

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

August 24, 2016 Minutes of Meeting

Minutes of the Regular Meeting and Public Hearing

The Regular Meeting and Public Hearing of the Board of Supervisors for Parkway Center Community Development District were held on **Wednesday, August 24, 2016 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting and Public Hearing of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, August 24, 2016 at 6:34 p.m.**

Brian Howell led the Board in The Pledge of Allegiance.

Board Members Present:

JoAnn Ward	Chairman
Earl Kunke	Vice Chairman
Tanya O'Connor	Supervisor

Staff Members Present:

Brian Howell	Meritus
Celia Nichols	Nichols Landscape Architecture

Zero Audience Members Present

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience comments.

3. VENDOR/STAFF REPORTS

A. District Counsel

Brian Howell went over the report from Counsel and stated that Scott had contacted the person at Taylor Morrison that was in charge of marketing signage. The goal is to set up a meeting onsite after Labor Day to review any items including when the Pine Ridge sign will be landscaped/irrigated etc. Also the District can enforce trespassing. The steps are to have signs properly marked/located, the Board to adopt a resolution authorizing staff to enforce and for the District to send a letter to the sheriff authorizing citing of trespassers. Staff will review signage situation and have costs for Board at next meeting and Counsel will prepare the resolution for adoption at the next meeting.

B. District Engineer

1. Hodge Inspection Services – SWFWMD Inspection

Brian Howell went over the engineer report in the book which showed some areas of the storm system that needed maintenance in regards to vegetation clearing, debris etc. The cost for this was \$2,700.00 and the Engineer recommended approval of this proposal by Site Masters. The Board agreed the price was good.

MOTION TO:	Approve proposal from Site Masters for \$2,700.00.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

The Engineer will also be speaking with Taylor Morrison this Friday on some pond items and she will email update on conversation to Staff/Board.

4. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 BUDGET

A. Open Public Hearing on Proposed Fiscal Year 2017 Budget

MOTION TO:	Open Public Hearing on Proposed Fiscal Year 2017 Budget.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

B. Staff Presentations

Mr. Howell reviewed the budget with the Board and discussed keeping the assessment level the same for 2017 as in 2016.

B. Public Comment

There were no public comments.

D. Close Public Hearing on Proposed Fiscal Year 2017 Budget

MOTION TO:	Close Public Hearing on Proposed Fiscal Year 2017 Budget.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

It was noted the current projected tax bills did not have streetlight assessments on them.

E. Consideration of Resolution 2016-05; Adopting Fiscal Year 2017 Budget

MOTION TO:	Approve Resolution 2016-05.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

5. BUSINESS ITEMS

A. Consideration of Resolution 2016-06; Assessment Resolution

The Board reviewed the Resolution.

MOTION TO:	Approve Resolution 2016-06.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

B. Consideration of Resolution 2016-07; Designation of Treasurer & Asst. Treasurer

Mr. Howell explained this Resolution to the Board.

MOTION TO:	Approve Resolution 2016-07.
MADE BY:	Supervisor Kunke
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

C. Consideration of Resolution 2016-08; Setting FY 2017 Meeting Schedule

The Board and Mr. Howell reviewed this Resolution and decided the meeting date schedule was fine.

MOTION TO:	Approve Resolution 2016-08
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

D. Palm Tree Proposal – LMP

THIS WAS DISCUSSED AFTER THE CAPITAL IMPROVEMENT PROJECT UPDATE

Brian Howell and Celia Nichols reviewed the proposal by LMP to remove the infected palm trees on site and the price looked to be the same as previous work they have done in past and both felt it was fair.

MOTION TO:	Approve \$14, 040.00 for palm tree removal.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 – Motion passed unanimously.

Brian Howell is to follow up with LMP on adding replacement plants along Riverview Drive and to add drip irrigation if needed.

E. Capital Improvement Project Update

THIS WAS DISCUSSED AFTER THE ENGINEER REPORT.

Celia Nichols then went over the update on landscape capital improvements. She went over the discussion with the County and that they had concerns on the placement of boulders on median, that there needed to be a right of way agreement done for maintenance which the Engineer has prepared and Brian Howell signed for the District. Ms. Nichols is delivering signed and sealed irrigation plans to the County. LMP has started demo and they should be starting soon with completion of project anticipated within the next 30 days. Celia Nichols will forward copies of any plans or changes to the Board. Ms. Nichols has approved all plant material for the job and she is coordinating with provider who is planting the new pond behind the Falkenburg monument.

F. General Matters of the District

6. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting July 27, 2016

The Board reviewed the minutes.

MOTION TO:	Approve July 27, 2016 meeting minutes.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures August 2016

MOTION TO:	Approve O&M's for August 2016.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further.
RESULT:	Called to Vote: motion PASSED 3/0 – Motion passed unanimously.

Mr. Howell discussed the streetlights and that the audit would be forthcoming.

C. Review of Financial Statements through June 30, 2016

The financials were accepted and Mr. Howell noted that the CDD was currently tracking under budget and Mr. Howell and the Board reviewed the income received to date.

7. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

2. Staff Action List

3. Aquatic Systems Reports

4. Spear Security Reports

Mr. Howell went over his report that wall painting would start next week along with fence on power line. Both projects are anticipated to be done by Labor Day weekend or just right after. Carp for ponds would go in this fall. The Board reviewed the aquatics report.

8. SUPERVISOR REQUESTS

LMP told Supervisor Kunke they would warranty any of the new sod that died from fungus.

The Board as a group discussed going out to bid the landscape program once improvements were done to properly evaluate the market. Mr. Howell went over the RFP process with them.

The Board stated tree in pond at 9028 Pine Breeze needs removed.

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED
	3/0 - 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 September 28, 2016.

Signature

Signature

Printed Name

Printed Name

Title:

☒ Chairman

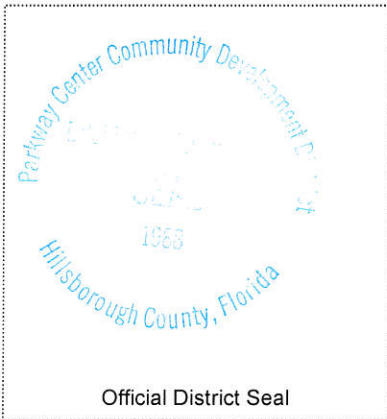
☐ Vice Chairman

Title:

☐ Secretary

☐ Assistant Secretary

Recorded by Records Administrator



Signature

Date

9/29/2016