

PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

May 20, 2009 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, May 20, 2009 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, May 20, 2009 at 4:12 p.m.

Board Members Present and Constituting a Quorum:

Linda Meyn	Chairman
Michael Rosen	Vice Chairman
Darren Booth	Supervisor
Erica Lavina	Supervisor
Alex Petrilak	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Tony Canorro	Assistant District Manager, District Management Services, LLC
John Vericker	District Counsel, Straley & Robin, P.A.

Audience Members Present:

Residents

2. STAFF REPORTS

A. District Counsel

1. Consideration of Resolution 2009-09, School Board of Hillsborough County Purchase and Sale Agreement (Tab 1)

Mr. Altman stated the documents appear to be a for cash purchase agreement, which is related to allowing the District to install the landscape improvements. Mr. Altman stated the agreement calls for reasonable attorney fees to be compensated by the School Board for Counsel Services involved in this matter.

MOTION TO	Approve Resolution 2009-09, School Board of Hillsborough County Purchase and Sale Agreement
MADE BY:	Supervisor Meyn
SECONDED BY:	Supervisor Petrilak
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Vericker stated that the agreement will be presented to the School Board on June 10th for their approval. He stated the Legal and Engineering fees will be included on the closing statements. Ms. Meyn requested the landscaping work schedule as an action item to be presented for the Board Supervisors.

B. District Engineer

1. GIS Map

Mr. Altman updated the progress of the GIS Map for the Board. The Board confirmed that Mr. Plate has not sent the status of the project via e-mail. Mr. Altman stated that DMS does not have the original deeds in their records, and a request has been submitted to Fowler, White & Boggs, P.A. to provide DMS with the originals so that an appointment with the Property Appraiser may proceed.

2. Update on Sidewalk Repairs

Mr. Altman stated that Mr. Plate reported that there were no issues with the repairs. Mr. Altman stated there is an issue with the lack of under drain and presented the potential effects this condition may have. Mr. Canorro stated this under drainage is the cause of the sidewalk failure. Discussion ensued regarding the contractor, design, and project manager issues regarding the negligence in the sidewalk repairs.

MOTION TO:	Terminate the existing District Engineer and submit an advertisement for a Request for Proposals for District Engineer Services.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Meyn
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Altman stated that there was a specific request as to whether it was appropriate for the District to pay the Engineer for the repair and the costs associated with the design of the corrective action. He stated the Board made their decision on the request for proposals for District Engineer Services based on this approach.

3. BUSINESS ADMINISTRATION

A. Consideration of the Minutes of the Board of Supervisors Meeting on April 15, 2009 (Tab 2)

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting on April 15, 2009.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Booth
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

B. Presentation of the Minutes of the Audit Committee Meeting on April 15, 2009 (Tab 3)

MOTION TO:	Approve the Minutes of the Audit Committee Meeting on April 15, 2009.
MADE BY:	Supervisor Meyn
SECONDED BY:	Supervisor Petrilak
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

C. Consideration of Operation & Maintenance Expenditures May, 2009 (Tab 4)
Ms. Meyn inquired about the Heidt & Associates line items. Mr. Canorro stated that the description listed as "miscellaneous engineering" reflect \$350.00 for the ownership exhibit. Mr. Altman stated he has recently received a subsequent invoice from Heidt & Associates, in which payment is being held.

MOTION TO:	Approve the Operation and Maintenance Expenditures for May 2009 (\$12,101.83) and direct District Management to ensure that the District Engineer ownership exhibit is complete.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Petrilak
DISCUSSION:	Discussion ensued regarding the payment of the Operation and Maintenance Expenditures. A Board member suggested the Supervisors be able to view the bills online to accept or decline the invoices before they are paid. Mr. Altman reviewed the process of payment for O&M expenditures for the Board.
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

1. Administrative Budget (Tab i)
Mr. Altman presented the Administrative Budget for a total amount of \$178,225.00.

2. Mandolin Reserve Estates and Windsor Budget (Tab ii)
Mr. Altman presented the Mandolin Reserve Estates and Windsor Budget, for a total amount of \$233,734 due to an increase in the specific operating budget. He stated this increase has not resulted in an increase in tax because the administrative budget was decreased to \$3,000.00; however, the specific operating budget increased \$1,500.00. Ms. Meyn stated she would like a plan presented regarding the purchase of the bulbs in the light posts. Mr. Cannoro stated he would identify when the terms expire, the cost of the buyout, and the cost of the bulbs for the Board before the final budget is approved.

3. Highland Park (Tab iii)
Mr. Altman presented the Highland Park Budget, for a total amount of \$238,338.00.

4. OLD BUSINESS

A. Update of Easement Encroachment Policy Notices

Mr. Canorro stated he has held one pre-application conference and a second one is scheduled for Friday, with the intent to find out if prior action was ever taken by the Board Supervisors. This item was tabled until the next meeting.

(Mr. Vericker left the meeting in progress.)

B. Detail of Website Maintenance Services (Tab 5)

Mr. Altman stated that the website maintenance services were not identified during the process of the reduction of District Management fees. He stated effective for the month of June and until a contract is approved, any charges for the District website maintenance will be discontinued. Mr. Altman stated that District Counsel will prepare a contract to include the scope of services for the website maintenance. A Board member suggested a new website maintenance service through Jennifer Wilkins with Web Communications. Mr. Altman suggested Ms. Wilkins contact DMS regarding this item.

C. Alpaugh Plumbing (Tab 6)

Mr. Altman presented an update on the Alpaugh Plumbing invoicing for the Board. He stated the delay in the invoice was due to the processing time for the release of the drinking fountain invoice. There was no further discussion.

D. Update of Alley Way Flooding (Tab 7)

Mr. Altman presented an update on the Alley Way Flooding. He stated that Staff has provided funding for these repairs through the Highland Park budget line item, Storm Drain Maintenance, in the amount of \$45,000.00. There was no further discussion.

5. BUSINESS ITEMS

A. Presentation of Proposed Fiscal Year 2010 Budget (Tab 8)

Mr. Altman presented the proposed Fiscal Year 2010 Budget for the Board. Discussion ensued regarding residents concerns for the lack of development in the landscape on Race Track Road median. Mr. Rosen stated after speaking with Hillsborough County's Neighborhood Relations Department, a grant application has been obtained and if awarded, would amount to \$10,000.00 in supplemental funding. Discussion ensued regarding a potential Inter-Local agreement between Waterchase and Park Place CDD for the cost sharing of maintenance.

Mr. Altman stated an adjustment has been made to the Highland Park and Mixed Use Budgets. He stated that the Operation and Maintenance costs now include an additional \$105,000 for the installation and maintenance of landscaping on Race Track Road, which have been divided between the Highland Park and Mixed Use budgets based on the total Equivalent Residential Units (ERU's). Mr. Altman stated that Highland Park had a total of 418 ERUs and Mixed use has a total of 192 ERUs for a grand total of 610 ERUs. He stated that the costs were divided based on the percentage of the contribution by each section to the total ERUs (Highland Park 68.51%; Mixed Use 31.49%). Mr. Altman stated that some costs which were unique to the Highland Park community were not allocated to the Mixed Use community.

Mr. Altman concluded that Highland Park has a total increase in the proposed budget by \$17,225.00 for a maximum increase of \$57.65 for each unit. He stated that Mixed Use has a total increase of \$91,721.00 in the proposed budget, for a maximum increase of \$531.23 for each unit. Mr. Altman stated that Mandolin/Windsor will not see an increase in their current assessments.

Discussion ensued regarding the need for the increase in the proposed budget due to the maintenance and landscaping item. Ms. Meyn stated she would prefer a plan that allows a longer term to split the cost of the increase in the budget. She expressed concern regarding increasing the assessments with current economic conditions. Discussion ensued regarding the original financial state of the District when inherited and the operating reserves account for Highland Park. Mr. Altman reviewed the process of established reserves and the isolation process on the financial statements by each separate community. He stated these reserves should be isolated physically with separate bank accounts with the name of the District on each account. Mr. Altman suggested the District's operate on one account; take the results of the operations, and ensure that the savings/losses to the individual entity are set aside. Mr. Altman stated that, in his opinion, the establishment of two separate entities can cause problems in similar invoices and financials. A Board member stated that next year, he would like some separation of the assessments involved in the two entities.

Mr. Altman entertained questions from Board members regarding the separate reserve account in the communities. He recommended placing the reserves into the administrative budget, confirming that the administrative budget will support the District's bills until all taxes are collected. Mr. Altman stated an operating reserve in each account is not necessary every year.

Mr. Altman reviewed each line item of the proposed administrative budget for the Board. Ms. Meyn noted that the Pay Roll Taxes may be eliminated due to Board members receiving 1099. Ms. Lavina stated the company recently selected for auditing services has reduced expenditures which are not reflected in the budget. The Board agreed to increase the District Counsel line item to \$12,000.00. Mr. Altman stated these adjustments will be made to the budget.

B. Consideration of Resolution 2009-10, Adopt Proposed Fiscal Year 2010 Budget and Setting a Public Hearing (Tab 9)

MOTION TO:	Approve Resolution 2009-10, Adopt the Proposed Fiscal Year 2010 Budget (pending final review by Mr. Rosen regarding the discussed changes) and Setting the Public Hearing for the Final Budget (Wednesday, July 15, 2009 at 4:00 p.m. at the Lake House located at 11740 Casa Lago Lane, Tampa, FL 33626).
MADE BY:	Supervisor Petrilak
SECONDED BY:	Supervisor Rosen
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

C. Discussion of Potential Inter-local Agreement to Improve and Maintain Race Track Road Median (Tab 10)

Mr. Altman stated as previously discussed, a grant will be filed for request of improvements on the median and sidewalk. There was no further discussion on this item.

D. Consideration of Recommendation from Audit Committee (Tab 11)

Mr. Altman recommended obtaining a formal contract with Keefe, McCullough & Co, LLP for the audit services. There was no further discussion.

MOTION TO:	Approve the Recommendation from Audit Committee and obtain a formal contract with Keefe, McCullough & Co, LLP for the audit services, confirming that the fees are all inclusive including travel and ancillary.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Petrillak
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

E. General Matters of the District

Discussion ensued regarding the recent towing activity of 2 cars. Mr. Rosen suggested that the President of the HOA have the authority to communicate with the towing company regarding the parking problems in the community. He suggested a drafted letter addressed to the towing company and the President of the HOA to authorize the removal of cars.

MOTION TO:	Authorize authority to the President of the HOA for the towing of cars in the District.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Booth
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

6. STAFF REPORTS

A. District Manager

1. Financial Statement, Period Ending February 28, 2009 (Tab 12)

Mr. Altman presented the financial statements for the Board. There were no questions or further discussion.

2. Operations Report (Tab 13)

Mr. Altman presented the Operations Report for the Board. There were no questions or further discussion.

A.

Update on Landscaping for Mandolin/ Windsor (Tab i)

Mr. Cannorro presented a proposal received from Stewart & Associate to enhance the landscaping at Mandolin Estates and Reserves.

MOTION TO:	Approve the Landscaping proposal from Stewart & Associate on Mandolin Estates and Reserves for an expenditure of \$9,975.00.
MADE BY:	Supervisor Rosen
SECONDED BY:	Supervisor Petrilak
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

B. Update on Landscaping of Highland Park (Tab ii)

Mr. Canorro presented the previously approved invoices for the enhancement of Highland Park's landscaping. He provided an update for the Board and stated that the total invoices approved in the amount of \$13,465.00, leaving no money available in the Highland Park Plant Replacement budget line item. There were no further questions.

C. Update of Reclaimed Water Request for Mandolin/ Windsor (Tab iii)

Mr. Canorro stated that Management has engaged Ballenger & Co. to submit a reclaimed water use application to Hillsborough County. He stated it was discovered that reclaimed water is available for Mandolin Windsor, and this should provide more irrigation areas in the Mandolin/ Windsor section of Park Place. Mr. Canorro stated due to the current drought conditions, the estimated water use will be recalculated and an application will be resubmitted within the next 10 business days. He stated the District should expect an approval in an estimated 30 days after submittal.

3. Registered Voter Count (Tab 14)

Mr. Altman stated as of April 15, 2009 there are 810 registered voters in Park Place.

7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

A. Comments

There were no Supervisor requests or audience comments.

8. ADJOURNMENT

MOTION TO:	Adjourn the Board of Supervisors Regular Meeting of the Park Place CDD.
MADE BY:	Supervisor Meyn
SECONDED BY:	Supervisor Rosen
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - 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 _____.

Signature

Signature

Printed Name

Printed Name

Title:

- Chairman
- Vice Chairman

Title:

- Secretary
- Assistant Secretary



Recorded by Records Administrator

Signature

Date