



Rizzetta & Company

Bexley Community Development District

Board of Supervisors' Meeting June 23, 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.

June 16, 2021

Board of Supervisors
Bexley Community
Development District

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Bexley Community Development District will be held on **Wednesday, June 23, 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 May 26, 2021.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for May 2021.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Presentation of Arbitrage Report.....Tab 3
 - B. Consideration of Phase 4 CDD Tract Dedication & License Agreement
(under separate cover)
 - C. Discussion regarding Cost Share Agreement with 4 commercial entities
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Field Services Manager
 - D. Clubhouse Manager
 1. Presentation of Clubhouse Report.....Tab 4
 - 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, May 26, 2021 at 1:14 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:

Doug South	Board Supervisor, Chairman
John Blakley	Board Supervisor, Assistant Secretary
Pete Williams	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Co., Inc.
Bryan Cooper	Clubhouse Manager, RASI
Alyssa Willson	District Counsel, Hopping Green & Sams (via telephone conference)

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox 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
March 24, 2021**

Mr. Cox presented the Minutes of the Board of Supervisors Meeting held on March 24, 2021, to the Board of Supervisors.

On a Motion by Mr. Williams seconded by Mr. South, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors Meeting held on March 24, 2021, for Bexley Community Development District.
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46 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
47 **Maintenance Expenditures Reports**
48 **for March and April 2021**
49

50 Mr. Cox presented the Operation and Maintenance Expenditures Reports for
51 March 2021 (\$146,301.76) and April 2021 (\$148,628.04) to the Board of Supervisors.
52

On a Motion by Mr. South seconded by Mr. Williams, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the Operation and Maintenance Expenditures Reports for March 2021 in the amount of \$146,301.76 and April 2021 in the amount of \$148,628.04, for Bexley Community Development District.

53
54 **FIFTH ORDER OF BUSINESS** **Consideration of the First Amendment**
55 **to the Amenity Management Services**
56 **Agreement between the CDD and the**
57 **HOA**
58

59 The Board reviewed and discussed the First Amendment to the Amenity
60 Management Services Agreement between the Bexley CDD and the Bexley HOA.
61

On a Motion by Mr. Williams, seconded by Mr. South, with all in favor, the Board of Supervisors approved the First Amendment to the Amenity Management Services Agreement between the CDD and the Bexley HOA, for Bexley Community Development District.

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63 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-04**
64 **Designating Assistant Secretary**
65

66 Mr. Cox presented Resolution 2021-04, Designating Assistant Secretary, which
67 added Mr. Cox and Mr. Matt Huber as Assistant Secretaries for the CDD.
68

On a Motion by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved to adopt Resolution 2021-04, Designating Assistant Secretary, for Bexley Community Development District.

69
70 **SEVENTH ORDER OF BUSINESS** **Discussion of Meeting Location and**
71 **Time Change**
72

73 The Board discussed the need to change the meeting location and time to hold the
74 final budget public hearing at the July 28, 2021, Board meeting. The options were to
75 schedule the Residence Inn Marriott Osprey Room or the Manatee Room.
76

On a Motion by Mr. Williams, seconded by Mr. South, with all in favor, the Board of Supervisors approved for staff to reserve the Manatee Room at the Residence Inn Marriott for the July 28, 2021, CDD Board meeting, for Bexley Community Development District.

78 **EIGHTH ORDER OF BUSINESS** **Consideration of the Proposed**
79 **Budget for Fiscal Year 2021-2022**
80

81 Mr. Cox presented the proposed budget for fiscal year 2021-2022. The Board
82 members reviewed the proposed budget does result in an increase of CDD O&M annual
83 assessments by \$49.73 for previously platted parcels; \$495.48 for newly platted parcels;
84 and \$64.82 for townhomes. The Board discussed the requirements for notices to the
85 property owners and the legal notice for the public hearing scheduled for July 28, 2021,
86 at 11:00 a.m.

87
88 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2021-05,**
89 **Approving Proposed Budget, and**
90 **Setting Public Hearing**
91

On a Motion by Mr. Williams, seconded by Mr. South, with all in favor, the Board of Supervisors approved to adopt Resolution 2021-05, Approving Proposed Budget, and Setting Public Hearing, for Bexley Community Development District.

92
93 **TENTH ORDER OF BUSINESS** **Ratification of CUS 403 Construction**
94 **Requisition**
95

96 The Board reviewed the previously approved construction requisition for \$3,014.
97

On a Motion by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved to ratify the CUS 403 Construction Requisition, for Bexley Community Development District.

98
99 **ELEVENTH ORDER OF BUSINESS** **Ratification of Temporary Access**
100 **Agreement**
101

102 The Board considered a previously approved CDD access agreement with
103 Brendan and Caitlin Cornel at 16557 Chord Drive for the purpose of pool construction.
104

On a Motion by Mr. Williams, seconded by Mr. South, with all in favor, the Board of Supervisors approved to ratify the temporary access agreement, for Bexley Community Development District.

105
106 **TWELFTH ORDER OF BUSINESS** **Selection of Audit Committee and**
107 **Setting the First Audit Committee**
108

On a Motion by Mr. Williams, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved to establish the Audit Committee; to name the CDD Board members as the Audit Committee Members; and to set the first committee meeting for June 23, 2021, for Bexley Community Development District.

112 **THIRTEENTH ORDER OF BUSINESS** **Authorization of Landscape RFP**
113 **Commencement and Approval of**
114 **Evaluation Criteria**
115

116 Mr. John Toborg presented RFP proposal evaluation criteria along with photos of
117 areas of concern during an on-site visit. He explained that RFP advertisement would be
118 July 11, 2021, with the RFP package being made available July 12, 2021. He noted that
119 the pre-bid meeting would be July 26, 2021, cut-off for questions set for August 3rd and
120 answers by August 4-10, 2021. He explained that the proposals would be due on August
121 25, 2021, by 1:00 p.m. Mr. Toborg informed the Board that the contract would be for one
122 year of service with four 1-year renewal options.
123

On a Motion by Mr. South, seconded by Mr. Williams, with all in favor, the Board of Supervisors approved to authorize staff to proceed with the landscape service request for proposals and the RFP package as presented, for Bexley Community Development District.

124 **FOURTEENTH ORDER OF BUSINESS** **STAFF REPORTS**
125

126 **A. District Counsel**

127 Ms. Willson was present and had no additional report to present.
128

129 **B. District Engineer**

130 Not present.
131

132 **C. Field Services Manager**

133 Mr. Toborg was present, and no additional report was provided.
134

135 **D. Clubhouse Manager**

136 Mr. Cooper presented the Clubhouse Report. He discussed the CDD projects
137 projected for the future for the CDD. The Board discussed the removal of a
138 cracked / vandalized slide for which parts have not been available.
139

140 **E. District Manager**

141 Mr. Cox reminded the Board that the next meeting would be held on June 23, 2021,
142 at 1:00 p.m., at the Offices of Rizzetta & Company, located at 5844 Old Pasco Rd.,
143 Suite 100, Wesley Chapel, FL 33544.
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145 **NINTH ORDER OF BUSINESS** **Supervisor Requests**
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147 There were no Supervisor requests.
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157 **TENTH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Mr. Williams, seconded by Ms. South, with all in favor, the Board of Supervisors approved to adjourned the meeting at 2:13 p.m. for Bexley Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

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 May 2021 For Board Approval

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

The total items being presented: **\$124,769.88**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2021 Through May 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.	002194	40121 PR	CDD Payroll Cost Share 04/21	\$ 1,800.00
Blue Rose Builders LLC	002186	1861	Adaptive Swing Seat 04/21	\$ 140.00
Bryan Taylor	002190	B042021	Monthly Maintenance - Removal of Pet Waste 04/21	\$ 1,139.55
DCSI, Inc.	002195	28505	Service Call 05/21	\$ 399.00
Duke Energy	002204	Summary A 04/21	Electric Summary A 04/21	\$ 3,917.38
Duke Energy	002196	Summary Duke B 04/21	Electric Summary 04/21	\$ 1,701.31
Hopping Green & Sams	002181	121904	General/Monthly Legal Services Billed Through 03/21	\$ 2,054.00
Landscape Forms, Inc.	002182	0000132093	Custom Trash Can 04/21	\$ 1,195.00
Landscape Maintenance Professionals, Inc.	002198	159320	Irrigation Repair 03/21	\$ 270.00
Landscape Maintenance Professionals, Inc.	002188	159686	Irrigation Repair 04/21	\$ 1,200.00
Landscape Maintenance Professionals, Inc.	002198	159743	Monthly Grounds Maintenance 05/21	\$ 66,961.25
Landscape Maintenance Professionals, Inc.	002198	159744	Monthly Grounds Maintenance 05/21	\$ 7,372.25

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2021 Through May 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.	002188	160020	Plant Replacement 04/21	\$ 1,235.00
Landscape Maintenance Professionals, Inc.	002188	160021	Plant Replacement 04/21	\$ 457.25
Landscape Maintenance Professionals, Inc.	002188	160042	Fertilizer 04/21	\$ 1,726.00
Landscape Maintenance Professionals, Inc.	002188	160043	Pest Control 2A 04/21	\$ 275.00
Landscape Maintenance Professionals, Inc.	002188	160044	Top Choice Fertilizer-Phase 2B 04/21	\$ 1,562.00
Landscape Maintenance Professionals, Inc.	002188	160045	Pest Control 2B 04/21	\$ 305.00
Landscape Maintenance Professionals, Inc.	002188	160046	Top Choice Fertilizer- 3A 04/21	\$ 165.00
Landscape Maintenance Professionals, Inc.	002188	160047	Top Choice Fertilizer-Phase 3B 04/21	\$ 513.00
Landscape Maintenance Professionals, Inc.	002188	160048	Pest Control 3B 04/21	\$ 50.00
Landscape Maintenance Professionals, Inc.	002188	160049	Fertilizer 04/21	\$ 4,820.00
Landscape Maintenance Professionals, Inc.	002188	160050	Pest Control 04/21	\$ 755.00
Landscape Maintenance Professionals, Inc.	002188	160053	Pest Control 3A 04/21	\$ 40.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2021 Through May 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.	002188	160069	Irrigation Repair 04/21	\$ 131.60
Landscape Maintenance Professionals, Inc.	002188	160070	Irrigation Repair 04/21	\$ 212.00
Landscape Maintenance Professionals, Inc.	002198	160213	Irrigation Repair 05/21	\$ 165.00
Landscape Maintenance Professionals, Inc.	002198	160214	Irrigation Repair 05/21	\$ 330.00
Landscape Maintenance Professionals, Inc.	002198	160219	Irrigation Repair 05/21	\$ 95.40
Pasco County Property Appraiser	002183	040121	Non-Ad Valorem Assessment Annual Fee FY 20/21	\$ 150.00
Pasco County Utilities Services Branch	002189	14901276	4177 Tour Trace 03/21	\$ 15.40
Pasco County Utilities Services Branch	002189	14901277	3700 Pine Ribbon Dr 03/21	\$ 221.20
Pasco County Utilities Services Branch	002197	Pasco Water Summary 04/21	Reclaimed Water Usage 04/21	\$ 2,860.96
Pasco County Utilities Services Branch	002197	Pasco Water Summary B 04/21	Reclaimed Water Usage B 04/21	\$ 212.10
Rizzetta & Company, Inc.	002184	INV0000058183	District Management Fees 05/21	\$ 5,067.60
Rizzetta Technology Services, LLC	002185	INV0000007504	Email & Website Hosting Services 05/21	\$ 100.00

BEXLEY COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2021 Through May 31, 2021

<u>Vendor Name</u>	<u>Check number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Management LLC	002200	PI-A00595968	Lake and Wetland Services 05/21	\$ 7,162.00
Solitude Management LLC	002200	PI-A00595969	Monthly Mitigation Services 05/21	\$ 6,810.00
Spectrum Business	002191	071794201042521	16950 Vibrant Way - WIFI at Dog Park 05/21	\$ 111.63
Stone & Foam Creations, Inc.	002192	5162	Column Base (precast) 04/21	\$ 900.00
Times Publishing Company	002193	0000151413 04/18/21	Acct # 71068 Legal Advertising 04/18/21	\$ <u>172.00</u>
Report Total				\$ <u>124,769.88</u>