

# PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

August 30, 2017 Minutes of Regular Meeting and  
Public Hearing

## Minutes of the Regular Meeting and Public Hearing

The Regular Meeting and Public Hearing of the Board of Supervisors for Park Place Community Development District was held on **Wednesday, August 30, 2017 at 4:00 p.m.** at the Maureen Gauzza Public Library (Previously Known as the Upper Tampa Bay Regional Library) located at 11211 Countryway Blvd, Tampa, FL 33626.

### 1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting and Public Hearing of the Board of Supervisors of the Park Place Community Development District to order on **Wednesday, August 30, 2017 at 4:00 p.m.**

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

Doris Cockerell	Chairman
Tony Jones	Vice Chairman
Cathy Kinser-Powell	Supervisor
Andrea Jackson	Supervisor
Erica Lavina	Supervisor

#### Staff Members Present:

Brian Howell	District Manager
Tonja Stewart	District Engineer
Tim Gay	Holiday Lighting
John Wegner	Brightview

There were four residents in attendance.

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

There were no audience questions or comments on agenda items.

### 3. VENDOR AND STAFF REPORTS

Mr. Wegner from Brightview went over the landscape program and doing poinsettias for the holidays this year. He explained the need to trim the palm trees and stated that their schedule was getting booked up. The Board agreed that these need to be done prior to the holiday season.

MOTION TO:	Approve \$6,160 for palm trimming in Mandolin/Windsor.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Mr. Wegner next went over the proposal to do brick pavers where trucks run over beds along the canopy. The Board discussed the proposal and asked Mr. Wegner to revise it and bring back a proposal showing more hardscaping and maybe a bench. Mr. Wegner confirmed that the cost of a 3" tree is \$500, and Supervisor Jones will advise on the location where the memorial tree will be placed. The Board asked Mr. Wegner to check the tree branches that have been hitting vehicles in Mandolin/Windsor and the dead plants on Greensleeve. Rain sensors in Mandolin/Windsor need to be checked, and the Board would also like a proposal for Renaissance Court.

Mr. Gay then went over the lighting proposal for the holiday season with the Board. For Highland Park, he discussed options for this year and went over what they did last year. It was discussed that the tree could not be placed in the fountain; however, Mr. Gay will check the urn location to see if it was suitable.

MOTION TO:	Approve the lighting with a not-to-exceed cap of \$15,000.
MADE BY:	Supervisor Jackson
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Supervisor Jones and Mr. Gay will work out final details.

Mr. Gay next went over the Mandolin/Windsor proposal and the options for signage.

MOTION TO:	Approve the proposal with a not-to-exceed cap of \$7,000.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Mr. Howell will look into the electrical needs for any areas in Mandolin/Windsor.

**A. District Engineer**

**i. Consideration of Underdrain Proposal – Blacksmith Dr.**

Ms. Stewart went over her report and said that striping would be starting end of September. The sign with the correct spelling of Lake Dagny will be replaced 9/6. Ms. Stewart then discussed the wet area on Blacksmith and went over the proposal to clean the drain plus add a French drain.

MOTION TO:	Approve \$4,000 for repairs.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

Ms. Stewart and Supervisor Jones discussed the traffic study and said that 2-3 locations had been looked at for adding potential speed tables. Ms. Stewart will ensure that there is a report that outlines findings and next steps from the traffic engineer in the next meeting book. Ms. Stewart also went over a resident concern about parking on Ecclesia. She did not recommend any additional signs but noted that the striping will help highlight parking spaces. The Board stated that they will keep an eye out for anyone parking improperly. Mr. Howell will relay this information to the owner.

**B. District Counsel**

**4. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2018 BUDGET**

**A. Open Public Hearing on Adopting Fiscal Year 2018 Budget**

MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**B. Staff Presentations**

Mr. Howell went over the budget line items and the past history of the District, which has come in or under budget in prior years. He also talked about the 5% reduction that the Board did last year and the District's healthy reserves. The recommendation from staff was to keep assessment

levels the same for 2018 as they were in 2017. The Board had no comments except for making sure that the holiday lighting line item was updated to reflect what was approved today.

### C. Public Comments

There were no public comments.

### D. Close Public Hearing on Adopting Fiscal Year 2018 Budget

MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Kinser-Powell
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

### E. Consideration of Resolution 2017-04; Adopting Fiscal Year 2018 Budget

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2017-04.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

## 5. BUSINESS ITEMS

### A. Consideration of Resolution 2017-05; Assessment Resolution

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2017-05.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jones
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

*Supervisor Lavina briefly left the meeting.*

**B. Consideration of Resolution 2017-06; Setting Fiscal Year 2018 Meeting Schedule**

The Board discussed the resolution.

MOTION TO:	Approve Resolution 2017-06.
MADE BY:	Supervisor Jackson
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

*Supervisor Lavina returned to the meeting*

**C. General Matters of the District**

**6. BUSINESS ADMINISTRATION**

**A. Consideration of Minutes of the Board of Supervisors Meeting July 19, 2017**

The Board reviewed the minutes and noted that line 30 needs to be revised to say Tommy Rawls.

MOTION TO:	Approve July 19, 2017 minutes with the change to line 30 to reflect Tommy Rawls.
MADE BY:	Supervisor Kinser-Powell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**B. Consideration of Operations and Maintenance Expenditures (Admin) July 2017**

The Board went over the Admin O&Ms.

MOTION TO:	Approve the Admin July 2017 O&Ms.
MADE BY:	Supervisor Jackson
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**C. Consideration of Operations and Maintenance Expenditures (HP) July 2017**

The Board reviewed the Highland Park O&Ms.

MOTION TO:	Approve the Highland Park July 2017 O&Ms
MADE BY:	Supervisor Jones
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**C. Consideration of Operations and Maintenance Expenditures (Admin) July 2017**

The Board went over the Mandolin/Winsor O&Ms.

MOTION TO:	Approve the Mandolin/Windsor July 2017 O&Ms.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**E. Review of Financial Statements Month Ending July 31, 2017**

The financials were reviewed and accepted. Mr. Howell noted that the District is tracking under budget through July.

**3. VENDOR AND STAFF REPORTS (cont.)**

**C. District Manager's Report**

**i. Consideration of Aeration Systems Proposals**

Mr. Howell went over the aerator proposal and asked the Board to table it for one month because there is no power outside of the Lake House for the District to tap into for Pond 4. He will ask the HOA if they will allow the CDD access the power supply, and the District would reimburse the HOA for monthly for electrical use. If the HOA says no, the cost to set a meter may make the project cost prohibitive.

**ii. Consideration of Fountain Installation Proposal – Galt Lake**

Mr. Howell went over different fountains for placement behind the Lake House and the costs. The Board agreed it was a nice setting but feared the fountain would be lost because of the size of the lake. The Board tabled this item for now.

**iii. Consideration of Dock Proposals**

Mr. Howell went over the dock replacement proposals, and the Board reviewed the proposals from Spearem and Phoenix. The Board tabled this item so they could review further the proposals and have Phoenix attend the next Board meeting.

**iv. Action Item List**

**v. Community Inspection Reports**

**vi. Speed Data**

*Supervisor Lavina left the meeting at approximately 5:30 p.m.*

**6. SUPERVISOR REQUESTS**

Supervisor Cockerell went over a proposal to add fencing to the existing fence along Citrus Park Drive. The residents there get a lot of noise from traffic, the school, and nearby parks, and with the proposed road expansion, it will only get worse. Mr. Howell confirmed that the pricing is reasonable and within market.

MOTION TO:	Approve the fencing proposal for \$10,150.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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

There were no audience questions or comments at this time.



**8. ADJOURNMENT**

MOTION TO:	Adjourn at 5:45 p.m.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jones
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.*

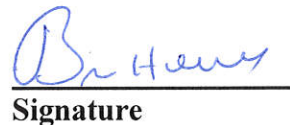
*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

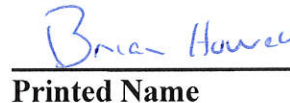
**Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 10-18-2017.**

  
Signature

  
Printed Name

**Title:**  
☒ **Chairman**  
☐ **Vice Chairman**

  
Signature

  
Printed Name

**Title:**  
☐ **Secretary**  
☒ **Assistant Secretary**

Recorded by Records Administrator .

  
Signature

10-20-2017  
Date

