

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**January 23, 2019 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 23, 2019 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, January 23, 2019 at 6:35 p.m.**

Board Members Present and Constituting a Quorum:

Daniel Fleary, Jr	Chair
Lawrence T. Hollis	Vice Chair
Suzanne DeCopain	Supervisor
JoAnn Ward	Supervisor
Koko Miller	Supervisor

Staff Members Present:

Brian Howell	Meritus
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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**

Mr. Howell stated that Counsel had nothing to report at this time and confirmed that the bond and parcel closed last month. Mr. Howell also noted that Counsel would attend or call into the next meeting.

#### **B. District Engineer**

Mr. Howell stated that the Engineer section would dovetail into the capital improvement update. He went over current progress on the landscape project and said that all the work would be completed by end of March. Mr. Howell confirmed that the two Pine Ridge monuments have been included. He will ask Baywood HOA if they would like to mirror the CDD monuments.

49 **4. BUSINESS ITEMS**

50 **A. Capital Improvements Update**

51 **i. Discussion on Landscape Schedule**

52 **ii. Discussion on Construction Schedule**

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54 Mr. Howell went over the amenity project and stated the schedule had the permitting and plan  
55 approvals to be finished by June and for construction to begin in July, with the completion date  
56 in January or February of 2020. Mr. Howell stated that at the next meeting, they would review  
57 the pool plan and dollars available for the amenity after the parcel purchase, landscape, and other  
58 expenses are backed out. Mr. Howell noted that during the process there may be a need to do a  
59 special meeting or two. The District would look to gather community input at a meeting in  
60 March or April before the final plans are nailed down. The Board and Mr. Howell discussed a  
61 project timeline, the pool layout, what to expect during the process, monthly updates on progress,  
62 future O&M budget needs, and other project-related matters.

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65 **5. CONSENT AGENDA**

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

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68 The Board reviewed the minutes.

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MOTION TO:	Approve the November 28, 2018 meeting minutes.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Hollis
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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

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79 The Board reviewed the O&Ms.

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MOTION TO:	Approve the November 2018 O&Ms.
MADE BY:	Supervisor DeCopain
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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The Board asked Mr. Howell to send them a schedule for February FHP for input and to make sure there are not double shifts, monthly patrol hours do not exceed the budget, and for FHP to utilize the template form for noting anything of interest during each patrol shift.

**C. Consideration of Operations and Maintenance Expenditures December 2018**

The Board reviewed the O&Ms.

MOTION TO:	Approve the December 2018 O&Ms.
MADE BY:	Supervisor Hollis
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

**D. Review of Financial Statements through December 31, 2018**

The Board reviewed and accepted the financials. The Board noted that the bridge loan was paid off last month from new tax proceeds and the District would be reimbursed from bond funds for any expenses the District fronted for the amenity center project.

**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 noted that the CDD Engineer had directed Genesis to clean up an area that was needed near not the main priority area over by Blue Beech. The Engineer will give credit to the District, and that work will be scheduled in the proper area. Mr. Howell noted that Aquatic Systems had been bought out by a firm named Solitude. Staff will monitor performance to make sure standards are kept up. The Engineer will attend the next meeting to go over a schedule for cleanup of the wetland/pond behind the Falkenberg monument.

Supervisor Ward and Mr. Howell confirmed that vegetation from the conservation/common areas that encroach onto private property would need to be trimmed back by the homeowner.

**7. SUPERVISOR REQUESTS**

Supervisor Fleary asked if the ADA work on the website had been completed, and Mr. Howell noted it was underway and would be completed within 30 days.

Supervisor Hollis said that more dog stations are needed on major roads within the District. Staff will make a list on the next inspection. He also discussed an area that was not being mowed over in the castle creek area near the school, and that irrigation was running during daytime hours. Supervisor Hollis noted that the Pineridge monument/sign on castle creek needs looked at for

137 cleaning, caulking, lighting, and any other repair work that may be needed. Supervisor Hollis  
138 will attend the March inspection with staff.

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140 Supervisor DeCopain wanted to make sure that notifying the community of concept plans is on  
141 agenda for next month.

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

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146 There were no audience questions or comments at this time.

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149 **9. ADJOURNMENT**

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MOTION TO:	Adjourn at 7:45 p.m.
MADE BY:	Supervisor DeCopain
SECONDED BY:	Supervisor Hollis
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

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159 *\*Please note the entire meeting is available on disc*

160 *\*These minutes were done in summary format.*

161 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
162 *considered at the meeting is advised that person may need to ensure that a verbatim record of*  
163 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*  
164 *based.*

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166 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
167 noticed meeting held on 2-27-19.

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171 Signature

171 Daniel Fleary  
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173 Printed Name

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175 Title:  
176  Chairman  
177  Vice Chairman

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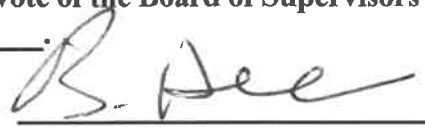
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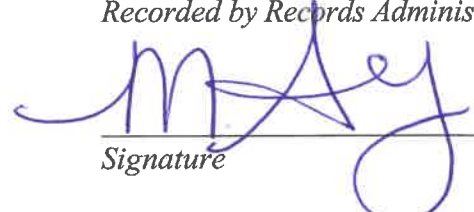
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Signature

Brian Howell  
\_\_\_\_\_  
Printed Name

Title:  
 Secretary  
 Assistant Secretary

Recorded by Records Administrator

  
\_\_\_\_\_  
Signature

3.4.2019  
\_\_\_\_\_  
Date

