

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**September 23, 2020 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, September 23, 2020 at 6:30 p.m.** at The Rivercrest Clubhouse located 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, September 23, 2020 at 6:30 p.m.**

Board Members Present and Constituting a Quorum:

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

Staff Members Present:

Brian Howell	District Manager, Meritus
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There were a few audience members 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 Engineer**

There were no reports from the Engineer at this time.

#### **B. District Counsel**

##### **i. Request from Villages of Oak Creek Master**

Mr. Howell provided an update on some items from Mr. Steady. He went over that Supervisor Fleary executed the Summerwood mowing agreement, and it was sent over to HOA Counsel. The CDD is now just waiting on word back from HOA Counsel. Mr. Howell also noted that there has not been any further communication about the easement; they are waiting on the one homeowner to give his consent.

47 Mr. Howell then went over that that the Villages of Oak Creek Master Association asked to put  
48 another tag reader in. He explained the location and that the HOA would be responsible for  
49 installing and maintaining it. The Board discussed.  
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51	MOTION TO:	Give the Master Association conditional approval
52		with the caveat that they need to restore the area
53		when they install it and remove it, and they give the
54		CDD specifications that show the locations and how
55		they will look, and that everything is on the HOA for
56		maintaining and paying for it.
57	MADE BY:	Supervisor Fleary
58	SECONDED BY:	Supervisor Ward
59	DISCUSSION:	None further
60	RESULT:	Called to Vote: Motion PASSED
61		4/0 – Motion passed unanimously.

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64 **4. BUSINESS ITEMS**

65 **A. Discussion on Landscape Program**

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67 The Board discussed the landscape program. Mr. Howell went over the process of the public bid  
68 process for requesting proposals for the landscape program. The Board continued to discuss what  
69 has been going on for the past few months with the landscape company.  
70

71	MOTION TO:	Go out to bid for landscaping.
72	MADE BY:	Supervisor Ward
73	SECONDED BY:	Supervisor DeCopain
74	DISCUSSION:	None further
75	RESULT:	Called to Vote: Motion PASSED
76		4/0 – Motion passed unanimously.

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78 **B. Discussion Amenity Center Project**

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80 Mr. Howell provided an update on the amenity center project. They are right on track with the  
81 timeline. Pavers will be in soon, and landscaping is about a month out. Mr. Howell and Ms.  
82 Nichols obtained bids from Sunrise based on their previous experience and performance in the  
83 neighborhood on projects. Ms. Nichols recommends having Sunrise do the irrigation and the  
84 landscape. The Board agreed to go with Sunrise.  
85

86 A representative for the Master Association arrived at the meeting. The Board briefly went over  
87 their decision and conditions with him regarding the Master Association's request. The  
88 representative then left the meeting.

89  
90 Mr. Howell went over that he and Supervisor Ward will be looking at furniture and window  
91 treatments for the clubhouse. He also said that he has a proposal coming in from the fitness place  
92 that he will email to Supervisor Miller so he can take a look at the fitness equipment. Supervisor  
93 Miller asked a question about the water feature and monument; he also went over what the next  
94 video would be to share with the progress with the community. Mr. Howell said he and Trevor  
95 are doing a master sheet of all the selections so the Board can be refreshed on all the choices.  
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## 98 **5. CONSENT AGENDA**

99 **A. Consideration of Board of Supervisors Public Hearing and Regular Meeting**  
100 **Minutes August 26, 2020**

101 **B. Consideration of Operations and Maintenance Expenditures August 2020**

102 **C. Review of Financial Statements Month Ending August 31, 2020**  
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104 The Board reviewed the Consent Agenda items. Mr. Howell said there is a week to go in the  
105 fiscal year, and the District will be under budget by more than \$100K.  
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107	MOTION TO:	Approve the Consent Agenda.
108	MADE BY:	Supervisor Ward
109	SECONDED BY:	Supervisor DeCopain
110	DISCUSSION:	None further
111	RESULT:	Called to Vote: Motion PASSED
112		4/0 - Motion passed unanimously

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## 115 **6. MANAGEMENT REPORTS**

116 **A. District Manager**

117 **i. Manager's Report**

118 **ii. Community Inspection Reports**  
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120 The Board reviewed the management reports. Mr. Howell went over the issues with the ponds.  
121 He will call the owner of the aquatics vendor and discuss the issues. The Board discussed the  
122 aquatics provider and requests to Taylor Morrison for the ponds. Supervisor Miller asked about  
123 the ditch in the conversation area in Harvest Glen; Mr. Howell answered.  
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## 126 **7. SUPERVISOR REQUESTS**

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128 Supervisor Ward mentioned the median in Summerwood and having a monument put in that says  
129 Baywood; Mr. Howell said he will get some pricing together.  
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131 Supervisor Miller asked about the District map; Mr. Howell said he will contact the Engineer on  
132 getting the map updated. Supervisor Miller also went over a strip of land near the ponds off of  
133 Falkenberg that needs to be maintained.

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

There were no audience questions or comments.

**9. ADJOURNMENT**

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

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

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

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

157  
158 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
159 noticed meeting held on 10/28/2020.

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161  
162 *[Signature]*  
Signature

163  
164 Suzanne DelSpain  
Printed Name

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167 Title:  
168  Chairman  
169  Vice Chairman

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*[Signature]*

Signature

*[Signature]*

Printed Name

Title:  
 Secretary  
 Assistant Secretary

*Recorded by Records Administrator*

*[Signature]*  
Signature

10/30/2020  
Date

