

# PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

February 20, 2008 Minutes of Meeting

## *Minutes of the Regular Meeting*

The Regular Meeting of the Board of Supervisors for Park Place Community Development District was held on Wednesday, February 20, 2008 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. Altman called the Regular Meeting of the Board of Supervisors of the Park Place Community Development District to order on Wednesday, February 20, 2008 at 4:00 p.m.

Board Members Present and Constituting a Quorum:

Anne Marie Lenton	Chairman
Darren Booth	Vice Chairman
Michael Rosen	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Jeri Connor	Assistant District Manager, District Management Services, LLC
Tony Jones	Highland Park Landscape Committee, Chairman

Members of the Public were present in the Audience

### **2. BUSINESS ADMINISTRATION**

#### A. Consideration of the Minutes of the Meeting held on January 16, 2008 (Tab 1)

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on January 16, 2008, as presented.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

#### B. Consideration of Operation & Maintenance Expenditures February, 2008 (Tab 2)

Discussion ensued regarding the invoices from Biological Research Associates (BRA) for mitigation. These invoices are for service nearly two years ago (2006) which were originally billed to the Developer, but are expenses of the CDD. Mr. Rosen requested that documentation be received from BRA identifying the dates of services, but reflecting a more recent invoice date. Mr. Altman stated that a detailed memo will be presented to the Board along with a map identifying the area under mitigation for additional documentation.

Mr. Booth questioned the need for a \$150,000 loan from SunTrust Bank. Mr. Altman reviewed the cash flow and needs of the District. He noted that during the first three months of the fiscal year, the District is operating without the total funding of assessments, since tax collections have not yet been made. The Board would like to close the loan, but only after the securing of a line of credit.

MOTION TO:	Direct Staff to pay off one-half (1/2- \$75,000) SunTrust Bank loan and develop a plan to pay off remaining balance for the Board's consideration.
MADE BY:	Supervisor Booth
SECONDED BY:	Supervisor Rosen
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

Mr. Booth questioned the difference in services between Biological Research and Remson Aquatics. Ms. Connor explained that BRA provides mitigation monitoring services to remain compliant with the SWFWMD permit of the wetland areas. Remson provides general aquatic maintenance of the ponds monthly. Although these services are similar in nature, they are different in scope and not a duplication of efforts.

Ms. Lenton requested a brief synopsis (summary sheet) of all the current vendors, their scope of services, and the costs associated with the contract.

MOTION TO:	Approve the Operations & Maintenance Expenditures for February, 2008 (\$62,764.30), with the exception of the outdated invoices (#57602- \$276.25 and #57823- \$1,850) from Biological Research Associates pending receipt of additional information as discussed.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

### 3. BUSINESS ITEMS

- A. Consideration of Resolution 2008-06, Authorizing the Disbursement of Funds for Payment of Continuing Expenses (Tab 3)

Mr. Altman stated that the Board discussed this resolution at the last meeting. The purpose of this resolution is to enable to District to pay continuing expenses and address items requiring immediate handling/repair to ensure health, safety, and welfare of the community. The resolution defines parameters for this approval. Any actions taken pursuant to this resolution would be presented to the Board at the next meeting for ratification.

MOTION TO:	Approve Resolution 2008-06, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses without Prior Approval of the Board.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

B. Re-Consideration of the Interlocal Agreement Between the CDD and HOA for Contract Management (Tab 4)

Mr. Altman stated that an agreement was entered into between the CDD and the Highland Park Neighborhood Association (HPNA). Under this agreement, the HPNA was responsible for overseeing the vendors and contracts for streetscape, street lighting, hardscape, landscape, and stormwater facilities. Effectively, the CDD has turned over its authority over the contracts to the HPNA. In order to resume control over these contracts, this agreement would have to be terminated. He noted that there is a termination provision within the agreement. A primary reason for initially entering into this agreement was to save CDD costs since the HPNA was interacting with the same contracted vendors for similar activities within the HOA and could save the community additional personnel needs to perform the same service for the CDD. It was clarified that the actual costs associated with the contracts were never shared or mixed between the CDD and HOA. All CDD contracts were maintained separately and paid for by the CDD; the HPNA simply addressed the field level management.

MOTION TO:	Terminate the Interlocal Agreement between the CDD and the Highland Park Neighborhood Association for Contract Management.
MADE BY:	Supervisor Booth
SECONDED BY:	Supervisor Rosen
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

C. Budget Amendment (Tab 5)

Mr. Altman stated that a proposed amendment to the Fiscal Year 2008 budget (distributed under separate cover- breakdown of changes on file). He reviewed the changes and their impact to the overall budget. There is an increase in the overall budget of \$10,000, which is reflective of a \$10,000 carry-over balance that was not originally allocated. The changes are primarily re-allocation of particular line items based on actual expenses incurred to date (line items that were over-budgeted originally), and anticipated changes needed in additional areas.

MOTION TO:	Approve the Fiscal Year 2008 Budget Amendment (\$137,950), as presented.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

D. General Matters of the District

Mr. Altman stated that Jeri Connor completed a walk through of the community with the new Landscaper to review the overall landscape condition and identify any areas of concern that may need upgrading or plant replacement. Tony Jones, Chairman of the Highland Park Landscape Committee, reviewed some of the areas needing attention. He noted that the areas would be prioritized and it is anticipated that items would commence at the end of March or early April. He will verify the exemptions in watering restrictions as it relates to new plantings. The full plan, once developed, will be presented to the Board identifying prioritized items, anticipated schedule of events, and estimated costs.

MOTION TO:	Direct Staff to work with the Stewart & Associations and the Landscape Committee to develop a Landscape Plan and authorize the implementation of the plan, subject to review of Supervisor Rosen (Not-to-Exceed \$14,000).
MADE BY:	Supervisor Booth
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

Ms. Connor stated that the Manager of the HOA has asked the CDD to review the drainage issue on the sidewalks along Bournemouth Drive. The HOA is requesting the CDD to raise the walking area of the sidewalk (as recommended by the Engineer) so that drainage flow would be increased. Because of the retained water, this area is often slippery and poses a walking safety hazard. Ms. Connor noted that the water issues from surrounding homeowners are being addressed; however, this is not the only contributor to the problem. Ms. Connor noted that bids have not yet been requested. The Board directed Staff to gather bids for the repair and present at the next meeting.

Mr. Jones stated that there are several corners off A Perfect Place, Splendid Lane, and at the ends of the alley which are in need or upgrading (pictures circulated to the Board). The idea is to fill these areas with bricks donated by the Developer (which are not resident property). It would bring the Old Chicago brick theme throughout the center portion of the neighborhood and clean-up the corners which are highly visible.

Mr. Jones noted that bids have been received from Superior Pavers, and another is from Stone Brothers. Additional bids are being requested to address drainage in the alley. These repairs would be included in the allocated approval for the Landscape Plan. The Board is endorsing this as a prioritized item for the Landscape Plan.

MOTION TO:	Endorse the project to install bricks at the six corners as identified, subject to its inclusion in the Landscape Plan as previously approved.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Lenton
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

#### 4. STAFF REPORTS

A. District Counsel  
Not Present.

B. District Engineer  
Not Present

- C. District Manager
1. Financial Statements- Month Ended December 31, 2007 (Tab 6)
  2. Operations Report (Tab 7)

#### 5. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

There were no Supervisor requests. An audience member presented comments related to the dock and items of suggestion for the Landscape Committee. No actions were taken by the Board.


#### 6. ADJOURNMENT


MOTION TO:	Adjourn the Regular Meeting at approximately 5:50 p.m.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Booth
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

*\*These minutes were done in summary format.*

*\*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 June 18, 2008.

  
Signature  
ANNE-MARIE LENTON  
Printed Name


  
Signature  
PETER A. ACTMAN  
Printed Name

Title:  
 Chairman  
 Vice Chairman

Title:  
 Secretary  
 Assistant Secretary



Recorded by Records Administrator

  
Signature  
6/24/08  
Date