

# PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

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February 18, 2015 Minutes of Meeting

## MINUTES OF REGULAR MEETING

The Regular Meeting of the Board of Supervisors for Park Place Community Development District was held on Wednesday, February 18, 2015 at 4:00 p.m. at The Lake House, located at 11740 Casa Lago Lane, Tampa, Florida 33626.

### 1. CALL TO ORDER/ROLL CALL

Mr. Howell called the regular meeting of the Board of Supervisors of the Park Place Community Development District to order on Wednesday, February 18, 2015 at 4:00 p.m.

#### Board Members Present and Constituting a Quorum:

|                 |                                        |
|-----------------|----------------------------------------|
| Doris Cockerell | Chairman                               |
| David Bly       | Vice Chairman                          |
| Erica Lavina    | Supervisor                             |
| J.C. Lazaro     | Supervisor ( <i>via speakerphone</i> ) |
| Tony Jones      | Supervisor                             |

#### Staff Members Present:

|                |                           |
|----------------|---------------------------|
| Brian Howell   | District Manager, Meritus |
| Ken Joines     | Meritus                   |
| Tonja Stewart  | District Engineer         |
| Richard Seaman | ValleyCrest               |
| John Wegner    | ValleyCrest               |
| Jon Souers     | Austin Outdoor            |
| Vincent Sands  | Austin Outdoor            |

#### Residents Present:

None

### 2. SUPERVISOR REQUESTS AND AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

### 3. VENDOR AND STAFF REPORTS

#### A. District Engineer

Mr. Howell advised Ms. Stewart was sick and not able to attend the meeting. He told the Board she was working on proposals for traffic calming and that it was a little more intensive than she initially thought so she needed more time to review and will need to get some proposals from Valley Crest for tree trimming etc.

Supervisor Cockerell asked if letters had been sent to folks whose encroachment agreements were expiring and Mr. Howell confirmed they had. One was set to expire within the next 5 days or so.

49  
50 Supervisor Jones went over the speed sign and he discussed with the Board and it was  
51 determined that they would like to have speed sign flipped around at current location and then  
52 the Board will review data at the next meeting and look to engage off duty sheriff deputies to  
53 assist with speeding. It was noted that the banner on that pole may need removed.

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55 **B. District Counsel**

56 **C. District Manager Report**

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58 The Board reviewed the aquatic proposals and Remson was lowest with 12 visits per year,  
59 Aquatic Systems was the next low bid with 28 services and the current provider Austin Outdoor  
60 was the high bid with 28 visits. The Board and Mr. Howell discussed the merits of each proposal  
61 and had concerns on the number of visits offered by Remson. It was discussed if Aquatic  
62 Systems could deliver service on the same level as Austin Outdoor for half the price. The Board  
63 and Austin Outdoor discussed current and past operations and Austin Outdoor stated they were  
64 actually on site 57 times in the past year. Austin Outdoor also committed to keep the same level  
65 as service as in the past and guaranteed no price increase for 3 years. The Board noted that there  
66 have been no major complaints in regards to current service so there was no need to take action.  
67 Current contract will stay in effect with Austin Outdoors

68  
69 **i. Staff Task List**

70 **ii. Pressure Washing Bids**

71 **iii. Landscape Proposals**

72  
73 Valley Crest presented the tree care program and handed out a map with their recommendations  
74 for Phase One which they would like to begin this year. Work will continue over next three years  
75 and possibly longer. Mr. Howell stated he had looked at the funding for this work and the  
76 District could fund from previous surplus funds this year and over the next several years. This  
77 was noted in his manager report.

|    |              |                                                  |
|----|--------------|--------------------------------------------------|
| 79 | MOTION TO:   | Move forward with Phase One as presented and add |
| 80 |              | Fountain Head to phase one as well.              |
| 81 | MADE BY:     | Supervisor Jones                                 |
| 82 | SECONDED BY: | Supervisor Bly                                   |
| 83 | DISCUSSION:  | None further                                     |
| 84 | RESULT:      | Called to Vote: motion PASSED                    |
| 85 |              | 5/0 - Motion passed unanimously                  |

86  
87 ValleyCrest and the Board then discussed the proposal to add sod/irrigation along Race Track  
88 Road area. It was noted the provider for Altman had included another area and the Board asked if  
89 ValleyCrest could match that price. ValleyCrest will review and advise Mr. Howell.

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91 It was also noted that Valley Crest will pull Spanish Moss from trees where possible and review  
92 rut on South Mobley.

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| MOTION TO:   | Approve ValleyCrest to do the work as long as they could match the number supplied by the Altman contractor. |
| MADE BY:     | Supervisor Jones                                                                                             |
| SECONDED BY: | Supervisor Cockerell                                                                                         |
| DISCUSSION:  | None further                                                                                                 |
| RESULT:      | Called to Vote: motion PASSED<br>5/0 - Motion passed unanimously                                             |

**iv. RSC Painting Proposal**

Mr. Howell and the Board reviewed the bid by RSC and Mr. Howell stated he had them come out since they do a lot of work on CDD/HOA sites and always come in as a lowest/next to lowest responsible bidder. The Board agreed signs were done within last year and not needed however monuments did need maintenance and painting. Mr. Howell was directed to have RSC do sample swatches on a monument and also provide samples of a combination of a gray/charcoal as well. The Board will review swatches so they can make a decision at the March meeting.

It was noted the CDD does have some responsibility at gates.

**v. Paint Samples**  
**vi. Street Light Repairs**

Mr. Howell and Supervisor Jones advised the Board that they had met representatives from Altman on site and they did agree to take some responsibility for the clock. They will provide labor to dig trenches and back fill. Mr. Howell also noted he was seeking some reimbursement for work that will need done by the electrician. Altman is checking Don Harrison's numbers against their electrician to ensure pricing is competitive. Mr. Howell will advise the Board at the next meeting on the outcome.

Altman is also reviewing streetlights that are out over by the Classic Townhomes. Altman had stated they did little work outside of landscape /irrigation but admitted they had to jack and bore to run lines so damage may have resulted. The bottom line is the lights were working before they commenced construction so they are reviewing bids for that as well.

Supervisor Jones stated there was a possible issue with the road in that area and that Mr. Howell will need to check on. Supervisor Cockerell noted there was a meter bank on one of the buildings that needed to be screened so it was not visible. Mr. Howell will note that on final walk through with Altman.

**D. Field Inspection Report**

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**4. BUSINESS ITEMS**

**A. General Matters of the District**

**5. BUSINESS ADMINISTRATION**

**A. Consideration of Minutes of the Board of Supervisors Meeting, Jan. 21, 2015**

The Board reviewed the minutes and stated that line 44 should be “send” and that on line 47 pothole should be one word.

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve minutes with changes.   |
| MADE BY:     | Supervisor Cockerell            |
| SECONDED BY: | Supervisor Bly                  |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: motion PASSED   |
|              | 5/0 - Motion passed unanimously |

**B. Consideration of Operation & Maintenance Expenditures (Admin) February**

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve Admin O&M’s.            |
| MADE BY:     | Supervisor Cockerell            |
| SECONDED BY: | Supervisor Jones                |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: motion PASSED   |
|              | 5/0 - Motion passed unanimously |

**C. Consideration of Operation & Maintenance Expenditures (Highland Park) February**

|              |                                 |
|--------------|---------------------------------|
| MOTION TO:   | Approve Highland Park O&M’s.    |
| MADE BY:     | Supervisor Bly                  |
| SECONDED BY: | Supervisor Jones                |
| DISCUSSION:  | None further                    |
| RESULT:      | Called to Vote: motion PASSED   |
|              | 5/0 - Motion passed unanimously |

It was noted the repair to the restroom was for the door handle.

176 **D. Consideration of Operation & Maintenance Expenditures (Mandolin/Windsor)**  
177 **February**  
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|     |              |                                 |
|-----|--------------|---------------------------------|
| 179 | MOTION TO:   | Approve Mandolin/Windsor O&M's. |
| 180 | MADE BY:     | Supervisor Cockerell            |
| 181 | SECONDED BY: | Supervisor Jones                |
| 182 | DISCUSSION:  | None further                    |
| 183 | RESULT:      | Called to Vote: motion PASSED   |
| 184 |              | 5/0 - Motion passed unanimously |

185  
186 It was stated that there should be no more utilization of the trapper without the consent of the  
187 Chairman.  
188

189 **E. Review of Financial Statements Month Ending December 31, 2014**  
190

191 The December financials were accepted.  
192

193 **6. SUPERVISOR REQUESTS**  
194

195 Supervisor Lavina would like the date checked on when the Citrus Drive road extension will  
196 begin.  
197

198 Supervisor Jones is to get pricing to replace the Highland Park banners. It was noted that the last  
199 time the CDD and HOA did a 50/50 split of the cost. Mr. Howell is to contact the HOA.  
200

201 It was noted that some streetlights are tilted and would need addressed.  
202

203 Mr. Howell confirmed the CDD for Waterchase was going repair their water leak.  
204

205 The Board requested that Mr. Howell have Counsel draft a parking policy for Board review.  
206

207 **7. AUDIENCE QUESTION AND COMMENT ON OTHER ITEMS**  
208

209 **8. ADJOURNMENT**

|     |              |                                 |
|-----|--------------|---------------------------------|
| 210 | MOTION TO:   | Adjourn.                        |
| 211 | MADE BY:     | Supervisor Cockerell            |
| 212 | SECONDED BY: | Supervisor Bly                  |
| 213 | DISCUSSION:  | None further                    |
| 214 | RESULT:      | Called to Vote: motion PASSED   |
| 215 |              | 5/0 - Motion passed unanimously |

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217 \*These minutes were done in summary format.

218  
219 \*Copy of audio tape available on request.

220  
221 \*Each person who decides to appeal any decision made by the Board with respect to any matter  
222 considered at the meeting is advised that person may need to ensure that a verbatim record of  
223 the proceedings is made, including the testimony and evidence upon which such appeal is to be  
224 based.

225 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
226 noticed meeting held on \_\_\_\_\_.

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230 **Signature**

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235 **Title:**  
236  **Chairman**  
237  **Vice Chairman**

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235 **Title:**  
236  **Secretary**  
237  **Assistant Secretary**

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Official District Seal

*Recorded by Records Administrator*

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*Signature*

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*Date*