

**MINUTES OF MEETING
PARK CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Park Creek Community Development District was held on Friday, **May 21, 2021** at 6:00 p.m. at the Fairfield Inn & Suites Tampa Riverview, 10743 Big Bend Road, Riverview, Florida.

Present and constituting a quorum were:

Ryan Watkins
Vino Naidu
Dustin Cooper

Chairman
Vice Chairperson
Assistant Secretary

Also Present were:

Jason Greenwood
Dana Collier
Amanda Ferguson
Dreama Long
Dan Hilburn

District Manager, GMS
District Counsel, Straley Robin Vericker
GMS
Assistant Secretary
Assistant Secretary

FIRST ORDER OF BUSINESS

Roll Call

Mr. Greenwood called the meeting to order and called the roll. Three supervisors were present at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

**Supervisors Requests and
Audience Comments on Specific
Items on the Agenda**

- **Supervisors Requests**

Mr. Watkins requested to add an agenda item today to reconsider the proposal from VIT contractor for key cards.

- **Audience Comments**

There were no audience comments.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Review of Resumes/Letters of Interest

Mr. Greenwood stated that 2 resignation letters were in your packet and were received from Mike Lawson and Doug Draper.

On MOTION by Mr. Watkins, seconded by Mr. Naidu, with all in favor, the Resignation Letters from Mike Lawson and Doug Draper, were accepted.

B. Appointment to Fill the Unexpired Term(s) of Office (11/2022)

Mr. Greenwood added that 2 letters of interest were accepted from Ms. June Long and Mr. Dan Hilburn. The Board discussed the acceptance of the letters and also added warnings about media communication. District Counsel added comments about Code of Ethics and Sunshine Law and each new Board member would get packets on information.

On MOTION by Mr. Naidu, seconded by Mr. Watkins, with all in favor, the Nomination to Fill the Unexpected Term of Office for Seat #1 with Dreama Long, was approved.

On MOTION by Mr. Naidu, seconded by Mr. Watkins, with all in favor, the Nomination to Fill the Unexpected Term of Office for Seat #2 with Dan Hilburn, was approved.

C. Oath of Office for Newly Appointed Supervisor(s)

Ms. Ferguson performed the Oath of Office for the new Supervisors Dreama Long and Dan Hilburn. New Supervisors signed all paperwork.

At this point, the agenda item was discussed Ms. Ferguson discussed the resumes and interviews and hiring that was needed. There was on-going discussion on the hours and the schedules that needed to be determined.

D. Election of Officers, Resolution 2021-07

Mr. Greenwood stated the Resolution 2021-07 elected the new Officers would be Ryan Watkins, Chairman, Vinoo Naidu, Vice Chairman, and Dustin Cooper, Dreama Long for Seat #1 and Dan Hilburn for Seat #2 as Assistant Secretaries.

FOURTH ORDER OF BUSINESS

Approval of Minutes of April 16, 2021 Meeting

Mr. Greenwood presented the April 16, 2021 regular meeting minutes and asked for any comments, corrections, or changes. The changes noted were in page 1 the Audience Comments to add Dreama's name for the comment and her address. Also spelling of Foia needs corrected, and spelling Mark's last name on page 7, Venterheyn. On page 4 the Board spelling corrected. Last spelling on page 7 Borghs corrected.

On MOTION by Mr. Watkins, seconded by Mr. Cooper, with all in favor, the Minutes of the April 16, 2021 Board of Supervisors Meeting, were approved as amended.
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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-08 Approving the Proposed Budget for FY2022 & Setting a Public Hearing for Adoption

Mr. Greenwood stated the proposed budget was in the agenda packet and was very customized to Park Creek. As it stands there is no assessment increase for Park Creek. Further discussion of specific projects was held. He further discussed details of the line items in the budget and asked for questions. Mr. Watkins clarified this was the high-water mark for this budget and wanted it to be clear for the community and assessments would not increase.

Mr. Greenwood suggested August 20, 2021 at 6:00p.m. at the same location for the Public Hearing date.

On MOTION by Mr. Naidu, seconded by Mr. Cooper, with all in favor, the Resolution 2021-08 Approving the Proposed Budget for FY22 & Setting the Public Hearing for August 20, 2021 at 6:00p.m. at this location, was approved.

SIXTH ORDER OF BUSINESS

Discussion of Capital Reserve Study

Mr. Greenwood explained how the Capital Reserve Study worked in telling you where you should be in your assessments. The year 2017 was the last one that was conducted for Park Creek, and an updated was needed. The quote was for \$2,900. The Board discussed preferring to move forward with having a new Reserve Study conducted.

On MOTION by Mr. Naidu, seconded by Ms. Long, with all in favor, the Capital Reserve Study for \$2,900, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Collier had nothing to report to the Board. Mr. Greenwood commented about moving forward with the towing agreement

B. District Engineer

Mr. Greenwood commented on the review of storm water ponds. The Board discussed the issues with the past Management company and how to move forward with pursuing the turnover of records. District Counsel was consulted, and she stated legal action would need to be referred out to another firm.

C. District Manager

Mr. Greenwood stated the cameras are installed and up and running. He added work that had been done to reconcile old invoices and records. The Board discussed the key access cards, distribution, and other issues, including policies for usage. The proposal on the cards was discussed at last meeting, but Mr. Greenwood would contact Complete IT to bring proposal back to next Board meeting. Rule and policy changes would be reviewed. Fee changes would need a public hearing.

D. Field Manager – Report

Mr. Greenwood stated a review would be done and a Maintenance list would be started in the Amenity Center including irrigation repairs.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Greenwood noted all the financial reports were extremely transparent and would be provided on a monthly basis. As of April 30th, the general fund balance was \$319,882. Bank United still has \$23,590. Mr. Watkins had several questions, to include the Amenity center code, internet WIFI monthly costs, Hamilton Engineering and Survey charge, and where deposits were from. Mr. Greenwood answered the questions he could but would refer others to Sharon to answer.

On MOTION by Mr. Naidu, seconded by Mr. Watkins, with all in favor, The Check Register, was approved.

B. Balance Sheet & Income Statement

There were no further questions.

C. Special Assessment Receipt Schedule

There were no further questions.

NINTH ORDER OF BUSINESS

**Supervisors Requests and
General Audience Comments**

• Supervisors Requests

Vinoo Naidu

- Addresses on website needed to be updated
- Reservation of Amenity Center length – Mr. Roman T has booked from 11-7, and there is concern that this would block others from using.
- Amenity Center usage charge
- Policy change is needed on Amenity Center/Pool usage

May 21, 2021

Park Creek CDD

- Fence on Tucker Jones Road, who is responsible? It needs maintenance. He asked if this could be turned over.
- The Trail plans and issues with current usage.

Ryan Watkins

- Pond/water usage
- Added comments on fence maintenance and if it is CDD responsibility
- Walking Trail and around ponds is off trail. Engineer is needed for guidance

- **Audience Comments**

There were no audience comments.

TENTH ORDER OF BUSINESS

**Next Scheduled Board Meeting
is for June 18, 2021 at Fairfield
Inn & Suites, Riverview**

Mr. Greenwood reported that the next meeting will be held June 18, 2021 at 6:00 p.m., at Fairfield Inn & Suites, Riverview.

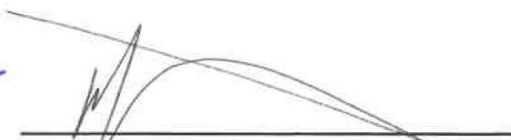
ELEVENTH ORDER OF BUSINESS Adjournment

Mr. Greenwood asked for a motion to close the meeting.

On MOTION by Mr. Naidu, seconded by Mr. Lawson, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman