

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

October 26, 2016 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, October 26, 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, October 26, 2016 at 6:46 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
Scott Steady	District Counsel
Lynn Hoodless	Paralegal
Joe McGee	Bales Security

Two (2) Audience Members Present

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience comments at this time.

3. VENDOR/STAFF REPORTS

A. HOA Request for No Soliciting Signs

Lynn Hoodless addressed the Board and requested permission to put up a "no soliciting" sign in the Summerwood section. The Board asked if they could put sign on existing pole or if they needed both a new pole and sign. Ms. Hoodless advised they would see if they could do just a sign in order to make it more clean in appearance. The HOA will work with Mr. Howell to finalize the plans for the sign.

MOTION TO: Approve the "no soliciting" sign.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Kunke
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 – Motion passed unanimously.

Ms. Hoodless also requested for the CDD to do a workshop in the future for new owners.

B. District Counsel

C. District Engineer

Mr. Howell noted that the District Engineer had nothing to report.

4. BUSINESS ITEMS

A. Acceptance of Dissemination Agent Agreement with Disclosure Services

Mr. Howell went over the Dissemination Agent Agreement with Disclosure Services with the Board.

MOTION TO: Approve the Dissemination Agent Agreement with
Disclosure Services.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 – Motion passed unanimously.

B. Capital Improvement Project Update

Celia Nichols then went over capital improvement project and said it is moving more slowly than she had hoped for. The main slowdown is the irrigation system, which LMP was not building to specifications; Ms. Nichols is having LMP revisit the installation. She also noted they had pulled water for the Riverview Drive entrance from a well farther down the road instead of just doing a sleeve under the road from the west side. The Board agreed they want the irrigation system built correctly and would not reimburse for mistakes made by LMP. The other issue is the irrigation needs to be separated by turf, shrubs, etc., and Celia Nichols is working with LMP to complete this. Ms. Nichols went over additional landscape items; she stated the improvement should be completed by Thanksgiving. Mr. Howell asked to have an electrical receptacle installed at the new monument for holiday lighting. Celia Nichols also reviewed the lighting plan for the entrance at Falkenburg.

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89 **C. General Matters of the District**
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91 **5. CONSENT AGENDA**

92 **A. Consideration of Minutes of Board of Supervisors Meeting September 28, 2016**
93

94 The Board reviewed the minutes and noted revisions: line 57 should be "there are (2)"; line 62
95 should be "were"; line 94 should be "August."
96

MOTION TO:	Approve September 28, 2016 Minutes with revisions.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 – Motion passed unanimously.

103
104 **B. Consideration of Operations and Maintenance Expenditures October 2016**
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106 Mr. Howell stated that he had reviewed street light bills and they could not be condensed into
107 one bill; the reason for the price differences is that the agreements were executed over many
108 years and the rates went up and down. He compared their pricing to newer districts, and Parkway
109 has less expensive pricing. Mr. Howell also noted that Aquatic Systems would attend the next
110 meeting, and fish would be added to ponds in November.
111

112 The Board reviewed the O&M's.
113

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

120
121 **C. Review of Financial Statements through August 31, 2016**
122

123 The Financials were accepted. Mr. Howell noted that the District is tracking well.
124

125 **6. MANAGEMENT REPORTS**

126 **A. District Manager's Report**
127

128 *This section occurred after the Vendor/Staff Reports during the meeting.*
129

Mr. Howell stated that he had new resolution for Chair to sign, which allowed board members to contact the Sheriff's Office for trespassing; this Resolution was approved already at the last meeting. "No trespassing" signs were ordered and District Counsel is working on getting the Trespass Agreement in place with Sheriff. The entire process should be completed within 30 days.

Mr. Howell also said that he spoke to the father of the child who was fishing in the ponds, and that activity would cease.

Mr. Howell the asked the Board if they would like to cancel the 11/16 meeting because the newly elected supervisor could not participate until 11/2 by statute. The District could move the meeting to early December and then cancel the meeting for 12/28. The Board stated they would still like to meet on 11/16 because they would like an update on the Capital Improvement Project. The Board will play the December meeting by ear, as last year's meeting was cancelled last year because of the holidays.

B. Field Manager

- 1. District Inspection Report**
- 2. Staff Action List**
- 3. Aquatic Systems Reports**
- 4. Spear Security Reports**
- 5. Spearem Painting Bids**

This section occurred directly following the Consent Agenda during the meeting.

Mr. Howell went over the two bids for painting in Amberly on Moccasin Trail and in the Hamlet. The pricing by Spearem was the same as previous painting work they have completed within district.

MOTION TO:	Approve the Moccasin proposal for \$6,052 and the Hamlet proposal for \$4895.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion passed unanimously.

6. Security Proposals

This section occurred after the Vendor/Staff Reports during the meeting.

Mr. Howell over the two security company proposals to replace the current vendor who had given notice that their last day of service will be 10/31. Mr. Howell reviewed pricing between Bales and Metro and recommended that the district choose Bales due to price and a history of the

company working for other districts. Mr. Howell also noted one bidder declined to submit a proposal. Joe McGee from Bales went over operations, charges, schedule, training, holiday patrols, and other items with the Board.

MOTION TO:	Approve the Security Proposal by Bales with a start date of 11/1/2016.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion passed unanimously

7. SUPERVISOR REQUESTS

The Board discussed landscape areas being added as Taylor Morrison builds out; the Board also discussed the trimming of plant material and vines, as well as obtaining bids for landscaping and having proposals for the January meeting.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
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 11/16/16.


Signature

JoAnn Ward
Printed Name

Title:

- ☐ Chairman
☐ Vice Chairman

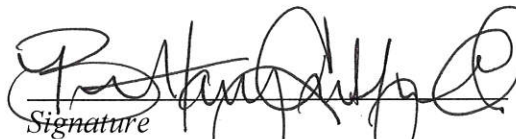

Signature

B. Acl
Printed Name

Title:

- ☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator


Signature

11/21/16
Date

