Minutes of the Regular Meeting and Audit Committee Meeting

The Regular Meeting and Audit Committee Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, September 27, 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

Brian Howell called the Regular Meeting and Audit Committee Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, September 27, 2017 at 6:32 p.m.**

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Brian Howell	Meritus
Scott Steady	District Counsel
Tonja Stewart	District Engineer
Celia Nichols	Landscape Architect

There were four 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

i. Discussion on Amenity Parcel

Mr. Steady, Mr. Howell, and Ms. Stewart addressed the Board. Mr. Steady went over the appraisal for the potential amenity parcel. It turned out to be larger than 2.82 acres, and at $3.10 a square foot, the asking price is $381,071.00. Mr. Steady stated that the price was in line, and he did not think it would be possible to find pricing cheaper in that area. Mr. Steady also went over the process to bring the parcel into District, including the bond process, a contract with the owner, and some of the reports and research that would be needed.

Ms. Stewart discussed preliminary due diligence that would be needed; it would also be necessary to put together a budget for the initial work. Mr. Howell stated he thought that before the Board went any further, Meritus needs to do a true-up to make sure that all of the lots owned by Taylor Morrison were captured, determine if the current bonds could be refinanced, and put together a report showing what the impact would be to owners for purchasing and building amenities in terms of assessments. The Board agreed and directed staff to do those studies for the Board to review at the October meeting.

Mr. Steady went over the parameters regarding what the District would service with the new parcels being built outside of District boundaries.

B. District Engineer

4. BUSINESS ITEMS

A. Discussion on Landscape Bids

Ms. Nichols then reviewed the landscape bids submitted by LMP. Ms. Nichols thought they were high; Mr. Howell and the Board agreed. The Board directed Ms. Nichols to bid out the project to a few vendors so pricing can be compared.

Ms. Nichols then reviewed the concept for revising the Baywood sign panel to reflect directional signage for the townhomes and single-family home section. The Board and the audience members liked the concept, and the only adjustment was to make sure the arrows were in the right direction. It was noted that some landscape plants would need to be replaced for the work to be completed.

MOTION TO:	Approve the work with a not-to-exceed cap of $3,000.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

B. Capital Improvement Plan Update

5. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting August 23, 2017

The Board reviewed the minutes and noted that "question" on line 144 should be changed to "questions" plural.

MOTION TO:	Approve the August 23, 2017 minutes with the change noted.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures August 2017

The Board went over the O&Ms. Supervisor Ward had a question on the Cardino invoice and asked Mr. Howell to make sure the District was not double-billed. The TECO bills were also reviewed.

MOTION TO:	Approve the August 2017 O&Ms.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

C. Review of Financial Statements through July 31, 2017

The Board reviewed and accepted the financials.

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

i. District Inspection Report

ii. Staff Action List

iii. Aquatic Systems Reports

Mr. Howell reviewed his reports with the Board. He outlined an issue with an owner blocking an easement with landscaping, which impacted the aquatics provider from accessing the ponds. Counsel sent out a letter to this homeowner, who then responded to the letter and had the trees removed.

Mr. Howell also went over the security company that was selected and that they could not provide adequate insurance as Counsel had requested, so it is back to square one with finding a security company. Bales had not been terminated yet, so there is still security coverage. Mr. Howell suggested that the Board look at using FHP patrols instead. The Board discussed this

idea and asked Mr. Howell to come back to the October meeting with budgeting needs for doing the FHP program.

Next, Mr. Howell reviewed the TECO meter map. The Board was pleased, but Meter One needs to be labeled. Staff will work with TECO on streetlight poles once they have time to assist; currently, TECO is finishing hurricane Irma repairs.

7. SUPERVISOR REQUESTS

Supervisor Ward said that Pond 15 is responding to treatments and looks much better; LMP was in process of cleaning up pond banks from storm. She asked if staff requested crosswalks and repairs to pot holes from the County. Mr. Howell stated that he was sure Tonja had requested those items but he would confirm again.

Supervisor Fleary asked if the Belmont tree had been addressed from the storm, and Mr. Howell stated yes, it had. Supervisor Fleary then went over how many residents had responded to the postcard for signing up for the email blast list and the success of the HOA Facebook page

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There was an audience concern regarding the condition of the wetland pond by the sign on Castle Creek. Mr. Howell stated that staff was looking into that with the builder to assess what could be done.

9. ADJOURNMENT

MOTION TO:	Adjourn at 7:55 p.m.
MADE BY:	Supervisor O'Connor
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 10/25/2017.

Signature	**Signature**
JoAnn Ward	Brian Howley
Printed Name	**Printed Name**
Title:	**Title:**
□ **Chairman**	□ **Secretary**
□ **Vice Chairman**	☑ **Assistant Secretary**

Recorded by Records Administrator

Bethany Gutfeld
Signature

10/27/2017
Date

Parkway Center Community Development District SEAL 1988 Hillsborough County, Florida

Official District Seal