

PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

August 15, 2018 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 15, 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 and Public Hearing of the Board of Supervisors of the Park Place Community Development District to order on **Wednesday, August 15, 2018 at 4:02 p.m.**

Board Members Present and Constituting a Quorum:

Doris Cockerell	Chair	
Tony Jones	Vice Chair	<i>via conference call</i>
Cathy Kinser-Powell	Supervisor	
Andrea Jackson	Supervisor	
Erica Lavina	Supervisor	<i>via conference call</i>

Staff Members Present:

Brian Howell	District Manager	
Tonja Stewart	District Engineer	<i>via conference call</i>
Phil Chang	Johnson Engineering	

There were approximately five audience members in attendance.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

40 **3. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2019 BUDGET**

41 **A. Open Public Hearing on Adopting Fiscal Year 2019 Budget**

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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

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50 **B. Staff Presentations**

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52 Mr. Howell went over the budget and current financial status of District. Mr. Howell stated that
53 the District is great shape with \$1.2 million in reserves. The District is fully funded at this time.
54 He said that recommendations from staff would be to keep the assessments the same for 2019 as
55 they were for 2018. Mr. Howell noted that the District had reduced fees a couple of years ago,
56 and the current level was sufficient to operate. The Board had no further questions.

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58 **C. Public Comments**

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60 There were no questions or comments from the audience.

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62 **D. Close Public Hearing on Adopting Fiscal Year 2019 Budget**

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MOTION TO:	Close 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

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71 **E. Consideration of Resolution 2018-03; Adopting Fiscal Year 2019 Budget**

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73 The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2018-03.
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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4. BUSINESS ITEMS

A. Consideration of Resolution 2018-04; Assessment Resolution

The Board reviewed the resolution.

MOTION TO:	Approve Resolution 2018-04.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Jackson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

B. Consideration of Resolution 2018-05; Setting Fiscal Year 2019 Meeting Schedule

The Board reviewed the resolution and meeting schedule.

MOTION TO:	Approve Resolution 2018-05.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Kinser-Powell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

6. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**

Ms. Stewart went over her report. She provided an update on the additional striping and stated that she would have a start date later on in the day. She will forward that information to Mr. Howell, and he will advise the Board. Ms. Stewart also said she would put together a final report for transition to the new District Engineer and would be happy to do a conference call with the new Engineer after the Board makes their selection.

4. BUSINESS ITEMS (cont.)

- C. Discussion on RFQ for District Engineer**
 - i. JMT**
 - ii. Johnson Engineering**

123 Mr. Howell then went over the RFQ for Engineer services and noted that two had submitted:
124 JMT and Johnson Engineering. Phil Chang with Johnson Engineering was asked to introduce
125 himself. He went over his background with CDDs, their firm, expertise, location, and history.
126 The Board asked Mr. Chang questions about his ability to service them, their company structure,
127 other professionals they had on staff, and their hourly rates. Mr. Chang answered their questions.
128

129 *Mr. Chang left the meeting.*
130

131 Mr. Howell said of the two firms, he has worked with Johnson Engineering at Meritus, and his
132 recommendation would be for the Board to appoint Phil Chang as Interim Engineer, direct staff
133 to draft a contract with Johnson Engineering, and have the Board ratify the contract at the
134 September meeting.
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136	MOTION TO:	Appoint Phil Chang as Interim Engineer, direct staff
137		to draft a contract with Johnson Engineering, and
138		have the Board ratify the contract at the September
139		meeting.
140	MADE BY:	Supervisor Cockerell
141	SECONDED BY:	Supervisor Kinser-Powell
142	DISCUSSION:	None further
143	RESULT:	Called to Vote: Motion PASSED
144		5/0 - Motion passed unanimously

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146 **D. Discussion on Proposal for Mandolin Reserve Fenceline Landscaping**
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148 The Board reviewed the proposal from Brightview for landscaping along the fence in
149 Mandolin/Windsor. The Board discussed the proposal and thought they only needed the
150 firecracker plant, but not the trees.
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152	MOTION TO:	Approve \$3,499 for plants only.
153	MADE BY:	Supervisor Cockerell
154	SECONDED BY:	Supervisor Kinser-Powell
155	DISCUSSION:	None further
156	RESULT:	Called to Vote: Motion PASSED
157		5/0 - Motion passed unanimously

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159 **E. General Matters of the District**
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161 Mr. Howell noted that the holiday lighting program had been finalized. For a cheap cost, power
162 could be added to the bus stop so the vendor could dress it up more. The Board then discussed
163 the landscape program and were frustrated by the inconsistency over the last year of the current
164 provider. Mr. Howell said if they wanted to go out to bid, he would suggest that they use a third

165 party consultant such as OLM to handle the process. Mr. Howell went over the benefits and cost
166 for OLM to handle the RFP for landscape.
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168	MOTION TO:	Have OLM attend the September meeting and present
169		a proposal for services to run the landscaping bids.
170	MADE BY:	Supervisor Kinser-Powell
171	SECONDED BY:	Supervisor Jackson
172	DISCUSSION:	None further
173	RESULT:	Called to Vote: Motion PASSED
174		5/0 - Motion passed unanimously

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177 5. CONSENT AGENDA

178 A. Consideration of Minutes of the Board of Supervisors Meeting July 18, 2018

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The Board reviewed the minutes and noted some minor revisions.

182	MOTION TO:	Approve the July 18, 2018 meeting minutes with
183		changes.
184	MADE BY:	Supervisor Cockerell
185	SECONDED BY:	Supervisor Kinser-Powell
186	DISCUSSION:	None further
187	RESULT:	Called to Vote: Motion PASSED
188		5/0 - Motion passed unanimously

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

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The Board went over the Admin O&Ms.

194	MOTION TO:	Approve the July 2018 Admin O&Ms.
195	MADE BY:	Supervisor Cockerell
196	SECONDED BY:	Supervisor Jackson
197	DISCUSSION:	None further
198	RESULT:	Called to Vote: Motion PASSED
199		5/0 - Motion passed unanimously

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

The Board went over the Highland Park O&Ms.

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MOTION TO:	Approve the Highland Park July 2018 O&Ms
MADE BY:	Supervisor Kinser-Powell
SECONDED BY:	Supervisor Jackson
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) July 2018

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214 The Board went over the Mandolin/Winsor O&Ms. Mr. Howell noted that he asked to have
215 Yellowstone attend meetings on a quarterly basis. He also noted that the radar needs to be
216 recharged and went over the streetlight repair protocol for Mandolin/Windsor.

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MOTION TO:	Approve the Mandolin/Windsor July 2018 O&Ms.
MADE BY:	Supervisor Cockerell
SECONDED BY:	Supervisor Lavina
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 July 31, 2018

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227 The financials were reviewed and accepted.

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6. VENDOR AND STAFF REPORTS

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C. District Manager's Report

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i. **Action Item List**

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ii. **Community Inspection Reports**

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iii. **Speed Data**

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

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7. SUPERVISOR REQUESTS

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241 Supervisor Cockerell noted that decorative poles were needed for new signs. She also noted that
242 the exit at the Reserve was muddy and messy and asked to have Mr. Chang look at for a potential
243 drain box. She also requested for Spareem to contact her prior to pressure washing any areas
244 behind gates.

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246 Supervisor Kinser-Powell asked when pressure washing will begin.

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248 Supervisor Jackson asked if Top Choice had been applied. She also stated that she wants to go on
249 next landscaping inspection with Mr. Roberts.

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251 Supervisor Jones expressed his concern about FHP writing tickets for minor things like golf carts
252 instead of speeding.

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

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257 Audience members commented on the landscaping program and that they were not happy with
258 Brightview. There were also comments about pond maintenance, OLM, and CDD maps.

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261 **9. ADJOURNMENT**

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MOTION TO: Adjourn at 5:35 p.m.

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MADE BY: Supervisor Cockerell

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SECONDED BY: Supervisor Kinser-Powell

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DISCUSSION: None further

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RESULT: Called to Vote: Motion PASSED

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5/0 - Motion passed unanimously

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270 *These minutes were done in summary format.

271 *Copy of audio tape available on request.

272
273 *Each person who decides to appeal any decision made by the Board with respect to any matter
274 considered at the meeting is advised that person may need to ensure that a verbatim record of
275 the proceedings is made, including the testimony and evidence upon which such appeal is to be
276 based.

277 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
278 noticed meeting held on 9-19-18.

279
280 Alois Healey Cockrell
281 Signature

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285 Printed Name

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287 Title:
288 Chairman
289 Vice Chairman

B. Aep
Signature

Brian Howell
Printed Name

Title:
 Secretary
 Assistant Secretary

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292 Recorded by Records Administrator

B. Aep
Signature

9-27-18
Date

