

MINUTES OF MEETING

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

**PIER PARK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors for Pier Park Community Development District was held on **Monday, November 14, 2016 at 10:06 a.m. (CST)** at Panama City Beach City Hall, located at 110 South Arnold Road, Panama City Beach, Florida 34213.

Present:

Chris Tilley	Board Supervisor, Chairman
Wes Payne	Board Supervisor, Assistant Secretary
Michael Kerrigan	Board Supervisor, Assistant Secretary

Also present were:

Chris Cleveland	District Manager, Rizzetta & Company, Inc.
Joseph Brown	District Counsel; Hopping Green & Sams <i>(via Speaker Phone)</i>

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cleveland called the meeting to order at 10:06 a.m. and conducted roll call, confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members in attendance.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on August 8, 2016

On a Motion by Mr. Payne, seconded by Mr. Kerrigan, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held on August 8, 2016, for Pier Park Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for July and
August 2016**

On a Motion by Mr. Payne, seconded by Mr. Kerrigan, with all in favor, the Board ratified the Operation and Maintenance Expenditures for June 2016 (\$50,868.73) and August 2016 (\$19,459.41), for Pier Park Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures from OLTR
Fund for July and August 2016**

On a Motion by Mr. Payne, seconded by Mr. Tilley, with all in favor, the Board ratified the Operation and Maintenance Expenditures for July 2016 OLTR (\$1,021,078.30) and August 2016 OLTR (\$19,459.41), for Pier Park Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of the Audit Committee
Recommendations and Scheduling of the
Second Meeting of the Audit Committee**

On a Motion by Mr. Tilley, seconded by Mr. Payne, with all in favor, the Board accepted the Audit Committee recommendations for Audit Proposal Instructions and Evaluation Criteria Without Pricing for the District and set February 13, 2017 at 10:00 a.m. as the second meeting of the Audit Committee at Panama City Beach City Hall, located at 110 South Arnold Road, Panama City Beach, Florida 34213, for the Pier Park Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-01,
Prompt Payment Policies and Procedures**

Mr. Brown stated that District Counsel is recommending adoption of this policy for the protection of the District, as a guide for the District Manager in handling invoices and payment requests, to provide more detail than outlined within the statutes and clarify other areas open to interpretation in the statutory provisions.

On a Motion by Mr. Tilley, seconded by Mr. Kerrigan, with all in favor, the Board adopted Resolution 2017-01, Prompt Payment Policies and Procedures, for Pier Park Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-02,
Redesignating the Treasurer of the District**

Mr. Cleveland stated Joseph Kennedy is no longer with Rizzetta and Company and a new Treasurer needs to be designated.

On a Motion by Mr. Tilley, seconded by Mr. Payne, with all in favor, the Board adopted Resolution 2017-02, Redesignating Mr. William Rizzetta as Treasurer of the District, for the Pier Park Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Brown stated that he is working with Mr. Tilley in connection with the improvements made by the Tourist Development Committee to the roundabout for the beach ball drop and that Counsel will be putting together an agreement with Tourist Development Committee and/or the City of Panama City Beach with respect to the District's maintenance of the improvements. Mr. Tilley stated that a permanent pole had been installed by the TDC for the beach ball drop. He stated the Tourist Development Committee has requested permission to replace the six fiberglass street lamp poles with metal poles at no cost to the District so that additional lighting could be installed to illuminate the beach ball at night. He stated the Tourist Development Committee will also install a separate meter for power usage to raise and lower the ball with a projected annual cost of no more than \$500 per year.

B. District Engineer

The District Engineer was not present.

C. District Manager

Mr. Cleveland stated that the next regular meeting of the Board is scheduled for Monday, February 13, 2017 at 10:00 a.m. (CDT) at Panama City Beach City Hall, located at 110 South Arnold Road, Panama City Beach, Florida 34213.

D. Property Manager

The property manager was not present.

TENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

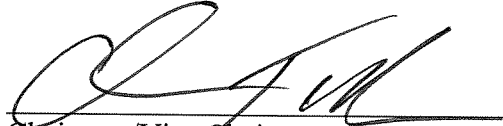
ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Kerrigan, seconded by Mr. Payne, with all in favor, the Board of Supervisors adjourned the meeting at 10:16 a.m., for Pier Park Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman