



Rizzetta & Company

Bexley Community Development District

Board of Supervisors' Meeting May 26, 2021

District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544
813-994-1001

www.bexleycdd.org

**BEXLEY
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors	Doug South Amanda King John Blakley Pete Williams Jessica Robinson	Chairman Assistant Secretary Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Jennifer Goldyn	Rizzetta & Company, Inc.
District Counsel	Alyssa Willson	Hopping Green & Sams, PA
District Engineer	Jordan Schrader	Clearview Land Design

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) 933-5571. 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.

Board of Supervisors
Bexley Community
Development District

May 19, 2021

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Bexley Community Development District will be held on **Wednesday, May 26, 2021 at 1:00 p.m.** at the office of Rizzetta and Company located at 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors Meeting held on March 24, 2021.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for March and April 2021.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Review of Cost Share Agreement with HOA.....Tab 3
 - B. Consideration of Resolution 2021-04, Designating Assistant Secretary.....Tab 4
 - C. Discussion of meeting location and time change.....Tab 5
 - D. Presentation of Proposed Budget for FY 21/22 (under separate cover)
 1. Consideration of Resolution 2021-05, Approving Proposed Budget & Setting Public Hearing.....Tab 6
 - E. Ratification of CUS 403.....Tab 7
 - F. Ratification of Temporary Access Agreement.....Tab 8
 - G. Selection of Audit Committee and Setting the First Audit Committee Meeting
 - H. Authorization of RFP Commencement and Approval of Evaluation Criteria (under separate cover)
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Field Services Manager
 - D. Clubhouse Manager
 1. Presentation of Clubhouse Report.....Tab 9
 - E. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 533-2950, or email Jennifer Goldyn at jgoldyn@rizzetta.com.

Sincerely,
Jennifer Goldyn
District Manager

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.

BEXLEY
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Bexley Community Development District was held on Wednesday, March 24, 2021 at 1:00 p.m. at the Offices of Rizzetta & Co., located at 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544.

Present and constituting a quorum were:

Jessica Robinson	Board Supervisor, Vice Chairman
John Blakley	Board Supervisor, Assistant Secretary
Pete Williams	Board Supervisor, Assistant Secretary

Also present were:

Jennifer Goldyn	District Manager, Rizzetta & Co., Inc.
Bryan Cooper	Clubhouse Manager, Rasi
Alyssa Willson	District Counsel, Hopping Green & Sams

FIRST ORDER OF BUSINESS

Call to Order

Ms. Goldyn called the meeting to order and conducted the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

No audience members were present.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors Meeting held on
February 24, 2021**

Ms. Goldyn presented the Minutes of the Board of Supervisors Meeting held on February 24, 2021 to the Board of Supervisors.

On a Motion by Mr. Williams seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors Meeting held on February 24, 2021, for Bexley Community Development District.

46 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
47 **Maintenance Expenditures for**
48 **February 2021**
49

50 Ms. Goldyn presented the Operation and Maintenance Expenditures for February
51 2021 to the Board of Supervisors.
52

On a Motion by Mr. Williams seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for February 2021 in the amount of \$137,864.64, for Bexley Community Development District.

53
54 **FIFTH ORDER OF BUSINESS** **Consideration of License Agreement**
55

56 Ms. Goldyn presented the License Agreement to the Board of Supervisors.
57

On a Motion by Mr. Williams seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the License Agreement, for Bexley Community Development District.

58
59 **SIXTH ORDER OF BUSINESS** **Consideration of FY 2020 Audit**
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61 Ms. Goldyn presented the FY 2020 Audit to the Board of Supervisors.
62

On a Motion by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the FY 2020 Audit, for Bexley Community Development District.

63
64 **SEVENTH ORDER OF BUSINESS** **Selection of Audit Committee and**
65 **Setting the First Audit Committee**
66 **Meeting**
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68 Ms. Goldyn informed the Board of Supervisors that they needed to select an Audit
69 Committee and set the First Audit Committee Meeting.
70

On a Motion by Mr. Williams, seconded by Mr. Blakley with all in favor, the Board of Supervisors selected themselves as the Audit Committee and set the Audit Meeting for April 28, 2021, at 1:00 p.m., located that the Offices of Rizzetta & Company, 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544, for Bexley Community Development District.

71
72 **EIGHTH ORDER OF BUSINESS** **Staff Report**
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74 **A. District Counsel**
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76 Present and no report.
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80 **B. District Engineer**

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82 Present and no report.

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84 **C. Field Services Manager**

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86 Not present and no report.

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88 **D. Clubhouse Manager**

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90 Mr. Cooper presented the Clubhouse Report.

91
92 **E. District Manager**

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94 Ms. Goldyn reminded the Board that the next meeting would be held on April 28, 2021,
95 at 1:00 p.m., at the Offices of Rizzetta & Company, located at 5844 Old Pasco Rd., Suite
96 100, Wesley Chapel, FL 33544.

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98 **NINTH ORDER OF BUSINESS** **Supervisor Requests**

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100 There were no Supervisor requests at this time.

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102 **TENTH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Mr. Williams, seconded by Ms. Robinson, with all in favor, the Board of Supervisors adjourned the meeting at 1:25 p.m. for Bexley Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operations and Maintenance Expenditures March 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2021 through March 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$146,301.76**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bexley Homeowners Association, Inc.	002156	20121 PR	CDD Payroll Cost Share 02/21	\$ 1,800.00
Bexley Homeowners Association, Inc.	002156	30121 PR	CDD Payroll Cost Share 03/21	\$ 1,800.00
Bryan Taylor	002152	B022021	Monthly Maintenance - Removal of Pet Waste 02/21	\$ 1,139.55
DCSI, Inc.	002148	28284	Replacing Lighting Damaged Access Control 03/21	\$ 5,229.86
Duke Energy	002155	90534 38395 02/21	00 Bexley Village DR Lite 02/21	\$ 444.43
Duke Energy	002149	Summary A 02/21	Electric Summary A 02/21	\$ 6,426.35
Duke Energy	002155	Summary Duke B 02/21	Electric Summary 02/21	\$ 1,687.54
F. Peter Williams	002147	PW022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
Hopping Green & Sams	002142	120500	General/Monthly Legal Services Billed Through 01/21	\$ 1,729.26
John C. Blakley	002141	JB022421	Board Of Supervisors Meeting 02/24/21	\$ 200.00
Landscape Maintenance Professionals, Inc.	002138	158184	Irrigation Repair 02/18/21	\$ 95.00
Landscape Maintenance Professionals, Inc.	002138	158187	Irrigation Repair 02/16/21	\$ 333.96

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	002143	158234	Irrigation Repair 02/21	\$ 272.90
Landscape Maintenance Professionals, Inc.	002143	158244	Irrigation Repair 02/21	\$ 215.00
Landscape Maintenance Professionals, Inc.	002143	158245	Irrigation Repair 02/21	\$ 150.00
Landscape Maintenance Professionals, Inc.	002157	158274	Monthly Grounds Maintenance 03/21	\$ 66,961.25
Landscape Maintenance Professionals, Inc.	002157	158275	Monthly Grounds Maintenance 03/21	\$ 7,372.25
Landscape Maintenance Professionals, Inc.	002143	158535	Irrigation Repair 02/21	\$ 97.00
Landscape Maintenance Professionals, Inc.	002150	158553	Irrigation Repair 02/21	\$ 90.00
Landscape Maintenance Professionals, Inc.	002150	158569	2A St. Augustine Fert 02/21	\$ 475.00
Landscape Maintenance Professionals, Inc.	002150	158570	Pest Control 2A 02/21	\$ 270.00
Landscape Maintenance Professionals, Inc.	002150	158571	2B St. Augustine Fert 02/21	\$ 1,450.00
Landscape Maintenance Professionals, Inc.	002150	158572	Pest Control 2B 02/21	\$ 305.00
Landscape Maintenance Professionals, Inc.	002150	158573	St Augustine. Bahia & Bermuda Fert 3A 02/21	\$ 330.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	002150	158574	Pest Control 3A 02/21	\$ 45.00
Landscape Maintenance Professionals, Inc.	002150	158575	St Augustine. Bahia & Bermuda Fert 3B 02/21	\$ 2,044.00
Landscape Maintenance Professionals, Inc.	002150	158576	Pest Control 3B 02/21	\$ 45.00
Landscape Maintenance Professionals, Inc.	002150	158577	St. Augustine Fert 02/21	\$ 4,950.00
Landscape Maintenance Professionals, Inc.	002150	158578	Pest Control 2B 02/21	\$ 740.00
Landscape Maintenance Professionals, Inc.	002157	158612	Irrigation Repair 03/21	\$ 80.00
Landscape Maintenance Professionals, Inc.	002157	158613	Irrigation Repair 03/21	\$ 30.00
Landscape Maintenance Professionals, Inc.	002157	158614	Irrigation Repair 03/21	\$ 96.00
Landscape Maintenance Professionals, Inc.	002157	158652	Irrigation Repair 03/21	\$ 210.00
Landscape Maintenance Professionals, Inc.	002157	158715	Irrigation Repair 03/21	\$ 90.00
Landscape Maintenance Professionals, Inc.	002157	158781	Irrigation Repair 03/21	\$ 150.00
Landscape Maintenance Professionals, Inc.	002157	158782	Irrigation Repair 03/21	\$ 90.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	002160	158837	Irrigation Repair 03/21	\$ 40.00
Landscape Maintenance Professionals, Inc.	002160	158906	Annual Installation 03/21	\$ 4,610.20
Landscape Maintenance Professionals, Inc.	002160	158907	Install Plants 03/21	\$ 1,662.50
Landscape Maintenance Professionals, Inc.	002160	158939	Irrigation Repair 03/21	\$ 170.00
Landscape Maintenance Professionals, Inc.	002160	158940	Irrigation Repair 03/21	\$ 90.00
Pasco County Utilities Services Branch	002144	14633657	4177 Tour Trace 01/21	\$ 15.40
Pasco County Utilities Services Branch	002144	14633658	3700 Pine Ribbon Dr 01/21	\$ 53.20
Pasco County Utilities Services Branch	002158	14641372	5046 Lacewood CT 02/21	\$ 4.90
Pasco County Utilities Services Branch	002158	14641373	3746 Tour Trace 02/21	\$ 56.00
Pasco County Utilities Services Branch	002158	14641376	16170 November Rain CT 03/21	\$ 1.40
Pasco County Utilities Services Branch	002151	Pasco Water Summary 02/21	Unclaimed Water Usage 02/21	\$ 2,277.86
Rizzetta & Company, Inc.	002139	INV0000056999	District Management Fees 03/21	\$ 5,067.60

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2021 Through March 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Technology Services, LLC	002140	INV0000006926	Email & Website Hosting Services 03/21	\$ 100.00
Solitude Management LLC	002153	PI-A00547782	Lake and Wetland Services 02/21	\$ 5,425.42
Solitude Management LLC	002153	PI-A00547783	Monthly Mitigation Services 02/21	\$ 4,772.95
Solitude Management LLC	002159	PI-A00561534	Lake and Wetland Services 03/21	\$ 7,162.00
Solitude Management LLC	002159	PI-A00561535	Lake and Wetland Services 03/21	\$ 6,810.00
Spectrum Business	002154	071794201022521	16950 Vibrant Way - WIFI at Dog Park 03/21	\$ 109.98
Times Publishing Company	002146	0000141054 02/14/21	Acct # 71068 Legal Advertising 02/14/21	\$ <u>228.00</u>
Report Total				\$ <u>146,301.76</u>

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

District Office · Riverview, Florida · (813) 994-1001
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.bexleycdd.org

Operations and Maintenance Expenditures April 2021 For Board Approval

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

The total items being presented: **\$148,628.04**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bryan Taylor	002173	B032021	Monthly Maintenance - Removal of Pet Waste 03/21	\$ 1,139.55
Cartrust LLC	002176	32510040521	Removed & Reinstall Aluminum Fence 04/21	\$ 860.00
Clearview Land Design, P.L.	002162	21-00572	District Engineer 02/21	\$ 406.50
DCSI, Inc.	002163	28243	Service Call To Access Panels At Dog Park 02/21	\$ 230.00
DCSI, Inc.	002163	28352	Service Call 03/21	\$ 1,089.00
Duke Energy	002167	Summary A 03/21	Electric Summary A 03/21	\$ 6,426.00
Duke Energy	002177	Summary Duke B 03/21	Electric Summary 03/21	\$ 1,694.81
F. Peter Williams	002166	PW032421	Board Of Supervisors Meeting 03/24/21	\$ 200.00
Hopping Green & Sams	002169	121301	General/Monthly Legal Services Billed Through 02/21	\$ 2,190.50
John C. Blakley	002161	JB032421	Board Of Supervisors Meeting 03/24/21	\$ 200.00
Landscape Maintenance Professionals, Inc.	002171	157571	Plant Replacement 01/21	\$ 4,906.85
Landscape Maintenance Professionals, Inc.	002179	159019	Monthly Grounds Maintenance 04/21	\$ 66,961.25

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	002179	159020	Monthly Grounds Maintenance 04/21	\$ 7,372.25
Landscape Maintenance Professionals, Inc.	002171	159331	Top Choice Fertilizer 03/21	\$ 5,400.00
Landscape Maintenance Professionals, Inc.	002171	159332	Top Choice Fertilizer Phase 2A 03/21	\$ 2,500.00
Landscape Maintenance Professionals, Inc.	002171	159333	Top Choice Fertilizer-Phase 2B 03/21	\$ 1,700.00
Landscape Maintenance Professionals, Inc.	002171	159334	Top Choice Fertilizer- 3A 03/21	\$ 675.00
Landscape Maintenance Professionals, Inc.	002171	159335	Top Choice Fertilizer 03/21	\$ 1,500.00
Landscape Maintenance Professionals, Inc.	002171	159364	Irrigation Repair 03/21	\$ 360.00
Landscape Maintenance Professionals, Inc.	002171	159397	Top Choice Fertilizer-2A 03/21	\$ 3,459.00
Landscape Maintenance Professionals, Inc.	002171	159398	Pest Control 03/21	\$ 280.00
Landscape Maintenance Professionals, Inc.	002171	159399	Fertilizer-Phase 2B 03/21	\$ 3,577.00
Landscape Maintenance Professionals, Inc.	002171	159400	Pest Control 2B 03/21	\$ 310.00
Landscape Maintenance Professionals, Inc.	002171	159401	Ornamental Fertilizer 03/21	\$ 245.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	002171	159402	Pest Control 03/21	\$ 40.00
Landscape Maintenance Professionals, Inc.	002171	159403	Pest Control 03/21	\$ 55.00
Landscape Maintenance Professionals, Inc.	002171	159404	Fertilizer 03/21	\$ 9,654.00
Landscape Maintenance Professionals, Inc.	002171	159405	Pest Control 03/21	\$ 760.00
Landscape Maintenance Professionals, Inc.	002179	159492	Irrigation Repair 04/21	\$ 120.00
Pasco County Utilities Services Branch	002168	14769675	4177 Tour Trace 02/21	\$ 14.70
Pasco County Utilities Services Branch	002168	14769676	3700 Pine Ribbon Dr 02/21	\$ 114.80
Pasco County Utilities Services Branch	002178	Pasco Water Summary 03/21	Reclaimed Water Usage 03/21	\$ 1,654.74
Pasco County Utilities Services Branch	002178	Pasco Water Summary B 03/21	Reclaimed Water Usage B 03/21	\$ 152.60
Rizzetta & Company, Inc.	002164	INV0000057617	District Management Fees 04/21	\$ 5,067.60
Rizzetta Technology Services, LLC	002165	INV0000007410	Email & Website Hosting Services 04/21	\$ 100.00
Solitude Management LLC	002180	PI-A00577980	Lake and Wetland Services 04/21	\$ 7,162.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Management LLC	002180	PI-A00577981	Monthly Mitigation Services 04/21	\$ 6,810.00
Thomas Szymanski & Amanda Hollis	002174	040621	Deposit For Pool Installation 04/21	\$ 500.00
U. S. Department of Agriculture	002175	3003767278	Animal & Plant Inspection 04/21	<u>\$ 2,739.89</u>
Report Total				<u>\$ 148,628.04</u>