

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**March 25, 2015 Minutes of Meeting**

## **Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for Parkway Center Community Development District was held on Wednesday, March 25, 2015 at 6:30 p.m. at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

### **1. CALL TO ORDER/ROLL CALL**

Mr. Howell called the regular meeting of the Board of Supervisors of the Parkway Center Community Development District to order on Wednesday, March 25, 2015 at 6:50 p.m.

Mr. Howell led the Board in The Pledge of Allegiance.

#### **Board Members Present:**

JoAnn Ward	Chairman
Earl Kunke	Supervisor
Tanya O'Connor	Supervisor

#### **Staff Members Present:**

Brian Howell	District Manager, Meritus
Scott Steady	District Counsel
Tonja Stewart	District Engineer

No Audience Members

### **2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

There were no audience questions or comments.

### **3. VENDOR/STAFF REPORTS**

#### **A. District Counsel**

##### **1. Streetlight Assessment Update**

Mr. Steady brought the Board up to speed on the status of tax certificates being purchased by 3<sup>rd</sup> parties and walked the Board through the history where the District has been successful in dissolving many of the streetlight districts and that the Board several years ago decided not to pay these high assessments on parcels with not much value as they are strips land etc. Mr. Steady advised the Board there was a group that purchased some of the tax certificates and they have threatened to go after a tax deed; however in order for them to pursue that they would have to pay all outstanding taxes and it would not make sense for them to throw good money after bad money. If the tax certificates are not paid off then eventually the parcel goes to the County and the District would still maintain those areas. He advised that technically if the group secured tax deeds they would own the smaller strips but they cannot build nor do signage on them. They still could technically go out and sit down on them or remove landscape but that does not seem likely. Mr. Steady advised they could pay them or just decide to take no action. After some discussion the Board decided to take no action.

**B. District Engineer**

Ms. Stewart went over the upland habitat that was quit claimed deeded to the District within the last year or two. In conversations with some of the consultants it appears there is some maintenance needed for herbicide treatments which have been approved and the cost was under \$2,000.00. There will be some substantial work needed in the future and her recommendation was for the District to plan now to fund in the future. There was discussion on whether the developer was responsible for anything and Mr. Steady stated Taylor Morrison was not the original developer and was more of the builder and he doubted they would be liable for any repairs. It was decided to have John Goolsby attend the next meeting so he could outline what the District would need to do in the future.

Ms. Stewart also discussed the easement that Taylor Morrison wants to give the District where some of the District landscape is on their property. The Board saw no reason to not accept this since the District has been maintaining it for years and the area is small.

MOTION TO:	Accept the Easement.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously

**4. CONSENT AGENDA**

**A. Consideration of Minutes of the Board of Supervisors Meeting, February 25, 2015**

MOTION TO:	Approve February minutes.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	2/0 – Supervisor O'Connor abstained as she was not present at the meeting.

**B. Consideration of Operations and Maintenance Expenditures, March 2015**

MOTION TO:	Approve O&M's March 2015.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously

There was a question on the auditor invoice, Nichols Landscape Architecture and insurance which were answered. It was noted that the security company line item is still not reflecting properly.

**C. Review of Financial Statements through January 31, 2015**

The January financials were accepted.

**5. BUSINESS ITEMS**

**A. Capital Improvement Project Update**

Mr. Howell advised the Board that the sign panel work is to commence by April 1, 2015 and lighting work is to commence within 7-10 days. The Board has narrowed down paint choices and the contractor will add new choices to the Pine Ridge monument by the end of the week.

**B. Monument Bids**

Mr. Howell went over the monument bids and reiterated they had requested three (3) bids and two (2) responded. CRS did not submit a bid due to their work load. Both proposals were a complete package with no extras to be charged. Freedom Sky Construction was low bid at \$23,700.00 and J. Bolt Construction came in at \$41,475.00. Both firms had good reputations.

MOTION TO:	Award FSC the Bid.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously

This will be funded from construction funds and does not include lighting, landscape and irrigation.

**C. Landscape Proposals**

Mr. Howell and Supervisor Ward went over the LMP proposals and why they felt it would be a benefit to update the Community and add seasonal color in strategic locations and to relocate some crape myrtles that were in poor locations. The proposal also had some filler material included and transplanting of roses. The Board discussed each location in detail.

MOTION TO:	Approve LMP Proposals.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None Further.
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously

This will be funded from the landscape budget line item which has not been touched and the cost will be around \$5,000.00

**6. MANAGEMENT REPORTS**

**A. District Manager's Report**

**B. Field Manager**

- 1. District Inspection Report**
- 2. Staff Action List**
- 3. Aquatic Systems Report**

The Board reviewed the Aquatic's report and wants to ensure the provider focuses on hot spots as indicated in the report. Ms. Stewart is to provide locations for doing pond plantings this summer and Mr. Howell is to ensure carp are added to Pond 1 to assist with submersed weeds. The carp will be done in the fall.

**4. Spear Security Log**

**7. SUPERVISOR REQUESTS**

**8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

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

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

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on April 22, 2015.

Signature

Printed Name

Title:

☒ Chairman  
☐ Vice Chairman

Signature

Printed Name

Title:

☐ Secretary  
☒ Assistant Secretary

Recorded by Records Administrator

Signature

Date

