

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

October 26, 2022, 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, October 26, 2022, at 6:30 p.m.** at The Parkway Center Clubhouse located at 7461 S. Falkenburg Rd., Riverview, FL 33578.

1. CALL TO ORDER/ROLL CALL

Heather Dilley called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, October 26, 2022, at 6:31 p.m.**

Board Members Present and Constituting a Quorum:

| | | |
|---------------------|------------|------------------------------|
| Koko Miller | Chair | |
| JoAnn Ward | Vice-Chair | <i>(via conference call)</i> |
| Linda Bell | Supervisor | |
| Tonya O'Connor | Supervisor | |
| Charlotte Hazelwood | Supervisor | |

Staff Members Present:

| | |
|----------------|-----------------------------|
| Heather Dilley | District Manager, Inframark |
| Tonja Stewart | District Engineer, Stantec |

There were approximately six (6) residents audience members in attendance. Three of which were applicants for the Onsite Facility Manager's position

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no audience questions on agenda.

A resident voiced his dissatisfaction of the current lawn service, scalping the grass and cutting the No-Mow Zone. He recommended more oversight and submitted a resident petition to the District Manager.

Supervisor O'Connor responded that the Board is acting by seeking new landscaping bids.

3. VENDOR/STAFF REPORTS

A. District Counsel

District Counsel was not present at the meeting.

B. District Engineer

i. No-Mow Zone in all Pond Banks

District Engineer Tonja Stewart was present for the meeting.

Ms. Stewart highly recommended and discussed the importance of the No-Mow Zone, the history of the development and the cause of the pond erosion. She will be investigating Pond #7

50 and cost-effective viable materials to combat the erosion with a brief overview of geo-tubing and
51 flexamat. Ms. Stewart will follow up her findings with District Manager and answer any Board
52 questions in the upcoming weeks.

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54 **C. District Manager**

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56 There were no District Manager reports currently.

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58 **4. BUSINESS ITEMS**

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60 **A. Discussion on On-Site Manager Position Resumes**

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62 The Board reviewed and discussed the on-site manager position resumes.

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64

MOTION TO: Approve to offer Jothan Paul the position of Onsite
Facilities Manager.

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66

MADE BY: Supervisor Hazelwood

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SECONDED BY: Supervisor Miller

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DISCUSSION: None further.

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RESULT: Called to Vote: Motion PASSED

70

5/0 – Motion passed unanimously

71

72 **B. General Matters of the District**

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74 There were no general matters of the District currently.

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76 **9. CONSENT AGENDA ITEMS**

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78 **A. Consideration of Board of Supervisors Special Meeting Minutes October 19,**
79 **2022**

80 The Board tabled the Special Meeting Minutes from October 19, 2022.

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MOTION TO: Table the Special Meeting Minutes for October 19,
2022.

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MADE BY: Supervisor O'Connor

85

SECONDED BY: Supervisor Hazelwood

86

DISCUSSION: None Further

87

RESULT: Called to Vote: Motion PASSED

88

5/0 – Motion passed unanimously

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91 **B. Consideration of Operations and Maintenance Expenditures September 2022**

92 The Board reviewed and tabled the Operations and Maintenance Expenditures for September
93 2022.
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|-----|--------------|--|
| 95 | MOTION TO: | Tabled the Operations and Maintenance Expenditures |
| 96 | | for September 2022. |
| 97 | MADE BY: | Supervisor O'Connor |
| 98 | SECONDED BY: | Supervisor Hazelwood |
| 99 | DISCUSSION: | None Further |
| 100 | RESULT: | Called to Vote: Motion PASSED |
| 101 | | 5/0 – Motion passed unanimously |

102

103 **C. Review of Financial Statements Month Ending September 30, 2022**

104 The Board tabled the review of Financials for September 30, 2022.

105 **6. SUPERVISOR REQUESTS**

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107 Supervisor Bell requested for her fob be reprogrammed.

108

109 The Board requested two sets of master keys be made and provide vendors specialized fobs.

110

111 The Board requested color pictures in the inspections report.

112

113 The Board requested solutions to pressure wash the amenity center without setting off the
114 alarms.

115

116 The Board requested Jothan Paul to start orientation as soon as possible and be trained by the
117 onsite at Rivercrest if possible.

118

119 The Board requested a discussion on hiring Kyle as an independent contractor and substituting
120 for Dale (security officer).

121

122 The Board requested the landscaping contract to include verbiage of No-Mow Zone restrictions.

123

124 The Board requested an update on Zoom equipment.

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126 **7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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128 An audience member requested a trim or removal of copperleaf plant obscuring traffic views on
129 Stillwater outside of gate.

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131 An audience member recommended new Onsite Manager fill out a daily log form.

132

133 The audience suggested to provide the new Onsite Manager with a name tag or uniform shirt.

134 **8. ADJOURNMENT**
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|--------------|---|
| MOTION TO: | Adjourned at 8:34 PM. |
| MADE BY: | Supervisor O'Connor |
| SECONDED BY: | Supervisor Hazelwood |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED 5/0 – Motion passed unanimously. |

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144 **Please note the entire meeting is available on disc*

145 **These minutes were done in summary format.*

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

150
151 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
152 noticed meeting held on 11/16/2022.

153 Koko L. Miller
154
155 Signature

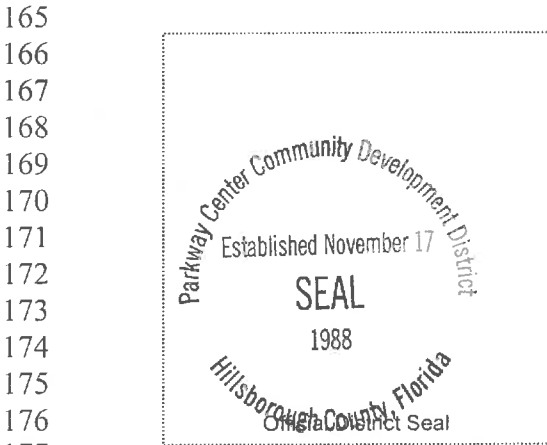
156 Koko L. Miller
157
158 Printed Name

159
160 Title:
161 Chairman
162 Vice Chairman

Gene Roberts
Signature

Printed Name

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator

[Signature]
Signature

11/21/2022
Date

177