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

9 The Regular Meeting of the Board of Supervisors of the Anthem Park Community
10 Development District was held on Friday, November 8, 2013 at 9:00 a.m. at the Anthem
11 Park Clubhouse, 2090 Continental Street, St. Cloud, Florida.

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FIRST ORDER OF BUSINESS - Roll Call

19 Mr. Woodville called the meeting to order.

20 The Board members introduced themselves for the record.

21 Present and constituting a quorum were:

22 Adam Schott	Chairman
23 Miguel Camacho	Vice Chairman
24 Jorge Arturo Arce	Supervisor

25 Also present were:

26 Rick Woodville	District Manager
27 Greg Johnson	District Counsel
28 Karen Lessing	District Engineer
29 Todd Franklin	Field Manager
30 Sean Wall	HOA
31 Jesus Leandro	Valley Crest
32 Several Residents	

33 Mr. Woodville established a quorum of the Board was present.

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SECOND ORDER OF BUSINESS - Audience Comments on Agenda Items

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Organizational Matters

A. Adoption of Resolution 2014-1, Election of Officers

Mr. Woodville stated this resolution is more for DPFG because we are restructuring, but unless the Board wants to change the officer positions we can keep the same structure.

1 On MOTION by Mr. Camacho, SECONDED by Mr. Schott, WITH ALL IN FAVOR,
2 the Board adopted Resolution 2014-1, Election of Officers: Chair Adam Schott, Vice
3 Chair Miguel Camacho, Secretary Richard Woodville, Treasurer Patricia Comings-
4 Thibault, Assistant Treasurers, Bruce St. Denis and Maik Aagaard, Assistant Secretaries
5 John Daugirda & Bruce St. Denis, Jean M. Rugg & Carolyn Stewart, Kenneth Williams,
6 Derek Croad & Jorge Arce.

7
8 **FOURTH ORDER OF BUSINESS- Administration Items**

9 **A. Approval of Minutes of October 11, 2013 Board Meeting**

10 Mr. Woodville stated each Board member received a copy of the minutes of the
11 October 11, 2013 Board Meeting and requested any additions, corrections or deletions.

12 There not being any,
13

14 On MOTION by Mr. Camacho, SECONDED by Mr. Schott, WITH ALL IN FAVOR,
15 the Board approved the Minutes of the October 11, 2013 Meeting, as presented.
16

17 **B. Updated Preliminary September 30, 2013 (Fiscal Year End) Financial**
18 **Statements**

19 Mr. Woodville presented the updated September 30, 2013 Financial Statements.
20

21 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
22 the Board accepted the Updated Preliminary September 30, 2013 Fiscal Year End
23 Financial Statements.
24

25 **C. Follow-up regarding September 2013 Check Register – OUC/City of St.**
26 **Cloud Billing Error Correction**

27 Mr. Woodville stated I provided the Board with the updated information and
28 briefly reviewed OUC and the City of St. Clouds documentation which document the
29 OUC & City's error.
30

31 **D. Ratification of October 2013 Check Register Operation and Maintenance**
32 **Expenditures**

33 Mr. Woodville presented the check registers and operation and maintenance
34 expenditures for ratification.
35

36 On MOTION by Mr. Camacho, SECONDED by Mr. Schott, WITH ALL IN FAVOR,
37 the Board ratified the October 2013 Check Register and Operation & Maintenance
38 Expenditures.
39

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

2 **Valley Crest**

3 **A. Valley Crest - Pier (Sunset) Park Landscape Enhancement at Gazebo**
4 **Entrance**

5 Item was tabled, pending the Engineer Drainage Proposal.

6
7 **B. Valley Crest – Landscape Enhancement in Small Fountain Park**

8 Mr. Woodville stated the proposal was presented last month, and the French drain
9 portion has been removed from the proposal.

10 Mr. Schott requested the work be done after completion of the drainage
11 installation by the District engineer.

12
13 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
14 the Board approved Valley Crest Enhancement in Small Fountain Park Proposal in the
15 Amount Not to Exceed \$2,710.00, Subject to Installation Being After Drainage
16 Installation.

17
18 **C. Valley Crest – Front Fence Screen Installation**

19 Mr. Woodville stated this item was tabled at the previous meeting, and is for the
20 area where the gas line is located.

21 Following discussion, Board tabled item to next meeting.

22
23 **D. 1. Valley Crest – Annuals (as in flowers) Installation in Big Fountain Park**

24 Mr. Woodville suggested holding of on this item until after Mr. Todd's
25 presentation on the Flag Pole, as we would want to install the Flag Pole prior to the
26 annuals.

27 Mr. Camacho commented that with the Flag Pole being so high it causes a lot of
28 noise in the wind, and we have a lot of damage in this particular area with the kids.

29 Mr. Woodville stated the Board has wrestled with what to put in this area as it is
30 focal point, as it is a public square.

31
32 **2. Valley Crest – Perennials Enhancement in Big Fountain Park**

33 Mr. Woodville stated I also included the Perennial Enhancements in the Big
34 Fountain Park. Perennials are more expensive but last longer. The soil will need to be
35 rejuvenated every two years. We can hold off on this until after the Flag Pole discussion.

1 **E. Valley Crest – Landscape Enhancement in Gap Area – 1st Phase Sections**
2 **between Continental Street and Banner Lane**

3 Mr. Schott requested to table this item, pending DR Horton to review.
4

5 **F. Valley Crest – Landscape Enhancement in Island along Capitol Boulevard**

6 Mr. Woodville stated the proposal for the Landscape Enhancement in the Island
7 along Capitol Boulevard was presented at the last meeting, and in the amount of \$2,640.
8 We had the site visit, and missed this item for approval.
9

10 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
11 the Board approved Valley Crest Landscape Enhancement Proposal for the Island along
12 Capitol Boulevard in the Amount Not to Exceed \$2,640.
13

14 **G. Valley Crest – Pool Area – Tree Removal (Crepe Myrtles) and Mulch**
15 **Replacement**

16 Mr. Woodville stated it was brought up during the site visit that leaves are falling
17 into the pool from the Crepe Myrtles and there was a request to look into rubber mulch.
18 Staff requests to table this item, as the proposal is not yet available.
19

20 **H. 1. HOA Questionnaire – Pet Park**

21 Mr. Woodville we would like to request Mr. Wall to send out another email to the
22 residents for feedback because only seven emails were returned and they were not aware
23 that there was a pet park.

24 Mr. Camacho suggested that a Spanish version of the email be sent out as well.

25 Discussions were held regarding size and location of park for pets, and sending
26 out notices to residents to pick up after their dogs.
27

28 **2. Valley Crest – Dog Park – Proposal to Remove Hedges in Front of Benches**

29 This item was tabled until feedback from residents is received.
30

31 **I. Valley Crest – Irrigation Head Pop-Up & Rotor Replacement**

32 Mr. Woodville presented the proposal from Valley Crest in the amount of \$200
33 including materials and labor.
34

1 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
2 the Board approved Valley Crest Irrigation Head Pop-Up and Rotor Replacement
3 Proposal in the Amount Not to Exceed \$200.
4

5 **J. Valley Crest – Irrigation Station Decoder Repair**

6 Mr. Woodville presented the proposal from Valley Crest in the amount of \$405
7 including materials and labor.
8

9 On MOTION by Mr. Camacho, SECONDED by Mr. Schott, WITH ALL IN FAVOR,
10 the Board approved Valley Crest Irrigation Station Decoder Repair Proposal in the
11 Amount Not to Exceed \$405.
12

13 **K. Valley Crest – Irrigation Valve Replacement**

14 Mr. Woodville presented the proposal from Valley Crest in the amount of \$480
15 including materials and labor.
16

17 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
18 the Board approved Valley Crest Irrigation Valve Proposal in the Amount Not to Exceed
19 \$480.
20

21 **L. Consultant Updates**

22 **1. Community Enhancement Program [Architectural/Landscape]**

23 The item was tabled.
24

25 **2. Irrigation -- Original Installation – Review - Engineer**

26 Ms. Lessing stated I have reviewed the information received by Mr. Woodville,
27 and need additional information and pictures from Valley Crest of the area and lines.

28 Mr. Woodville stated I spoke to Boyd Engineering, and they recommend putting
29 in pressure gauges to see if there are any spikes. If the pressure exceeds the
30 recommended PSI, that would be a reason for the pipe explosions. If we find the water
31 pressure from the City is above the PSI recommendation, the recommend installing
32 pressure relief valves.

33 Ms. Lessing stated the water used here is reclaimed water, and it is not as simple
34 as putting in a pressure relief valve. You have to tap into the main to put in a relief valve.
35 We are waiting on data from the City, and with the information from Valley Crest, I
36 should be able to find a trend in the data and go from there.

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3. Tree – Original Installation – Review – Engineer

Mr. Woodville stated Mr. Boyd indicated that the soil drainage is a big issue and the District site did not have many trees initially, most of the trees were added.

Mr. Camacho stated if we find that is the case, can we bring this to the City to show we need to remove some trees, or not replace trees that die out.

Mr. Johnson stated we can apply for some type of variance. It is going to be hard for the City to fine the District for something that is physically impossible. I am sure we can provide them a landscape plan for them to sign off on. We need to provide the data, and provide it to the City.

Mr. Camacho stated I am trying to set up some type of basis to avoid problems with the City regarding their tree policy.

Mr. Johnson stated justification of the soil conditions not sustaining the trees would be a strong basis.

4. Drainage Improvement Project – Small Fountain Park - Engineer

Mr. Woodville stated we received one proposal in the amount of \$30,000.

Ms. Lessing stated I submitted the revised plans to the City for their comments. The bids we received are outdated, and need to be redone. They are requesting increasing the pipe size from 8” to 15”. Mr. Boyd suggested waiting until the designs are done to get a better pricing, or approving with a not to exceed number.

Mr. Johnson requested awaiting a week or two to get the City comments to get updated proposals.

5. a. Jefferson Green -- Driveway Crack – Engineer

b. Todd Franklin – Driveway Repair

Ms. Lessing stated we have a permit for the repairs, and Mr. Franklin and I have worked to get the proposals in your packet, and Ms. Lessing reviewed the proposals.

Following discussion,

On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR, the Board approved the Jefferson Green Driveway Repair in the Amount Not to Exceed \$1,800, and Authorized Ms. Lessing to Select the Company to Complete Repairs.

1 **6. Proposal for Converting One Tennis Court into Basketball Court - Engineer**
2 Mr. Woodville provided an overview of the Board's intention of the first court
3 being the basketball court, and the back side the Tennis Court.

4 Following discussion,
5 The Board directed District Staff to request proposals.

6
7 **7. Pressure Washing Maintenance Program- Engineer**
8 Mr. Woodville stated the rainy season creates the mildew, and I proposed not to
9 do pressure washing during the summer, but start the program in November, skip
10 December, and start again in January through April. I also recommend starting in the
11 high profiled areas such as the Amenity Center, Front Entrance, etc.

12 Following discussion,
13 The Board directed District staff to request proposals for each section.

14
15 **M. Additional Matters**
16 There being none, the next item followed.

17
18 **SIXTH ORDER OF BUSINESS – Staff Reports**

19 **A. Manager**
20 There being no report, the next item followed.

21
22 **C. Engineer**
23 Ms. Lessing stated in order to proceed with the Pier Park project, a survey will be
24 needed, and reviewed the proposals.

25
26 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
27 the Board approved the Expenditure for the Pier Park Survey in the Amount Not to
28 Exceed \$900, and authorized the Engineer to Select the Surveyor.

29
30 **B. Attorney**
31 Mr. Johnson stated the SPE that owns Tract E & M needs to pay past operations
32 and maintenance assessments and pending sale of the property was supposed to be in
33 November. The closing is now on December 20, 2013. I have drafted a letter of the
34 amounts they owe and I will draft a demand letter as well.

35
36

1 **D. Operations Manager**

2 **1. Field Inspection and Operations Report – September 2013**

3 The Field Inspection and Operations Report was included in the Board Package; a
4 copy of which is attached hereto and made a part of the permanent record.

5
6 **2. Pool Brick Paving – Pool Deck and Pool Pump House**

7 Mr. Woodville presented the proposals.

8
9 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
10 the Board approved the Rustic Brick Pavers Proposal for the Pool Deck and Pool Pump
11 House in the Amount Not to Exceed \$1,050.

12
13 **3. No Parking Signs**

14 Mr. Franklin stated the No Parking signs have been installed, and seem to be
15 working pretty well.

16 Mr. Wall stated I sent out an email blast regarding parking on the streets and that
17 seemed to have helped.

18
19 **4. Television in Gym**

20 Mr. Franklin and Mr. Woodville reviewed the quotes.

21 Following discussion,

22
23 On MOTION by Mr. Camacho, SECONDED by Mr. Schott, WITH ALL IN FAVOR,
24 the Board approved Purchase of a Vizio Television from Best Buy, with a Five Year
25 Warranty, Including Installation, in the Amount Not to Exceed \$800.

26
27 **5. Flag Pole Quote**

28 Mr. Franklin presented the quotes for the flag poles.

29 A discussion was held regarding the potential need of drawings for permits, and
30 meter and lighting for flag.

31 The Board tabled this item to the next meeting.

32
33 **6. Brick Repair – Update (Mason)**

34 Mr. Franklin presented the brick repair proposals.

35 Following discussion,

1 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
2 the Board approved All Masonry Proposal for Repairs in the Amount Not to Exceed
3 \$850.

4
5 **7. Clubhouse -- Parking Lot -- Resealing and Restriping (parking lines)**

6 Mr. Franklin presented the proposals.

7 The Board tabled this item at this time.

8
9 **8. Painting -- Pool Pergola and Two Gazebos (Tennis Court and Pier Sunset
10 Park)**

11 Mr. Franklin presented the proposals.

12 Following discussion,
13

14 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
15 the Board approved Braven Painting Proposals in the Amount of \$650 for the Pool
16 Pergola, and \$1,100 for the two Gazebos.

17
18 **9. Small Fountain Park - Gate Quote**

19 Mr. Woodville stated at the last meeting, staff was asked to look into a gate quote
20 to close off the area of the small fountain park at the front entrance. The quote is for
21 \$1,313 for an arched gate from Fence Outlet

22 Following discussions,
23

24 On MOTION by Mr. Arce, SECONDED by Mr. Camacho, WITH
25 Mr. Arce and Mr. Camacho Voting Aye;
26 Mr. Schott Voting Nay;
27 the Board approved Installation of an Arched Gate with a Combination Lock in the
28 Amount Not to Exceed \$1,500, Subject to Installation after Drainage Installation.

29
30 On MOTION by Mr. Arce, SECONDED by Mr. Camacho, WITH ALL IN FAVOR, the
31 prior motion was withdrawn.
32

33 **10. Small Fountain Park -- Bright House - Internet Quote**
34 **Free Hot Spot -- Update**

35 Mr. Woodville stated Mr. Franklin did look into a hot spot and they said "no."
36 Do you want to consider an internet connection for a one-time charge of \$49.95 to install,
37 and a monthly charge of \$84.95 plus the Envera Security System? We could look into
38 putting it in Patriot Park which is centrally located to see if that would work.

1 The Board concurred with tabling the item, pending further investigation.
2

3 **11. Tennis Court**

4 This item was tabled.
5

6 **SEVENTH ORDER OF BUSINESS – Supervisor Request**

7 The general consensus of the Board was that the site visit was good and positive.

8 Mr. Schott suggested a site visit every six months or at least annually.
9

10 **EIGHTH ORDER OF BUSINESS – Public Comments**

11 A resident protested against the Basketball court at the Tennis Courts.
12

13 **NINTH ORDER OF BUSINESS – Adjournment**

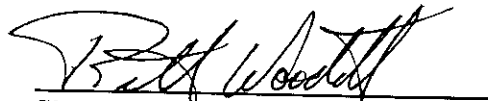
14 There being no further business,
15

16 On MOTION by Mr. Schott, SECONDED by Mr. Camacho, WITH ALL IN FAVOR,
17 the meeting was adjourned.
18

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

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

25 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a
26 publicly noticed meeting held on DECEMBER 13, 2013
27

28 

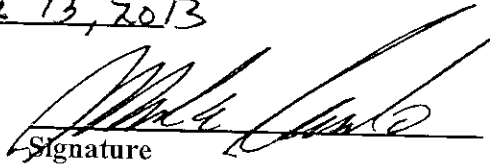
29 Signature

30 RICHARD WOODVILLE

31 Printed Name

32 Title:

- 33 Secretary
34 Assistant Secretary
35

28 

29 Signature

30 MIGUEL A CAMACHO

31 Printed Name

32 Title:

- 33 Chairman
34 Vice Chairman
35