

**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 23, 2011 at the YMCA, 9055 Northlake Parkway, Orlando, Florida 32801.

Present and constituting a quorum were:

Angel Colon	Chairman
Donn Rinehart	Vice Chairman
Gracila Von Blon	Assistant Secretary
Thomas Hagood	Assistant Secretary
Joshua Alexander	Assistant Secretary

Also present were:

Gary Moyer	Manager: Moyer Management Group
Richard Dunn	Engineer
Chris Anderson	Leland Management
Brian Smith	Severn Trent Services

The following is a summary of the minutes and actions taken at the May 23, 2011 East Park Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Moyer called the meeting to order at 5:08 P.M. and stated that all Supervisors were in attendance.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the March 28, 2011 Meeting

Mr. Moyer stated that each Board member received a copy of the minutes of the March 28, 2011 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Hagood seconded by Mr. Rinehart with all in favor, the minutes of the March 28, 2011 meeting were approved.
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THIRD ORDER OF BUSINESS

Public Hearing for the Adoption of an Amendment to Chapter 1, Rule 1.1 of the East Park CDD Rules of Procedure

- Mr. Moyer addressed the following.
 - The District is mandated to adopt Rules of Procedure under the State of Florida Administrative Procedures Act, regarding the business affairs of the District. This was last done nine years ago.
 - These Rules of Procedure track what is already in the Florida Statutes, but is amended to be consistent with changes in the statutes. As a result, the Attorney recommended updating these rules.
 - The majority of the rules deal with competitive bidding, selection of Engineering services, ethics, voting conflicts and records management.
 - The Attorney who prepared these rules, Hopping Green, serve over 100 CDD’s and these are standard Rules of Procedure for the way Districts are operated in the State of Florida.
- The meeting was opened for any public comment.
- The record will reflect there was no public comment.

A. Consideration of Resolution 2011-04 Adopting Rule 1.1 of the East Park CDD Rules of Procedure

On MOTION by Mr. Hagood seconded by Mr. Colon with all in favor Resolution 2011-04 Adopting Rule 1.1 of the East Park CDD Rules of Procedure was adopted.

FOURTH ORDER OF BUSINESS

Presentation of Fiscal Year 2012 Proposed Budget

B. Discussion of Fiscal Year 2012 Proposed Budget

- Mr. Moyer provided the Board with the proposed budget for Fiscal Year 2012 and addressed the following.
 - The enabling legislation for the District envisions that management will prepare a budget for the Board and discuss 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, 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 the assessments on the residents within East Park.
- This year, the Board has a healthy legal fee because of the work that Mr. Roy Van Wyk has been doing on the Board's behalf; a portion for the foreclosure action and a portion for the roadway construction. There was a reduction in field services due to a savings in landscape maintenance.
- Overall the budget is balanced with the current non-ad valorem assessment.
- Mr. Hagood questioned whether the amount of legal fees will go down next year.
 - Mr. Moyer confirmed that they will not have as much legal fees as the foreclosure was fairly expensive and the large amount of time Mr. Van Wyk spent with the City on the Easterfield connection
- Mr. Hagood questioned where they stood on the Fund Balance.
 - Mr. Moyer estimated adding \$30,000 to the Fund Balance at the end of this fiscal year. If all of the non-ad valorem assessments are collected, the total Fund Balance will be \$432,000. However, approximately \$125,000 will be reserved for first quarter operating working capital, with the remainder available as reserves.
 - Mr. Hagood questioned whether they will continue to build the Fund Balance.
 - Mr. Moyer pointed out that they may if anticipated expenditures are less than the assessment revenue.
 - Mr. Hagood questioned whether there would be any value to transferring \$13,000 in the contingency into the Fund Balance.
 - Mr. Moyer confirmed that the budget could be amended to do this.
 - Mr. Hagood pointed out that he always intended to establish a healthy Fund Balance. This may be an idea for next year.

There being no further questions or comments,

On MOTION by Mr. Hagood seconded by Mr. Rinehart with all in favor Resolution 2011-05 Approving the Fiscal Year 2012 Proposed Budget and Setting a Public Hearing for July 25, 2011 at 5:00 P.M. at the YMCA, 9055 Northlake Parkway, Orlando, Florida 32801 was adopted.

FIFTH ORDER OF BUSINESS

Action Items

- Mr. Eckert requested changes to the Rules of Procedure.

On MOTION by Mr. Colon seconded by Mr. Rinehart with all in favor the adoption of Resolution 2011-04 Adopting Rule 1.1 of the East Park CDD Rules of Procedure was rescinded.

- Mr. Smith, who had spoken to Mr. Eckert by telephone, pointed out that under Section 1.1c, the words “and voting” should be stricken.

On MOTION by Mr. Hagood seconded by Mr. Rinehart with all in favor Resolution 2011-04 Adopting Rule 1.1 of the East Park CDD Rules of Procedure was adopted as amended.

- Mr. Moyer requested that Mr. Colon give a status report on the Easterfield construction, although he understood that they were waiting for the City to proceed.
- Mr. Colon reported that the City had not received all of the bids. This was delayed due to the soil testing. They expect to have something from the City in the next two weeks.

SIXTH ORDER OF BUSINESS

District Managers Report

A. Financial Statements

Mr. Moyer reviewed the financial statements through the end of April, which were included in the agenda package and will be made a part of the minutes of this meeting. He noted the following:

- He expressed concern about the levy as they had a levy of \$506,000 and only collected \$357,000; resulting in \$160,000 in assessments that were still outstanding. However, the CDD is 71% collected versus 69% collected last year.
- Through April 30, the District is \$22,000 to the good in terms of expenditures, even with the large amount of legal fees.

B. Check Register

Mr. Moyer reviewed the check register from March 1, 2011 to April 30, 2011, which was included in the agenda package and will be made a part of the minutes of this meeting.

There being no questions or comments,

On MOTION by Mr. Hagood seconded by Mr. Rinehart with all in favor the financial statements for April and check registers for the period of March 1, 2011 to April 30, 2011 in the amount of \$240,392.28 were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There not being any, the next item followed.

B. Engineer

There not being any, the next item followed.

C. Field Operations

Mr. Smith presented the Monthly Highlight Report, which was included in the agenda package and available for public review in the District Office during normal business hours. He reported the following:

- Regarding the erosion repair on the lake, he asked Girard for a proposal for rip rap and they came back with a proposed amount of \$87,000. An alternative was to rent a backhoe and have staff fill the area with dirt and sod and obtain a proposal from the aquatics contractor to install Canna Lilies and Pickerel Weed around the lake. With the sod, the total cost will be \$2,000.
- He is taking steps to remove the graffiti.
- He had to pay a \$2,000 deposit to get a fire hydrant meter from the City, which will be returned.

The Board addressed the following:

- Ms. Von Blon commented that the lakes look good.
- Mr. Hagood suggested planting Cypress Trees.
 - Mr. Smith confirmed that they were planting some Cypress Trees. He believes if they plant six to eight feet of vegetation, it will stop the erosion.
- Ms. Van Blon commented about some sod issues.

- Mr. Smith acknowledged that there were some sod issues out front. He has a meeting with Girard on Thursday to discuss their responsibility for some sod replacements.
- Mr. Moyer questioned the status of the DR Horton matter.
 - Mr. Smith pointed out that the cattle fence was supposed to be installed last week at the end of Lake District Lane with a gate. The representative from DR Horton told him that he already approved the proposal from the fence contractor.
 - Mr. Alexander questioned whether there would be any consideration for an open section so people can walk through.
 - Mr. Smith acknowledged that once the fence is installed, he could create a pedestrian access through a post. They are supposed to tie into the corner of the District’s fence.
- Mr. Colon questioned whether he obtained proposals for a barbecue grill.
 - Mr. Smith confirmed that the quotes he received were fairly expensive.
 - Mr. Colon received an estimate for \$298 plus freight.
 - Mr. Smith pointed out that a staff member who is a welder may be able to weld the current grills with a plate of steel since the grates were still in good shape.

EIGHTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

NINTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There not being any, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Hagood seconded by Mr. Rinehart with all in favor, the meeting was adjourned.

Gary L. Moyer
Secretary

Angel Colon
Chairman