

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

November 20, 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, November 20, 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, November 20, 2014 at 6:35 p.m.

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

Board Members Present:

JoAnn Ward	Chairman
Corey Murphy	Vice Chairman
Kelly Coglianese	Supervisor

Staff Members Present:

Brian Howell	District Manager, Meritus
Brian Lamb	District Manager, Meritus

One (1) Audience Member

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments.

3. VENDOR/STAFF REPORTS

A. District Counsel

i. Resolution 2015-02; Declaring Board Vacancies

Mr. Lamb went over the Resolution prepared by Counsel on filling vacant seats. He explained the Board could adopt the Resolution or simply declare Seats 4 and 5 vacant and the Board could appoint residents to fill those seats. The Board can fill one, both or none at this meeting and has the option to review more applicants at a later meeting. The Board is to fill the seats within 90 days.

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42 MOTION TO: Declare Seats 4 and 5 vacant and fill by appointment
43 by the Board.
44 MADE BY: Supervisor Ward
45 SECONDED BY: Supervisor Coglianese
46 DISCUSSION: None further
47 RESULT: Called to Vote: motion PASSED
48 3/0 – Motion passed unanimously

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50 The Board noted that several resumes were submitted.
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52 MOTION TO: Appoint Earl Kunke to Board Seat 4 since he has
53 experience serving on the Board and was willing to
54 serve again.
55 MADE BY: Supervisor Ward
56 SECONDED BY: Supervisor Coglianese
57 DISCUSSION: None further
58 RESULT: Called to Vote: motion PASSED
59 3/0 – Motion passed unanimously

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61 MOTION TO: Solicit more resumes and will appoint Seat 5 at a later
62 date.
63 MADE BY: Supervisor Murphy
64 SECONDED BY: Supervisor Ward
65 DISCUSSION: None further
66 RESULT: Called to Vote: motion PASSED
67 4/0 – Motion passed unanimously

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69 Mr. Lamb swore in and administered the Oath of Office to Supervisor Kunke.
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71 **B. District Engineer**
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73 There was not report from the District Engineer.

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75 **4. CONSENT AGENDA**

76 **A. Consideration of Minutes of the Board of Supervisors Meeting, October 22, 2014**
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78 Supervisor Ward stated that line 179 needs changed to letter and it was to be Ray and not Earl.
79

MOTION TO:	Approve minutes with revision.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Coglianese
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

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87 **B. Consideration of the Operations and Maintenance Expenditures, November**
88 **2014**
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90 Supervisor Ward had a question on an invoice from LMP as it appeared that they may have
91 double billed for new areas the CDD has picked up for maintenance in the Summerwood section.
92 Mr. Howell is to research and advise the Board.
93

94 Supervisor Ward and the other Board members wanted to make sure Counsel was not used to
95 research any more items that had already been reviewed by him previously. The District will
96 advise owners that those types of items have been reviewed and answered already so the District
97 does not have to pay to have the same thing reviewed over and over again.
98

99 The Board had a question on Celia Nichols' charges and Mr. Howell went over what they were
100 for and how they applied to the capital improvement project. Mr. Howell will make sure these
101 costs are kept to a minimum.
102

MOTION TO:	Approve the O&M's.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

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110 **C. Review of Financial Statements through September 30, 2014**
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112 The September financials were accepted.
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114 **5. BUSINESS ITEMS**

115 **A. Capital Improvement Project Update**
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i. Painting Bids

Mr. Howell went over the three proposals submitted and advised that one bidder did not respond. Con Asset and Spearem Enterprises were extremely close in price to one another. The Board decided to go with Spearem Enterprises due to the fact they had done work for the District already and that management worked with them on a number of sites.

MOTION TO:	Approve proposal for total of \$9,722.00 that includes the Riverview Drive wall sections and monument painting with trim colors to be picked out prior to commencement.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	The work is to commence in January.
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

B. Consideration of Appointment of Supervisors to Open Board Seats

6. MANAGEMENT REPORTS

A. District Manager's Report

Mr. Howell went over the landscape program and that he and Supervisor Ward had inspected the property this week and things really looked good. The Board and Mr. Howell discussed the proposal for rye grass and they felt it would look nice in the areas along Still River where the Bahia was thin and weak. In the spring the rye will burn off and the district can look at doing Bahia seed.

MOTION TO:	Approve Rye grass seeding not to exceed \$2,000.00.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 – Motion passed unanimously

The Board and Mr. Howell reviewed the proposal to remove the last palm at Sanctuary Gate and add a Drake elm. Discussion ensued on how the tree would fit in and it was decided this was a nice tree to introduce and for Meritus to also have an additional tree installed in Belmont. Mr. Howell is to confirm with Celia Nichols if a Drake elm is ok with her and if it will work with future landscape improvements.

MOTION TO:	Add elms pending approval by Celia Nichols.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	4/0 – Motion passed unanimously

B. Field Manager

- 1. District Inspection Report**
- 2. Staff Action List**
- 3. Aquatic Systems Report**

Supervisor Kunke advised he had done an inspection with the aquatics provider and things looked good with the ponds. He also mentioned that the vendor was going to do some additional removal of invasive items at no charge to the CDD. Supervisor Ward asked if they could be invited to next month's inspection after the landscape drive through.

Mr. Howell advised they were to meet sign vendors by the end of the month so any leftover work could be completed. Mr. Howell will advise the Board prior to Thanksgiving if they did keep their word and if not Counsel will send a letter demanding work to be completed to the satisfaction of the District.

4. Spear Security Log

7. SUPERVISOR REQUESTS

Supervisor Ward asked Meritus to advise how many signatures are still needed to dissolve the remainder of streetlight districts.

Supervisor Coglianesi asked the CDD to send the HOA in Sanctuary a letter on signage not completed as directed. She would also like to ensure security is only responding to CDD items and not HOA or individual homeowner problems.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Kunke
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.*

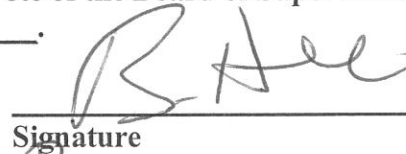
Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on February 25, 2015.


Signature

John Ward
Printed Name

Title:

- ☒ Chairman
☐ Vice Chairman

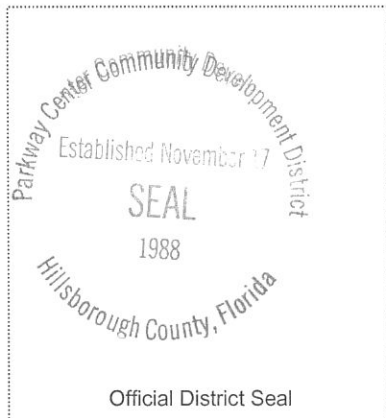

Signature

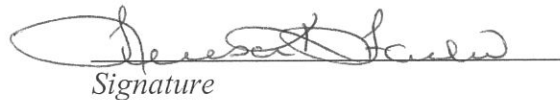
Brian Howell
Printed Name

Title:

- ☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator




Signature

2/26/2015
Date