

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

April 22, 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, April 22, 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, April 22, 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
Tanya O'Connor	Supervisor
Kelly Coglianese	Supervisor (Via Skype)

Staff Members Present:

Brian Howell	District Manager, Meritus
Ken Joines	District Manager
John Goolsby	Cardno

No Audience Members

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments.

3. VENDOR/STAFF REPORTS

Mr. Goolsby addressed the Board and went over the upland habitat areas and what the District would need to do for the maintenance as required to support gopher tortoises. Mr. Goolsby advised that the District would need to do some monitoring and maintenance to ensure the tortoises have the open, grassy spaces they need. The work would encompass the herbicide treatments that were done this year as well as the removal of trees and vegetation in order to provide the proper environment. The price for spraying will be around \$1,000 per year and the removal of trees and vegetation would be approximately \$15,000-\$20,000. The work would need to be done sometime within the next 2-4 years. The estimates are based on how much the costs would be now. Mr. Howell will work these costs into the upcoming budgets. Mr. Goolsby also advised that an adjacent owner had encroached into part of the conservation area and technically the District is responsible to take the necessary steps to cease this activity. The Board of Supervisors directed Mr. Howell to work with District Counsel and Engineer to address this issue.

A. District Counsel

Mr. Howell reported that Counsel reviewed the contract for the firm doing the new monument and revised a few things to protect the District better. The contractor had no objections to the revisions.

B. District Engineer

Mr. Howell advised that Ms. Stewart had spoken to Aquatic Systems and they feel a number of plants can be planted to provide aesthetics, water quality or erosion assistance. Ms. Stewart would like the Board to approve a budget of \$3,000 and the actual locations will be determined by the May meeting. Supervisor Ward and Mr. Howell will review at the monthly site inspection.

MOTION TO:	Approve \$3000 Budget
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Coglianese
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 – Motion passed unanimously

MOTION TO:	Allow Supervisor Coglianese to participate via Skpe
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 – Motion passed unanimously

4. CONSENT AGENDA

A. Consideration of Minutes of the Board of Supervisors Meeting, March 25, 2015

In line 54 the word future is repeated, line 55 should be plan remove game/future, line 56 whether, line 94 should be Celia's full name of the firm and the line needs to be checked for punctuation.

MOTION TO: Approve March Minutes with Changes
MADE BY: Supervisor Kunke
SECONDED BY: Supervisor Coglianese
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
5/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures, April 2015

There was a question regarding the deposit for electrical work. Mr. Howell stated that there was nothing in the statute to prohibit this and it was in the proposal that was approved. There was a \$5.00 late fee that needs addressed on the Verizon bill. It was confirmed that the hyacinth treatment was for two treatments and follow up services, LMP notes location of irrigation repairs and Spears bills monthly and Spears bill is for Sanctuary HOA.

MOTION TO: Approve O&M's April 2015.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
5/0 – Motion passed unanimously

C. Review of Financial Statements through February 28, 2015

The February financials were accepted and the budget was reviewed.

5. BUSINESS ITEMS

A. Capital Improvement Project Update

Mr. Howell stated that the monuments were being painted and would be completed by the weekend. The wall will be painted and complete by the end of next week. The sign panels will be completed within the next two weeks and the lighting will be completed on Monday. Mr. Howell will advise of the location of the lights. Construction on the monument is ready to begin and should be complete within 60 days. Overall all projects are either within budget or under budget. All projects, except the monument, should be complete within the next 30 days including the new landscape work. The new monument will have lighting. Mr. Howell is working with LMP and Celia Nichols to run power and irrigation under the road because that is cheaper than setting up a new meter.

Mr. Howell, Supervisor Ward, Celia Nichols and the contractor will do a walk through for each project before payment is made. Mr. Howell went over LMP's proposal to remove four palm trees that have bud rot. There is no cure for bud rot and it can spread. However, the number of trees infected is better than expected as 11 trees were thought to be infected.

MOTION TO: Approve LMP Tree Removal Proposal for \$2080
MADE BY: Supervisor O'Connor
SECONDED BY: Supervisor Murphy
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
5/0 – Motion passed unanimously

Mr. Howell confirmed no chemical treatments were needed for any other palm trees.

B. CDD Access Approval Letter Request

The Board reviewed the resident request to access the CDD common area in order to install a pool. Mr. Howell stated he was in support of the request since it was just Bahia sod and the owner would be responsible for restoring any damaged sod to its original condition. The Board discussed in detail and a motion was made to approve access with the stipulation that any damaged areas would be restored within 10 days of completion and the access only applies to the CDD property. The owner will need to pull permits and get the approval of adjacent land owners.

MOTION TO: Approve CDD Access Request with Stipulations
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Kunke
DISCUSSION: None further
RESULT: Called to Vote: motion PASSED
5/0 – Motion passed unanimously

It was noted that new parks/common areas in Summer Wood would be turned over to the CDD. The staff will make sure the areas are 100% acceptable prior to taking over.

C. General Matters of the District

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

- 1. District Inspection Report**
- 2. Staff Action List**
- 3. Aquatic Systems Report**
- 4. Spears Security Log and Calendar**

7. SUPERVISOR REQUESTS

Supervisor Coglianesi is having issues with the iPad and email. Mr. Howell will have MHD assist.

Supervisor Kunke needs his iPad serviced. Mr. Howell will have MHD service.

Supervisor Murphy wants the security schedule removed from the book that is posted on the website.

Supervisor Ward directed Mr. Howell to have counsel send a letter to the owner that has a guest fishing in the ponds to let the owner know this is prohibited. The resident ignored the Board and District Manager.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Coglianesi
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	5/0 - 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 May 27, 2015.

Signature

Printed Name

Title:

☒ Chairman
☐ Vice Chairman

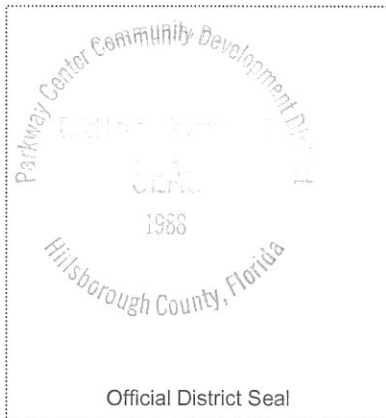
Signature

Printed Name

Title:

☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator



Signature

Date

May 28, 2015