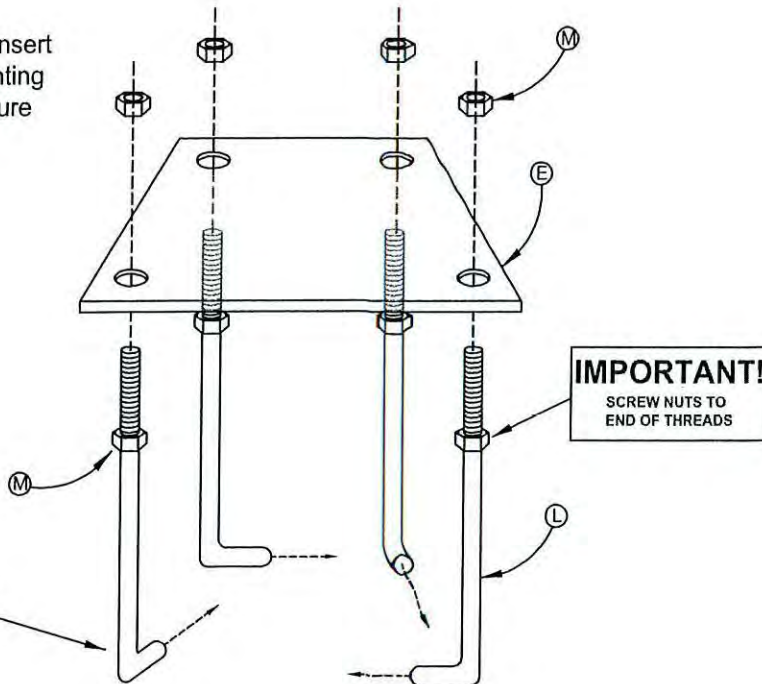


BELL OUT THE BOTTOM OF THE HOLE.



STEP 2

Install nut (M) to J-bolt (L) as shown and then insert threaded ends of J-bolts through holes in mounting plate (E) and secure as shown. Repeat procedure for the other three J-bolts.



NOTE: Make sure J-bolts are oriented in pattern as shown.

REQUIRED FOR THIS PAGE:



SHOVEL



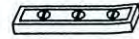
REBAR (4 PCS)



CONCRETE



HAMMER



CARPENTER'S LEVEL

— ONLY ONE ADULT IS REQUIRED FOR THE FOLLOWING STEPS —

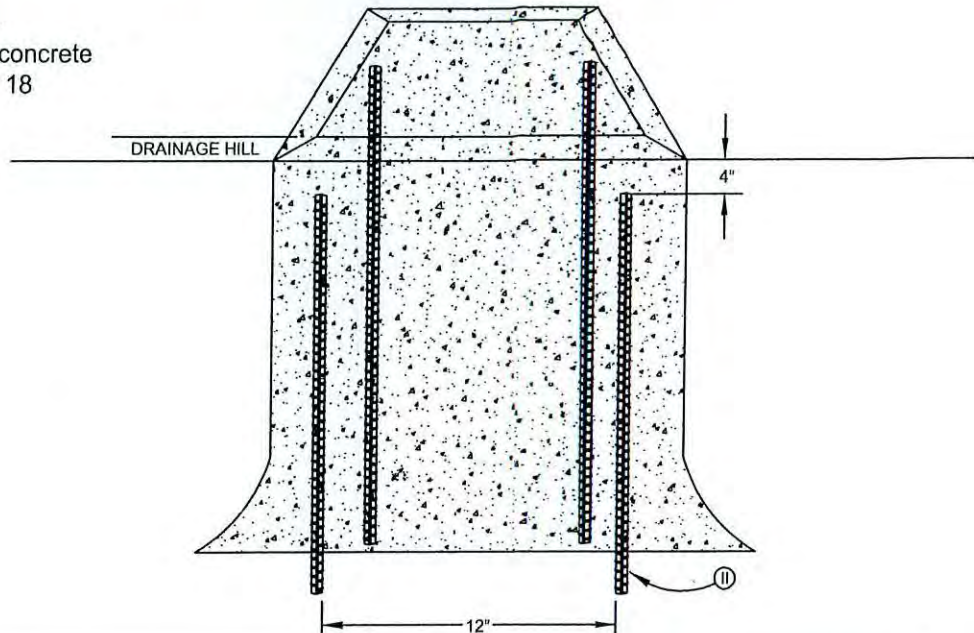
STEP 3

Mix the concrete according to the instructions on the bag. Pour the concrete into the hole, up to approximately 18 inches from the top edge.

STEP 4

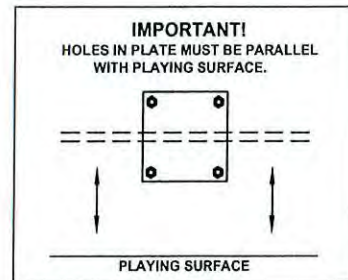
Insert the four pieces of 36" rebar into the hole, hammer each piece 4" below ground surface. The four pieces should be arranged in a square approximately 12 inches wide. Finish filling the hole to the top with concrete. Tamp down concrete to release air pockets and build up drainage hill.

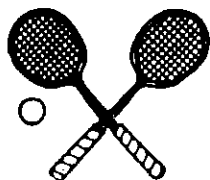
PROCEED IMMEDIATELY TO STEP 5.



STEP 5

Insert J-bolts (L) from mounting plate (E) into cement as shown. Move assembly around to release any air pockets in cement, then rest mounting plate on cement drainage hill. Apply some pressure to level mounting plate on top of drainage hill. Level mounting plate and square with playing surface. Clean off any excess cement on mounting plate at this time.

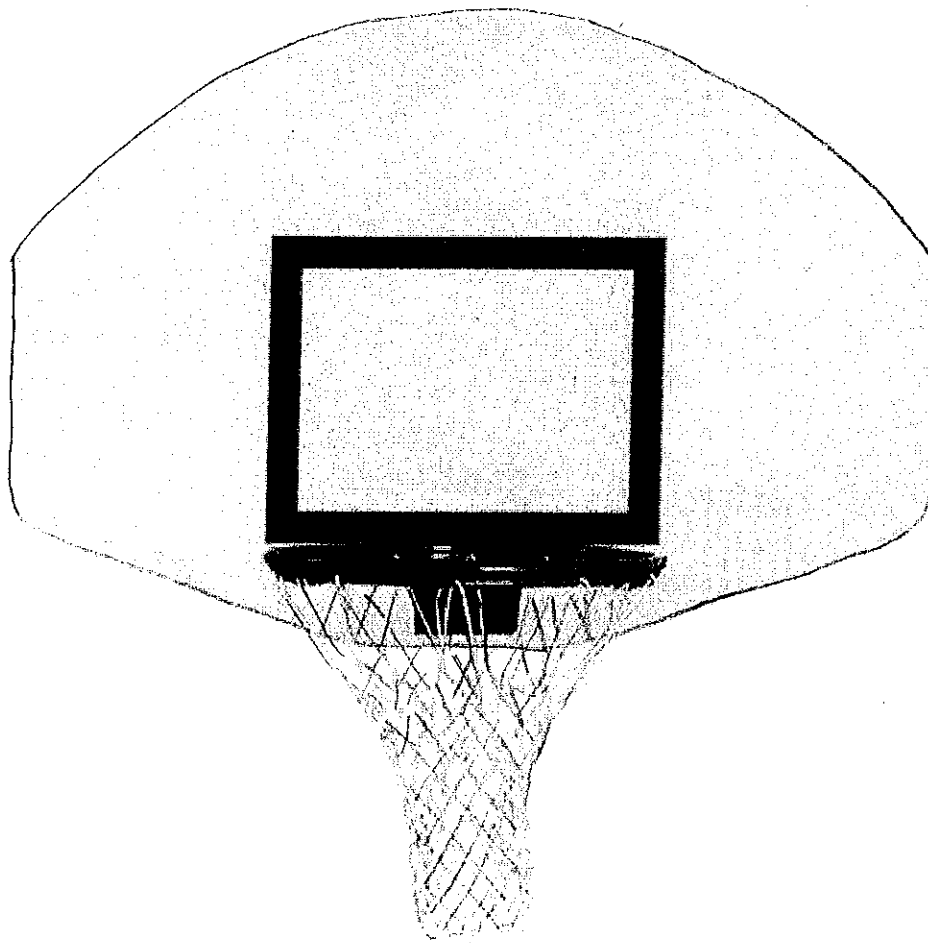




Varsity Courts, Inc.

1970-A Corporate Square, Longwood, Florida 32750-3520 (407) 830-8906 Fax (407) 830-7267

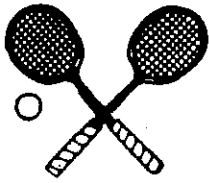
Aluminum Fan Backboard



Details

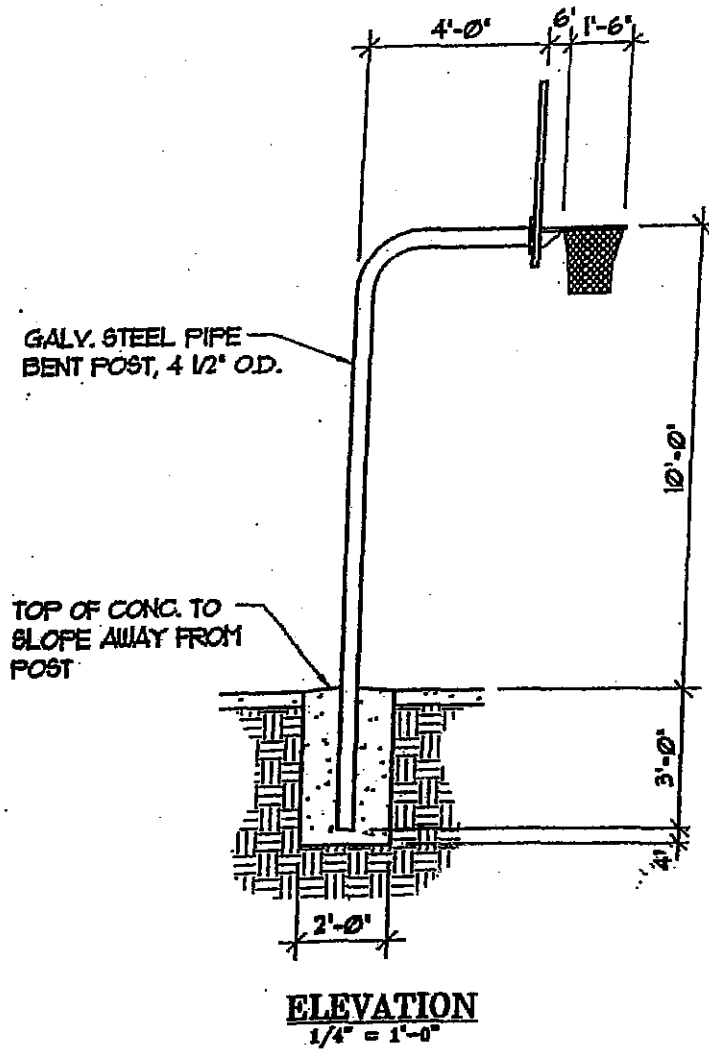
- Cast aluminum fan-shaped backboard with continuous reinforcing ribs
- White powder coated 54" x 39" board with shooters target
- Front mount Economy Goal with nylon net
- Standard 20" x 35" backboard mounting
- Universal goal mounting pattern





Varsity Courts, Inc.

1970-A Corporate Square, Longwood, Florida 32750-3520 (407) 830-8906 Fax (407) 830-7267



Action Item 4

Motion Subject:	Approve Landscaping upgrades and replacement of sod located in the service area of South Village Townhomes.
Background:	<p>Due to multiple leaks from the main water lines, overgrown tree roots, and the area has high foot traffic, the sod located in front of all townhouses is nonexistent. The large tree roots will need to be grounded down so the sod will have a chance to survive.</p> <p>During the painting project in 2021, multiple plants, shrubs, and ground cover become damaged, leading to plants dying and multiple areas with missing shrubs, plants, and ground cover. Due to the painting project, the service area received no landscaping improvements or replacements in 2021.</p> <p>All variable factors mentioned above have led to overall poor landscaping appearance in the service area. There have been numerous complaints from the homeowners regarding the appearance of the landscaping in the area, and they want it resolved.</p>
Funding Source:	South Village Reserve Expenditure
Budgeted Amount:	The reserve funds from 2021 \$3,336.00 and Reserve funds for 2022 \$3,046.00 total budget \$6,382.00 is currently allocated strictly for landscape improvements.
Bids Received:	Nu-Leaf estimate # 00843 \$10,588.50 replacement of plants and Nu- Leaf estimate #000882 for \$12,150.00 for Root Grind and installation of new sod.
Rationale:	Nu-Leaf Landscaping is the contractor responsible for the landscaping in the Service Area, no other bids were solicited. As the current landscaper for this Service Area, they will warranty the work and maintain the plants and irrigation during their regularly scheduled maintenance
Management Recommendation:	Management recommends approval of landscaping upgrades needed to bring the area up to standards. The costs exceed 2021/ 2022 budgeted reserve amounts by \$16,356.50
Motion on Agenda:	Motion to approve Nu-Leaf estimate # 00843 for \$10,588.50 and Nu-Leaf estimate #000882 for \$12,150.00 and to utilize some of the funds set aside for Vinyl fencing replacement as not all fences in the service are needing to be replaced. Vinyl fencing reserves total \$63,016.00. Walking



15/02/2022 15:44



15/02/2022 16:58



15/02/2022 17:12

ESTIMATE

CROA - South Village Townhomes
 851 Celebration Avenue
 Celebration, FL 34747
 (407) 566-1200

Nu-Leaf Landscaping & Property Services

PO Box 470063
 Celebration, FL 34747
 Phone: (407) 566-0921
 Email: Info@nu-leaf.com
 Fax: (407) 374-2489
 Web: www.nu-leaf.com

Estimate # 000843
 Date 02/24/2022
 PO # South Village TH

Description	Quantity	Rate	Total
Plants - CROA 3 Gallon 1138 Celebration Avenue (tree work per other estimate) (5) Viburnum Susp for garage side facing road (22) 3 gallon podocarpus for fenceline (16) 3 gallon Azalea Formosa (Please note deer damage)	43.0	\$16.50	\$709.50
Plants - CROA 1 Gallon 1138 Celebration Avenue (75) 1 gallon Asiatic Jasmine Green (5) 1 gallon Liriope	80.0	\$6.50	\$520.00
Sod 1138 Celebration Avenue Sod area prepped and sod installed. 1 pallet of Seville	500.0	\$1.25	\$625.00
Plants - CROA 1 Gallon 1136 Celebration Avenue (5) 1 gallon liriope right side	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1134 to replace Loro (5) 1 gallon Liriope (2) Ginger Lily 3 gallon	1.0	\$90.00	\$90.00
Plants - CROA 1 Gallon 1132 (7) 1 gallon liriope to replace loro (1) Ginger Lily 3 gallon	1.0	\$78.00	\$78.00
Plants - CROA 1 Gallon 1130 (7) 1 gallon liriope to replace loro right side	7.0	\$8.00	\$56.00

Plants - CROA 3 Gallon 1130 Left Side Remove failing aged hawthorn replace with (6) 3 gallon Viburnum S and (15) 3 gallon Pringles at porch face	21.0	\$16.50	\$346.50
Plants - CROA 3 Gallon 1128 (15) 3 gallon pringles right side	15.0	\$16.50	\$247.50
Plants - CROA 1 Gallon 1128 (14) 1 gallon Liriope	14.0	\$8.00	\$112.00
Plants - CROA 1 Gallon 1126 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1124 (7) 1 gallon Liriope to replace Loro (2) 3 gallon Ginger Lily	1.0	\$90.00	\$90.00
Plants - CROA 1 Gallon 1122 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 3 Gallon 1122 (3) 3 gallon Trinette	3.0	\$16.50	\$49.50
Plants - CROA 3 Gallon 1120 Remove left front failing aged Hawthorn (16) 3 gallon Indian Hawthorn Remove aged holly and replace left side as well as fenceline	60.0	\$16.50	\$990.00
Plants - CROA 1 Gallon 1120 (10) 1 gallon Liriope	10.0	\$8.00	\$80.00
Plants - CROA 1 Gallon 1224 (5) 1 gallon Liriope to replace Loro Remove right side hawthorn at wash out area and prep for sod - site drainage below	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1222 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1220 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00

Plants - CROA 1 Gallon 1218 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1214 (9) 1 gallon Liriope right side	9.0	\$8.00	\$72.00
Plants - CROA 3 Gallon 1214 (3) 3 gallon Trinette for right side	3.0	\$16.50	\$49.50
Plants - CROA 1 Gallon 1212 (9) 1 gallon Liriope to replace Loro	9.0	\$8.00	\$72.00
Plants - CROA 1 Gallon 1210 (7) 1 gallon Liriope to replace Loro	7.0	\$8.00	\$56.00
Plants - CROA 1 Gallon 1208 (7) 1 gallon Liriope to replace Loro	7.0	\$8.00	\$56.00
Plants - CROA 1 Gallon 1206 (7) 1 gallon Liriope to replace Loro	7.0	\$8.00	\$56.00
Plants - CROA 1 Gallon 1204 (7) 1 gallon Liriope to replace Loro	7.0	\$8.00	\$56.00
Plants - CROA 7 Gallon 1202 (1) 7 gallon Orange Bird of Paradise	1.0	\$42.00	\$42.00
Plants - CROA 7 Gallon 1200 (1) 7 gallon Orange Bird of Paradise	1.0	\$42.00	\$42.00
Plants - CROA 1 Gallon 1200 (36) 1 gallon Green Asiatic Jasmine	36.0	\$6.50	\$234.00
Plants - CROA 7 Gallon 1200 (3) 7 gallon Orange Bird of Paradise	3.0	\$42.00	\$126.00
Plants - CROA 3 Gallon 1154 Right Side (14) 3 gallon Azalea Formosa and (14) Indian Hawthorn	28.0	\$16.50	\$462.00

Plants - CROA 1 Gallon 1154 Left Side (9) 1 gallon Liriope to replace Loro	9.0	\$8.00	\$72.00
Plants - CROA 1 Gallon 1152 (1) 3 gallon Ginger Lily (7) 1 gallon Liriope to replace Loro	1.0	\$78.00	\$78.00
Plants - CROA 1 Gallon 1150 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1148 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 3 Gallon 1148 Remove failing Holly tree and replace with (1) 30 gallon Oakleaf (1) 3 gallon Ginger Lily	1.0	\$295.00	\$295.00
Plants - CROA 1 Gallon Between 1146 and 1148 (30) 1 gallon Cast Iron Plant (Areas pending for next phase plantings)	30.0	\$9.85	\$295.50
Plants - CROA 3 Gallon 1146 (1) 3 gallon Ginger Lily right side Replace Loro	1.0	\$18.50	\$18.50
Plants - CROA 1 Gallon 1146 (5) 1 gallon Liriope to replace Loro	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 1144 (7) 1 gallon Liriope to replace Loro Remove random Jatrophia	7.0	\$8.00	\$56.00
Plants - CROA 3 Gallon 1144 (3) 3 gallon Ginger Lily	3.0	\$18.50	\$55.50
Plants - CROA 1 Gallon 1142 (7) 1 gallon Liriope to replace Loro	7.0	\$8.00	\$56.00
Plants - CROA 7 Gallon 1140 (2) Red Hibiscus 7 gallon	2.0	\$32.00	\$64.00

Plants - CROA 3 Gallon 1140 (6) 3 gallon podocarpus (7) Trinette front and (12) Indian Hawthorn around Holly in rear corner	25.0	\$16.50	\$412.50
Plants - CROA 1 Gallon 1140 (22) 1 gallon Liriope	22.0	\$6.50	\$143.00
Plants - CROA 3 Gallon 856 Remove Juniper Parsoni and aged holly shrub (6) 3 gallon Trinette (14) 3 gallon Pringles	20.0	\$16.50	\$330.00
Plants - CROA 1 Gallon 856 (16) 1 gallon Liriope	16.0	\$8.00	\$128.00
Plants - CROA 3 Gallon 854 (2) 3 gallon Ginger	2.0	\$18.50	\$37.00
Plants - CROA 1 Gallon 854 (8) 1 gallon Liriope	8.0	\$8.00	\$64.00
Plants - CROA 3 Gallon 852 (2) 3 gallon Ginger	2.0	\$18.50	\$37.00
Plants - CROA 1 Gallon 852 (8) 1 gallon Liriope	8.0	\$8.00	\$64.00
Plants - CROA 3 Gallon 850 (In addition to tree removal estimate) (2) 3 gallon Ginger (12) 3 gallon pringles	14.0	\$16.50	\$231.00
Plants - CROA 1 Gallon 850 (10) 1 gallon Liriope	10.0	\$8.00	\$80.00
Plants - CROA 3 Gallon 848 (In addition to tree removal estimate) (12) 3 gallon pringles	12.0	\$16.50	\$198.00
Plants - CROA 7 Gallon 846 (4) 7 gallon podocarpus	4.0	\$32.00	\$128.00

Plants - CROA 1 Gallon 846 (5) Liriope 1 gallon	5.0	\$8.00	\$40.00
Plants - CROA 1 Gallon 844 (2) 1 gallon Liriope	2.0	\$8.00	\$16.00
Plants - CROA 3 Gallon 842 Remove Juniper Parsoni (8) 3 gallon Trinette (14) 3 gallon Pringles	22.0	\$16.50	\$363.00
Plants - CROA 1 Gallon 842 (12) 1 gallon Liriope	12.0	\$8.00	\$96.00
Plants - CROA 1 Gallon Parking Island between driveway 846 and 848 (10) 1 gallon Summer Jasmine	10.0	\$8.00	\$80.00
Plants - CROA 7 Gallon Garage walk 844 and 846 Replace failed Holly with (8) 7 gallon Holly Burfordi	8.0	\$32.00	\$256.00
Site Drainage Add 4" ADS from gutter downspout at 1120 and 1224 including Basins - next phase	1.0	\$352.00	\$352.00
Irrigation Service Modification of existing irrigation heads located along the old fence route. Lower them along the sidewalk. Remove angle iron if not needed. The is an estimated line item as if roots have wrapped around the location, additional time may be needed to lower and additional parts may be needed.	1.0	\$825.00	\$825.00

Subtotal	\$10,588.50
Total	\$10,588.50

CROA - South Village Townhomes

ESTIMATE

CROA - South Village Townhomes

851 Celebration Avenue

Celebration, FL 34747

(407) 566-1200

Nu-Leaf Landscaping & Property Services

PO Box 470063

Celebration, FL 34747

Phone: (407) 566-0921

Email: Info@nu-leaf.com

Fax: (407) 374-2489

Web: www.nu-leaf.com

Estimate #

000882

Date

02/24/2022

Description	Total
Sod	\$9,000.00
Sod area prepped and sod installed along Celebration Avenue. - To replace areas between sidewalk and curb. There are 3 section. Up to not to exceed 18 pallets of St. Augustine. We recommend using Seville and not Floratam. We recommend the Oaks within the easement area to the thinned, dead wood removal and Canopy reduction	
Misc. Services	\$1,650.00
Root Grind and root cutting within area between sidewalk and curb along Celebration Avenue - this is an up to not to exceed 2 days with 2 men including stump grinder.	
Sod	\$1,500.00
Sod area prepped and sod installed along Spring Park Loop - up to not to exceed 3 pallets of Seville	
Subtotal	\$12,150.00
Total	\$12,150.00

CROA - South Village Townhomes

Action Item 5

Motion Subject:	Approve East Village Roof Replacement
Background:	Per the reserve study for the year 2021, it was budgeted to replace the roofs for East Village Duplexes.
Funding Source:	East Village Duplexes Reserve Expenditure
Budgeted Amount:	The reserve funds from 2021 are \$41,698.00
Bids Received:	Performance Roofing \$ 54,150.00 Stratus Roofing \$76,877.00 Bids not returned – Roof Troops, Jurin Roofing, Sky light roofing and Taylor’s roofing.
Rationale:	Performance Roofing came in at the lowest cost to complete the project. Performance Roofing has completed multiple projects in the past for CROA and has provided exceptional quality. Karins Engineering has approved the proposal. Performance roofing’s bid came in at \$12,452.00 over budget due to inflation of materials and labor. Currently held in the Replacement reserves, cash is \$79,880.00 with the added expense of roof replacement management of \$9,800.00. The left-over balance in the account will be \$15,930.00
Management Recommendation:	Management recommends approval for the proposal from Performance roofing due to the overdue replacement of roofs.
Motion on Agenda:	Motion to approve RFP number 02182022 for \$54,150.00 with Performance Roofing.

East Village Duplexes
Roofing Bid Comparison 2022

Components	Roof Troops	Performance Roofing	Stratus Roofing	Jurin Roofing	Sky light Roofing	Taylor's Roofing
Roofing	Declined to Bid	54,150	76,877	Declined to Bid	Declined to Bid	Declined to Bid
Gutters & Downspouts		They Do not have gutters	They Do not have gutters			
Total Cost		54,150	76,877			
Unit Cost Items						
1/2 inch wood sheathing/linear foot		3.50	85.00			
Wood Framing Repair/linear foot		5.00	8.25			
1" Fascia wood replacement/ linear foot		8.00	8.25			
2" Fascia wood replacement/linear foot		9.00	8.25			
Sidewall or headwall flashing/linear foot		10.50	14.75			
Stucco repair for L-flashing/linear foot		75.00	1200.00/95 LF			
Proposed Project Duration						
		14 Days		7 Days		
Experience						
Number of years in business		13		8		
Years of Roof Experience by Principle		13		20		
Has contractor worked on Project with CROA		22		Yes		
Insurance						
Commercial General Liability:		1,000,000		1,000,000		
Each Occurance		1,000,000		2,000,000		
Aggregate		2,000,000		1,000,000		
Auto Liability						
Umbrella Liability:		5,000,000		5,000,000		
Each Occurance		5,000,000		5,000,000		
Aggregate		1,000,000		1,000,000		
Worker Compensation						
5 References:						
Reference #1		CROA - Roseville Corner		Sandalwood Condo		
Reference #2		CROA- Academy Row		Mandala		
Reference #3		Crescent Place @ Lake Lotus		Center Court Ridge		
Reference #4		Tucker Oaks Condominium As		Golf View		
Reference #5		Whisperwood Condominium As				
		Moss Park Commoms HOA				



Natalie Mower <natalie.mower@grandmanors.com>

Park View and East Village Proposal

Joseph Trocano <jtrocano@karins.com>
To: Natalie Mower <natalie.mower@grandmanors.com>
Cc: Rose Vazquez <rose.vazquez@grandmanors.com>

Wed, Mar 9, 2022 at 4:02 PM

Natalie & Rose:

I've reviewed the proposal from Performance Roofing and find it in order. The notes / revisions added by the contractor at Item #5 in the Scope of Work are acceptable. They are going to use two layers of synthetic underlayment on the steeper main roofs which meets Florida Building Code, and the lower sloped roofs are getting the mineral surfaced peel "n" stick underlayment (required due to the lower slope) at these small roof locations.

Also, the metal roof over the front porch at 912-914 Greenlawn Street is not included. Since this roof area was never described in the original CROA RFP, I take it this metal roof is not scheduled to be replaced at this time. Let me know when the work is scheduled to start and when a pre-construction meeting is planned.

[Quoted text hidden]
[Quoted text hidden]



PERFORMANCE DRIVES SUCCESS

2784 Wrights Drive • Oviedo, FL 32765 • Office (407) 210-1503 • Fax (321) 239-1973

CCC #1329979 STATE CERTIFIED ROOFING CONTRACTOR

BID FOR ROOF REPLACEMENT:

RFP # East Village Duplexes - 02182022



Bid provided for:

**CELEBRATION RESIDENTIAL OWNERS' ASSOCIATION, INC. (CROA)
BOARD OF DIRECTORS**

**851 CELEBRATION AVE.
CELEBRATION, FL 34747
Natalie Mower, Service Area Manager
407-566-1200**

ORIGINAL

Bid Date: Friday, March 4th, 2022

Original



Celebration Residential Owners Association (CROA)

**REQUEST FOR PROPOSAL FOR
ROOF REPLACEMENT
EAST VILLAGE DUPLEXES TOWNHOMES**

RFP # East Village Duplexes -02182022



**Celebration Residential
Owners Association**

Issued by:

**CELEBRATION RESIDENTIAL OWNERS' ASSOCIATION, INC. (CROA)
BOARD OF DIRECTORS**

**851 CELEBRATION AVE
CELEBRATION, FLORIDA 34747
Natalie Mower, Service Area Manager**

407-566-1200

CELEBRATION.FL.US

**Date Issued: Friday February 18th, 2022
Due Date/Time: Friday March 4th, 2022, at 5:00 p.m.**

851 Celebration Avenue • Celebration, Florida 34747

www.celebration.fl.us

Phone: 407-566-1200 • Fax: 407-566-1210

townhall@ciramail.com

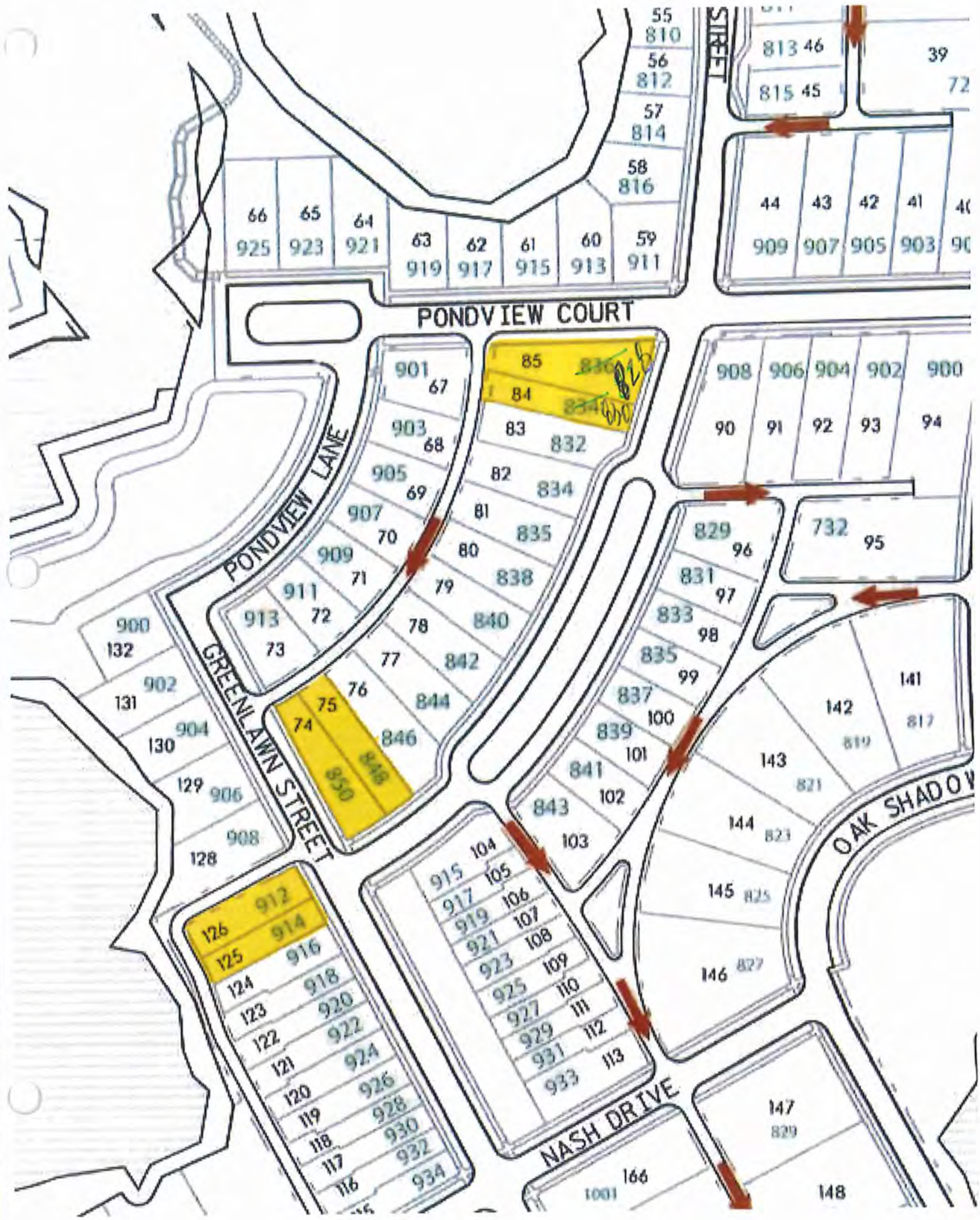
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Celebration Residential Owners Association (CROA)

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- BID PRICE SHEET
- EXHIBITS
 - EXHIBIT 1 – SAMPLE SERVICES AGREEMENT



813	46	39		
815	45	72		
44	43	42	41	40
909	907	905	903	901

55	810						
56	812						
57	814						
58	816						
66	65	64	63	62	61	60	59
925	923	921	919	917	915	913	911

PONDVIEW COURT

901	67	85	836
903	68	84	834
905	69	83	832
907	70	82	834
909	71	81	835
911	72	80	838
913	73	79	840
915	74	78	842
917	75	77	844
919	76	76	846
921	77	75	848
923	78	74	850
925	79	73	852
927	80	72	854
929	81	71	856
931	82	70	858
933	83	69	860
935	84	68	862
937	85	67	864

908	906	904	902	900
90	91	92	93	94

829	96	732	95
831	97		

833	98	141	817
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837	100	143	821
839	101	144	823
841	102	145	825
843	103	146	827

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144	823
145	825
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NASH DRIVE

1001	166
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OAK SHADOW







828 Runner Oak St





Celebration Residential Owners Association (CROA)

GENERAL TERMS & CONDITIONS

PROJECT DESCRIPTION

This project consists of replacing roofs at East Village Duplexes in Celebration. East Village Duplexes consists of 3 buildings with 2 units each a totaling 6 units. The units contain a main home with front porches and detached garages. The existing shingles will be removed, and new architectural asphalt shingles replaced in all areas. A GAF Master Elite Contractor is preferred but not a requirement. All materials and work must meet Celebration architectural standards.

CROA reserves the right to award contracts for all work which requires a separate bid based upon the nature of the work and its anticipated costs.

FORMS & SPECIFICATIONS

Submitters are required to use the official "PROPOSAL FORMS", and all attachments itemized herein are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the PROPOSAL FORMS.

HOW TO SUBMIT A PROPOSAL

One complete proposal form set (1 original) with all required documents as itemized and included herein are to be submitted in a sealed envelope, on the outside of which shall be prominently marked with the following identification: "RFP # EAST VILLAGE DUPLEXES-02182022" with the name and address of the submitter. The RFP should be neat, professional in appearance and bound appropriately for the document's thickness. The original document shall have original signatures and clearly noted with *ORIGINAL* on the cover. All proposals must be hand delivered and/or mailed to CROA at 851 Celebration Ave, Celebration, FL 34747, by the date and time set forth herein. A copy must also be emailed to the CROA Representative at servicearea@celebrationtownhall.com.

CONTRACTOR RESPONSIBILITY

Submitters are fully and completely responsible for the labeling, identification, and delivery of their proposals. CROA will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the U. S. Postal Service.

- Submissions shipped by express delivery, or in overnight or courier envelopes, boxes, or packages must be prominently marked on the outside of such envelopes, boxes, or packages with the sealed proposal identification.
- Proposals that are incomplete, unbalanced, conditional, obscure, or which contain additions not called for, alterations, or irregularities of any kind, or which do not comply with these documents may be rejected at the option of CROA.



Celebration Residential Owners Association (CROA)

PROPOSAL DOCUMENTS REQUIRED

The following documents and forms in the following arrangement must accompany each proposal or alternate proposal submitted:

- Bid Response Form.
- Disclosure of Subcontractors, Sub-Consultants and Suppliers and Statement of Subcontractor experience.
- Performance Bond for the bid amount proposed.
- Proposer Certification/Addenda Acknowledgement Form.
- General Terms and Conditions statement must be signed and returned with the proposal form.
- A sworn, notarized Statement of Contractor's Experience, Equipment and Personnel.
- W-9 and Certificate of Insurance for Contractor and all Subcontractors.
- All applicable licenses or certifications must be included. This can also include any additional certifications or education of the organization or of staff who will be performing the actual work.

INSURANCE REQUIREMENTS

A Certificate of Insurance will be furnished by the successful Contractor upon Notice of Award. The Certificate(s) shall be completed by the Contractor's authorized agent and submitted to CROA, with CROA a named additional insured. The successful Contractor shall not commence any work in connection with the Agreement until it has obtained all the following types of insurance and shall maintain such insurance as will protect him/her from claims which may arise out of or result from the vendor's operations under the terms and conditions of the RFP.

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

- a. Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$1,000,000, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and
- b. Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000) per occurrence.



Celebration Residential Owners Association (CROA)

All such insurance required in Paragraph a. shall be in companies and on forms acceptable to Owner and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to Owner whatsoever.

Contractor shall defend (if requested by Owner), indemnify and hold Owner and its officers, directors, agents, employees and assigns harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys' fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement; or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

CROA reserves the right to modify the insurance requirements set forth at any time during the process of solicitation or subsequent thereto.

EXAMINATION OF PROPOSAL DOCUMENTS

- Each Contractor shall carefully examine the Documents & Specifications and other applicable forms and inform himself/herself thoroughly regarding all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the Contractor will in no way relieve him/her of the obligations and responsibilities assumed under the Contract.
- Should a Contractor find discrepancies or ambiguities in, or omissions from the Specifications, or should he/she be in doubt as to their meaning, he/she shall at once notify the Operations Manager, in writing.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

In case any Proposer fails to acknowledge receipt of such addenda or addendum, his/her proposal will nevertheless be construed as though it had been received and acknowledged and the submission of his/her Proposal will constitute acknowledgment of the receipt of same. All addenda are a part of the Proposal Documents, and each Proposer will be bound by such addenda, whether received by him/her. It is the responsibility of each Proposer to verify that he/she has received all addenda issued before Proposals are opened.

In the case of unit price items, the quantities of work to be done and materials to be furnished under this Proposal/Contract are to be considered as approximate only and are to be used solely for the comparison of Proposals received. CROA does not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Proposer plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and other proposal documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices proposal.



Celebration Residential Owners Association (CROA)

ALTERNATES

When certain items of equipment and/or materials are specified and/or described as the product of a particular manufacturer together with any required additional information such as model number, size, or catalog number, only such specific items may be used in preparing the Proposal, except as hereinafter provided. Contractor may propose in writing a similar product of equal quality for review by CROA. Approval for material change must be received prior to using product.

CHANGES / MODIFICATIONS

CROA reserves the right to order changes in the scope of work and resulting contract. The successful Proposer has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the Contractor. Price adjustments will be based on the unit prices proposed by the Contractor in response to this solicitation. Any contract resulting from this solicitation may be modified upon written and mutual consent of both parties.

GOVERNING LAWS AND REGULATIONS

The Proposer is required to be familiar with and shall be responsible for complying with CROA Policies and Procedures, CROA rules, all federal, state, and local laws, ordinances, rules and professional standards or regulations that in any manner affect this solicitation, the selection process, protests, award of contract, contract management or any other activity associated with this solicitation and the subsequent work required of the successful Proposer.

CONTRACT NEGOTIATION

The Selection Committee shall rank all received proposals and provide the CROA Representative with the rankings and a recommended Contractor(s). If deemed prudent or necessary, the CROA Representative will be authorized to negotiate with the top ranked firm. The proposal signed by the successful Proposer along with documentation included in the proposal as required by this solicitation and other additional materials submitted by the Proposer and accepted by CROA shall be the basis for negotiation of a contract addressing the requirements of the solicitation. The resulting contract will be approved by CROA Board of Directors.

ADDITIONAL TERMS AND CONDITIONS

No additional terms and conditions included with the proposal response shall be evaluated or considered and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the Proposer's authorized signature affixed to the proposal attests to this.

Jerry Geyer, Sr. Estimator

Agent Name

Title

Jerry E. Geyer 3/3/22

Signature

Date



Celebration Residential Owners Association (CROA)

EVALUATION PROCESS

PROPOSAL EVALUATION

This Request for Proposals includes following all the instructions and procedures in this document and sending the sealed proposal information to CROA by the due date and time. Proposals will be evaluated on the following criteria:

Criteria	Description
Completeness	Proposal is in accordance with the RFP instructions
Experience	Contractual and technical of similar size scope
Qualifications	Key personnel, labor commitment, training, and certifications
Equipment and Staff	Adequate to provide expected high level of service
References	Assessment of current project conditions with similar service
Cost	Associated with each line item is not over or under priced

CROA reserves the right to apply the evaluation criteria in any manner it deems necessary and to evaluate each firm separately or comparatively, using these criteria in any weight or importance as it sees fit. CROA also reserves the right to seek clarification from prospective firms on any issue in a response, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in CROA's best interest. Failure to submit the requested information or required documentation may result in disqualification of the proposal response.



Celebration Residential Owners Association (CROA)

East Village Duplexes Roofing Project Scope of Work

Re-Roof Request for Bid:

East Village Duplexes

828-830 Runner Oak St	2 Units
848-850 Runner Oak St	2 Units
912-914 Greenlawn St	2 Units
Celebration, FL 34747	

You are invited to bid on the shingle roof replacement project at the East Village Duplex Service Area referenced above. The project includes all asphalt shingle roofs and modifies low slope roofs over the residential buildings and detached garages.

Bid Documents and specifications are attached for your use in preparing and submitting a bid proposal. Takeoffs are not provided, so the contractors are responsible for field measuring the roofs.

Bids are due by C.O.B. on Friday March 4th, 2022. Bids will only be accepted in the form of a completed bid form (attached). Bidders should confirm their intent to bid via email to Natalie.mower@grandmanors.com

Summary of Work

Shingle Roof Replacement:

1. Remove existing roof coverings and all accessories from roof to expose the plywood deck. Remove all existing shingle fasteners from decking.
2. Inspect plywood deck. Remove rotten or deteriorated decking and replace with in-kind material. All new roof deck sheathing shall not be less than 4' wide and shall span a minimum of (3) trusses. Decking replacement will be performed at contract unit pricing.
3. Add 8D ring shank nails to the roof deck sheathing, as required to achieve a minimum nail spacing of 6" O.C. or as required by Florida Building Code.
4. Clean and inspect flashing along walls to prepare for new roofing system. Flashing that is secured behind siding or stucco will not be replaced unless damaged. Replacement of damaged flashing to be completed at additional unit cost.
5. Install and attach (2) layer of new GAF ^{FeltBuster} Tiger Paw Roof Deck Protection to properly dry-in all roof sections.

** For roof slopes equal to or less than 4:12 (Runner Oak Front Entries), the*

851 Celebration Avenue • Celebration, Florida 34747

www.celebration.fl.us

Phone: 407-566-1200 • Fax: 407-566-1210

townhall@ciramail.com

entire roof deck shall be covered with GAF Weather Watch SA polymer modified bitumen underlayment complying with ASTM D1970.



Celebration Residential Owners Association (CROA)

6. Fabricate and install new L-flashing were missing at fascia return to roof line transition to prevent wind-blown water intrusion.
7. Install 36" wide GAF Weather Watch self-adhering polymer modified bitumen underlayment complying with ASTM D1970 centered in all valley locations.
8. Install GAF Weather Watch self-adhering polymer modified bitumen underlayment complying with ASTM D1970 under all wall flashing and turn up the wall a minimum of 6" where possible.
9. Install a 24-inch square piece of GAF Weather Watch self-adhering polymer modified bitumen underlayment complying with ASTM D1970 at all pipe and small vent penetrations.
10. At all roof vent openings, apply GAF Weather Watch self-adhering polymer modified bitumen underlayment complying with ASTM D1970 extending a minimum of 6" beyond the vent flange.
11. Install new pre-painted galvanized edge metal to perimeter of roof in owner's choice of available standard colors.
12. Install new lead pipe boots to properly flash plumbing penetrations and new painted galvanized gooseneck vents where existing.
13. Install new pre-painted galvanized off-ridge vents in existing locations.
14. Install new GAF ProStart starter shingle and new GAF Timberline HD Limited Lifetime Dimensional shingles over the entire roof area in owner's choice of available standard colors.
15. Complete roofing system by installing GAF Seal-A-Ridge accessory shingles for proper wind lifts and warranty applications.
16. Inspect condition of existing end-wall coping in Greenlawn. Inspect and re-secure all copings as needed in process of roof replacement.
17. Includes obtaining necessary permit to complete scope.
18. Contractor to lawfully remove and dispose of all debris and rubbish created by the above proposed scope of work.

Low Slope Roof Replacement – ~~Front Eyebrows~~ *Rear of 912-914 Greenlawn*

1. Remove existing low-slope roof coverings and all accessories from ~~front~~ ^{rear} eyebrows to expose the plywood deck. Remove all existing roofing fasteners from decking.
2. Install new GAF Liberty SA self-adhered polymer modified bitumen base sheet directly over decking.
3. Install and prime new pre-painted galvanized edge metal at perimeter of roof.
4. Install new GAF Liberty SA self-adhered granulated modified bitumen cap sheet per manufacturer's specs to complete roofing system.

**Does not include metal roof replacement on 912-914 Greenlawn.*

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townhall@ciramail.com

Gn



Celebration Residential Owners Association (CROA)

5. Re-nail roof deck with 8D ring shank nails.

All materials must be new and, in the manufacturer's, proper packaging. Provide all management and administrative support required for successful completion of the project. This shall include assignment of a full-time project manager and/or on-site full-time supervision to plan and track the project schedule, cost, and safety plans. Contractor shall secure all necessary permits prior to commencement of the work. Contractor shall procure and maintain the owner's required insurance coverage. Due to the nature of the work, coordination with the owner, daily oversight, and cleanup will be required. This includes labor and equipment necessary to transport construction debris to dumpsters provided by the contractor as directed by Owner. The Contractor will be required to provide any temporary facilities necessary to complete the work including, but not limited to field office, dumpsters, toilet facilities, water for drinking, electrical generators (should they become necessary), and OSHA required safety equipment/systems. Contractor shall provide all necessary access to complete the work, such as lifts, scaffolding and ladders, as appropriate. Contractor shall be responsible for protection of existing conditions such as hard-scape structures and existing landscape.

WARRANTY AND GUARANTEE:

The Contractor shall be required to provide a 5-year workmanship warranty.

Provide a GAF Weather Stopper System Plus limited material warranty from the date of substantial completion of the work, where further warranties are not required.

Installer (Contractor) Qualifications: Company specializing in the installation of the roofing system products specified in this section, with minimum of 10 years of experience, and approved to offer manufacturer's extended labor and material warranties and provide all insurances and a performance and payment bond if required by the owners.

Contractor must be an approved GAF/Timberline (or approved roofing system) Installer and be familiar with the specified roof system. All manufacturers' roofing specifications must be strictly followed in order to obtain the maximum year manufacturers' warranty; a 30-year warranty is preferred. The product must be installed according to the manufacturer's recommendations, and the manufacturer will need to send someone to inspect the work to provide such warranty. The contractor shall follow RAS-115 guidelines, FBC requirements, and all Florida NOA requirements when installing underlayment and shingles. Contractor is responsible for obtaining all required inspections by the manufacturer, Building Department, and Owner's representative before covering up work.

See "Alternates" section under General Information for rules on proposing alternative materials other than those specified above.

CONTRACT SUM (Base Bid): The Bidder proposes to perform all the Work specified in the Summary of Work in the amounts listed below.

East Village Duplexes
828-830 Runner Oak St

\$ 19,800.00





Celebration Residential Owners Association (CROA)

848-850 Runner Oak St

\$ 19,800.00

912-914 Greenlawn St

\$ 14,555.00

Fifty-Four Thousand, One Hundred Fifty and 00/100 Dollars,

PROJECT TOTAL:

\$

54,150.00

Proposed Roofing Manufacturer:

GAF per specifications

*** Contractor to provide submittals to include data sheets for each system component and installation instructions (with Florida Product Approval) for ownership approval prior to final contract.

UNIT COST ITEMS:

*** All woodwork will be required to be photo documented part of the change order process.

UNIT COST per square foot of 1/2" CDX 4-ply roof sheathing:

\$ 3.50 per SF

UNIT COST per linear foot of 2x wood framing repair. Replacement length shall be a minimum of 4 linear feet:

\$ 5.00 per LF

UNIT COST per linear foot of 1x wood fascia replacement, including removal and replacement of existing coil cladding. Replacement length shall be a minimum of 4 linear feet:

\$ 8.00 per LF

UNIT COST per linear foot of 2x wood fascia replacement, including removal and replacement of existing coil cladding. Replacement length shall be a minimum of 4 linear feet:

\$ 9.00 per LF

UNIT COST per linear foot for replacement of damaged sidewall or headwall flashing. New flashings will be surface applied to stucco wall and vertical leg will be sealed to stucco with 4" roof tape (comparable to OMG Everseal). Apply separate surface mount counter flashing and apply sealant:

\$ 10.50 per LF

UNIT COST per linear foot to remove stucco as needed to remove and replace existing L-flashing at roof to wall abutments, taking care to salvage the lathe and underlying water-resistant barrier. Price shall include installation of new 4x5 26ga galvanized L-flashing and installation of new stucco in place of removed stucco. Include paint to match existing as closely as possible:

\$ 75.00 per LF

TIME:

Proposed Project Duration for all residences above (Days, including weekends):

14 Days

BID RESPONSE FORM

Company Name: Performance Roofing Contact: Gary Kimball
Email: gkimball@performance Phone: (407) 210-1503 (office) (407) 466-0450 (cell)
roofingusa.com

I Jerry E. Geyer, on behalf of Performance Roofing, submit the following bids as indicated below:

ROOF REPLACEMENT

NOTE(S):

When completing your proposal, do not attach any forms which may contain terms and conditions that conflict with those listed in CROA's proposal documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your proposal being declared non-responsive.

All price information to be used in the RFP evaluation must be on this proposal form.

CROA reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Proposer, hereby declares that he/she has informed himself/herself fully regarding all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments hereto attached. The Proposer agrees, if this proposal is accepted, to contract with CROA in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor, and service necessary to complete the work covered by the RFP and Contract Documents for this Project. The Proposer agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Proposer agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this RFP."

Executed by:

Jerry Geyer | Sr. Estimator | Jerry E. Geyer | 3-3-22
Agent Name Title Signature Date

This document must be completed and returned with your Submittal

DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

Name of Firm Submitting Proposal:

Performance Roofing, LLC
(Print or Type)

Name of Person Submitting Proposal:

Jerry Geyer
(Print or Type)

Name of Firm Submitting Proposal:

(Print or Type)

Name of Person Submitting Proposal:

(Print or Type)

Please list all Sub-contractors and Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

<u>Name of Firm or Agency:</u> <u>JGA Beacon Supply (Materials Supplier)</u>	
<u>Address:</u> <u>2501 Silver Meteor Dr.</u> <u>Orlando, FL 32804</u>	<u>Telephone:</u> <u>(407) 291-7244</u>
<u>Contact Name:</u> <u>Wes Dugger</u>	<u>Title:</u> <u>Outside Sales Rep.</u>

This document must be completed and returned with your Submittal

<u>Name of Firm or Agency:</u> <u>Address:</u>	<u>Telephone:</u>
<u>Contact Name:</u>	<u>Title:</u>

STATEMENT OF CONTRACTOR'S EXPERIENCE, EQUIPMENT AND PERSONNEL

(Contractor may also provide any supplemental company or personnel information that will assist CROA in evaluating your proposal such as a corporate organizational chart showing area of responsibility for personnel listed on this form).

CONTRACTOR: Performance Roofing, LLC

LICENSE NUM./HOLDER: CCC 1329979 / Andrew Kelly (Pres.)

DATE: 3/3/22

1. How many years has your organization been in business as a roofing contractor under your present business name?

13 years

2. List all previous business names of your organization:

N/A

3. How many years' experiences in roofing services?

Prime Contractor: 22 years

Subcontractor: N/A

4. List all officers and directors of your organization:

<u>Name</u>	<u>Position Held</u>
<u>Andrew Kelly</u>	<u>President</u>
<u>Peggy Kimball</u>	<u>Production Manager</u>
<u>Gary Kimball</u>	<u>Sales Manager</u>

5. Have you ever failed to complete any work awarded to you in the last 3 years?

Yes No ✓

If yes, where, and why?

EXPERIENCE

See Attached - Next Pages (4)

1. Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual roofing work of your organization?

Name	Position
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Type of Work	Years' Experience	Years with Firm
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Name	Position
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Type of Work	Years' Experience	Years with Firm
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Name	Position
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Type of Work	Years' Experience	Years with Firm
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Name	Position
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Type of Work	Years' Experience	Years with Firm
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2. List/describe five (5) roofing contracts/projects of similar size and scope that you currently have or have recently completed.

Project:	Location:
Date:	Contract Amount:
Contract Name, Phone Number, Fax Number:	

This document must be completed and returned with your Submittal



2784 Wrights Road, Suite 1012, Oviedo FL 32765
Orlando Phone: (407) 210-1503 • Fax: (321) 239-1973
www.performancerroofingusa.com
State Certified Roofing Contractor CCC#1329979

1. Firm Overview:

- a. Performance Roofing
 - i. Andrew Kelly AKelly@PerformanceRoofingUSA.com 407-948-7209
 - ii. Gary Kimball GKimball@PerformanceRoofingUSA.com 407-466-0450

- b. Andrew Kelly – President and Owner (18 Years Experience in Roofing)
Cindy Linhart – Controller (23 Years Experience in Roofing)
Peggy Kimball – Production Manager (30+ Years Experience in Roofing)
Gary Kimball – Sales Manager (40+ Years Experience in Roofing)
Jessica Soriano – Production Coordinator – Service/ Repair Schedule
Karola DelCastillo – Production Coordinator – Residential Reroof Schedule
Jerry Geyer – Commercial Estimator (40+ Years Experience in Roofing)
Peter Benitez – Superintendent
Alex Sandoval – Superintendent
Andres Sandoval – Superintendent
Angel Tollinchi – Superintendent
Also Various Crew Foreman and Repair Technicians

- c. 45 Permanent, full time employees. Varies with workload with crews.

2. Relevant Experience

- a. **Georgetown at Celebration – COMPLETE**
300 Grand Magnolia Ave.
Celebration, FL 34747
Phases Roof Replacement of Four Buildings
\$444,250 Contract Value
Phase 1: March-April 2018
Phase 2: December 2021
Phase 3: February 2022
General Manager – Dennis Tenniswood – (321) 939-0719
Board President - Gina Gruenwald – (630) 234-3141

- b. **Daniels Landing Association – COMPLETE**
13751 Daniels Landing Circle
Winter Garden, FL 34787
Phased Roof Replacements of 19 Buildings on Property
\$1,317,447 Combined Contract Value
Phase 1: April 2018 – May 2018
Phase 2: February 2019
Phase 3: December 2019 – January 2020
Phase 4: January 2021
Phase 5: November 2021
Specialty Management – Louis Kauffmann – (407) 443-2076

- c. Crescent Place at Lake Lotus, Inc. – COMPLETE**
838 Grand Regency Pointe
Altamonte Springs, FL 32714
Roof Replacement of 32 Complete Condo Buildings and Accessory Structures due to hail damage (Portion of property previously replaced by us below).
\$1,680,000 Initial Contract Value
May 2021 – On Going
First Service Residential – Juan Fernandez – (407) 445-3833
- d. Tucker Oaks Condominium Association – COMPLETE**
15301 Oak Apple Court
Winter Garden, FL 34787
Phased Roof Replacement of 10 Condominium Buildings on Property
\$162,400 Combined Contract Value
Phase 1: November 2020
Phase 2: June 2021
Specialty Management – Louis Kauffmann – (407) 443-2076
- e. Whisperwood Condominium Association – COMPLETE**
7457 Swallow Run
Winter Park, FL 32792
Phased Roof Replacements of 8 Buildings on Property
\$118,730 Contract Value
Phase 1: April 2021
Don Asher – Laura Caprio – (407) 425-4561
- f. Gentry Park Homeowners Association – COMPLETE**
6227 S. Chickasaw Trail
Orlando, FL 32829
Shingle Roof Replacement of 21 Condominium Buildings and 1 Mail Kiosk on Property
\$765,000 Contract Value
July 2020 – October 2020
Leland Management – Christie Zarilla – (407) 781-5785
- g. Moss Park Commons Homeowners Association – COMPLETE**
10371 Park Commons Drive
Orlando, FL 32832
Shingle Roof Replacement and Gutter Replacement of 15 Townhome Buildings and 1 Pool House on Property
\$475,950 Contract Value
June 2020 – August 2020
Signature Management Solutions – MaryJo LoCascio – (407) 379-1455
- h. Royal Palms Apartments – COMPLETE**
2527 W. Oak Ridge Road
Orlando, FL 32809
Roof Replacement, Stucco Repair, and Chimney Cap Replacement on 15 Buildings and 2 Clubhouses on Property
\$710,000 Contract Value
May 2020 – July 2020
CLK Multifamily Management – Shaun McDuffie – (225) 326-0936

- i. Crescent Place at Lake Lotus, Inc. – COMPLETE**
838 Grand Regency Pointe
Altamonte Springs, FL 32714
Roof Replacement of the 12 Complete Buildings and 208 Front Entry Porches.
\$623,125 Combined Contract Value
Phase 1: October – November 2016 (Front Entry Porches)
Phase 2: August 2018 (5 Buildings)
Phase 3: May 2019 (7 Buildings) \$266,100
First Service Residential – Juan Fernandez – (407) 445-3833
- j. Summerlin at Winter Park Apartments – COMPLETE**
3207 Rosebud Lane
Winter Park, FL 32792
Phased Roof Replacement of Multiple Buildings on Property
\$187,125 Total Contract Value
Phase 1: December 2018
Phase 2: March 2019
CMC – Regina Dampier – Sr Regional Property Manager - (352) 505-6966
Cherishome Living – Chaya Starker – (407) 902-7225
- k. Stonebrook Apartments – COMPLETE**
1000 Stonebrook Drive
Sanford, FL 32773
Phased Roof Replacement of Multiple Buildings on Property
\$221,706 Total Contract Value
Phase 1: September 2017
Phase 2: November 2018
Greystar – Meredith Torres – Senior Regional Property Manager - (407) 377-0610
- l. Celebration Residential Owner's Association – COMPLETE**
Roseville Corner Duplexes/Triplexes
Celebration, FL 34747
Roof Replacement of 18 Duplexes/Triplexes
\$308,150 Contract Value
September – October 2018
Celebration Residential Owner's Association –
Suzan Kearns – (407) 566-1200
- m. The Grove at Deerwood – COMPLETE**
8231 Princeton Square Blvd W.
Jacksonville, FL 32256
Phased Roof Replacements of the first 8 Buildings on Property
\$170,449 Total Contract Value
Phase 1: April 2017
Phase 2: May 2018
ConAm Management – Jimmy Hummel – (469) 850-0253
- n. Vistana Cascades Condominium Association – COMPLETE**
8800 Vistana Centre Drive
Orlando, FL 32821
Roof Replacement of Entire Timeshare Community Following Renovation Turn
Schedule
\$929,438 Contract Value

Phase 1: March – May 2016
Phase 2: August – December 2017
Vistana Signature Experiences – Scott McLaughlin – (407) 637-7116

- o. Vistana Lakes Condominium Association – COMPLETE**
8800 Vistana Centre Drive
Orlando, FL 32821
Roof Replacement of Entire Timeshare Community Following Renovation Turn
Schedule
\$704,860 Contract Value
January – May 2017
Vistana Signature Experiences – Scott McLaughlin – (407) 637-7116
- p. Celebration Residential Owner's Association – COMPLETE**
Academy Row Townhomes 501-581 Campus Street
Meeting House Green Townhomes 609-649 Mulberry Avenue
Celebration, FL 34747
Roof Replacement of Two Townhome Communities
\$753,806 Contract Value
Meeting House Green: September – November 2015
Academy Row: June – November 2016
Celebration Residential Owner's Association – Suzan Kearns – (407) 566-1200
- q. Brookwood Club Apartments – COMPLETE**
1385 Brookwood Forest Blvd.
Jacksonville, FL 32225
Phased Roof Replacements of Entire Property
2013 – 2016
Milestone Management – Tom DeAngelis – 904-739-9107
- r. The Vinings at Hunter's Green – COMPLETE**
8801 Hunters Lake Drive
Tampa, FL 33647
Concrete Tile Roof Replacement of 12 Apartment Buildings
\$1,067,732 Contract Value
October 2015 – April 2016
Milestone Management – Tom DeAngelis – (904) 739-9107
- s. Paradise Island Apartments – The Preserve I and II – COMPLETE**
8787 Southside Blvd.
Jacksonville, FL 32256
29 Building and 10 Garage Shingle Roof Replacement – 5,000 squares
\$1,100,000
January 2014 – August 2014
Perimeter Realty – Abe Fort – 904-641-0018
- t. Parks at Hunters Creek Apartments – COMPLETE**
3000 National Parks Drive
Orlando, FL 32837
70 Building Shingle Roof Replacment – 7,000 squares
\$1,395,000 Contract Value
May 2013 – November 2013
Riverstone Residential – Dave Morse – 407-405-4604

CONTRACTOR'S AFFIDAVIT

State of Florida
County of Seminole

Before me personally appeared Jerry Geyer who (title) is SA Estimator of *(the company described herein)* Performance Roofing, LLC being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements of this application constitutes fraud; and, agrees to furnish any pertinent information requested by CROA deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Known or Produced Identification _____

Sworn to and subscribed before me this 4 day of March, 2022

[Signature]
NOTARY PUBLIC – STATE of FLORIDA
(Signature of Notary Public)



JESSICA D SORIANO
Commission # GG 321041
Expires April 8, 2023
Bonded Thru Budget Notary Services

Jessica Soriano
(Print Name of Notary Public)

This document must be completed and returned with your Submittal

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Performance Roofing, LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 2784 Wrights Road, Ste 1012	Requester's name and address (optional)
6 City, state, and ZIP code Oviedo, Florida 32765	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 1/20/20
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/24/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER FRSA Self Insurers Fund, Inc. 4099 Metric Drive Winter Park, FL 32792	CONTACT NAME: Debra Guidry, CPCU PHONE (A/C, No, Ext): (800) 767-3772 FAX (A/C, No): (407) 671-2520 E-MAIL ADDRESS: cert@frsasif.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td>FRSA Self Insurers Fund / Evanston Insurance Co.</td> <td>35378</td> </tr> <tr> <td>INSURER B :</td> <td></td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	FRSA Self Insurers Fund / Evanston Insurance Co.	35378	INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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INSURED Performance Roofing, LLC 2784 Wrights Road Suite 1012 Oviedo, FL 32765																					

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			N/A			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$																
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			N/A			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$																
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			N/A			EACH OCCURRENCE \$ AGGREGATE \$ \$																
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	870-040142 / 3EN8747	01/01/2022	01/01/2023	<table border="1"> <tr> <td>X</td> <td>PER STATUTE</td> <td>OTH-ER</td> <td></td> </tr> <tr> <td></td> <td>E.L. EACH ACCIDENT</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td></td> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> <td>1,000,000</td> </tr> <tr> <td></td> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> <td>1,000,000</td> </tr> </table>	X	PER STATUTE	OTH-ER			E.L. EACH ACCIDENT	\$	1,000,000		E.L. DISEASE - EA EMPLOYEE	\$	1,000,000		E.L. DISEASE - POLICY LIMIT	\$	1,000,000
X	PER STATUTE	OTH-ER																					
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
REMARKS: Non-cancelable, without 30 days prior written notice, except for non-payment of premium which will be a 10 day written notice.

CERTIFICATE HOLDER Attn: **FOR INFORMATION ONLY** Oviedo, FL 32765	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Debra Guidry CPCU Underwriting Manager 
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/4/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Hub International Florida 1560 Orange Avenue Suite 750 Winter Park, FL 32789	CONTACT NAME: PHONE (A/C, No, Ext): (407) 894-5431 E-MAIL ADDRESS: Certificates.FLA@HubInternational.com FAX (A/C, No): (407) 629-6378												
INSURED Performance Roofing LLC 2784 Wrights Road, #1012 Oviedo, FL 32765	INSURER(S) AFFORDING COVERAGE <table border="0"> <tr> <td>INSURER A : Cincinnati Specialty Underwriters Ins Co</td> <td>NAIC # 13037</td> </tr> <tr> <td>INSURER B : Cincinnati Insurance Company</td> <td>10677</td> </tr> <tr> <td>INSURER C : Peleus Insurance Company</td> <td>34118</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER A : Cincinnati Specialty Underwriters Ins Co	NAIC # 13037	INSURER B : Cincinnati Insurance Company	10677	INSURER C : Peleus Insurance Company	34118	INSURER D :		INSURER E :		INSURER F :	
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COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Standard Contractual		CSU0137035	8/1/2021	8/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PROJECT LOC OTHER:						
B	X AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY		EBA0546963	8/1/2021	8/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP \$ 10,000
C	X UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION \$ 0		AUX4268403	8/1/2021	8/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 Over GL & AL \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	B Equipment Floater		ENP0546963	8/1/2021	8/1/2022	Leased/Rented 200,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER <p style="text-align: center;">*For Informational Purpose Only*</p>	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD
THE ROOFING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

KELLY, ANDREW MICHAEL

PERFORMANCE ROOFING LLC
2784 WRIGHTS ROAD
SUITE 1012
OVIEDO FL 32765

LICENSE NUMBER: CCC1329979

EXPIRATION DATE: AUGUST 31, 2022

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

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Action Item 6

Motion Subject:	Approve East Village Roof Replacement – Project management
Background:	Per the reserve study for the year 2021, it was budgeted to replace the roofs for East Village Duplexes.
Funding Source:	East Village Duplexes Reserve Expenditure
Budgeted Amount:	The reserve funds from 2021 are \$10,424.00
Bids Received:	Karins Engineering
Rationale:	Karins Engineering has overseen multiple projects for CROA in the past. They have provided exceptional project management.
Management Recommendation:	Management recommends approval for the proposal from Karins Engineering due to the overdue replacement of roofs.
Motion on Agenda:	Motion to approve the letter of agreement from Karins Engineering for \$ 9,800.00



1111 N. West Shore Boulevard, Suite 502
Tampa, FL 33607-4529
Tel: (813) 228-8212
JMannix@karins.com

LETTER OF AGREEMENT

February 3, 2022

Ms. Natalie Mower
Celebration Residential Owner's Association, Inc.
851 Celebration Avenue
Celebration, FL 34747

Via Email: natalie.mower@grandmanors.com

RE: *East Village Townhomes
828, 830, 848, and 850 Runner Oak Street
912 and 914 Green Lawn Street
Celebration, FL 34747
KEG File# 22RT-0095*

Dear Natalie:

Karins Engineering Group, Inc. (KEG) proposes to render professional engineering services in connection with the above referenced East village Town Homes, 920 Greenlawn Street, Celebration, FL 34747 (hereinafter called the "Project"). KEG expects the Client to furnish us with full information as to the requirements of the Project, including relevant drawings, specifications, reports and any special or extraordinary considerations for the Project or special services needed and the Client will make available all pertinent existing data.

Based on our understanding of the project requirements, KEG proposes the following Scope of Services.

Scope of Services

Phase 010 - Construction Phase

Task 010 – Construction Administration and Inspections

KEG will make on-site observations of the work-in-progress to verify general compliance with the Scope of Work. KEG will review and process product submittals, payment requests and change orders. We will convene regular construction progress meetings on-site and will provide meeting minutes for each meeting.

Work in this phase will depend on the extent of damage found during the prior phases of the project, the Contractor selected, and their proposed schedule. Therefore, no fixed fee has been provided in the Fee Schedule for this part of the work. We will bill based on time expended according to our current hourly rates.

Construction Observation & Administration will be provided at the standard hourly rates and services published in the General Conditions from start to finish. Services to be performed by KEG as part of the Contract and Construction Administration phase includes but is not limited to the following

- Review Bids received by CROA, and provide comments.
- Review Contract drawn up by the selected Contractor.

Firm Registration Number 8371
www.karins.com

Tampa

St. Petersburg

Sarasota

Ft. Lauderdale

Daytona Beach

Naples / Ft. Myers

- Assemble documents and specifications for the Contractor to acquire Permits as necessary.
- Attend a Pre-Construction Meeting with the Contractor and Board's Representative to discuss site concerns and expected scheduling of work to be performed.
- Review Contractor submittals for materials to be used on the project, pay requests, and other correspondence with the Board.
- Perform periodic site visits and inspections to observe Contractor's work and ensure that the Project Manual Requirements are being met.
- Attend construction meetings with the Contractor and Board's Representative to discuss project concerns including progress and coordination of the work, schedule, outstanding issues, unforeseen conditions and any problem areas encountered.
- Interface with the Contractor to provide technical input for questions that arise in the field and provide engineering solutions. Note: KEG will make every effort to contain costs and to provide engineering solutions at no additional charge; however hidden conditions such as original building design deficiencies could result in a requirement for additional services.
- Seek out solutions to unforeseen conditions and work with Contractor to implement any necessary repairs.
- Help keep the cost of the project down while keeping the quality of the work at a high level and working with the Contractor to complete the project in a timely manner.
- Conduct site visits after the work has been completed with the Board's Representative to compile a Punch List of items to be completed/remedied, and a site visit to confirm the Punch List Items have been completed.
- Compile Release of Liens and Warranties from the Contractor after the work has been completed.

During the project, KEG is not responsible for supervising the Contractor's crews, supplying the Contractor with means and methods of performing the work, or scheduling the work to be performed by the Contractor. These duties are the responsibility of the Contractor and can be discussed directly with the Contractor during the Pre-Construction Meeting. KEG does not guarantee that there will be no problems that arise during the project, but KEG does guarantee that all identified problems will be addressed, solutions and alternatives will be determined and presented to the Board, and the selected alternative will be implemented and completed through the conclusion of the project.

Estimated Fee: 6 weeks construction time and 1 week after substantial completion for punch-out and close out equals approximately 7 weeks total time x 8 hours per week equals 56 hours estimated @ \$175.00/hr. average. **Estimated Fee: \$9,800.00.**

Phase 020 Additional Services

FEE: Billed monthly at hourly rates published in the General Conditions _____ Initial

Services not covered in the above description of work that from time to time are requested by the Owner.

The terms and conditions of this agreement shall be in accordance with the following General Conditions.



Client Initial _____

GENERAL CONDITIONS

This Agreement is subject to the following conditions.

1. Karins Engineering Group, Inc. (KEG) will bill monthly for services. Billed amounts are due upon receipt. Nonpayment of bills may result in KEG stopping work on the Project. Deliverables may be withheld until receipt of full payment of any outstanding balance. Any billed amount that remains unpaid for a period greater than thirty (30) calendar days will accrue finance charges at the rate of 1% per month (but not exceeding the maximum rate allowable by law). Payments received subsequent to application of said finance charges will be applied as follows: a) first to any outstanding finance charges, then b) to the oldest outstanding principal balance. Client shall pay all costs incurred by KEG in attempting to collect any delinquent amount owed by the Client. These costs may include but not be limited to Attorneys fees, collection agency fees, fees for time expended by KEG personnel at current hourly rates, court costs, filing fees, mediator fees, or arbitrator fees.
2. If the defined Scope of Services is changed at the request of the Client, additional charges will be applicable. If KEG is called upon or subpoenaed by any party to testify or participate in any activity related to an action at law, equity, arbitration or hearings, regarding any aspect of the Project, additional charges will be applicable. Unless otherwise agreed, the additional charges will be billed based on KEG's current hourly rates.
3. Any changes, modifications or alteration to the plans and specifications requested by the Owner after completion of the documents at each project phase shall be accomplished as additional services.
4. At the time this Agreement was drafted, KEG current hourly rates were as follows. These rates are subject to change from time to time to reflect current market conditions.

• President, CEO, Founder	\$ 300.00 per hour
• Branch Manager, Engineer in Responsible Charge	\$ 225.00 per hour
• Senior Engineer/Senior Project Manager	\$ 200.00 per hour
• Project Manager/Project Engineer	\$ 175.00 per hour
• Junior Engineer/Junior Project Manager	\$ 100.00 per hour
• Senior Field Technician / Senior Inspector	\$ 100.00 per hour
• Field Technician / Inspector	\$ 90.00 per hour
• Drafter	\$ 100.00 per hour
• Clerical	\$ 75.00 per hour
• Expert Witness Services other than On-Site Work	\$ 350.00 per hour
• Expert Witness Services On-Site Work	\$ 175.00 per hour
5. Hourly billing is based on ½ hour increments, except for telephone calls, which are billed based on ¼ hour increments. When services are provided outside our offices, billing will be based on portal-to-portal time spent on the project with a 2-hour minimum charge.
6. Mileage expenses shall be calculated from KEG's Tampa office address to the project site for each site visit and shall be reimbursed at a maximum rate equal to the current IRS Standard Mileage Rate. Mileage is additional to any estimated or lump sum fees.
7. Reimbursable expenses shall be billed to the Client with a 10% handling charge including mileage.
8. Three copies of final reports are included in the fee, where applicable. Preliminary or progress documents included in the fee are as specified in the Agreement. Additional copies of preliminary or progress documents or additional copies of final documents shall be supplied upon request as an Additional Service. Costs to produce Additional Service documents will be billed to the Client on a time and material basis. Material costs for letter-size documents shall be \$0.10 per page b/w and \$0.20 per page color. Material cost for large format documents shall be \$1.00 per page.
9. KEG expects to commence work on the defined Scope of Services promptly after receipt of an executed proposal and any required retainer, and to complete the defined Scope of Services in a reasonably prompt manner. KEG will attempt to coordinate its activities with those of the Client in an effort to avoid causing delays, damages, additional costs or expenses to the Client. However, KEG shall not be responsible for delay damages, costs or expenses related to the project.
10. It is explicitly understood and agreed upon that the level of service to be provided under this Agreement shall be limited to the degree of care and skill ordinarily exercised under similar conditions by reputable members of the engineering profession practicing at the same time in the same or similar locality. No other warranty, expressed or implied, is made or intended by KEG's proposal for consulting services, or by any materials furnished by KEG to the Client in writing or orally.



Client Initial _____

11. KEG shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client and the Client's individual or several members (excluding the Client, itself), and the Client's contractors, subcontractors, sub-subcontractors, materialmen or agents of any tier or their respective employees, all of which shall be timely provided. The Client shall provide prompt written notice to KEG if the Client becomes aware of any fault or defect in any of the services or documents, including errors, omissions or inconsistencies in any plans, drawings or other documents prepared or provided by KEG.
12. Client shall obtain and deliver to KEG or cause to be delivered to KEG shop drawings as required by KEG specifications, structural notes or plan notes. ~
13. In any claim made by the Client against KEG, at law or otherwise, for any alleged error, omission or other act arising out of the performance of our professional services, that is not proven by the Client, the Client shall pay all costs, including attorney's fees, incurred by KEG defending itself against the claim. In any claim made by KEG against the Client, at law or otherwise, for any act arising out of this professional service agreement, that is not proven by KEG, KEG shall pay all costs, including attorney's fees, incurred by the Client defending itself against the claim. "Proven" shall be defined as obtaining a net positive judgement or injunctive relief or a judicial declaration.
14. In recognition of the relative risks, rewards and benefits of the project to both the Client and KEG, the risks have been allocated so that the Client agrees, to the fullest extent permitted by law and notwithstanding any other provisions of this Agreement, to limit the total liability of KEG to the Client and all subcontractors on the project, for any and all injuries, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this agreement, from any cause or causes, so that the total aggregate liability of KEG (and its insurance carriers) shall not exceed the total compensation received by KEG under this agreement or \$100,000.00, whichever is less. Such claims and causes include, but are not limited to, strict liability, negligence, professional errors or omissions, breach of contract or breach of warranty. This clause applies to all principals, directors, officers, employees, agents and servants of KEG.
15. **PURSUANT TO FS 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.**~ The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit (other than personal injury or property that is not the subject of this agreement) shall be directed and/or asserted only against the KEG, a Florida corporation, and not against any of the KEG employees, officers or directors.
16. KEG and the Client waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement. This mutual waiver includes, but is not limited to, damages incurred by the Client for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons.
17. The Client shall defend, indemnify and hold harmless KEG (and KEG's agents, officers, directors, members, trustees and employees) (hereinafter referred to as the Indemnitees), from and against any and all damages to persons or property caused in whole or in part by any act or, omission, or default of the Client arising from this Agreement (including but not limited to any travel or activities by the Client with regard to any such Services). As used herein, the term damages shall mean any and all losses sustained by the Indemnitees, including, but without limitation, any liens, judgments, claims, costs, attorney's fees, interest, incidental and consequential damages, and/or required professional fees. The obligations to indemnify under this agreement shall apply to all damages caused in whole or in part by any act, omission, of: (a) Client, (b) any of the Client's contractors, subcontractors, sub-subcontractors, or agents of any tier or their respective members or employees; or (c) the Indemnitees or their officers, directors, agents, or employees. However, this indemnification shall not include claims of, or damages resulting from, gross negligence, or willful, wanton or intentional misconduct of the Indemnitees or their officers, directors, agents or employees, or for statutory violation or punitive damages except and to the extent the statutory violation or punitive damages are caused by or result from the acts or omissions of the Client or any of the Client's contractors, subcontractors, sub-subcontractors, materialmen, or agents of any tier or their respective employees. Notwithstanding the foregoing, the monetary limitation on the extent of this indemnification provided shall not be less than \$1 million per occurrence per indemnitor in favor of each indemnitee per indemnitor. The provisions of Florida Statute §725.06 shall apply and to the extent that this paragraph is in any way inconsistent with that provision, said statute shall govern. The duty to defend under this paragraph is independent and separate from the duty to indemnify, and the duty to defend exists regardless of any ultimate liability of the Client or any Indemnified Party. The duty to defend arises immediately upon presentation of a claim by any party and written notice of such Claim being provided to the Client. The Client's obligation to indemnify and defend under this paragraph will survive the expiration of or early termination of this Agreement until it is determined by final judgment that an action against the Indemnified Party or Parties for the matter indemnified hereunder is fully and finally barred by the applicable statute of limitations. This indemnification is in addition to any common law indemnification to which the Indemnitees are entitled. Client further agrees that these general conditions are a part of the construction specifications, bid documents or contracts with other parties who may claim damages, if any.



Client Initial _____

18. This agreement shall not be interpreted to create liability for KEG to any third party.
19. All work prepared by KEG shall constitute the intellectual property of KEG; however, Client is granted an exclusive, non-royalty bearing license to use the work for its intended purposes, at its intended location. Said work may not be used at any other location or for any other use without prior written authorization.
20. KEG does not guarantee that existing condition survey quantities or our opinions of probable construction costs will not differ materially from negotiated prices or bids. If the Client requires formal estimates or greater assurance as to probable construction costs, an independent cost estimator should be employed.
21. "Inspection," whenever used, shall be defined as "periodic construction observation of work in progress to verify general conformance with the project specifications and their intent." The use of the term "inspection" shall not imply that KEG is conducting or intends to conduct exhaustive inspections of all work to uncover any code violations, defects in the construction or undetected errors and omissions.
22. KEG will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences and procedures used in construction, or for safety precautions and programs in connection with the construction, nor will KEG be responsible for, or held liable for inadequate or unsatisfactory performance of the construction by the Client or the Client's contractors, subcontractors, sub-subcontractors, materialmen or agents of any tier or their respective employees.
23. Work on existing buildings shall be limited to the scope explicitly defined in this agreement and KEG signed and sealed engineering documents. KEG services on existing buildings shall not be deemed exhaustive or intended to locate, analyze, design or consider deficiencies, defects, code violations, structural adequacy, safety or fitness for use of any building component or assemblage thereof. Installation of new or repaired code conforming components may reveal deficiencies outside the defined scope of work. KEG shall have no liability and client shall hold KEG harmless against any claim related to defects outside the explicit scope of work.
24. If either party to this Agreement wishes to terminate the agreement, they may do so at any time upon ten days written notice, payment for services rendered as of the date of termination and delivery of reports commenced as of the date of termination.
25. This agreement represents the entire understanding between Karins Engineering Group, Inc. and the Client with respect to the project and may only be modified in writing signed by both parties.
26. Neither party shall let, assign or transfer this Agreement, any part thereof or any interest therein without the written consent of the other party.
27. This agreement will be open for acceptance for 30 days following the date presented to the Client, unless agreed in writing by both parties.
28. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be binding on KEG and the Client.
29. Counterparts: This Agreement may be executed in one or more counterparts. Each counterpart shall be deemed an original, but all of which together shall constitute one and the same instrument. Execution and delivery of this Agreement may be evidenced by facsimile transmission.
30. This agreement is to be governed by the laws of the State of Florida. The venue for legal action arising out of this agreement shall lie exclusively in the appropriate court in the county where the property is located.
31. Unless otherwise noted, KEG signage is permitted at the site, and photos of the project taken by KEG, and renderings, may be used in KEG literature.
32. Notices to the parties as provided herein shall be by facsimile and certified mail to the following addresses:

As to Client: Celebration Residential Owner's Association, Inc.
851 Celebration Avenue
Celebration, FL 34747

As to KEG: Karins Engineering Group, Inc.
Attn: David G. Karins, PE, President
1626 Ringling Boulevard, Suite 400
Sarasota, FL 34236

---End General Conditions---

2018-v-2



Client Initial _____

We trust that this agreement is responsive to your needs. Your signature in the space below will execute this agreement for the tasks as outlined in detail above; its return to our office will authorize us to commence our work. If you have any questions or require additional information regarding this agreement, please do not hesitate to call. We sincerely appreciate the opportunity to assist you with your project.

Sincerely,
Karins Engineering Group, Inc.



Josh Mannix, P.E.
Tampa Branch Manager
Florida Registration # 76974
JMannix@Karins.com

ACCEPTED this _____ day of _____, 2022

AGREEMENT AUTHORIZED BY:

Authorized Signature

Printed Name, Title

**PRIMARY ASSOCIATION CONTACT
FOR PROJECT:**

Contact's Name

Phone and Cell Numbers

Email

CLIENT BILLING ADDRESS:

To the Attention of:

Mailing Address

Billing Cycle Date: _____

Please indicate date by which Client requires invoices
in order to assure 30-day payment to KEG.

Send Invoices via Email to:

Name

Email Address



Client Initial _____



ARCHITECTURAL REVIEW COMMITTEE

Teams Meeting Online or by Phone

To join online: Click here to join the meeting	To join by phone: 689-206-0281 Phone Conference ID: 647194024#
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Monday, February 21, 2022, 5:00 PM

ARC MINUTES

Verify Quorum

ARC Members Present

- Adalberto Avila, Chairman
- Jesse Opalka
- Marissa Moccia
- Vaugh Roberts
- Geoffrey Mouen, Consulting Architect

ARC Members Absent

Call to Order

The meeting was called to order at 5:08pm

1. **Approve Minutes of Previous Meeting, January 24, 2022**
2. **Homeowner Comments**
3. **Unfinished Business**
 - I. **On-Site Property Reviews**

None
 - II. **Post-Completion Review of Major Projects**

None





Celebration Residential Owners Association (CROA)

III. New Business

IV. Applications for Review Online

1. 833 Oak Shadows Road – Gutters & Downspouts

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install gutters and downspouts was **not approved**:

The downspout should be placed in the back corner, on the other side of the gutter in a more discreet area of the home rather than in the front.

Please provide information on where the downspout will be feeding into as it appears to be a French drain and would like some clarity.

In the proposal, there should be additional clarity in regards to the line to the drain. Is it underground or mounted along the wall?

Within 30 days, please submit a new ARC application for Gutters and Downspouts with an updated proposal.

2. 1011 Oak Pond Drive – Security Devices

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing doorbell with a blink video doorbell was **approved with conditions**:

All door hardware finishes, and doorbell security devices must match.

The blink doorbell must be placed in the same location of the existing doorbell.

3. 1410 Resolute Street – Security Devices

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to replace the existing doorbell with a nest video doorbell was **approved with conditions**:

All door hardware finishes, and doorbell security devices must match.

The nest doorbell must be placed in the same location of the existing doorbell.

4. 1104 Croton Place – Roofing

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.



Celebration Residential Owners Association (CROA)

The request to replace the entire roof with architectural shingles in the Weatherwood was **approved with conditions:**

The entire roof must be replaced with the material: Manufacturer – GAF; brand – Timberline HD; color– Weatherwood.

5. 1111 Banks Rose Court – Roofing

Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to replace the entire roof with architectural shingles in Charcoal color was **approved with conditions:**

The entire roof must be replaced with the material: Manufacturer – GAF; brand – Timberline HD; color– Charcoal.

6. 308 North Village Street – Gutters & Downspouts

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add new gutters and downspouts to the home was **approved with conditions:**

Gutters and downspouts must meet specifications for the architectural style of this home.

No downspout extensions are to be installed and downspouts must be smooth surface.

No mid-wall downspout installations are permitted per design guidelines.

7. 608 Nadina Place – Gutters & Downspouts

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add new gutter and downspouts to the home was **not approved:**

Upon submission of a new ARC application please provide the following information.

Will the 6” gutter half-round or K-style?

Will the gutter go across the entire length of the front?

Will the new gutter meet the gutter that appears to already be there?

What is a double round downspout?

A picture of the proposed gutter and downspout would be helpful.

Also, a picture of exactly where the full length of the downspout will be installed.



Celebration Residential Owners Association (CROA)

8. 1506 Resolute Street – Patios, Walks & Porch Tile/Pavers

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install permeable pavers as proposed in the design plan submitted was **approved with conditions**:

Pavers must be evenly spaced and aligned and must meet our guidelines

9. 809 Spring Park Loop – Solar Heating, Power Generation & Other Devices

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add new solar panels to the home as presented on the design plan was **approved with conditions**:

Solar Panels must be placed on the roof in a way where it does not show from the front or side street, if any.

New guidelines updated in 2017 reflect that there must be a space within 4” between the roof and solar panels.

Solar panels mounted on racks are not permitted without explicit approval.

10. 161 Longview Avenue – Security Devices; Flags & Flagpoles

Motion made by: **Jesse**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing front doorbell with a new blink video front doorbell and install a new blink video camera for the backyard was **approved with conditions**:

The location for security cameras must be under the roof eaves, per the guidelines.

The old doorbell should be removed, and the new doorbell must be installed in the same location.

All doorbell finishes must match the existing door hardware.

Motion made by: **Jesse**; Motion seconded by: **Marissa**; All in favor.

The request to add two flags to the front porch pillars of the home was **approved with conditions**:

Ensure that location selected will allow the flag to be displayed without touching anything such as bushes, or siding.

Flags may not be mounted in a way which causes them to intentionally overlap.

The U.S. Flag must always be the largest flag displayed and must be displayed in a manner of prominence.



Celebration Residential Owners Association (CROA)

11. 1053 Banks Rose Street – Landscaping: Design & Planning

Motion made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to add landscape rock or gravel in a difficult area to maintain was **not approved**:

The proposed application does not include a proposed plan or layout and cannot be approved as submitted.

While it is permitted to provide landscape rock or gravel in the difficult to maintain area there is no detail showing what type of rock or the limitations of where the rock will be installed.

Please provide a proposed plan showing the actual layout to scale, details and specifications of the proposed materials, including what type of rock and color are proposed.

12. 1019 Nash Drive – Landscaping: Design & Planning

Motion made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to add landscaping and walkway was **not approved**:

Please provide the impervious surface area calculations and proposed paver details for the proposed walkway to be added.

13. 1005 Kestrel Court – Lighting: Structure Attached

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to retain the lighting structure attached to the porch ceiling was **approved with conditions**:

Exterior lighting fixtures must have bulbs in white or clear.

14. 794 Oak Shadows Road – Doors: Standard, Screen & Storm

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to replace the existing front door with a new proposed door was **approved with conditions**:

The new installed door must match the proposed door, exterior fiberglass entry door, oak collection.

New door hardware to match any other existing door hardware in material and finish.

15. 209 Norfolk Place – Painting: Exterior, General Request

Motion made by: **Jesse**; Motion seconded by: **Marissa**; All in favor.

The request to change the front door color to black was **approved**.

Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.



Celebration Residential Owners Association (CROA)

The request to add string light above the pool was **not approved**:

The string lights should not be visible from the front or side street, they should be discreet.

16. Georgetown at Celebration Condo Association, Bldg 24 & 25 – Roofing
Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to replace the entire roof with architectural shingles in Charcoal color for building 24 & 25 was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – Certainteed; brand –Landmark; color– Charcoal

Same color must be installed for all Georgetown Condominiums.

17. 122 Longview Avenue – Security Devices
Motion made by: **Jesse**; Motion seconded by: **Marissa**; All in favor.

The request to retain the existing small white camera in the rear window facing the backyard was **approved with conditions**:

The camera must only face the property and must remain indoors.

18. 1111 Ashbee Lane – Roofing
Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to replace the entire roof with architectural shingles in Charcoal color was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – GAF; brand –Timberline HD; color– Charcoal.

19. 1178 Wilde Drive – Painting: Exterior
Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to paint the home with the new body colors CASCADE GREEN [SHERWIN-WILLIAMS 0066] was **approved with conditions**:

See the placard for a complete list of approved colors (some colors may have changed).

The colors approved and listed in the placard are from the new Sherwin-Williams paint palette approved by the CROA Board of Directors in 2016. They are similar to but not exact matches of the previously used Color Wheel paint colors which are no longer in production.



Celebration Residential Owners Association (CROA)

Component	Approved Color
ROOF (for reference only)	WEATHERED WOOD
DORMER WINDOWS	BLACK (LATEX PAINT)
MAIN BODY – STUCCO	CASCADE GREEN [SHERWIN-WILLIAMS 0066]
TRIM	ALABASTER [SHERWIN-WILLIAMS 7008]
SHUTTERS	--
FRONT ENTRY DOOR	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
OTHER EXTERIOR PEDESTRIAN DOORS	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
GARAGE (“OVERHEAD” VEHICLE) DOOR(S)	ALABASTER [SHERWIN-WILLIAMS 7008]
PORCH CEILING(S)	ALABASTER [SHERWIN-WILLIAMS 7008] (SEMI-GLOSS)
PORCH RAILING CAP(S)	ALABASTER [SHERWIN-WILLIAMS 7008] (SATIN)
PORCH RAILINGS (OTHER THAN CAPS)	ALABASTER [SHERWIN-WILLIAMS 7008] (SATIN)
PORCH DECK(S) & STEPS	MORRIS ROOM GRAY [SHERWIN-WILLIAMS 0037]
PORCH FOUNDATION BEHIND LATTICE (IF PRESENT)	WHITE LATTICE OVER BLACK BACKGROUND
STEM WALL- SIDING / FOUNDATION ON HOME	CASCADE GREEN [SHERWIN-WILLIAMS 0066]

20. 1119 Indigo Drive – Security Devices

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install a new Ring doorbell to replace the existing doorbell was **approved with conditions**:

All door hardware finishes, and doorbell security devices must match.

The ring doorbell must be placed in the same location of the existing doorbell.

21. 939 Spring Park Loop – Windows: New/Replacement & Film/Tinting

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing windows with FAS Windows SH 5400 was **approved with conditions**:

Trim Sketch is shown on the wrong side of the window. Approved with the condition the detail is updated and corrected for ARC's records.

22. 1200 Ironsmith Dr #307 – Windows: New/Replacement & Film/Tinting

Motion made by: **Jesse**; Motion seconded by: **Adal**; All in favor.

The request to replace the CROA Board Approved windows for Artisan Park Condominium Unit was **approved with conditions**:



Celebration Residential Owners Association (CROA)

Windows must be replaced with CWS Aria 610 Series Single Hung windows per CROA Board approval.

Windows must have Low E 340 Grey Tint with Turtle Glass per CROA Board approval.

Windows must be installed by Baxter Windows & Doors.

Windows must be installed with projecting muntins, and 2-inch recess are required.

23. 1200 Ironsmith Dr #207 – Windows: New/Replacement & Film/Tinting
Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the CROA Board Approved windows for Artisan Park Condominium Unit was **approved with conditions**:

Windows must be replaced with CWS Aria 610 Series Single Hung windows per CROA Board approval.

Windows must have Low E 340 Grey Tint with Turtle Glass per CROA Board approval.

Windows must be installed by Baxter Windows & Doors.

Windows must be installed with projecting muntins, and 2-inch recess are required.

24. 122 Celebration Boulevard – Landscaping: Design & Planning
Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to remove and replace the existing Loropetalum shrubs with Ixora shrubs was **approved with conditions**:

Please be advised the Ixora shrubs is a subtropical plant and may be damaged or killed by extreme cold temperatures, exposure to temps below 40 degrees for extended periods of time.

25. 1013 Nash Drive – Fences & Walls
Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to add fencing to the home was **not approved**:

Please submit a new ARC application adding the responses to the following questions.

Where does this fence run on the side in conjunction with the neighbor's fence?



Celebration Residential Owners Association (CROA)

Will the fence tie to the neighbor's fence or run parallel?

Will the fence be installed on the property line?

Will the installation leave a strip of grass between this fence and the neighbors?

Please provide pictures of the type of fence and lattice as well.

Please indicate what type of fence is being proposed. Is it 4' solid, 2' lattice top?

26. 936 Pawstand Road – Landscaping: Design & Planning

Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to remove the existing oak tree in front of the home was **approved with conditions**:

Per our guidelines, a new canopy tree to replace the oak tree must be proposed to satisfy the canopy tree requirement.

27. 1229 Aquila Loop – Painting: Exterior

Motion made by: **Jesse**; Motion seconded by: **Marissa**; All in favor.

The request to paint the porch ceiling a new color was **approved with conditions**:

The color must match the proposed color: “after rain” by Behr.

28. 1115 Oscar Square – Painting: Exterior

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to paint the home with the new body color FRIENDLY YELLOW [SHERWIN-WILLIAMS 6680] was **approved with conditions**:

See the placard for a complete list of approved colors (some colors may have changed).

The colors approved and listed in the placard are from the new Sherwin-Williams paint palette approved by the CROA Board of Directors in 2016. They are similar to but not exact matches of the previously used Color Wheel paint colors which are no longer in production.

Component	Approved Color
ROOF (for reference only)	CHARCOAL
DORMER WINDOWS	BLACK (LATEX PAINT)





Celebration Residential Owners Association (CROA)

MAIN BODY – STUCCO	FRIENDLY YELLOW [SHERWIN-WILLIAMS 6680]
TRIM	GREEK VILLA [SHERWIN-WILLIAMS 7551]
SHUTTERS	--
FRONT ENTRY DOOR	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
OTHER EXTERIOR PEDESTRIAN DOORS	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
GARAGE (“OVERHEAD” VEHICLE) DOOR(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551]
PORCH CEILING(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
PORCH RAILING CAP(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SATIN)
PORCH RAILINGS (OTHER THAN CAPS)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SATIN)
PORCH DECK(S) & STEPS	GRIS [SHERWIN-WILLIAMS 7659]
PORCH FOUNDATION BEHIND LATTICE (IF PRESENT)	WHITE LATTICE OVER BLACK BACKGROUND
STEM WALL- SIDING / FOUNDATION ON HOME	FRIENDLY YELLOW [SHERWIN-WILLIAMS 0066]

29. 565 Campus Street – Landscaping: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to remove the front Crepe Myrtle tree was **approved with conditions**:

Once repairs are made to the irrigation or plumbing, a new crepe myrtle tree must be planted to replace the old tree to maintain the consistency of the building elevation design.

30. 309 Acadia Lane – Landscaping: Design & Planning

Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to modify the front landscaping as proposed was **approved as submitted**.

31. 1015 Wild Elm Street – Door Hardware

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the door hardware including doorbell was **approved with conditions**:

Must remove the gold kick plate and paint that area of the front door to match.





Celebration Residential Owners Association (CROA)

All door hardware finishes must match.

32. 1239 Roycroft Avenue – Painting: Exterior

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to paint the home with the new body colors ARGOS [SHERWIN-WILLIAMS 7065] was **approved with conditions**:

See the placard for a complete list of approved colors (some colors may have changed).

The colors approved and listed in the placard are from the new Sherwin-Williams paint palette approved by the CROA Board of Directors in 2016. They are similar to but not exact matches of the previously used Color Wheel paint colors which are no longer in production.

Component	Approved Color
ROOF (for reference only)	CASA GRANDE
DORMER WINDOWS	BLACK (LATEX PAINT)
MAIN BODY – STUCCO	DIVINE WHITE [SHERWIN-WILLIAMS 6105]
TRIM	GREEK VILLA [SHERWIN-WILLIAMS 7551]
SHUTTERS	--
FRONT ENTRY DOOR	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
OTHER EXTERIOR PEDESTRIAN DOORS	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
GARAGE (“OVERHEAD” VEHICLE) DOOR(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551]
PORCH CEILING(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
PORCH RAILING CAP(S)	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SATIN)
PORCH RAILINGS (OTHER THAN CAPS)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SATIN)
PORCH DECK(S) & STEPS	GRIS [SHERWIN-WILLIAMS 7659]
PORCH FOUNDATION BEHIND LATTICE (IF PRESENT)	WHITE LATTICE OVER BLACK BACKGROUND
STEM WALL- SIDING / FOUNDATION ON HOME	DIVINE WHITE [SHERWIN-WILLIAMS 6105]

33. 1062 Nash Drive – Painting: Exterior

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to paint the home with the new body colors ARGOS [SHERWIN-WILLIAMS 7065] was **approved with conditions**:





Celebration Residential Owners Association (CROA)

See the placard for a complete list of approved colors (some colors may have changed).

The colors approved and listed in the placard are from the new Sherwin-Williams paint palette approved by the CROA Board of Directors in 2016. They are similar to but not exact matches of the previously used Color Wheel paint colors which are no longer in production.

Component	Approved Color
ROOF (for reference only)	CHARCOAL
DORMER WINDOWS	BLACK (LATEX PAINT)
MAIN BODY – STUCCO	ARGOS [SHERWIN-WILLIAMS 7065]
TRIM	GREEK VILLA [SHERWIN-WILLIAMS 7551]
SHUTTERS	TRICORN BLACK [SHERWIN-WILLIAMS 6258]
FRONT ENTRY DOOR	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
OTHER EXTERIOR PEDESTRIAN DOORS	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SEMI-GLOSS)
GARAGE (“OVERHEAD” VEHICLE) DOOR(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551]
PORCH CEILING(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
PORCH RAILING CAP(S)	TRICORN BLACK [SHERWIN-WILLIAMS 6258] (SATIN)
PORCH RAILINGS (OTHER THAN CAPS)	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SATIN)
PORCH DECK(S) & STEPS	GRIS [SHERWIN-WILLIAMS 7659]
PORCH FOUNDATION BEHIND LATTICE (IF PRESENT)	WHITE LATTICE OVER BLACK BACKGROUND
STEM WALL- SIDING / FOUNDATION ON HOME	ARGOS [SHERWIN-WILLIAMS 7065]

34. 1310 Artisan Avenue West – Landscaping: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to remove the overgrown vines between the residences was **approved with conditions**:

It is highly recommended that any damages caused by the vines should be repaired.

35. 1115 Rush Street – Landscaping: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to remove the existing Queen Palm tree was **approved as submitted**.





Celebration Residential Owners Association (CROA)

36. 848 Spring Park Loop – Landscaping: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to remove the magnolia in the front yard was **approved with conditions**:

Please make sure the root ball is ground down at least 12 inches below grade and the area is restored to meet the existing previous.

37. 809 Spring Park Loop – Landscaping: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to modify the existing landscape design was **approved with conditions**:

Be advised, the Blue Daze and the Oyster plant may be affected by very cold temperatures.

38. 425 Celebration Avenue – Lighting: Structure Attached

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install string lights over the pool was **not approved**.

Please provide a detailed diagram of this proposed installation to include the location of strings, types and locations of mounting poles if used, height of light strings, potential for light pollution onto neighboring properties, etc.

39. 1009 Periwinkle Court – Roofing; Painting: Exterior

Motion made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to replace the entire roof with architectural shingles in Appalachian Sky was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – GAF; brand –American Harvest; color– Appalachian Sky.

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to paint the exterior body of the home Tin Lizzie was **not approved**:



Celebration Residential Owners Association (CROA)

The color “Tin Lizzie” is outside of the color palette for this home’s Victorian architectural style.

The Victorian color palette provides some lighter gray body colors.

It is recommended to choose either Passive SW7064 or Argos SW7065, respectively.

40. 1035 Jeater Bend Drive – Doors: Standard, Screen, Storm

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install a new garage door brand: clopay, style: gallery steel, long panel, standard white, and plain short windows was **approved as submitted**.

41. 907 Pondview Court – Windows: New/Replacement & Film/Tinting

Motion made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to replace existing windows with Renewal by Anderson double hung windows was **approved with conditions**:

The pattern, size, and color are to match the existing pattern, size and color

The Visible Light Transmission should be a minimum of 50% or greater, per our guidelines

The window must meet our installation guidelines and should be set behind the trim (waterproofing as needed).

42. 912 Beak Street – Patios, Walks & Porch Tile/Pavers

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the concrete driveway with pavers and extend the driveway was **not approved**:

Per the impervious guidelines, each separate subsection of the impervious area (home, paved area, A/C units, etc) should show on the application its square footage area. These should then be added to show the total impervious square footage and total percentage. This application presently assumes a 68% total impervious area with no calculations being shown.



Celebration Residential Owners Association (CROA)

Also, a landscaping application should be submitted for the area between the fence facing the alley and the proposed paver extension.

43. 1015 Wild Elm Street – General Request

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install a porch swing on the front porch of the home was **approved as submitted**.

44. 1401 Celebration Avenue #406 – Windows: New/Replacement & Film/Tinting

Motion made by: **Adal**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing windows with CROA Board Approved windows for Artisan Park Condominium Unit was **approved with conditions**:

Windows must be replaced with CWS Aria 610 Series Single Hung windows per CROA Board approval.

Windows must have Low E 340 Grey Tint with Turtle Glass per CROA Board approval.

Windows must be installed with projecting muntins, and 2-inch recess are required.

45. 1410 Celebration Avenue #304 – Windows: New/Replacement & Film/Tinting

Motion made by: **Adal**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing windows with CROA Board Approved windows for Artisan Park Condominium Unit was **approved with conditions**:

Windows must be replaced with CWS Aria 610 Series Single Hung windows per CROA Board approval.

Windows must have Low E 340 Grey Tint with Turtle Glass per CROA Board approval.

Windows must be installed with projecting muntins, and 2-inch recess are required.

46. 1139 Indigo Drive – Fence & Walls

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to modify the fencing at the home was **approved with conditions**:



Celebration Residential Owners Association (CROA)

Moving the one fence return that currently ends at the edge of the bay window to the 16' setback location is approved to make the fencing more aesthetically pleasing.

The rear fence must maintain the required 5' setback from the rear property line itself and not from the edge of the alley pavement. The rear property line is where the driveway fans out, rear fence should be 5' from where the driveway fans out.

47. 412 Arbor Circle – Security Devices

Motion made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to install 11 security cameras throughout the property as proposed on the camera site plan was **approved with conditions**:

Per our guidelines, all security devices should be hidden as much as possible from public view; they shall never be directed towards neighboring properties

Any conduits/wiring must be concealed within the structure.

48. 1111 Damask Street – Patios, Walks & Porch Tile/Pavers

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install pavers to create a patio in the front of the home was **not approved**.

Please provide a proposed patio drawn to scale on a site plan or survey to include the walkway.

The current drawing shows square patio corners and unclear dimensions as it relates to the home and property lines.

Must also submit a landscaping application for the landscaping that will be surrounding the patio.

Please submit a new ARC application with the recommended changes for reconsideration.

49. 1103 Indigo Drive – Easement Modifications

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.



Celebration Residential Owners Association (CROA)

The request to add pavers creating a walkway in the easement was **not approved:**

The proposed paver walkway does not align with the existing front entrance walkway, also covers a large portion of the required 3-foot tree ring.

The walkway may also affect the water drainage into the tree root system.

It is recommended to use 3 large steppingstones that would align with the mailbox that will not contribute to the previously mentioned concerns.

Please submit a new ARC application including the recommendation for reconsideration.

50. 120 Eastpark Drive – Windows: New/Replacement & Film/Tinting

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace existing windows with Pella Defender Series Windows was **approved with conditions:**

Must clearly indicate the Visible Light Transmission of the proposed windows.

Per our guidelines, the VLT must be a minimum of 50% or greater.

51. 806 Golfpark Drive – Windows: New/Replacement & Film/Tinting

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace existing windows in the home was **not approved:**

The application is pending items, please provide a sketch of the installation details to include where the window sits in relation to the exterior trim/wall, clearly indicate the Visible Light Transmission percentage (must be minimum 50% or greater), glass tint, and specs on muntins.

Please submit a new ARC application with the recommendations provided for reconsideration.

52. 100 Acadia Terrace – Painting: Exterior

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.



Celebration Residential Owners Association (CROA)

The request to paint the home with the new body colors STONE PARTITION [VALSPAR 335B-3] was **approved with conditions:**

See the placard for a complete list of approved colors (some colors may have changed).

The colors approved and listed in the placard are from the new Sherwin-Williams paint palette approved by the CROA Board of Directors in 2016. They are similar to but not exact matches of the previously used Color Wheel paint colors which are no longer in production.

Component	Approved Color
ROOF (for reference only)	CHARCOAL
DORMER WINDOWS	BLACK (LATEX PAINT)
MAIN BODY – STUCCO	STONE PARTITION [VALSPAR 335B-3]
TRIM	GREEK VILLA [SHERWIN-WILLIAMS 7551]
SHUTTERS	TRICORN BLACK [SHERWIN-WILLIAMS 6258]
FRONT ENTRY DOOR	RED [SHERWIN-WILLIAMS] (SEMI-GLOSS)
OTHER EXTERIOR PEDESTRIAN DOORS	GREEK VILLA [SHERWIN-WILLIAMS 7551] (SEMI-GLOSS)
GARAGE (“OVERHEAD” VEHICLE) DOOR(S)	GREEK VILLA [SHERWIN-WILLIAMS 7551]
PORCH CEILING(S)	LIGHT BLUE [SHERWIN-WILLIAMS] (SEMI-GLOSS)
PORCH RAILING CAP(S)	----
PORCH RAILINGS (OTHER THAN CAPS)	----
PORCH DECK(S) & STEPS	GRIS [SHERWIN-WILLIAMS 7659]
PORCH FOUNDATION BEHIND LATTICE (IF PRESENT)	WHITE LATTICE OVER BLACK BACKGROUND
STEM WALL- SIDING / FOUNDATION ON HOME	STONE PARTITION [VALSPAR 335B-3]

53. 620 Golfpark Drive – Solar Heating, Power Generation & Other Devices

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install solar panel on the tile roof of the home was **not approved:**

Please provide details regarding the necessary precautions that will be taken to properly install the proposed solar panels on the tile roof of the home.

Please submit a new ARC application with the information requested for reconsideration.

54. 846 Runner Oak Street – Door Hardware





Celebration Residential Owners Association (CROA)

Motion made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to replace the existing door hardware with Schlage Sense Smart Deadbolt with Century Trim in Satin Nickel and handleset was **approved with conditions**:

All door hardware finish must match.

55. 1012 Banks Rose St – Windows: New/Replacement & Film/Tinting

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the existing windows with Vinyl Double Hung 5460 was **approved with conditions**.

Windows must be installed with projecting muntins, and 2-inch recess are required.

56. 927 Croton Road – Fence & Walls

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to add a fence between your property and the neighboring property was **not approved**:

The diagram submitted does not show where fence begins and ends, or where it turns to the house.

Please provide the setbacks for the proposed location, type of fence if full privacy with or without lattice.

Please advise the type of posts to be used, pictures of the actual fence style to be used would be helpful.

Please submit a new ARC application providing the additional information requested for reconsideration.

57. 1008 Falling Leaf Street – Fence & Walls

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add fencing in the rear of the home to square off the yard was **not approved**:

There is a concern with the utility box being so close to an area where digging would be required.

The utility company would need to submit an official statement stating that the proposed installation is permissible.

58. 1127 Indigo Drive – Gutters & Downspouts



Celebration Residential Owners Association (CROA)

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install new gutters and downspouts to the home was **not approved**:

Please provide the location for the 2- 9” boxes and the location of the 30’ of underground corrugated drainpipe for installation. Avoiding any adverse effect to the neighboring property.

Please submit a new ARC application providing the additional information requested for reconsideration.

59. 122 Longview Avenue – Patios, Walks & Porch Tile/Pavers

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install new pavers to fill in the driveway and replace wood deck with pavers was **approved as submitted**.

60. 1010 Periwinkle Court – Roofing

Motion made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to replace the entire roof with architectural shingles in Charcoal color was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – GAF; brand – Timberline HD; color– Charcoal.

61. 600 Trumpet Place – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to modify the landscape was **approved as submitted**.

62. 1170 Wilde Drive – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to modify the existing landscape by removing the small crape and ornamental grass shrubs with groundcover, new sod and a viburnum hedge in the backyard was **approved as submitted**.

63. 168 Longview Avenue – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.



Celebration Residential Owners Association (CROA)

The request to remove the existing Elm tree is **approved with conditions**.

Please be advised that the property is required to have one canopy tree.

The tree must be replaced with an appropriate canopy tree.

64. 1053 Banks Rose Street – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install river rock on the side portion of the house was **approved as submitted**.

65. 1248 Celebration Avenue – Screen Enclosure & Landscape

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add a screen enclosure with proposed landscape plan was **approved with conditions**:
The proposed landscape design is approved as submitted.

The screen enclosure must not extend beyond the side of the main body of the home, per our guidelines.

The screen enclosure must also comply with any setback requirements set within our guidelines. A minimum 5' setback from the side yard.

66. 112 Clayton Avenue – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install 30 - 7 Gallon Podocarpus at the rear of the property to create privacy was **approved as submitted**.

67. 1412 Craftsman Avenue – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to remove the existing landscaping, mulch and sod and install new landscaping as proposed on the landscaping design plan was **approved as submitted**.

68. 1411 Resolute Street – Landscape: Design & Planning

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.



Celebration Residential Owners Association (CROA)

The request to use synthetic turf inside the private zone of the home was **approved with conditions**:

The proposed design and type of artificial turf is approved as submitted within the existing fenced private zone.

69. 1002 Periwinkle Court – Solar Heating, Power Generation & Other Devices

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install 27 Tesla solar panels was **approved with conditions**:

Panels must be installed with no more than 4” gap from the roof surface per our guidelines.

70. 608 Nadina Place – Gutters & Downspouts

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install gutters & downspouts to the home was **approved with conditions**:

Downspouts must not be installed down the middle of a wall, only at the corners.

71. 2311 Celebration Boulevard – Fence & Walls

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install fencing around the home was **not approved**:

This proposed 4ft. picket fence exceeds the maximum permissible height of 3ft.6in.

A landscape plan should accompany this application for the outside borders of the fence.

Please submit a new ARC application with the recommendations included for reconsideration.

72. 1074 Nash Drive – Roofing

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to replace the entire roof with architectural shingles in Driftwood color was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – GAF; brand –Timberline HDz; color– Driftwood.



Celebration Residential Owners Association (CROA)

73. 1105 Mosaic Drive – Patios, Walks & Porch Tile/Pavers, Screen Enclosure & Porch Screening

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install patio pavers in the backyard of the home was **not approved**:

The diagram appears to show the patio pavers extending all the way to the side yard fence and this may adversely affect the drainage patterns onto the neighbor's property.

If so, the owner should consider a landscaped area between the paver edge and fence.

Please submit a new ARC application with the recommendations provided for reconsideration.

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install a new screening enclosure to your home was not approved:

The screen framing will attach to the home, therefore per our guidelines, the framing color should match the trim of the home, white.

Please submit a new ARC application with the recommendations provided for reconsideration.

74. 2265 Celebration Boulevard – Screen Enclosure & Porch Screening

Motion made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to install a screen to screen in your side porch was **not approved**:

Please provide the specs of the frame and screen, dimension, frame color, and details explaining if a door will be installed as well.

Please submit a new ARC application providing the requested information for reconsideration.

75. 119 Celebration Boulevard – Fence & Walls

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to install fencing surrounding the front of the home was **not approved**:

Front yard fences shall not exceed 3'-6" in height, per our guidelines. This picket fence appears to be 4' high on the contract. The appropriate landscape plan must also be submitted.



Celebration Residential Owners Association (CROA)

Please submit a new ARC application to include the recommended changes for reconsideration.

76. 610 Golfpark Drive – Roofing

Motion made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to replace the entire roof with architectural shingles in Onyx Black color was **approved with conditions**:

The entire roof must be replaced with the material: Manufacturer – Owen Corning; brand – True Definition Duration; color – Onyx Black.



Celebration Residential Owners Association (CROA)

a. Applications for Review at Scheduled Meeting

1. 745 Siena Palm Drive – General Request: Benches, General Request: Pet Waste Stations, General Request: Trash Cans, General Request: Dumpster Gate Color

Motion to approve made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to replace 3 benches at the locations proposed in the site plan presented was **approved as submitted**.

Motion to approve made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to replace and install new pet waste stations at the locations proposed in the site plan presented was **approved as submitted**.

Motion to approve made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to change the color of the gate to the dumpster to dark green to match the shutters of the adjacent buildings was **approved as submitted**.

Motion to approve made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to replace trash cans at the locations proposed in the site plan presented was **approved as submitted**.

Motion to approve made by: **Jesse**; Motion seconded by: **Vaughn**; All in favor.

The request to replace and install new bike racks at the locations proposed in the site plan presented was **approved as submitted**.

2. 627 Mulberry Avenue – Structural Changes

Motion to deny made by: **Adal**; Motion seconded by: **Vaughn**; All in favor.

As discussed with the homeowner at the ARC committee meeting, the request to extend the rear of the townhome to include a 3-story addition was **not approved**:

The side and rear of the elevation reveal a massing and roof form that is not consistent with the guidelines for the Classical style townhomes.

The proposed gable pitch is too shallow for the architectural style of the home. The left side elevation illustrates that the transition from a side gable to a rear gable is arbitrary and the side gable is cut off midway down the rake. This is a poor massing configuration.



Celebration Residential Owners Association (CROA)

It is also recommended to add a dormer window to the 3rd floor design.

Please submit a new ARC application with a new design to include recommended changes for reconsideration.

3. 504 Celebration Avenue – Structural Changes

Motion to deny made by: **Adal**; Motion seconded by: **Jesse**; All in favor.

The request to add a studio to the front yard of the home for business purposes was **not approved**:

The proposed structure will be a fourth structure on the lot, this would create too many structures on a lot.

The proposed location is too far forward, all ancillary structures and wings that project past the main body of the home should be 20' behind the front façade zone (40' behind the property line).

The proposed Porte Cochère is approvable, please submit a new ARC application with a new design to include recommended changes for reconsideration.

4. 238 Longview Avenue – Structural Changes

Motion to approve made by: **Vaughn**; Motion seconded by: **Adal**; All in favor.

The request to add additional bedrooms over the garage and create a mudroom between the main house and garage was **approved with conditions**:

The existing 1st level chamfered area on the garage seams should be squared off.

Corner boards should be on all corners to match the proposed corner board.

Contractor and homeowner should discuss changing the proposed balcony for a window to address privacy concerns for the neighboring home.

Drainage issues between the homes should also be addressed.

5. 1326 Artisan Avenue West – Structural Changes

Motion to approve in concept only made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to expand the garage and add an apartment above the garage was **approved in concept only**:

The rear setback for the garage should be 15' from the rear property line. The site plan submitted does not indicate the proximity to the rear property line, details were not provided.



Celebration Residential Owners Association (CROA)

6. 1108 Celebration Avenue – Structural Changes

Motion to approve made by: **Vaughn**; Motion seconded by: **Marissa**; All in favor.

The request to add a new garage and convert the existing garage to an **additional** bedroom to include a bathroom was **approved as submitted**.

7. 1163 Wilde Drive – Structural Changes

Motion to deny made by: **Marissa**; Motion seconded by: **Jesse**; All in favor.

The request to remodel the outdoor kitchen structure in the backyard of the home was **not approved**:

The columns and roof of the outdoor existing structure should be consistent with the classical architectural style of the home.

The columns should have caps and bases, remain consistent in height and be consistent with classical architecture of the home.

The roof should not be flat or significantly slanted, consider a roof style consistent with the style of the home.

The replacement of outdoor kitchen appliances is approvable.

Please submit a new ARC application to include the recommended changes for reconsideration.

8. 224 Acadia Terrace – Structural Changes

Motion to approve in concept only made by: **Marissa**; Motion seconded by: **Vaughn**; All in favor.

The request to add 32” square brick stepping pads in that lead to a front garden and replace the existing concrete driveway with solid paver bricks and changing the screen enclosure to be a rectangular shape was **approved in concept only**.

Please provide pictures or samples of the proposed materials.

The screen enclosure must not be closer to side yard than the main body of the home.

Please submit a new ARC application to include the recommended changes and materials used for reconsideration.



Celebration Residential Owners Association (CROA)

9. 1019 Nash Drive – Fences & Walls, Landscape: Design & Planning

Motion to approved made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to add the proposed fencing and landscape plan was **approved as submitted**.

10. 1071 Nash Drive – General Request: Pergola

Motion to approved made by: **Vaughn**; Motion seconded by: **Jesse**; All in favor.

The request to custom build a 4-post free standing pergola near the garage of the home out of pressure treated wood and stained to match the spa wood was **approved with conditions**:

Please provide elevation design to indicate the material being used is pressure treated wood.

11. 799 Oak Shadows Road – Roofing

Motion to deny made by: **Adal**; Motion seconded by: **Jesse**; All in favor.

The request to replace the existing roof with Brava - Spanish Barrel Tile, in Terra Cotta color was **not approved**:

The Spanish Barrel Tile are smaller in size compared to Ceramic Spanish Tile.

Please submit a new ARC application with a different proposal for the roof.

III. Other New Business

None.

IV. Adjournment

Please note: Agenda is subject to change without notice.

The meeting was adjourned at 6:30pm

Approved:

Adalberto Avila, Chairman

03-11-2022

Date





Celebration Residential Owners Association (CROA)

CROA Finance Committee Minutes for the December 7, 2021 Meeting

- I. Call to Order - Brian Kensil called the meeting of the Finance Committee to order at 6:00 pm. Committee member in attendance were Bill Grindl, Jim Hyman, Mike Jackson, John Weigand, Matt Luttinger and Cindy Swisher. Brian Kensil participated as the Committee chair. Donn Gilray and Ariel Lovera attended as management representatives.
- II. Adopt Agenda - Mike Jackson motioned to adopt the agenda and Matt Luttinger seconded. The motion passed unanimously.
- III. Approval of Meeting Minutes – November 16, 2021 – Mike Jackson motioned to approve minutes and Jim Hyman seconded. Motion passed unanimously
- IV. Action/Discussion Items
 - a. 2020 Audit Report – Introduction of David Baker, auditor, to committee.
 1. David gave an overview of their year. The Managing Partner, David Cole, passed away from Covid during the year. The firm was sold to another firm. They will continue as Cole and Associates, with the same business focus.
 2. David provided an explanation for the required change regarding reserve assessments. This change was driven by updated GAAP pronouncements. Reserves will now show as a contract liability on the balance sheet. No changes needed on the management financials. Capital improvement fund and replacement reserve funds are listed in the same location.
 3. They will add a footnote regarding replacement reserves and the change to the charter in 2020 which mandates the usage of the replacement funds for replacement reserve items only.
 4. They will also note that the capital improvement funds may be used for other business purposes. This is at the discretion of the CROA Board (e.g. they may be used as operating funds if needed).
 5. Note #1, the 4,321 residential units for 2021 will be increased by Island Village adding 54 platted units in by the end of 2021.
 6. Concentration of risk exposure of \$119,350. We need to make sure we transfer any uninsured funds. Current uninsured funds are at Artisan Park.
 7. The question was raised for the next meeting to discuss how GrandManors monitors uninsured funds in bank accounts.
 8. A motion was made to accept the 2020 Audit with noted changes by Matt Luttinger and seconded John Weigand. The motion was accepted unanimously.
 9. A motion was made to accept the 2021 engagement letter by John Weigand and seconded by Jim Hyman. The motion was accepted unanimously.





Celebration Residential Owners Association (CROA)

10. The expectation is for this year's audits reports to be received in June or July of 2022.

b. Finance Committee 2022 Plan - Recurring items for meetings until they are resolved:

1. CROA receivable from CJC
2. Newspaper advertising write off
3. Water Bills
4. Davey contingent liabilities
5. Questions regarding capital funds
6. Discussions regarding income statements and balance sheets.

- V. Committee Member Comments - Management perspective is that we have received everything from CCMC. We are in the process of mapping October financials. Service Area financials are uploaded for residents. Working on CROA financials and should be uploaded by next week. Ariel will close out December financials. Next meeting will be February 8, 2022 at 6PM to discuss December financials and investments balances.
- VI. Adjournment – John Weigand motioned to adjourn the meeting and Mike Jackson seconded. Meeting adjourned at 7:02 pm





Celebration Residential Owners Association (CROA)

Recreation Committee Meeting Tuesday, January 25, 2022 5:30 PM MINUTES

Owners Comment

Diane Finney, Celebration Resident, expressed concerns about the usage of the tennis courts and the residents not having the opportunity to use them. Diane continued with her concerns about the finances of tennis and how many hours the program utilizes the courts are too many.

Charles Richards, Celebration Resident, explained his concerns about taking away the multipurpose lawn at Spring Park. Brought up to look at another location or renting the equipment than taking away the whole lawn. Charles later explained that he is questioning the engagement of the community and the date that is being presented.

Carol George, Celebration Resident, was wanting to know how much usage the current bocce ball court receives. Expressed her concerns with the maintenance that needs to be done and wanting card readers at all locations. Carol also touched on why we need so many pickleball courts in town.

Steve Northridge, Celebration Resident, explained that the pickleball is only a trial in the location down the road. Naples is the actual headquarters. Steve also commented on how poorly the bocce ball in Artisan Park looks and saying the focus of lawn sports is putting in croquet.

Ilene Bahr, Celebration Resident, also expressed concerns of the bocce ball court and stated that is not regulation size and it either needs to be taken out completely or redone due to its current looks.

Call to Order

The Recreation Committee Meeting was called to order at 5:32 PM by Adam Parrish (Chairman). Also present were Tania Filak, Joseph Linehan, Marco Meccia, Dorie Moyer and John Troutt. The Committee who was not present was Allen Rowin. Representing the CROA Board was Celia McFadden, Jackson Mumey and Cindy Swisher. Representing GrandManors were Lauren Gunnyon, Executive Director; Niki Patten, Parks and Recreation Manager, Danny Mann Jr., Parks and Recreation Coordinator, and Jaclyn Aul, CCFC Field Coordinator. The meeting, having been appropriately noticed, was ready to proceed with business.





Celebration Residential Owners Association (CROA)

Adopt Agenda

Tania motioned to adopt the agenda. Dorie seconded.

Action/Discussion Items

1. Approval of the meeting minutes

- a. Recreation Committee Meeting 23 November 2021

Tania approves, Joseph seconds. No discussion.

- b. Recreation Committee Workshop 14 December 2021

Tania approves, Joseph seconds. No discussion.

- c. Recreation Committee Workshop 4 January 2022

Tania motioned to approve the Recreation Committee Meeting Minutes for November 23 and December 14. Joseph Seconded the motion. The motion passed unanimously. Adam motioned to review the January 4 meeting minutes; Joseph seconded the motion. Discussion among group, straw poll was taken, and no consensus or formal recommendations was provided in regards to Pickleball and Field 1 & 2 plans. Adam motioned to approve the minutes, Joseph second. The motion passed unanimously.

2. Parks and Recreation Update

Management noted that the reseeding project of fields 1 & 2 at the Complex is now complete, and the Complex will remain closed and only open for reservations. As for the basketball courts, contractor will begin in the beginning of March to repaint and replacement of basketball hoops. Jackson explained why we are keeping the Complex closed and only open for Celebration Residents rentals at this time. The Committee discussed about security and making sure a member of management is always at the Complex, how outside organizations should not be able to use the fields and wanting to know property policy and procedures of closing the facility and safety.

Motion for number 3: Tania, Joseph second for a recommendation to the board for approval.

3. Central Florida Community Arts – Summer Camp Facility Request

Seth Niquette, representative of the Central Florida Community Arts, reviewed the Jones Room and the Activities room to ensure their camp can accommodate our locations. Seth explained the basis of the summer camp they would like to hold in The Town of Celebration. Committee discussed and asked questions following the presentation. Management recommendation was to utilize the activities room only and 1-2 weeks for the months of June & July and 1 week in August. Management also





Celebration Residential Owners Association (CROA)

expressed about low park monitor staffing. Call to vote, does not move to the board.

4. Volleyball Application – Facility Request

Celebration Resident requesting Tuesday nights each week to coach 10–13-year-olds. Management recommendations to paying hourly rates. Marco motioned to approve beach volleyball as a program. John seconded the motion. Discussion between the committee members, would this be a partner program, hourly rates versus 20% from partner programs. Adjustment was made to be written as a partner program versus resident charging. Call to vote, move forward as a partner program.

5. Book Club of Celebration – Facility Request

Victoria Roos, Celebration Resident, asking for a weekly program that lasts from 1.5-2 hours (flexible between the hours 6-8pm). Continues to explain what would be taking place at her program and the importance for the human body. Focus to adults at the beginning and then expand to younger adults or kids depending on success. Committee begins discussion and asking questions about where this would take place, marketing tools and would be considered a support group. Joseph motioned to recommend to management to sign up as a support group. Tania seconded the motion. Call to vote, move forward to management to sign up as a support group.

6. Advantage Tennis Contract Review – Usage & Pay Structure

Management has been doing research and working with The CROA board and Recreation Committee in order to rewrite the contract, wanting to open up 2 courts to residents at all times and no major changes to contract due to renewal in the fall. Smaller changes weren't going to change residents' complaints and court usage issues. Looking to the committee before finalizing the contract specific restrictions and pay structure you would like to see for this program. Questions from committee to management regarding where the 20% of pay comes from versus hourly rates for clear records. Current contract is not up to date and not written clearly. Management was asked if our facilities can support his program at its current state. Discussion among committee members continued hourly rates, limitations on a certain number of courts and 20% pricing. Joseph recommends that we follow the recommendation about the 2 open courts and receive tennis feedback. Motion to go with managements contract under these guidelines. John seconds. Discussion, Barbara Reeb-Sharma, Celebration Resident, emailed members of the Board and Recreation Committee about the facts that she has seen at the courts and in the contract. Has been kicked off of the court several times. Changes need to be made to the new contract and verbiage is important. Another resident asked if any tournaments are allowed here in town. Management coming back with more information

Discussion

1. Member Comments

Management stated the next meeting will be Tuesday, February 22nd. Discussion: changing the





Celebration Residential Owners Association (CROA)

schedule of the next meeting to Tuesday, February 15th.

Adjournment

Joseph motioned to adjourn. Dorie seconded, and the motion passed unanimously at 8:45 PM.





Celebration Residential Owners Association (CROA)

Special Events Committee Meeting

Tuesday, January 11, 2022

MINUTES

- I. **Call Meeting to Order & Establish Quorum** – The Special Events Committee meeting was called to order at 2:00 p.m. by Dorie Moyer. Committee members attending the meeting in person were Dorie Moyer, Melodee Nemeth, Sandy Chaleski and Debi Jackson. Representing Management in person were Lauren Gunnyon, Executive Director, J.R Rupp, Communications and Lifestyle Director, and Lifestyle Coordinators Amber Whittaker and Allison Iskowitz. Representing the CROA Board of Directors was Cindy Swisher. A quorum was declared and the meeting, having been properly noticed, was ready to proceed with business.
- II. **Review & Approve December Committee Meeting Minutes** – Sandy Chaleski motioned to approve the December 14, 2021 meeting minutes as presented. Melodee Nemeth seconded the motion to approve the minutes and the Committee was all in favor.
- III. **Review Past Events**
 - A. **Holiday Concert** – The Holiday Concert featuring The Legendary Count Basie Orchestra will take place at the CCFC on Sunday, December 19 at 7 p.m. There were 50 six-person tables and 40 four-person tables, and there was a total of 517 residents in attendance at this event. Melia sold food and beverages at this event. The Committee enjoyed the event, and they recommended to either light up the dance floor from underneath, or to move it closer to the stage. They also recommended to have a better system of distinguishing the reserved tables from the open seating area for those without reservations. Two possible solutions include placing “Reservations Only Past This Point” onto an A-frame, or to add “Reserved” onto the tables with the numbers.
- IV. **Review Upcoming Events**
 - A. **Movie Night** – There are two movie nights scheduled, on January 14 and February 4. The January 14 movie night featuring *Space Jam: A New Legacy* will take place during Food Truck Friday at Lakeside Park. The February 4 movie night featuring *Isn't it Romantic?* will be held as a standalone event at Lakeside Park. Both movies will begin at 6:30 p.m.
 - B. **Father Daughter Dance** – The Father Daughter Dance is scheduled for Friday, February 18 at the CCFC from 6-9 p.m. The Committee discussed the decorations and decided to do a mix of different colors, including fuchsia, apple green, orange and possibly yellow, for the tablecloths. White Castle is unable to provide food for this event, so the Committee requested pizza but cut into smaller squares instead of large slices. The food will be served out of the concession stand instead of under the tent, but the rest of the set up will be similar to last year's event. The small cardboard buses are unavailable for centerpieces, so the Committee decided to use colored jars and fairy lights instead.





Celebration Residential Owners Association (CROA)

- C. Pups & Pints** – Pups & Pints is scheduled for February 26, 2022, from 11 a.m. to 3 p.m. at Lakeside Park. Vendor applications are now open and have already been sent to vendors who have previously participated. The Committee requested more signage listing the time for the Costume Contest, and they wanted to keep the numbered wristbands for the event as well. They also recommended Management reach out to Melania with Celebration Dog Training to participate in this event as well.
- V. Open Discussion**
- A. Art & Wine Stroll** – The CROA Board recently decided to not provide insurance for independent events that are not sponsored by CROA. Meryl Rachlin spoke to the Committee regarding CROA taking on the Art and Wine Stroll as a CROA sponsored event. Meryl requested the event take place on Market St as a separate event from Food Truck Friday as she does not believe the clientele is the same for these events. Additionally, she is requesting at least three Art & Wine Stroll dates per year. If this were to be a CROA sponsored event, all event revenue and vendor fees would come directly to CROA. The Committee requested Management and the Committee come up with a list of parameters for the event prior to proceeding. They also wanted to discuss the location and number of dates with Lexin before moving forward.
- VI. Adjournment** – There being no further business, the Committee adjourned at 3:30 p.m. The next meeting is scheduled for Tuesday, February 8, 2022.





Celebration Residential Owners Association (CROA)

Special Events Committee Meeting

Tuesday, February 8, 2022

MINUTES

- I. **Call Meeting to Order & Establish Quorum** – The Special Events Committee meeting was called to order at 2:00 p.m. by Dorie Moyer. Committee members attending the meeting in person were Melodee Nemeth, Sandy Chaleski and Debi Jackson. Dorie Moyer attended the meeting virtually. Representing Management in person were J.R Rupp, Communications and Lifestyle Director, and Lifestyle Coordinators Amber Whittaker and Allison Iskowitz. Representing the CROA Board of Directors was Celia McFadden. A quorum was declared and the meeting, having been properly noticed, was ready to proceed with business.
- II. **Review & Approve January Committee Meeting Minutes** – Sandy Chaleski motioned to approve the January 11, 2022 meeting minutes as presented. Debi Jackson seconded the motion to approve the minutes and the Committee was all in favor.
- III. **Review Past Events**
 - A. **Movie Nights** – The January 14 movie night featuring *Space Jam: A New Legacy* was held in conjunction with Food Truck Friday. There were approximately 75 people who watched this movie. The February 4 movie night featuring *Isn't It Romantic* was held as a stand-alone event and had approximately 45 residents in attendance.
- IV. **Review Upcoming Events**
 - A. **Father Daughter Dance** – The Father Daughter Dance will be held at the CCFC on Friday, February 18 from 6-9 p.m. Currently there are 227 residents registered for this event, which is up from 2021's total number of 217 participants. The registration deadline is February 10. Management brought sample centerpieces, giveaways and decorations to show the Committee. The food will include pizza, chips, prepackaged cookies, fruit cups, juice boxes and bottled water. Management plans to meet at the CCFC at noon on Friday to put all the finishing touches on the venue.
 - B. **Pups & Pints** – Pups & Pints sponsored by Island Village at Celebration will take place at Lakeside Park on Saturday, February 26 from 11 a.m. to 3 p.m. There are currently 21 vendors registered for this event. Also scheduled for this event are the Pet Caricature Artists, the Caribbean Country Duo, and the Doggie Dog World performers. There are three food trucks scheduled to be in attendance – Crooked Cow Creamery, A No Roots Kitchen, and Twisted Bites. Town Hall staff will be serving the alcoholic beverages at the “Watering Bowl” tent. The costume contest was moved to 1 p.m. as requested by the Committee to people more time to sign up. There will also be additional signage outlining the schedule placed throughout the event venue.





Celebration Residential Owners Association (CROA)

- C. **Annual Meeting** – The Annual Meeting will take place on Wednesday, March 2 at Town Hall. The reception including drinks and light refreshments will begin at 5:15 p.m. and the meeting will begin at 6 p.m.
 - D. **Movie Night** – The next Movie Night is scheduled for Friday, March 4 at 6:30 p.m. This event is a stand-alone event featuring *The Greatest Showman*.
 - E. **Concert on the Lawn feat. Dublin Beat** – The next Concert on the Lawn will take place on Wednesday, March 16 at 7 p.m. at Lakeside Park. This is a resident-only event. The Committee discussed having black table toppers and would like to have the shamrock plant centerpieces again like last year's St Patrick's Day event.
- V. **Open Discussion**
- A. **Mother Son Events** – Celia has been approached by several residents inquiring about Mother Son events. From the discussion she has had with these residents, the consensus seems to be that they would rather have mother-son events in town rather than off-site as they have been in the past. The Committee discussed what an in-town Mother Son event might look like and what age ranges might be interested in participating.
 - B. **Christmas Parade** – Celia also asked about the possibility of having a Christmas parade downtown each year. This has been something management has considered before; however, a parade is not logistically feasible due to the holiday festivities held at Celebration Town Center and the amount of traffic those festivities bring.
 - C. **Resident Feedback** – The Committee discussed the need for resident feedback regarding events. They discussed different ways of receiving feedback, including having survey sheets on the tables at the next event; giving a list of the previous year's events with the option to check "Yes I attended" or "No I didn't attend" along with space for feedback; and feedback cards for new event ideas including asking what events residents had in their hometowns that they would like to see brought to Celebration. Other venues for obtaining feedback could be via CiraNet and the Friday Flash.
 - D. **Home Expo** – The Committee asked Management about the Home Expo held in previous years. This event is no longer hosted because many businesses prefer to do business online and were no longer interested in participating in the Expo.
- VI. **Adjournment** – There being no further business, the Committee adjourned at 2:44 p.m. The next meeting is scheduled for Tuesday, March 8, 2022.

