

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · 12750 CITRUS PARK LANE, SUITE 115 TAMPA, FL 33625
www.connertonwestcdd.org

Board of Supervisors
Connerton West Community
Development District

September 25, 2020

AGENDA

Dear Board Members:

The Connerton West Community Development District regular meeting of the Board of Supervisors will be held on **Monday, October 5, 2020 at 4:00 p.m.**, to be conducted by means of communications media technology telephone pursuant Executive Orders issued by Governor DeSantis and pursuant to Section 120.54(5)(b)2., Florida Statutes or in person at Club Connerton, located at 21100 Fountain Garden Way, Land O' Lakes, FL 34638. The following is the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on September 14, 2020 Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for August 2020 Tab 2
- 4. BUSINESS ITEMS**
 - A. Field Inspection Report Tab 3
 - B. Irrigation Report Tab 4
 - C. Consideration of CLM Pine Bark Proposal Tab 5
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Discussion of Nature Trail Options
 - C. District Manager
 1. Financial Status Update
 2. Action Item List Tab 6
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

I 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) 933-5571.

Sincerely,
Greg Coz
Greg Cox
District Manager

cc: Roy Van Wyk, Hopping Green & Sams, P.A.

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.

**CONNERTON WEST
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of Connerton West Community Development District was held on **Monday, September 14, 2020 at 4:02 p.m.** and was conducted by means of communications media technology telephone pursuant to Executive Orders issued by Governor DeSantis and pursuant to Section 120.54(5)(b)2., Florida Statutes.

Present and constituting a quorum:

Daniel Novak	Board Supervisor, Vice-Chairman
Richard Dombrowski	Board Supervisor, Assistant Secretary
James Jackson	Board Supervisor, Assistant Secretary

Appointed during the meeting:

Jack Knowles	Board Supervisor, Chairman
Fredrick Lise	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Company
Aimee Brandon	District Manager, Rizzetta & Company
Roy Van Wyk	District Counsel, Hopping Green & Sams, P.A.
Greg Woodcock	District Engineer, Cardno
Gail Huff	Representative, Ballenger
Jason Chambrot	Representative, CLM
Josh Burton	Representative, CLM

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience Comments

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Meeting held on
August 3, 2020**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on August 3, 2020.

On a Motion by Mr. Dombrowski, seconded by Mr. Jackson, with all in favor, the Board of Supervisors unanimously approved the minutes of the Board of Supervisors' Meeting held on August 3, 2020, as presented, for the Connerton West Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for July
2020**

Mr. Cox presented the Operations and Maintenance expenditures report for July 2020. Mr. Jackson asked for details on two separate invoices with duplicate amounts of \$900.00 billed from Ballenger & Company. Ms. Gail Huff addressed and fixed the error and will have \$900.00 credited back to the District.

On a Motion by Mr. Dombrowski, seconded by Mr. Novak, with all in favor, the Board of Supervisors unanimously approved to ratify the payment of the invoices in the July 2020 Operations and Maintenance Expenditures Report (\$117,670.82), for the Connerton West Community Development District.

FIFTH ORDER OF BUSINESS

**Acceptance of Resignation of Paul
Dorzweiler**

On a motion from Mr. Dombrowski, seconded by Mr. Jackson, the Board approved to accept and file the resignation of Paul Dorzweiler Seat #2 (2016-2020) term, for the Connerton West Community Development District.

SIXTH ORDER OF BUSINESS

Appointment of Open Board Seats

The Board discussed the now vacant Seat # 2 and vacant Seat # 4 along with the recognition that there were currently three candidates who had submitted their interest in being appointed to fill the vacancies. The Board recognized that Mr. Jack Knowles, who was a former Board member and who has qualified for Seat #1 on the Board and is considered elected to that seat as of November 17, 2020, would be eligible to fill seat #2 that expires in November 2020 and could then move into seat #1 on November 17, 2020. The Board took action to appoint Mr. Knowles to Seat #2.

NINTH ORDER OF BUSINESS **Consideration of CLM Proposal**

The Board discussed the proposal from CLM regarding the installation of mulch and straw as included in the landscape contract. The Board concluded to revisit the proposal at next month's CDD Board of Supervisors meeting due to the threat of upcoming storms.

The Board considered a proposal from CLM regarding the quarterly installation of annuals in the amount of \$12,000 with an expected install in 2 weeks.

On a motion from Mr. Novak, seconded by Mr. Dombrowski, the Board approved, with a 3-2 vote, the CLM annuals installation for \$12,000 proposal for installation of annuals for \$12,000.00 with Mr. Knowles and Mr. Jackson opposed, for the Connerton West Community Development District.

TENTH ORDER OF BUSINESS **Irrigation Report**

The Board reviewed the Ballenger irrigation update report and received an update from Ms. Gail Huff.

ELEVENTH ORDER OF BUSINESS **Discussion of Trail Project**

The Board received an update from Mr. Greg Woodcock regarding the Nature Trail Project. Mr. Woodcock provided an update of his conversations with Pasco County representatives and explained that they wanted the Board to provide them with alternative project options that include connectivity of the southern and northern segments of the community. The Board provided authorization for Mr. Woodcock to explore options that he can present to the Board at the next CDD Board of Supervisors Meeting.

TWELFTH ORDER OF BUSINESS **Consideration of Christmas Lights Proposal**

The Board discussed the holiday lighting proposal received from Decorating Elves. The Board discussed scaling back on main entrance decoration and shift focus to the entrances of individual communities and south entrance. The Board also addressed the need for electrical work on GFI outlets that required maintenance before the installing of the lighting. The Board took action to approve a modified version of the proposal and authorized staff to proceed with having the outlets repaired or moved as necessary.

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board modified and approved the Decorative Elves holiday lighting proposal, for the Connerton West Community Development District.

THIRTEENTH ORDER OF BUSINESS **Consideration of EGIS Insurance Proposal**

Mr. Cox presented a proposal from EGIS Insurance for insurance coverage for the District for fiscal year 2020-2021. The proposal included Public Officials Liability coverage, General Liability and Property Insurance. The Board requested staff to review the property schedule and update, as necessary.

On a motion from Mr. Dombrowski, seconded by Mr. Lise, the Board approved the EGIS Insurance proposal for Fiscal Year 2020-2021, for the Connerton West Community Development District.

FOURTEENTH ORDER OF BUSINESS **STAFF REPORTS**

A. District Counsel

Mr. Roy Van Wyk provided a District Counsel update to the Board.

B. District Engineer

The Board received a District Engineer update from Mr. Woodcock. He and Mr. Cox provided current information regarding the status of the 2018A Bond Refunding projects. Mr. Cox informed the Board of the status of the plans for locating benches on concrete pads at locations around the community. He also provided information regarding the installation of pet waste stations adjacent to the benches. Mr. Woodcock described the plans for the Storybrook Park upgrade project and requested the authorization from the Board to allow him to start a pre-application meeting with Pasco County and SWFWMD.

On a motion from Mr. Dombrowski, seconded by Mr. Jackson, the Board approved to authorize the District Engineer to begin the pre-application process for the Storybrook Park renovation project with Pasco County and SWFWMD, for the Connerton West Community Development District.

The Board discussed the on-going issue with condition and use of the Storybrook Park parking lot. Mr. Woodcock informed the Board that it might take 3 to 4 months to get a permit to pave the parking lot. The Board also discussed the numerous complaints received by residents concerning the parking of commercial vehicles and other vehicles by individuals not using the park and taking up all available space. It was noted that some vehicles remain there for extended periods of time. The Board discussed the need to specify the hours any vehicle is permitted to park there, and that parking would be limited to park users only. The Board requested staff obtain signage that reflects this and to engage a towing service to properly post the area for towing if parked outside of approved parking hours.

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On a motion from Mr. Dombrowski, seconded by Mr. Jackson, the Board approved to authorize staff to obtain an agreement with a towing service to provide towing signage and service for the Storybrook Park parking area and obtain signage that specifies no overnight parking between the hours of 9 p.m. to 6 a.m. and states that unauthorized vehicles will be towed at owner or operator's expense, for the Connerton West Community Development District.

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On a motion from Mr. Dombrowski, seconded by Mr. Knowles, the Board authorized staff to obtain and install signage for the Storybrook Park's parking area that indicates the parking is intended for only those using the park, for the Connerton West Community Development District.

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C. District Manager

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Mr. Cox reminded the Board the next regular meeting scheduled for October 5, 2020 at 4:00 p.m.

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Mr. Cox noted that it was unknown at this point if the meeting would be held in person or with the use of media technology such as ZOOM. Mr. Cox also reviewed the District's most recent financial report and the current action item list with the Board members.

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FIFTEENTH ORDER OF BUSINESS

Audience Comments

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No audience members were present.

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SIXTEENTH ORDER OF BUSINESS

Supervisor Requests

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Mr. Novak initiated a discussion regarding a resident's request to install a fence upon a stormwater drainage maintenance easement on their property. Mr. Cox explained the issue and the necessity to ensure that there is continual access to the stormwater ponds by maintenance personnel and how fences should not be permitted unless they have appropriate gates installed that permit access for equipment.

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Mr. Novak also discussed the current status of the fishing complaints in restricted ponds and how the issue had appeared to have been reduced by the presence of the FHP patrols.

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SEVENTEENTH ORDER OF BUSINESS

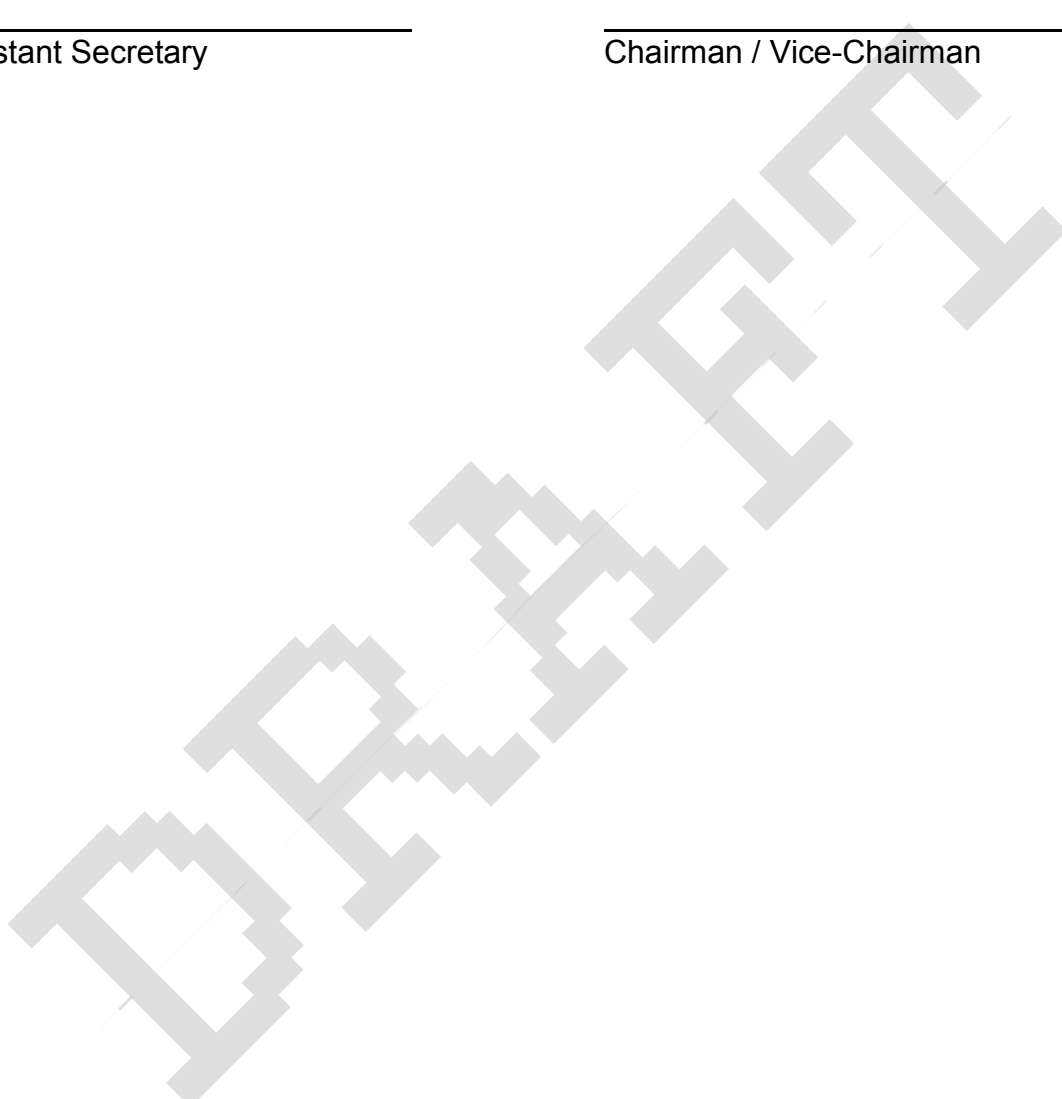
Adjournment

On a motion from Mr. Jackson, seconded by Mr. Dombrowski, the Board approved to adjourn the meeting at 7:22 p.m. for the Connerton West Community Development District.

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Assistant Secretary

Chairman / Vice-Chairman



Tab 2

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures August 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2020 through August 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$56,608.29**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Architectural Fountains Inc.	002877	07272003E	Supply & Install Dual Piston Air Compressor 07/20	\$ 1,400.00
Capital Land Management Corporation	002878	208768	Fertilization 07/20	\$ 5,100.00
Daniel Novak	002882	DN072920	Board of Supervisors Meeting 07/29/20	\$ 200.00
Daniel Novak	002895	DN080320	Board of Supervisors Meeting 08/03/20	\$ 200.00
Hopping Green & Sams	002888	116264	General/Monthly Legal Services 06/20	\$ 4,613.00
James Jackson	002880	JJ072920	Board of Supervisors Meeting 07/29/20	\$ 200.00
James Jackson	002894	JJ080320	Board of Supervisors Meeting 08/03/20	\$ 200.00
Jeremy R. Cohen	002885	JC070120	Off Duty Patrols 07/20	\$ 350.00
Jeremy R. Cohen	002885	JC070220	Off Duty Patrols 07/20	\$ 350.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kevin Eric Hamilton	002887	KH072820	Off Duty Patrols 07/20	\$ 200.00
Kevin Eric Hamilton	002887	KH072920	Off Duty Patrols 07/20	\$ 200.00
Land Assessment Services, Inc.	002889	01973-00951 07/30/20	Sampling/Chemical Testing Event No.22	\$ 5,760.00
Mobile Mini, Inc.	002890	9008828826	Mobile Storage Rental Acct #10023746 07/20	\$ 213.11
Pasco County	002896	Pasco Water Summary 07/20	Water Summary 07/20	\$ 494.19
Patrick J. Elmore	002886	PE073020	Off Duty Patrols 07/20	\$ 200.00
Patrick J. Elmore	002886	PE073120	Off Duty Patrols 07/20	\$ 200.00
Paul Dorzweiler	002893	PD080320	Board of Supervisors Meeting 08/03/20	\$ 200.00
Richard A. Dombrowski	002879	RD072920	Board of Supervisors Meeting 07/29/20	\$ 200.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Richard A. Dombrowski	002892	RD080320	Board of Supervisors Meeting 08/03/20	\$ 200.00
Rizzetta & Company, Inc	002883	INV0000051770	District Management Fees 08/20	\$ 6,430.41
Rizzetta Technology Services, LLC	002884	INV0000006103	Email & Website Hosting Services 08/20	\$ 175.00
Times Publishing Company	002881	0000096857 07/19/20	Acct #119853 Legal Advertising 07/20	\$ 259.50
US Bank Corporate Trust Services	002891	5815632	Trustee Fees CDD 2015 07/01/20 - 06/31/21	\$ 4,310.00
Withlacoochee River Electric Cooperative Inc.	002897	2101307 07/20	2101307 21739 Emory Oak PL 07/20	\$ 35.89
Withlacoochee River Electric Cooperative Inc.	002897	2101312 07/20	2101312 8949 Pleasant Woods Dr 07/20	\$ 35.04
Withlacoochee River Electric Cooperative Inc.	002897	Electric Summary Bill 07/20	Electric Summary Bill 07/20	<u>\$ 24,882.15</u>
Report Total				<u>\$ 56,608.29</u>