



Rizzetta & Company

Country Walk Community Development District

**Board of Supervisors' Meeting
January 9, 2020**

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.994.1001**

**COUNTRY WALK CDD
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors	Nina Siegel Steve Hyde George O'Connor Luanne Dennis Margo Rae Moulton	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	Kristen M. Schalter	Straley Robin & Vericker
Interim Engineer	Dennis Syrja	AECOM technical Services, Inc.

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

January 2, 2020

Board of Supervisors
**Country Walk Community
Development District**

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Country Walk Community Development District will be held on **January 9, 2020 at 6:00 p.m.** at the Country Walk Clubhouse, located at 30400 Country Pointe Boulevard, Wesley Chapel, FL 33543. The following is the final tentative for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Proposals for Landscape Maintenance Services
 - B. Update on the Shade Structures for the Dog Park
 - C. Update on Gym Renovation
 - D. Update on Pool "Paver" Project
 - E. Discussion of Holiday Lights
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors Meeting held on December 12, 2019..... Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for December 2019 (under separate cover)
- 5. STAFF REPORTS**
 - A. Clubhouse Manager
 1. Review of Clubhouse Operations Report
 - B. Field Services Manager
 1. Review of Field Services Report
 - C. District Engineer
 - D. District Counsel
 - E. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (813) 994-1001.

Very truly yours,

Matthew Huber
District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

COUNTRY WALK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Country Walk Community Development District was held on **Thursday, December 12, 2019 at 6:00 p.m.** at the Country Walk Clubhouse, located at 30400 Country Pointe Boulevard, Wesley Chapel, FL 33543.

Present and constituting a quorum:

Nina Siegel	Board Supervisor, Chairman
Steve Hyde	Board Supervisor, Vice Chairman
George O'Connor	Board Supervisor, Assistant Secretary
Margo Rae Moulton	Board Supervisor, Assistant Secretary
Luanne Dennis	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Brian Kimble	District Manager, Rizzetta & Company, Inc.
Kristen Schalter	District Counsel, Straley & Robin
Gerry Fezzuoglio	District Engineer, AECOM
Justin Martinjak	Down 2 Earth, Inc. Representative
Sean Craft	Clubhouse Manager
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order and performed roll call confirming a quorum for the meeting. He noted the revisions made to the agenda.

SECOND ORDER OF BUSINESS

Audience Comments

Audience comments were entertained with no Board action being taken.

THIRD ORDER OF BUSINESS **Consideration of Proposals to Install Sod Along Boulevard**

The Board requested that the consideration for proposals to install sod along the Boulevard be tabled until March 2020, when the Budget items will be discussed.

FOURTH ORDER OF BUSINESS **Update on the Shade Structures for the Dog Park**

The Board requested more information be provided on this topic by Mr. Ponce at the next meeting.

FIFTH ORDER OF BUSINESS **Update on the Gym Renovation Project**

Mr. Huber informed the Board that the project is at the 50% completion point, and that the payment was due on December 6 for \$55,710.

SIXTH ORDER OF BUSINESS **Update on the Pool Project**

The Board directed Staff to obtain a proposal from Peter's for pool paver sealing with a not to exceed limit of \$19,000.

SEVENTH ORDER OF BUSINESS **Consideration of Minutes of Board of Supervisors Meeting Held on November 14, 2019**

Mr. Huber presented the Minutes of the Board of Supervisors Meeting held on November 14, 2019. Minor revisions were requested.

On a Motion by Ms. Siegel, seconded by Ms. Dennis, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors Meeting held on November 14, 2019, as amended, for Country Walk Community Development District.

EIGHTH ORDER OF BUSINESS **Consideration of Operation and Maintenance Expenditures for October 2019**

Mr. Huber responded to Board questions on a few of the expenditures.

On a Motion by Ms. Siegel, seconded by Mr. Hyde, with all in favor, the Board of Supervisors approved November 2019 Operation and Maintenance Expenditures in the amount of \$71,033.88, for Country Walk Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports

81
82
83
84
85
86
87

A. Clubhouse Manager

Mr. Craft provided an overview of his report and requested authorization to utilize the approved re-strapping vendor to blow coat the pool furniture (\$2,590), as opposed to a full repaint at a cost of \$5,400 from a different vendor.

On a Motion by Ms. Moulton, seconded by Mr. O'Connor, with four in favor and one against (Ms. Dennis), the Board of Supervisors approved the proposal to add the blow coat along with the re-strap of the patio furniture for an additional \$2,590 for Country Walk Community Development District.

88
89
90
91
92
93
94
95
96
97
98
99

B. Field Operations Manager

Justin Martinjak discussed the current landscaping report and provided updates on various outstanding issues. He responded to staff and Board questions on ongoing landscaping matters.

C. District Engineer

Mr. Fezzuoglio discussed the drainage repairs, and recommended utilizing Genesis to add a silt fence around the lower drain, up to \$1,890.

On a Motion by Ms. Moulton, seconded by Ms. Dennis, with all in favor, the Board of Supervisors approved the proposal to add a silt fence along the lower drain for a not-to-exceed limit of \$1,890 for Country Walk Community Development District.

100
101
102
103
104
105
106
107
108
109
110
111

D. District Counsel

Discussions were held regarding the grass that was damaged at the soccer field by Meritage Home when they were working on the pump station.

E. District Manager

Mr. Huber informed the Board that the next scheduled meeting is Thursday, January 9, 2020, at 6:00 p.m. He also provided an update on the RFP pre-bid meeting, advising that there were 11 vendors present.

TENTH ORDER OF BUSINESS

Supervisor Requests

112
113
114
115

Mr. Hyde requested that police reports be added to the Club Manager reports going forward.

116
117
118
119
120
121
122
123
124
125

Ms. Moulton requested that all documents be sent to the Board within 7 days.

Mr. O'Connor informed the Board that PACA may possibly be disbanding.

ELEVENTH ORDER OF BUSINESS Adjournment

Mr. Huber stated that if there were no further business items to come before the Board, then a motion to adjourn was in order.

On a Motion by Ms. Siegel, seconded by Mr. Hyde, with all in favor the Board of Supervisors adjourned the meeting at 7:51 p.m., for Country Walk Community Development District.

126
127
128
129
130
131

Secretary/Assistant Secretary

Chairman/Vice Chairman