

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

May 27, 2020 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, May 27, 2020 at 6:30 p.m.** via conference call at 1-866-906-9330 with access code 4863181.

1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, May 27, 2020 at 6:30 p.m.**

Board Members Present and Constituting a Quorum:

- Daniel Fleary, Jr Chair
- Lawrence T. Hollis Vice Chair
- JoAnn Ward Supervisor *joined the conference call at 6:35 p.m.*
- Suzanne DeCopain Supervisor
- Koko Miller Supervisor

Staff Members Present:

- Brian Howell District Manager, Meritus

There were some resident audience members present on the conference call.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items. Mr. Howell asked for residents to email him for any maintenance-related items.

3. VENDOR/STAFF REPORTS

A. District Counsel

Mr. Howell updated the Board on the Summerwood HOA. They would like to attend the June meeting to ask the CDD to potentially maintain the two ponds that are outside of the District and work out a maintenance agreement with the two entities. Mr. Steady will look into it and email the Board prior to the meeting. Mr. Howell went over that it would be more expensive to bring them into the District and that having a maintenance agreement would be the cheaper route.

B. District Engineer

Mr. Howell explained that Ms. Stewart had a site visit and found that there were not any compelling erosion issues that need to be addressed immediately. The water levels were normal. Any repairs or restocking of fish can wait until Taylor Morrison has completed their work. Mr.

49 Howell also noted that he checked on the oak trees that were planted and asked whether Taylor
50 Morrison would consider going back in with palms as previously discussed. Taylor Morrison still
51 considers it an “ask” but they are receptive to work something out when they close out. Mr.
52 Howell went over that he also checked about doing a hedge row. Taylor Morrison said their
53 review found it that it would be on homeowner property, and the District would need to do an
54 easement. Mr. Howell said the District’s research corroborated that, and he asked how much of a
55 priority it would be to go ahead and move forward or if they would want to wait until Taylor
56 Morrison closes out to negotiate it.

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58 The Board discussed the items and asked some questions about doing the easements and the
59 maintenance of the ponds. Mr. Howell answered. The Board was in agreement for Mr. Howell to
60 work with the HOA on reaching out to the two homeowners affected.

61
62 Mr. Howell noted that Ms. Stewart checked out the fence that is right on the property line of the
63 CDD and the HOA. The CDD will keep the side clean that faces The Sanctuary, and the HOA
64 will clean their side of the fence.

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67 **5. BUSINESS ITEMS**

68 **A. Consideration of Resolution 2020-04; Approving Fiscal Year 2021 Proposed** 69 **Budget**

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71 Mr. Howell went over the proposed budget with the Board. The proposed increase is \$162K.
72 Most of the increase goes into the reserve line item. The goal is to start building up a
73 contingency fund for the aging assets. The increase would be \$6-\$11 a month per property. Mr.
74 Howell went over that the purpose of this meeting is to decide whether or not to have a proposed
75 increase; this amount would be the maximum cap on any increases they decide to do in the
76 August budget meeting. If they do want to discuss an increase in August, they need to send a
77 notice to all owners. He did not recommend doing a smaller yearly increase every year and
78 instead to do the increase all at once in one year. The Board discussed and asked for clarification
79 on the previous increase vs. this one. The previous increase was for the pool. The increase for
80 this year would be for a rainy day fund for reserves. Currently, the District does not have much
81 in the way of reserves. Mr. Howell reiterated that the amount would be the maximum cap the
82 budget could increase at the final budget meeting in August, and the Board and staff could work
83 on the budget and bring the cost down before August.

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85 The Board continued to discuss. Supervisors Fleary, Ward, DeCopain, and Miller thought they
86 should proceed with a maximum cap but try to cut it down by the budget meeting in August.
87 Supervisor Hollis would prefer to leave the amount where it is and revisiting it next year.
88 Supervisor Miller asked about the noticing process and costs, and Mr. Howell reviewed the
89 process. Mr. Howell also noted that the staffing line item has been increased in the budget
90 because of COVID-19 cleaning and monitoring requirements if it continues to be an issue when
91 the amenities open up. Mr. Howell went over that the resolution puts on record that the Board is
92 considering the increase in the budget and the resolution also sets the public hearing for August
93 26, 2020 at 6:30 p.m. It is anticipated that the hearing will be held at the usual meeting location
94 instead of as a virtual meeting.

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MOTION TO:	Approve Resolution 2020-04.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Fleary
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/1 – Supervisor Hollis opposed.

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104 Supervisor Hollis asked for Mr. Howell to give a historical overview on the budget increases in
105 the District and place it on the website. Supervisor Ward asked to do a budget workshop. Mr.
106 Howell suggested doing the workshop in July; he will send the Board some dates for scheduling.

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108 **B. Annual Disclosure of Qualified Electors**

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110 Mr. Howell announced that as of April 15, 2020, Parkway Center CDD had 2,952 qualified
111 electors.

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113 **C. 2020 Elections Process**

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115 Mr. Howell went over the elections process for 2020. Seats 1, 2, and 3 will be up for election in
116 November. The qualifying period is June 8th at noon through June 12th at noon. The seats up for
117 election will be Supervisor DeCopain's, Supervisor Fleary's, and Supervisor Ward's.

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119 **D. Consideration of Resolution 2020-05; General Elections, November 2020**

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121 The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2020-05.
MADE BY:	Supervisor Hollis
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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130 Supervisor Fleary and Supervisor Ward asked some questions about the process. Mr. Howell
131 answered.

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133 **E. Consideration of Resolution 2020-06; Adopting Default Statutory Alternative**
134 **Investment Policies**

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136 Mr. Howell went over the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-06.
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MADE BY:	Supervisor Ward
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SECONDED BY:	Supervisor Miller
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DISCUSSION:	None further
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RESULT:	Called to Vote: Motion PASSED
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	5/0 - Motion passed unanimously
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F. Discussion on Taylor Morrison Update

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Mr. Howell noted that this item was covered earlier in the meeting.

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G. Discussion on Construction Update

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Mr. Howell and Supervisor Fleary thanked Supervisor Miller for the drone footage of the construction for the website. Mr. Howell updated the Board on the construction. He stated that they are right on schedule and the foundation was poured this week. They will start digging for the pool in a few weeks. Next month, the Board will start making selections on design details.

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6. CONSENT AGENDA

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A. Consideration of Board of Supervisors Regular Meeting Minutes May 27, 2020

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B. Consideration of Operations and Maintenance Expenditures March 2020

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C. Consideration of Operations and Maintenance Expenditures April 2020

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D. Review of Financial Statements Month Ending April 30, 2020

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The Board reviewed the Consent Agenda items. Mr. Howell noted there was a question sent to him via email that he answered. He asked the Board if they had any further questions on any of the items in the Consent Agenda, but they did not.

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MOTION TO:	Approve the Consent Agenda items A-D based on the adjustments in the email conversation.
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MADE BY:	Supervisor Ward
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SECONDED BY:	Supervisor Miller
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DISCUSSION:	None further
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RESULT:	Called to Vote: Motion PASSED
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	5/0 - Motion passed unanimously
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178 **7. MANAGEMENT REPORTS**

179 **A. District Manager**

180 **i. Manager's Report**

181 **ii. Community Inspection Reports**

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183 The Board reviewed the management reports. Mr. Howell went over that there has been an issue
184 with vandalism at the monuments that has damaged the lighting. He had an electrician come out
185 and take a look at everything. There was about \$8,500 worth of damage to the lights. Mr. Howell
186 asked Ms. Nichols to contact the person who installed the lighting last year, and he will be on
187 site this evening doing a night-time inspection. They will do a report for anything that can be
188 claimed under warranty. For damages due to the vandalism, Mr. Howell will get the updated
189 costs and have that sent out to the Board by Friday.

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191 Mr. Howell also went over that people are fishing in the ponds in the Sanctuary. Board members
192 of the CDD are authorized to call the Sheriff. Clark Watson from the Sanctuary HOA has also
193 volunteered to call and will be added to the trespass agreement if the Board approves. The Board
194 agreed. Supervisor Ward went over the incident on Sunday with a person fishing. She wanted to
195 make sure the trespass agreement is on file. Supervisor Ward noted that all of the ponds are no
196 fishing or recreation, whether the pond is gated or not. Supervisor Fleary asked what else could
197 be done; Mr. Howell said if it is a resident, their amenity privileges could be suspended.
198 Supervisor Miller will contact the Sheriff's office as a liaison.

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201 **8. SUPERVISOR REQUESTS**

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203 There were no supervisor requests at this time.

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206 **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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208 Clark Watson from the Sanctuary HOA commented about the trespassing. He thanked the Board
209 for wanting to address it and adding him to agreement. A resident asked about getting signage in
210 the new subdivision area. Mr. Howell answered that once Taylor Morrison closes out and turns
211 the ponds over, the CDD will add signage. The resident also asked about towing in the new
212 Sanctuary subdivision, but that would be the HOA since it is behind the gate. Brian O'Connor,
213 the president of the Sanctuary HOA, also went over some of the issues with trespassing. A
214 resident in the Sanctuary asked if the CDD would consider partnering with the HOA to put a
215 fence to prevent people from walking around to the pond; she also asked about the erosion on the
216 pond behind her home. Mr. Howell went over that they could work the HOA to do a proposal for
217 the Boards for the fence and that Taylor Morrison has agreed to all repairs for erosion but wants
218 to wait until they are finished so they can do everything all at once. He also noted that the
219 Engineer will be at the meeting in June and can answer questions at that time.

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223 **10. ADJOURNMENT**

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MOTION TO:	Adjourn at 8:01 p.m.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor Hollis
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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232 **Please note the entire meeting is available on disc*

233 **These minutes were done in summary format.*

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

238

239 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
240 noticed meeting held on 7/8/2020.

241

242 Daniel Fleary, Jr

243 **Signature**

244 Daniel Fleary, Jr

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246 **Printed Name**

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248 **Title:**

249 **Chairman**

250 **Vice Chairman**

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B. AE

Signature

Brian Hunt

Printed Name

Title:

Secretary

Assistant Secretary

Recorded by Records Administrator

[Signature]

Signature

7/27/20

Date

