

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

October 25, 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, October 25, 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, October 25, 2017 at 6:31 p.m.**

Board Members Present and Constituting a Quorum:

JoAnn Ward	Chairman
Earl Kunke	Vice Chairman
Daniel Fleary, Jr.	Supervisor
Suzanne DeCopain	Supervisor
Tanya O'Connor	Supervisor

Staff Members Present:

Brian Howell	Meritus
Celia Nichols	Landscape Architect

There were three residents present.

2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

3. VENDOR/STAFF REPORTS

A. District Counsel

B. District Engineer

4. BUSINESS ITEMS

A. Discussion on Updates to Amenity Parcel

B. Capital Improvement Plan Update

Ms. Nichols went over the Baywood sign panel and advised the Board that the sign could not be cut and notched as originally hoped; the best bet would be to do a brand-new panel. The Board reviewed the design and agreed on the final concept.

MOTION TO: Approve the proposal by Signature Signs for
\$4,650.00.
MADE BY: Supervisor Fleary
SECONDED BY: Supervisor Kunke
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

The Board requested that the work be completed by Thanksgiving if possible.

Ms. Nichols then went over the landscape bids for the Capital Improvement project and stated that Sunrise submitted a bid and there was also a revised bid from LMP. After the review, Sunrise was still around \$13,000 less than LMP. The Board discussed the proposals.

MOTION TO: Approve the Sunrise proposal with a cap not to
exceed \$107,424.00.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Fleary
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

Next, Ms. Nichols reviewed the preliminary location and concept for the new monument on Falkenberg by the Belmont subdivision. The Board approved initial concept and location, and Ms. Nichols will proceed with the final location, survey, and construction plans to be bid out.

5. MANAGEMENT REPORTS

A. District Manager's Report

B. Field Manager

- i. District Inspection Report**
- ii. Staff Action List**
- iii. Aquatic Systems Reports**

Mr. Howell went over his report and stated that the true-up report that Counsel requested had been completed, and all of the Taylor Morrison parcels were captured. This is good news for closing them out down the road and for future bond refinance. Mr. Howell then went over the potential to refinance the 2004 bonds and said that the next step is to engage an investment banker. There would be no cost to the District if the bonds cannot be refinanced or if the Board does not like the terms, and the savings on the bond could be utilized for purchasing the parcel for a future amenity facility. The Board agreed that this was a good plan and it made sense to proceed.

91
92 MOTION TO: Engage as investment banker and authorize the Chair
93 to execute the engagement letter.
94 MADE BY: Supervisor O'Connor
95 SECONDED BY: Supervisor DeCopain
96 DISCUSSION: None further
97 RESULT: Called to Vote: Motion PASSED
98 5/0 - Motion passed unanimously

99
100 Mr. Howell stated that it would now be prudent for the District to have the Engineer do the due
101 diligence on the parcel to make sure there are no red flags on this property.
102

103 MOTION TO: Approve the Engineer to proceed with due diligence
104 with a cap not to exceed \$10,000.
105 MADE BY: Supervisor Ward
106 SECONDED BY: Supervisor O'Connor
107 DISCUSSION: None further
108 RESULT: Called to Vote: Motion PASSED
109 5/0 - Motion passed unanimously

110
111 Mr. Howell then went over the potential impact to owners if the District did a 30-year bond for
112 1.5 million to purchase the parcel and build an amenity facility. The average cost at this time
113 would be \$8-\$12 per month per owner to have a brand-new facility. This cost includes additional
114 maintenance that would be needed to maintain the facilities. While this was just a quick snapshot
115 of the potential impact, the Board felt this was a very desirable scenario and that the impact
116 would be minimal to owners. Mr. Howell stated that for now, the sequence would be the
117 refinance with a closing in January, due diligence, and then purchase of the parcel. The process
118 for issuing a bond would not start until early 2018.
119

120 Mr. Howell noted that the Engineer had the potholes in the roads addressed by the County and
121 that the School Board was willing to sit down with the Engineer and a District representative to
122 discuss adding crosswalks in the community. Supervisor Ward volunteered to be the designated
123 representative with O'Connor as the backup representative.
124
125

126 **6. CONSENT AGENDA**

127 **A. Consideration of Minutes of Board of Supervisors Meeting September 27, 2017**

128
129 The Board reviewed the minutes.
130

MOTION TO: Approve the September 27, 2017 minutes.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor O'Connor
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

B. Consideration of Operations and Maintenance Expenditures September 2017

The Board went over the O&Ms and had a question regarding the TECO bill. Mr. Howell will do research the answer and advise the Board. The Board also advised Mr. Howell to terminate the Verizon service for iPads.

MOTION TO: Approve the September 2017 O&Ms.
MADE BY: Supervisor Ward
SECONDED BY: Supervisor Kunke
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

C. Review of Financial Statements through September 30, 2017

The Board reviewed and accepted the financials.

4. BUSINESS ITEMS (Cont.)

C. General Matters of the District

Mr. Howell and the Board discussed security, and after much discussion, the Board felt it was best to engage Florida Highway Patrol for security and terminate Bales Security. Florida Highway Patrol will start in 30 days, and staff will send the Board the proposed scheduled with 80 hours per month initially.

MOTION TO: Terminate Bales and approve Florida Highway Patrol for security for up to 80 hours a month initially.
MADE BY: Supervisor Fleary
SECONDED BY: Supervisor Ward
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
5/0 - Motion passed unanimously

Supervisor Fleary and Supervisor Ward offered to be the contacts for Florida Highway Patrol along with staff.

Mr. Howell also noted that the Engineer was working with TECO to get power at the Pine Ridge monument.

7. SUPERVISOR REQUESTS

Supervisor Ward discussed trespassers and the Sheriff not responding. Supervisor Kunke noted that only the Board and staff can contact the Sheriff, so that may be the problem. Mr. Howell noted that Florida Highway Patrol should be able to assist with this issue as well while on patrols, and the website can be updated to state that there is no fishing allowed by anyone and that there is no swimming in the ponds. Staff will also arrange with the after-hours service to contact staff for any calls that come in for this issue.

Supervisor Fleary said that he would like the District to come up with a vision plan for projects and other things they would like to accomplish with a timeline.

8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

An audience member noted that there was a person stealing mail and checks from mailboxes. There were also audience comments about Florida Highway Patrol and the recent pond clean up.

9. ADJOURNMENT

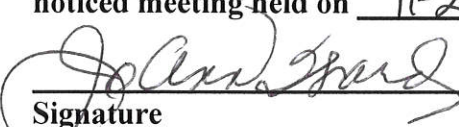
MOTION TO:	Adjourn at 7:49 p.m.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**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.*

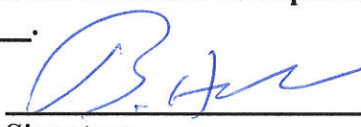
Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 11-29-2017.


Signature

JoAnn Ward
Printed Name

Title:

☐ Chairman
☐ Vice Chairman

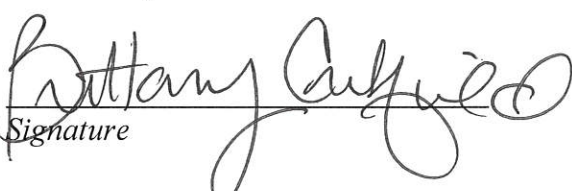

Signature

Ben Houch
Printed Name

Title:

☐ Secretary
☒ Assistant Secretary

Recorded by Records Administrator


Signature

12-13-2017
Date

