

# **PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT**

**February 28, 2018 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 28, 2018 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

### **1. CALL TO ORDER/ROLL CALL**

Nicole Chamberlain called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, February 28, 2018 at 6:38 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:

Nicole Chamberlain	Meritus
Celia Nichols	Nichols Landscape Architecture

There were two residents present.

### **2. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS**

There were no audience questions or comments on agenda items.

Ms. Chamberlain asked the Board if they would allow Ms. Nichols to present her updates, and the Board agreed.

### **3. VENDOR/STAFF REPORTS**

- A. District Counsel**
- B. District Engineer**

### **4. BUSINESS ITEMS**

- A. Discussion on Pump Installation Proposal – Accurate Drilling Solutions**

Ms. Nichols discussed the proposals and why the pumps should be repaired. Supervisor O'Connor asked what's wrong with the pumps. Ms. Nichols said the equipment is aging and the repairs would help with the overall performance of the system. Supervisor Ward asked how old the pumps are. Ms. Nichols said she didn't know but explained the pump locations and how the pumps were operating. The Board agreed they should move forward with the repairs.

MOTION TO:	Approve the three proposals as long as the proposed cost is all inclusive of equipment and labor.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor Ward
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

Sunrise has asked for management to work directly with Accurate Drilling Solutions.

#### **B. Capital Improvement Plan Update**

Ms. Nichols discussed Sunrise's change order for clearing out certain areas. The Board discussed the areas and the price. Ms. Chamberlain said that management's suggestion is to obtain a quote from LMP for the same work. The Board agreed this was a good idea. The Board said they would like management to obtain the proposal within a week. Once the proposal has been received, the Board would like for management to approve the most reasonable proposal and have the work complete within two weeks.

MOTION TO:	Allow management to move forward with the most reasonable proposal and have the work completed within two weeks of receiving the second proposal.
MADE BY:	Supervisor O'Connor
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

Ms. Nichols discussed the change order for Bahia. The Board thought the price might be a little high and would like for management to see how much LMP charges for the same type of sod.

85  
86 MOTION TO: Approve the change order for Bahia if the cost  
87 difference between Sunrise and LMP is minute.  
88 MADE BY: Supervisor Ward  
89 SECONDED BY: Supervisor O'Connor  
90 DISCUSSION: None further  
91 RESULT: Called to Vote: Motion PASSED  
92 5/0 - Motion passed unanimously

93  
94 Ms. Nichols discussed the proposal for the monument sign. There was a discussion on the  
95 location and if some areas belong to the CDD. Ms. Nichols said the proposal amount was  
96 \$44,000. The Board agreed this cost was too high.  
97

98 MOTION TO: Table the discussion on the monument until they can  
99 decide on location, lower the cost, and know more  
100 about the amenity center.  
101 MADE BY: Supervisor Ward  
102 SECONDED BY: Supervisor O'Connor  
103 DISCUSSION: None further  
104 RESULT: Called to Vote: Motion PASSED  
105 5/0 - Motion passed unanimously

106  
107 Ms. Nichols went over the lighting plans. The Board discussed how many lights they actually  
108 want. Supervisor Ward said she thinks that the Riverview and Faulkenburg entrances are where  
109 they should focus. Supervisor Kunke asked if they can do ala carte for certain items. Supervisor  
110 O'Connor said she would be okay with moving forward with the full proposals for the two  
111 entrances. More discussion followed.  
112

113 MOTION TO: Move forward with the full amount for Faulkenburg  
114 and Riverview entrances, and table the discussion on  
115 Hamlet and Belmont until additional clarification on  
116 options and costs are received.  
117 MADE BY: Supervisor Ward  
118 SECONDED BY: Supervisor Kunke  
119 DISCUSSION: None further  
120 RESULT: Called to Vote: Motion PASSED  
121 5/0 - Motion passed unanimously

**C. Discussion on Pressure Washing Proposal – Spearem Enterprises**

The Board discussed the wall on Riverview. They would like to make sure that both sections of the wall along Riverview are cleaned.

MOTION TO:	Approve the pressure washing proposal.
MADE BY:	Supervisor Ward
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

**D. Discussion on Vegetation Removal – Aquatic Systems**

Supervisor Ward would like to make sure that Ponds 19 & 20 were turned over to the CDD. The Board would like clarification regarding these ponds because they thought Pond 19 just had plantings installed or that Taylor Morrison was going to replace plantings. The Board decided to hold off on this proposal. They would like the proposal to include more specific information regarding what would work would be completed at each site and the specific cost associated with each site. There was also a question regarding the “palm tree island” and whether it was turned over to the CDD or HOA. Supervisor Ward said she would like the next monthly inspection to include aquatics.

**E. General Matters of the District**

**5. CONSENT AGENDA**

**A. Consideration of Minutes of Board of Supervisors Meeting January 24, 2018**

The Board reviewed the minutes. Supervisor O’Connor noted that the District Engineer did give a report, and the minutes should reflect this. The Board would like that amended to say that the District Engineer provided an update via phone and her report is included within the District Counsel’s section. Supervisor O’Connor said noted that her name is misspelled throughout the minutes.

Supervisor Fleary said that at one of the meetings, there was a speaker phone for people to call in, and it was easier to hear Board members when using this particular phone. He asked if it belongs to Meritus or the clubhouse. Ms. Chamberlain stated that it doesn’t belong to Meritus, but if it does belong to the clubhouse, management can arrange to have it available when someone is calling in.

MOTION TO: Approve the January 24, 2018 minutes with changes.  
MADE BY: Supervisor O'Connor  
SECONDED BY: Supervisor Fleary  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
5/0 - Motion passed unanimously

**B. Consideration of Operations and Maintenance Expenditures January 2018**

The Board reviewed the O&Ms. Supervisor O'Connor asked who Steve Gaskins is, and Ms. Chamberlain answered that he is the coordinator for the FHP patrols.

MOTION TO: Approve the January 2018 O&Ms.  
MADE BY: Supervisor Ward  
SECONDED BY: Supervisor O'Connor  
DISCUSSION: None further  
RESULT: Called to Vote: Motion PASSED  
5/0 - Motion passed unanimously

**C. Review of Financial Statements through January 31, 2018**

The Board reviewed and accepted the financials.

**6. MANAGEMENT REPORTS**

**A. District Manager's Report**

**B. Field Manager**

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

**7. SUPERVISOR REQUESTS**

Supervisor O'Connor asked what is being done with the iPads and suggested maybe they could donate them. She also asked about laptops or new iPads that Mr. Howell had mentioned Meritus could purchase and provide.

Supervisor Ward stated that the annuals are not doing well and asked if it's time to have another round installed.

**8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There was discussion about the work being completed on Grand Aspen. There was also a question as to whether this area and the pond at the west side of Eagle Palm belongs to the CDD. The Board would like management to investigate.

A resident commented that the construction dumpsters are full and blowing garbage all over.

Supervisor Fleary asked a resident to explain what he does regarding cleaning up the community. He also discussed the Great American Cleanup taking place on April 28<sup>th</sup>. The Board would like this event posted to the website.

There was another question about certain ponds and whether they belong to the CDD. The Board determined these ponds are not CDD property.

**9. ADJOURNMENT**

MOTION TO:	Adjourn at 8:37 p.m.
MADE BY:	Supervisor Fleary
SECONDED BY:	Supervisor O'Connor
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 03-28-18.

Signature

Printed Name

Title:

☒ Chairman  
☐ Vice Chairman

Signature

Printed Name

Title:

☒ Secretary  
☐ Assistant Secretary

Recorded by Records Administrator

Signature

Date

