

**PARK PLACE  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS  
REGULAR MEETING  
SEPTEMBER 18, 2019**

**PARK PLACE  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
WEDNESDAY, SEPTEMBER 18, 2019**

**4:00 p.m.**

The Lake House

Located at 11740 Casa Lago Lane, Tampa, FL 33626

<b>District Board of Supervisors</b>	Chair	Doris Cockerell
	Vice Chair	Darren Booth
	Supervisor	Andrea Jackson
	Supervisor	Cathy Kinser-Powell
	Supervisor	Erica Lavina
<b>District Manager</b>	Meritus	Gene Roberts
<b>District Attorney</b>	Straley Robin Vericker	John Vericker
<b>District Engineer</b>	Johnson Engineering	Phil Chang

***All cellular phones and pagers must be turned off while in the meeting room***

The meeting will begin at **4:00 p.m.** Following the **Public Comments on Agenda Item** the meeting will proceed with the third section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**, this section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fifth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The final sections are called **Supervisors Request, Audience Questions, Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINISTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Board of Supervisors  
**Park Place Community Development District**

Dear Board Members:

The Regular Meeting of the Park Place Community Development District will be held on **September 18, 2019 at 4:00 p.m.** at The Lake House, located at 11740 Casa Lago Lane, Tampa, FL 33626. Following is the Agenda for the Meeting:

**Call In Number: 1-866-906-9330**

**Access Code: 4863181**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR/STAFF REPORTS**
  - A. Nichols Landscape Architect
  - B. District Engineer.....Tab 01
    - i. Highland Park Truck Model
    - ii. Highland Park Pond Maintenance Proposals
    - iii. Park Place Ownership Map
  - C. District Counsel
- 4. BUSINESS ITEMS**
  - A. Reserve Study Update Report.....Tab 02
  - B. Discussion on Holiday Lighting .....Tab 03
  - C. Discussion on Park Benches Proposals.....Tab 04
  - D. General Matter or the District
- 5. CONSENT AGENDA**
  - A. Consideration of Board of Supervisors Meeting Minutes August 21, 2019..... Tab 05
  - B. Consideration of Operations and Maintenance Expenditures (Admin) August 2019..... Tab 06
  - C. Consideration of Operations and Maintenance Expenditures (HP) August 2019..... Tab 07
  - D. Consideration of Operations and Maintenance Expenditures (M/W) August 2019 ..... Tab 08
  - E. Review of Financials Statements Month Ending August 31, 2019 ..... Tab 09
- 6. MANAGEMENT REPORTS**
  - A. District Manager .....Tab 10
    - i. Action Item List
    - ii. Speed Data
    - iii. Community Inspection Reports
    - iv. Millennium Landscape Report
- 7. SUPERVISOR REQUESTS**
- 8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 9. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Gene Roberts  
District Manager



TO: **Gene Roberts**  
**Park Place CDD District Manager**

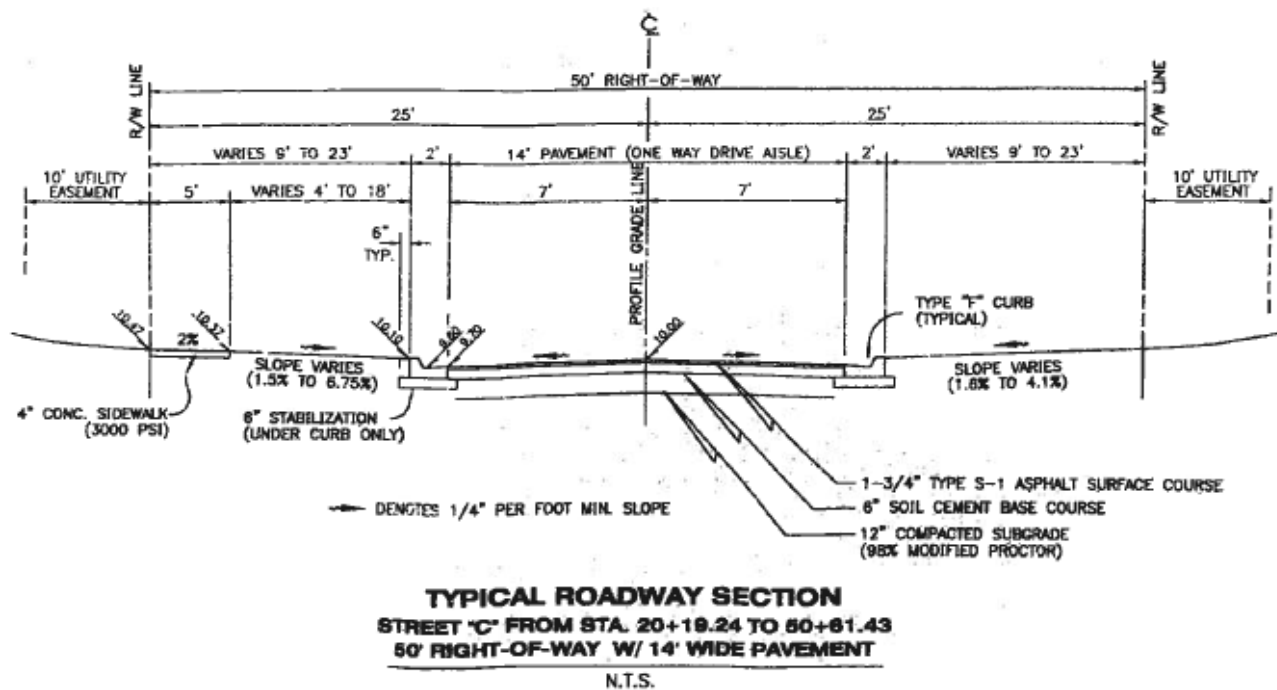
FROM: **Phil Chang, P.E.**  
**Park Place CDD District Engineer**

DATE: **August 30, 2019**

RE: **Aerial Ladder Firetruck Truck-turn Analysis – Highland Park**

As requested, Johnson Engineering has undertaken an analysis of Canopy Drive with respect to the ability of an aerial ladder firetruck to travel unimpeded along the 14-foot wide one-way section of roadway (measured edge-of-pavement to edge-of-pavement).

The typical section of the one-way section of Canopy Drive is as follows (from permitted construction plans):



Per the truck turn modeling software, the dimensions of the aerial ladder fire truck used (fights fires affecting two-story homes) are as follows:

Overall Length: 43.00'  
Width: 8.50'  
Rear Overhang: 13.00' (Distance from center of rear double axles to end of truck)



MEMO TO: Gene Roberts, Park Place CDD District Manager  
DATE: August 30, 2019  
PAGE: 2 of 2

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Based on the model, there are several areas of concern where, because of the curvature/geometry of the roadway, the firetruck requires in excess of its width in order to navigate the curve or turn. This is due to the way the front and rear wheels track around the curves as well as how the truck overhang swings around as part of the turning movements. These areas are outlined in yellow on the attached exhibit.

Given the need for emergency/first responder vehicles to reach their destination, the areas outlined in yellow would be candidates for no parking zones since vehicles parked in these areas would make it increasingly difficult for an aerial ladder firetruck to proceed along the road unimpeded and could delay their response to an emergency. Vehicles parked in these locations may be subject to being impacted/hit by emergency vehicles resulting in property damage.

It is suggested that the limits of the no parking zones, if added, be delineated with signs consistent with the existing no parking signage currently in use in the community.







TO: **Gene Roberts**  
**Park Place CDD District Manager**

FROM: **Phil Chang, P.E.**  
**Park Place CDD District Engineer**

DATE: **September 6, 2019**

RE: **Highland Park Pond Structure**  
**Maintenance Quotes**

As required by the Southwest Florida Water Management District, Johnson Engineering completed a site visit to assess the condition of the storm structures in the ponds within Highland Park. A general description of some of our observations are below.

Pipe ends (mitered end sections) are buried that require unburying on S. Mobley Road (see right) at the east limit of the community. There was also some erosion to the slope observed around the drainage structure on Race Track Road (see below right).

The mitered end section within the stormwater pond at the west limit of Roseate Drive was also partially covered and filled with silt which requires cleaning/de-silting.



Within the pond at the west limit of Splendid Lane, repairs are needed to the concrete outfall control structure which is currently leaking at a joint (see photo to right). There is erosion at a mitered end section in this same general area that also needs to be repaired.



MEMO TO: Gene Roberts, Park Place CDD District Manager  
DATE: September 6, 2019  
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At the pond to the east of Whisper Lake Trail, repairs will be needed to the existing concrete outfall control structure at the south limit of the pond. At the north limit, a fallen tree needs to be removed from on top of the structure (see photo to right).



A graphic is provided in the next 2 pages which shows the location of the issues mentioned above as well as those not discussed in detail above.

Several vendors were contacted to request quotes to address the issues observed. Quotes addressing all the issues observed are attached to this memo and were received from the following:

1. Crosscreek Environmental Inc. - \$8,900.00
2. Finn Outdoor - \$11,400.00
3. Spearem Enterprises, LLC - \$14,595.00

Based on our review of the above quotes, we would recommend to the Board that Crosscreek Environmental Inc. be selected to undertake the project since they submitted the lowest quote which addresses the issues observed.





AERIAL PHOTOGRAPHY DATED 2017





AERIAL PHOTOGRAPHY DATED 2017



# Crosscreek Environmental Inc.

111 Palmview Rd  
Palmetto, FL 34221

Estimate

Date	Estimate #
8/27/2019	6450

Name / Address
Park Place CDD 17900 Hunting Bow Circle, Ste 101 Lutz, FL 33558 Attn: Phil Chang, P.E. Ph: 727-534-4852

\* Estimate Good For 30 Days

Description	Qty	Rate	Total
To repair erosion, remove vegetation, repair structures, clear berm, and expose pipes on S. Mobley Rd. (See attached maps - all items circled in yellow)  30% deposit due prior to commencement of work. Amount to be deducted from final invoice. Total deposit = \$2,670.00		8,900.00	8,900.00
Please sign and return if accepted		<b>Total</b>	<b>\$8,900.00</b>

Phone # (941) 479 7811

Fax # (941) 479-7812

admin@crosscreekenv.com

www.crosscreekenvironmental.com

**Finn Outdoor**  
 1304 43rd Avenue Dr W  
 Palmetto, FL 34221 US  
 (813)957-6075  
 robb@finnoutdoor.com



## Estimate

### ADDRESS

Park Place CDD  
 C/O Meritus Corp  
 2005 Pan Am Circle, Suite 300  
 Tampa, Florida 33607

**ESTIMATE #** 1655

**DATE** 09/03/2019

**EXPIRATION DATE** 12/01/2019

ACTIVITY	QTY	RATE	AMOUNT
<b>SWFMD Report Repairs</b> Whisper Lake Trail - MES restoration - Install fill and compact around concrete. Install erosion fabric, rip/rap stone, and Bahia sod to stabilize bank / Control Structure restoration - Clear and remove nuisance vegetation. Restore structure to working condition.	1	3,000.00	3,000.00
<b>SWFMD Report Repairs</b> Canopy Dr. - Pond "B" - Berm Maintenance - Mulch in place clearing of nuisance vegetation.	1	1,500.00	1,500.00
<b>SWFMD Report Repairs</b> Splendid Lane - Pond "A" - MES restoration - Install fill and compact around concrete. Install erosion fabric, rip/rap stone, and Bahia sod to stabilize bank / Control Structure restoration - Clear and remove nuisance vegetation. Restore structure to working condition. Concrete repair to inside of structure.	1	2,750.00	2,750.00
<b>SWFMD Report Repairs</b> Carriage Houses - Roseate Dr. - Sump dredge - Plug and pump sump pond. Remove sediment . Regrade as necessary.	1	2,850.00	2,850.00
<b>SWFMD Report Repairs</b> Carriage Houses - Race Track Rd. - Outfall restoration - Install fill and compact around structure. Install erosion fabric, rip/rap stone, and Bahia sod to stabilize bank	1	750.00	750.00
<b>SWFMD Report Repairs</b> Carriage Houses - S. Mobley Rd. - Clear grate top inlet and MES pipe ends	1	550.00	550.00

TOTAL

**\$11,400.00**



Accepted By

Accepted Date



**Spearem Enterprises, LLC**  
18865 State Rd. 54 Suite122  
Lutz, FL 33558  
(727) 237-2316  
spearem.jmb@gmail.com

**Estimate 1602**

**ADDRESS**

Park Place CDD  
Meritus  
2005 Pan Am Circle, Suite  
120  
Tampa , FL 33607

**DATE**  
08/19/2019

**TOTAL**  
\$14,595.00

ACTIVITY	QTY	RATE	AMOUNT
<b>Labor</b> Please note there are maps attached in accordance with sections listed below:  Section 1 & 2: Clear out pipe and clear vegetation around drains, poor small concrete collars around drain pipes. Section 3, 4,5 & 6: Remove grates, clear out silt and debris in and around drains. Section 7: Install fill dirt and sod to repair erosion. Section 8: Remove silt and sand from retention pond, reshape pond basin and replace sod damaged by project. Section 9: Expose structure, patch leak from outside and inside replace soil and sod that was disturbed by project. Section 10 & 11: Fill eroded areas around collars, poor concrete footers around collars to avoid further erosion. Section 12: Remove silt and soil, vegaqtation, restore section to original design. Section 13 &14: Fill eroded sections of drain collars, poor footer around these collars to avoid further erosion. Section 15 & 16: Remove vegetation from around structure, expose structure.	1	14,595.00	14,595.00

Cost inlcudes labor and material.

It is anticipated that permits will not be required for the above work, and if required, the associated costs will be added to the price stated below. Any existing

**TOTAL**

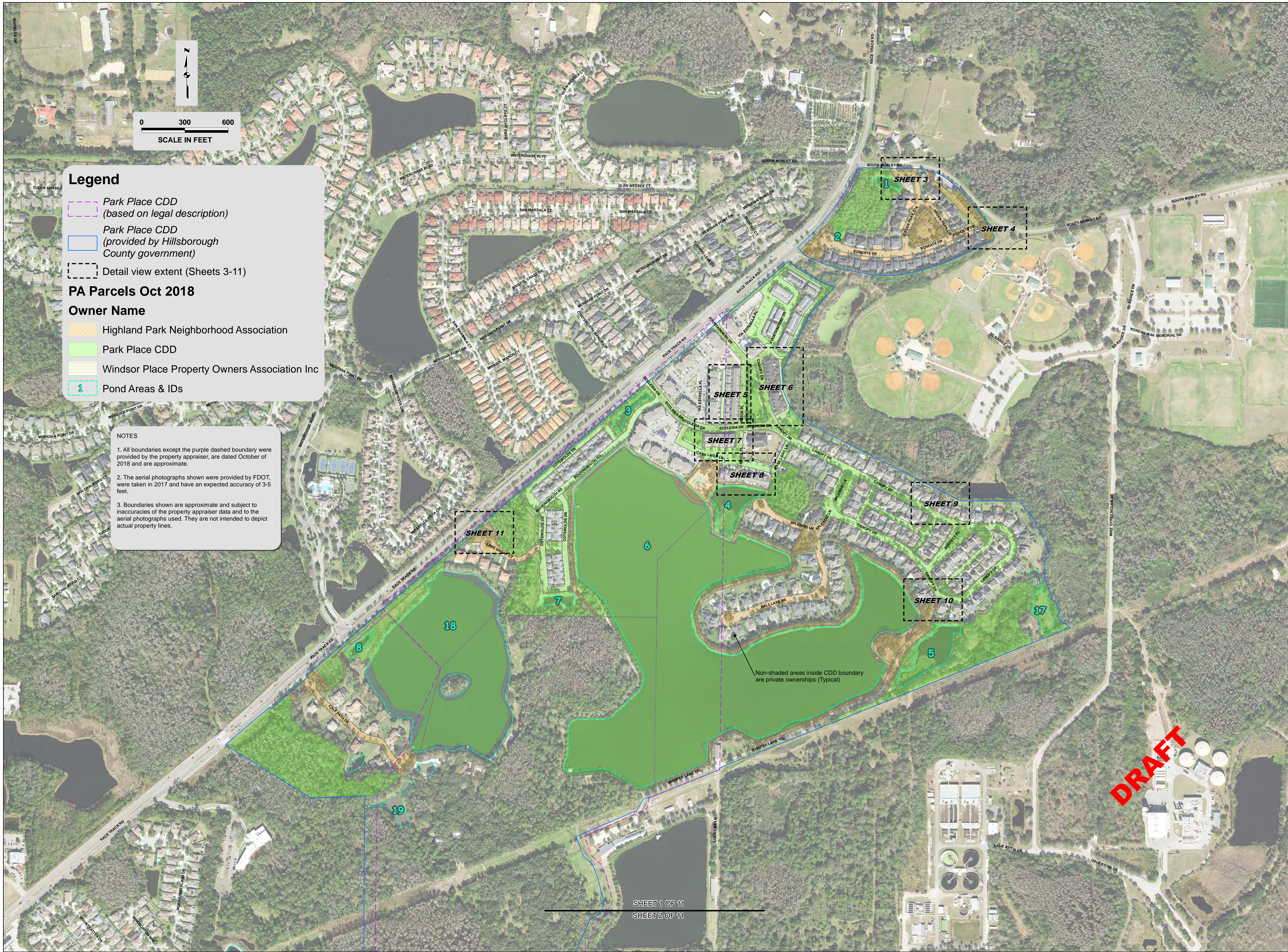
**\$14,595.00**

conditions that are not reasonably discoverable prior to the job start date, which in anyway interferes with the safe and satisfactory completion of this job, will be corrected by an additional work order and estimate for approval prior to resuming job. Spearem Enterprises, LLC is not responsible for any delays in performance of service that are due in full or in part to circumstances beyond our control. Spearem Enterprises, LLC is not responsible for damage, personal or property damage by others at the job site. Whether actual or consequential, or any claim arising out of or relating to "Acts of God". Job will Commence within 30 days of receiving signed, approved proposal-weather permitting.

Accepted By

Accepted Date





### Legend

  Park Place CDD  
(based on legal description)

  Park Place CDD  
(provided by Hillsborough  
County government)

  Detail view extent (Sheets 3-11)

### PA Parcels Oct 2018

#### Owner Name

  Highland Park Neighborhood Association

  Park Place CDD

  Windsor Place Property Owners Association Inc

1 Pond Areas & IDs

#### NOTES

1. All boundaries except the purple dashed boundary were provided by the property appraiser, are dated October of 2018 and are approximate.

2. The aerial photographs shown were provided by FDOT, were taken in 2017 and have an expected accuracy of 3-5 feet.

3. Boundaries shown are approximate and subject to inaccuracies of the property appraiser data and to the aerial photographs used. They are not intended to depict actual property lines.

Non-shaded areas inside CDD boundary  
are private ownerships (Typical)

#### REVISIONS

NO.	DESCRIPTION	DATE

DATE: April 2019

PROJECT NO. 20181258-00

FILE NO. --

SCALE: As Shown

OWNERSHIP MAP  
OCTOBER 2018

SHEET NUMBER

1 OF 11







1. All boundaries except the purple dashed boundary were provided by the property appraiser, are dated October of 2018 and are approximate.

3. Boundaries shown are approximate and subject to inaccuracies of the property appraiser data and to the aerial photographs used. They are not intended to depict actual property lines.

☐ Park Place CDD  
(provided by Hillsborough  
County government)

 Highland Park Neighborhood Association

## 1 Pond Areas & IDs

Park Place CDD

Park Place  
Hillsborough County, Florida

[illegible]

DATE:	July 2019
PROJECT NO.	20181258-000
FILE NO.	--
SCALE:	As Shown

OWNERSHIP MAP  
OCTOBER 2018  
DETAIL VIEW

SHEET NUMBER

3 OF 11





NOTES

- 1. All boundaries except the purple dashed boundary were provided by the property appraiser, are dated October of 2018 and are approximate.
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- 3. Boundaries shown are approximate and subject to inaccuracies of the property appraiser data and to the aerial photographs used. They are not intended to depict actual property lines.

LEGEND



Park Place CDD  
(provided by Hillsborough  
County government)

PA Parcels Oct 2018

Owner Name



Highland Park Neighborhood  
Association



0 15 30

SCALE IN FEET

**JOHNSON**  
**ENGINEERING**  
JOHNSON ENGINEERING, INC.  
2122 JOHNSON STREET  
P.O. BOX 1550  
FORT MYERS, FLORIDA 33902-1550  
PHONE (239) 334-0046  
FAX (239) 334-3661  
E.B. #642 & L.B. #642

Park Place CDD

Park Place  
Hillsborough County, Florida

REVISIONS

NO.	DESCRIPTION	DATE

DATE: July 2019  
PROJECT NO. 20181258-000  
FILE NO. --  
SCALE: As Shown

OWNERSHIP MAP  
OCTOBER 2018  
DETAIL VIEW

SHEET NUMBER

4 OF 11



REVISIONS		DATE
NO.	DESCRIPTION	

DATE: July 2019  
PROJECT NO. 20181258-000  
FILE NO. --  
SCALE: As Shown

OWNERSHIP MAP  
OCTOBER 2018  
DETAIL VIEW

SHEET NUMBER

5 OF 11





