

**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, **March 8, 2022** at 6:00 p.m. at the Fairfield Inn & Suites Tampa Riverview, 10743 Big Bend Road, Riverview, Florida.

Present and constituting a quorum were:

Dreama Long  
Vino Naidu  
Daniel Hilburn  
Mark Savino  
Ryan Watkins

Chairman  
Vice- Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also Present were:

Jason Greenwood  
John-Eric Monahan  
Tonja Stewart

District Manager, GMS  
GMS  
District Engineer

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Greenwood called the meeting to order and called the roll. Five 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**

There being none, the next item followed.

- **Audience Comments**

There being none, the next item followed.

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### **THIRD ORDER OF BUSINESS**

### **Approval of Minutes of February 8, 2022 Meeting**

Mr. Greenwood presented the February 8, 2022 regular meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Hilburn, seconded by Mr. Savino, with all in favor, the Minutes of the February 8, 2021 Meeting, were approved.

### **FOURTH ORDER OF BUSINESS      Staff Reports**

#### **A. Attorney**

There being none, the next item followed.

#### **B. District Engineer – Community Trail Update**

Ms. Stewart stated the formal proposal for the severely eroded areas was for \$98,500. She reviewed the creek erosion issues as well as long term maintenance. Mr. Naidu asked about budgeting every year to maintain, and Ms. Stewart stated she recommended it. She discussed the overall plan. Ms. Long asked about costs and if they decided not to fix the eroded areas. Ms. Stewart discussed the trail and that it was not a permit requirement. She added the hauling off of materials is a huge cost and could be more expensive than the repair. She added it was currently not a safe situation. Mr. Naidu asked that a mailed letter be sent to every resident to inform them of the cost of the trail. Ms. Stewart added there was an additional culvert that needed repair that was not included in the \$98,500. It was stated that the county had some responsibility and Ms. Stewart noted she would follow-up with that issue. Ms. Long commented on irrigation issues.

Ms. Stewart added she and Mr. Sheppard have walked the trail for review. Mr. Naidu commented that the residents should be informed. Mr. Greenwood recommended a closed session to discuss any litigation issues for the future. Ms. Stewart noted she may be able to pull the annual cost for the Board. Mr. Naidu asked about drainage pipes as a possibility, and it was noted they would discuss that. Mr. Greenwood noted a sign is

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posted on the trail. Mr. Greenwood added he would inform the Board on the options for a line of credit.

Ms. Stewart reviewed the stormwater analysis and noted there should be no impact to the District's budget with the exception of the implementation for aquatic plants. She commented on the on-going commitment it would be to maintain these plants. She also reviewed the identification and observation of illicit discharges as a part of this report. There was discussion of the conditions and factors that have an impact on the ponds. HOA and responsibility of downspouts were discussed. She added she would like to move forward with this.

**C. Field Manager – Report**

Mr. Greenwood reviewed the Field Manager's Report that was included in the agenda packet to include the tripping hazard repair, and tree removal for \$250. He asked about asking residents for the costs for stump removal and the grass replacement if needed. The Board discussed the playground bench repair and the resident reimbursement for wet paint. Mr. Greenwood noted other items in the Field Manager's report to include the pressure washing, the trimming of palms, and the landscaping enhancements from Cardinal. He noted the proposal was for \$8,160 and noted some of the landscaping could wait. Mr. Naidu added that it could not wait and would like to move forward. The Board recommended doing the entire job now. Discussion ensued on the Amenity Center clock replacement and making sure an upgraded clock is ordered.

On MOTION by Mr. Naidu, seconded by Mr. Hilburn, with all in favor, the Proposal for Cardinal Landscaping for \$8,160, was approved.
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**D. District Manager – Line of Credit**

Mr. Greenwood commented on the line of credit cost for administration cost at \$1,300. He discussed the pay back plan for the line of credit.

**FIFTH ORDER OF BUSINESS**

**Financial Reports**

**A. Approval of Check Registers**

Mr. Greenwood reviewed the check registers and noted a check on page 2 for \$6,500. This check was never signed, invoice was received, and therefore will not be paid this year.

On MOTION by Mr. Hilburn, seconded by Mr. Savino, with all in favor, the Check Registers, were approved.

**B. Balance Sheet & Income Statement**

There were no further questions.

**C. Special Assessment Receipt Schedule**

There were no further questions.

**SIXTH ORDER OF BUSINESS**

**Supervisors Requests and  
General Audience Comments**

- **Supervisors Requests**

There being none, the next item followed.

- **Audience Comments**

- Mark Hendrix (10545 Park Meadow Drive) commented on the discussion from last meeting on the bulletin board in front of amenity center. It was noted they were waiting on the key for final installation.
- Lucy Castavo commented on events and working with HOA. She added comments about the erosion issues and the safety issues around the trail. Discussion ensued on amenity management insurance for community events.
- Melanie Hendricks commented on concerns on the trail and signage around the community. Discussion ensued on additional signs added and a barrier added.

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- Mark Hendricks commented on on-going trail issues and the residents having to pay for repair. It was discussed to follow-up with county regarding the culverts and a long-term solution.
- The Board requested extra staffing coverage for Spring Break week. Mr. Greenwood replied he would check with Brian.
- Resident commented on trash collection. Mr. Greenwood replied that Sitex is out there, and he will look into having staff go into kayaks to collect the trash and possible community event.

**SEVENTH ORDER OF BUSINESS**

**Next Regularly Scheduled  
Meeting is April 12<sup>th</sup>, 2022 at 6:00  
p.m. at Fairfield Inn & Suites,  
Riverview**

Mr. Greenwood reported that the next meeting will be held April 12, 2022 at 6:00 p.m., at Fairfield Inn & Suites, Riverview.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Mr. Hilburn, seconded by Mr. Savino, with all in favor, the meeting was adjourned at 7:10p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman