

**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, July 23, 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
Tom Bonner	Assistant Secretary
Graciela Von Blon	Assistant Secretary
Todd O'Neal	Assistant Secretary

Also present were:

Robert Koncar	District Manager
Kristen Suit	District Manager
Alyssa Willson	District Counsel (via telephone)
Rey Malave	District Engineer
Russ Simmons	Field Services Manager
Freddy Blanco	Field Services Manager
Ariel Medina	Project Coordinator

*The following is a summary of the minutes and actions taken at the July 23, 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 May 21, 2018 Workshop and Regular Meeting**

Mr. Koncar stated each Board member received copies of the minutes of the May 21, 2018 workshop and regular meeting and requested any corrections, additions or deletions.

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor the minutes of the May 21, 2018 workshop and regular meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Adopt Fiscal Year 2019 Budget**

**A. Fiscal Year 2019 Budget**

- The fiscal year 2019 budget as modified at the May meeting was discussed.

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor the budget public hearing was opened.

Hearing no comments from the public,

On MOTION by Mr. Colon seconded by Mr. O'Neal with all in favor the budget public hearing was closed.

**B. Resolution 2018-4 Adopting the Budget**

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor Resolution 2018-4 relating to the annual appropriations and adopting the budgets for the fiscal year beginning October 1, 2018, and ending September 30, 2019; authorizing budget amendments; and providing an effective date was adopted.

**C. Resolution 2018-5 Levying the Assessments**

On MOTION by Mr. Phillips seconded by Mr. Colon with all in favor Resolution 2018-5 making a determination of benefit and imposing special assessments for fiscal year 2018/2019; providing for the collection and enforcement of special assessments; certifying an assessment roll; providing for amendments to the assessment roll; providing a severability clause; and providing an effect date was adopted.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding HOA’s Request for Back Payment of Street Lighting Cost for Ravinia and Overlook**

- Ms. Suit reviewed the cost allocations as noted in the Cost Share Agreement.
- Ms. Willson commented that the Board previously approved transferring the lights; but made no approval as to when the cost share would begin. Funds were included in the fiscal year 2018 budget, so if the Board is inclined to make the back payment there would be legal justification; but you are not required to do so.
- Discussion ensued and there was Board consensus not to refund any money. Ms. Willson will convey this is the Board’s direction.
- The Board requested confirmation of the number of units and product types in Ravinia and Overlook; and the neighborhood numbers according to the budget assessment chart. The Methodology will be reviewed and information presented at the next meeting.

**SIXTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Financial Statements and Check Register**

The financial statements and check register through June 30, 2018 were reviewed.

On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor the June 30, 2018 financial statements and check register were accepted.

**B. Acceptance of Fiscal Year 2017 Audit**

- The Fiscal Year 2017 audit prepared by Grau & Associates was reviewed.
- The District is in compliance and this is a *clean* audit.

On MOTION by Mr. Colon seconded by Mr. Phillips with all in favor the fiscal year 2017 audit was accepted.

**C. Fiscal Year 2019 Meeting Schedule**

- The proposed fiscal year 2019 meeting schedule was reviewed.

On MOTION by Mr. Colon seconded by Mr. Phillips with all in favor the fiscal year 2019 proposed meeting schedule was approved.

**D. Resolution 2018-6 Approving Adoption and Execution of Statewide Mutual Aid Agreement**

- Adoption of the Statewide Mutual Aid Agreement was discussed.
- The Board declined to adopt execution of the agreement.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**i. Discussion of Website Compliance**

- Mr. Koncar commented on ADA compliance and the District website. Some districts have been targeted with lawsuits in respect to access to website material by the vision impaired. Compliance entails transferring from PDF to audio format.
- Ms. Willson commented they are recommending Districts' websites not include anything additional other than the minimum that is required. District Managers are reviewing websites accordingly. Some Districts have chosen to engage an ADA consultant specialist to review their websites. Consultants have been charging a fee of a few hundred dollars which provides protection in the event a district is targeted with a lawsuit.
- Mr. Koncar commented Inframark received proposals from two ADA consultant specialists.
- District Counsel advised to proceed with \$200 proposal for the initial monitoring and getting the certification on the website.

<p>On MOTION by Mr. Colon seconded by Ms. Von Blon with all in favor staff was authorized to engage consultant for initial review of website in the amount of \$200.00.</p>
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**B. Engineer**

**i. Play Area Ground Surfacing Quote**

- Mr. Malave reviewed the play area ground surfacing quote and information received from Robertson Industries, Inc.
- Discussion ensued with regard to surfacing options. Additional information including quotes for synthetic grass will be obtained.

**C. Field Operations**

- The monthly Field Management Reports were included in the agenda package.

- Questions and comments were addressed.
- The Board requested a quote for moving the fountain to the center of the lake; and to contact the City requesting replacement of the basketball nets.
  - i. The Lake Doctors, Inc. Monthly Service Fee Update**
  - Lake Doctors, Inc. is adjusting their monthly fee from \$87.00 to \$88.00.
  - ii. Discussion of Landscaping Proposals**
  - Continue to monitor performance of Servello, the current contractor.
  - iii. Estimated Quarterly and Yearly Cost to Maintain the Parks**
  - A spreadsheet listing the estimated quarterly/yearly cost to maintain City parks was distributed and reviewed.
  - The City of Orlando currently provides \$32,500 annually for the maintenance of the parks.
  - District Counsel will draft a letter to the City regarding any further reduction in funds received for the maintenance of the parks.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There not being any, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

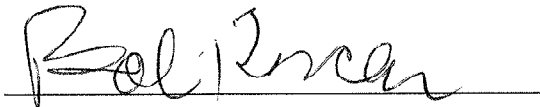
- General maintenance issues were addressed including areas requiring pressure washing; removing mold from brick monuments; and repair of potholes.
- Staff is to obtain proposals for plant material for median at the 7-Eleven. Chairman can execute up to \$5,000 on maintenance items; if above bring back to Board for approval

**TENTH ORDER OF BUSINESS**

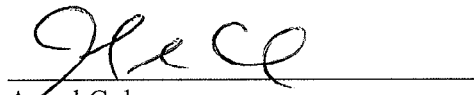
**Adjournment**

There being no further business,

On MOTION by Mr. Colon seconded by Mr. Oneal with all in favor the meeting was adjourned.



Assistant Secretary



Angel Colon  
Chairman