

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

August 26, 2015 Minutes of Meeting

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, 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 and Public Hearing of the Board of Supervisors of the Parkway Center Community Development District to order on Wednesday, August 26, 2015 at 6:33 p.m.

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

Board Members Present:

JoAnn Ward	Chairman
Corey Murphy	Vice Chairman
Earl Kunke	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
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No Audience Members

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

3. VENDOR/STAFF REPORTS

A. District Counsel

It was noted Counsel spoke to Supervisor Coglianese and that she was going to resign since she is now stationed overseas. The Resolution for deposits will be discussed later in meeting.

B. District Engineer

Mr. Howell noted there was nothing to report from the District Engineer. Mr. Howell did state he had mailed the Engineer for specifics on the replacement signs for Gopher Tortoise areas.

4. PUBLIC HEARING ON FISCAL YEAR 2016 PROPOSED BUDGET

A. Open Public Hearing on Fiscal Year 2016 Proposed Budget

MOTION TO:	Open Public Hearing on Fiscal Year 2016 Proposed Budget.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

B. Staff Presentations

Mr. Howell went over the budget and stated that as discussed in May the assessment level would remain the same for 2016 as 2015. The Board reviewed some of the adjustments in the budget for particular line items. Mr. Howell and the Board discussed the funding of the capital improvement plan through the remaining construction funds and operating funds. Mr. Howell confirmed funds were adequate for holiday lighting and that the Pine Ridge sign and new monument at Riverview Drive would be added to the list.

C. Public Comment

D. Close the Public Hearing on Fiscal Year 2016 Proposed Budget

MOTION TO:	Close Public Hearing on Fiscal Year 2016 Proposed Budget.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

E. Consideration of Resolution 2015-04; Adopting Fiscal Year 2016 Budget

MOTION TO:	Adopt Resolution 2015-04.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

5. CONSENT AGENDA

A. Consideration of Resolution 2015-05; Policy for Deposits to be Provided to Contractors for Capital Projects

Mr. Howell went over Resolution 2015-05 and stated he had one item to go over and that was the holiday lighting vendor required a deposit for being placed on the schedule and the amount would fall below the threshold stated in the Resolution. Mr. Howell stated Counsel advised the Board could just use discretion when issuing deposits on a case by case basis rather than having a Resolution adopted with a set limit. The Board discussed and agreed to table Resolution 2015-05 for now and will review deposits on a case by case basis.

MOTION TO:	Table Resolution 2015-05.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

B. Consideration of Resolution 2015-06; Setting Fiscal Year 2016 Meeting Schedule

MOTION TO:	Approve Resolution 2015-06.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

C. Consideration of Minutes of the Board of Supervisors Meeting July 22, 2015

The Board reviewed the minutes and requested that Line 71 be revised to state prior Supervisor, not old and to revise Line 147.

MOTION TO:	Approve July 22, 2015 minutes with revisions.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

D. Consideration of Operations and Maintenance Expenditures August 2015

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

Mr. Howell reviewed the Spearem, Don Harrison and Spears Security invoices with the Board. The Board asked Mr. Howell to confirm the invoice from LMP for Summerwood was correct and to look at the past couple of months of electric bills and see if this month's seemed higher.

E. Review of Financial Statements through June 30, 2015

The financial statements were accepted. The Board asked Mr. Howell to review why auditor line time was over budget and the insurance (property/casualty) line item seems incorrect. It appears actual versus budget were reversed. Mr. Howell is to have Staff look again for signatures that were gathered to cancel the last few street lighting districts.

6. BUSINESS ITEMS

A. Capital Improvement Project Update

B. General Matters of the District

7. MANAGEMENT REPORTS

A. District Manager's Report

Mr. Howell advised the Board that a good portion of the punch list for signage was complete and Celia Nichols was working with the vendor on the remaining items.

Monument work was delayed due to rain and therefore the soil compaction inspection could not be completed so the pouring of the footers could commence. Ms. Nichols has directed the contractor to begin stone work on the existing monument and to use old stone for repairs on other monuments within the District. This will allow work to go on while the soil dries out.

B. Field Manager

1. District Inspection Report

2. Staff Action List

Mr. Howell advised the Board the removal of palm trees infected with virus would start within the next two days and Supervisor Murphy noted they started that day.

The Board reviewed the sod proposal and agreed to utilize LMP even though they may be a little higher since they would warranty the sod work.

MOTION TO:	Approve LMP sod proposal.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

3. Aquatic Systems Report

4. Revised Lighting Proposal

Mr. Howell and the Board reviewed the revised lighting proposal as Ms. Nichols got it reduced by \$3,000.00 - \$4,000.00.

MOTION TO:	Approve both options in the proposal from Premier Outdoor with stipulation that Celia Nichols clarifies what the additional lights on the columns are for.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

5. Cardno Maintenance Agreement

The Board reviewed the proposal by Cardno for herbicide treatments for upland habitat. Mr. Howell confirmed this was in the budget and that the proposal was for quarterly treatments.

MOTION TO:	Approve Cardno Maintenance Agreement.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

Mr. Howell confirmed he had reached out to Taylor Morrison on the Baywood Column in the HOA being painted by the CDD so it matched the other monuments and when they would start enhancement at the Pine Ridge Sign. Mr. Howell is still waiting for a response.

6. Spear Security Reports

The Board stated they were pleased and Mr. Howell confirmed they review them and submit work orders based off of items they see while patrolling. The Cell Phone Credit should show up on August invoice. The Board asked that the security patrol schedule be removed from the meeting book.

8. SUPERVISOR REQUESTS

The Board declined to take action on the request from a resident to post no soliciting signs as they feel this is an HOA item.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor Murphy
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 October 14, 2015.

Signature

John Ward

Printed Name

Title:

☒ Chairman

☐ Vice Chairman

Signature

Ben Harvey

Printed Name

Title:

☒ Secretary

☐ Assistant Secretary

Recorded by Records Administrator

Signature

October 15, 2015

Date

