

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

February 22, 2017 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, February 22, 2017 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 of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, February 22, 2017 at 6:30 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
Daniel Fleary, Jr.	Supervisor

Staff Members Present:

Brian Howell	Meritus
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Joe McGee	Bales
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Paul Gomes	LMP
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Joe Hartman	LMP
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There were two residents present.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

4. BUSINESS ITEMS

A. Discussion on Bales Security

Mr. McGee and the Board discussed the first three months of the security guard service. The Board had some concerns about the guard not being overly friendly, driving with the windows up, not picking up trash, and not reporting street light outages. Mr. McGee stated there had been an issue with reports getting hung up in their server, and that was the reason reports were not coming to the CDD. The server issue has been corrected as of the meeting date, and all reports have now been forwarded to the district. Mr. McGee stated the guard is caring, knows her job, and is an honest person, but he will go over the concerns with the guard. It was noted that there is some positive feedback about the guard from the community based on their interactions with

her. There was also a discussion on trash pickup and what was reasonable for the guard to do. In conclusion, there was a feeling that everybody is now on the same page about the guard.

3. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

Mr. Howell noted there is nothing to report from District Counsel or the District Engineer. Mr. Howell and the Board discussed a potential well agreement between the CDD and HOA for new common areas being built by Taylor Morrison.

4. BUSINESS ITEMS (cont.)

B. RFP – Landscape Services

i. Landscape Maintenance Professionals

ii. Millennium Lawn, Landscape, and Nursey

iii. Yellowstone Landscape

Mr. Howell then went over the landscape bids and options on the Board could choose in regards to the RFP. The Board and Mr. Howell reviewed the current billing for these services, the current budget, and pricing from the vendors. Pricing was as follows: Yellowstone at \$189,486, LMP at 198,720, and Millennium at \$270,000. Staff reported that both Yellowstone and LMP pricing could be funded through the current budget, but Millennium would either require utilizing surplus funds from previous years or raising assessments.

The Board discussed and decided that they did not want raise fees or dip into surplus funds for this RFP, and that they are happy with LMP overall.

MOTION TO:	Direct staff to negotiate with LMP to match the price of Yellowstone by including some natural area cleanups and maintenance as part of the bid.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion passed unanimously.

C. Discussion on Tree Cutback & Removal Proposal – LMP

The Board then discussed that they would like to have infected palms and trees removed as soon as possible rather than waiting for a meeting to approve these actions because of the contamination of healthy plants and costs associated with waiting.

MOTION TO: Authorize staff to remove any diseased palms, trees,
and plants immediately to avoid contamination of
healthy plants.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 – Motion passed unanimously.

5. CONSENT AGENDA

A. Consideration of Minutes of Board of Supervisors Meeting January 25, 2017

The Board reviewed the minutes.

MOTION TO: Approve January 25, 2017 minutes.
MADE BY: Supervisor O'Connor
SECONDED BY: Supervisor Ward
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 – Motion passed unanimously.

B. Consideration of Operations and Maintenance Expenditures February 2017

The Board went over the O&Ms.

MOTION TO: Approve the O&M's for February 2017.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: The Board discussed security costs, LMP invoices,
the funding of additional lights at new monument,
and mildew on monument caps.
RESULT: Called to Vote: Motion PASSED
4/0 – Motion passed unanimously.

C. Review of Financial Statements through December 31, 2016

The Board reviewed and accepted the financials. Mr. Howell went over tax revenue collected to date and budget tracking.

4. BUSINESS ITEMS (cont.)

D. Candidate Consideration for Vacant Seat 2

Mr. Howell went over the candidates for the open board seat and the protocol for selection. The candidates were Suzanne DeCopain, Lynn Hoodless, and Suzy Saraceno. The Board interviewed the candidates in attendance and stated that all three of them were qualified.

MOTION TO:	Appoint Suzanne DeCopain to the vacant seat.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously.

E. Capital Improvement Update

F. General Matters of the District

The Board then discussed setting up an advisory committee of residents to collaborate with staff and the supervisors. This committee will consist of three members who will assist with resident feedback, improvement projects, and operations.

MOTION TO:	Form the advisory committee and appoint Lynn Hoodless as the chair.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor O'Connor
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 – Motion passed unanimously.

Mr. Howell will post the news of this new committee to the website and solicit two more resident volunteers that can be appointed by the Board at the March meeting.

6. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

1. District Inspection Report

2. Staff Action List

3. Aquatic Systems Reports

7. SUPERVISOR REQUESTS

Supervisor Fleary talked about website maintenance and the posting of books in timely manner. He would also like Mr. Howell to send him the audio of the meetings.

MOTION TO:	Appoint Supervisor Fleary as Board liaison to staff regarding all website matters.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor Kunke
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion passed unanimously

There was a discussion about how the Board should respond to resident requests and e-mails.

Supervisor O'Connor talked about finding a parcel for the District to build an amenity center. Because it appears as though Taylor Morrison has no parcel to sell, Mr. Howell will ask the District Engineer to look into finding CDD land that can support an amenity center. If not, the District can look into possibly purchasing a parcel adjacent to the District for future build out. Supervisor Ward would also like for Taylor Morrison to put in a monument where they are punching through to 78th Street. Supervisor Ward will send Mr. Howell the dates and times she is available to speak to Taylor Morrison about putting in a monument and parcels for sale.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

There were no audience questions, comments, or discussion at this time.

9. ADJOURNMENT

MOTION TO:	Adjourn at 8:25 p.m.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - 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 3-22-17.

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ Chairman
☐ Vice Chairman

Title:

- ☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator

Signature

Date

