

**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, **July 12, 2022** at 6:02 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 *by Zoom*
Daniel Hilburn
Mark Savino
Ryan Watkins *by Zoom*

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also Present were:

Jason Greenwood
Mick Sheppard *by Zoom*
John Monahan
Dana Collier *by Zoom*

District Manager, GMS
GMS
GMS
District Counsel, Kutak Rock

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. Mr. Naidu and Mr. Watkins participated by Zoom.

SECOND ORDER OF BUSINESS

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

- **Supervisors Requests**

Ms. Long stated that the insurance requiring mulch on the playground needs to be addressed. Mr. Sheppard reported that he walked the community with the insurance vendor who said the playground was missing 2 to 4 inches of mulch that will need to be

added. Mr. Shepard also said he will reach out for a quote from the last vendor who did mulching for the District last time which was American Mulch using either rubber mulch or pine bark mulch. Mr. Naidu mentioned that this was previously done in the last year and asked if there is a way staff can insure it's done properly so that the District isn't having to replace mulch so consistently. Mr. Shepard added that they will be providing two proposals for the two different types of mulch but reminded the Board that the rubber mulch will have an added cost of removing the current mulch as well. The typical time period for mulch replacement is every 16 to 18 months due to rain washout, decay, push off, and use.

Mr. Hilburn brought up a large hole by the mailboxes. Mr. Greenwood stated that they are getting in touch with the county to fix the area. Mr. Shepard stated that they have been in touch with the county several times. The area with the pipe that goes under the ground is still under investigation to what the problem is. The county engineer said they will perform a TV scan and after that is done, they will more than likely know the damage and will be able to move forward to fix it. There is no given timeline at this time.

Ms. Long asked for an update on the pergolas and Mr. Shepard has two proposals that he will present in his field manager's report. Repairs and maintenance look like they will have to be done once or maybe twice a year at a cost of \$2,000-\$3,000 a piece. It is cheaper to replace them than it is to repair them. It is his opinion that it's in the Board's best interest to replace them.

- **Audience Comments**

Resident Josh Zimmerman asked about the replacement of the boards on the benches. The boards that have been replaced have not been sanded and rough and it's hard to use them without getting a splinter. Mr. Shepard will look into pricing for bench replacement.

Resident James Borts is concerned about the HOA meetings and the added expense to use the covered patios and other costs at the amenity center.

Resident Robert Taylor is new to the community, and it is his first experience to the CDD and asked how it works. What are the layers of responsibility and where is his money going to. He requested that the CDD have name tags or plates so they can be

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easily identified. He also asked the Board to be mindful of inflation and to consider the costs of everything rising and how difficult that can be on the residents.

Resident Sarah Peters had a complaint about the Christmas display. She called it pitiful, and it is her opinion that a 2-year-old could have done a better job.

Resident David Peters reported that there is a problem with the retention wall at the end of the trail on Legacy Bright St.

Resident Sharae Rubs the pond in the area of Abigale Oak are not as kept as the other ponds in the CDD.

Resident Anita McNeil Newsome believes some of the things that were advertised for her to live there are not owning up to the expectations. She would like an update on what the plan is about information about where the dues are going and if there plans to update the neighborhood in the future.

THIRD ORDER OF BUSINESS

Approval of Minutes of May 10, 2022 Meeting

Mr. Greenwood presented the May 10, 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 May 10, 2022 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Annual Audit Report on Fiscal Year 2021

Mr. Greenwood reported that the audit was entered in time and the District did not need to file for an extension. There were no abnormalities found with the audit, so Mr. Greenwood asked for a motion of approval from the Board.

On MOTION by Ms. Long, seconded by Mr. Savino, with all in favor, Acceptance of the Annual Audit Report on Fiscal Year 2022, was approved.

FIFTH ORDER OF BUSINESS

Discussion of Amenity Policies

Mr. Greenwood opened the discussion of the amenity policies to the Board. The amenity policies were originally labeled under a different name and District and staff has been working to make them more Park Creek CDD specific. To change the prices for the services of the amenity center, they will have to hold a public hearing and meet Florida statute requirements for advertisements of the public hearing. Mr. Naidu asked District counsel if there is a possibility of waving fees temporarily until they can get a meeting planned and advertised for, especially since the previous management company never advertised said fees. A lot of the residents did not even know there was an hourly fee. She would not suggest an interim rate until a public hearing. She suggested the idea of suspending all fees until they can plan and advertise a public hearing. She doesn't imagine there being pushback on the decision but believes the challenge would be if there was someone who feels they are affected by it. It was also suggested that the public hearing be planed for the next meeting in August in conjunction with the suspension of fees.

Mr. Greenwood suggested the Board give staff direction for Ms. Long and Ms. Ferguson to draft amenity policies for Board review and hopes of adoption at the meeting on August 9th. He then asked for a motion to set the public hearing to adopt the new amenity policies.

On MOTION by Mr. Hilburn, seconded by Mr. Naidu, with all in favor, Setting a Public Hearing for August 9, 2022 for Amenity Policy Adoption, was approved.

SIXTH ORDER OF BUSINESS

Public Hearings

A. Consideration of Resolution 2022-06 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Mr. Greenwood asked for a motion to open the public hearing.

On MOTION by Mr. Savino, seconded by Mr. Hilburn, with all in favor, the Public Hearing was opened.

Mr. Greenwood presented the budget which was provided in the agenda package. There is an increase in assessment costs due largely impart to the estimation of fixing the

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trail with a cost of approximately \$100,000 and building up the reserve fund. The Board explicitly explained that they do not want the CDD assessment to go up but that it was very necessary. Mr. Greenwood opened the public hearing to public comment.

- Lucy DiSalvo (inaudible): She wanted to point out that it's not about just fixing the trail and that there are major erosion issues in the community.

Mr. Greenwood reminded the residents and the Boards that they are replenishing reserves along with the continued maintenance. The engineer did touch on the fact that all of the homes along the trail seemed to be constructed poorly. The disperse of water from the pool areas and from the drainage of those down spouts, that's where the homes are seeing issues and it could be from the construction of the homes or the builder, there are a lot of areas where the issues could have come from. When they have the plan and the funds to get the trail fixed, it will fix all those issues as well. The idea is the funds in the reserves, not in Fiscal Year 2023, but when the 2024 budget is created, there will be a maintenance line item added for that purpose. He also explained the logic behind the increase in assessment, the things they have needed to improve and fix from the last management company, and the building of the reserve.

- Resident (Not Identified) asked what the 4% discount was about and Mr. Greenwood explained that if the property taxes are paid by December, there is a 4% discount applied. If they are paid in January, there is a 3% discount, February has a 2% discount, and March a 1% discount. Taxes paid after March will not receive a discount.
- Steven Hanley (10313 Riverdale Rose Drive): He mentioned removing the button for exiting and make it a key card entrance and exit at the pool to try to avoid people jumping the fence. Ms. Long replied that that is not a possibility for fire safety issues. He also asked if it is possible to use digital key card on a smart phone and the Board said it's probably not a good idea because it's a lot easier to share that with people who may not live in the neighborhood.
- Resident (Not Identified) suggested getting a county commissioner to come speak at the meeting and to hear the complaints from the residents. He also seemed to be concerned that the Board members may have a connection to the firm that preformed the audit and they do not. Ms. Collier assured the resident that the code

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of ethics prohibits that. The last suggestion the resident made was to lower the increase from 13% to less than that and the Board reminded him that the original increase was as high as 18% and 13.59% was the compromise.

- James Morris: He believes that holiday lights on the Park Creek sign are a waste of money and gave a suggestion of where he wanted them.
- Resident (Not Identified) is wondering if the erosion problem won't just continue after they pay to fix the trail. Mr. Greenwood reiterated that the fixing of the trail will help with the erosion problem and the continued maintenance should solve the problem as stated by the engineers.

There being no mote public comments, Mr. Greenwood asked for a motion to close the public hearing.

On MOTION by Ms. Long, seconded by Mr. Hilburn, with all in favor, the Public Hearing was closed.

Mr. Greenwood stated for the record that Mr. Watkins had to leave the meeting. He continued with talking about holiday lights and the budget line item for them. He reminded them that because there is a line item for lights does not mean that they will use it. Because there was no more discussion from the Board, Mr. Greenwood asked for a motion of approval for both Resolution 2022-06 and 2022-07.

On MOTION by Mr. Hilburn, seconded by Ms. Long, with all in favor, Resolution 2022-06 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2022-07 Imposing Special Assessments and Certifying an Assessment Roll

This motion was approved.

On MOTION by Mr. Hilburn, seconded by Ms. Long, with all in favor, Resolution 2022-07 Imposing Special Assessments and Certifying the Assessment Roll, was approved.

SEVENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Ms. Collier had nothing further for the Board, so the next item followed.

B. District Engineer

There being none, the next item followed.

C. Field Manager

1. Field Report

Mr. Sheppard reviewed the field manager's report for the Board. Completed items include:

- Repairs made to the women's restroom ceiling.
- Mailbox area tree trimming done by Cardinal.
- Sod replacement between the road and the sidewalk.
- Erosion issue repaired by the county, and they will need to do some research to find out the cause of the issue.

In progress items include:

- Pergola repair which Mr. Shepard will address with proposals for the Board.
- The pool restroom floors have been prepped for repainting.
- Vinyl fence installation proposal will be provided to the Board along with solar light installation.
- Landscaping enhancements throughout the neighborhood.

2. Consideration of GMS Proposal for the Installation of White Vinyl Fencing Around the Well along Tucker Jones

Mr. Shepard presented a proposal for a vinyl fence to go around the well on Tucker Jones to replace the chain-link fence that is there currently. The cost to remove and replace the fence is \$2,210.96. Some Board members did not agree with the replacement for cost and security purposes.

On MOTION by Mr. Naidu, with no second, the GMS Proposal for the Installation of White Vinyl Fencing Around the Well, the motion failed.

3. Consideration of GMS Proposal for the Installation of 2 Solar Lights

Mr. Sheppard presented the proposal for solar lights which will be put on 12-foot aluminum polls and concreted into the ground. The total cost is \$1,227.50. This is only for two lights. Mr. Naidu suggested that they meet before moving forward with this motion, in order to decide where the location should be for the two lights in the pool, area as well. Mr. Shepard did want to make the Board aware of light pollution. The meeting took a five-minute recess. After a recess the Board determined that they would want five lights and they will table the discussion until they can get a cost and exact locations.

4. Consideration of GMS Proposal for the Installation of 2 Solar Lights

Mr. Shepard presented proposals for the pergola replacements. He presented two proposals provided under second cover. One for \$7,800 and the other for \$5,987 for both and staining.

On MOTION by Ms. Long, seconded by Mr. Savino, with all in favor, Proposal for Two New Pergolas for \$5,987, was approved.

D. District Manager – Filing of Form 1 Statement of Financial Interests

Mr. Greenwood stated that there is a reimbursement check coming from the insurance company of \$1,800 for the playground equipment which is a cost savings to the District. He also reminded the Board that they need to fill out their Form 1 which is due in September. If they do not have a copy of that, they can email Amanda for a link to fill it out online.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Register

Mr. Greenwood presented the check register and asked if the Board had any questions. Having none, he asked for a motion of approval.

On MOTION by Mr. Hilburn, seconded by Mr. Savino, 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**

Mr. Naidu thanked the residents for coming to the meeting and commended residents for being helpful and reminded others that complaining on Facebook is not helpful.

There were no other supervisor's requests.

- **Audience Comments**

Sharae Rubs (12209 Avondale Oak Place): She asked if the adopt a pond program can be added to the agenda for the next regularly scheduled meeting. She has brought it up in the past and would like clarification of the correct process that she needs to go through to get it added to the agenda and get the adopt a pond program started. She mentioned the pond area that is on Avondale Oak is a bad looking pond and the trail is unwalkable, she would like to see some type of beautification for that area. Mr. Naidu was told by Hillsborough County that the adopt a pond program are only for ponds that are owned by Hillsborough County and not for ponds in private communities.

Mr. Greenwood stated that the June meeting had to be cancelled unexpectedly because they did not have three Board members available for a quorum. The adopt a pond project has a lot of layers to it that staff will look into it and weigh the pros and cons with the opportunity of hiring a pond maintenance company or using the adopt a pond program.

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Resident stated that Hillsborough County will give away fish to put in the ponds that help eat mosquitos. He believes it would be helpful to put graphics up on the screen monitor of resident concerns.

TENTH ORDER OF BUSINESS

**Next Regularly Scheduled
Meeting is August 9, 2022 at 6:00
p.m. at Fairfield Inn & Suites,
Riverview**

Mr. Greenwood reported that the next meeting will be held August 9, 2022 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. Hilburn, seconded by Mr. Naidu, with
all in favor, the meeting was adjourned at 7:58 p.m.


Secretary/Assistant Secretary
Chairman/Vice Chairman