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

The Regular Meeting of the Board of Supervisors of the Anthem Park Community Development District was held on Friday, August 8, 2014 at 9:00 a.m. at the 2090 Continental Street, St. Cloud, Florida.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Comings-Thibault called the meeting to order.

Present and constituting a quorum were:

Miguel Camacho	Vice Chair
Kenneth Williams	Supervisor
Jorge Arce	Supervisor
Derek Croad	Supervisor

Also present were:

Patricia Comings-Thibault	District Manager
Gregg Johnson	District Counsel
Todd Franklin	Operations Manager
Karen Lessing	District Engineer

Ms. Comings-Thibault established a quorum of the Board was present.

SECOND ORDER OF BUSINESS – Audience Comments on Agenda Items

Mr. Smith with Rizzetta and Company stated he was there today to speak for Rizzetta and Company's amenity center proposals.

Mr. Camacho stated today we are to evaluate the proposals so I do not think there will be input from the proposers today.

Mr. Johnson stated there is an issue with the Amenity Center proposals. We received one proposal for the position and Rizzetta did not get their proposal in on time and Mr. Smith can speak to the facts of that. Rizzetta would like to present their proposal now and I can speak about the legal aspect of that and whether you want to accept another proposal. It is up to the Board if you want to hear what Mr. Smith has to say or wait until we get to that item on the agenda.

Mr. Williams stated he has concerns that because they did not get the proposal in on time that the Board could be opening themselves up for legal protest from the other bidder.

Mr. Johnson stated that in the rules of procedure there are rules regarding this subject and there was a specific date required for a response. If the Board feels that since we only got one proposal and may want to try and gets more bids. My recommendation would be since the proposal is late and if you want more bids I would suggest you reject the bids that came and re-advertise to solicit more bids.

1 Mr. Camacho recommended that that they reject all bids submitted and re-advertise for an
2 Amenity Manager.

3
4 On MOTION by Mr. Camacho, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board
5 rejected all proposals for the amenity center that were currently received.

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8 **THIRD ORDER OF BUSINESS – Administrative Items**

9 **A. Approval of Minutes of July 11, 2014 Meeting**

10 Ms. Comings-Thibault presented the minutes of the July 11, 2014 meeting and requested any
11 additions, deletions or revisions.

12 There not being any,
13

14 On MOTION by Mr. Camacho, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board
15 approved the Minutes of the July 11, 2014 Meeting.

16
17 **B. Acceptance of the June 2014 Financial Statements**

18 Ms. Comings-Thibault presented the June 2014 Financial Statements. There was an unassigned
19 fund balance of \$670,112. The District was 99% collected as to the assessments on roll. There was a
20 large amount charged for reclaimed water. The City of St. Cloud stated that they forgot to bill the CDD
21 for about \$5,000 worth of water. Ms. Comings-Thibault would follow-up with the city. The only non-
22 recurring payment was to IDS Clock Services.

23
24 On MOTION by Mr. Camacho, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board
25 accepted the June 2014 Financial Statements.

26
27
28 **FOURTH ORDER OF BUSINESS – Business Matters**

29 **A. Soil Loss & Depression Project – Karin Lessing**

30 Ms. Lessing stated that the Board requested Valley Crest to fill the depression as a temporary
31 solution. There remained a safety concern, but Ms. Lessing would be in contact with Robin at Devo
32 Engineering to discuss the matter further. The video from the storm sewer line revealed leaks in the pipe
33 joints. A recommendation for a long term solution will be discussed with Robin.

34 Ms. Comings-Thibault stated that the financial impact was \$10, 955, as executed by the Chairman
35 with the Boards authorization. The grout to fix the leaks was estimated at \$650-\$750 per joint. The hole
36 had yet to be filled because Valley Crest was unsure if the ground was stable enough to begin work.

37
38 **B. Landscaping RFPs**

39 **1. Discussion of Proposals and Questions**

40 Ms. Comings-Thibault stated that three responses were received from perspective companies.

1 **2. Evaluation of Proposals**

2 The total amount for Valley Crest was \$164,349 with a reinvestment bonus of \$24,654, this
3 would include tree removal and no increases for the three year term. The total amount for Luke Brothers
4 was \$132,410 with no increases for the three year term, and \$15,000 bonus, which would include tree
5 removal. The total amount for Girard was \$123,000, with an increase of 1.5% for each fiscal year and no
6 monetary incentive. Servella & Son did not submit a proposal.

7
8 **3. Award of Contract**

9 Mr. Johnson stated that the Board should not make a decision based solely on price.

10
11 **C. Amenity Center RFP Status Discussion**

12 The proposals under this item were rejected earlier to allow for more submissions.

13
14 **D. Certificate of Completion – Gregg Johnson, Counsel Resolution 2014-7**

15 Mr. Johnson stated that the trustee requested a declaration of completion. The construction was
16 complete. The Board needed to approve financing of the tennis courts and the dog park and accept the
17 completion. The purpose of the resolution was to lower the bond debt for residents by the amount given
18 back to bond holders.

19
20 On MOTION by Mr. Williams, SECONDED by Mr. Camacho, WITH ALL IN FAVOR, the Board
21 accepted the Certificate of Completion and adopted Resolution 2014-7.

22
23 **E. Additional Matters – Engineer Report – Karin Lessing, Engineer**

24 Ms. Lessing reported on the drainage improvement waiting and stated she is waiting for city
25 review response to comments. Ms. Lessing spoke about an alternative for Fountain Park, the expense of
26 the pipe across the road to the manhole, underground storage (not feasible due to water table elevation) or
27 route runoff to central location.

28
29 **F. Additional Projects and Projects on hold**

- 30 ➤ Pressure Washing –wait until get impact of depression area. Mr. Arce requested that
31 management investigates and compares prices for pressure washing.
32 ➤ Tree Removal – They will wait on the landscape proposals.
33 ➤ Sprinklers heads needed fixing. Comings-Thibault requested a motion to approve the repair of the
34 sprinkler heads.

35
36 On MOTION by Mr. Camacho, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board
37 approved the sprinkler heads.

1 **B. Landscape RFP (Continued)**

2 The Board Returned to the landscape RFPs discussion.

3 Ms. Comings-Thibault summarized the proposals stating that Valley Crest proposed \$164,349 per
4 year with a reinvestment bonus. Luke Brothers proposed \$132,410, and a \$15,000 bonus, and Girard
5 proposed \$123,000 with no bonus.

6 Ms. Comings-Thibault reviewed the tabulations and there is a tie between Gerard and Valley
7 Crest with 375 points, Luke Brothers with 380 points and Servella with 347 points. The landscaping
8 contact will be awarded to Luke Brothers. A motion to accept the Luke Brothers contract, subject to
9 review by District Counsel, in order.

10
11 On MOTION by Mr. Williams, SECONDED by Mr. Camacho, WITH ALL IN FAVOR, the Board
12 accepted the Luke Brothers contract, subject to review by District Counsel.

13
14 Ms. Comings-Thibault requested a motion to terminate the Valley Crest contract, in 30 day
15 following review and signing of Luke Brother's contract.

16
17 On MOTION by Mr. Camacho, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board
18 terminated the Valley Crest contract, within 30 days following review and signing of Luke Brother's
19 contract.

20
21 **FIFTH ORDER OF BUSINESS – Staff Reports**

22 **A. Manager**

23 Ms. Comings-Thibault gave an update on lights in park to be supplied by OUC, District Counsel
24 wanted language changed to protect the District.

25 Ms. Comings-Thibault reported that the Valley Crest sprinkler project has been started and is
26 about 60% operational. The only thing remaining is the splice work. They replaced 36 decoders 129/132
27 zones are working.

28 There was a complaint on the website, and a complaint from Mr. Perez regarding the grass behind
29 his home. It is an easement belonging to the district and it must be mowed by bush hog tractor at a cost of
30 \$780. It is outside the landscaper's scope of work so no one knows who is responsible; this will need to
31 be included in the Luke Brothers contract.

32 Mr. Camacho suggested DR Horton should consider mowing the easement. The Valley Crest
33 contract map should be checked and if it is not covered, the Board can approve the \$780 for the bush
34 hogging.

35 Ms. Comings Thibault requested a motion to approve the \$780 to mow the easement belonging to
36 the District behind Mr. Perez's home.

37

1 On MOTION by Mr. Camacho, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board
2 approved the \$780 to mow the easement behind Mr. Perez's home.

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5 **B. Attorney**

6 There being none, the next item followed.

7
8 **C. Engineer**

9 There being none, the next item followed.

10
11 **D. Operations Manager – Field Inspection and Operation Report July 2014**

12 Mr. Franklin requested funds to purchase a new computer and related items. The computer was
13 damaged by a storm, and was unrepairable.

14 Mr. Camacho asked that Mr. Franklin assess the damages and follow-up with Ms. Comings-
15 Thibault.

16 The Board came to a consensus that the cost for all items must not exceed \$1,000.

17 Ms. Comings-Thibault requested that Mr. Frankling update the website to say that access cards
18 were not working. She suggested that the gate to the pool area be left open until the replacement is
19 completed.

20 Ms. Comings-Thibault requested a motion to authorize the District Manager to work with the
21 Operations Manager with the budget of \$1,000 to replace the computer, and other related items.

22
23 On MOTION by Mr. Camacho, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board
24 authorized the District Manager to work with the Operations Manager with the budget of \$1,000 to
25 replace the computer, and other related items.

26
27 **SIXTH ORDER OF BUSINESS – Supervisor Requests**

28 Mr. Arce wanted clarification of the 30 day cancellation with Valley Crest. He also did not
29 receive a package in the mail.

30 Clarification was provided by multiple parties.

31 Ms. Comings-Thibault stated that she would confirm the address with Mr. Arce, after the
32 meeting.

33 Mr. Williams inquired about supervision of the landscape company. He stated that Board
34 members did a walk thru of the property with the former management company.

35 Ms. Comings-Thibault stated that a walk thru can be arranged.

36 The Board agreed that a suitable time would be before each meeting.

37 Mr. Williams expressed concern about the lack of attention to the pond edges and overgrowth of
38 overhead trees. Mr. Williams was also concerned about alligators in the area.

1 Ms. Comings-Thibault stated that she would email the landscape company to make sure these
2 requests were completed and maintained.

3 Mr. Franklin stated that the smaller alligators would be relocated. A resident was feeding the
4 alligators but a sign had been posted and an email sent to residents to warn against this behavior.

5
6 **SEVENTH ORDER OF BUSINESS – Public Comments**

7 A resident stated that she received a letter for removal of the basketball hoop in her front yard.
8 She wanted reasoning from the Board.

9 Mr. Camacho stated that the letter was from HOA, but that bylaws prohibit hoops.

10 Mr. Croad stated that it was a safety concern and a measure to maintain the community's
11 appearance.

12 The resident inquired about what seemed to be a condemned house.

13 This was also an HOA matter.

14 Ms. Comings –Thibault stated that she would take pictures of the common areas before the walk
15 thru in September. The pictures would serve as a reference for analysis.

16
17 **EIGHTH ORDER OF BUSINESS – Adjournment**

18 There being no further business,
19

20 On MOTION by Mr. Camacho, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board
21 adjourned the meeting.


22

23 **These minutes were prepared in summary format.*

24 **Each person who decides to appeal any decision made by the Board with respect to any matter
25 considered at the meeting is advised that person may need to ensure that a verbatim record of
26 the proceedings is made, including the testimony and evidence upon which such appeal is to be
27 based.*

28

29 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
30 noticed meeting held on _____.

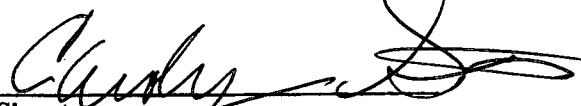
31 
32 _____
33 Signature

34 ADAM SCOTT
35 _____

36 Printed Name

37 Title:

- 38 Secretary
39 Assistant Secretary



Signature

CAROLYN STEWART

Printed Name

- Title:
 Chairman
 Vice Chairman

