

**PARKER ROAD COMMUNITY DEVELOPMENT DISTRICT  
CONTINUED BOARD OF SUPERVISORS' MEETING  
Wednesday, May 28, 2025  
11701 SW 30<sup>th</sup> Avenue, Gainesville, FL 32608  
4:00 p.m.**

Board Members present at roll call:

Kevin McGee	Chairperson	
Barbara Staras	Vice Chairperson	(via phone)
Marshall Rice	Assistant Secretary	
Tara Ezzell	Assistant Secretary	
Kelsy Hill	Assistant Secretary	

Also present were:

Vivian Carvalho	District Manager - PFM Group Consulting LLC	(via phone)
Kwame Jackson	ADM - PFM Group Consulting LLC	
Jennifer Glasgow	District Accountant - PFM Group Consulting LLC	(via phone)
Wes Haber	District Counsel - Kutak Rock LLP	(via phone)
Alisa Carlino-McGowan	Lifestyle Manager – Berman	
Samantha Sharenow	Berman	(via phone)
Destiny Dawson	Berman	

Various residents and audience members present.

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Reconvene, Call to Order and Roll Call**

Mr. Jackson called the meeting of the Parker Road Community Development District Board of Supervisors to order at approximately 4:01 p.m. and the roll call was initiated. A quorum was established with the attendance of Board Members outlined above. Others in attendance or via speaker phone are also listed above.

**Public Comment Period**

Mr. Milligan, a resident, made a comment regarding the gym classes. He noted the gym is small, and the classes are offered during peak gym time, which does not allow residents to use the gym.

There was a discussion regarding the class times and who participates in the classes. It was noted the Amenity Policy for the Fitness Center is being reviewed.

Ms. Carvalho gave an overview of the public comment period policies.

A coach for the fitness center classes had a comment regarding the classes. She noted the classes are to build community. She recommended designating one room for the classes.

Mr. McGee recommended communicating with Ms. Carlino-McGowan to formulate a summary for the Board. It was noted that any updates to the policy need to be updated in the Rules and Regulations.

Ms. Hyde, another resident, noted the improvement in the landscaping along the trails. She thanked Ms. Carlino-McGowan for her response and mentioned the need for wood chips throughout the community.

Mr. Mitchell, a resident, thanked the Board and staff for their hard work and sense of community that is being built.

## **SECOND ORDER OF BUSINESS**

### **General Business Matters**

#### **Discussion of Amendments to the Amenity Policies for the Fitness Center**

Mr. McGee gave an update on the Amenity Policies. He noted there needs to be some updates made.

Ms. Carvalho noted that she will circulate the current version to the Board for review. Ms. Carlino-McGowan will collect and compile all recommendations to formulate the new policy. As long as no rates are changed, the rule-making process does not have to be completed.

Mr. Marshall commented regarding access to the Fitness Center. He recommended revising the policy relating to swim teams, coaches, and guests.

Ms. Carvalho recommended revisiting and discussing those items.

Mr. Haber gave an overview of the annual user fees. He noted that a CDD is obligated to have this annual user fee when having an amenity. This is due to the fact that a CDD is a unit of government and is financing improvements through bonds. These improvements must be open to the public. A resident pays this fee on an assessment basis, but anyone can also pay this annual amount and have the same access. Anyone not paying the fee can be denied access based on the Board's discretion.

It was confirmed there are five (5) non-resident members at this time. There was discussion regarding the tax on non-resident membership and the issues with personal training versus gym membership.

Mr. McGee requested the Board to review a few items regarding the policy and send their recommendations to Ms. Carvalho. These included resident versus non-resident user fees, classes/coaches that give lessons to non-residents, agreements between coaches and the District, and assessing fees to coaches for use of the facility.

It was noted that the Board can determine non-resident usage per activity at their discretion.

There was discussion regarding guest access and coaches bringing in their own students.

Ms. Ezzell noted more information is needed regarding the current classes and who participates in order to make definitive decisions.

Ms. Carlino-McGowan noted there is minimal non-resident participation in the classes.

Ms. Hill will send her update on the tennis lessons to Ms. Carvalho. She noted there needs to be a registration process in place for all classes that is the same across the board.

Mr. Jackson recommended working individually with Ms. Carlino-McGowan in order to have a summary for the next meeting.

Ms. Staras requested posting the schedule for the fitness center. It was noted that it is posted.

#### **Discussion of False Alarm Penalty Fee Schedule**

Mr. McGee gave an overview of the false alarm penalty fee schedule. He noted that residents are not leaving the gym at the appropriate time and therefore they are triggering the alarm. This assesses admin costs and fines. Currently, residents breaking the rules are responsible for any of those costs. There will be an announcement reminder when the gym closes to aid in residents leaving on time. The Board needs to review and approve the fee schedule.

#### **Update on Envera Project**

Mr. McGee gave an update on the Envera project. The physical installation will begin on June 16<sup>th</sup>. Everything should be finalized and begin mid-August.

District Management can provide details to the Board on what areas will be covered by the cameras.

#### **Review and Consideration of Community Mulching Proposals**

Mr. McGee gave an overview of the two proposals received and the scope of work. He recommended Lawn Enforcement with an amount of \$42,000.00, as they have previously worked on Ponds 11 and 12.

ON MOTION by Ms. Ezzell, seconded by Ms. Hill, with all in favor, the Board approved the Proposal from Lawn Enforcement for Community Mulching.

#### **Discussion of Agreements / Waivers / Facility Use Fees for Coaches**

This item was deferred.

#### **Discussion of Landscape Enhancements**

Ms. Staras gave an overview of the landscape enhancements. She noted that there is \$60,000 budgeted for this work. She requested quotes from three vendors, but only Master Lawn Care has provided a proposal. This will allow for native grass to be planted, instead of having to keep re-mulching. She will send the prices to District Management to distribute to the Board.

There was discussion regarding what areas would be included in this proposal. It was noted this is for the beds surrounding the ponds.

The Board will review prior to the next Board meeting.

### **Discussion of Adding Vegetation to Ponds**

This item was also included in the proposal for landscape enhancements.

### **Discussion of Oakmont Final Phases**

Ms. Staras discussed Phase 6 and recommended having the sales report available for each meeting to notate how big the community is getting and what programs are offered. She is still working on acquiring this information.

Ms. Carlino-McGowan noted there are 715 occupied homes as of the current meeting.

### **Review and Acceptance of Series 2020 Bonds Arbitrage Report**

Mr. Jackson gave an overview of the Series 2020 Bonds Arbitrage Report. He noted this is now required every year, instead of every five years. It has been implemented into the budget.

Ms. Carvalho noted this is required for the bond indenture and gave an overview of the process.

The Board reviewed the report.

ON MOTION by Mr. Rice, seconded by Ms. Ezzell with all in favor, the Board accepted the Series 2020 Bonds Arbitrage Report.

### **Ratification of Payment Authorization Nos. 289 – 295**

Mr. Jackson noted these are solely for ratification.

ON MOTION by Ms. Hill, seconded by Mr. Rice, with all in favor, the Board ratified Payment Authorization Nos. 289-295.

### **Review of District Financial Statements**

The Board reviewed the District financial statements.

### **THIRD ORDER OF BUSINESS**

#### **Other Business**

#### **Staff Reports**

**District Counsel – No report.**

**District Engineer** – Mr. McGee gave an update on the pickleball courts. He noted the courts do not require a building permit but requires a 4–5-month water drainage study. The study would cost around \$14,000.00 and \$6,000.00 in County fees. This proposal has been received. The District Engineer does not believe there will be any structural changes needed to the water drainage. This is a continued conversation. There is carryforward money for this.

There was brief discussion regarding the water drainage study for the dog park in relation to the pickleball courts. It was noted this would most likely cause a delay.

Ms. Staras discussed grading the front of the pavilion near the pool. It was noted this should be a separate project.

ON MOTION by Mr. Rice, seconded by Ms. Hill, with all in favor, the Board approved the District Engineer's water study proposal for the Pickleball Courts with a not-to-exceed amount of \$15,000.00.

Mr. McGee gave an update on other projects. There is tentative approval from the HOA on the shed. He is awaiting a quote for the cart.

**District Manager** – Mr. Jackson noted the next Board meeting is scheduled for June 20, 2025, at 1:00 p.m.

It was confirmed that the Amenity Policy will be discussed and reviewed at the next meeting. Ms. Carvalho confirmed it is a District issue. Any recommendations and concerns should be sent directly to District Management, which will then be sent out to the Board.

Mr. Haber gave an overview of the process of updating the policy and the process of rulemaking. The non-resident user fee has to be a known fee. There also has to be notice given for any rulemaking.

There was discussion regarding setting up the framework of the policy. It was noted that the non-resident user fee is part of the rulemaking and is a separate process. Currently, it is \$1500.00. This amount was equal to the highest assessment at the time of the last rulemaking. There was continued discussion regarding the rulemaking and the fee.

Ms. Staras noted this decision may need to be pushed to the July or August meeting. It was noted these are two separate items.

Ms. Carvalho stated the July 31<sup>st</sup> meeting is the Public Hearing for the budget and notice will be sent out.

Mr. McGee stated he will be leaving the Board effective May 31<sup>st</sup>, 2025.

Ms. Carvalho noted District Management is working to obtain considerations for that Seat and will bring to the June meeting.

Mr. Jackson gave an overview of the process of electing officers. It was noted that any projects still being worked on by Mr. McGee will be handed over to a Board member or Ms. Carlino-McGowan.

**Field Manager & Lifestyle Coordinator** – Ms. Carlino-McGowan gave an update on projects. She noted that the mushroom motor is still not in stock, but the mushroom will be reinstalled tomorrow. Painting of the mailboxes is taking place; pressure washing of the mailboxes is happening on Thursday. Pressure washing is starting June 2<sup>nd</sup> for Section 4 and Section 3. The electric fireplace installation in the clubhouse is also taking place. Ms. Carlino-McGowan will follow up on the pressure washing to make sure no mail is getting wet.

Ms. Carlino-McGowan noted there are many events happening over the summer. The Mother's Day painting party was well attended. July 19<sup>th</sup> is the Community Pool Party.

**FOURTH ORDER OF BUSINESS**

**Audience Comments and Supervisors  
Requests**

There were no further comments or requests at this time.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

Mr. Jackson called for a motion.

On MOTION by Mr. Rice, seconded by Mr. McGee, with all in favor, the May 28, 2025, Board of Supervisors' Meeting of the Parker Road Community Development District was adjourned at 5:32 p.m.

  
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Secretary/Assistant Secretary

  
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Chairperson/Vice Chairperson