

# **PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**

**March 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, March 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, March 18, 2015 at 4:10 p.m.

Board Members Present and Constituting a Quorum:

Doris Cockerell	Chairman
David Bly	Vice Chairman
Erica Lavina	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
Tonja Stewart	Stantec
John Wegner	ValleyCrest

Residents Present:

None

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

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

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

Ms. Stewart went over several items with the BOARD. She noted the Citrus Park extension had limited funding and was probably 10 years out. She will monitor and keep the Board apprised of any updates.

The Board was advised that Costco is to open in 1 ½ years.

There are a few areas of pavers and sidewalks that need some repairs. Mr. Howell advised that the paver repairs will be done within the next 30 days. Ms. Stewart suggested after repairs are done that the District should start to look at longer term repairs and funding. She will come back to a meeting in a couple of months and present a plan for future repairs etc.

Ms. Stewart went over her report on how to assist with traffic calming, speeding etc. She presented a proposal for \$1,750.00 by ACPLM which was the low bidder to install striping, additional signage and replacement signage within Highland Park.

Mr. Wegner noted that the tree trimming request around signs etc. by Ms. Stewart had been completed.

MOTION TO:	Approve bid by ACPLM.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

Mr. Wegner then went over an update for the landscape program. Tree trimming was almost done, new annuals were in and fertilization was done. There was a case of weevils in a palm and they are having it tested for any disease and if positive they will recommend a treatment plan for other palms.

Oak at Estates is ok and flourishing and he will monitor crape myrtles in Windsor/Mandolin and report how they are doing to the Board. He suggested a proposal to install a privacy hedge behind Goddard School and the Board agreed.

The water will be off for the egg hunt and he suggested an isolation valve so when Waterchase has a leak on their reclaim it does not affect Highland Park. The price was within spending authority of Brian Howell so no Board approval will be needed. Brian Howell then signed the proposal.

Mr. Wegner presented the plan to replace plant material at the Estates which is in decline (planter).

MOTION TO:	Approve.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Lavina
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

The Board tabled proposal 10-0763. Supervisor Cockerell asked for Mr. Wegner to check the sod on the backside of Mandolin Reserve entrance for sod issues.

**B. District Counsel**

**C. District Manager Report**

**i. Staff Task List**

**ii. Speed Data**

**iii. Painting Proposals for Mandolin**  
**1. RSC Painting Proposal**

Mr. Howell went over the painting proposal and the Board liked the charcoal/gray combination and felt the pricing was competitive. Mr. Howell advised that the Reserve signs would be done under warranty by the previous contractor.

MOTION TO:	Approve RSC bid with the caveat that Board members can be there when the job starts to confirm proper paint colors.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Lavina
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

The Board reviewed the banner proposal which was for 30 double sided banners and the HOA agreed to split the cost. The Board did have some concerns on the shape of the pineapple logo.

MOTION TO:	Approve banner proposal with the caveat that Supervisor Jones will approve the design.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

Mr. Howell advised the Board that RTR landscape work should start in a couple of weeks and they were just waiting on Altman to mark tree locations. Also Brian Howell, Altman and Supervisor Jones were meeting on Friday to create a construction punch list. Mr. Howell noted that excess pavers were being stored by the townhomes and they would look to see if they could be spread out. Paver work is to start within 30 days in Highland Park.

Mr. Howell advised he would recommend holding on the electrical proposal until they hear from Altman who has agreed to supply labor but Mr. Howell is asking for monetary help as well. Currently the savings are about \$7,000.00 but Mr. Howell was hoping they could get more.

The Board agreed to table until next meeting.

**D. Field Inspection Report**

Mr. Howell went over pond cleanup and stated the punch list was done and Austin Outdoor had sprayed any new weeds/vegetation. Mr. Howell recommended getting a planting proposal to pretty the pond up now that all the invasives were out and the Board agreed.

**4. BUSINESS ITEMS**

**A. Fiscal Year 2014 Audit Report**

MOTION TO:	Approve Audit Report.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

**B. General Matters of the District**

Mr. Howell went over the encroachment agreements and stated that two (2) owners had contacted them but to date they had not received the application or fees which Mr. Howell was able to reduce from \$500 to \$275 for owners. The Board had much discussion on this item and how to proceed and it was determined it was the responsibility of the owner to know their agreement expired. Reminder letters had been sent and to date nobody submitted on time.

MOTION TO:	Direct Meritus to send letters to all owners who have not responded with expired agreements that they must remove their structure within 30 days.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - Motion passed unanimously

The Board stated it reserved the right to hear individual cases/requests at future meetings.

**5. BUSINESS ADMINISTRATION**

**A. Consideration of Resolution 2015-03; Parking Restrictions**

Mr. Howell went over the Resolution drafted by Counsel for a parking policy. Mr. Howell stated this was a good starting point and the Board could tweak as needs shifted. He also recommended hiring a private security firm for some 4 hour shifts to hand out parking citations and couple that

with an off duty sheriff to issue traffic tickets/warning. The Board reviewed the speed sign data and agreed. Mr. Howell asked for them to approve \$1,000.00 to use for security/sheriff over next month and stated there would be a need to post a couple of towing signs to be compliant with the law.

MOTION TO:	Approve Resolution 2015-03 and allow Brian Howell to spend \$1,000.00 on security/sheriff for Highland Park only.
MADE BY:	Supervisor Bly
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

Meritus is to post the information on the CDD website and inform the HOA.

#### **B. Consideration of Minutes of the Board of Supervisors Meeting, Feb. 18, 2015**

The Board reviewed the minutes and had a couple of noted changes supplied by Supervisor Cockerell.

MOTION TO:	Approve February minutes with noted changes.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

#### **C. Consideration of Operation & Maintenance Expenditures (Admin) March**

The Board reviewed the Operations and Maintenance Expenditures.

MOTION TO:	Approve Admin O&M's.
MADE BY:	Supervisor Bly
SECONDED BY:	Supervisor Cockerell
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

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

The Board reviewed the Operations and Maintenance Expenditures.

MOTION TO:	Approve Highland Park O&M's.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

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

The Board reviewed the Operations and Maintenance Expenditures.

MOTION TO:	Approve Mandolin/Windsor O&M's.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

**E. Review of Financial Statements Month Ending January 31, 2015**

The January Financials were accepted.

**6. SUPERVISOR REQUESTS**

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

**8. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Bly
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - 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 April 15, 2015.

Doris Healey Cockerell  
Signature

Doris Cockerell  
Printed Name

Title:  
☒ Chairman  
☐ Vice Chairman

Brian Howell  
Signature

Brian Howell  
Printed Name

Title:  
☐ Secretary  
☒ Assistant Secretary

Recorded by Records Administrator

[Signature]  
Signature

4/17/2015  
Date

