

# PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

August 3, 2020 Minutes of the Continued Meeting

## Minutes of the Continued Meeting

The Continued Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, August 3, 2020 at 6:30 p.m.** via conference call at 1-866-906-9330 with access code 9074748.

### 1. CALL TO ORDER/ROLL CALL

Brian Howell called the Continued Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, August 3, 2020 at 6:30 p.m.**

Board Members Present and Constituting a Quorum:

Daniel Fleary, Jr.	Chair	<i>called in at approximately 6:35 p.m.</i>
Lawrence T. Hollis	Vice Chair	
JoAnn Ward	Supervisor	
Suzanne DeCopain	Supervisor	
Koko Miller	Supervisor	

Staff Members Present:

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

There were a few audience members present on the conference call.

### 2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

### 3. VENDOR/STAFF REPORTS

#### A. District Engineer

There were no reports from the Engineer at this time.

#### B. District Counsel

Mr. Howell stated that Counsel provided guidance on doing the agreement with the HOA. He asked if the Board could move up that item on the agenda to go over it first. The Board agreed.

46 **4. BUSINESS ITEMS**

47 **A. Discussion on Summerwood Maintenance Request**

48  
49 Mr. Howell went over that Mr. Steady said that the Board does not have to do this agreement and  
50 typically would not do an agreement outside of the District's boundaries. However, if they  
51 wanted to be a good neighbor to Summerwood HOA, the District could enter into a simple  
52 maintenance agreement where the CDD could oversee the treatment of the ponds from the  
53 aquatics provider and have the ponds mowed and weed-eated. The CDD would invoice the HOA  
54 monthly, and Mr. Roberts and Mr. Howell would do oversight with LMP and the aquatics  
55 provider. Mr. Howell went over that Mr. Steady also they could make sure the agreement has a  
56 short termination clause, like 30-60 days, where either party could cancel. There does not seem  
57 to be any savings for the CDD, and there will be some extra work involved. Mr. Howell and Mr.  
58 Roberts are willing to do it on their end. The cost is in the manager's report. The Board  
59 discussed. Supervisor Ward asked for clarification on the parcels. It is two ponds on Parcel 7 and  
60 three ponds on Parcel 9. Supervisor Hollis discussed that he felt the CDD did not need to be  
61 involved, as it is an HOA matter.  
62

63	MOTION TO:	Move forward with the agreement.
64	MADE BY:	Supervisor Fleary
65	SECONDED BY:	Supervisor Miller
66	DISCUSSION:	Supervisor Ward asked if there would be confusion
67		from the residents on these parcels regarding if they
68		are part of the District if they proceed with the
69		agreement. She asked Mr. Howell if he had been
70		getting questions from the residents regarding being
71		able to use the District's amenity center. Mr. Howell
72		said at the beginning of the process, there were some
73		questions of this nature, but not lately.
74	RESULT:	Called to Vote: Motion PASSED
75		4/0 – Supervisor Hollis abstained.

76  
77 **B. Discussion on Amenity Selections**

78  
79 The Board reviewed and discussed the amenity selections. The Board chose white for the pool  
80 shower and Snowbound gray-white for the granite countertops. Mr. Howell said they could  
81 choose a Board Supervisor to work with Trevor and Gina at Windward to come up with a color  
82 palette for the paint and then have the rest of the Board discuss at a future meeting. The Board  
83 said they would like for Supervisor Ward to work with Windward on the paint palette.  
84 Supervisor Ward agreed to do it.  
85

86 **C. Discussion on Proposed FY 2021 Budget**

87  
88 Mr. Howell went over that at the May meeting the Board made a motion for a maximum cap on  
89 the assessments. If they proceeded with the maximum cap, then it would go towards the reserves  
90 and the landscaping that has been aging over the years. The maximum increase would be

91 between \$5-11 per month for residents. The public hearing will be in August where residents can  
92 provide their input and the Board can vote on the assessments. Mr. Howell went over that at the  
93 public hearing, the Board could adopt the full increase, adopt a partial increase, or keep the  
94 assessments the same.

95  
96 The Board discussed the budget and assessments. Supervisor Fleary wanted to make sure that at  
97 the meeting, Mr. Howell will make it clear that the increase would be for reserves and aging  
98 assets. Supervisor Ward went over that the District has lost 70 palm trees to fungus and 40-50  
99 holly trees that will need to be removed because of issues. It is to replenish the reserves that have  
100 had to be used to replace landscaping. Mr. Howell also said that he will explain how the  
101 landscaping is the District's biggest uninsurable asset and why it is more cost efficient to do an  
102 increase all at once rather than in increments. Supervisor Hollis expressed his reluctance to  
103 increase assessments. Supervisor Miller was worried about the impact on the residents who have  
104 moved in recently and they have seen an increase in assessments with the bond debt service and  
105 O&Ms. Supervisor DeCopain asked about the reserves. Mr. Howell said after the amenity center  
106 is completed, he would recommend having an updated reserve study done. Supervisor Ward and  
107 Supervisor Fleary discussed some of the updates that have been completed over the years and  
108 that there are some things like crumbling walls that will need to be repaired or updated.  
109 Supervisor Fleary asked if it is anticipated that there will be any extra funds from the budget  
110 leftover from this fiscal year. Mr. Howell said to date, the District is 16% under budget for this  
111 fiscal year. Mr. Howell clarified that September 30th is the end of the fiscal year.

112  
113

#### 114 5. CONSENT AGENDA

- 115 A. Consideration of Board of Supervisors Regular Meeting Minutes June 24, 2020
- 116 B. Consideration of Board of Supervisors Continued Meeting Minutes July 8, 2020
- 117 C. Consideration of Operations and Maintenance Expenditures June 2020
- 118 D. Review of Financial Statements Month Ending June 30, 2020

119

120 The Board reviewed the Consent Agenda items. Supervisor Ward asked about the TECO light  
121 invoice; Mr. Howell answered it had to do with the amenity center.

122

123

MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Fleary
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

124

125

126

127

128

129

130

131

132 **6. MANAGEMENT REPORTS**

133 **A. District Manager**

134 **i. Manager's Report**

135 **ii. Community Inspection Reports**

136  
137 The Board reviewed the management reports. Mr. Howell stated that he got the executed trespass  
138 agreement back from the Sheriff. He also mentioned the easement that Mr. Steady was working  
139 on. Supervisor Ward explained that one neighbor wants to have the easement cared for, and the  
140 neighbor on the other side does not. The HOA plans to talk more to the homeowners to get a  
141 consensus on how to move forward.

142  
143 Supervisor Fleary asked if Mr. Howell could thank Kayla Mason the HOA manager for  
144 removing the bush that was growing in front of the stop sign. Supervisor Fleary and Supervisor  
145 Ward also thanked Mr. Howell for coordinating it with Ms. Mason.

146  
147 Mr. Howell reached out to LMP about their performance, and the account manager apologized  
148 and said they did get behind. He also told Mr. Howell that they will work on getting everything  
149 back up to speed. Supervisor Ward asked about the holly trees. LMP will do them all in one shot,  
150 and it should be completed in the next two weeks.

151  
152 Supervisor Ward said that most of the ponds look like they are in pretty good shape, but there are  
153 still issues with Pond 1 and Pond 2. She also said that the aquatics provider mentioning putting in  
154 some of the fish now. Mr. Howell mentioned he has never seen fish put in at this time of year; it  
155 is usually in the winter. He will have Mr. Roberts follow up with aquatics about the fish. Mr.  
156 Howell said he thought it would be better to do them in the winter. He also went over that it  
157 could be useful to identify ponds that need aerators for the next fiscal year. Mr. Howell will  
158 reach out and get the aquatics provider's recommendations and pricing, to be discussed at a  
159 future meeting.

160  
161  
162 **7. SUPERVISOR REQUESTS**

163  
164 Supervisor Miller was concerned about the consistency of colors for the new amenity center  
165 outdoor area. Mr. Howell went over that it is mostly blues and greens and that he will send out  
166 some more information to the Board.

167  
168 Supervisor Hollis mentioned that on August 25, 2020, he will no longer be a resident of the  
169 Parkway Center CDD. This will be his last meeting. He thanked the Board and Mr. Howell for  
170 the good experience. The Board and Mr. Howell thanked him for his service on the Board and  
171 said they will miss him.

172  
173 Supervisor Fleary thanked Supervisor DeCopain for the idea of live-streaming the meetings and  
174 Supervisor Miller for the videos of the amenity center progress.

175  
176  
177

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

179

180 There were no audience questions or comments.

181

182

183 **9. ADJOURNMENT**

184

185

MOTION TO: Adjourn.

186

MADE BY: Supervisor Hollis

187

SECONDED BY: Supervisor Ward

188

DISCUSSION: None further

189

RESULT: Called to Vote: Motion PASSED

190

5/0 - Motion passed unanimously

191

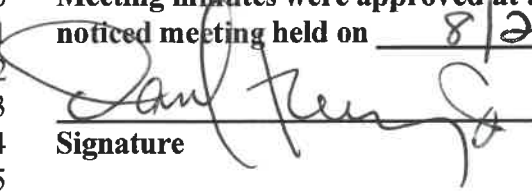
192

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

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

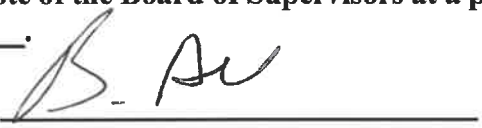
195 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
196 *considered at the meeting is advised that person may need to ensure that a verbatim record of*  
197 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*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

199  
200 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
201 noticed meeting held on 8/26/20.

202   
203 \_\_\_\_\_  
204 Signature

205 \_\_\_\_\_  
206 Printed Name

207  
208  
209 Title:  
210  Chairman  
211  Vice Chairman

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Printed Name

212  
213  
214  
215  
216  
217  
218  
219  
220  
221  
222  
223  
Title:  
 Secretary  
 Assistant Secretary

*Recorded by Records Administrator*

  
\_\_\_\_\_  
Signature

8/27/20  
\_\_\_\_\_  
Date

