

MINUTES OF MEETING  
REMINGTON  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Remington Community Development District was held on Tuesday, October 24, 2017 at 6:00 p.m. at the Remington Recreation Center, 2651 Remington Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

Brian (Ken) Brown	Chairman
Sal Perillo	Assistant Secretary
Carl Thilburg	Assistant Secretary
Kenneth Soukup	Supervisor
Pam Zaresk	Assistant Secretary

Also present were:

Jason Showe	District Manager
Leigh Ann Buzyniski	District Counsel
Alan Scheerer	Field Manager
Mark Vincutonis	HWA
William Bassetti	UPS
Several Residents	

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Brown called the meeting to order at 6:00 p.m. and Mr. Showe called the roll.

**SECOND ORDER OF BUSINESS**

**Modifications to Agenda**

There were no modifications to the agenda.

**THIRD ORDER OF BUSINESS**

**Public Comment Period**

Mr. Brown: If you have any comments, raise your hand and state your name, address and keep your comments to three minutes.

Mr. Hurley: Mr. Larry Hurley, 2616 Keswick Court. I would like to thank Brian and Pamela for helping out with the National Night Out. They cooked for three hours and were on the front page of the "Remington Reporter." I will bring it to the next meeting because it is not

out yet. I appreciate their support and the CDD in general, as well as GMS for allowing us to use the facility and parking lot. I would like to thank Alan for taking care of the tree that was down in my backyard, but I'm curious about whether anything will replace the Wax Myrtle. When the last Wax Myrtle died, it was replaced with a Palm.

Mr. Scheerer: We are not there yet, but we will be re-evaluating all of the trees that came down. I think that was part of the discussion at last month's meeting. When we get to that point, we will go through and see where we want to put trees.

Ms. Strange: Ms. Linda Strange, 2607 Keswick Court. I was inundated with requests for flagpoles at both entrances. I was told that it was a CDD issue.

Mr. Brown: Do we have flagpoles?

Mr. Scheerer: No.

Mr. Showe: We would have to install them.

Mr. Scheerer: And add lights.

Mr. Brown: Is this for American flags?

Ms. Strange: What did you think I meant?

Mr. Brown: A Remington flag.

Ms. Strange: You can do that underneath the American flag.

Mr. Brown: I'm fine with that if everybody else is okay with that.

Mr. Scheerer: Do you want a flagpole or affixing flags to the guardhouse as you come in or in the medians?

Ms. Strange: I think a flagpole would be better. Don't you think?

Mr. Brown: I don't know. I've seen flagpoles on top of buildings like the guardhouse.

Ms. Strange: Kissimmee Bay has a flagpole at their entrance. That's the only one that I have seen.

Mr. Showe: We have flagpoles in some of our communities.

Mr. Soukup: It would look very nice.

Mr. Brown: I would be okay with that.

Mr. Scheerer: We will look into it.

Mr. Soukup: They should be at both entrances.

Mr. Perillo: Someone would have to take the flags down in the morning.

Ms. Strange: Not if they are lit.

Mr. Showe: The challenge you will have is, in some of our communities, when there are times to put them at half-staff, we typically like to have somebody in the community doing that, because we don't always have Staff here. Sometimes that changes from day-to-day.

Mr. Scheerer: They would make that determination immediately. There's an app that I have on my phone. We actually did it from time-to-time. Jason brings up a good point. If you are going to have a flag, you need somebody to tend to the flag during the appropriate times when it calls for it to be at half-staff.

Ms. Zaresk: Would the person that did it, receive an email?

Mr. Scheerer: No, it's just an app called the Half Staff App. You would receive an alert. If we get to that point here, someone could volunteer.

Mr. Hurley: We have plenty of volunteers in the community.

Mr. Scheerer: Okay. We will get some pricing for a nice aluminum flagpole with the appropriate lighting.

Mr. Soukup: What type of flagpole?

Mr. Scheerer: A straight up and down 20-foot flagpole with brushed aluminum. We would probably recommend a pre-poured pad, so that its pre-anchored. Some of the problems that you have with the Home Depot versions, is they are nasty aluminum and will break. If we are going to do it, we are going to do it right and make sure that we can put it there. Do I need to go through permitting?

Mr. Brown: Yes, and it would have to be under a certain height. If we do a 20-foot flagpole, I think the height is 35 feet. They will tell you.

Mr. Scheerer: We will work out some numbers. I think a 20-foot flagpole is pretty high. We will work with that and use that as a spec. We will just have to look for a good location, such as the middle islands at both gatehouses. Lakeshore Park's gatehouse might be a little more accommodating. We will look at the Partin Settlement Road gatehouse.

Mr. Brown: It shouldn't be any problem staying under the height, because we don't want one like at a car dealership.

Mr. Scheerer: You could probably do a 20-foot flagpole and a 4x8 flag, which is slightly larger than a 3x5 flag. You don't want a holiday flag. If you have ever been to a car dealership, there is a holiday flag. It is probably the largest American flag.

Mr. Brown: Like the one on Narcoossee Road.

Mr. Scheerer: Its huge. It would go across this entire building. We will get some proposals.

Mr. Brown: Is that it?

Ms. Strange: That’s all I have for right now.

Mr. Brown: Who owns the logo for Remington? Do we own it, does the golf course own it or does the developer own it? Do you know?

Mr. Showe: I don’t know.

Mr. Brown: It has a Palm frond. We have it on our signs. The golf course uses it, but I don’t know who has the rights to it.

Mr. Scheerer: I don’t know.

Ms. Buzyniski: I can look into it.

Mr. Perillo: When the flag goes up, are we going to play the National Anthem and demand homeowners driving by to get out and stand up?

Mr. Brown: Sure. Is there anyone else? If not, we will proceed with the agenda.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 26, 2017 Meeting**

Mr. Brown: We have the minutes of the September 26, 2017 meeting. Does anyone have any changes?

Mr. Thilburg: On Page 12, where it says “*Club Villas is a private road and they have to give no warning*”, that was Mr. Perillo.

Mr. Perillo: Whoever is transcribing is doing a good job.

Mr. Brown: Is there anything else? If not, we need a motion to approve.

On MOTION by Ms. Zaresk, seconded by Mr. Soukup, with all in favor, the September 26, 2017 meeting minutes, as amended, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Agreement with Berger, Toombs, Elam, Gaines & Frank for Auditing Services for Fiscal Year 2017**

Mr. Showe: This is an agreement to start auditing services for 2017. It is in accordance with their bid for auditing services. They have done a good job for the District overall, so we

recommend approval. We also recommend that they start earlier than normal, because timeframes were moved up a few years ago. Other than that, we recommend approval.

Mr. Brown: Is this for three years?

Mr. Showe: It is a one-year agreement.

Ms. Buzyniski: It says one year and it could be extended upon mutual agreement.

Mr. Perillo: How long have they been performing our audits?

Mr. Showe: I think this will be their second or third year. We typically bid for a full audit, every three years.

Mr. Perillo: Do we have to go through the procedure again?

Mr. Showe: Yes. We typically go through the entire audit selection process every three years.

On MOTION by Mr. Thilburg, seconded by Mr. Perillo, with all in favor, the Berger, Toombs, Elam, Gaines & Frank Agreement for Auditing Services for Fiscal Year 2017, in the amount of \$3,715, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A.**

**Attorney**

Ms. Buzyniski: I have nothing to report, unless there are any questions.

**B. Engineer**

Mr. Vincutonis: Before the meeting, I provided a summary of bids that we received for crosswalks across Remington Boulevard. There are four bids; two were high, which was surprising, but the other two were fairly close. All companies are reputable and capable of doing the job. I don't know if anyone was surprised by the prices. We can discuss it to get the Board's direction?

Mr. Soukup: How many locations?

Mr. Vincutonis: Seven.

Mr. Perillo: Do you have experience with the bidders? Who do you recommend?

Mr. Vincutonis: We received several prices from All Terrain. I thought they were the lowest in town. They've done good work out here.

Mr. Scheerer: They just completed the turn lane and stormwater repairs. We also used UCC Group a couple of times, but All Terrain did most of the recent work.

Mr. Perillo: One bid \$12,000, another bid \$35,000 and there was a bid for \$49,000.

Mr. Showe: Mr. Vincutonis provided a revised summary.

Mr. Vincutonis: The summary is on the last page.

Mr. Showe: The first question for the Board is whether this is a project that you want to proceed with, and if so, then we can discuss the contract. The costs came in higher than we anticipated.

Mr. Vincutonis: You are looking at costs in the mid \$20,000 range.

Mr. Showe: You have a couple of sources of funding, if you choose to proceed. You have the Capital Projects Fund, which for 2018, has approximately \$451,000. Technically, the Pavement Management Fund is for that program, but it applies to this project too. I recommend your Capital Project Fund as a starting source, should you choose to move forward.

Mr. Brown: Are there any thoughts. I am okay with moving forward.

Mr. Perillo: Are they going to re-stripe the walkway across the street?

Mr. Vincutonis: Yes, where there will be crosswalks.

Mr. Perillo: In some locations, they have to cut the curb down. How many locations?

Mr. Vincutonis: Seven.

Mr. Perillo: How many walkways are we putting in?

Mr. Vincutonis: There's one on Prestwick Lane, one on Burrell Circle, one by the Quick Mart and one on Knightsbridge. There is an existing pathway that needs stripped on Owenshire and one further down.

Mr. Scheerer: There is also one on Hawks Nest.

Mr. Brown: None of them will cut the medians.

Mr. Scheerer: Are there ones that we are going to remove, put a curb back in and fill it with sod and irrigation?

Mr. Vincutonis: Yes, on the south side.

Mr. Perillo: Are we going to put up a sign saying "*You must stop for anyone in the walkway*" or some reference to that?

Mr. Vincutonis: We will put up a crossing sign with an arrow pointing down, and a warning sign.

Mr. Perillo: I'm afraid kids are going to be running across the street.

Mr. Vincutonis: We can add supplemental plats with "*Must Stop Pedestrian Crossway*" signs.

Mr. Scheerer: They used to have them on Main Street in Kissimmee and they removed them when they put speed tables in.

Mr. Brown: The only thing that we want down here is a yellow sign with an arrow pointing down.

Mr. Scheerer: That's standard, but you can add additional signs, like Mark said, but you can't fix what people are going to do. Hopefully, parents are monitoring their children in the crosswalk. They have to take some responsibility.

Ms. Zaresk: I personally think that we need to move forward on this. With the number of pedestrians we have, this is a huge part of this community and people use it. I think that's great, but the addition of these are going to be encouraging, in terms of making people more aware, which sometimes they aren't. I am all in favor of us going forward, but I don't think this is an astronomical amount of money.

Mr. Brown: Do we need a motion?

Mr. Showe: If the Board wants to proceed with the project, we need a motion. If you wanted to do a not-to-exceed of \$27,000, that gives a contingency of about 10%, if there are actual site conditions that need to be changed. Obviously, Alan is also going to need to make some landscaping adjustments, which aren't factored in here. If you do a not-to-exceed of \$27,000, that gives Mark some room in case there are change orders, so we won't have to come back to the Board.

Ms. Zaresk: That's if we go with All Terrain.

Mr. Showe: Correct. Do you have any issues with All Terrain?

Mr. Scheerer: No.

Mr. Showe: We probably want to account for the front-end document that would go with that, and have the District Engineer draft some exhibits spelling out what the project is. That way we could have a nice bid package, so we are protected as well.

On MOTION by Mr. Thilburg, seconded by Ms. Zaresk, with all in favor, approving the All Terrain Proposal for crosswalks across Remington Boulevard, in a not-to-exceed amount of \$27,000, was approved.

**C. District Manager’s Report**

**1. Approval of the Check Register**

Mr. Showe: The Board received the Check Register. In your General Fund, we have Checks 5481 through 5503, in the amount of \$89,427.87. Out of Capital Projects Fund, we have Check 30, in the amount of \$4,260 and September Payroll for \$918.80, for a grand total of \$94,606.67. Alan and I can answer any questions.

On MOTION by Mr. Soukup, seconded by Mr. Thilburg, with all in favor, the Check Register and September Payroll totaling \$94,606.67, was approved.

**2. Balance Sheet and Income Statement**

Mr. Showe: No action is required by the Board on this item. It is for the Board’s information. You are over 100% assessments on your collections.

**3. Field Manager’s Report**

**i. Presentation of Bids**

Mr. Scheerer: I don’t have a lot to report on this month. The Fitness Center is in good shape. We had a cable repaired on a triceps machine and a new control panel installed on the treadmill. The pool is operating properly. Steve’s Pools repaired the light that was out in the pool. The gates are all working. We just had a couple of minor repairs. The cameras are working and recording. We provided Security with additional gate login sheets, because they go through them quite frequently. The ponds are being treated in accordance with our Applied Aquatics contract. Today REW is removing the final load of debris out of the baseball field/parking lot area. Hopefully its done. We are back to our normal schedule with REW and will be meeting with them each week. They have gone to a digital recording format now for their irrigation repairs, which is good. We are still getting used to it. It’s good to work with them on that. I am meeting with Mr. Chuck Berry next week, to deal with our sidewalk repairs, within the communities. The wall was repaired. We had more damaged bricks than we thought.



One flasher was out. We noticed that it wasn't working, so we called Traffic Control Specialists, who originally installed it. They came out and found a bad circuit board, so they pulled it. They are going to come out with a temporary replacement, until ours is returned. We will get that up and running. We communicated with the School Crossing Guard. That's all I have for today.

Mr. Brown: Did we fail the Health Department Inspection because of the light?

Mr. Scheerer: No. The good thing is that Patrick is out here at night. He sent me a text message about the crack in the pool, which I forward to the pool company. They were out here quickly to get that fixed. We don't have night time swimming, but if a light is out, they might write me up. Typically, they will allow a repair by a certain date, but will charge \$50 to come out and re-inspect it.

Ms. Zaresk: I was wondering about the streetlights.

Mr. Scheerer: At the last meeting, Mr. Hurley asked about the globes. All of the lights that were out or damaged were flagged. All of the asset numbers were taken down and we reported those to OUC. The conversation that we had last month, still pertains going forward as part of the MSTU, which is on your taxes. Every resident in here pays for those streetlights, but when we are notified that they are out, not working or damaged, it is easy to get onto the OUC website and report it. All of that was done. They don't send me an acknowledgement like I get with Duke Energy. Duke Energy will send me an email, call me and follow up with an email. I get nothing from OUC, but I can assure you that we report every one that was out or damaged in the community.

Ms. Zaresk: I know that early morning when I'm up, I see one light blinking. I guess that means they are getting ready to go out. I guess my question is, what does that mean?

Mr. Showe: It could be that the bulb is bad or a couple of different things.

Mr. Scheerer: I think they are all on a switch here and come on all at once. That's usually how OUC does it. Maybe this wasn't the case 20 plus years ago. If its Midnight, and you are out walking or driving, and see a light going on and off, that is typically a ballast problem. What happens is the ballast heats up, disengages the light and once the ballast cools down, the light comes back on. If we know that's the case, all I need to know is the number of the pole, so I could make an assessment.

Ms. Zaresk: That's why I was asking. Every time I go by the lights, one is blinking.

Mr. Scheerer: If there's one and its dark out, typically OUC has a switch that turns a row of lights on and off at the same time, but if you have one that goes on and off, its typically a ballast issue.

Mr. Brown: Is it the one just past Knightsbridge?

Ms. Zaresk: Yes.

Mr. Brown: It strobos.

Mr. Scheerer: Let me know and let Security know and we will report it to OUC.

Ms. Zaresk: With regards to the sidewalks, do we have a system for pressure cleaning them?

Mr. Scheerer: It's funny that you mention that, because we allocated some money in the budget for this year, to do a complete sidewalk and curb cleaning. I know that was an issue with the HOA last year. It wasn't a funded line item in our budget. We added money and the Board approved the budget that has money in it for cleaning sidewalks and curbs along Remington Boulevard, along Knightsbridge. I have a quote from last year. I was just telling Jason today that we need to get that rule in place and get a couple of bids. We will have that and I will move it to next month's agenda. We will probably meet early next month, because of the holiday. There is money in the budget and we will do it this year.

Ms. Zaresk: There's a safety issue with mold, especially when you are walking in the dark. You can lose your footing. It's bad right before the convenience store. When you are walking, you can feel your feet slipping from under you.

Mr. Scheerer: We will do all of them.

Ms. Zaresk: Thank you.

Mr. Perillo: When its Daylight Savings Time, do the lights change?

Mr. Scheerer: Of course. We will adjust all of the timers. Since you brought up the gates, at one time, ACT didn't have anybody to staff the computer systems in their office, because it was always on a weekend, but last year they brought staff in to make sure that, when it's time to make that change, we are good to go. We will reset timers at the Clubhouse and both gates.

Mr. Brown: And the flashers.

Mr. Scheerer: The flashers are automatic.

Mr. Brown: Did we upgrade them or did the City do that?

Mr. Scheerer: We upgraded them because it was old circuit board technology. It is much better now. As long as we have solar power, it will update.

Mr. Brown: Did they approach us about turning them over to them?

Mr. Scheerer: No. One day somebody said, *“There’s an extra light on each one of these flashers coming in, what are they doing with our flashers?”* The County or somebody came in and thought that they were theirs and added two additional flashers, one on each pole. Then we asked them to do ours, and they did. The CDD paid for them and installed them months ago.

Mr. Brown: What is the status of the storm removal throughout the HOA?

Mr. Scheerer: I didn’t touch on that. I thought it was in my report. I reached out to our contractors, but nobody was available. I think we would’ve had better luck if there was a collection point, but from what I heard, there wasn’t a way for them, to financially do that. We checked with a couple of companies that we are currently using, and as of right now, the answer is still no, but that doesn’t mean that next month we can try it again. Do we have a central point for people to dump their garbage, which I don’t know if we want to do, because we may end up with more than just debris?

Mr. Brown: It could cause a mess.

Mr. Scheerer: It could, but as of right now, the answer is no.

Mr. Brown: Larry can attest to that.

Mr. Hurley: I used to have dumpsters and people dumpster dived. There was one on 10<sup>th</sup> Street in St. Cloud, but they are closing it for the very same reason. Besides the trash bin, the paper bin was getting filled with contraband.

Ms. Zaresk: Since we are talking about dumping, do we have jurisdiction over that parking lot where the convenience store is?

Mr. Showe: No. Its private property.

Ms. Zaresk: So we can’t do anything about the dumping.

Mr. Showe: You can call Code Enforcement, because it’s a Code Enforcement Violation. That’s what we were doing as a District.

Ms. Zaresk: I was just curious. Thank you.

Mr. Brown: It hasn’t been too bad lately.

Mr. Showe: Not that I have seen.

Ms. Zaresk: In one area, someone emptied their household trash and it was a mess.

Mr. Scheerer: It goes on everywhere.

**4. Security**

Mr. Bassetti: Mr. William Bassetti, Security Supervisor. At the Partin Settlement Gate, 26,152 cars came through, versus 13,160 at the East Lakeshore Boulevard Gate. We had 62 vehicles tagged, two tows, 37 code letters and one attempted tow. We had problems getting up to date on our repeat offenders. I will work on that for the next meeting.

Ms. Zaresk: I'm amazed at the difference in numbers between the gates.

Mr. Scheerer: That's between 6:00 a.m. and 7:00 a.m.

Mr. Showe: That's only half a day.

Mr. Brown: And only one lane.

Mr. Showe: Correct. There are 1,800 homes in here, and with one or two visitors a day, it adds up.

Mr. Brown: Mark, how many trips does a home generate?

Mr. Vincutonis: 10 per day.

Mr. Showe: That's all we have.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Thilburg: I think REW is doing a great job.

Mr. Showe: We will pass that on to them.

Mr. Perillo: The issue with the HOA complaining about the parking, are we not going to get involved?

Mr. Showe: The direction we have from the last meeting, was that it was not recommended by District Counsel. The Board has that information and we are not going to do anything else with it at this time.

Mr. Bassetti: For Halloween, did you want an extra patrol?

Mr. Scheerer: Yes. I'm going to talk to you about that.

Mr. Brown: That was my request. Halloween is coming, so we have to watch for kids and be safe.

Mr. Scheerer: Absolutely. There will be an additional patrol during the evening hours, as the Board approved in past years.

Mr. Brown: Yes, and REW has done a good job cleaning.

Ms. Zaresk: Is there anything in the Remington Reporter to encourage people, especially with darkness coming earlier, to start wearing reflective vests? I know you can't force that, but perhaps we can just have a reminder. I put it in my community newsletter.

Mr. Hurley: It will have to be in the January issue.

Ms. Zaresk: Just a good reminder to people. Sometimes they forget how hard it is for drivers to see people on the street.

Mr. Brown: Since you bring that up, are those crosswalks going to be close to a streetlight or can we trim the trees? There are some places on the street that are very dark, because of trees.

Mr. Vincutonis: Most of them will be at intersections where there are lights.

Mr. Scheerer: Once we get them in, we will take the trees down.

Mr. Brown: One intersection is a lot better. The one at Knightsbridge used to be very dark. I don't know if they moved the light, but they did something with it.

Mr. Scheerer: They were supposed to put the light from the car accident back in, but they ended up installing it on the other side, which was a plus for the CDD.

Mr. Brown: I almost hit two people before it was installed, because that intersection was dark.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

Mr. Brown adjourned the meeting.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman