

**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, May 20, 2013 at the offices of Leland Management, 6972 Lake Gloria Blvd., Orlando, Florida.

Present and constituting a quorum were:

Angel Colon	Chairman
Gracila Von Blon	Assistant Secretary
Joshua Alexander	Assistant Secretary
Edwin Sharpe	Assistant Secretary

Also present were:

Gary Moyer	Manager: Moyer Management Group
Roy Van Wyk	Attorney: Hopping Green & Sams
Richard Dunn	Engineer
Brian Smith	Severn Trent Services
D.R. Horton Representatives	

*The following is a summary of the minutes and actions taken at the May 20, 2013 East Park Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Moyer called the meeting to order at 5:00 P.M. and stated all Supervisors were in attendance with the exception of Mr. Rinehart and Mr. Alexander.

**SECOND ORDER OF BUSINESS**

**Approval of the Minutes of the March 25, 2013 Meeting**

Mr. Moyer stated each Board member received a copy of the minutes of the March 25, 2013 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor, the minutes of the March 25, 2013 meeting were approved.
---

**THIRD ORDER OF BUSINESS**

**Review of Park and Playground Equipment Plan**

Mr. Sharpe requested this item be discussed after the D.R. Horton matters.

*The record will reflect that Mr. Alexander joined the meeting.*

**FOURTH ORDER OF BUSINESS**

**Presentation by D.R. Horton Regarding  
Construction Update**

Ms. Yasmin Moreno, a Project Manager for Village Center II from D.R. Horton discussed the following:

- The site plan of the northern end of East Park along the Dowden Road/417 interchange where they will be building townhomes, was approved through the City Parcel Master Plan.
- The construction drawings will be submitted to the City this week and the roads will be dedicated to the City.
- The CDD will have an opportunity to control the landscape and irrigation along these roads.

The following question and answer period ensued between the Board and D.R. Horton representatives:

- Will a landscape easement be dedicated to the District by plat as the City does enter into Interlocal Agreements to maintain common areas?
  - *There would be a landscape easement dedicated to the District, which would be recorded on the plat. However, the CDD would not start to maintain for a year as it will take four to five months to go through the platting process and six months for construction.*
- Will there be an entrance monument?
  - *There will be an entrance monument and directional signage.*
- How long will the signage be in place?
  - *The signage will be in place until we are sold out.*
- How long do you think it will take to sell out the townhomes?
  - *There are 69 units and ideally, we are planning to sell three to four units per month based on the market.*
- Do you need permits for the signs?
  - *We are going to obtain a City permit for the monument sign, but not for the temporary signs.*

- Mr. Van Wyk recommended a License Agreement with the CDD for the signage.
- Who owns Village Center III?
  - *Village Center III is owned by Mr. John Gray.*
- Will the stormwater drain into the same pond?
  - *They would be required to provide stormwater treatment on their parcel before receiving approval to discharge into the pond.*
  - Mr. Dunn believed there were stubs for sanitary and stormwater.
  - Mr. Van Wyk recalled D.R. Horton deeding this pond to the CDD without the Board knowing and it was rejected. A certification should be issued on the pond.

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor, D.R. Horton was authorized to install signage as delineated on the Site Plan and the Chairman or Vice Chairman was authorized to execute a temporary License and/or Easement Agreement with D.R. Horton for placement of the larger signage.

Ms. Moreno questioned the process of the CDD taking ownership of the tracts to be maintained by the CDD. *Mr. Van Wyk explained D.R. Horton can submit the tracts to be deeded and the CDD Board will take action to receive them.*

**FIFTH ORDER OF BUSINESS**

**Presentation by Purchaser of Village Center II Property**

The purchaser of the Village Center II property was not present.

**THIRD ORDER OF BUSINESS**

**Review of Park and Playground Equipment Plan (Con't)**

Mr. Smith reported Mr. Shape was supposed to schedule a meeting with the City of Orlando Parks and Recreation Department. Mr. Sharpe indicated he had not scheduled a meeting at this time, but was in the process of contacting the Division Manager.

Mr. Smith provided prices from various companies for playground equipment. The prices ranged from \$12,185 to \$1,312. Homeowners on both sides of the playground property will need to be contacted.

Mr. Sharpe addressed the following:

- Recommended re-building the entire park, based on his inspection of the park and playground. *Mr. Smith agreed and noted the City will match funds and replace what was missing or broken.*
- Questioned why the Engineer’s Report states the playground was built for the community and deeded to the City for maintenance purposes. *Mr. Smith explained there is an agreement between the CDD and the City to perform landscape maintenance on land owned by the City.*

Mr. Moyer questioned why the CDD was involved if the City owned this property. *Mr. Smith indicated the City only owns a few pieces of equipment and the Board wanted to make enhancements.*

Mr. Smith offered to meet with the City of Orlando Parks and Recreation Department with Mr. Sharpe, to discuss this matter further and Mr. Van Wyk offered to review the terms of the Maintenance Agreement with the City of Orlando for the park to determine the extent of the City of Orlando’s responsibility to the playground equipment.

Mr. Van Wyk suggested Mr. Smith and Mr. Sharpe show pictures of the park and question how much money they would contribute if the CDD does their own revitalization.

*There was consensus from the Board for Mr. Smith and Mr. Sharpe to meet with the City of Orlando Parks and Recreation Department and for Mr. Van Wyk to review the terms of the Maintenance Agreement with the City of Orlando.*

**SIXTH ORDER OF BUSINESS**

**Presentation of Fiscal Year 2014 Proposed Budget**

**A. Discussion of Fiscal Year 2014 Proposed Budget**

Mr. Moyer provided the proposed budget for Fiscal Year 2014 to the Board and addressed the following:

- Chapter 190 of the Florida Statutes requires management to prepare a budget for the Board and present it. If it is in satisfactory form, the Board will be asked to adopt a resolution “approving” the budget for the purpose of a public hearing for the July meeting, at which time the Board will consider “adoption” of the budget.
- The Board approving this budget, in no way commits the Board to this budget. All it commits the Board to do is to hold a public hearing in July.

- What management provided to the Board is similar to the budget the Board adopted last year and does not increase assessments. They may be able to lower debt service assessments if the bonds are refinanced.
- In the Administrative Budget, there was a significant change in *Insurance – General Liability* from \$6,600 to \$12,350. The premium increased to \$10,739 due to claims from other Districts and municipalities.
- The Field Budget was reduced by a corresponding amount to take into account the increase in the Administrative Budget.
- The non ad-valorem assessment will remain the same as last year.

Mr. Sharpe questioned whether the budget was affected by the Village Center II foreclosure. Mr. Moyer confirmed the budget was not affected by the foreclosure as \$82,000 from *Special Assessments – CDD Collected* will be rolled into *Special Assessment – Tax Collector*.

There being no further questions or comments,

**B. Consideration of Resolution 2013-04 Approving the FY 2014 Proposed Budget and Setting a Public Hearing**

Mr. Moyer read Resolution 2013-04 into the record, which schedules the public hearing for July 29, 2013 at 5:00 P.M. at the offices of Leland Management, 6972 Lake Gloria Blvd., Orlando, Florida.

On MOTION by Ms. Von Blon seconded by Mr. Colon with all in favor Resolution 2013-04 Approving the Fiscal Year 2014 Proposed Budget and Setting a Public Hearing for July 29, 2013 at 5:00 P.M. at the offices of Leland Management, 6972 Lake Gloria Blvd., Orlando, Florida was adopted.

**SEVENTH ORDER OF BUSINESS**

**District Managers Report**

**A. Financial Statements**

Mr. Moyer reviewed the financial statements through April 30, 2013, which were included in the agenda package and reported the District collected most of their non ad-valorem assessments except for \$22,000, which represents 95 percent of the total levy. The balance will be collected through the normal delinquent payment process or sale of tax certificates. Administrative expenses were \$22,000 under budget and field management services were

\$56,000 under budget. In total, they were \$78,000 under budget and will be able to add to the Fund Balance.

**B. Check Register**

Mr. Moyer reviewed the check register from March 1, 2013 through April 30, 2013, which was included in the agenda package.

Mr. Sharpe questioned Check 2664. *Mr. Moyer confirmed this was a transfer of \$75,000 to their money market. There were also transfers from checking to the debt service account as one check is received from the Tax Collector, which is then allocated to the general account to pay to the Trustee.*

On MOTION by Mr. Alexander seconded by Ms. Von Blon with all in favor the April financial statements and check registers for the period March 1, 2013 through April 30, 2013 in the amount of \$ 154,298.93 were approved.

**C. Report on the Number of Registered Voters – 1,169**

Mr. Moyer reported under Chapter 190, the District was required to obtain the number of registered voters each year from the Supervisor of Elections. There are 1,169 registered voters in the CDD. This is for informational purposes only as the District has met the threshold of six years and 250 registered voters and will be included in the public record.

**D. Consideration of Resolution 2013-05 Changing Registered Agent and Office**

Mr. Moyer reported Resolution 2013-05 changes the current Registered Agent and Office to Mr. Van Wyk, since he is now handling this District.

On MOTION by Mr. Colon seconded by Mr. Alexander with all in favor Resolution 2013-05 Changing Registered Agent and Office to Roy Van Wyk of Hopping, Green & Sams, P.A. was adopted.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney - Consideration of Resolution 2013-06 Ratifying the Actions of the Chairman and Staff Regarding Series 2008 Bonds**

Mr. Van Wyk presented Resolution 2013-06 ratifying the actions of the Chairman and staff for the Series 2008 Bonds and discussed the following:

- The purpose of this Resolution is to amend Resolution 2013-03 as the Trustee was unable to locate one of the bondholders and is holding some funds back.

- It also ratifies all actions of the Chairman and staff for the Series 2008 bonds, which transpired after the Settlement Agreement was signed.

On MOTION by Mr. Colon seconded by Mr. Sharpe with all in favor Resolution 2013-06 Amending Resolution 2013-03 Ratifying the Actions of the Chairman and Staff Regarding Series 2008 Bond; Providing a Severability Clause and Providing an Effective Date was adopted.

Mr. Moyer noted the Chairman and the Attorney did a good job getting the Tax Collector to release the funds. Since the accounts are in order, Mr. Brett Sealy from MBS Capital Markets can proceed with the credit package. He provided a written update to the Board and recommended a meeting between now and the July meeting to consider the bond documents for the refinancing.

**B. Engineer – Discussion Items**

- i. CDD Ownership of Land from DR Horton**
- ii. New Sign at the Proposed Entrance Connecting East Park to Dowden Road**

These items were not discussed.

**C. Field Operations**

- i. Field Management Report**
- ii. Landscaping Report**

Mr. Smith submitted the monthly Field Management and Landscaping Reports and reported the following:

- Confirmed the lake D.R. Horton deeded to the CDD without the Board’s consent needs to be considered before starting on the next phase of construction as the drainage from Village Center III drains into this lake.
- Servello & Son did not provide a written Activity Report, but will provide one for the next meeting.

Mr. Shape requested a more detailed Activity Report from Servello & Son. Mr. Smith admitted most services performed by Servello & Son were repetitive.

**NINTH ORDER OF BUSINESS**

**Other Business – Update on Easterfield Drive Construction**

Mr. Smith reported there were issues with the reuse and electric permit. With the reuse, the meter size was incorrect. In regards to the electric, they needed a 36 inch conduit. He has everything he needs for the irrigation permit and will meet with the City of Orlando.

They are currently discussing erosion control and the installation of a silt fence and sod. The remaining items are the trees and flowers. The fencing should arrive on Wednesday and after installation, he will pressure wash both sides of the wall. The signs are up and the lights are working.

Mr. Colon questioned the one section of fencing at the intersection. *Mr. Smith indicated he spoke to the City today and was told a large amount of work would need to be done in order to remove both railings. Once the grating was completed, the City will come out to inspect it to make sure the drainage was sufficient.*

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

There not being any, the next item followed.

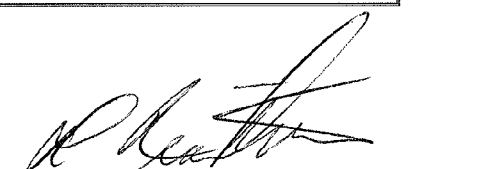
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

  
Gary L. Moyer  
Secretary

  
Angel Colon DONALD R. DONALD  
Chairman