

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 Tuesday, **October 7, 2021** at 6:02 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
Dreanna Long
Daniel Hilburn

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary

Also Present were:

Jason Greenwood
Mark Straley
Mick Sheppard
Brian Young
Tonya Stewart (via Zoom)

District Manager, GMS
District Counsel,
Field Manager, GMS
GMS
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. Greenwood called the meeting to order and called the roll. Four 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. Naidu - Breaker on the fountain tripped and needs to be switched back on
- Mr. Hilburn - Landscaping concerns

- **Audience Comments**

- Jim Borths (10611 Park Meadowbrooke Drive): Ongoing issue about not finding agenda items online.

THIRD ORDER OF BUSINESS

Approval of Minutes of August 10, 2021 Meeting

Mr. Greenwood presented the August 10, 2021 regular meeting minutes and asked for any comments, corrections, or changes. Hearing no changes,

On MOTION by Mr. Naidu, seconded by Ms. Long, with all in favor, the Minutes of the August 10, 2021 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Discussion of Open Board Seat #3

Mr. Greenwood noted that Dustin Cooper resigned from his position on the Board. He asked for a motion to accept the resignation.

On MOTION by Mr. Naidu, seconded by Mr. Hilburn, with all in favor, the Resignation of Dustin Cooper, was accepted.

Mr. Greenwood asked for any nominations to the vacant seat left by the resignation. Mr. Naidu suggested Mark Savino be appointed to the Board. Mr. Greenwood performed the oath of office and swearing in of Mark Savino. Mr. Straley asked that all of the information be sent to him after the meeting.

On MOTION by Mr. Naidu, seconded by Mr. Hilburn, with all in favor, the Appointment of Mark Savino to fill the Vacant Seat on the Board of Supervisors, was approved.

FIFTH ORDER OF BUSINESS

Review & Discussion of Capital Reserve Study

Mr. Greenwood provided an overview of the Reserve Study. Discussion included access cards, cameras, management fees, capital reserve, assessment fees, and the budget balance. He asked the Board for any needed changes. The Board asked about painting or pressure washing for the clubhouse.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Straley added that the Reserve study was not legally required, but an important step to have for a Capital Reserve budget.

B. District Engineer

1. Report (to be provided under separate cover)

2. Trail Update

Ms. Stewart provided the Board with an explanation of the ponds, irrigation, water level and storm water retention.

3. Consideration of Proposals from AllJax, Inc. for Mowing/Clearing/Planting

Ms. Stewart discussed the proposals and options for the assessment of mowing, clearing, and planting. Ms. Long noted her review of past notes from meetings and questioned the possibility of reimbursements due to Park Creek. Discussion ensued on options the Board might proceed with on how to proceed with construction litigation. After discussion the Board decided to make the motion to approve up to \$7,000 for AllJaxx to mow and assess the erosion damage.

On MOTION by Mr. Watkins, seconded by Mr. Hilburn, with all in favor, for AllJax to Mow and Assess the Erosion Damage for up to \$7,000, was approved.

C. Field Manager

1. Report

Mr. Sheppard commented on the pressure washing completed areas.

2. Consideration of Proposals from GMS

a. Purchase & Install a Message Board

Mr. Sheppard noted the final cost for the message board was \$985.

On MOTION by Mr. Naidu, seconded by Ms. Long, with all in favor, the Installation for the Message Board, was approved.

b. Purchase & Install an Outdoor Library

Mr. Sheppard noted the cost for the outdoor library requested by resident at \$674.

The location was discussed.

On MOTION by Ms. Long, seconded by Mr. Hilburn, with all in favor, the Outdoor Library Cost of \$674, was approved.

c. Pressure Wash Vinyl Fence along Tucker Jones

Mr. Sheppard noted the cost was \$1,920.

On MOTION by Ms. Long, seconded by Mr. Hilburn, with all in favor, the Pressure Washing for the Vinyl Fence Along Tucker Jones for \$1,920, was approved.

3. Consideration of Proposals for Irrigation Pump/Motor/Drop Pipe Replacement

a. Proposal from Irrigation Technical Services

Mr. Sheppard noted the ITS proposal was for \$3,910.42. Yellowstone proposal was \$8,552. The Board decided to go with ITS.

On MOTION by Mr. Hilburn, seconded by Mr. Savino, with all in favor, the Proposals from ITS to Install the Irrigation Pump, was approved.

Discussion ensued about emails to inform the entire Board and get input from all Board members. Mr. Straley brought up the sunshine law issue and Board discussed options.

b. Proposal from Yellowstone Landscape

Mr. Greenwood reviewed the problems with the Yellowstone landscape contract. After discussion the Board decided to explore different vendor options for landscaping and work on building a scope of services needed for Park Creek. Irrigation issues were discussed as a part of this scope. Mr. Greenwood noted he will bring back a draft scope for the board to review at their next board meeting.

D. District Manager

Mr. Greenwood will look into installing a new modem for better internet speed and for the District cameras. Mr. Greenwood will have field operations add the GMS office number to the sign at the amenity center to their action items list.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Greenwood noted all financials were provided to the Board. The Board had no further questions.

On MOTION by Mr. Watkins, seconded by Mr. Hilburn, 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.

EIGHTH ORDER OF BUSINESS

**Supervisors Requests and
General Audience Comments**

- **Supervisors Requests**

Vinoo Naidu:

- Needs to install a hanging sign with address as you come into the Amenity Center
- Furniture needs
- Pressure washing needs
- Pavers

- **Audience Comments**

Jim Bortios (10611 Park Drive):

- Discussion of possible increase for reserve
- Pool Access hours and remote access with possible number to call
- Internet issues with modem
- Fire hydrant possibly needs safety fence
- Fire extinguishers
- Email for Board members needed on website
- HOA possible issue

NINTH ORDER OF BUSINESS

**Next Scheduled Board Meeting
is for November 9, 2021 at 6:00
p.m. at Fairfield Inn & Suites,
Riverview**

Mr. Greenwood reported that the next meeting will be held November 9, 2021 at 6:00 p.m., at Fairfield Inn & Suites, Riverview.

TENTH ORDER OF BUSINESS

Adjournment

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

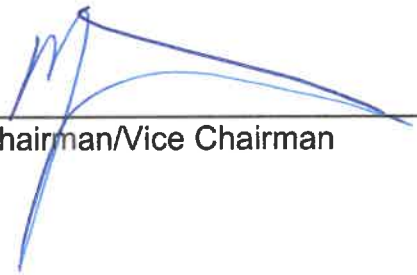
On MOTION by Mr. Naidu, seconded by Mr. Hilburn, with all in favor, the meeting was adjourned at 8:04p.m.

October 7, 2021

Park Creek CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman