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

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The Regular Meeting of the Board of Supervisors of the Anthem Park Community Development District was held on Friday, September 12, 2014 at 9:00 a.m. at the Anthem Park Clubhouse, 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:

Adam Schott	Chairman (joined meeting in progress)
Derek Croad	Assistant Secretary
Jorge Arce	Assistant Secretary
Kenneth Williams	Assistant Secretary

Also present were:

Patricia Comings-Thibault	District Manager
Karin Lessing	District Engineer
Gregg Johnson	District Counsel
Scott Smith	Rizzetta Amenity Services
Bill Fife	Melrose Lifestyle

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

SECOND ORDER OF BUSINESS – Audience Comments on Agenda Items

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Administrative Items

A. Approval of Minutes of August 8, 2014 Meeting

Ms. Comings-Thibault presented the minutes of the August 8, 2014 meeting, and requested any additions, deletions or revisions.

There not being any,

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On MOTION by Mr. Croad, SECONDED by Mr. Arce, WITH ALL IN FAVOR, the Board approved the minutes of August 8, 2014 meeting.
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B. Acceptance of the July 2014 Financial Statements

Ms. Comings-Thibault presented the July 2014 Financial Statements. There was an unassigned fund balance of \$ 602,368.

1 **FIFTH ORDER OF BUSINESS- Staff Reports**

2 **A. Manager – Banking Relationship**

3 Ms. Comings-Thibault stated that the District is currently banking with Wells Fargo. Wells Fargo
4 had recently cancelled debit cards for all their government entities. The debit card is crucial to the
5 Amenity Manager for daily operations. Ms. Comings-Thibault requested that the Board consider moving
6 the banking relationship to Chase Bank. There would be no fees attached to the general operating
7 checking account, and there would be a debit card connected to the account. She also requested that the
8 district transfer a portion of the funds to a money market account, in order to start earning interest. The
9 interest rates were not very high. There was a large cash balance. Ms. Comings-Thibault requested
10 direction from the Board to transfer \$350,000 of the \$600,000 to the money market account. Chase
11 responded to inquiries quickly and had no fees.

12 Mr. Williams asked if the district could look into local banks that provide the same services.

13 Ms. Comings-Thibault agreed. The Amenity Manager will be given a petty cash account, and he
14 will be instructed to submit all receipts to Ms. Comings-Thibault, until a decision is made on the bank.
15 The bank options will be presented to the Board at the next meeting.

16 Ms. Comings-Thibault requested a motion to accept the July 2014 Financial Statements.

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18 On MOTION by Mr. Williams, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board accepted
19 the July 2014 Financial Statements.

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21 **C. Acceptance of Meeting Dates for Fiscal Year 2015**

22 Ms. Comings-Thibault stated that the meetings are scheduled for the second Friday of the month
23 at 9:00 a.m.

24 Ms. Comings-Thibault requested a motion to accept the meeting dates for FY 2015 for the second
25 Friday of the month at 9:00 a.m.

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27 On MOTION by Mr. Arce, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board accepted the
28 meeting dates for FY 2015 for the second Friday of the month at 9:00 a.m.

29 Ms. Comings-Thibault opened the floor for audience comments on agenda items.

30
31 A resident requested copies of the meeting minutes from August 8, 2014, and further information
32 on the money market account.

33 Ms. Comings-Thibault stated that she would provide copies at the next meeting, and that Mr.
34 Williams has requested more bank options.

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1 **FOURTH ORDER OF BUSINESS – Business Matters**

2 **A. Basketball Conversion Quotes**

3 **Certificate of Completion Allowed Amount - \$30,090**

4 Ms. Comings-Thibault stated that the total with the various options for Elite Court Construction
5 was \$13,750 and for Sport Surfaces was \$22,675. The proposals did not include any surveillance cameras.
6 The total amount would need to cover security costs.

7 Ms. Lessing, addressed a question from the audience, and stated that in the previous Board
8 meetings it was discussed to convert half the tennis court to a basketball court.

9 Mr. Williams stated that because driveway hoops were not allowed, due to safety concerns,
10 residents requested a community basketball court.

11 Ms. Lessing stated that everything was shifted to allow for the recommended 12ft. for the tennis
12 court. The court size was not decided upon.

13
14 **B. Surveillance Cameras and Electrical Work**

15 Ms. Comings-Thibault presented several proposals for security and electrical work.

16
17 They surveillance proposals were as follows:

18 Protection One \$5,450
19 Surveillance Plus \$6,924
20 Envera Systems \$13,921

21
22 The electrical work proposals were as follows:

23 Terry's Electric; \$1,125
24 Folsom Services; \$1,747
25 CT Lily; \$2,550
26 Westbrook; \$3,250

27
28 Ms. Comings stated that funds that were not spent on conversion, surveillance, and electric work
29 will be returned to the Bond Holder.

30 Ms. Comings-Thibault requested a motion to approve Elite Court Construction at \$13,750 for the
31 basketball conversion.

32
33 **On MOTION by Mr. Williams, SECONDED by Mr. Croad, WITH 3 to 1 VOTE, the Board approved**
34 **Elite Court Construction at \$13,750 for the basketball conversion. Mr. Williams, Mr. Croad & Mr. Arce**
35 **votes Aye, Mr. Schott voted Nay.**

36
37 Mr. Arce inquired about a warranty with the surveillance cameras.

38 Mr. Williams stated that the warranty for Protection One was 90 days.

39 Ms. Comings-Thibault requested a motion to approve Protection One at \$5,450 to install the
40 surveillance cameras, only if cloud services are provided and no monthly charges for service maintenance
41 costs.

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2 On MOTION by Mr. Croad, SECONDED by Mr. Schott, WITH ALL IN FAVOR, the Board approved
3 Protection One at \$5,450 to install surveillance cameras, only if there are cloud services and no monthly
4 charges for service maintenance costs

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7 The decision on the electrical work was tabled to the next meeting.

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9 **C. Dog Park to Swing Park Conversion**

10 **Certificate of Completion Allowed Amount - \$12, 305**

11 Mr. Williams stated that the current dog park no longer served the needs of the community.

12 Ms. Comings-Thibault stated that there were two proposals for the Swing Park. The project
13 would be funded from the capital project fund.

14 The Board would need to consider \$4,180 for removal from Valley Crest.

15 This item was tabled to the next meeting.

16
17 **D. Electrical Work in Patriot Park**

18 Ms. Lessing stated that solar lights at home depot were about \$50 per light.

19 Ms. Comings-Thibault requested a motion to authorize Ms. Lessing to investigate additional
20 lighting options, with a budget not to exceed \$250, plus any costs associated with installation.

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22 On MOTION by Mr. Arce, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board authorized
23 Ms. Lessing to investigate additional lighting options, with a budget not to exceed \$250, plus any costs
24 associated with installation.

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26 **E. Pressure Wash**

27 Ms. Comings-Thibault stated the pricing for pressure washing service was between \$27, 500 and
28 \$34, 065. The service was to pressure wash the district sidewalks. It would be funded by the general
29 fund.

30 Residents expressed concern about the need for pressure washing.

31 Mr. Williams stated that the concept was to pressure wash the entire area once a year.

32 This item was put on hold to discuss the soil depression.

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34 **G. Status of:**

35 **> Soil Depression**

36 Ms. Comings-Thibault stated that the video regarding the soil depression was returned to the
37 Board.

38 Ms. Lessing stated the recommendation was to grout five joints for \$3,000 and to check if other
39 locations have similar issues.

40 Ms. Comings-Thibault requested a motion to approve the proposal to fix five joints for a price of
41 \$3,000.

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2 On MOTION by Mr. Croad, SECONDED by Mr. Williams, WITH ALL IN FAVOR, the Board approved
3 the proposal to fix five joints for a price of \$3,000.

4
5 The Board requested that Ms. Lessing investigate the pricing to fix the five identified joints.

6 Mr. Williams recommended that they pressure wash the common areas only.

7 Ms. Lessing was instructed to provide a map at the next meeting.

8 The pressure washing decision was tabled to the next meeting.

9
10 **F. Amenity Center Manager**

11 Ms. Comings-Thibault stated that three contracts were received in response to the RFP. The
12 quotes were as follows: Associa for \$142, 464, Melrose Lifestyle \$48, 500, and Rizzetta Amenity
13 Services \$55,053. They were currently using Rizzetta Amenity Services. The Board had requested
14 proposals for another Amenity Manager.

15 Representatives were present from Melrose Lifestyle and Rizzetta Amenity Services.

16 Mr. Croad requested information from Melrose on their services.

17 Mr. Fife elaborated on the services provided.

18 Mr. Scott Smith from Rizzetta stated the increase was due to the Affordable Care Act.

19 Ms. Comings-Thibault requested a motion to accept Melrose Lifestyle Services as the Amenity
20 Center Manager at \$48,500.

21
22 On MOTION by Mr. Croad, SECONDED by Mr. Arce, WITH ALL IN FAVOR, the Board accepted
23 Melrose Lifestyle Services as the Amenity Center Manager at \$48,500.

24
25 **G. Status of: (Continued)**

26 **➤ Office Lightning Hit**

27 Ms. Comings-Thibault stated that lightning had hit the office and the CDD purchased the news
28 computer, as well as equipment for the ACT service at \$3,750.

29 Ms. Comings-Thibault requested a motion to ratify the Chairman's approval to purchase the new
30 access control system.

31
32 On MOTION by Mr. Williams, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board ratified
33 the Chairman approval to purchase the new access control system.

34
35 **➤ OUC Project**

36 Ms. Comings-Thibault stated that the OUC Project was the lighting around the park. District
37 Counsel reviewed the contract and had questions. There was a question of liability/repair responsibilities.
38 After inquiring with the insurance company, the District would incur a price of \$170 for insurance.

39 The contract will proceed as written, now that District Counsel clarified.

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FIFTH ORDER OF BUSINESS – Staff Reports

A. Manager – Banking Relationship

Ms. Comings-Thibault wanted to clarify duties of Ms. Lessing and Amenity Manager. She suggested that anything requiring permits, maps, or design were overseen by Ms. Lessing.

Ms. Lessing stated that the prior manager instructed her to oversee anything that involved quote retrieval.

The Board approved by consensus.

B. Attorney – Eagles Nest

Mr. Johnson relayed a message from Mr. Aagaard. There was a spot of land that used to have an eagle’s nest, but it was no longer there. He inquired about the CDD selling the land to earn a profit. The issues included the buyer of the land, approval from the bond holder, and zoning. Mr. Johnson wanted to know the direction of the Board.

After discussion, Ms. Comings-Thibault stated that they would proceed forward with Eagles Nest investigation.

C. Engineer – Report 1:31:00 -1:40:00 Audio too low. Includes a motion not in the notes.

D. Fountain Park Drainage Improvements - Survey needed to design re-grading.

On MOTION by Mr. Williams, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board approved CPC in the amount of \$1,500.

E. Operations Manager – Field Inspection and Operations Report August 2014

Mr. Franklin stated that the retention pond fountain was out. There were three proposals for replacement. The prices and companies were listed from \$2,655-\$3,454. They all had one year warranty.

Ms. Comings-Thibault requested a motion to approve Edenfield to replace the pump for \$2,655.

On MOTION by Mr. Williams, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board approved Edenfield to replace the pump for \$2,655.

Mr. Franklin stated that a pool water feature was damaged.

The Board requested that the District Manager write a letter to state that the chlorine removed the written warranty. They approved a budget not to exceed \$600.

SIXTH ORDER OF BUSINESS – Supervisor Requests

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS – Public Comments

A resident asked about how a homeowner would know about the meetings. She requested that meeting notification be sent out.

1 Ms. Comings-Thibault stated that they will send a blast email to announce meeting and post the
2 agenda on the website. If there are resident comments on the meeting, she stated that residents could send
3 them to her via email.

4 A resident stated that storm drain near his home is not draining.

5 Ms. Lessing will contact the city for the resident.

6 A resident requested that the basketball court is key restricted.

7 The Board agreed.

8 Residents expressed concern about HOA and CDD responsibility. Neither entity wanted to take
9 ownership.

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11 **EIGHTH ORDER OF BUSINESS – Adjournment**

12 There being no further business,

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14 On MOTION by Mr. Schott, SECONDED by Mr. Croad, WITH ALL IN FAVOR, the Board adjourned
15 the meeting.

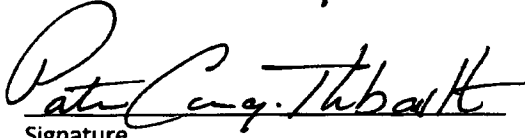
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17 **These minutes were prepared in summary format.*

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

21

22 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
23 meeting held on 10/10/2014.

24

25 
26 Signature


Signature

27

28 Patricia Comings-Thibault
29 Printed Name

Adam Schott
Printed Name

30 Title:

Title:

31 Secretary

Chairman

32 Assistant Secretary

Vice Chairman