

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

January 25, 2017 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, January 25, 2017 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Nicole Chamberlain called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, January 25, 2017 at 6:30 p.m.**

Nicole Chamberlain led the Board in The Pledge of Allegiance.

Board Members Present:

JoAnn Ward	Chairman
Earl Kunke	Vice Chairman
Tanya O'Connor	Supervisor
Daniel Fleary, Jr.	Supervisor

Staff Members Present:

Nicole Chamberlain	Meritus
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Representatives from landscaping companies LMP, Millennium, and Yellowstone

There were no residents present.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

4. BUSINESS ITEMS

B. RFP – Landscape Services

i. Landscape Maintenance Professionals

ii. Millennium Lawn, Landscape, and Nursey

iii. Yellowstone Landscape

James Slayton from Millennium introduced himself. Supervisor Ward asked what his overall thoughts about the community are, and Mr. Slayton said that he thinks it needs a lot of work and that the turf and entrances are not up to par. He stated that his business is family-owned and operated and that they have a 19-acre nursery so he can get plant material more cheaply and it is guaranteed. Mr. Slayton said he would have 12 guys onsite for 2-3 days a week for 2-4 weeks to

49 get the property up to par. If the account is awarded, he would do a 30/60/90-day plan. Mr.
50 Slayton said he uses drone technology for monitoring purposes. Supervisor Ward asked if he has
51 ever worked with Celia Nichols, and Mr. Slayton said no. Supervisor Ward explained that Ms.
52 Nichols is helping the community to come up with an overall new plan; Supervisor Ward also
53 said the Board is looking for someone to be proactive. Supervisor Fleary asked about the drone
54 and if pictures would come to the Board weekly. Mr. Slayton said that yes, they can; he said can
55 make a plan for communication that suits the Board.

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57 Next, the Board and Yellowstone representatives introduced themselves. Yellowstone provided a
58 summary of their organization. They said that they would have a foreman dedicated to the
59 community, and that their communication is top-of-the-line. They also have a 30/60/90-day plan
60 that they would utilize. Yellowstone representatives said that they noticed several areas that can
61 be improved and that are either too wet or too dry, which is stressing the plant material.
62 Supervisor Kunke asked if they noticed something starting to grow out of control, would it be in
63 their scope to take care of it. Yellowstone answered that yes, it would. Supervisor Fleary asked if
64 they own their own nursery. Yellowstone representatives answered that no, they do not, but there
65 are six nurseries in the area that they work with and have good relationships with. Supervisor
66 Fleary asked if they use drone technology; Yellowstone said they do not but will incorporate this
67 technology in the future. Supervisor O'Connor asked if they have any type of written reports and
68 if they would be proactive, and Yellowstone representatives said that yes, they do weekly reports
69 and want to be proactive. Yellowstone representatives said that they also like to do monthly
70 inspections with management. Supervisor Ward talked about being proactive and asked about
71 treatment for palm trees, and Yellowstone discussed different types of palms and different
72 treatment options. Supervisor Kunke clarified that there are different actions that can be taken for
73 preventative measures.

74
75 There were several representatives on site from LMP. Scott Carlson introduced everyone and
76 said that he knows the enhancement plan has taken longer than expected. He also stated that they
77 got a little behind on some irrigation issues and that there were some fertilization inconsistencies.
78 Supervisor O'Connor asked where they are on Ms. Nichols's punch list. Mr. Carlson answered
79 that they are still working on it. Supervisor O'Connor said the Board is very happy with the
80 entrances. The Board then brought up the issue with the vines growing up and that LMP should
81 be doing a better job at being proactive. Supervisor Ward asked what LMP's plan is to get on
82 track, and Mr. Carlson said they have made some changes within the organization. He went on to
83 say that they have a new branch manager to make sure quality control is better, they are meeting
84 timelines, and they are working to be in a better position to be more proactive instead of reactive.
85 Supervisor Fleary asked if they have their own nursery, and Mr. Carlson answered that yes, they
86 do. Supervisor Fleary then asked if they use drones, and Mr. Carlson answered that they do not.
87 Next, there was a discussion regarding the palms. Mr. Carlson explained that injections can
88 sometimes be used but that they can't stop the palm from dying—they only extend the life for a
89 period of time.

90
91 The Board decided to wait on making a decision and would like to have more of a discussion at
92 the next meeting. The Board would like this discussion to be listed as an item on the agenda;
93 they would also like to see an analysis of the regular monthly costs for LMP and the cost of the
94 additional invoices.

The Board also said that they think Taylor Morrison should have to install a monument at the entrance where the community will extend out to 78th Street. The Board brought up how Taylor Morrison doesn't really work with the CDD, and that Taylor Morrison said they don't have property to sell to the CDD for an amenity center. Ms. Chamberlain said Taylor Morrison representatives are willing to have a conference call with Supervisor Ward to discuss this matter, and Supervisor Ward said she is agreeable to that. Ms. Chamberlain also said Taylor Morrison is installing a well and in the future will look to have a shared agreement between the HOA and CDD for maintaining the well; however, the Board did not think a shared agreement would be a good idea. Ms. Chamberlain said that Mr. Howell will have more information for the Board at the next meeting regarding the well.

A. Tree Removal/Entry Cleanup Proposal – LMP

Supervisor Ward asked if management can ask LMP to "sharpen their pencil." Ms. Chamberlain said yes, that they can go back to LMP and ask for better pricing.

C. Capital Improvement Update

D. General Matters of the District

5. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting November 16, 2016

The Board reviewed the minutes.

MOTION TO:	Approve November 16, 2016 minutes.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures January 2017

The Board went over the O&Ms. Supervisor Ward asked if the irrigation repair is because LMP went under the road, and if so, this is problematic because Ms. Nichols told them to not run the irrigation under the road. Supervisor O'Connor asked if when there is more than one invoice from the same vendor, if all invoices can be in the same section. Supervisor Kunke asked if LMP can put more description on the repair invoices. Supervisor Ward asked about the \$5,000 for irrigation modification and what exactly this invoice is for. The Board would like to see everything that LMP invoiced for the new landscaping, and Ms. Chamberlain said that Meritus will pull the original proposal and subsequent invoices.

MOTION TO:	Approve O&M's for January 2017.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously.

C. Review of Financial Statements through November 30, 2016

The Board reviewed and accepted the financials.

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

2. Staff Action List

3. Aquatic Systems Reports

Ms. Chamberlain informed the Board that a resident on White Poplar called and requested for the Board to allow the hedges in that area to grow vertically. This would be so that the people in the new townhomes can't see directly into the homes on White Poplar. Supervisor Ward and Ms. Chamberlain will take a look at the area in question during the next landscape inspection.

7. SUPERVISOR REQUESTS

Supervisor O'Connor said the PVC fencing along Still River that belongs to homeowners needs to be cleaned. Ms. Chamberlain said she will contact the HOA and request that this be done by the homeowners. Supervisor O'Connor also asked for credentials so that CDD e-mail can be sent to her; she would also like to get new bids for holiday décor for 2017.

Supervisor Kunke asked if his CDD e-mail address can be changed because he is receiving so much spam.

Supervisor Fleary requested to come into the Meritus office so that Ms. Crutchfield can help him set up his CDD e-mail.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience questions, comments, or discussion at this time.

9. ADJOURNMENT

MOTION TO:	Adjourn at 8:24 p.m.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - 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 02-22-17.

Signature

JO Ann Ward

Printed Name

Title:

☒ Chairman

☐ Vice Chairman

Signature

Brian Hume

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

Signature

3-2-2017

Date

