



Rizzetta & Company

# Country Walk Community Development District

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**Board of Supervisor's Special  
Meeting  
November 30, 2021**

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

[www.countrywalkcdd.org](http://www.countrywalkcdd.org)

**COUNTRY WALK CDD  
COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Luanne Dennis George O'Connor Jami Rekar Lou Pagliuca Vacant	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vanessa Steinerts	Straley Robin & Vericker
<b>District Engineer</b>	Stephen Brletic	JMT, 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.

November 22, 2021

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

**FINAL AGENDA**

Dear Board Members:

The special meeting of the Board of Supervisors of the Country Walk Community Development District will be held on **Tuesday, November 30, 2021 at 6:00 p.m.**, at the Country Walk Clubhouse, located at 30400 Country Pointe Boulevard, Wesley Chapel, FL 33543. The following is the agenda for this meeting:

**BOARD OF SUPERVISORS MEETING**

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
  - A. Aquatics Service Report**
    1. Presentation of Steadfast October Aquatics Report.....Tab 1
  - B. Field Services Manager**
    1. Presentation of October Field Inspection Report.....Tab 2
  - C. Clubhouse Manager**
    1. Review of Clubhouse Operations Report for October 2021.....Tab 3
    2. Review of Deputy Report for October 2021.....Tab 4
  - D. District Engineer**
    1. Discussion of Turf Water Issues
    2. Review of Dragon Fly Pond Works Erosion Repairs.....Tab 5
    3. Consideration of Sidewalk Repair Proposals.....Tab 6
  - E. District Counsel**
    1. Discussion of New District Engineer Legislation Bill
  - F. District Manager**
    1. Review of October District Manager Report.....Tab 7
    2. Review of September 2021 Financial Statement.....Tab 8
- 4. BUSINESS ITEMS**
  - A. Consideration of Security Camera Proposals.....Tab 9**
  - B. Consideration of Clubhouse Lighting Proposals.....Tab 10**
  - C. Consideration of Tennis Court Circuit Breaker Proposals.....Tab 11**
  - D. Consideration of Assignment to Rizzetta and Company of Rizzetta Technology Services Agreement.....Tab 12**
  - E. Consideration of Assignment to Rizzetta and Company of Rizzetta Amenity Services Agreement.....Tab 13**
  - F. Consideration CLM to Juniper Transition and Agreement.....Tab 14**
  - G. Consideration of CLM Mulching Proposal.....Tab 15**

- H. Consideration of CLM Five Farms Lift Station Proposal.....Tab 16
- I. Ratification of CLM Main Line Roundabout Proposal.....Tab 17
- J. Ratification of CLM Playground Sod Fill In.....Tab 18
- K. Consideration of Resumes for Open Seat.....Tab 19
- L. Consideration of Resolution 2022-01, Re-Designating  
Officers of the District.....Tab 20
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors Meeting  
held on October 14, 2021.....Tab 21
  - B. Consideration of Operation and Maintenance Expenditures  
for September 2021.....Tab 22
- 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*  
Mathew Huber  
District Manager

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**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, October 14, 2021, 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:

Luanne Dennis	<b>Board Supervisor, Chairman</b>
George O'Connor	<b>Board Supervisor, Vice Chairman</b>
Jami Rekar	<b>Board Supervisor, Assistant Secretary</b>
Lou Pagliuca	<b>Board Supervisor, Assistant Secretary</b>

**Also present were:**

Daryl Adams	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Matthew Huber	<b>Regional DM, Rizzetta &amp; Company, Inc.</b>
Jayna Cooper	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Sean Craft & Angela	<b>Clubhouse Manager</b>
Vanessa Steinarts	<b>District Counsel, Straley Robin Vericker</b>
Jason Liggett	<b>Field Service Manager, Rizzetta &amp; Company, Inc.</b>
Craig Bramblett	<b>Capital Land Management</b>

Audience	<b>Audience in Attendance</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Adams opened the regular CDD Meeting in person at 6:00 p.m. and noted that there were audience members in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

The Board heard audience comments regarding the following: landscapers are still not wearing proper equipment while on property posing a safety issue.

**THIRD ORDER OF BUSINESS**

**District Engineer**

Mr. Brletic advised the Board that he just received the proposal the sidewalk project and he would like to review it before presenting it. The Board has agreed to table this discussion to the November meeting.

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Mr. Brletic advised the Board that the Mr. Adams reached out to the former District Engineer requesting transfer of all Engineering files to the new District Engineer.

The Board requested a discussion to be added to November's agenda regarding the Drainage easement and requested District Counsel to advise on location and type of easement.

The Board approved to ratify Steven Brletic from JMT, as District Engineer for Country Walk Community Development District.

On a Motion by Mr. O'Connor, seconded by Ms. Dennis with all in favor, the Board of Supervisors, approved to ratify Steven Brletic from JMT, as District Engineer for the Country Walk Community Development District.

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The Board requested the District Engineer to review the sidewalks and provide mapping of the areas that are low lying and slippery, and to advise on the best course of action to remedy the issue.

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**FOURTH ORDER OF BUSINESS**

**Staff Reports**

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**A. Aquatic Report**

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Mr. Hamilton was not present. The Board authorized the District Manager to reach out to Steadfast to investigate the pond issues on pond 8A and pond 35/1B regarding residents' complaints of the ponds turning brown and having green slime.

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The Board requested a status update from CLM on cutbacks for the bridge at Rolling Green. District Manager will provide an update to the Board.

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**B. Field Services Report**

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The Board received the Field Inspection Report from Mr. Jason Liggett.

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The Board discussed mulch options. Mr. Liggett has requested mulch proposals and will present them at the November meeting. Mr. Liggett also discussed the tree at the pool entrance and informed the Board that the tree will eventually need to be removed.

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The Board approved the pricing of Seasonal Annuals for \$6,275.00 with additional review of the proposal on the selection choice of the annuals.

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On a Motion by Ms. Dennis, seconded by Ms. Rekar with all in favor, the Board of Supervisors approved the CLM proposal price of \$6,275.00 for Seasonal Annuals with additional review of selection choices for the Country Walk Community Development District.

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89 The Board approved the CLM proposal for \$1,112.50 for tree removal to include the removal  
90 of the small palm tree at no additional cost.  
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On a Motion by Mr. O'Connor, seconded by Ms. Dennis with all in favor, the Board of Supervisors approved the CLM proposal in the amount of \$1,112.50 for tree removal to include the removal of the small palm tree at no additional cost for the Country Walk Community Development District.

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93 The Board would like the District Engineer to investigate the wet turf areas near the  
94 playground and soccer field. The District Engineer will provide the best course of action at  
95 the next meeting.  
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97 **C. Clubhouse Manager**

98 The Board received the Clubhouse report from the Clubhouse Manager Mr. Craft.  
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100 The Board was advised of installation of Holiday lights on October 20<sup>th</sup> & 29<sup>th</sup> with lightening  
101 on November 17<sup>th</sup>.  
102

103 The Board approved Mr. Craft to purchase a "No Fishing Sign" for \$165.00 price includes  
104 the installation.

On a Motion by Ms. Dennis, seconded by Mr. O'Connor, with all in favor, the Board of Supervisors approved the \$165.00 purchase and installation of a "No Fishing Sign", for the Country Walk Community Development District.

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106 The Board has requested that discussion of sod in the playground area be added to the next  
107 agenda.  
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109 The Board requested additional safety cones and block off access to the clubhouse parking  
110 lot the Food Truck Events to increase safety.  
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112 The Board discussed the removal of basketball hoop near county roads and whether they  
113 belong to homeowners or are abandoned. The CDD has in past removed abandoned  
114 basketball hoops and paid for the removal. Moving forward CDD will provide the HOA with  
115 the contact person to remove the basketball hoops, with the responsibility and expense to  
116 fall on the HOA for the removal of any basketball hoops.  
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118 **D. Deputy Report**

119 The Board received September Deputy Report, Deputy not in attendance. The Board did not  
120 have any questions or comments regarding this report.  
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122 **E. District Counsel**

123 District Counsel had no follow up items at this time.  
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125 The Board requested District Counsel to send the new Stormwater Assessment reporting  
126 requirements to the entire Board

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**F. District Manager**

The Board received the District Manager report from Mr. Adams.

Mr. Adams reminded the Board of their next regular scheduled meeting to be held on November 11, 2021, at 9:30 a.m.

Mr. Adams reminded the Board that the upcoming Audit completion deadline for 2020-2021 is June 30, 2022.

Mr. Adams reminded the Board that the next seats for election will be seats # 4 & #5 in November 2022. Campaigning for seat #4, George O'Connor. seat #5 Luanne Dennis.

The Board reviewed the Manager's Financial report for October 2021. The Country Walk CDD is under budget for October 2021.

Mr. Adams opened discussion of New Board Member CDD 101 Workshop. The District Manager will conduct a CDD 101 Workshop in November 2021.

Mr. Adams opened discussion for Board member attendance. Mr. Huber reminded the Board this can be done as part of the confines of a regular meeting. The Board would like to make this part of the December 2021 agenda at 6:00 p.m.

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**FIFTH ORDER OF BUSINESS**

**Consideration of Sidewalk Repair Proposal**

The Board decided to table this item until the November meeting.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resignation of Margo Moulton,  
Seat #3, Assistant Secretary of Country Walk  
CDD**

The Board reviewed the resignation notice of Margo Moulton, seat #3, Assistant Secretary effective as of August 16,2021.

On a motion from Ms. Dennis, seconded by Mr. Pagliuca, the Board approved the resignation of Margo Moulton, seat # 3, Assistant Secretary for the Country Walk Community Development District.
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**SEVENTH ORDER OF BUSINESS**

**Consideration of Resumes for Open Seat**

Mr. Adams reviewed the legal requirements with the Board. All three (3) potential candidates were present, Alfonso Flores, Natalie Engle, Gary Drackett. The Board reviewed the resumes and



168 District Counsel advised the candidates of the Sunshine law and voting options. The Board agreed  
169 to vote by paper ballot to fill the Open Seat.  
170

On a motion from Mr. Pagliuca, seconded by Ms. Dennis the Board approved the decision to review the resumes, and vote for the Open Seat with paper ballot for the Country Walk Community Development District.

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173 The Candidates speak to the Board members on their interest of the Open Seat position  
174 and highlights of their resume. The Board votes and results are tied between Alfonso Flores and  
175 Gary Drackett. 2-2 Motion failed. The Board has agreed to send out two e-blasts for additional  
176 candidates, and table for continuation of the November meeting.  
177

On a motion from Mr. O'Connor, seconded by Ms. Dennis the Board agrees to table and review the candidates for Open Seat position # 3 and at the next meeting, November 11,2021 for the Country Walk Community Development District.

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179 **EIGHTH ORDER OF BUSINESS** **Discussion of UPS Pod Agreement**  
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181 Mr. Adams presented the UPS POD agreement. UPS will pay the CDD \$650.00 to leave  
182 one POD for the Holidays.  
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On a motion from Mr. O'Connor, seconded by Ms. Dennis the Board approved the UPS POD Agreement for the Country Walk Community Development District.

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185 **NINTH ORDER OF BUSINESS** **Consideration of Minutes of Supervisors**  
186 **Meeting held on September 9, 2021**  
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On a motion from Ms. Dennis, seconded by Mr. O'Connor, the Board approved the Minutes from the Board of Supervisors Meeting on September 9,2021 for the Country Walk Community Development District.

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189 **TENTH ORDER OF BUSINESS** **Consideration of Operations and Maintenance**  
190 **Expenditures for August 2021**  
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192 The Board Was presented with the Operation and Maintenance Expenditures for August  
193 2021 in the amount of \$66,266.99.  
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On a motion from Ms. Dennis, seconded by Ms. Rekar the Board approved to ratify the O&M Expenditures for August 2021 in the amount of \$66,266.99 for the Country Walk Community Development District.

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**ELEVENTH ORDER OF BUSINESS**                      **Supervisor Requests**

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200            Mr. O'Connor has concerns with the Food Trucks and safety issues, suggested cones, and  
201 a safety bar to block off areas from vehicle traffic and limit it to foot traffic.

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203            Ms. Rekar requested for pressure washing stone and ridges as well as lift stations.

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205            Also, during the Supervisor request, a resident mentioned her fall on CDD sidewalk and that  
206 no one ever followed up with her complaint. Mr. Adams will follow up on the incident report of  
207 resident falling on the CDD sidewalk. Mr. Adams will send the District Engineer out to determine  
208 that it is in fact CDD property and fix the issue.

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210 **TWELFTH ORDER OF BUSINESS**                      **Adjournment**

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

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On a motion from Ms. Dennis, seconded by Ms. Rekar, the Board agreed to adjourn the meeting at 8:24 p.m. for Country Walk Community Development District.
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218            \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_

Chairman/Vice Chairman

# COUNTRY WALK COMMUNITY DEVELOPMENT DISTRICT

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District Office · Wesley Chapel, Florida · (813) 994-1001  
Mailing Address - 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614  
[www.countrywalkcdd.org](http://www.countrywalkcdd.org)

## **Operation and Maintenance Expenditures September 2021 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2021 through September 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented:   **\$101,239.80**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Country Walk Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ADT Commercial	8207	141416596	Monitoring Services 09/21	\$ 155.23
Alliance Fire & Safety, Inc.	8245	75832	Annual Maintenance 09/21	\$ 155.50
Anita Alexander	8208	082821-Alexander	Refund of Rental Deposit 08/21	\$ 250.00
Aquarius Water Refining, Inc.	8221	172153	Commercial Triplex Aris System Rental 09/21	\$ 395.00
Architectural Fountains, Inc	8246	09222101E	Maintenance & Repairs Fountain 2 South 09/21	\$ 365.00
Ava's Lowcountry Cuisine	8222	090721-Balance	Balance Due - Catering Oktoberfest 10/21	\$ 1,074.63
Brian Haydl	8248	091921 Haydl	Refund of Rental Deposit 09/21	\$ 75.00
Bright House Networks	8238	0034122118-01 09/21	30400 Country Point Blvd TV - 09/21	\$ 8.99
Bright House Networks	8238	48209801091321	30400 Country Point Blvd TV - 09/21	\$ 307.93
Brittany Williams	8219	082121-Williams	Refund of Rental Deposit 08/21	\$ 75.00
Capital Land Management Corp.	8209	211500	St. Augustine Fertilization 08/21	\$ 350.00

# Country Walk Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Capital Land Management Corp.	8247	211576	Grounds Maintenance 09/21	\$ 12,815.00
Capital Land Management Corp.	8247	211638	St. Augustine & Palm Fertilization, Pest Control 09/21	\$ 3,950.00
Capital Land Management Corp.	8223	211641	Playground Mulch 09/21	\$ 933.67
Clean Sweep Supply Co., Inc.	8210	1502	Special Cleaning 08/21	\$ 425.00
Clean Sweep Supply Co., Inc.	8210	1542	One Time Cleaning of Clubhouse 08/21	\$ 295.00
Clean Sweep Supply Co., Inc.	8239	1629	One Time Cleaning 09/21	\$ 295.00
Country Walk CDD	CD386	CD386	Debit Card Replenishment	\$ 969.79
Egis Insurance Advisors LLC	8225	14010	General Liability Insurance 10/01/2021-10/01/2022	\$ 23,752.00
Fitness Logic	8211	102951	Pair of Handle Strap 08/21	\$ 29.99
Fitness Logic	8211	102969	Quarterly General Equipment Maintenance 09/21	\$ 120.00
Florida Dept of Revenue	8226	61-8015817296-8 08/21	Sales & Use Tax 08/21	\$ 167.00

# Country Walk Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
George O'Connor	8228	GO090921	Board of Supervisor Meeting 09/09/21	\$ 200.00
Insect IQ Inc.	8227	42586	Pest Management & Treatment 09/21	\$ 80.00
Jami Dock Rekar	8230	JR090921	Board of Supervisor Meeting 09/09/21	\$ 200.00
Jerry Richardson	8233	1524	Wildlife Removal Service 08/21	\$ 1,300.00
Jerry Richardson	8243	1535	Wildlife Removal Service 09/21	\$ 1,300.00
Louis V Pagliuca	8229	LP090921	Board of Supervisor Meeting 09/09/21	\$ 200.00
Luanne Dennis	8224	LD090921	Board of Supervisor Meeting 09/09/21	\$ 200.00
Outdoor Furniture Connection	8249	921211	Furniture Project - Repair Existing Patio Furniture 09/21	\$ 5,116.19
Pasco County Utilities Services Branch	8220	15409498	#0489145 - 30400 Country Point Blvd 08/21	\$ 636.09
Pasco Sheriff's Office	8212	I-6/29/2021-06040	Off Duty Detail 08/21	\$ 1,548.00
PC Consultants	8240	107553	Service Call- Tech Support to Perform Updates & Maintenance 09/21	\$ 114.00

# Country Walk Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Poop 911 Tampa	8213	4613680	Weekly Dog Park Waste Removal 08/21	\$ 232.70
Rizzetta & Company, Inc.	8214	INV0000061148	District Management Fees 09/21	\$ 6,380.41
Rizzetta Amenity Services, Inc.	8215	INV00000000009025	Amenity Management Services 08/20/21	\$ 5,636.13
Rizzetta Amenity Services, Inc.	8231	INV00000000009049	Amenity Management Services 09/03/21	\$ 7,059.54
Rizzetta Amenity Services, Inc.	8231	INV00000000009071	Out of Pocket Expenses 08/21	\$ 168.00
Rizzetta Amenity Services, Inc.	8242	INV00000000009094	Amenity Management Services 09/17/21	\$ 4,940.75
Rizzetta Technology Services	8216	INV0000007914	Email & Website Hosting Services 09/21	\$ 175.00
Security Lock Systems of Tampa, Inc	8232	1714	Maintenance/Monitoring 09/21	\$ 324.21
Steadfast Environmental, LLC	8250	SE-20080	Aquatic Maintenance 09/21	\$ 1,648.00
Stellar Electrical Services LLC	8234	7282021002	Tennis Court Lighting Contractor Repair 09/21	\$ 2,512.94
Straley Robin Vericker	8235	20284	Legal Services 08/21	\$ 1,838.00

# Country Walk Community Development District

## Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Strictly Entertainment, Inc	8236	090721 Balance	Balance Due - Oktoberfest 10/21	\$ 972.50
Suncoast Pool Service	8251	7546	Monthly Pool Maintenance 09/21	\$ 900.00
United Building Maintenance, Inc.	8217	341	Cleaning Services 09/21	\$ 600.00
Waste Management Inc. of Florida	8218	0677237-1568-5	Waste Disposal Services 09/21	\$ 57.00
Wendy Pineo	8241	091321 Pineo	Refund of Rental Deposit 09/21	\$ 75.00
West Coast Rental Inc	8237	90721	Balance due - Table Rental Oktoberfest 10/21	\$ 240.00
Withlacoochee River Electric Cooperative, Inc	8244	10270434 8/21	Summary Billing 08/21	<u>\$ 9,620.61</u>
<b>Report Total</b>				<b><u>\$ 101,239.80</u></b>