

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

The regular meeting of the East Park Community Development District was held at 6:00 P.M. on Monday, November 23, 2015 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
Tom Bonner	Assistant Secretary
Todd Oneal	Assistant Secretary

Also present were:

Gary Moyer	Manager: Moyer Management Group
Roy Van Wyk	Attorney: Hopping Green & Sams
Brian Smith	Field Manager

The following is a summary of the minutes and actions taken at the November 23, 2015 East Park Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Moyer called the meeting to order at 6:00 P.M. The record will reflect Mr. Colon, Mr. Bonner and Mr. Oneal were present at roll call.

SECOND ORDER OF BUSINESS

Public Comments on Agenda Items

There were no members of the public present.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the September 28, 2015 Meeting

Mr. Moyer stated each Board member received a copy of the minutes of the September 28, 2015 meeting and requested any corrections, additions or deletions.

There not being any,

On MOTION by Mr. Colon seconded by Mr. Oneal with all in favor the minutes of the September 28, 2015 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of First Amendment to the Management Advisory Services Agreement Between East Park CDD and Severn Trent Environmental Services, Inc.

- Mr. Moyer addressed amending the Management Advisory Services Agreement between the District and Severn Trent Environmental Services, Inc. to include direct billing \$75 per lot per estoppel and/or closing statement. These fees will not be paid by the District but billed directly to the requester for the service.

On MOTION by Mr. Colon seconded by Mr. Bonner with all in favor the First Amendment to the Management Advisory Services Agreement between East Park CDD and Severn Trent Environmental Services, Inc. for direct billing of estoppel and/or closing statements was approved.

FIFTH ORDER OF BUSINESS

Discussion of Engineering Proposals

- Mr. Moyer commented that one engineering proposal was received in response to the RFQ.
- The proposal from Dewberry Engineers, Inc. was discussed. Mr. Moyer noted that he is familiar with the firm and has worked with them on other districts.
- Mr. Van Wyk commented that if the Board is in agreement to proceed with Dewberry Engineers, a contract with pricing will be prepared for the next meeting.

On MOTION by Mr. Colon seconded by Mr. Bonner with all in favor staff was authorized to proceed with Dewberry Engineers, Inc. for District Engineering services.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements

- Mr. Moyer reviewed the financial statements through September 30, 2015, which were included in the agenda package. The following was noted:
 - Due to special projects for capital improvements including bank shore and fountain work the District exceeded its budget by \$37,117.

B. Check Register

- The check register for the period September 1, 2015 to September 30, 2015 was included in the agenda package.

On MOTION by Mr. Colon seconded by Mr. Bonner with all in favor the check register for the period September 1, 2015 to September 30, 2015 was accepted.

C. Motion to Assign Fund Balance

- A motion to assign fiscal year 2015 Reserves per the September 30, 2015 balance sheet as follows: Operating Reserve - \$119,856 and Reserves–Renewal & Replacement - \$39,916 was presented.

The record will reflect Mr. Phillips joined the meeting.

On MOTION by Mr. Bonner seconded by Mr. Oneal with all in favor assigning the fund balance as of September 30, 2015 was approved as presented.

D. Amending the Fiscal Year 2015 Budget – Resolution 2016-1

- Resolution 2016-1 amending the fiscal year 2014/2015 budget was presented for adoption.

On MOTION by Mr. Bonner seconded by Mr. Colon with all in favor Resolution 2016-1 amending the fiscal year 2014/2015 general fund budget and providing for an effective date was adopted.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

- Mr. Van Wyk commented on the following:
 - The license for sign placement for Village V was completed.
 - Letters were sent and the Village Center II area was cleaned and barricades installed.
 - Suggested locations for an additional playground were discussed.
 - Maintenance, conveyances and payment for street lighting of Overlook and Ravenia were addressed. A list of requested documents was sent to the HOA.

- It was requested the City be asked to increase park maintenance back to \$45,000.

B. Engineer

There being no report, the next item followed.

C. Field Operations

- i. **Field Management Report**
- ii. **Action Items List**
- iii. **Residential Call Log**
- iv. **Servello & Son Report**
- v. **Applied Aquatic Management Report**
- vi. **USA Services of Florida, Inc. Management Report**
- vii. **Vertex Water Features Management Report**

- Mr. Smith addressed the following:
 - A tentative landscaping schedule from Servello & Sons was reviewed.
 - The fountain has been ordered.
 - The need for additional traffic *Stop* signs was addressed.
 - Maintenance issues and pressure washing were discussed.
 - The monthly Field Management Reports were included in the agenda packet.

EIGHTH ORDER OF BUSINESS

Updates and Discussion Items

- Drainage and catch basins were discussed.

NINTH ORDER OF BUSINESS

Other Business

There not being any, the next item followed.

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 Mr. Phillips with all in favor the meeting was adjourned.


 Gary L. Moyer
 Secretary


 Angel Colon
 Chairman