

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

February 25, 2015 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, February 25, 2015 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, February 25, 2015 at 6:30 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

Staff Members Present:

Brian Howell	District Manager, Meritus
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No Audience Members

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments.

3. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

Mr. Howell stated Ms. Stewart had reviewed the District property and there was not an area available to erect an amenity center. Mr. Howell stated he and Ms. Stewart had spoken and that it may make sense for them to reach out to Taylor Morrison and see if they would be willing to donate a parcel of land to the District since the new building would be an asset for their sales. The Board directed Mr. Howell to contact Taylor Morrison and report back at the next meeting.

4. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting, Nov. 20, 2014

The Board reviewed the minutes.

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MOTION TO:	Approve November 20, 2014 minutes.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures, January 2015

MOTION TO:	Approve O&M for January 2015.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

C. Consideration of Operation and Maintenance Expenditures, February 2015

The Board had a question on the bill for painting speed bumps and thought it should be billed to Sanctuary HOA and that reimbursement is needed.

The Board noted that the Aquatic Systems invoice was higher for 2015 and it was discussed that it was for the normal annual price increase.

There was a question if Security was running over and their charges. It was determined it was not, however the annual budget numbers in budget comparison (\$18,000.00) does not reflect actual budget (\$21,000.00) so that needs corrected.

The Board had a question on the auditor’s bill and it was verified as correct.

The Board asked if the \$500.00 credit from LMP for the rye grass application was enough and Mr. Howell stated he felt it was and that LMP did two applications so they actually lost money on the deal plus had to give the CDD \$500.00 back.

The Board had a question on debt service/trustee payments and Mr. Howell answered.

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MOTION TO:	Approve O&M for February 2015.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

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D. Review of Financial Statements through December 31, 2014

5. BUSINESS ITEMS

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94 Paint Colors-The Board discussed the new trim colors and still were not happy with the color
95 pallet. After much discussion it was decided that Supervisor Ward and Supervisor Murphy would
96 go to Lowes for some extra samples and the Board could decide.
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MOTION TO:	Board to add new swatches and final approval to be given to the Chair.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

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A. Capital Improvement Project Update
B. Sign Bids

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110 Mr. Howell stated four (4) bidders had been contacted and two had responded. The Board
111 reviewed the bids by Sign Solutions and C&S. Sign Solutions was the low bidder and the Board
112 asked if Ms. Nichols knew of these firms. Mr. Howell confirmed she did and that he had worked
113 with Sign Solutions while employed with a local developer.
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MOTION TO:	Approve Sign Solutions.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

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C. Lighting Bids

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124 Mr. Howell went over the bids from Ampro and Premier Outdoor Lighting and informed the
125 Board that four (4) bidders had been contacted and two responded. Mr. Howell confirmed that
126 Ms. Nichols had worked with both of these bidders. The Board discussed the bids and options.
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MOTION TO:	Approve Premier Outdoor Lighting.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Ward
DISCUSSION:	Meritus to confirm base bid specs.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

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135 Mr. Howell stated plans for the monument had been approved by the County and they would be
136 going out to bid. Mr. Howell also informed the Board they were still within budget on the
137 projects and he would email the Board the monument plans.
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139 **D. LMP Proposals**

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141 The Board reviewed the proposals from LMP.
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MOTION TO:	Approve proposal to add filler plants into the existing hedge.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

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151 **E. Consideration of Appointment of Supervisors to Open Board Seats**
152 **1. Resumes of Supervisor Candidates**

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154 The Board reviewed the resumes they received for the candidates and went over the
155 qualifications of each applicant and the qualifications to be a Supervisor.
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MOTION TO:	Nominate Tanya O'Connor to the vacant seat.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

Mr. Howell will contact Ms. O'Connor and get a new supervisor packet to her and the proper forms filled out.

6. MANAGEMENT REPORTS
A. District Manager's Report

Mr. Howell stated the Sanctuary HOA had requested the Board review their request to add additional security measures to their gate system. The new equipment would need to be built on CDD property. Mr. Howell stated their keypad etc. was already on District property so he did not see an issue. The Sanctuary has not set a date but are just simply exploring their options at this time and that this was a needed first step to move forward.

MOTION TO:	Approve the HOA request pending review of plans prior to install and the HOA would have to restore everything to the original condition such as landscape, etc.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

B. Field Manager
1. District Inspection Report
2. Staff Action List
3. Aquatic Systems Report

The Board went over the report and felt that overall the ponds were doing well. Pond 1 needs some more attention.

The Board reviewed the proposal to spray water lettuce using an airboat and agreed the work made sense and noted the proposal reflected a \$600 discount.

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MOTION TO:	Approve Proposal.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Murphy
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously

The Board requested that Ms. Stewart give them recommendations for planting pickerel weed at the next meeting. The Board stated they should plan on stocking carp this fall to assist with keeping grasses/vegetation down.

4. Spear Security Log and Calendar

7. SUPERVISOR REQUESTS

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Murphy
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 - Motion passed unanimously

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226 **Please note the entire meeting is available on disc*
227 **These minutes were done in summary format.*
228 **Each person who decides to appeal any decision made by the Board with respect to any matter*
229 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
230 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
231 *based.*

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233 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
234 **noticed meeting held on _____.**
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237 **Signature**

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241 **Title:**
242 **Chairman**
243 **Vice Chairman**

241 **Title:**
242 **Secretary**
243 **Assistant Secretary**

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246 *Recorded by Records Administrator*

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Official District Seal

Signature

Date