



Rizzetta & Company

GreyHawk Landing Community Development District

**Board of Supervisors' Meeting
October 25, 2018**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.greyhawkcdd.org

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT**

GreyHawk Landing Clubhouse, 12350 Mulberry Ave., Bradenton, FL 34212

Board of Supervisors	Jeffrey Evans Michael Plaia Ollie Kyte Tony Francis Dennis Smith	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Grant Phillips	Rizzetta & Company, Inc.
District Attorney	Andrew Cohen	Persson & Cohen, P.A.
District Engineer	Rick Schappacher	Schappacher Engineering, LLC

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) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 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.

October 24, 2018

**Board of Supervisors
GreyHawk Landing Community
Development District**

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the GreyHawk Landing Community Development District will be held on **Thursday, October 25, 2018 at 6:00 PM** at the GreyHawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212. The following is the revised agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS & UPDATES**
 - A.** Aquatics Update
 - i. Consideration of Aeration Proposals..... Tab 1
 - ii. Consideration of Aquatic Plantings Proposal Tab 2
 - B.** Landscape Update
 - i. Consideration of Landscape RFP Proposals Tab 3
 - ii. Consideration of Landscaping Proposal..... Tab 4
 - iii. Discussion of Revised Landscaping Maintenance Map Tab 5
 - C.** District Engineer
 - i. Update Regarding FDOT and SR-64 Entrance
 - ii. Pond Bank Repair Update Tab 6
 - iii. Nature Trail Repair Update
 - D.** District Counsel
 - i. Update Regarding Small Cell Technology
 - E.** Field Manager Report..... Tab 7
 - F.** District Manager
 - i. Update Regarding Investment of Reserve Funds
 - ii. Presentation of Off-Duty Patrol Reports..... Tab 8
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors' Regular Meeting held on Sep. 27, 2018 Tab 9
 - B.** Consideration of Operations & Maintenance Expenditures for September 2018..... *under sep. cover*
- 5. BUSINESS ITEMS**
 - A.** Consideration of First Addendum to Contract for Professional District Services Tab 10

- B. Consideration of Language for Audit Engagement Letter..... Tab 11
 - C. Consideration of Proposed 2019 Events Calendar..... Tab 12
 - D. Update on Security Services
 - E. Presentation of Action Item List..... *under sep. cover*
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 contact us at (813) 533-2950.

Respectfully,

Grant Phillips

Grant Phillips
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.

GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the GreyHawk Landing Community Development District was held on **Thursday, September 27, 2018 at 6:03 PM** at the GreyHawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212.

Present and constituting a quorum:

Jeffrey Evans	Board Supervisor, Chairman
Michael Plaia	Board Supervisor, Vice Chairman
Ollie Kyte	Board Supervisor, Assistant Secretary
Tony Francis	Board Supervisor, Assistant Secretary
Dennis Smith	Board Supervisor, Assistant Secretary

Also present were:

Grant Phillips	District Manager; Rizzetta & Company, Inc.
John Toborg	Senior Field Manager; Rizzetta & Company, Inc.
Andrew Cohen	District Counsel; Persson & Cohen
Rick Schappacher	Schappacher Engineering
Ed Maro	Field Manager
Chris Byrne	Vertex Water Features
John MacNeill	Aquagenix
Representatives	BrightView, CEPRA, Down to Earth, LMP, Millenium

Audience

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Phillips called the meeting to order and conducted roll call. All present then stood and recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

- **Sidinei Valle** spoke about common area grass.

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- **Debi Romano** spoke about a storage shed and a New Year's Eve celebration.
 - **Ron Palermo** spoke about lawn issues and oak tree trimming.
 - **Kerry Mazzella** spoke about the conservation area.
 - **Chris Janke** spoke about tree trimming, sidewalk and curb cleaning, and parking.
 - **Marcia Weaver** spoke about security issues and street parking.
 - **Jack Ranalli** spoke about midge fly treatment/management.
 - **Jim Hengel** spoke about the potential car dealership location.
 - **Walter Wulczak** spoke about midge flies and the reserve study.

56 **THIRD ORDER OF BUSINESS**

56 **Staff Reports & Updates**

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58 **A. Aquatics Update**

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60 Mr. Plaia addressed and answered general questions from the Board.

61 Discussion ensued.

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63 **i. Consideration of Midge Fly Treatment Proposals**

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65 Mr. MacNeill addressed and answered general questions from the Board.

66 Discussion ensued.

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68 **ii. Consideration of Aeration Proposals**

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70 Mr. Phillips presented aeration proposals to the Board for consideration.

71 Discussion ensued.

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73 **B. Landscape Update**

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75 Mr. Toborg addressed and answered general questions from the Board.

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77 **i. Consideration of Landscape & Irrigation Proposals**

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79 Mr. Toborg presented bids submitted in response to the landscape and

80 irrigation RFP that was issued. Potential vendors were present to address and

81 answer the Board's general questions. Discussion ensued. The Board tabled a

82 decision on the topic until the next meeting.

83

84 **C. District Engineer**

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86 **i. Update Regarding FDOT and SR-64 Community Entrance**

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88 Mr. Schappacher provided an update and addressed and answered

89 questions from the Board. Discussion ensued. Mr. Schappacher also provided an

90 update on infrastructure conveyance.

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92 **ii. Update Regarding Sidewalk Repairs**

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94 Mr. Schappacher provided an update on sidewalk repairs and addressed
95 and answered general questions from the Board.

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97 **D. District Counsel**

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99 **i. Update Regarding Small Cell Technology**

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101 Mr. Cohen addressed and answered general questions from the Board.

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103 **E. Field Manager**

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105 Mr. Maro addressed his report and answered general questions from the
106 Board. Discussion ensued.

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108 **i. Ratification of Roofing Repairs Proposal**

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110 Mr. Phillips presented a roofing repairs proposal to the Board for
111 ratification.

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On a Motion by Mr. Kyte, seconded by Mr. Smith, with all in favor, the Board of Supervisors ratified the proposal from Roofing By Curry for roofing repairs in the amount of \$7,950.00 for the GreyHawk Landing Community Development District.
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114 **F. District Manager**

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116 Mr. Phillips announced that the next regular meeting would be held on
117 Thursday, October 25, 2018 at 6:00 PM at the GreyHawk Landing Clubhouse
118 located at 12350 Mulberry Avenue, Bradenton, Florida 34212.

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120 **i. Update Regarding Investment of Reserve Funds**

121
122 Mr. Evans provided an update and answered general questions from the
123 Board.

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125 **ii. Presentation of Off-Duty Patrol Reports**

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127 Mr. Phillips presented the latest patrol reports to the Board for review.

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129 **FOURTH ORDER OF BUSINESS**

130 **Consideration of Minutes of Board of Supervisors' Meeting Held August 23,**

2018

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133 Mr. Phillips presented the minutes of the regular Board of Supervisors' meeting
134 held on August 23, 2018 to the Board for consideration.
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On a Motion by Mr. Francis, seconded by Mr. Kyte, with all in favor, the Board of Supervisors approved the August 23, 2018 regular meeting minutes as presented for the GreyHawk Landing Community Development District.

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137 **FIFTH ORDER OF BUSINESS** **Consideration of Operations &**
138 **Maintenance Expenditures for**
139 **August 2018**
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141 Mr. Phillips presented the Operations & Maintenance Expenditures for August
142 2018 to the Board for consideration. Brief discussion ensued.
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On a Motion by Mr. Plaia, seconded by Mr. Francis, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for August 2018 (\$131,210.69) for the GreyHawk Landing Community Development District.

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145 **SIXTH ORDER OF BUSINESS** **Consideration of Insurance Policy**
146 **Renewal Proposal**
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148 Mr. Phillips presented the annual insurance policy renewal proposal to the Board
149 for consideration. Discussion ensued.

On a Motion by Mr. Francis, seconded by Mr. Kyte, with all in favor, the Board of Supervisors approved the annual insurance renewal policy from Egis Insurance & Risk Advisors for the GreyHawk Landing Community Development District.

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151 **SEVENTH ORDER OF BUSINESS** **Consideration of Reserve Fund**
152 **Investment Documents**
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154 Mr. Phillips presented reserve fund investment documents to the Board for
155 consideration. Discussion ensued.
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On a Motion by Mr. Francis, seconded by Mr. Kyte, with all in favor, the Board of Supervisors authorized the execution of reserve fund investment documents (incumbency certificate, custody agreement, and fee structure agreement) for the GreyHawk Landing Community Development District.

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EIGHTH ORDER OF BUSINESS **Presentation of Reserve Study**

Mr. Phillips presented the funding reserve analysis from Florida Reserve Study & Appraisal to the Board for review. Discussion ensued.

NINTH ORDER OF BUSINESS **Update on Security Services**

Mr. Phillips introduced the topic of security services to the Board. Discussion ensued.

TENTH ORDER OF BUSINESS **Presentation of Action Item List**

Mr. Phillips presented the Action Item List to the Board and reviewed it with them. General discussion ensued.

ELEVENTH ORDER OF BUSINESS **Supervisor Requests**

The Board asked about the action item list and the events committee.

TWELFTH ORDER OF BUSINESS **Adjournment**

On a Motion by Mr. Francis, seconded by Mr. Kyte, with all in favor, the Board of Supervisors adjourned the meeting at 8:35 PM for the GreyHawk Landing Community Development District.

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Secretary / Asst. Secretary

Chairman / Vice Chairman