

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · 5844 OLD PASCO RD SUITE 100, WESLEY CHAPEL, FL 33544
www.connertonwestcdd.org

Board of Supervisors
Connerton West Community
Development District

December 29, 2020

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Connerton West Community Development District will be held on **Monday, January 4, 2021 at 4:00 p.m.**, 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 ITEMS**
 - A.** Consideration of Resumes for Open Board Seat #2 Tab 1
 - B.** Consideration of Resolution 2021-03; Appointing Board Member for Open Seat # 2..... Tab 2
 - C.** Consideration of Library License Agreement Tab 3
 - D.** Consideration of Series 2018-1 & 2018-2 Arbitrage Engagement Letter Tab 4
 - E.** Consideration of Series 2006A-1 & 2006A-2 Arbitrage Engagement Letter Tab 5
 - F.** Discussion of Blocked Maintenance Easements
 - G.** Discussion of the Gardenia Glenn CDD Fee Reduction
- 4. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** Field Inspection Report Tab 6
 - D.** Irrigation Report Tab 7
 - E.** District Manager
 1. Financial Status Update..... Tab 8
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors' Meeting held on December 7, 2020 Tab 9
 - B.** Consideration of Operation and Maintenance Expenditures for November 2020..... Tab 10

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) 994-1001.

Sincerely,

Aimee Brandon

Aimee Brandon
District Manager

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

Tab 1

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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, December 7, 2020 at 4:01 p.m.** at Club Connerton, located at 21100 Fountain Garden Way, Land O' Lakes, FL 34638

Present and constituting a quorum:

Jack Knowles	Board Supervisor, Chairman
Daniel Novak	Board Supervisor, Vice-Chairman
Chris Kawalec	Board Supervisor, Assistant Secretary
Fredrick Lise	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	Regional District Manager, Rizzetta & Company
Aimee Brandon	District Manager, Rizzetta & Company
Scott Brizendine	FC, Rizzetta & Company
Roy Van Wyk	District Counsel, Hopping Green & Sams, P.A.
Greg Woodcock	District Engineer, Cardno
Gail Huff	Representative, Ballenger
Craig Chambrot	Representative, CLM

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Brandon called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

The Board heard from audience members regarding the following: Gardenia Glenn CDD assessment fees, five LED caster lights out by the crepe myrtles, comment on speed limit and speeders on Pleasant Plains Parkway, authorization request to build and place a free little library at the Storybrook Park and District Counsel recommends putting a license agreement in place to protect the District from potential liability.

On a motion from Mr. Daniel Novak, seconded by Mr. Fredrick Lise, the Board approved the District entering into a license agreement with the resident for the purpose of installing a free little library in a mutually agreed on location, on CDD property for the Connerton West Community Development District.

48
49 **THIRD ORDER OF BUSINESS** **Consideration of Resumes for Open**
50 **Board Seat**
51

52 The Board discussed the resumes received by candidates for the open Seat #3 and
53 requested that the three residents who were present give a brief introduction and overview
54 of their experience. Mr. Greg Cox explained to the Board that Seat #2 will become vacant
55 in January if Mr. Paul Dorzweiler chooses to not take the Oath of Office and be sworn in.
56 The Board unanimously voted to appoint Mr. Christopher Kawalec to Seat #3 for term 2018-
57 2022.
58

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved to appoint Mr. Kawalec to vacant Seat #3 for the Connerton West Community Development District.

59
60 **FORTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**
61 **Appointing Board Member for Open**
62 **Seat**
63

64 During the Consideration of Resolution 2021-02, Appointing Board Members for
65 Open Seats, Mr. Cox gave the Oath of Office to Mr. Kawalec and District Counsel discussed
66 the Florida Sunshine Laws. Mr. Kawalec acknowledged that he would receive
67 compensation.
68

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved to adopt Resolution 2021-02, Appointing Board Member to open seat for the Connerton West Community Development District.

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70 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-01,**
71 **Designating Officers of the District**
72

73 Ms. Brandon presented the Board with the Consideration of Resolution 2021-01, Re-
74 Designating Officers of the District. The Board made no changes in officers. Mr. Jack
75 Knowles will remain as Chairman and Mr. Daniel Novak will remain as Vice Chairman. All
76 other Board members will remain as Assistant Secretaries.
77

On a motion from Mr. Lise, seconded by Mr. Knowles, the Board approved to adopt Resolution 2021-01, Re-Designating Officers of the District for the Connerton West Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Chairman's Execution of
Connerton Parcel 208 and 209 Plats**

The Board discussed the Ratification of Chairman's Execution of Connerton Parcel 208 and 209 Plats.

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved to ratify the Connerton Parcel 208 and 209 Plats for the Connerton West Community Development District.

Mr. Scott Brizendine presented the Board with a boundary amendment request for Connerton East CDD from Lennar. He stated that Lennar would cover all the expenses of the boundary amendment if the Board approved. The discussion will be added to the January meeting agenda.

SEVENTH ORDER OF BUSINESS

**Consideration of Monument Sign
Proposal**

The Board discussed proposal for monument sign repainting and made the decision to table the conversation until further notice. The Board requested that Ms. Brandon obtain a quote to have the paint touched up on monument entrance signs of The Arbors and Verona subdivisions.

EIGHTH ORDER OF BUSINESS

Consideration of Fence Proposal

Ms. Brandon presented the Board with the New Tampa Fence Proposal.

On a motion from Mr. Knowles, seconded by Mr. Novak, the Board approved the New Tampa Fence Proposal for the Connerton West Community Development District.

NINTH ORDER OF BUSINESS

Field Inspection Report

The Board received the Field Inspection report. Mr. Craig Bramblett with CLM gave an update on landscaping.

TENTH ORDER OF BUSINESS

**Discussion of Relocation & Reduction
of Annuals from the Wall on Connerton
Blvd & 41**

Mr. Knowles discussed the relocation and reduction of annuals from the wall on Connerton Blvd & 41. The Board discussed shortening the flower beds and bringing the annuals closer to the entrance. The Board discussed adding the flowers to the beds at the Arbors Entrance. Ms. Gail Huff with Ballenger will work on irrigation estimates if these changes are to occur.

121 **ELEVENTH ORDER OF BUSINESS** **Irrigation Report**

122
123 The Board received the Irrigation Report from Ms. Huff. Ms. Huff presented the
124 consideration of seal replacement proposal for the EP-1 Pump.
125

126 **TWELFTH ORDER OF BUSINESS** **Consideration of Seal Replacement**
127 **Proposal**

128
129 Ms. Huff presented the EP-1 Pump Proposal in the amount of \$3,818.00 to the
130 Board of Supervisors.
131

On a motion from Mr. Lise, seconded by Mr. Knowles, the Board approved the proposal for the EP-1 Pump station seal replacement in the amount of \$3,818.00, for the Connerton West Community Development District.

132
133 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Pressure Cleaning**
134 **Proposals**

135
136 The Board discussed the Pressure Cleaning proposals for Phase II. The Board made
137 the decision to eliminate the gutters from the proposal and chose K&J Pressure Washings'
138 proposal in the amount of \$10,286.08.
139

On a motion from Mr. Knowles, seconded by Mr. Novak, the Board approved the pressure washing proposal for K&J Pressure Washing in the amount of \$10,286.08, for the Connerton West Community Development District.

140
141 **FOURTEENTH ORDER OF BUSINESS** **STAFF REPORTS**

142
143 **A. District Counsel**

144 The Board received District Counsel Report from Mr. Roy Van Wyk.
145

146 **B. District Engineer**

147 The Board received District Engineer report from Mr. Gregg Woodcock. Mr.
148 Woodcock reviewed the trail options and explained that the next step would be to
149 meet with the developer to get their support then to meet with the county. He
150 gave updates on the Storybrook Park permit process and expects construction to
151 begin around April. Mr. Woodcock stated that the CDD would soon start to see
152 two invoices from Cardno, one for regular general services and second for
153 construction bonds. Mr. Kawalec discussed Garden Party Park and proposed
154 doing away with the playground equipment and keeping it as a field. Mr.
155 Woodcock said he would price it out and have it as a third option for the Boards
156 consideration.
157

158 **C. District Manager**

159 The Board received District Manager report. Ms. Brandon gave a financial
160 update. She gave an update on the No Parking Signs for Storybrook Park and

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
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161 update on securing a towing company. Ms. Brandon also discussed changing the
162 format of the agenda for efficiency purposes.

163
164 Ms. Brandon reminded the Board of the next regular meeting scheduled for January
165 4, 2020 at 4:00 p.m.

166
167 **FIFTEENTH ORDER OF BUSINESS** **Consideration of Minutes of the Board**
168 **of Supervisors' Meeting held on**
169 **November 2, 2020**

170
171 Ms. Brandon presented the minutes of the Board of Supervisors' meeting held on
172 November 2, 2020.

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved the Minutes of the Board of Supervisors' Meeting held on November 2nd, 2020 for approval, as presented, for the Connerton West Community Development District.

174
175 **SIXTEENTH ORDER OF BUSINESS** **Consideration of Operation and**
176 **Maintenance Expenditures for October**
177 **2020**

178
179 The Board was presented with the Operation & Maintenance Expenditures for
180 October 2020 in the amount of \$63,340.64. Mr. Novak inquired about the electrical
181 invoices and why there was a \$5.00 late fee on several. Ms. Brandon said she would
182 research the reasons and email the Board with her findings.

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved to ratify the payment of invoices from the O&M Expenditures for October 2020 in the amount of \$63,340.64 for the Connerton West Community Development District.

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185 **SEVENTEENTH ORDER OF BUSINESS** **Supervisor Requests**

186
187 During Supervisor request, Mr. Novak inquired as to the location of the hog
188 trapping.

189 **EIGHTEENTH ORDER OF BUSINESS** **Adjournment**

On a motion from Mr. Knowles, seconded by Mr. Lise, the Board approved to adjourn the meeting at 7.00 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 November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$133,369.97**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	002966	20345	Repair Irrigation System 10/20	\$ 1,138.50
Ballenger & Company, Inc.	002966	20351	Irrigation Maintenance 10/20	\$ 8,175.00
Ballenger & Company, Inc.	002966	20359	SWFWMD Meter Reading/Irrig Pump Station 10/20	\$ 1,300.00
Ballenger & Company, Inc.	002966	20365	Repair Irrigation System 10/20	\$ 220.00
Ballenger & Company, Inc.	002966	20370	Repair Irrigation System 10/20	\$ 147.00
Berger, Toombs, Elam, Gaines & Frank	002983	349725	Audit Services FY 09/30/2019	\$ 4,475.00
Capital Land Management Corporation	002967	209489	Fertilization 10/20	\$ 8,400.00
Capital Land Management Corporation	002984	209466	Landscape Maintenance 11/20	\$ 30,100.00
Cardno, Inc.	002968	300097	Monthly Mitigation Maintenance Village 2 Phase A 10/20	\$ 4,050.00
Cardno, Inc.	002968	300110	Monthly Lake Management 10/20	\$ 3,530.00
Cardno, Inc.	002968	301591	Monthly Mitigation Maintenance Village 2 Phase A 10/20	\$ 1,550.00
Cardno, Inc.	002985	301599	Monthly Lake Management 10/20	\$ 3,530.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Cardno, Inc.	002985	527532	Rate Schedule Labor 09/20	\$ 2,215.00
Cardno, Inc.	002985	527533	Rate Schedule Labor 09/20	\$ 4,662.50
Clearview Land Design, P. L.	002969	20-01372	Engineering Services 07/20	\$ 450.00
Daniel Novak	002978	DN110220	Board of Supervisors Meeting 11/02/20	\$ 200.00
Department of Economic Opportunity	002986	83025	Special District Fee FY 20/21	\$ 175.00
Fredrick Lise	002976	FL110220	Board of Supervisors Meeting 11/02/20	\$ 200.00
Hopping Green & Sams	002974	117991	General/Monthly Legal Services 09/20	\$ 2,258.50
Jack Knowles	002975	JN110220	Board of Supervisors Meeting 11/02/20	\$ 200.00
Jeremy R. Cohen	002970	JC100520	Off Duty Patrols 10/20	\$ 350.00
Jeremy R. Cohen	002970	JC101520	Off Duty Patrols 10/20	\$ 200.00
Jerry Richardson	002964	1419	Monthly Hog Removal Service 10/20	\$ 800.00
K. Johnson's Lawn & Landscaping, Inc.	002960	17531	Mowing Bike Trail 10/20	\$ 700.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Kevin Eric Hamilton	002973	KH101720	Off Duty Patrols 10/20	\$ 200.00
Kevin Eric Hamilton	002973	KH102520	Off Duty Patrols 10/20	\$ 200.00
MC Building Services, LLC	002977	4859	General Electrical 10/20	\$ 980.00
Mobile Mini, Inc.	002962	9009293521	Mobile Storage Rental Acct #10023746 10/20	\$ 213.11
Pasco County	002987	Pasco Water Summary 10/20	Water Summary 10/20	\$ 194.09
Patrick J. Elmore	002972	PE102220	Off Duty Patrols 10/20	\$ 200.00
Patrick J. Elmore	002972	PE103020	Off Duty Patrols 10/20	\$ 200.00
Richard A. Dombrowski	002971	RD110220	Board of Supervisors Meeting 11/02/20	\$ 200.00
Rizzetta & Company, Inc	002979	INV0000054226	District Management Fees 11/20	\$ 6,430.41
Rizzetta Technology Services, LLC	002963	INV0000006513	Email & Website Hosting Services 11/20	\$ 175.00
Site Masters of Florida, LLC	002980	102920-2	Construct Concrete Slabs 10/20	\$ 6,000.00
Site Masters of Florida, LLC	002988	111320-1	Construct Concrete Slabs 11/20	\$ 1,200.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Suncoast Pool Service	002965	6625	Fountain Service 10/20	\$ 250.00
Times Publishing Company	002961	0000110368 09/23/20	Acct # 119853 Legal Advertising 09/23/20	\$ 138.80
TPH Innovations & Fabrications, LLC	002989	081020-2	Balance Due: Pergolas Removal, Replace All Cedar 08/20	\$ 5,000.00
US Bank Corporate Trust Services	002981	5881169	Trustee Fees CDD 2015 09/01/20 - 08/31/21	\$ 4,310.00
Wildlands Conservation, Inc.	002982	2215	Site Visit/Report Creation 10/20	\$ 4,000.00
Withlacoochee River Electric Cooperative Inc.	002990	Electric Summary Bill 10/20	Electric Summary Bill 10/20	<u>\$ 24,452.06</u>
Report Total				<u>\$ 133,369.97</u>