

# **PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**

**May 18, 2016 Minutes of Regular Meeting**

## **MINUTES OF REGULAR MEETING**

The Regular Meeting of the Board of Supervisors for Park Place Community Development District was held on Wednesday, May 18, 2016 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, May 18, 2016 at 4:00 p.m.

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

Doris Cockerell	Chairman
David Bly	Vice Chairman
Erica Lavina	Supervisor
Tony Jones	Supervisor

#### **Staff Members Present:**

Brian Howell	District Manager, Meritus
John Wegner	Brightview

Three (3) Residents

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

None

### **3. VENDOR AND STAFF REPORTS**

John Wegner went over the landscape program-mulch is completed, oleanders on Race Track Road will be cut back more, weeds in pavers sprayed, irrigation break by school being repaired, design team reworking plan for Fountainhead Park, entrance upgrade at Windsor/Mandolin entrance will be done next week. The Board requested that the mix of annuals not be used on anymore rotations and dog stations be kept up with.

#### **A. District Engineer**

Mr. Howell reported that Tonja Stewart had reviewed the wall by the bus stop with a contractor and that it would need to have extensive repairs. The wall will need to be rebuilt and the preliminary budget will be around \$22,000.00. Ms. Stewart will have proposal for the Board to review next month with details on work needed. The Board requested staff to get other options from Ms. Stewart for the wall.

**B. District Counsel**

Mr. Howell went over policy discussion with Counsel on street parking and Counsel recommended the District not extinguish their current policy until they come up with a new one. Counsel had concerns on the District operating with no policy. The next step would be for a fining committee to be appointed and they would work with Supervisor Jones and Meritus to come up with policy suggestions and present to the Board in June. The Board could review and final adoption of a new policy could transpire in July. The Board agreed.

MOTION TO:	Appoint Andrea Jackson, Alex Wooley, Matt Morgan, Tad Lupis and Ray Seaford to fining committee.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

**C. District Manager Report**

Mr. Howell went over the potential to add a new monument at the entrance to Highland Park. Mr. Howell reached out to the County to see if there was interest in doing a cost share project with the District for a monument and no responses has been received. Bakas has also been contacted this week and no response yet. Goddard School has interest if other businesses will participate. Mr. Howell stated he did research and based on his experience a monument can run \$20,000.00 - \$40,000.00 depending on what was desired as far as lighting, materials etc. There would also be about \$10,000.00 in fees for permitting, construction drawings etc. The Board asked Mr. Howell to check with Creative Signs to see if they could construct one for less money than going through a design-build process. Mr. Howell will check and report back at the next meeting.

Mr. Howell stated the picnic table was on back order and he would have data from FHP within the next week. The new aerator is also installed and running.

**i. Staff Task List**

**D. Field Inspection Reports**

**4. BUSINESS ITEMS**

**A. Acceptance of J.C. Lazaro's Resignation**

MOTION TO:	Accept J.C. Lazaro's resignation.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - Motion passed unanimously

The Board will not fill his seat as it is up for election this fall.

**B. Consideration of Resolution 2016-02; Approving Proposed Fiscal Year 2017 Budget & Setting Public Hearing**

MOTION TO:	Open Public Hearing.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Lavina
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - Motion passed unanimously

Mr. Howell went over the proposed budget and advised the Board they were able to decrease assessments by 5% this year and staff would review over the next year to see if anymore decreases can be given for the following budget years. The Board asked that the holiday lighting line item reflect the proper amount that is spent and line items for landscape, etc. be tied into actual contract.

MOTION TO:	Close Public Hearing.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - Motion passed unanimously



MOTION TO: Approve Resolution 2016-02.  
MADE BY: Supervisor Cockerell  
SECONDED BY: Supervisor Lavina  
DISCUSSION: None further  
RESULT: Called to Vote: motion PASSED  
4/0 - Motion passed unanimously

**C. Annual Disclosure of Qualified Electors**

Brian Howell disclosed that there were 1,382 qualified electors within the District. Supervisor Lavina asked how much they had went up since last year and Mr. Howell stated he would check.

**D. 2016 Election Process**

Mr. Howell went over the election process and the seats that were up for election this fall.

**E. General Matters of the District**

**5. BUSINESS ADMINISTRATION**

**A. Consideration of Minutes of the Board of Supervisors Meeting April 20, 2016**

MOTION TO: Approve minutes from April 20, 2016 meeting.  
MADE BY: Supervisor Cockerell  
SECONDED BY: Supervisor Bly  
DISCUSSION: None further  
RESULT: Called to Vote: motion PASSED  
4/0 - Motion passed unanimously

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

The Board checks not received and Brian Howell will resolve as soon as possible.

MOTION TO: Approve the Operation & Maintenance Expenditures  
(Admin) May 2016  
MADE BY: Supervisor Cockerell  
SECOND BY: Supervisor Bly  
DISCUSSION: None further  
RESULT: Called to Vote: motion PASSED  
4/0 – Motion passed unanimously

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

MOTION TO:	Approve the Operation & Maintenance Expenditures (Highland Park) May 2016
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Lavina
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

**D. Consideration of Operation & Maintenance Expenditures (Mandolin/Windsor) May**

MOTION TO:	Approve the Operation & Maintenance Expenditures (Mandolin/Windsor) May 2016
MADE BY:	Supervisor Lavina
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

**E. Review of Financial Statements Month Ending March 31, 2016**

The financials were accepted and Mr. Howell noted all funds were tracking right on budget. Mr. Howell then went over surplus funds and advised the Board they would be split as follows:

HP - \$490,421.83 and W/M - \$608,421.47.

Mr. Howell recommended these funds be put into a reserve account and the funds can be moved back and forth between the reserve and operating account. Staff will shop banks for the best interest rates on a CD or money market account. Mr. Howell noted the District would be fully funded for reserves.

MOTION TO:	Authorize Staff to Open Reserve Accounts.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

**6. SUPERVISOR REQUESTS**

Supervisor Cockerell asked staff to have curb/sidewalk repaired at the entrance to Mandolin Reserves since the County showed no effort to fix.  
Supervisor Jones asked if the sidewalks outside of gates were CDD and Mr. Howell confirmed they were.  
There was discussion by the Board and Mr. Howell on pricing submitted by John Wegner and that the plant pricing seemed high. Mr. Howell will work with the Board on future proposal review to make sure plant pricing is in line with the market.

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

Pond at entrance to Highland Park looks nice.  
Altis sale of apartments to another developer  
Towing  
Add benches to pocket park at Cotswold and Bournemouth

**8. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 - Motion passed unanimously

\*These minutes were done in summary format.

\*Copy of audio tape available on request.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on June 15, 2016.

Doris Healey Cockerell  
Signature

Doris Cockerell  
Printed Name

Title:

☒ Chairman

☐ Vice Chairman

B. Acl  
Signature

Brian Hawley  
Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

[Signature]  
Signature

6.22.2016  
Date

