

**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, **September 13, 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 *by Zoom*  
Daniel Hilburn  
Mark Savino  
Ryan Watkins

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also Present were:

Jason Greenwood  
Mick Sheppard  
Dana Collier

District Manager, GMS  
GMS  
District Counsel, Straley Robin Vericker

**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**
  - There being none, the next item followed.

- **Audience Comments**

- James Borths noted that pond clippings are still an issue. The trees on Meadow Brooke Drive need to be trimmed.
- Lucy also noted that trees need to be trimmed on Park Creek Blvd. She stated that clippings and grass are being dumped into the pond.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of August 9, 2022 Meeting**

Mr. Greenwood presented the August 9, 2022 regular meeting minutes and asked for any comments, corrections, or changes. On the second page it should say Park Meadow Brooke Drive.

On MOTION by Ms. Long, seconded by Mr. Savino, with all in favor, the Minutes of the August 9, 2022 Meeting, were approved as amended.

**FOURTH ORDER OF BUSINESS**

**Discussion of HOA Request to Use CDD Property for Social Events**

Mr. Greenwood presented the discussion of HOA request to use CDD property for social events. The HOA is forming a social committee and they want to do activities and have it sponsored on behalf of the HOA for the community. Staff was directed to research if there are any insurance or liability issues. District counsel suggested having the HOA sign a waiver stating that they are storing their property at their own risk. Regarding the events, have them advertise the hours as well. The CDD insurance carrier did suggest having the HOA name the CDD as an additional insured on their policy. If someone got hurt or property is damaged, the CDD wouldn't have to bear that cost and could file a claim. The Board asked for HOA activities will they be allowed to use the pool amenity. Ms. Collier would research that and bring an answer back to the Board.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Collier had nothing to report.

**B. District Engineer**

There being none, the next item followed.

**C. Field Manager**

**1. Field Report**

Mr. Sheppard reviewed the field report. The amenity pergolas have been completed. They can't stain them for 80 days after they were installed because the wood needs to dry. The company has been asked to provide a proposal for the staining, Mr. Sheppard will bring that proposal back to the next meeting. The wall next to the playground amenity gate has been repaired. They put a stopper on the door so the door is not going to be able to swing all the way anymore. The pool shower has been caulked. Regarding the solar lights install, they received everything and they are working on scheduling with the maintenance staff. That should be completed before the next meeting. The benches have been received and will be replaced. Those two things should be completed the same day.

Mr. Sheppard stated that the playground rubber mulch has become a problem. Playground mulch is very difficult to find. They are trying to get proposals from other companies to see what they can find and how much they can get. The women's restroom ceiling is another issue. The attic stops at the ceiling at the bathrooms, and they need to find a way to access the ceiling above the bathroom because they are seeing water stains. Regarding the culvert repair, they have contacted the county but have not received a response. He suggested barricading these areas in the meantime. The Board requested for the parking lots to be sealed, paved, and the lines to be painted.

**2. Consideration of Amenity Parking Lot Sealing & Striping**

Mr. Sheppard presented the proposal from George's Paving Inc. totaling \$2,300. He stated that they have used this company before and the pricing is good. The Board wanted to make sure that they get the disabled sign in. This will be scheduled as soon as possible.

On MOTION by Mr. Hilburn, seconded by Mr. Naidu, with all in favor, the George Paving Inc. Parking lot Sealing and Striping proposal for \$2,300, was approved.

**D. District Manager**

**1. Consideration of Resolution 2022-08 Adopting the Annual Meeting Schedule for Fiscal Year 2023**

Mr. Greenwood stated that seven meetings will be held for Fiscal Year 2023 on the second Thursday of every month adding August 10<sup>th</sup>. Meetings will be held at 6:00 p.m. at the Fairfield Inn & Suites Tampa Riverview, 10743 Big Bend Road, Riverview, Florida.

On MOTION by Mr. Hilburn, seconded by Mr. Savino, with all in favor, Resolution 2022-08 Adopting the Annual Meeting Schedule for Fiscal Year 2023 on the second Thursday of each month at 6:00 p.m. adding August 10<sup>th</sup>, was approved.

**SIXTH ORDER OF BUSINESS**

**Financial Reports**

**A. Approval of Check Register**

Mr. Greenwood presented the check register and asked if the Board had any questions. Look into the fine for check 200 regarding the \$100 to Hillsborough County.

On MOTION by Ms. Long, 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.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests and  
General Audience Comments**

- **Supervisors Requests**

- Cameras are down, the Board asked if the cameras can be updated.
- Add in additional chairs and tables for the amenity.

On MOTION by Mr. Watkins, seconded by Mr. Hilburn, with all in favor, NTE \$500 on tables and chairs, was approved.

- **Audience Comments**

- James Borths – cracks in the sidewalks. Mick to review the sidewalks and two big holes
- Trail is causing an issue

**EIGHTH ORDER OF BUSINESS**

**Next Regularly Scheduled  
Meeting is October 13, 2022 at  
6:00 p.m. at Fairfield Inn &  
Suites, Riverview**

Mr. Greenwood reported that the next meeting will be held October 13, 2022 at 6:00 p.m., at Fairfield Inn & Suites, Riverview.

**NINTH ORDER OF BUSINESS**

**Adjournment**

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

On MOTION by Ms. Long, seconded by Mr. Savino, with all in favor, the meeting was adjourned at 7:34 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman