

**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 9, 2023** at 6:05 p.m. at the Fairfield Inn & Suites Tampa Riverview, 10743 Big Bend Road, Riverview, Florida.

Present and constituting a quorum were:

Dreama Long
Vinoos Naidu
Daniel Hilburn
Mark Savino
Ryan Watkins

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also Present were:

Jason Greenwood
Kacey Hopkins

District Manager, GMS
District Counsel, Straley Robin Vericker

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**

Mr. Naidu commented on a proposal for the front entrance and around the island.
Mr. Watkins asked to add the amenity center to the District Manager's Report.

- **Audience Comments**

Mr. James Borts asked about the categories for ranking the audits. Mr. Greenwood explained the five criterion the Board agreed on at the January meeting. He also asked about the trail and the District Engineer's report.

Another resident commented on the area near the mailboxes that had a broken sprinkler and another area with a culvert that is collapsing. Ms. Long responded that she had written a letter of concern attaching pictures to the commissioner on this issue.

THIRD ORDER OF BUSINESS

Approval of Minutes of January 12, 2023 Meeting

Mr. Greenwood presented the meeting minutes from the January 12, 2023 meeting and asked for any comments or corrections from the Board members. The Board had no changes to the minutes.

On MOTION by Ms. Long, seconded by Mr. Savino, with all in favor, the Minutes of the January 12, 2023 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Report of Audit Committee's Recommendation

A. Berger, Toombs, Elam, Gaines & Frank

B. Grau & Associates

C. DiBartolomeo, McBee, Hartley & Barnes

Mr. Greenwood presented the rankings of the Audit Committee. He noted Berger Toombs was 3rd, SMHB was 2nd, and Grau & Associates was 1st with the most points. He asked for a motion to appoint Grau & Associates as the recommendation to perform the audit services for Fiscal Year 2022. Mr. Greenwood noted they would provide the audit letter to Grau & Associates.

On MOTION by Mr. Naidu, seconded by Mr. Hilburn, with all in favor, the Audit Committee's Recommendation to Appoint Grau & Associates to Provide the Fiscal Year 2022 Audit, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hopkins noted she had nothing further to add to the reports.

B. District Engineer

1. Consideration of Cornerstone Proposal to Repair & Modify the Nature Walk

Mr. Greenwood noted Ms. Stewart could not attend the meeting. He reviewed the Cornerstone proposal with an alternative solution to repair the trail. He noted the recommendation was to move forward with this proposal. Discussion ensued on the erosion, the retaining wall, and the location. It was noted there were two parts to this issue. It was clarified that the first phase is to create bypass around the erosion areas, and this is the proposal for that work. This work is for \$17,989. It was noted that Ms. Stewart was to get pricing for the gravel.

Mr. Greenwood made the recommendation to set a not to exceed amount. After discussion the Board agreed to the amount of \$21,000 per the Chair's approval. This includes the gravel to be used in the project.

On MOTION by Mr. Naidu, seconded by Mr. Savino, with all in favor, the Proposal to Repair & Modify the Nature Walk with a Not To Exceed Amount of \$21,000, was approved.

2. Consideration of Kearney Companies Proposal to Repair to Community Retaining Wall

Mr. Greenwood noted this was not anticipated to happen, but the issue was brought to their attention to have repaired. He added that Ms. Stewart has reviewed and reached out to the attorney. Discussion ensued on the location, options for repair, and damage this issue has incurred.

Ms. Stewart joined the meeting by phone. Mr. Greenwood explained she needed to contact Cornerstone to get the 2 to 3-inch gravel instead of pine bark. Mr. Greenwood asked for Ms. Stewart to provide her assessment of the retaining wall issue. Ms. Stewart noted there was concern on what was happening underground that could not be seen. She added they have struggled to find a vendor to do this type of work. She noted she

met with Kearney and added they are qualified to do this work. She added she's not clear as to what has caused the problems.

On MOTION by Ms. Long, seconded by Mr. Naidu, with all in favor, the Kearney Proposal to Repair the Community Retaining Wall, was approved.

C. Field Manager

1. Report

Mr. Greenwood noted this was prepared by Field Management. He reviewed issues with debris, and it was noted that Cardinal had not cleaned. Discussion ensued on trash pickup, landscaping, pool deck pressure washing, bench repair, playground mulch and other projects.

2. Consideration of Florida Patio Furniture Proposal to Re-sling Chairs at Amenity Center

Mr. Greenwood reviewed the proposal for patio furniture.

On MOTION by Mr. Naidu, seconded by Mr. Savino, with all in favor, the Florida Patio Furniture Proposal to Re-Sling Chairs at the Amenity Center , was approved.

3. Consideration of Proposals for Mulch

i. Cardinal Landscaping

ii. American Mulch

Mr. Greenwood reviewed the two proposals for mulch. He noted the proposal from Cardinal is for bag application installed by hand. He added the American Mulch is blown in with a large machine for the mulch. Mr. Naidu stated he was good with American and there was a \$1,400 difference.

On MOTION by Mr. Savino, seconded by Ms. Long, with all in favor, the Proposal from American Mulch, was approved.

Consideration of GMS Proposal to Pressure Wash Fencing Along Tucker Jones Road

Mr. Greenwood reviewed the pressure washing proposal from GMS for the fencing along Tucker Jones Road. He noted the pressure washing was for 2,055 feet. He asked if the Board wanted to move forward. Mr. Naidu felt this needed to be completed to have the community looking cleaner. He thought they could wait until Cardinal cleaned.

On MOTION by Ms. Long, seconded by Mr. Savino, with Ms. Long, Mr. Savino, Mr. Naidu, Mr. Hilburn in favor and Mr. Watkins opposed, the GMS Proposal to Pressure Wash Fencing Along Tucker Jones Road, was approved 4-1.

D. District Manager

i. Discussion on Resident Reimbursement

Mr. Greenwood reviewed the storm damage to a resident fence and the cost of \$325. He noted this had been reviewed by counsel and he felt that due to the overhanging limbs the CDD was responsible. Mr. Naidu felt the CDD should be paid due to the fact it appears the branches had been cut. They know that we did not have Cardinal cut them. Mr. Naidu further explained this leads him to believe the resident had been cutting the branches.

Mr. Naidu made the motion to pay the resident. Mr. Savino made the second. Ms. Long stated that insurance says if during a storm which is a natural act, if your neighbor's tree hits, then you have to pay the damage on your property. Further discussion ensued on the fact that the CDD was not negligent. There was legal opinion the CDD did not need to pay. Mr. Naidu asked to let the homeowner know. Mr. Greenwood stated he would send written correspondence.

On MOTION by Mr. Naidu, seconded by Mr. Savino, with Mr. Naidu and Mr. Savino in favor and Mr. Watkins, Ms. Long, and Mr. Hilburn opposed, the Resident Reimbursement for \$325, the motion failed 2-3.

ii. Attempt Break in at the Amenity Center

Mr. Greenwood stated Mr. Watkins had reviewed the video security footage from the break in. Mr. Watkins reviewed the specifics of what occurred of them jumping the fence. He explained that one teenager was attempting to pick the lock on the storage room door where video equipment was stored. He added on Friday, February 10th he went to the bus stop and confronted the teens of the issue getting their names and addresses. He noted they admitted to what they had done. Mr. Watkins did speak with the parents of one teen. He discussed what the parents stated. He felt this was mischievous but felt there should be consequences. Mr. Naidu asked if parents were apologetic. Mr. Watkins stated they were. Mr. Naidu explained events he had seen. Mr. Greenwood noted there were amenity rules and polices. Mr. Watkins stated he would provide written explanation of what occurred.

The Board discussed available options for further action. After discussion the Board decided to send the two residents letters with the first phase of warning, install additional signage that state “ Do not climb over the fence,” and removal of the COVID sign. Ms. Long also noted that two switches in the clubhouse needed to be changed and the door stopper replaced at the playground area.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Approval of Check Registers

- 1. January 2023**
- 2. February 2023**

Mr. Greenwood presented the check registers for January and February 2023 and asked for any questions from the Board. There being none, he asked for a motion of approval.

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

Board member noted someone had their son refused entrance and they needed clarification if the age was 15 or 16.

Audience Comments

Audience member commented on parents' supervision of children. She noted an incident of climbing the fence, property lines, and the police intervention issues.

Another resident commented on the lights not working, tree branch issues of a resident, and clean-up issues. He also noted issues with children playing in area and jumping the fence. The Board noted that was a parental responsibility.

Another resident asked about trees between the sidewalk and street. It was noted this was a resident responsibility. He also commented on the pond grass.

EIGHTH ORDER OF BUSINESS

**Next Regularly Scheduled
Meeting is April 8, 2023 at 6:00
p.m. at Fairfield Inn & Suites,
Riverview**

Mr. Greenwood reported that the next regularly scheduled meeting will be held on April 8, 2023 at 6:00 p.m.

NINTH ORDER OF BUSINESS

Adjournment

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

On MOTION by Mr. Watkins, seconded by Mr. Hilburn, with
all in favor, the meeting was adjourned at 7:36.


Secretary/Assistant Secretary


Chairman/Vice Chairman