

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

August 26, 2020 Minutes of the Regular Meeting and Public Hearing

Minutes of the Regular Meeting and Public Hearing

The Regular Meeting and Public Hearing of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, August 26, 2020 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting and Public Hearing of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, August 26, 2020 at 6:30 p.m.**

Board Members Present and Constituting a Quorum:

Daniel Fleary, Jr	Chair
Suzanne DeCopain	Vice Chair
JoAnn Ward	Supervisor
Koko Miller	Supervisor

Staff Members Present:

Brian Howell District Manager, Meritus

There were three residents attending, including one via conference call.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. RECESS TO PUBLIC HEARING

Mr. Howell directed the Board to recess to the public hearing.

40 **4. PUBLIC HEARINGS ON ADOPTING PROPOSED FISCAL YEAR 2021 BUDGET**
41 **AND LEVYING O&M ASSESSMENTS**

42 **A. Open Public Hearings on Proposed Fiscal Year 2021 Budget and Levying O&M**
43 **Assessments**
44

MOTION TO:	Open the public hearings.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Fleary
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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52 **B. Staff Presentations**
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54 Mr. Howell went over the history of the District. It is approximately 30 years old and has some
55 aging assets like landscaping. The past boards have done a good job with no increase for at least
56 13 years. The increase proposed this year is for the reserve account, which will be a separate
57 account for emergency or replacements only. The District has done all it can with using past
58 reserves to do initial sign renovation and landscape and lighting projects. Landscaping is the
59 largest uninsurable asset, and the District has lost numerous palms and holly trees. This increase
60 should be the last one that is needed for the next decade, barring any unforeseen circumstances.
61 Once the reserve is fully funded, the CDD could look to move the fees back down. The impact to
62 the average lot owner would be approximately \$5.50-\$11.00 per month, depending on lot size.
63

64 The Board discussed the budget, assessments, and increase. Supervisor Ward went over the tree
65 replacements and other aging assets. Supervisor DeCopain asked about having a reserve study
66 done. Mr. Howell recommending having Ms. Nichols do one and said they could do a phased
67 approach for replacements. Supervisor Miller was concerned about the impact to residents.
68 Supervisor Fleary asked about being \$100K under budget this year and how it could impact
69 assessments. Mr. Howell went over the three options for what the Board could do, which is do
70 the full increase, do a partial increase, or have no increase.
71

72 **C. Public Comments**
73

74 A resident expressed his concern about the increase and asked about escrow. Mr. Howell let him
75 know that it is the tax collector through the County that collects the assessments for the CDD.
76 Mr. Howell said the resident could email him, and he will get him in touch with the tax
77 collector's office. Another resident asked about the increase per month.
78

79 Supervisor DeCopain asked about how long the increase would be. Mr. Howell said once they
80 hit the number that they determine in their reserves, they can back the assessments back down.
81

82 **D. Consideration of Resolution 2020-07; Adopting Fiscal Year 2021 Budget**

83
84 The Board continued to discuss the budget.

85	MOTION TO:	Approve Resolution 2020-07.
86	MADE BY:	Supervisor Ward
87	SECONDED BY:	Supervisor Fleary
88	DISCUSSION:	None further
89	RESULT:	Called to Vote: Motion PASSED
90		3/1 – Supervisor DeCopain opposed.

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93 **E. Consideration of Resolution 2020-08; Levying O&M Assessments**

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95 The Board reviewed the resolution.

96	MOTION TO:	Approve Resolution 2020-08.
97	MADE BY:	Supervisor Fleary
98	SECONDED BY:	Supervisor Ward
99	DISCUSSION:	None further
100	RESULT:	Called to Vote: Motion PASSED
101		4/0 - Motion passed unanimously

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104 **F. Close Public Hearings on Proposed Fiscal Year 2021 Budget and Levying O&M**
105 **Assessments**

106	MOTION TO:	Close the public hearings.
107	MADE BY:	Supervisor Miller
108	SECONDED BY:	Supervisor DeCopain
109	DISCUSSION:	None further
110	RESULT:	Called to Vote: Motion PASSED
111		4/0 - Motion passed unanimously

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115 **5. RETURN TO REGULAR MEETING**

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117 Mr. Howell directed the Board to return to the regular meeting.

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120 **6. VENDOR/STAFF REPORTS**

121 **A. District Counsel**

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123 Mr. Howell went over the update from Counsel. Mr. Steady just sent over the draft to the
124 Summerwoods attorney. Mr. Howell will send it out tomorrow via email to the Board for review
125 and for the Chair to execute. Regarding the easement, Mr. Howell also said he had not heard

126 anything from the homeowner or the Sanctuary. Supervisor Ward said she had also heard there is
127 currently a stalemate, and she will try to find out what the objection is and will report back.

128
129 Mr. Howell also went over that in Belmont, there is a trail that some four-wheelers and vehicles
130 are cutting through to then end up on Falkenberg. Mr. Steady sent the property owners next door
131 a letter to cease, and they have not had any reports of vehicles since. However, they are still
132 getting reports of four-wheelers. Mr. Howell said he will get with LMP and they will plant some
133 wax myrtles along the path to help prevent the issue.

134
135 **B. District Engineer**

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137 There were no reports from the Engineer at this time.

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140 **7. BUSINESS ITEMS**

141 **A. Consideration of Resolution 2020-09; Setting Fiscal Year 2021 Meeting Schedule**

142
143 The Board reviewed the resolution and meeting schedule. The Board wanted to move the
144 November meeting to November 18, 2020 and the December meeting to December 16, 2020.

146	MOTION TO:	Approve Resolution 2020-09 with the changes
147		discussed.
148	MADE BY:	Supervisor Miller
149	SECONDED BY:	Supervisor Ward
150	DISCUSSION:	None further
151	RESULT:	Called to Vote: Motion PASSED
152		4/0 - Motion passed unanimously

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154 **B. Acceptance of Lawrence T. Hollis's Resignation**

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156 The Board reviewed Supervisor Hollis's resignation. Mr. Howell went over that Supervisor
157 DeCopain offered to finish out the term of Supervisor Hollis's seat, which would be through
158 2022. Mr. Howell also said he confirmed with Counsel that the Board could appoint Supervisor
159 DeCopain to the vacant seat. The Board discussed and all agreed that Supervisor DeCopain has
160 been an asset to the Board and they would like for her to continue as a Board Supervisor.

162	MOTION TO:	Accept Lawrence T. Hollis's resignation; Supervisor
163		DeCopain's resignation; and appoint Supervisor
164		DeCopain to the vacant seat.
165	MADE BY:	Supervisor Fleary
166	SECONDED BY:	Supervisor Ward
167	DISCUSSION:	None further
168	RESULT:	Called to Vote: Motion PASSED
169		4/0 - Motion passed unanimously

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172 The Board discussed Supervisor DeCopain continuing on as Vice Chair.
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174	MOTION TO:	Have Supervisor DeCopain continue as the Vice
175		Chair.
176	MADE BY:	Supervisor Ward
177	SECONDED BY:	Supervisor Miller
178	DISCUSSION:	None further
179	RESULT:	Called to Vote: Motion PASSED
180		4/0 - Motion passed unanimously

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182 **C. Discussion on Amenity Center Selections**
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184 Supervisor Ward went over that she had some questions about the pool furniture; she said that
185 she and Mr. Howell could find out more information and then get the layout and send it to the
186 Board. Supervisor Miller asked about the splash feature, and Supervisor Ward asked about
187 charging stations for phones and other electronic devices. Mr. Howell said he meets with Trevor
188 and Jim every two weeks, and Mr. Howell will send the Board the schedule. Supervisor Miller
189 asked about the splash play feature vs. a splash pad; Mr. Howell explained. Supervisor Miller
190 also asked about the fire pit selections; Mr. Howell said they can do that via email.
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193 **8. CONSENT AGENDA**

- 194 **A. Consideration of Minutes of Board of Supervisors Meeting July 22, 2020**
195 **B. Consideration of Minutes of Board of Supervisors Continued Meeting August 3,**
196 **2020**
197 **C. Consideration of Operations and Maintenance Expenditures July 2020**
198 **D. Review of Financial Statements through July 31, 2020**
199

200 The Board reviewed the Consent Agenda items.
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202	MOTION TO:	Approve Consent Agenda items A-D.
203	MADE BY:	Supervisor Ward
204	SECONDED BY:	Supervisor Fleary
205	DISCUSSION:	None further
206	RESULT:	Called to Vote: Motion PASSED
207		4/0 - Motion passed unanimously

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210 **9. MANAGEMENT REPORTS**

- 211 **A. District Manager's Report**
212 **B. Community Inspection Reports**
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214 The Board reviewed the management reports. Mr. Howell went over that the landscape program
215 could be put on the September agenda. The Board agreed.

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10. SUPERVISOR REQUESTS

Supervisor Miller asked for a weekend or early morning meeting with the amenity contractor. Supervisor Fleary asked about aerator proposals; Mr. Howell said they will be in the meeting book for next month. The Board also asked some general questions about the amenity center; Mr. Howell answered.

11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience questions or comments.

12. ADJOURNMENT


MOTION TO:	Adjourn at 7:52 p.m.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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

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

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

247
248 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
249 noticed meeting held on 9/23/20.

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251 
252 Signature

253
254 Suzanne DeCoppain
255 Printed Name

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257 Title:
258 Chairman
259 Vice Chairman

250
251 
252 Signature

253
254 Brad Hauer
255 Printed Name

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257 Title:
258 Secretary
259 Assistant Secretary

260
261 Recorded by Records Administrator

262
263 
264 Signature

265
266 9/24/20
267 Date

