



Rizzetta & Company

GreyHawk Landing Community Development District

**Board of Supervisors' Meeting
October 26, 2019**

**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	Jim Hengel Mark Bush Jeffrey Evans Dennis Smith Cheri Ady	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	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 10, 2019

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

Dear Board Members:

The regular meeting of the Board of Supervisors of the GreyHawk Landing Community Development District will be held on **Thursday, October 24, 2019 at 6:00 p.m.** at the GreyHawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS & UPDATES**
 - A.** Aquatics Update – Solitude Lake Management
 - B.** Discussion Regarding Landscape Maintenance
 - i. Consideration of Landscape Proposals..... Tab 1
 - C.** District Engineer
 - i. Consideration of Roadway Repairs Tab 2
(previously tabled)
 - ii. Consideration of Striping Repairs..... Tab 3
(previously tabled)
 - iii. Discussion Regarding Root Pruning
 - D.** District Counsel
 - i. Consideration of Agreement with A& D Pools Tab 4
 - E.** Field Manager Report Tab 5
 - i. Consideration of Proposals to Clear Petrel Trail Tab 6
 - ii. Consideration of Proposal from Big Earth to Clay Field Tab 7
 - iii. Consideration of Proposal from Miracle Recreation
for Play Area Replacement Tab 8
 - iv. Consideration of Proposals for Pool Heater Tab 9
 - F.** District Manager
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors’
Special Meeting held on September 19, 2019..... Tab 10
 - B.** Consideration of Minutes of Board of Supervisors’
Regular Meeting held on September 26, 2019.....Tab 11
 - C.** Consideration of Operations & Maintenance
Expenditures for September 2019.....Tab 12
- 5. BUSINESS ITEMS**
 - A.** Consideration of Proposals for Security Services.....Tab 13
 - B.** Consideration of Proposals for Pool Monitors.....Tab 14
 - C.** Discussion Regarding Procedure and Time Frame to
Switch to Rizzetta Amenity Services.....Tab 15

- D. Consideration of Second Addendum to District Services Contract.....Tab 16
- E. Presentation of Action Item List.....Tab 17
- 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) 933-5571.

Respectfully,
Angel Montagna

Angel Montagna
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 **special** meeting of the Board of Supervisors of the GreyHawk Landing Community Development District was held on **Thursday, September 19, 2019 at 6:00 p.m.** at the GreyHawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212.

Present and constituting a quorum:

Jim Hengel	Board Supervisor, Chair
Mark Bush	Board Supervisor, Vice Chair
Dennis Smith	Board Supervisor, Assistant Secretary
Jeffrey Evans	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager; Rizzetta & Company, Inc.
Ed Maro	Field Manager

Audience

FIRST ORDER OF BUSINESS

Call to Order & Pledge of Allegiance

Ms. Montagna 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

There were no resident comments put forth.

THIRD ORDER OF BUSINESS

Consideration of Resumes for Vacant Board Seat #1

Ms. Montagna presented the resumes that were submitted for vacant seat #1 on the Board. The Board invited those in attendance to speak to the Board regarding their interest in the vacant seat and their qualifications. The Board voted for their top three candidates. Attached as (Exhibit "A").

On a Motion by Mr. Bush, seconded by Mr. Hengel, with all in favor, the Board of Supervisors appointed Cheri Ady to vacant seat #1 on the Board of Supervisors for the GreyHawk Landing Community Development District.

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FOURTH ORDER OF BUSINESS

Administer Oath of Office to Newly Appointed Supervisor

Ms. Montagna, a Notary Public in the State of Florida, administered the Oath of Office to Cheri Ady. Ms. Ady swore and affirmed to the oath and executed the oath. Ms. Ady chose to receive compensation for her meeting attendance.

FIFTH ORDER OF BUSINESS

Review of Form 1 and Sunshine Amendment

Ms. Montagna gave Ms. Ady a new Board Supervisor package and briefly reviewed the Form 1 and Sunshine Amendment.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2019-07, Re-designating Officers of the District

Ms. Montagna presented Resolution 2019-07, Re-designating Officers of the District. Mr. Evans made a motion to appoint Mr. Smith to Chairman. Mr. Smith seconded the motion. There were no more Supervisors in favor and the motion failed.

On a Motion by Mr. Hengel, seconded by Mr. Bush, with three in favor and two opposed (Jeffrey Evans and Dennis Smith), the Board of Supervisors approved Resolution 2019-07, Re-designating the Officers of the District as follows: Jim Hengel – Chairman, Mark Bush – Vice Chairman, and Dennis Smith, Jeffery Evans, Cheri Ady and Angel Montagna as Assistant Secretaries for the GreyHawk Landing Community Development District.

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SEVENTH ORDER OF BUSINESS

Discussion Regarding Strategic Planning

A discussion ensued regarding future spending. Mr. Evans would like to have individual meetings. It was asked if one member of the Board could hold a town hall meeting to obtain input from the residents. Ms. Montagna stated that she would have to check with District Counsel.

EIGHTH ORDER OF BUSINESS

Discussion Regarding Play n Spray Aquatic Fountains

The Board held a discussion regarding the play n spray aquatic fountains. A proposal was presented from Aquatic Fountains & Installations. Attached as (Exhibit "B"). It was stated that a proposal for \$109,000.00 was already approved. Mr. Cohen

84 will draft a contract. The Board would like to stipulate payment options, etc.

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86 **NINTH ORDER OF BUSINESS**

Supervisor Requests

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88 Ms. Montagna asked if there were any Supervisor requests. There were none.

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90 **TENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Mr. Hengel, seconded by Mr. Smith, with all in favor, the Board of Supervisors adjourned the special meeting at 7:18 p.m. for the GreyHawk Landing Community Development District.

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Asst. Secretary

Chair / Vice Chair

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DRAFT

Tab 11

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 26, 2019 at 6:01 p.m.** at the GreyHawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212.

Present and constituting a quorum:

Jim Hengel	Board Supervisor, Chair
Mark Bush	Board Supervisor, Vice Chair
Dennis Smith	Board Supervisor, Assistant Secretary
Jeffrey Evans	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager; Rizzetta & Company, Inc.
David Jackson	District Counsel; Persson Cohen & Mooney
Rick Schappacher	Schappacher Engineering
Ed Maro	Field Manager
Miguel Mares	Representative, LMP
Jonathon Musher	Representative, A& D Pool

Audience

FIRST ORDER OF BUSINESS

Call to Order & Pledge of Allegiance

Ms. Montagna 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

Resident comments were entertained regarding erosion, gate issues, and maintenance of the GreyHawk signage. Mr. Maro to work on the gate issues.

THIRD ORDER OF BUSINESS

Staff Reports and Updates

A. Aquatics Update

It was stated that Solitude Lake Management does not provide monthly

48 reports for the District. The Board requested that a representative from
49 Solitude attend the next Board meeting.

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51 **B. Landscape/Irrigation Update**

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53 **i. Discussion Regarding Landscape Maintenance**

54
55 Ms. Montagna opened the floor for a discussion regarding the District's
56 landscape maintenance. Ms. Montagna stated that she has asked LMP to
57 provide all proposals prior to the meeting agenda going out.

58
59 The Board tabled the quote for annuals until their October meeting as they
60 would like a detailed list.

61
62 Ms. Montagna presented the proposals received from LMP attached as
63 (Exhibit "A").
64

On a Motion by Mr. Hengel, seconded by Mr. Evans, with all in favor, the Board of Supervisors ratified proposal #62006 (controller repairs) at a cost of \$431.52 and proposal # 62024 (herbicide for baseball infield) at a cost of \$139.00 for the GreyHawk Landing Community Development District.

65
66 The Board requested that District staff put LMP on a 30-day notice.
67

On a Motion by Mr. Smith, seconded by Mr. Bush, with all in favor, the Board of Supervisors authorized District staff to send LMP a 30-day notice for the GreyHawk Landing Community Development District.

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69 **C. District Engineer**

70
71 Mr. Schappacher addressed several erosion issues with the Board.

- 72
73 • 311 Blackbird – District Counsel to send letter – 30-day notice to
74 repair
- 75 • 547 Honeyflower Loop – District Counsel to send letter to resident
76 stating that they move fence and tree out of the easement.
- 77 • 289 Petrel – complete
- 78 • Petrel Trail – price to clear – Mr. Maro to obtain proposals
- 79 • 13105 Harriers – no issues
- 80 • 826 Rosemary – washout (south) District Engineer to send to Argus
81 Property
- 82 • 405 and 409 Petrel – Not the District's – District Engineer to send
83 letter
- 84 • 12048 and 12056 Aster Ave.- send to Marcia

85
86 Mr. Schappacher also spoke about a letter received from Blalock Waters

87 regarding the turnover for Phase 5B. Attached as (Exhibit "B"). District
88 Counsel is reviewing the letter.

89
90 Mr. Schappacher distributed a Roadway Lifespan Map. Attached as
91 (Exhibit "C").
92

On a Motion by Mr. Evans, seconded by Mr. Hengel, with all in favor, the Board of Supervisors approved the SWFWMD work that needs to be done and authorized District Chair to execute it once staff has reviewed for the GreyHawk Landing Community Development District.

93
94 **i. Consideration of Roadway Repairs**
95
96 Mr. Schappacher presented and reviewed the Asphalt Repairs Bid
97 Tabulation Form that was tabled at the last meeting. This item was tabled
98 again.
99

100 **ii. Consideration of Striping Repairs**
101
102 Mr. Schappacher presented and reviewed the Striping Repairs Bid
103 Tabulation Form that was tabled at the last meeting. This item was tabled
104 again.
105

106 **iii. Discussion Regarding Root Pruning**
107
108 This item was tabled until the next meeting.
109

110 **D. District Counsel**

111
112 Mr. Jackson reviewed the draft contract for the splash pad/park work. It was
113 stated that a start date and completion date are needed and withholding
114 liquidation at 200 a day after completion date. Design as-builts for the
115 existing park are needed from the developer. A & D Pools will go out and
116 take measurements.
117

118 **E. Field Manager**

119
120 Mr. Maro outlined his report and addressed and answered general
121 questions from the Board. Discussion ensued regarding the pool furniture.
122

123 Mr. Maro presented a proposal from Big Earth Landscape Supply to clay
124 the field at a cost of \$1,700.00. This proposal was tabled until the October
125 meeting.

126 Mr. Maro presented a proposal from Lowell Pools' for vac pak work.
127

On a Motion by Mr. Bush, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the proposal form Lowells' Pools for the Vak Pak work (\$1,470.75) for the GreyHawk Landing Community Development District.

128
129 Mr. Maro presented a proposal from Miracle Recreation Equipment for play
130 area replacements at a cost of \$5,991.07. The Board tabled this proposal
131 until their next meeting.

132
133 **F. District Manager**

134
135 Ms. Montagna announced that the next regular meeting will be held on
136 Thursday, October 24, 2019 at 6:00 p.m. at the GreyHawk Landing
137 Clubhouse located at 12350 Mulberry Avenue, Bradenton, Florida 34212.

138
139 Ms. Montagna gave the board an update on the request for the vendors to
140 drop their contract prices by 5%.

- 141
- 142 • District Counsel – dropped 4% increase that was previously
- 143 approved
- 144 • District Management – dropped 3% with new addendum
- 145 • District Engineer – No change
- 146 • Signal 88 – haven't received a reply back yet
- 147 • Solitude Lake Management – 5% with less visits
- 148 • LMP – dropped 4.2%
- 149 • Fitness Logic – maintenance only - \$118.75/hourly
- 150 • State Alarm – maintenance only - \$89.95/hourly
- 151 • Jan Pro – dropped 5% - new proposal – DC will draft an addendum
- 152 • Nostalgic – haven't received a reply back yet
- 153 • CIA Access – dropped 2.5%
- 154

155 Ms. Montagna presented and reviewed the first addendum for the District Services
156 contract.

On a Motion by Mr. Hengel, seconded by Mr. Bush, with all in favor, the Board of Supervisors approved the First Addendum for the District Services' contract as presented for the GreyHawk Landing Community Development District.

158
159 Ms. Montagna presented and reviewed the proposal from Jan Pro with their
160 reduced rate.

On a Motion by Mr. Hengel, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the proposal from Jan Pro for their reduced rate (District Counsel to prepare addendum to contract) for the GreyHawk Landing Community Development District.

On a Motion by Mr. Hengel, seconded by Mr. Smith, with all in favor, the Board of Supervisors authorized Marketing Personnel with Sam Rodgers to use lot for party (agreement drafted) the GreyHawk Landing Community Development District.

163
164 Ms. Montagna presented proposals from Signal 88 for security options. A
165 discussion ensued. The Board tabled these proposals until their next meeting and asked
166 for more security proposals to be provided.
167

168 Ms. Montagna stated that over the past three weeks she has received multiple
169 phone calls regarding Mr. Maro stating the following:
170

- 171 • Dismissive
- 172 • No help
- 173 • No communication
- 174 • Adding pool chemicals to the pools
- 175 • Does not respond to residents
- 176 • Whether he has a budget

177
178 A discussion ensued. No Board action was taken.

179
180 The Board requested proposals for pool monitors.

181
182 **FOURTH ORDER OF BUSINESS**

183 **Consideration of Minutes of**
184 **Board of Supervisors' Meeting**
185 **held August 22, 2019**

186 Ms. Montagna presented the minutes of the Board of Supervisors' meeting held
187 on August 22, 2019 to the Board for consideration. There were a few changes made to
188 the 5th, 7th and 15th order of business.
189

On a Motion by Mr. Bush, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved the August 22, 2019 meeting minutes as amended for the GreyHawk Landing Community Development District.

190
191 **FIFTH ORDER OF BUSINESS**

192 **Consideration of Operations &**
193 **Maintenance Expenditures for**
194 **August 2019**

195
196 Mr. Croom presented the Operations & Maintenance expenditures for August
197 2019 to the Board for ratification.
198

On a Motion by Mr. Smith, seconded by Mr. Bush, with all in favor, the Board of Supervisors ratified the Operations & Maintenance expenditures for August 2019 (\$142,032.05) for the GreyHawk Landing Community Development District.

199
200 **SIXTH ORDER OF BUSINESS** **Discussion Regarding Asking**
201 **Vendors to Reduce their Fees**
202

203 Ms. Montagna gave the Board an update under her District Management report.

204
205 **SEVENTH ORDER OF BUSINESS** **Consideration of Amenity**
206 **Services Proposal**
207

208 Ms. Montagna presented the Amenity Services Proposal that was tabled at the
209 previous meeting. She gave the Board a summary regarding the options for amenity
210 services. A discussion ensued. Mr. Evans made a motion to stop the discussion. Ms.
211 Montagna asked for a second to the motion. There wasn't a second and the motion failed.
212 Mr. Evans again made a motion to stop the discussion and the motion failed.
213

On a Motion by Mr. Hengel, seconded by Mr. Smith, with three in favor and one opposed (Jeffrey Evans), the Board of Supervisors approved continuing the discussion for the GreyHawk Landing Community Development District.

214
215 The Board decided to table the Amenity Services Proposal for further details
216 regarding the procedure and timeframe for switching to Rizzetta Amenity Services.
217

218 **EIGHTH ORDER OF BUSINESS** **Consideration of Proposal for**
219 **Insurance Renewal**
220

221 Ms. Montagna presented the proposal from Egis for the District's FIA and Workers
222 Compensation insurance renewals.
223

On a Motion by Mr. Bush, seconded by Mr. Hengel, with all in favor, the Board of Supervisors approved the FIA proposal from Egis for the District's Insurance Renewal for the GreyHawk Landing Community Development District.

224
225

On a Motion by Mr. Smith, seconded by Mr. Bush, with all in favor, the Board of Supervisors approved the Workers Compensation proposal from Egis for the District's Insurance Renewal for the GreyHawk Landing Community Development District.

226
227 **NINTH ORDER OF BUSINESS** **Presentation of Action Item List**
228

229 Ms. Montagna presented the current Action Item List.
230

231 **TENTH ORDER OF BUSINESS** **Supervisor Requests**
232

233 Ms. Montagna asked if there were any Supervisor requests. Mr. Bush recommends
234 trying to pressure the other vendors that have not responded to reduce their contract

235 prices.
236

On a Motion by Mr. Bush, seconded by Mr. Hengel, with all in favor, the Board of Supervisors approved not being paid their Supervisors pay of \$200.00 for the special meeting that was held on September 19th for the GreyHawk Landing Community Development District.

237
238 Mr. Evans asked for an action item update.

239
240 Mr. Hengel stated that he would like a printout of the District's accounting
241 investments.

242
243 **ELEVENTH ORDER OF BUSINESS** **Adjournment**
244

On a Motion by Mr. Evans, seconded by Mr. Smith, with all in favor, the Board of Supervisors adjourned the meeting at 9:00 p.m. for the GreyHawk Landing Community Development District.

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249 _____ Chair / Vice Chair
250 Asst. Secretary