



Rizzetta & Company

Easton Park Community Development District

**Board of Supervisors' Meeting
December 1, 2020**

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

www.eastonparkcdd.org

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT AGENDA

New Tampa Regional Library, located at 10001 Cross Creek Boulevard, Tampa, FL
33647.

Board of Supervisors	Paul Meier Arnold Sails Lisa Murphy	Chairman Vice-Chairman Assistant Secretary Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Attorney	Dan Molloy	Molloy & James, P.A.
Interim Engineer	Tonja Stewart	Stantec Consulting

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) 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.

Board of Supervisors
Easton Park Community
Development District

November 24, 2020

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Easton Park Community Development District will be held on **Tuesday, December 1, 2020 at 4:30 p.m. to be held at the Heritage Isles Golf & Country Club located at 10630 Plantation Bay Dr, Tampa FL, 33647.** To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on November 5, 2020Tab 1
 - B.** Consideration of Operations & Maintenance Expenditures for October 2020Tab 2
 - C.** Consideration of Resolution 2021-01, Designating Officers of the DistrictTab 3
 - D.** Administer Oath of Office to newly appointed SupervisorTab 4
 1. Consideration of Compensation
 2. Review of Chapter 190 FL Statues
 3. Review of Sunshine Laws and Code of Ethics for Public Officers and Employees
- 4. STAFF REPORTS**
 - A.** District Engineer
 - B.** District Counsel
 1. Discussion Regarding District Counsel Services
 2. Review of District Counsel Services ProposalTab 5
 - C.** Landscape & Irrigation Maintenance
 1. Presentation of Field Inspection Report.....Tab 6
 2. Consideration of Landscape Maintenance Proposal.....Tab 7
 - D.** Aquatic Maintenance – Aquatic Systems
 1. Presentation of Waterway Inspection Report.....Tab 8
 - E.** District Manager
- 5. BUSINESS ITEMS**
 - A.** Consideration of Series 2017 Arbitrage Report.....Tab 9
 - B.** Consideration of Security Camera Monitoring.....Tab 10
 - C.** Consideration of Resolution 2021-02, Adopting Revised Meeting ScheduleTab 11

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.

Sincerely,

Justin Croom

Justin Croom
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.

EASTON PARK
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of Easton Park Community Development District was held on **Tuesday, November 5th, 2020 at 4:30 p.m.** to be held at the Heritage Isles Golf & Country Club located at 10630 Plantation Bay Dr, Tampa FL, 33647.

Present and constituting a quorum:

Paul Meier	Board Supervisor, Chairman
Arnold Sails	Board Supervisor, Vice Chairman
Lisa Murphy	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
John Toborg	Field Services, Rizzetta & Company, Inc.
Bob Schleifer	
Kevin Wilt	Solitude Lake Management
Dan Molloy	DC, Molloy & James
Brett Perez	Yellowstone Landscape
Brian Mahar	Yellowstone Landscape
Scott Carlson	LMP
Tyree Brown	LMP

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and performed roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on October 6, 2020

Mr. Brizendine presented the Minutes and there was one change to the spelling for Mr. Meier.

On a Motion by Ms. Murphy, seconded by Mr. Sails, with all in favor, the Board of Supervisors amended the minutes as presented of the Board of Supervisors' Regular meeting held on October 6, 2020, with a change of spelling for Mr. Meier, as presented for the Easton Park Community Development District.

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FOURTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for September 2020

Mr. Brizendine informed the Board that the September expenses are standard recurring expenses except for the annual insurance premium and the deposit for the holiday lighting.

On a Motion by Mr. Sails, seconded by Ms. Murphy with all in favor, the Board of Supervisors approved the Operations & Maintenance Expenditures for September 2020 (\$57,762.88) for the Easton Park Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Designating Officers of the District

A brief discussion was held regarding a possible board appointment to the vacant seat. Mr. Sails stated that he has not had the opportunity to speak with the interested candidate. Therefore, the board tabled consideration of appointment until the December meeting.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Engineer:

Not Present. No Report.

B. District Counsel:

Mr. Molloy informed the Board that Mr. Croom asked him to speak on a couple of items for today's meeting. The cost share agreement with Morris Bridge Manor for irrigation. Mr. Molloy summarized the agreement with the Board, their HOA would install the landscaping and the CDD would maintain once it was installed. Also, the HOA agreed to pay their proportionate share of the electric bill relative to the wells for irrigation. Mr. Perez explained that the irrigation is a loop system, so the CDD would need to review all of the electric bills for all the wells. He also confirmed that the installation of the plant was finished in July. Mr. Brizendine informed the Board that District Management would review the bills prior to July and also each monthly invoice after July and then invoice the HOA the amount of the increase in the bill. This is the only way to properly identify the increase in electric expense since there aren't separate meters for the HOA's irrigation. Ms. Murphy and Mr. Sails requested District Management to provide them with copies of the cost share agreement. The Board also requested this item be added to the December agenda so they could review Management's evaluation of the expense to be charged to the HOA.

The Board discussed the issues with the Envera security system. Mr. Molloy asked the Board to allow him the opportunity to review the agreement while they move on to other agenda items and he will address shortly. The Board agreed to table this item to later in the meeting.

94 **C. Landscape & Irrigation Maintenance:**
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96 1. Presentation of Field Inspection Report
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98 Mr. Toborg reviewed the inspection report for the Board. He also discussed some
99 concerns with certain plant material with the Board and Yellowstone. Specifically,
100 the Knockout Roses are not doing well. Yellowstone reminded the Board they
101 provided a proposal to remove them and replace with other plant material. The
102 Board asked that Yellowstone provide a proposal for the December meeting to
103 remove the roses and replace with plants that will survive the soil conditions.
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105 2. Consideration of Landscape Maintenance Proposals
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107 Yellowstone confirmed the quantity matches the amount in the contact and Mr.
108 Brizendine confirmed the price per cubic yard also matches the contract.
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On a Motion by Ms. Murphy, seconded by Mr. Sails with Mr. Meier opposed, with all in favor,
the Board of Supervisors approved the proposal from Yellowstone for Pine Bark Mulch
Installation at a total cost of \$13,350.00, for the Easton Park Community Development District.

110 **D. Aquatic Maintenance-Aquatic Systems:**
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112 1. Presentation of Waterway Inspection Report.
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114 Mr. Wilt reviewed the inspection report. Ms. Murphy asked for an update on Ponds
115 5 & 10. Mr. Wilt provided an update on Pond #5. He informed the Board that 3
116 applications have been made with some progress and recommended spraying
117 back approximately 20 feet and the Board agreed. Mr. Wilt then provided an update
118 for Pond #20. He said that a nutrient assessment was performed, and it was
119 determined that the pond is very high in nutrients. They've provided a few different
120 techniques, including obtaining a specific use permit from the State of Florida, to
121 address the invasive growth with not much success. They then went back to
122 applying Peroxide with has provided minimal impact. They will continue to treat and
123 report back to the Board.
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125 Mr. Sails informed Solitude and Yellowstone that he has heard from residents
126 concerned with weed growth around the ponds. Both vendors stated they will make
127 a concerted effort to address.
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129 **E. District Manager:**
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131 Mr. Brizendine informed the Board that the next meeting will be held on Tuesday,
132 December 1st, 2020 at 4:30 pm. He asked if the Board would like to hold the
133 December meeting at the same location, Hertiage Isles Golf & Country Club. The
134 Board agreed and asked District Management to take the necessary steps to
135 schedule the meeting.
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137 He also confirmed that District Management was successful in certifying the
138 District's assessments and tax roll for Fiscal Year 2021. The assessments will
139 appear on the tax bills that the Tax Collector began mailing this week.
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141 **SEVENTH ORDER OF BUSINESS**

**Consideration of Landscape RFP
Bid Responses**

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144 Mr. Brizendine introduced this item and stated this was tabled at the last meeting. He also
145 reminded the Board that this was not a formal RFP, but rather an Invitation for Quote and
146 therefore the Board does not have a formal evaluation criteria to follow. If the Board is ready
147 to make a selection, they can do so with a vote that feel is in the best interest of the District.
148 The Board asked a few questions of the two companies in attendance. After deliberation, the
149 Board made a motion to terminate the current agreement with Yellowstone Landscape and
150 enter into an agreement with LMP.
151

On a Motion by Mr. Sails seconded by Mr. Meier, with all in favor, the Board approved the Landscape RFP Bid Response for LMP for (\$141,500.00), for Easton Park Community Development District.

152 **EIGHTH ORDER OF BUSINESS**

**Consideration of Aquatic Plant
Installation Proposal**

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156 Mr. Wilt reviewed the proposal with the Board to install Pickerelweed and Gulf Spikerush
157 in ponds 3,5,7,15,19,26,17 and 36. They said the install should not be done until March or
158 April next year. The Board decided to table this item until February 2021 meeting.
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160 **NINTH ORDER OF BUSINESS**

**Discussion Regarding Security
System**

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163 Mr. Molloy reviewed the Envera agreement with the Board and confirmed the Envera is
164 responsible for replacing damaged equipment unless the damage is out of their control
165 such as vandalism or Acts of God. He also confirmed that the CDD owns the equipment
166 and the term of the agreement ends in January.
167

168 After discussion, the Board decided to terminate the Envera agreement and requested District
169 Management to obtain proposals from other security companies and requested they attend
170 to make presentations at the December meeting. The proposers should evaluate the existing
171 infrastructure and cameras and identify what they can use and what they would have to install.
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On a Motion by Mr. Meier, seconded by Ms. Murphy, with all in favor, the Board authorized staff to terminate Envera security services for Easton Park Community Development District.

173 **TENTH ORDER OF BUSINESS**

Discussion on District Management

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176 Mr. Meier expressed his concerns with District Management and certain issues with Mr. Croom,
177 such as responsiveness to requests and believes he needs more experience. He also suggested
178 to the rest of the Supervisors that they hold a workshop to discuss the matter along with other
179 topics. Ms. Murphy stated she has not had the same experiences working with Mr. Croom and in
180 fact he has been very responsive. Mr. Sails stated he has not had any negative experiences
181 either. Mr. Meier also stated that he feels District Managements' fee is too high and informed the
182 Board that he had a conversation with Mr. Schleifer regarding this matter prior to the meeting. Mr.
183 Schleifer stated that he will review the agreement and respond to the Board.

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ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no requests.

TWELVTH ORDER OF BUSINESS

ADJOURNMENT

On a Motion by Mr. Sails, seconded by Mr. Meier, with all in favor, the Board of Supervisors adjourned the meeting at 6:35 p.m. for the Easton Park Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

EASTON PARK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures October 2020 For Board Approval

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

The total items being presented: **\$47,659.23**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Easton Park Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Arnold Sails	001662	AS090120	Board of Supervisors Meeting 09/01/20	\$ 200.00
Arnold Sails	001671	AS100620	Board of Supervisors Meeting 10/06/20	\$ 200.00
Bright House Networks	001663	046396702082220 0920	Internet Service 09/20	\$ 104.98
Hidden Eyes LLC	001664	695414	Alarm Monitoring Services 11/20	\$ 481.85
Innersync Studio, Ltd	001665	18903	Website Hosting & Compliance Services Qtr 1 FY20-21	\$ 384.38
Lisa Murphy	001666	LM090120	Board of Supervisors Meeting 09/01/20	\$ 200.00
Lisa Murphy	001672	LM100620	Board of Supervisors Meeting 10/06/20	\$ 200.00
Paul Meier	001667	PM090120	Board of Supervisors Meeting 09/01/20	\$ 200.00
Paul Meier	001673	PM100620	Board of Supervisors Meeting 10/06/20	\$ 200.00
RB Owens Electric Inc.	001668	20202821	Landscape Lights 09/20	\$ 129.50
Rizzetta & Company, Inc.	001669	INV0000053327	District Management Fees 10/20	\$ 5,285.84
Rizzetta & Company, Inc.	001669	INV0000053583	Annual Assessment Roll FY 20-21	\$ 5,000.00
Rizzetta Technology Services, LLC.	001677	INV0000006378	Website Hosting Services 10/20	\$ 100.00

Easton Park Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rust-Off Inc.	001678	27779	Rust Prevention Maintenance 10/20	\$ 595.00
Solitude Lake Management	001674	PI-A00487650	Qtrly Fountain Maintenance 10/01/20-12/31/20	\$ 173.00
Solitude Lake Management	001679	PI-A00487651	Monthly Lake & Pond Services 10/20	\$ 3,735.00
Stephanie T Nieto	001670	SN090120	Board of Supervisors Meeting 09/01/20	\$ 200.00
Stephanie T Nieto	001675	SN100620	Board of Supervisors Meeting 10/06/20	\$ 200.00
Tampa Electric Company	001680	TECO Summary 09/20	Summary Bill 09/20	\$ 9,909.62
Yellowstone Landscape	001676	TM 152340	Enhancement Project 09/20	\$ 7,567.95
Yellowstone Landscape	001676	TM 152341	Irrigation Repair 09/20	\$ 410.83
Yellowstone Landscape	001681	TM 155372	Monthly Landscape Maintenance 10/20	\$ <u>12,181.28</u>
Report Total				\$ <u>47,659.23</u>

RESOLUTION 2021-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF EASTON PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Easton Park Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF EASTON PARK COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 1st DAY OF December 2020.

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

RESOLUTION 2021-02

A RESOLUTION OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING TIME AND DATE FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2020/2021, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Easton Park Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EASTON PARK COMMUNITY DEVELOPMENT DISTRICT:

1. The Fiscal Year 2020/2021 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2020.

ATTEST:

**EASTON PARK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman / Vice Chairman

EXHIBIT "A"
BOARD OF SUPERVISORS MEETING DATES
EASTON PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021

October 6, 2020
November 3, 2020
December 1, 2020
January 5, 2021
February 2, 2021
March 2, 2021
April 6, 2021
May 4, 2021
June 1, 2021
July 6, 2021
August 3, 2021
September 7, 2021

The meetings will convene at 4:30 p.m. at the Heritage Isles Golf & Country Club located at 10630 Plantation Bay Dr, Tampa FL, 33647.

Please note the because of the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such meeting may be held telephonically, virtually, or at another location in the event the above location is not available. Please check the District website for the latest information www.eastonparkcdd.org