

PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

July 18, 2018 Minutes of Regular Meeting

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Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Park Place Community Development District was held on **Wednesday, July 18, 2018 at 4:00 p.m.** at the Lake House located at 11740 Casa Lago Lane, Tampa, FL 33626.

1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting of the Board of Supervisors of the Park Place Community Development District to order on **Wednesday, July 18, 2018 at 4:00 p.m.**

Board Members Present and Constituting a Quorum:

Doris Cockerell	Chair
Cathy Kinser-Powell	Supervisor
Andrea Jackson	Supervisor
Erica Lavina	Supervisor

Staff Members Present:

Brian Howell	District Manager	
Gene Roberts	Operations Manager	
Tonja Stewart	District Engineer	<i>via conference call</i>
Richard Seaman	Brightview	

There were approximately nine audience members 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

A. District Engineer

i. Discussion on Speed Tables

Ms. Stewart went over her report, which included a proposal to do more striping within the District for stop bars and yellow striping. The Board reviewed the quote.

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MOTION TO:	Approve the striping proposal.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

Ms. Stewart went over some concerns with the asphalt in Highland Park and stated that some of the areas looked to be less than the 1.5 inches, which is required. She suggested for the District to do a comprehensive review and put a plan together for repairs when the rainy season is over. She noted that Stantec staff had done some more work on the traffic calming, but it had not been completed yet. She also noted that she reviewed the site for any drainage problems, and overall it looked good.

Ms. Stewart then stated that unfortunately, after more consideration, she was going to have to tender her resignation as District Engineer. She said that her workload was too heavy and she felt she could not deliver the results that Park Place had become accustomed to receiving. The Board thanked her for her service. Ms. Stewart will stay on board for the next 60 days as the District transitions to a new engineer. The Board directed Ms. Stewart not to do any more work on the traffic calming, as that would be handed off to the new engineer.

Mr. Howell went over the process for engaging a new engineer and will start the process so the Board can select a replacement at the August meeting.

B. District Counsel

Mr. Howell noted that Counsel had nothing to report at this time.

C. District Manager's Report

- i. Action Item List**
- ii. Community Inspection Reports**
- iii. Speed Data**

Mr. Howell went over his reports.

4. BUSINESS ITEMS

A. Discussion on Landscape Proposals

Richard Seaman from Brightview went over proposals for utility box planting in Mandolin/Windsor. The Board discussed the proposals.

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MOTION TO:	Approve the proposals for \$4,551.00.
MADE BY:	Supervisor Kinser-Powell
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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It was noted that the Fakahatchee grass will need to be removed from the price.
Mr. Seaman then went over proposal to enhance the Mandolin Reserve entrance area. The Board discussed plan and plant material.

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MOTION TO:	Approve the proposal with a cap not-to-exceed \$16,368.00 with Mr. Seaman sending modification to the Board for comments and Supervisor Jackson assisting in finalizing the plan.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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The Board requested for Mr. Seaman to look at the Green Sleeve Island, conservation area trimming, and plant replacements for new fence section on Citrus Park Drive. Mr. Seaman noted that plantings for the benches will be completed soon, and he will give the District choices for annuals prior to each change out. The Board brought up that they were concerned about the crew mowing too quickly and leaving strips of grass.

B. Discussion on Radar Sign

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Mr. Howell reviewed the cost for the solar radar sign, and the Board agreed to table this item until more research can be completed and the District is in the new fiscal year.
Mr. Howell went over holiday lights. Overall, the Board was pleased with the past display. Mr. Howell will make sure the lighting vendor and Supervisor Jones connect to discuss any changes for Highland Park. Windsor/Mandolin liked their set-up.
Mr. Howell then went over current towing policy. Trying to hand out warning stickers was difficult for staff because most violations occur overnight and on weekends. Mr. Howell also noted that in today's world, he did not feel it was safe for Board members to approach violators. Mr. Howell asked the Board to revise the policy to allow staff to tow for obvious violations. If

131 there is a question regarding towing or not, staff will consult with the Chair and/or Vice Chair for
132 approval.
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MOTION TO:	Approve the new towing policy as discussed.
MADE BY:	Supervisor Jackson
SECONDED BY:	Supervisor Cockrell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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141 **C. Acceptance of Financial Report for Fiscal Year Ending September 30, 2017**
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143 The Board reviewed the Financial Report for Fiscal Year Ending September 30, 2017. Mr.
144 Howell noted that the audit came back clean this year as in years past.
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MOTION TO:	Accept the 2017 Audit Report.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Lavina
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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153 **D. General Matters of the District**
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156 **5. BUSINESS ADMINISTRATION**

157 **A. Consideration of Minutes of the Board of Supervisors Meeting June 20, 2018**
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159 The Board reviewed the minutes and noted a change to the spelling of "Ecclesia."
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MOTION TO:	Approve the June 20, 2018 minutes with changes.
MADE BY:	Supervisor Cockrell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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B. Consideration of Operations and Maintenance Expenditures (Admin) June 2018

The Board went over the Admin O&Ms. Mr. Howell will do a final review and closeout of all Stantec invoices and will advise the Board.

MOTION TO:	Approve the June 2018 Admin O&Ms.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

C. Consideration of Operations and Maintenance Expenditures (HP) June 2018

The Board went over the Highland Park O&Ms.

MOTION TO:	Approve the Highland Park June 2018 O&Ms
MADE BY:	Supervisor Jackson
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

D. Consideration of Operations and Maintenance Expenditures (M/W) June 2018

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

MOTION TO:	Approve the Mandolin/Windsor June 2018 O&Ms.
MADE BY:	Supervisor Kinser-Powell
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 June 30, 2018

The financials were reviewed and accepted.

208 **6. SUPERVISOR REQUESTS**

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210 Supervisor Cockerell asked the status of the stop and street signs. Mr. Roberts noted that they
211 would be installed within the next week along with the alligator sign. Supervisor Cockerell asked
212 Mr. Howell to check the current encroachment agreements and insurance on those homes.

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214 Supervisor Kinser-Powell asked about pressure washing, and Mr. Howell stated that pressure
215 washing will start after Labor Day.

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217 Supervisor Jackson said she would like for the District to develop a master plan and priority list
218 for projects.

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

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223 Audience members wanted to know when the FHP patrols are done. There were also comments
224 about the speed survey and holiday lights. The Board was then thanked for changing the towing
225 policy. Audience members continued to comment about potholes, Windsor Place and using blue
226 dye in ponds, fountain repair, and building a gate.

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229 **8. ADJOURNMENT**

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MOTION TO:	Adjourn at 5:25 p.m.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

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238 *These minutes were done in summary format.

239 *Copy of audio tape available on request.

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

245 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
246 noticed meeting held on 8-15-18.

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248 Moris Healey Cokwell
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Signature

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255 Title:
256 Chairman
257 Vice Chairman

Title:
 Secretary
 Assistant Secretary

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Recorded by Records Administrator

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Betty Ciford
Signature

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8-20-18
Date

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