

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

October 22, 2014 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, October 22, 2014 at 6:30 p.m. at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Mr. Howell called the regular meeting of the Board of Supervisors of the Parkway Center Community Development District to order on Wednesday, October 22, 2014 at 6:33 p.m.

Mr. Howell led the Board in The Pledge of Allegiance.

Board Members Present:

JoAnn Ward	Chairman
Corey Murphy	Vice Chairman
Earl Kunke	Supervisor
Kelly Coglianese	Supervisor (<i>via speakerphone at approximately 6:50 pm</i>)

Staff Members Present:

Brian Howell	District Manager, Meritus
--------------	---------------------------

3 Audience Members

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

Joan Moulis gave the correct spelling of her name as it was spelled incorrectly in the last meeting minutes. She had questions and concerns on the Hamlet cutback, the birdhouse, sidewalk issue, website and the lights at the north gate (Sanctuary).

Mr. Howell advised the Hamlet cutback was not done and that LMP had promised completion by the end of the week. He also stated that each lot owner owned the land down to the lake and the CDD has an easement to maintain. Mr. Howell also said that as long as the birdhouse does not impede maintenance the CDD does not need to take action and LMP did confirm that this is not an issue for them. Mr. Howell stated the District does have the right to take action down the road if structures popped up everywhere and impeded maintenance.

Mr. Howell advised the sidewalk area outside the gate has been reported to the County by the District Engineer and that the website was current with information on how to apply for any Board of Supervisor vacant seats.

Mr. Howell will have a service call placed for the lights.

Robert Potts asked about the street tree trimming. Mr. Howell and the Board advised that this was not a District responsibility and therefore could not pursue compliance or have the work done.

49
50 **3. VENDOR/STAFF REPORTS**

51 **A. District Counsel**

52
53 The Resolution for the appointment process for vacant seats was tabled until the November
54 meeting.

55
56 **B. District Engineer**

57
58 Ms. Stewart had confirmed with Mr. Howell that the inlet curb had been repaired earlier this
59 summer and that she would do an inspection for all ponds now that the water levels should be
60 receding. Ms. Stewart will be at the next meeting to go over potential areas that would support
61 construction for a new amenity center.

62
63 **4. CONSENT AGENDA**

64
65 Supervisor Coglianese joined via speakerphone at approximately 6:50 pm.

MOTION TO:	Allow Supervisor Kelly Coglianese participate and vote via speakerphone.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

74
75 **A. Consideration of Minutes of the Board of Supervisors Meeting, September 24,**
76 **2014**

77
78 Supervisor Ward noted that on line 33 Joan Moulis' name was spelled incorrectly, line 35 TH
79 needed to be changed to reflect townhomes and Supervisor Kunke stated that the line regarding
80 the sidewalk issues need to say "sidewalk reflects trip hazard."
81

MOTION TO:	Approve Minutes with changes.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

88

B. Consideration of the Operations and Maintenance Expenditures, October 2014

The Board went over the LMP invoice for added service and stated it should not reflect the HOA but Summerwood (a CDD area). The Board also wanted to ensure the Hamlet area is completed since the invoice is in and that the 5% prepay should be added to addendum the invoice. The Board would like to confirm the LMP scope of work for invoice 86287. The Board also had a question on the Trustee fees and Mr. Howell explained their service and the requirement for debt service payments.

MOTION TO:	Approve October 2014 O&M's with Mr. Howell to confirm LMP Invoice 86287 and email the Board that it is legit.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

C. Review of Financial Statements through August 31, 2014

The August financials were accepted and Supervisor Ward asked Mr. Howell to see if the O&M were done in Excel.

5. BUSINESS ITEMS

A. Consideration of Resolution 2015-01; Re-Designation of Officers

MOTION TO:	Approve Resolution 2015-01.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

B. Update on Community Enhancements

Mr. Howell went over the project budget and stated at this time he had taken them about as far as he could go without getting hard bids. Mr. Howell would like approval to obtain painting bids for the wall, sign panel and oak tree plaques on the monuments, price for cleaning and raising each sign, lighting for each monument and for Celia Nichols to provide construction drawings to bid out. The Board discussed whether to paint the back side of the wall and agreed to review that option later after the costs were in. The Board will then decide if they want to offer that option to residents.

The Board advised that they liked the utterly beige color. The Board also wanted to ensure a test sign was done before painting them all and that a swatch be placed on the newer monument at Falkenburg Road.

MOTION TO:	Authorize Meritus to obtain bids on project items and have Celia Nichols commence on construction drawings.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

C. General Matters of the District

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

Mr. Howell went over the landscape sheet and advised the Board the program looked good. Irrigation repairs will begin this week for replacing the 4" sprinkler heads.

Supervisor Ward confirmed she was pleased on the drive-through conducted earlier in the week. Supervisor Kunke will do a drive-through with the Aquatics provider.

Supervisor Ward and Mr. Howell went over the meeting with Taylor Morrison and that they were willing to review options to make the fence look better, replace weak plants, remove odd looking hedge and replace with sod. This area is along the sidewalk. Taylor Morrison also agreed to send plans over to the District for comments before they did the landscape work, etc. in new phases. Supervisor Ward advised the cutback on ligustrum hedges had a good effect and there were no disease issues at this time. Supervisor Ward also mentioned that LMP would be in contact with the contractor for Taylor Morrison.

Supervisor Ward asked Mr. Howell to follow up on any line of site issues in regard to the marketing signs with Taylor Morrison. Mr. Howell stated that Keith at Creative Mailbox had responded and he would have his installer meet with Meritus on site to correct any sign issues.

Mr. Howell will confirm meeting dates for November and December with the Board.

2. Staff Action List

3. Aquatic Systems Report

4. Spear Security Log

7. SUPERVISOR REQUESTS

Supervisor Ward would like the CDD to send a thank you letter to Supervisor Fehrenbach for his service to the Board.

Supervisor Ward would also like to ensure the holiday lighting is scheduled at the budgeted price.

Supervisor Ward requested that Mr. Howell ensure that they try having the Association correct the mailing that went out stating the CDD was building an amenity center and that fees would be raised. The Board and Mr. Howell all reiterated that was false and all the Board had done was ask if the option was even feasible. The CDD website is to announce this as well as along with projects underway by the District.

Supervisor Coglianese wanted to make sure the Board was given the names of the colors for the end caps so they know the names of each swatch. She also requested help with her email.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

The audience had some questions regarding the amenity center and the Hamlet cutback. They also asked if the Board would advise owners when the wall is painted so they can prepare for any overspray.

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Ward
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 11-20-2014.

Signature

Printed Name

Title:

☒ Chairman

☐ Vice Chairman

Signature

Printed Name

Title:

☐ Secretary

☐ Assistant Secretary

Recorded by Records Administrator

Signature

Date

