

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**March 28, 2018 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 28, 2018 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 of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, March 28, 2018 at 6:33 p.m.**

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Brian Howell	Meritus
Tonja Stewart	District Engineer
Scott Steady	District Counsel
Jeff Deason	Taylor Morrison

There was one audience member 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**

##### **i. Discussion on Sample Amenity Centers**

##### **ii. Discussion on Phase I Environmental Site Assessment**

Mr. Deason went over the proposed building plans for the old eagles nest area.

*The entire discussion is available on audio.*

Mr. Deason stated that it would be maximum of 87 homes on 50x 120' lots. There would be a 50' buffer left intact as a screen to shield the existing homes. Mr. Deason stated that this natural

area would be deeded over to the CDD and not require maintenance. Mr. Steady asked Mr. Deason to put this information in writing, and Mr. Deason said he would do so. Mr. Deason stated that the intent was for any ponds to be connected to the CDD storm system. He also stated that he was working with the Sanctuary HOA and is willing to fund reserves for future repairs/replacement of the gate, roads, and other items impacted by their construction. Mr. Deason mentioned he was trying to set up final meeting with the HOA, and Mr. Howell said he will get with his management team in the morning to find out the status.

Ms. Stewart went over the due diligence reports for the potential amenity center parcel and stated that overall, all the initial reports came back good. There will be an extra cost for sewer lines, and some large trees will need removed, which means there will need to be a contribution to the County tree fund. There is also a gopher tortoise on site that will need to be relocated. There was no sign of any sinkholes in the initial review, but more work will need to be completed down the road. Ms. Stewart estimated that it would take about a year for design and permitting.

Mr. Steady went over the due diligence reports and agreed that everything looked good. He was confident that the CDD would get the greenlight from the County to do an interlocal agreement so the District could buy land outside of the District. He also noted that the cost to do the agreement may be substantially less than anticipated. Mr. Steady still needed to check on a couple of items related to the DRI, but he felt that things were coming together.

The Board asked if there ends up being trash on the potential site that needs to be removed, could they deduct that from the purchase price. Mr. Steady stated that if the cost was over \$10K, they may have a shot. However, if it less than \$10K, he will still ask but has doubts. Mr. Howell will get a ballpark price from the contractor.

Mr. Steady recommended for the Board to continue this meeting so he could prepare a timeline and report on moving forward with the project. The Board agreed to continue the meeting to April 12<sup>th</sup> at 6:30 p.m. at the same location.

#### **4. BUSINESS ITEMS**

##### **A. Discussion on Notification Signs**

Larry Hollis from the Summerwood HOA asked the Board if they could place two marquees on CDD property so they could advertise HOA meetings for resident. The locations for the signs would be Willow Bend and Faulkenburg, and Grand Aspen and Eagle Palm.

MOTION TO:	Approve the signs with the caveat that the signs be installed in a way that is aesthetically pleasing.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

**B. Capital Improvement Plan Update**  
**C. General Matters of the District**

**5. MANAGEMENT REPORTS**

**A. District Manager's Report**  
**B. Field Manager**  
    **i. District Inspection Report**  
    **ii. Staff Action List**  
    **iii. Aquatic Systems Reports**

Mr. Howell updated the Board. The landscape improvements have been completed, and the final walk-through is scheduled for April 5<sup>th</sup>. Lights have been ordered for the Faulkenburg and Riverview Drive entrances and will be installed within four weeks. Pressure-washing of the walls will start in two weeks. The well work is underway, and aquatic proposals will be reviewed in the field next month. The information will then be discussed at the next CDD meeting.

**6. CONSENT AGENDA**

**A. Consideration of Minutes of Board of Supervisors Meeting February 28, 2018**

The Board reviewed the minutes.

MOTION TO:	Approve the February 28, 2018 minutes.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Fleary
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

**B. Consideration of Operations and Maintenance Expenditures February 2018**

The Board reviewed the O&M and asked for the irrigation invoices to have more detail and a general location of the repair noted.

MOTION TO:	Approve the February 2018 O&Ms.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

**C. Review of Financial Statements through February 28, 2018**

The Board reviewed and accepted the financials.

**7. SUPERVISOR REQUESTS**

The Board commented that they are happy with the landscape enhancements but thought the berm at Hamlet would be bigger. Mr. Howell will see if any additional plants can be added for screening. The Board also expressed concerns that Taylor Morrison did not add trees to the new areas to mirror the other areas.

Supervisor Fleary brought up the “no trespassing” sign that was misspelled. Mr. Howell will replace it.

Supervisor DeCopain asked when the new iPads will be used. Mr. Howell said they will be used next month.

Supervisor Ward expressed concerns about people trespassing by cutting through the natural area in the townhomes section on Town Lake. Mr. Howell will reach out to the HOA to ask them to advise owners not to cut through.

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

There were audience comments about the construction trash. The Board directed Mr. Howell to give the builder five business days to clean up the trash, or the CDD will clean it up and bill the builder.

**9. ADJOURNMENT**

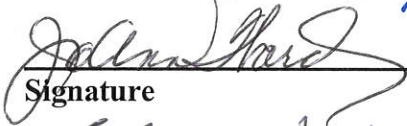
MOTION TO:	Continue the meeting to April 12 <sup>th</sup> at 6:30 p.m. at the same location.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O’Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion passed unanimously

*\*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 April 25, 2018.

  
Signature

Jo Anne Ward

Printed Name

Title:

☐ Chairman

☐ Vice Chairman

  
Signature

Brian Haver

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Recorded by Records Administrator

  
Signature

April 26, 2018  
Date

