

**MINUTES OF MEETING  
EAST PARK COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the East Park Community Development District was held at 5:00 P.M. on Monday, January 22, 2018 at the offices of the House of Management Enterprise, 5756 S. Semoran Boulevard, Orlando, Florida.

Present and constituting a quorum were:

Angel Colon	Chairman
Scott Phillips	Vice Chairman
Gracieia Von Blon	Assistant Secretary
Tom Bonner	Assistant Secretary
Todd O'Neal	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Alyssa Willson	District Counsel
Rey Malave	District Engineer (via telephone)
Russ Simmons	Field Services Manager
Daniel Finz	Field Services Manager
Ariel Medina	Administrative Asst. II

*The following is a summary of the minutes and actions taken at the January 22, 2018 East Park Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Koncar called the meeting to order at 5:00 P.M. The record will reflect a quorum was established.

**SECOND ORDER OF BUSINESS**

**Public Comments on Agenda Items**

There not being any, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the November 27, 2017 Meeting**

Mr. Koncar stated each Board member received a copy of the minutes of the November 27, 2017 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Oneal seconded by Mr. Colon with all in favor the minutes of the November 27, 2017 meeting were approved.

**FOURTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Financial Statements and Check Register**

The financial statements and check register through December 31, 2017 were reviewed.

On MOTION by Mr. Colon seconded by Mr. Oneal with all in favor the December 31, 2017 financial statements were approved as presented.

**B. Resolution 2018-01, Spending Authorization**

- Discussion ensued with regard to Resolution 2018-01 authorizing the disbursement of funds for payment of certain expenses without prior approval of the Board of Supervisors.
- This resolution authorizes the Chairman to oversee general maintenance activities and to disburse funds. There was consensus \$7,500 will be the maximum amount for any one general maintenance expenditure.

On MOTION by Mr. Oneal seconded by Mr. Phillips with all in favor Resolution 2018-01 authorizing the disbursement of funds for payment of certain expenses without prior approval of the Board of Supervisors; providing for a monetary threshold; and providing for an effective date was adopted with \$7,500 being the maximum amount authorized for any one general maintenance expenditure.

**C. Contact Information**

- District contact information was reviewed.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There not being any, the next item followed.

**B. Engineer**

Mr. Malave gave an update on payment of electricity for the streetlights; OUC street lighting maintenance costs and the need for detail on who is being charged and correct billing where necessary.

- According to OUC there were two agreements; one in the name of the CDD and the second transferred to the HOA, therefore the HOA has been paying for the electricity of those fixtures.
- Discussion ensued with regard to payment by the HOA of electricity for the streetlights instead of payment by the CDD.
- District needs verification that the lights are for public areas. District Engineer will provide map of meter locations. This is needed for the Board to authorize the transfer of meters to the District; so they pay the bill instead of the HOA.
- Once the inventory is confirmed on where those meters are located and what lights they are providing service to; the Board can move forward and send a letter to OUC to transfer those meters to the District.

On MOTION by Mr. Phillips seconded by Mr. Oneal with all in favor the Chairman was authorized to execute the transfer of the three meters from the HOA to the District subject to all information being verified.

- Mr. Malave commented on Work Authorization Number 2018-1, providing professional consulting engineering services to the District for 2018; which will be resubmitted for approval.

**C. Field Operations**

- The monthly Field Management Reports were included in the agenda package.
- Questions and comments were addressed.

**SIXTH ORDER OF BUSINESS**

**Other Business**

**A. Vertex Fountain Repair Proposal**

- Fountain replacement proposal #5980-8 from Vertex in the amount of \$6,817.49 was discussed.

On MOTION by Mr. Oneal seconded by Mr. Phillips with all in favor the Vertex Water Features proposal #5908-8 for fountain replacement in an amount not to exceed \$6,817.49 was approved.

- Landscaping RFPs have been sent and we are waiting for proposals.
- Removal of tree stumps was discussed.
- Installation of privacy plantings at 10100 Moss Ross Way was discussed. The Chairman will be notified if the resident agrees to move forward with the \$1,100 proposal.

*The record will reflect Mr. Phillips left the meeting.*

On MOTION by Mr. Colon seconded by Mr. Bonner with all in favor the Chairman was authorized to execute an agreement for stump removal after additional quotes are obtained with a not to exceed amount of \$5,400.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**


There not being any, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**


There being no further business,

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor the meeting was adjourned.




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Assistant Secretary




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Angel Colon  
Chairman