

**MINUTES OF MEETING
ENTERPRISE COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Enterprise Community Development District was held Wednesday, August 18, 2021, at 4:00 p.m. at the District Office, 313 Campus Street, Celebration, Florida 34747.

Present and constituting a quorum were:

Jason Herrick	Chairman
Kimberly Locher	Vice Chairman
Paul Johnson	Assistant Secretary

Also present, either in person or communications media technology, were:

Gary L. Moyer	Manager: Moyer Management Group
Angel Montagna	Manager: Inframark
Sarah Sandy	Attorney: Hopping Green & Sams
Kathy Leo	Engineer: GAI Consulting
Brenda Burgess	Moyer Management Group
Ben Griffin	Inframark, Utility Operations Division
Renea McRoberts	Inframark, Utility Operations Division
Russ Simmons	Inframark, Management Division
Julie Yevich	Inframark, Management Division

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Herrick called the meeting to order at 4:00 p.m.

Ms. Montagna called the roll and stated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Herrick led the *Pledge of Allegiance*.

THIRD ORDER OF BUSINESS

Public Comment Period

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Consideration of Resolution 2021-08, Designating a Secretary

Mr. Herrick read Resolution 2021-08 into the record by title.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-08, removing Mr. Moyer and designating Ms. Montagna as Secretary.
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B. Consideration of Resolution 2021-09, Designating an Assistant Treasurer

Mr. Herrick read Resolution 2021-09 into the record by title.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-09, removing Mr. Alan Baldwin and designating Ms. Trumaine Easy as Assistant Treasurer.

C. Consideration of Resolution 2021-10, Designating a Registered Agent
Mr. Herrick read Resolution 2021-10 into the record by title.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-10, designating Ms. Sandy as registered agent.

D. Consideration of Resolution 2021-11, Designating Officers
Mr. Moyer read Resolution 2021-11 into the record by title.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-11, designating the current slate of officers, as updated for Resolutions 2021-08 and 2021-09.

FIFTH ORDER OF BUSINESS

Consent Agenda

A. Acceptance of the Minutes of the June 14, 2021, Regular Meeting

The minutes are included in the agenda package and available for public review in the District Office during normal business hours.

B. Check Register and Invoices

The check register and invoices are included in the agenda package and available for public review in the District Office during normal business hours.

C. Funding Request #20 to Mattamy Homes

The funding request is included in the agenda package and available for public review in the District Office during normal business hours.

On MOTION by Mr. Johnson, seconded by Ms. Locher, with all in favor, unanimous approval was given to the consent agenda, as presented.

SIXTH ORDER OF BUSINESS

Public Hearing for Adoption of the Fiscal Year 2022 Budget

A. Fiscal Year 2022 Budget Discussion

Mr. Herrick opened the public hearing for public comment on the proposed budget for fiscal year 2022. The record will reflect no members of the public were present.

Mr. Moyer stated the budget is composed of two components. One is the general fund budget that is supported by the levy of non-ad valorem assessments on the real estate tax bills for landowners within the District. As I indicated at the previous meeting, we are not recommending an increase in the non-ad valorem assessments, which means everyone's tax bill this will be exactly the same as it was last year. Those revenues have been sufficient for Mr. Simmons and his staff to operate and manage the water management system, street lights, and other infrastructure within the District. We try not to raise assessments and we try to operate the District from our current revenue sources. The other component in the budget deals with the water/sewer fund. We had a good discussion at the June meeting regarding some of the line items in the budget, recognizing what is difficult to project deals primarily with connection fee revenues because we do not know when those fees will materialize. We still anticipate Delamarre will come in this current fiscal year with additional connection fees. They have not so far. We are still collecting connection fees from Mattamy Homes as they start building within the Island Village project. I think that actuals will change between now and the end of our fiscal year. The other noteworthy item is expenses that have been experienced in maintaining the distribution and collection system and pumps within the District. Although that will end up being over budget this fiscal year, we still generate sufficient revenues to cover those expenses. Both budgets are balanced. There is one noteworthy comment on page 12 of the budget where total operating expenses are shown as \$9,218,000, but of that amount, \$2,433,000 is for the District to have acquired Celebration Boulevard extension. I believe Ms. Leo will bring something today on additional acquisition of utility improvements. We anticipated that expenditure. When we started, we had a little over \$7 million in that category. Its purpose is to extend the utility system. We recapture those expenditures through the collection of connection fees. Ups and downs will occur in this schedule over the next couple years. Several years ago, we performed an analysis of whether we were going to end up breaking even in all of that, and when you look at 1,300 units for Island Village and some of the build-out of property along Celebration Boulevard that has not yet been developed yet which in some cases is high-density residential, we will end up doing fine on line extension work. I wanted the Board to be aware of that. If you look solely at the bottom line, it will show we are \$2.4 million over what we anticipated, but that was approved and anticipated.

Ms. Locher asked am I reading this correctly that the bonds have only two or three more years?

Mr. Moyer stated yes, that is correct. One thing I will recommend to Ms. Montagna is, when the audit comes in next year, which will be around May, the Board should look at those numbers. We have substantial reserves within the bond funds, in addition to the reserves we carry on the balance sheet. I suspect we could pay off that bond issue two years early. It will be approximately \$2 million after this year. We spend about \$1 million each year in principal and interest expenses. Once the bonds are paid off, that money would be available for future renewal and replacement of the utility system, and you can build that fund over time. It is time to look at whether or not we can pay off that bond issue.

Ms. Locher stated that would be great.

Mr. Herrick asked will we be looking at a bond issue at some point in the future?

Mr. Moyer stated it depends in part on what happens on the west side of I-4, which is part of this District and is Disney property. At this point, I am not aware of any plans for that property. Once they have plans, we may end up issuing another series of bonds. We will have to identify another source for potable, wastewater, and reuse water treatment. We currently have a large-user agreement with Toho Water Authority (“Toho”) to cover all the east side of I-4 with nothing on the west side. We may have to do something in the future in that regard. It depends what Disney does, and it may end up being Reedy Creek Improvement District depending on the land use. We just do not know.

Mr. Herrick stated it is unlikely to be Toho.

B. Resolution 2021-12, Adopting the Fiscal Year 2022 Budget

Mr. Herrick read Resolution 2021-12 into the record by title.

Mr. Johnson stated the appropriations section is blank. Is that because there are no appropriations?

Mr. Moyer stated no, we will have appropriations, but those numbers are based on the budget that is adopted. Staff does not usually fill in those blanks until the Board takes action on the budget. That is a ministerial function staff will complete to fill in the blanks.

<p>On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-12, adopting the fiscal year 2022 budget, as presented.</p>

C. Resolution 2021-13, Imposing and Levying the Fiscal Year 2022 Assessments and Certifying the Assessment Roll

Mr. Herrick read Resolution 2021-13 into the record by title.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to Resolution 2021-13, imposing and levying the fiscal year 2022 assessments and certifying the assessment roll.
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SEVENTH ORDER OF BUSINESS Business Matters

A. Consideration of Resolution 2021-14, Accepting the Replat for Island Village Phase 1A

Mr. Herrick read Resolution 2021-14 into the record by title.

Mr. Moyer stated the Board is aware that a portion of the Phase 1A plat is for the elementary school, which has been expanded. In order to make the expansion of that property and delete some of the residential property that was previously platted, they went back and replatted all of Phase 1A.

Ms. Locher asked is the school expanded to be more than an elementary school?

Mr. Moyer stated no, it will still be an elementary school, but they are making it bigger. Ms. Leo has looked at it, also.

Mr. Johnson stated it looks like just east of our lift station where the driveway to the lift station is will be part of the school site. Will we need to clean up the easements for utilities for those areas and make sure we have access to the lift station from the school site?

Ms. Leo stated I looked at that initially. I asked a similar question, and access was fine at the time. I can get back to you on it. There is one typographical error where “replat” is spelled wrong on page 2 of the replat.

Mr. Herrick asked is this the lift station that will not have a paved access?

Mr. Simmons stated yes, this is the lift station where we cannot get a back truck to it right now the way they designed the rock road on top of the sandy soil. It needs to be concrete, or asphalt at a minimum.

Mr. Moyer stated Mr. Johnson makes a good point. One of the items we are asking the Board to consider is accepting Phase 1B.

Ms. Leo stated yes, which is farther down. Phase 1A has already been accepted. There were some changes to accommodate utilities for the school, which was done with

the initial acceptance. We will come back later and take some pipe under the street that was part of this.

Mr. Moyer stated the point I am raising is, we need that access paved before we accept the lift station improvement.

Mr. Herrick asked how can we get that done?

Mr. Simmons stated we were told in the field that it was a Disney issue, and this is what they wanted. That does not mean it is right.

Mr. Johnson stated we will need an access easement to get to the lift station, and I do not think we have one yet.

Mr. Simmons stated it is not very long; it might be 60 feet to the lift station almost in an S shape. When you have a full back truck after a rain, the truck will get stuck. They really need a straight shot back to the lift station from the road. I do not know who designed it, but it is not very good.

Mr. Moyer stated it was probably Atkins.

Mr. Simmons stated I believe Mr. Chris Thompson and Ms. Kacey Lothar were there, and I heard that Disney drove the way it was designed. It was not in writing and I cannot guarantee that is what they said, but it is what I heard. I think someone was there from GAI also.

Ms. Leo stated we will accept future phases, and the District has some leverage on those lift stations. I do not have an answer at the moment, but I can look into it.

Mr. Herrick stated we need a functional access.

Mr. Moyer stated yes, lift stations are important. I know Mattamy Homes is in a hurry to process the plat. I suggest the Board approve the replat with that condition that we are able to work out a satisfactory resolution on access to that lift station.

<p>On MOTION by Mr. Johnson, seconded by Ms. Locher, with all in favor, unanimous approval was given to Resolution 2021-14, accepting the replat for Island Village Phase 1A, subject to a satisfactory resolution on the District's access to the lift station.</p>
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B. Consideration of Acquisition of Celebration Island Village Phase 1B Utilities Improvements and Work Product

Ms. Leo stated much like Phase 1A, Mattamy Homes is ready to turn over the next phase of utilities, Phase 1B. We have gone through documentation, and Ms. Sandy is

working on the legal side for acceptance. From a field perspective, we have a final walkthrough tomorrow with the punchlist items that need to be completed. Mr. Simmons has been involved in this process, as well. Everything from a field perspective has been cleared, and we are comfortable with it. Ms. Sandy will facilitate the paperwork on the legal side for the acquisition. I do not have the dollar amount.

Mr. Johnson stated last time, we had a resolution with the dollar amount which was more of a description.

The record will reflect Ms. Sandy joined the meeting by conference phone.

Ms. Sandy stated we were contacted by Mattamy Homes that the utilities and work product associated with Island Village Phase 1B are complete or substantially complete and ready for acquisition by the District. They provided us with documentation, and we are still working with them to provide the improvements description associated with it. We wanted to go ahead and seek approval from the Board for a not-to-exceed amount. The engineer is reviewing the documents they provided. We will be receiving the same documentation that was provided in the past under the acquisition agreement. The amount we were provided for acquisition of the work product is not to exceed \$100,000, and the improvement amount is not to exceed \$1.5 million.

Mr. Johnson stated my question was if we had gotten everything we need, and she addressed that.

Ms. Locher stated yes, and it sounds like Ms. Sandy is comfortable with the acquisition.

<p>On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to acquisition of Celebration Island Village Phase 1B utilities improvements and work product, in an amount not to exceed \$1.6 million, subject to finalization by legal counsel and receipt of the documents required under the acquisition agreement.</p>

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Manager

i. Financial Statements (June 2021)

The financial statements are included in the agenda package and available for public review in the District Office during normal business hours.

Mr. Moyer stated the general fund is supported by revenues from non-ad valorem assessments, and we have collected all those assessments. The expenditures are broken into administrative, public safety, physical environment, flood control, field, and road and street facilities, and we are \$147,000 under budget. The utility fund revenues, because we have not collected all the connection fees that we anticipated, are under budget by \$255,981, which is not bad considering the budget for connection fees on a prorated basis through June 30 is \$622,000. We have collected only \$43,000 of that amount, and to be only \$255,981 under budget on revenues is pretty good. As I mentioned previously, we anticipate Delamarre will pay their connection fees before the end of the fiscal year, but if they do not, then that will be applied to the fiscal year 2022 budget. We will make those adjustments at that time. In terms of expenses, when you look at the \$2.4 million spent on acquisition of Celebration Boulevard extension, we are in good shape at this point.

ii. Fiscal Year 2022 Meeting Schedule

Ms. Montagna stated this meeting schedule is the same as what the current schedule is, and we will advertise this notice. If we need to change or cancel any meetings, we can do that.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to the meeting schedule for fiscal year 2022.

B. Field Operations

i. Field Management Reports

The field management reports are included in the agenda package and available for public review in the District Office during normal business hours.

Mr. Simmons stated for the next meeting, we will add a site audit report to the agenda package that will include pictures to show what work is being done in the field. It will show everything. We are waiting for the contractors to respond. Tree trimming is supposed to begin on Celebration Place at Celebration Avenue next week. Trees are getting below 14 feet in that area.

Ms. Locher asked is there an area that is of more concern than others?

Mr. Simmons stated no, they need to trim pretty much every tree.

C. Utility Operations

i. Utility Report (June 2021)

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

Ms. McRoberts stated we had some issues with lift station #9 where it is taking in water at the lining. I received a proposal for that repair yesterday. I was asked to include a quote for the alum vault because the pump is down again. It has been rebuilt twice in the past two years. I distributed that quote to the Board. The housing has some holes where it is arced and pitted. Mr. Simmons and I have one of the fire hydrants nearby pumping water in there.

Mr. Simmons stated it is at the Water Street canal. It is just a little water, maybe 20 to 25 gallons per minute so we do not get a fish kill in that canal.

Ms. McRoberts stated regarding construction at lift station #8, they poured concrete all around, so the concrete work is done. They will be setting in the pumps. We had an issue a few days ago where we are still finding a lot of rags. We actually found whole towels, and we are finding debris like sticks. I am not sure how it is getting in there.

Mr. Herrick stated probably from construction. We find bed sheets in our system.

Ms. Locher asked how does that happen?

Mr. Herrick stated very clever people.

Ms. McRoberts stated we are going to go back and talk with them.

Mr. Simmons asked has Delamarre connected to that lift station? That might be a cause, too.

Ms. McRoberts stated we also included a SCADA quote, as well as quotes for pumps and bypass pumps. Some pumps were taken out of lift station #8 when we installed the two new ones. Only one was able to be rebuilt and able to be used as a backup. Delamarre is an ongoing issue that we have been discussing with Ms. Leo. A blow-off is there that we are trying to get cut off and buried. Unfortunately, it is tied into the senior living facility. We are trying to do a wet tap so we do not have to shut anyone down and so no one goes without services.

Mr. Simmons stated I do not know if an inline valve is possible because it is at the end of the line.

Mr. Herrick asked what size is the pipe?

Ms. McRoberts stated 12 inches.

Mr. Simmons stated the bad thing is, right off the main 16-inch pipe is a gate valve, then 20 feet of pipe, then the blow-off. When they built the assisted living facility, they put in a wet tap, and the two-inch valve is not shutting off.

Mr. Herrick stated you can put in a line stop at the end of the line. Make sure it is restrained.

Mr. Simmons stated we are trying to get proposals for that.

Ms. McRoberts stated All Septic Florida has a contractor who does that work, and we are just waiting to hear back from him.

Mr. Herrick stated you need to make sure it is adequately sized.

Ms. McRoberts stated I would request approval of the proposal from All Septic Florida for the alum vault. They do not recommend rebuilding that pump again. It has done all it can do.

Ms. Locher stated I presume we have money in the budget for this proposal.

Mr. Moyer stated yes.

On MOTION by Mr. Johnson, seconded by Ms. Locher, with all in favor, unanimous approval was given to the proposal from All Septic Florida for replacement of the pump for the alum vault, in the amount of \$48,879.45.

Mr. Johnson asked are the proposals for the pumps and backup pumps still under consideration? Do we know where the money will come from if want to do that?

Mr. Moyer stated the Board directed that we get these at a previous meeting.

Mr. Johnson asked are we not going to take action on them at this time?

Mr. Moyer stated my recommendation to the Board: we have six weeks left until the beginning of the new fiscal year. I prefer you make that expense in fiscal year 2022. Staff can talk to the vendors and get them ordered, but we will not issue a purchase order until October 1.

Ms. Locher asked should these be brought back to the Board in fiscal year 2022, or can we get it started now?

Mr. Moyer stated we will need to look at the minutes to see if the Board officially authorized that. If not, we will bring it back. If the Board previously authorized the purchase, then we will proceed on October 1.

Mr. Johnson stated the backup pumps are in a variety of sizes. Is this what is being recommended?

Ms. McRoberts stated yes. They also told me with the bypass pumps, we can get them ordered but wait for them to be delivered. That will probably be the case here.

Mr. Herrick stated we need to get them.

Ms. McRoberts stated I was ordering something the other day, and they said it was backordered for 16 weeks. It seems to be normal now.

Ms. Montagna asked do you need approval for the SCADA proposal?

Mr. Griffin stated this is something we identified as we continue to move forward. We probably need to get it approved because it affects the lift stations. It is not urgent currently, but at some point, I recommend it be approved.

Ms. McRoberts stated the new lift station in Island Village does not have SCADA.

Mr. Herrick asked it is on all the other lift stations?

Mr. Simmons stated yes.

Mr. Herrick asked why does the one in Island Village not have it?

Ms. Leo stated the District has traditionally installed SCADA, but we have not for Island Village.

Mr. Simmons stated it was not on the drawings.

Mr. Herrick stated we can do it after the fact.

Mr. Johnson asked does this proposal include adding SCADA to Island Village?

Ms. McRoberts stated no, lift station #12 is not included.

Mr. Griffin stated at the time the proposal was requested, the District did not own lift station #12. I received the proposal in April and have not had it updated since. I can add that lift station and bring a new proposal to the next meeting.

Mr. Johnson stated yes.

D. Attorney

There being no report, the next item followed.

E. Engineer

i. Certification Report for the Series 2012 Water and Sewer Bonds

Ms. Leo stated this report includes a lot of pictures. This report is required each year, due by July 1 pursuant to the bond documents. The report details the condition of the utility system. Photographs are provided for the insurance policy. Everything is in good working order.

<p>On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, unanimous approval was given to accept the certification report required by the Series 2021 water and sewer bond documents.</p>

ii. Work Authorization #06 for the District's Annual Report

Ms. Leo reviewed work authorization #06 to allow GAI Consultants to prepare the annual certification report required by the bond documents, in the amount of \$5,000.

On MOTION by Mr. Johnson, seconded by Ms. Locher, with all in favor, unanimous approval was given to work authorization #06 for GAI Consultants to prepare the annual certification report, in the amount of \$5,000.00.
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iii. Work Authorization #07 for Preparation of Bid Documents and Support for the Utility Contract

Ms. Leo reviewed work authorization #07 to prepare bid documents and provide support for bidding the utility contract, in the amount of \$15,000.

Ms. Leo stated we discussed bidding out the utility contract, which term expires May 2022. As manager of the utility contract, we need to provide bid documents and go through the bidding process on behalf of the District. We did this quite some time ago.

Mr. Moyer stated the contracts are five-year terms, and we extended it another year due to covid, so it has probably been six years.

Ms. Leo stated with the transition of me from Atkins to GAI, I have most of those files. We will be updating those and going through the bidding process, including public advertisements. Ms. Sandy will need to review everything from a legal standpoint. We are estimating probably four-and-a-half months to get to the point of awarding a contract from when we start the process. I would like a little more time than that just in case of advertising schedules or more time the District might want to have. We could probably wait another month or two, but I would not push it out much longer.

Mr. Herrick stated for our system, we typically issue contracts for five years with two-year renewals.

Mr. Moyer stated I believe this had a two-year renewal, so this might be the seventh or eighth year of the contract.

Ms. Burgess stated I am looking at that contract now. It was dated June 1, 2016. I am looking to see what the term is and any extensions we have. I will let you know when I find that.

Mr. Moyer stated Mr. Herrick is right and that is a good idea.

Mr. Herrick stated it is easier administratively, if everyone is happy with the contractor and if there is no reason to go out for bid. I am just wondering.

Ms. Montagna stated I talked with Ms. Jennifer Kilinski before she left Hopping Green & Sams. Ms. Burgess is correct that the contract is dated 2016 and provided a two-year extension before having to go out for bid. Ms. Kilinski authorized this one for a few different reasons: covid, having a detailed scope, and having time to go through the process. So she extended it another year to get us to May 2022. The intent is Island Village would be online, and we would have a better, more detailed scope by that point instead of having to add addendum after addendum.

Mr. Herrick asked has any consideration been given to having a five-year contract with renewals instead of a three-year contract with renewals?

Ms. Montagna stated I think you can.

Mr. Herrick stated our standard is a five-year contract with two one-year extensions.

Ms. Burgess stated the term of the current contract says it can be extended or renewed not to exceed two years. You could go an additional two years after this year.

Mr. Herrick stated I thought it was a three-year contract.

Ms. Montagna stated Ms. Kilinski extended it to get where we are to have it expire next year, so we would have time to prepare the scope. Going forward, you can have a longer term contract for the initial term unless we have issues with the contractor.

On MOTION by Mr. Johnson, seconded by Ms. Locher, with all in favor, unanimous approval was given to work authorization #07 for GAI Consultants to prepare bid documents and provide support for bidding the utility operating, billing, and maintenance services contract, in the amount of \$15,000.00
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F. District Representative

There being no report, the next item followed.

G. Mattamy Homes (Island Village)

Mr. Simmons stated Celebration Pointe is getting ready to do their other entrance in Island Village. I do not know if that will impact the utilities or if they need to be sleeved under the roadway. It is World Drive at Celebration Boulevard. They are clearing land tomorrow. They want to meet with me on the new trees that are installed in Island Village. They want to do the second entrance pretty quickly. Should the utilities be sleeved when they add the entrance going onto Celebration Boulevard? I think everything has been delayed from Reedy Creek Improvement District, but Celebration Pointe is putting in sewer lines and other infrastructure on the property.

Ms. Leo stated I can look into that and discuss it further with Mr. Simmons.

Mr. Simmons stated I believe some booster pump stations are supposed to be installed in Island Village for future phases. Will that impact this District? Will they be paid for in a future phase for booster pumps, for property past the bridge?

Mr. Moyer stated that will be a future acquisition to be funded from connection fees.

Mr. Simmons stated it will probably cost a couple hundred thousand dollars.

NINTH ORDER OF BUSINESS

Other Business and Supervisor Requests

There being no report, the next order of business followed.

TENTH ORDER OF BUSINESS

Adjournment

The next meeting is scheduled for Wednesday, September 1, 2021, at 4:00 p.m.

On MOTION by Ms. Locher, seconded by Mr. Johnson, with all in favor, the meeting adjourned at 4:55 p.m.
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Angel Montagna, Secretary

Jason Herrick, Chairman