

PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

November 28, 2018 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Park Place Community Development District was held on **Wednesday, November 28, 2018 at 4:30 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, November 28, 2018 at 4:30 p.m.**

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Brian Howell	District Manager
Phil Chang	District Engineer
Paul Woods	OLM

There were approximately seven audience members in attendance.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR/STAFF REPORTS

A. District Counsel

Mr. Howell stated that Counsel did not have much to report, and the transition with the CDD taking over roads and sidewalks in the Estates/Reserve was going well. Mr. Chang had bids for the sidewalk work, and staff had been working with the HOA for the transition to be finished in January. The HOA will submit some bills they would like the CDD to consider for reimbursement at the January meeting.

47 **B. District Engineer**

48 **i. Authorization to Provide a CDD Ownership Map**

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50 Mr. Chang went over proposal to update the CDD map. Mr. Howell explained the benefits and
51 stated that the cost was reasonable. The Board asked for streetlight locations in Highland Park to
52 be included.
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54	MOTION TO:	Approve the map with a cap not to exceed \$3,000.
55	MADE BY:	Supervisor Cockerell
56	SECONDED BY:	Supervisor Kinser-Powell
57	DISCUSSION:	None further
58	RESULT:	Called to Vote: Motion PASSED
59		5/0 – Motion passed unanimously

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61 **ii. Sidewalk Trip Hazards Memo and Quotes**

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63 Mr. Chang then over the sidewalk repairs and made a recommendation to approve Spearem for
64 \$15,899. There was discussion on whether doing the granite base would help to extend the life of
65 the repairs and tree root issues.
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67	MOTION TO:	Approve Spearem with the condition that if research
68		by Mr. Chang shows that granite would be beneficial,
69		then Mr. Chang will rebid the project, and if research
70		shows that adding granite would not be helpful or
71		cost effective, then Spearem will proceed.
72	MADE BY:	Supervisor Cockerell
73	SECONDED BY:	Supervisor Booth
74	DISCUSSION:	None further
75	RESULT:	Called to Vote: Motion PASSED
76		5/0 – Motion passed unanimously

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78 Mr. Chang commented that he was still waiting on more bids for road work in Highland Park,
79 and the pothole that Supervisor Jackson mentioned was part of the scope. Mr. Chang went over
80 Pond 15 and stated that the District would need SWFWMD's approval to do work in there. Staff
81 will have the aquatics vendor look into and report on the matter at the January meeting.
82 Supervisor Booth asked for Mr. Chang to check out the stop sign and streetlight at Race Track
83 Road.
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87 **4. BUSINESS ITEMS**

88 **A. OLM Landscape Maintenance Bids Summary**

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90 Paul Woods with OLM went over the bid summary for the landscape maintenance program.

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92 *The full discussion is available on audio recording.*

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94 Mr. Woods went over the bid sheets and stated that the three lowest bidders were BrightView,
95 Millennium, and Yellowstone. Mr. Woods answered questions from the Board on bids, itemized
96 pricing, and his work history with the bidders. Mr. Howell also commented on his experience
97 with the bidders. Mr. Howell noted that all three bidders were within budget for the District.

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MOTION TO:	Award the bid to Millennium.
MADE BY:	Supervisor Booth
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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106 Mr. Howell will send out the cancellation notice to Brightview. Millennium will start on January
107 1, 2019. Mr. Howell will make sure all of the plants under warranty are replaced and that
108 maintenance is done properly before the final check is released to BrightView.

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110 The Board then reviewed and discussed using OLM for monthly inspection services.

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MOTION TO:	Approve OLM for monthly inspection services.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously

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119 **B. Discussion on Dog Park Proposal**

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121 Supervisor Booth then went over the dog park project with the Board. The Board directed staff to
122 review the site, costs, and signage requirements, and to have the packet ready for the January
123 meeting for review.

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125 **C. Consideration of Resolution 2019-01; Re-designating Officers**

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127 The Board discussed re-designating officers.

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MOTION TO:	Approve Supervisor Cockerell as the Chair.
MADE BY:	Supervisor Lavina
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed unanimously

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The Board continued to discuss re-designating officers.

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MOTION TO:	Approve Supervisor Booth as the Vice Chair.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 – Motion passed unanimously

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D. General Matters of the District

5. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting October 17, 2018

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The Board reviewed the minutes.

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MOTION TO:	Approve the October 17, 2018 meeting minutes.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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

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The Board went over the Admin O&Ms.

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MOTION TO:	Approve the October 2018 Admin O&Ms.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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

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The Board went over the Highland Park O&Ms.

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MOTION TO:	Approve the Highland Park October 2018 O&Ms
MADE BY:	Supervisor Booth
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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

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

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MOTION TO:	Approve the Mandolin/Windsor October 2018 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

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E. Review of Financial Statements Month Ending October 31, 2018

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The financials were reviewed and accepted.

204 **6. MANAGEMENT REPORTS**

205 **A. District Manager's Report**

206 **i. Action Item List**

207 **ii. Community Inspection Reports**

208 **iii. Speed Data**

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210 Mr. Howell went over his reports with the Board.

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213 **7. SUPERVISOR REQUESTS**

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215 Supervisor Jackson said she would like for the Board to get more community support and
216 feedback before approving major policies and improvements.

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219 **8. AUDIENCE QUESTION AND COMMENT ON OTHER ITEMS**

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221 Audience members commented on the trees on Citrus Park that need to be trimmed, the sprinkler
222 heads along Countryway and Citrus Park Drive, and holiday lighting. A resident said that the
223 Windsor townhomes opposes CDD using funds for sidewalks and roads for the Estates and
224 Reserve; they would like their own reserve account or fees reduced. Mr. Howell stated that
225 Counsel will attend the January meeting to discuss. The CDD books were also discussed, as were
226 the sidewalk areas that are flagged/marked on Race Track Road.

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229 **9. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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238 *These minutes were done in summary format.

239 *A copy of the audio recording is 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 1-16-19.

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248 Doris Healy Cockerell
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250 Signature

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252 Doris H Cockerell

253 Printed Name

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255 Title:

256 Chairman

257 Vice Chairman

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B Hall

Signature

Brian Howell

Printed Name

Title:

Secretary

Assistant Secretary

Recorded by Records Administrator

M. J. [Signature]

Signature

1-23-19

Date

