

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

March 22, 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, March 22, 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, March 22, 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
Suzanne DeCopain	Supervisor

Staff Members Present:

Nicole Chamberlain	Meritus
Scott Steady	District Counsel
Tonya Stewart	District Engineer

There were three 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

Mr. Steady discussed Sunshine Laws. The Board asked various questions regarding what is allowed and what is not allowed. Mr. Steady brought up the Advisory Board. He said that in order to have meetings, they would have to follow the same procedures as the Board of Supervisors, and meetings would have to be advertised. The Board of Supervisors discussed what they would like to do and decided that they would hold off on making a decision about the Advisory Board until they know the cost for management services for it. They also inquired as to whether they need an actual manager present or if they just need a recording secretary.

Supervisor Ward asked if the monthly inspections with two supervisors present are a problem. Mr. Steady said yes. The Board was disappointed because the inspections with two supervisors

present were just set up. Ms. Chamberlain said she would see if it's possible to set up two different inspections during the month.

4. BUSINESS ITEMS

A. Discussion and Consideration of the Shared Facilities Agreement

There was a discussion about the agreement. The Board asked where the well will be located and if Taylor Morrison can flag the location. The Board also asked if after the landscaping is turned over, the irrigation will continue to be maintained by Pine Ridge. Mr. Steady said that this is what the agreement says.

MOTION TO:	Approve the Shared Facilities Agreement subject to inquiries about location and continued maintenance being answered satisfactorily.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously.

3. VENDOR/STAFF REPORTS (cont.)

B. District Engineer

Ms. Stewart said she was only able to find one piece of land, and it is behind houses and has no access. There is some land available that the CDD could possibly purchase. Ms. Stewart said that the amount of money that the Board is willing to spend needs to be discussed. Supervisor O'Connor stated that Mr. Howell said this project would be financed. Ms. Stewart said she would get back to the Board with possible pricing.

Ms. Stewart asked the Board what they are looking for with the project. The Board was not sure and asked for management to provide options. Ms. Stewart said she will interview architects, and Supervisor O'Connor asked if Ms. Stewart can provide a flowchart for the process.

Mr. Steady said the Board shouldn't get ahead of themselves because the first step is finding the land. Mr. Steady then discussed some possibilities. Lynn Hoodless said the Board might want to look into purchasing the park in Summerwood while it is still in Taylor Morrison's control. Supervisor Fleary asked if Taylor Morrison can come to the next meeting so the Board can ask. Mr. Steady said that they can be invited. The Board would also like to know if Taylor Morrison will put up a monument at 78th Street.

4. BUSINESS ITEMS (cont.)

C. Discussion on Student Community Service Hours

Supervisor O'Connor explained the purpose of the program. Ms. Chamberlain said that management checked with insurance, and this type of program would be covered, as long as the District provides DOT-approved vests. Supervisor Ward asked if Supervisor O'Connor is volunteering to be the point-person. Supervisor O'Connor said she was hoping that the Board would agree to rotate. The Board agreed to rotate.

MOTION TO:	Approve the Student Community Service Hours program, purchase 20 vests with the District Logo on them, and order 5 boxes of non-latex rubber gloves.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously.

Management will order gloves and 20 vests in various sizes with the District logo on them for the program. The Board also wants a form on the District website for volunteers to sign up for service. Management will show the Board the form at next meeting. The age group for this program will be 13-18.

D. Capital Improvement Update
E. General Matters of the District

5. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting February 22, 2017

The Board reviewed the minutes.

MOTION TO:	Approve February 22, 2017 minutes.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures March 2017

The Board went over the O&Ms.

MOTION TO: Approve the O&M's for March 2017.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 – Motion passed unanimously.

C. Review of Financial Statements through January 31, 2017

The Board reviewed and accepted the financials. Supervisor O'Connor asked if her check from August was cashed. Ms. Chamberlain said she will look into this.

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

2. Staff Action List

3. Aquatic Systems Reports

4. Bales Security

7. SUPERVISOR REQUESTS

Supervisor Ward brought up that because of the loss of palm trees, there are many open areas. She would like Ms. Nichols to come up with some suggestions for how to fill these areas.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

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

9. ADJOURNMENT

MOTION TO: Adjourn.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Fleary
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - 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 _____.

Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman

Signature

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

Signature

Date

