



Rizzetta & Company

# Gramercy Farms Community Development District

---

**Board of Supervisors  
Meeting  
March 27, 2024**

District Office:  
8529 South Park Circle, Suite 330  
Orlando, Florida 32819  
407.472.2471

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

**GRAMERCY FARMS**  
**COMMUNITY DEVELOPMENT DISTRICT**

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

<b>Board of Supervisors</b>	Rolando Fernandez Joel Sanchez Elizabeth Fernandez Maria Borrero Bob Bishop	Chairman Vice Chairman Board Supervisor Board Supervisor Board Supervisor
<b>District Manager</b>	Brian Mendes	Rizzetta & Company, Inc.
<b>District Counsel</b>	Wes Haber	Kutak Rock
<b>District Engineer</b>	Greg Woodcock	Stantec

**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 (407) 472-2471. 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.

# GRAMERCY FARMS DEVELOPMENT DISTRICT

District Office · Orlando, Florida · (407) 472-2471

Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.gramercyfarmscdd.org](http://www.gramercyfarmscdd.org)

---

---

**Board of Supervisors  
Gramercy Farms Community  
Development District**

**March 20, 2024**

## FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Gramercy Farms Community Development District will be held on **March 27, 2024, at 9:00 a.m.** at the **Anthem Park Clubhouse** located at **2090 Continental Street, St. Cloud, Florida 34769**. The following is the **final** agenda for the meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. COMMUNITY UPDATES**
  - A. Monthly Report from Aquatic Weed Management
    1. Consideration of Aquatic Maintenance Proposal..... Tab 1
    2. Updates on Algae Bloom
  - B. Down to Earth Updates
  - C. HP Home Solutions Monthly Updates
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors Meeting held on February 28, 2024..... Tab 2
  - B. Ratification of Operation and Maintenance Expenditures for February 2024 ..... Tab 3
- 5. BUSINESS ITEMS**
  - A. Discussion of Budget Review
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 7. SUPERVISOR REQUESTS AND COMMENTS**
- 8. 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 (407) 472-2471.

Very truly yours,  
*Brian Mendes*  
Brian Mendes

**TAB 1**

# ESTIMATE

**Aquatic Weed Management, Inc.**  
PO Box 1259  
Haines City, FL 33845

WATERWEED1@AOL.COM  
+1 (863) 412-1919



## Gramercy Farms CDD

### Bill to

Gramercy Farms CDD  
c/o Rizzetta & Company  
3434 Caldwell Ave. Ste. 200  
Tampa, FL 33614

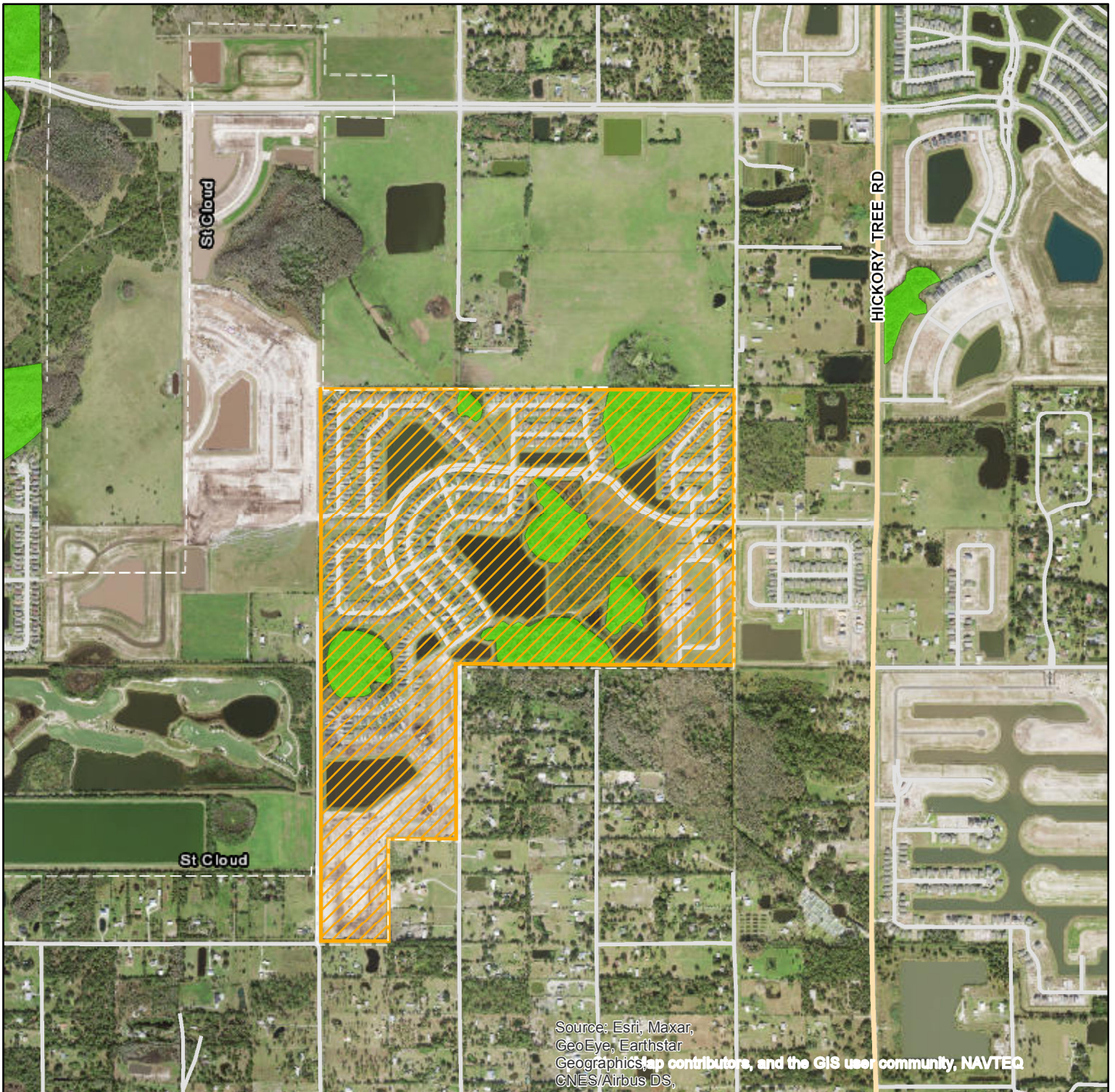
### Estimate details

Estimate no.: 1385  
Estimate date: 01/11/2024

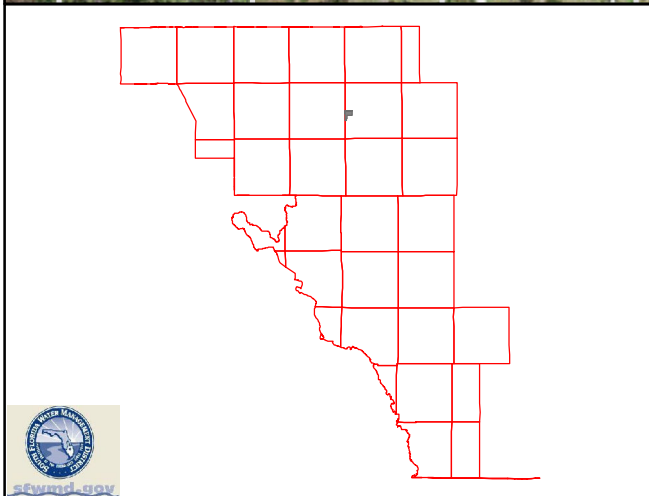
#	Date	Product or service	SKU	Qty	Rate	Amount
1.		<b>Scope of Work</b> Conservation easement exotics maintenance 2024  This treatment is in an effort to keep you compliant with SFWMD regulations. Price includes all materials and labor. Price assumes this treatment will be completed prior to 3/31/2024.		1	\$22,225.00	\$22,225.00
<b>Total</b>						<b>\$22,225.00</b>


### Note to customer

Thank you for your business!



Source: Esri, Maxar, GeoEye, Earthstar Geographics, ~~map contributors~~, and the GIS user community, NAVTEQ, CNES/Airbus DS,



 Application
 OSCEOLA COUNTY, FLORIDA
N  
▲

Map Date: 2022-03-16

Application No: 051026-4  
 Permit No: 49-01633-P  
 Sec 19 / Twp 26 / Rge 31  
 Project Name: GRAMERCY FARMS

Exhibit No: 3

0 0.3 0.6  
 Miles



**TAB 2**

**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.

**GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of Gramercy Farms Community Development District was held on **February 28, 2024** at **9:04 a.m.** at the Anthem Park Clubhouse located at **2090 Continental Street, St Cloud, Florida 34769.**

Present and constituting a quorum:

Rolando Fernandez	<b>Board Supervisor, Chairman</b>
Joel Sanchez	<b>Board Supervisor, Vice Chairman</b>
Maria Borrero	<b>Board Supervisor, Assistant Secretary</b>
Elizabeth Fernandez	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Brian Mendes	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Bryan Schaub	<b>Field Services Manager, Rizzetta &amp; Co, Inc</b>
Wes Haber	<b>District Counsel, Kutak Rock, LLP</b>
Greg Woodcock	<b>District Engineer, Stantec</b>
Micheal Furber	<b>Landscape, Down 2 Earth</b>

Audience	<b>Not Present</b>
----------	--------------------

**FIRST ORDER OF BUSINESS** **Call to Order/Roll Call**

Mr. Mendes called the meeting to order and confirmed a quorum.

**SECOND ORDER OF BUSINESS** **Public Comment**

No audience present.

**THIRD ORDER OF BUSINESS** **Community Updates**

**A. Landscape Inspection Report**

Mr. Schaub presented his report to the board.

Mr. Mendes stated that he will follow up with the District Engineer on the town home erosion issue.

Ms. Borrero commented on the matter from regarding her recent walkthrough.



49  
50 It is stated that all District staff will work on this matter.  
51  
52 Mr. Fernandez inquired about this issue.  
53  
54 Mr. Mendes stated that he will work with the District Engineer during their  
55 upcoming inspection and with District Counsel on a seize and assist letter.  
56 (Address: 2976 Field Wood Circle)  
57  
58 Ms. Borrero commented on the cut back progression and the sod progression.  
59  
60 Mr. Schaub presented to the board the areas being treated near town homes.  
61  
62 Mr. Mendes stated that he will prep a E-blast to residents on the vehicles that have  
63 been mudding in the natural conversation tract.  
64  
65 Mr. Furber commented on the turf treatments.  
66  
67 The District Engineer stated that he will look into this.  
68  
69 **B. Monthly Report from Aquatic Weed Management**  
70  
71 Ms. Borrero commented on the pond by town homes are seeing algae bloom.  
72  
73 Mr. Mendes stated that he will follow up with the aquatic team on this issue.  
74  
75 Mr. Fernandez inquired about the HOA rules when it comes to modification to a  
76 home.  
77  
78 Mr. Mendes stated that he will follow up with the HOA once the District Engineer  
79 inspects the area.  
80  
81 **C. Down to Earth Updates**  
82  
83 Mr. Furber briefed the board of supervisors with updates.  
84  
85 Ms. Borrero inquired about plant options for the front monument.  
86  
87 Mr. Furber stated that they will have a proposal for next meeting regarding the  
88 plant options.  
89  
90 **D. Hp Home Solutions Project Update**  
91  
92 Mr. Mendes presented the agenda item.  
93  
94 Ms. Borrero commented that the playgrounds need to be clean.  
95  
96 Mr. Mendes stated that he will review the contract to see if playground cleaning is

97 included in the contract and if not, to request a proposal for it.

98  
99 Mr. Mendes stated that he will follow up with the board on gazebo cleaning.

100  
101 Ms. Borrero commented that the monument painting came out good.

102  
103 **FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors Meeting held on  
December 20, 2023**

104  
105  
106  
107 Mr. Mendes presented the meeting minutes of the board of Supervisors meeting held  
108 on December 20, 2023 and asked if any changes are requested. No changes were requested.

109  
On a motion by Ms. Borrero, seconded by Mr. Sanchez, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on December 20, 2023, for the Gramercy Farms Community Development District.

110  
111 **FIFTH ORDER OF BUSINESS**

**Ratification of Operations and  
Maintenance Expenditures for  
November, December 2023 & January  
2024**

112  
113  
114  
115  
116 Mr. Mendes presented the operation and maintenance expenditures to the Board of  
117 Supervisors and asked if there were any questions.

118  
119 Ms. Borrero inquired about the budget.

120  
121 Mr. Mendes reviewed the budget with the board and stated that the District is trending in the  
122 green.

123  
124 Mr. Mendes recommended a workshop in April for prepping on the proposed budget.

125  
126 The board agreed with Mr. Mendes

127  
128 Mr. Mendes will determine if the board can replace April's board meeting with a workshop.

129  
130 Mr. Fernandez inquired about the utility increase.

131  
132 Mr. Mendes responded to the inquiry.

133  
134 Ms. Borrero inquired about a weekly/monthly report to be provided by HP Home solutions.

135  
On a motion by Mr. Sanchez, seconded by Ms. Fernandez, with all in favor, the Board ratified the operations and maintenance expenditures for November 2023 (\$70,348.83), December 2023 (\$46,364.90) and January 2024 (\$77,880.55), for the Gramercy Farms Community Development District.

137 **SIXTH ORDER OF BUSINESS** **Consideration of Water Fountain**  
138 **Proposal**  
139

140 Mr. Mendes presented the proposal agreement to the board of supervisors and  
141 asked if they had any questions. There were none.  
142

On a motion by Ms. Borrero, seconded by Mr. Fernandez, with all in favor, the Board approved the water fountain proposal, for the Gramercy Farms Community Development District.

143 **SEVENTH ORDER OF BUSINESS** **Consideration of Aquatic Maintenance**  
144 **Proposal**  
145  
146

147 Mr. Mendes presented the proposal to the board of supervisors and asked if they  
148 had any questions.  
149

150 The District Engineer commented on the proposal and will review it with Aquatic  
151 Weed Management.  
152

153 Ms. Borrero requested that this proposal be tabled for next meeting.  
154

155 Mr. Mendes stated that Aquatic Weed Management will present the bid at the next  
156 meeting.  
157

158 **EIGHTH ORDER OF BUSINESS** **Consideration of Mulch Proposal**  
159

160 Mr. Mendes presented the proposal to the board of supervisors and asked if they  
161 had any questions.  
162

163 Ms. Borrero commented on the proposal.  
164

165 Mr. Mendes reviewed the budget and stated that the board can consider this and  
166 the project is estimated to be completed around March or April.  
167

On a motion by Mr. Fernandez, seconded by Ms. Borrero, with all in favor, the Board approved the mulch proposal, for the Gramercy Farms Community Development District.

168 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2024-01,**  
169 **Conducting the General Election**  
170  
171

172 Mr. Mendes presented the resolution to the board of supervisors and asked if they  
173 had any questions.  
174

175 Ms. Borrero inquired about when her term is up.  
176

177 District Counsel made comments to the board regarding running for seats.

178  
179 Mr. Mendes stated that open enrollment is June 10<sup>th</sup>-14<sup>th</sup>, starting and ending at  
180 noon.

181  
182 Mr. Sanchez inquired about on when his term is up.  
183

On a motion by Ms. Borrero, seconded by Mr. Fernandez, with all in favor, the Board adopted Resolution 2024-01, Conducting the General Election, for the Gramercy Farms Community Development District.

184  
185 **TENTH ORDER OF BUSINESS**

**Staff Reports**

186  
187 **A. District Counsel**

188  
189 District Counsel briefed the board on updates of KB's demand letter.

190  
191 District Counsel also briefed the board on conversations between District Counsel  
192 and Rizzetta's counsel.

193  
194 District Counsel recommended the board to call him directly with questions.

195  
196 District Counsel commented on the required four hour ethics training and provided  
197 information on where the board can complete it.

198  
199 District Counsel stated that Form 1s will be filed electronically moving forward.

200  
201 Ms. Borrero requested that District Counsel send her an email with information.  
202

203 **B. District Engineer**

204  
205 Mr. Woodcock briefed the Board of Supervisors on updates regarding the splash pad  
206 and bids will be ready at the next meeting.

207  
208 Mr. Woodcock briefed the board on the annual backflow testing and will have the report  
209 ready to present at the next meeting.

210  
211 **C. District Manager**

212  
213 Mr. Mendes presented his report to the Board of Supervisors and asked if they had  
214 any questions. There were none.

215  
216 **TENTH ORDER OF BUSINESS**

**Supervisor & Audience Comments**

217  
218 There were no supervisor requests or audience comments.  
219  
220  
221  
222

223 **ELEVENTH ORDER OF BUSINESS**

**Adjournment**

224

On a motion by Ms. Borrero, seconded by Ms. Fernandez, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 10:33 a.m. for Gramercy Farms Community Development District.

225

226

227

228

229

230

231

232

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairman

DRAFT

**TAB 3**

# GRAMERCY FARMS COMMUNITY DEVELOPMENT DISTRICT



DISTRICT OFFICE · ORLANDO, FL 32819

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

WWW.GRAMERCYFARMSCDD.ORG

## Operation and Maintenance Expenditures February 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2024 through February 29, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$36,456.98**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Gramercy Farms Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check #	Invoice Number	Invoice Description	Invoice Amount
Aquatic Weed Management, Inc	100196	17182	Pond Maintenance 01/24	\$ 1,250.00
HP Home Maintenance Solutions, LLC	100195	278	Fountain Repairs 01/24	\$ 1,675.00
HP Home Maintenance Solutions, LLC	100197	267	Property Maintenance 01/24	\$ 1,450.00
HP Home Maintenance Solutions, LLC	100198	258 Revised	Property Maintenance 11/23	\$ 1,456.00
Orlando Sentinel Communications	100200	087023717000	Legal Advertising 01/24	\$ 189.42
Orlando Utilities Commission	100201	15554080 12/23	Electric Services 12/23	\$ 6,195.47
Osceola County Property Appraiser	100202	2018670	2022 Tax Roll year	\$ 449.92
Osceola County Property Appraiser	100202	2018814	2023 Tax Roll 02/24	\$ 392.02
Rizzetta & Company, Inc.	100194	INV0000087051	District Management Fees 02/24	\$ 4,837.58
SSS Down To Earth Opco, LLC	100199	INV181866	Landscape Maintenance 02/24	\$ 18,371.25
Toho Water Authority	02142024-1	Monthly Summary 12/23 ACH 1	Water-Sewer Services 12/23	\$ 127.40
Toho Water Authority	ACH	00039375 01/24 AUTO PAY	Water-Sewer Services 01/24	\$ 35.63
Toho Water Authority	ACH	00057874 01/24 Autopay	Water-Sewer Services 01/24	<u>\$ 27.29</u>
<b>Report Total</b>				<b><u>\$ 36,456.98</u></b>