

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

November 16, 2016 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, November 16, 2016 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, November 16, 2016 at 6:33 p.m.**

Brian Howell led the Board in The Pledge of Allegiance.

Board Members Present:

JoAnn Ward	Chairman
Earl Kunke	Vice Chairman
Tanya O'Connor	Supervisor

Staff Members Present:

Brian Howell	Meritus
Scott Steady	District Counsel
Celia Nichols	Nichols Landscape Architecture

One (1) Audience Members Present

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

Mr. Fleary wanted it put into the record that he will be sworn in after the 22nd as a new Board of Supervisor and the Staff will provide him with an email address and iPad. Brian Howell confirmed this.

3. VENDOR/STAFF REPORTS

A. District Counsel

Scott Steady went over the parcels that Taylor Morrison owns on 78th street. There are no debt assessments on these parcels because there was no benefit given to them such as infrastructure etc. The other reason was at the time of development these parcels had no real value. The recommendation from counsel was for the district to contract these out of the district in other words remove them. The Board and Mr. Steady discussed whether they would receive any benefit from the pond maintenance on district property and Mr. Steady felt no they would not. The Board stated there had been discussion in the past that Taylor Morrison would potentially sell a parcel to the district and would they consider doing this still. Mr. Steady stated if ok with Board he could inquire on this regarding the 78th street parcels. There was also discussion on the CDD doing a monument on the parcel in which they own the right of way.

MOTION TO: Authorize Scott Steady to inquire if there would be a parcel available for the district to purchase and if not authorize the Chair to do a Funding Agreement, execute any resolution and documents to contract these parcels out from the district.

MADE BY: Supervisor O'Connor

SECONDED BY: Supervisor Kunke

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED
3/0 – Motion passed unanimously.

B. District Engineer

Mr. Howell noted that the District Engineer had nothing to report.

4. BUSINESS ITEMS

A. Capital Improvement Project Update

This item occurred after Consideration of Minutes of Board of Supervisors Meeting October 27, 2016.

Celia Nichols went over the capital improvement plan and stated plants and boulders that were going in the median still needed landscaped. The date of completion was anticipated to be by Thanksgiving and the plants would have a one year warranty. Brian Howell noted the receptacle for the holiday lights were installed and the lighting would be done by Thanksgiving for all monuments. There was discussion on a proposal to add an irrigation sleeve at the Riverview Drive entrance and the Board felt this should have been anticipated by LMP during bid process but gave authorization to Mr. Howell for the District to pay half of the cost if needed. The vines still need to be removed from the Oaks at Riverview Drive entrance.

B. General Matters of the District

5. CONSENT AGENDA

This item occurred after the District Engineer's report.

A. Consideration of Minutes of Board of Supervisors Meeting October 27, 2016

The Board reviewed the minutes and noted revisions: remove Scott Steady from attendance as he did not attend, and include Lynn Hoodless was a resident, line 113-116 needs supervisor names in the motion box and add the word "went" to line 172.

89
90 MOTION TO: Approve October 27, 2016 Minutes with revisions.
91 MADE BY: Supervisor Ward
92 SECONDED BY: Supervisor O'Connor
93 DISCUSSION: None further
94 RESULT: Called to Vote: Motion PASSED
95 3/0 – Motion passed unanimously.

96
97 **B. Consideration of Operations and Maintenance Expenditures November 2016**

98 *This item occurred after the Capital Improvement Project Update.*
99

100 The Board reviewed the O&M's. Mr. Howell answered questions on overnight express bill and
101 legal bill.
102

103 MOTION TO: Approve O&M's for November 2016.
104 MADE BY: Supervisor Ward
105 SECONDED BY: Supervisor O'Connor
106 DISCUSSION: None further
107 RESULT: Called to Vote: Motion PASSED
108 3/0 – Motion passed unanimously.

109
110 **C. Review of Financial Statements through September 30, 2016**
111

112 The Financials were accepted. Mr. Howell noted that the District ended the year with a
113 \$15,000.00 surplus.
114

115 The Board of Supervisors discussed that it was time to bid out the landscape program to see how
116 the current pricing was market wise and to do a new clean contract to eliminate all addendums
117 that had been added over the years. Brian Howell will do the RFP and have bidders present at the
118 January meeting.
119
120

121 MOTION TO: Authorize Staff to do a RFP for the Landscape
122 Maintenance Program.
123 MADE BY: Supervisor O'Connor
124 SECONDED BY: Supervisor Kunke
125 DISCUSSION: None further
126 RESULT: Called to Vote: Motion PASSED
127 3/0 – Motion passed unanimously.

130 **6. MANAGEMENT REPORTS**

131 **A. District Manager's Report**

132
133 Brian Howell went over his management report and advised the painting for the wall on
134 Moccasin Trail would begin within the next week or so. He also advised the Board that he went
135 back and reviewed the wall in the Hamlet section and after discussion with the district engineer it
136 was determined this had been deeded over to the HOA so he had cancelled the painting for that
137 wall. The "No Trespassing" signs are almost ready for pick up and they would be installed by
138 end of the month. The Trespass Authorization letter was mailed to Sheriff and the Board asked
139 Mr. Howell to send them a copy. Bales Security has started effective 11/1. Board asked Mr.
140 Howell to find out where they were storing their vehicle.

141
142 **B. Field Manager**

143 **1. District Inspection Report**

144 **2. Staff Action List**

145 **3. Aquatic Systems Reports**

146 **4. Spear Security Reports**

147 **5. LMP Landscape Proposal**

148 Board reviewed the LMP proposal for vegetation cutback and decided to table until after
149 landscape bids came in. They questioned why the section in the Hamlet was allowed to become
150 overgrown again when it had been cleaned up earlier this year.

151
152 Brian Howell confirmed holiday lights were on schedule.

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155 **7. SUPERVISOR REQUESTS**

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

158
159 **9. ADJOURNMENT**

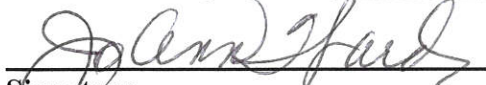
MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

**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 1-25-17.


Signature

Jo Ann Ward
Printed Name

Title:

☒ Chairman
☐ Vice Chairman


Signature

Ben Hous
Printed Name

Title:

☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator


Signature

1-30-17
Date

