



Rizzetta & Company

Connerton West Community Development District

Board of Supervisors' Meeting November 4, 2019

**District Office:
12750 Citrus Park Lane, Suite 115
Tampa, Florida 32625
813.933.5571**

www.connertonwestcdd.org

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT AGENDA

At Club Connerton located at 21100 Fountain Garden Way, Land O Lakes, FL 34638.

| | | |
|--------------------------------------|----------------------|---------------------------------|
| District Board of Supervisors | Richard Dombrowski | Chairman |
| | James Jackson | Vice Chairman |
| | Stewart Gibbons | Assistant Secretary |
| | Pamelyn Eichelberger | Assistant Secretary |
| | Roy Gilmore III | Assistant Secretary |
| District Manager | Greg Cox | Rizzetta & Company, Inc. |
| District Attorney | Roy Van Wyk | Hopping Green & Sams, P.A. |
| District Engineer | Jordan Schrader | Clearview Land Design, P.L.. |

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 813-933-5571. 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.

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

October 28, 2019

AGENDA

Dear Board Members:

The Connerton West Community Development District regular meeting of the Board of Supervisors will be held on **Monday, November 4, 2019 at 6:00 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 ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors' Meeting held on October 7, 2019 Tab 1
 - B.** Consideration of Operation and Maintenance Expenditures for September 2019 Tab 2
- 4. BUSINESS ITEMS**
 - A.** Cell Tower Presentation
 - B.** Appointment of Seat #2..... Tab 3
 - C.** Consideration of Resolution 2020-02; Designating Officers..... Tab 4
 - D.** Field Inspection Report Tab 5
 - E.** Landscape Report & Proposals
 - F.** Monthly Irrigation Report Tab 6
 - G.** Monthly Aquatic Service Update
 - H.** Discussion of Re-Plat Parcel
 - I.** Discussion of Fishing Policies
 - J.** Discussion of Bond Re-Funding Projects
 1. Funding Status Update
 2. Playground Update
 3. Nature Trail Update
- 5. STAFF REPORTS**
 - A.** District Counsel
 - B.** District Engineer
 - C.** District Manager
 1. Financial Status Update
 2. Action Item List Tab 7
- 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 Cox

Greg Cox
District Manager

cc: Alyssa Willson, 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, October 8, 2019 and called to order at 4:08 p.m.** at Club Connerton, 21100 Fountain Garden Way, Land O' Lakes, FL 34638.

Present and constituting a quorum:

| | |
|-----------------|--|
| James Jackson | Board Supervisor, Vice Chairman |
| Roy Gilmore | Board Supervisor, Assistant Secretary |
| Stewart Gibbons | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-----------------|---|
| Greg Cox | District Manager, Rizzetta & Company |
| Alyssa Willson | District Counsel, Hopping Green & Sams, P.A. |
| Jordan Schrader | District Engineer, Clearview Land Design |
| John Toborg | Field Services Manager, Rizzetta & Company |
| Matt Howell | Representative, CLM |
| Gail Huff | Representative, Ballenger & Company |

| | |
|----------|----------------|
| Audience | Present |
|----------|----------------|

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

Ms. Jill Barroni addressed the Board regarding her concern that the Board was planning to table the discussion regarding the fishing policy.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Meeting held on
September 9, 2019**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on September 9, 2019.

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
October 8, 2019 - Minutes of Meeting
Page 2

On a Motion by Mr. Jackson, seconded by Mr. Gibbons, with all in favor, the Board of Supervisors unanimously approved the minutes of the Board of Supervisors' Meeting held on September 9, 2019, as presented, for the Connerton West Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for August
2019**

Mr. Cox presented the Operations and Maintenance expenditures report for August 2019. The Board requested staff to research what the overtime hours were for that were recorded on Stan Zuercher's pay sheet for the period ending June 30, 2019.

On a Motion by Mr. Gilmore, seconded by Mr. Gibbons, with all in favor, the Board of Supervisors unanimously approved to ratify the payment of the invoices in the August 2019 Operations and Maintenance expenditures report in the amount of \$128,507.52, for the Connerton West Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Series 2018 A-1 and 2018
A-2 Construction Requisitions 15 thru
19**

On a Motion by Mr. Jackson, seconded by Mr. Gilmore, with all in favor, the Board of Supervisors unanimously approved to ratify the Chairman's approval of Series 2018 A-1 and 2018 A-2 Construction Requisitions 15 thru 19, for the Connerton West Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Series 2018 A-1 and 2018
A-2 Construction Requisitions 15 thru
19**

On a Motion by Mr. Jackson, seconded by Mr. Gilmore, with all in favor, the Board of Supervisors unanimously approved to ratify the Chairman's approval of Series 2018 A-1 and 2018 A-2 Construction Requisitions 48 thru 52, for the Connerton West Community Development District.

SEVENTH ORDER OF BUSINESS

Cell Tower Presentation

The Board tabled the discussion of the cell tower presentation until the November 2019 meeting.

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
October 8, 2019 - Minutes of Meeting
Page 3

EIGHTH ORDER OF BUSINESS

Field Inspection Report

The Board received a Field Inspection Report update from John Toborg. Mr. Toborg explained that the contractor needs to continue to weed and manage annuals beds even when they are pending a change out.

Following a discussion regarding Parcel 218 hand-over to the CDD from the developer, the Board requested staff ensure that the ponds and landscaping were under contract for maintenance by November 1, 2019.

Mr. Jackson requested that Mr. Schrader look into the status of the mailbox kiosk designs as they are conveyed to the CDD.

NINTH ORDER OF BUSINESS

Landscape Update

The Board received an update from Matt Howell, with CLM, regarding landscaping issues.

The Board members did not approve CLM proposal # 63 for Drake Elm trees removal and replacement and chose instead to wait to see if they might recover.

On a Motion by Mr. Gilmore, seconded by Mr. Gibbons, with all in favor, the Board of Supervisors unanimously approved and amended the CLM proposal #64 to only remove the two dead trees on Pleasant Plains Parkway and not replace at this time and approved the pending proposal with a not-to-exceed amount of \$2,225 with the understanding that the amended amount would be significantly less, for the Connerton West Community Development District.

On a Motion by Mr. Jackson, seconded by Mr. Gilmore, with all in favor, the Board of Supervisors unanimously approved the CLM proposal #65 for annuals change out in the amount of \$12,000.00, for the Connerton West Community Development District.

TENTH ORDER OF BUSINESS

Irrigation Update

Mr. Jackson requested information regarding the irrigation issues at Picket Fence and Ms. Huff explained that the main line cannot be repaired until the water table recedes more or they will have to pump the water out at additional CDD expense.

The Board received an irrigation update from Gail Huff, with Ballenger Irrigation.

ELEVENTH ORDER OF BUSINESS

**Discussion of Trimming the Vegetation
from the Sidewalks**

The Board discussed the agenda topic of vegetation requiring trimming back along common area sidewalks and requested that Mr. Toborg inspect these areas during his inspections.

TWELFH ORDER OF BUSINESS

Monthly Aquatic Service Update

The Board reviewed the pond maintenance report from Cardno.

THIRTEENTH ORDER OF BUSINESS

Discussion of Filing Board Seat #2

The Board discussed the process of filling vacant Seat # 2 which is currently held by Mr. Gibbons. The Board directed staff to announce the opening via email blast and to ask any of those applying for appointment to attend the November 4, 2019 meeting.

FOURTEENTH ORDER OF BUSINESS

Discussion of Re-Plat Parcel

The Board discussed a resident's request regarding taking possession of the CDD owned parcel adjacent to their property. The Board directed staff to once again, notify all those who own the property adjacent to the CDD parcels via letter and explain the estimated costs associated with the process that they would all share and to respond whether or not they were interested.

FIFTEENTH ORDER OF BUSINESS

Discussion of Fishing Policies

The Board tabled the continuation of the discussion of the fishing policies under consideration until the remaining Board members were present.

SIXTEENTH ORDER OF BUSINESS

Consideration of Pressure Washing Proposals

The Board discussed sidewalk cleaning of common area sidewalks and requested staff review which sidewalks were eligible for CDD funded pressure washing and for staff to seek proposals for pressure washing those areas requiring it.

SEVENTEENTH ORDER OF BUSINESS

Consideration of First Addendum to Professional District Services Agreement

On a Motion by Mr. Gibbons, seconded by Mr. Gilmore, with all in favor, the Board of Supervisors unanimously approved the First Addendum to Professional District Services Agreement for Rizzetta & Company, for the Connerton West Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2020-01,
Amending Rules of Procedure and
Setting Public Hearing**

On a Motion by Mr. Gilmore, seconded by Mr. Jackson, with all in favor, the Board of Supervisors unanimously approved to adopt Resolution 2020-01, Amending Rules of Procedure and Setting Public Hearing for December 2, 2019 at 4:00 p.m., for the Connerton West Community Development District.

NINETEENTH ORDER OF BUSINESS

**Discussion of Bond Re-Funding
Projects**

The Board received an update from Mr. Cox regarding the Bond Refunding projects. He provided an update of the playground at Rose Cottage that is currently being installed. Mr. Schrader informed the Board that they should expect a nature trail status report by October 22, 2019 from Cardno.

TWENTIETH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

The Board received a District Engineer report from Mr. Schrader with additional emphasis on the plan to hand over the mowing requirement for Parcel 218 to the District beginning November 1, 2019.

C. District Manager

Mr. Cox reminded the Board the next regular meeting is scheduled for November 4, 2019 at 6:00 p.m. at Club Connerton, 21100 Fountain Garden Way, Land O' Lakes, FL 34638. Mr. Gibbons indicated that he will not be present at that meeting.

Mr. Cox reviewed the monthly financials and the action item list with the Board.

TWENTY-FIRST ORDER OF BUSINESS

Audience Comments

Mr. Patrick Storer asked the Board whether the CDD had budgeted for pet stations.

The Board heard additional audience comments from a resident interested in if the District was planning to pressure wash the sidewalks leading into Jasmine Abbey.

TWENTY SECOND ORDER OF BUSINESS Supervisor Requests

There were no supervisor requests.

TWENTY-THIRD ORDER OF BUSINESS Adjournment

On a Motion by Mr. Gibbons, seconded by Mr. Jackson, with all in favor, the Board adjourned the meeting at 5:38 p.m. for the Connerton West Community Development District.

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 September 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2019 through September 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$127,270.70**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-------------------------------------|---------------------|-----------------------|---|-----------------------|
| ANJ Excavation LLC | 002601 | 1 | Remove & Replace Concrete Sidewalk 09/19 | \$ 2,850.00 |
| Architectural Fountains Inc. | 002580 | 08291907E | Supply & Install 7.5HP Motor 08/19 | \$ 2,816.00 |
| Ballenger & Company, Inc. | 002581 | 19266 | Install New Drip On Plants Pleasant Plain 08/19 | \$ 1,670.00 |
| Ballenger & Company, Inc. | 002581 | 19290 | Irrigation Repairs Blue Mist D72 08/19 | \$ 535.00 |
| Ballenger & Company, Inc. | 002581 | 19294 | Replaced Blue Mist PPL 08/19 | \$ 7,537.00 |
| Ballenger & Company, Inc. | 002581 | 19301 | Irrigation Maintenance 08/19 | \$ 7,210.00 |
| Ballenger & Company, Inc. | 002581 | 19311 | SWFWMD Meter Reading/Irrig Pump Station 08/19 | \$ 1,300.00 |
| Ballenger & Company, Inc. | 002581 | 19334 | Repairs & Extras On Irrigation 08/19 | \$ 520.00 |
| Capital Land Management Corporation | 002602 | 206039 | Landscape Maintenance 09/19 | \$ 22,000.00 |
| Capital Land Management Corporation | 002602 | 206040 | Fertilization Bahia, St Augustine & Bermuda 08/19 | \$ 8,900.00 |
| Capital Land Management Corporation | 002602 | 206795B | Flush Cut A Dead Pine Tree 09/19 | \$ 450.00 |

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---------------------------------------|--------------|----------------|--|----------------|
| Clearview Land Design, P. L. | 002603 | 19-01746 | Engineering Services 09/19 | \$ 3,635.00 |
| Connerton Community Association, Inc. | 002586 | 201915 | Salary Reimbursement 08/19 | \$ 5,098.44 |
| Decorating Elves, Inc. | 002604 | 108320 | Holiday Lighting & Decorations- Deposit 12/19 | \$ 5,244.40 |
| Egis Insurance Advisors LLC | 002594 | 9256 | Policy#100118738 10/01/19-10/01/2020 | \$ 11,858.00 |
| Egis Insurance Advisors LLC | 002605 | 9658 | Policy#100118738 01/01/19 - 10/01/19 Policy Change | \$ 56.00 |
| Hopping Green & Sams | 002582 | 109373 | General Counsel/Monthly Meeting 07/19 | \$ 6,210.96 |
| James Jackson | 002598 | JJ090919 | Board of Supervisors Meeting 09/09/19 | \$ 200.00 |
| Jeremy R. Cohen | 002587 | JC080619 | Off Duty Patrols 08/06/19 | \$ 200.00 |
| Jeremy R. Cohen | 002587 | JC082819 | Off Duty Patrols 08/28/19 | \$ 350.00 |
| Jerry Richardson | 002609 | 1273 | Monthly Hog Removal Service 09/19 | \$ 800.00 |
| K. Johnson's Lawn & Landscaping, Inc. | 002607 | 16496 | Mowing of Connerton Bike Trail 09/19 | \$ 700.00 |

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-------------------------|---------------------|--------------------------------|--|-----------------------|
| Kevin Eric Hamilton | 002589 | KH081319 | Off Duty Patrols 08/13/19 | \$ 200.00 |
| Kevin Eric Hamilton | 002589 | KH082019 | Off Duty Patrols 08/20/19 | \$ 200.00 |
| Mobile Mini, Inc. | 002591 | 9006907684 | Acct# 10023746 Mobile Storage Rental 08/25/19-09/21/19 | \$ 203.03 |
| Mortensen | 002583 | 417-3421 | Professional Services 08/16/19-08/21/19 | \$ 4,475.00 |
| Pamelyn Eichelberger | 002595 | PE090919 | Board of Supervisors Meeting 09/09/19 | \$ 200.00 |
| Pasco County | 002592 | Pasco Water Summary B 07/19 | Water Summary 07/19 | \$ 14.30 |
| Pasco County | 002599 | Pasco Water Summary 08/19 A | Water Summary 08/19 A | \$ 38.36 |
| Patrick J. Elmore | 002588 | PE083019 | Off Duty Patrols 08/30/19 | \$ 200.00 |
| Patrick J. Elmore | 002588 | PE083119 | Off Duty Patrols 08/31/19 | \$ 200.00 |
| Richard A. Dombrowski | 002593 | RD090919 | Board of Supervisors Meeting 09/09/19 | \$ 200.00 |
| Rizzetta & Company, Inc | 002584 | INV0000043134 | District Management Fees 09/19 | \$ 6,283.33 |

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2019 Through September 30, 2019

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|---------------------------------|--|-----------------------------|
| Rizzetta Technology Services, LLC | 002585 | INV0000004703 | Email & Website Hosting Services 09/19 | \$ 175.00 |
| Roy Gilmore III | 002597 | RG090919 | Board of Supervisors Meeting 09/09/19 | \$ 200.00 |
| Site Masters of Florida, LLC | 002608 | 091619-2 | Re-graded Eroded Area 09/19 | \$ 1,800.00 |
| Stewart Gibbons | 002596 | SG090919 | Board of Supervisors Meeting 09/09/19 | \$ 200.00 |
| Suncoast Pool Service | 002610 | 5550 | Fountain Service 09/19 | \$ 250.00 |
| Times Publishing Company | 002590 | 0000007139 08/23/19 | Acct# 119853 Legal Advertising 08/19 | \$ 80.80 |
| Withlacoochee River Electric Cooperative Inc. | 002600 | Electric Summary Bill- 08/19 | Electric Summary Bill-08/19 | <u>\$ 22,210.08</u> |
| Report Total | | | | <u>\$ 127,270.70</u> |

Tab 3

EDUCATION University of Southwestern Louisiana (Lafayette LA)
Bachelor of Science in Business Administration
Major: Finance, Insurance & Risk Management

Professional Associate in Risk Management (ARM)
Designation Completed three parts of the Certified Property Casualty Underwriter (CPCU).

EXPERIENCE

Present **RT Specialty, Executive Vice President**

11/13 Responsible day to day operations, grow and develop Surplus lines markets and agents relationships. Organize employee volunteer days to support feeding the homeless and at risk.

11/13 **Westrope Insurance Managers of Florida, Executive Vice President**

05/08 Responsible for the start up operation of a new binding facility, which developed an annual written premium of \$25mm by 2013.

04/08 **Morstan General Agency of Florida, Vice President – Property & Casualty**

08/03 Responsible for brokerage placement of large & difficult to place Property & Casualty lines of business. Expand business relationships with retail agents and market underwriting personnel. Acquire new product lines through analysis of market conditions.

07/03 **Strickland General Agency / Knott Limited, Property & Casualty Producer**

11/00 Underwriter with authority to place business with binding contracts. Responsible for mid-market brokerage accounts. Identify areas of opportunity and cross sell products.

10/00 **Jefferson Insurance Group of New York, Program Business Analyst**

03/98 Team leader of a self-directed work group responsible for nationwide distribution of P&C programs for MGA distribution. Responsible for risk; selection, analysis, pricing and marketing of Jefferson Insurance Group products and services.

07/97 **National Association of Surplus Lines Offices Intern (NAPSLO)**

06/97 Jefferson Insurance Group of New York, Technical Assistant
Reviewed submissions, evaluated the risks exposure(s) and calculated premium amounts. Compiled statistics on the annual agent survey for marketing research.

06/97 **Tri-City Brokers, New York, Technical Assistant, (NASPLO)**

05/97 Summarize submissions on captioned business and present the business to market.
Direct communication with market underwriters to confirm coverage on accounts.

10/92 **Halliburton Energy Services (formally Otis Engineering – New Iberia, LA.)**

01/78 **Completion Products Service Technician**

Coordinated field projects and supervised up to 25 employees, including personnel of other companies. Responsible for direct interaction with field engineer.

Plug & Abandonment Supervisor (P&A)

Directly responsible for implementation of Federal Reclamation policy at various job sites.

REFERENCES AVAILABLE UPON REQUEST

Daniel Novak

Experience

DXC Technology, Tampa FL

Practice Manager – Managed Services – Cornerstone OnDemand practice

July 2012 to Current

- Manage a team of +/-20 specialized agents delivering contracted services
- Assign and balance resource scheduling and project workload
- Develop agents' skills to enable greater delivery abilities
- Maintain product certifications to provide team support

Ryla an Alorica Company. Tampa FL

Team Developer

Aug. 2010 to June 2012 on the Verizon Project

- Manage 20+ specialty agents handling a wide variety of products and projects.
- Responsible for executive summaries on complaints and service breakdowns monthly which resulted in a 300% drop in executive complaints across the line of business
- Responsible for identifying training needs across multiple sites and coordinated with on site and remote trainers to deliver the training.
- Worked with off shore resources to schedule and respond to client needs

Coleman and Associates Enterprise Inc. Tampa FL

Team Developer Feb. 2007 to Aug. 2010 on the Verizon Project

- Manage team through day to day and monthly statistics that include attendance, adherence and performance.
- Respond and resolve complaints from many outside agencies and internal Executives.

Billing and Offline associate Dec. 2006 to Feb. 2007 on the Verizon Project

- Handled inbound customer calls and cared for Billing issues.
- Processed "Fallout correction" to allow DSL/HSI orders to complete

The Home Depot Riverview, FL

Water Heater Sales Team Lead Nov. 2004 to Oct. 2006

- Manage team of associates on daily, monthly goals including both sales and adherence.
- Coach and develop associates on achieving and maintaining both daily and monthly goals.

CitiBank Brandon, FL

Sales and Service Associate Feb. 2004 to Oct. 2004

- Receive inbound customer service calls pertaining to customer's credit card accounts, assist customers with their concerns and then sell them an ancillary option to their account.

Education

High School Diploma

Parma OH

Normandy High School

Tab 4

RESOLUTION 2020-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CONNERTON
WEST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE
OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE
DATE**

WHEREAS, Connerton West 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 Pasco 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 CONNERTON WEST 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 ____ DAY OF _____, 2019.

**CONNERTON WEST COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 5

CONNERTON WEST

FIELD INSPECTION REPORT



October 10, 2019

Rizzetta & Company

John R Toborg – Sr. Field Services Manager



Rizzetta & Company
Professionals in Community Management

Summary, General Comments, Connerton Blvd., Arbors North

Summary, General Updates, Recent & Upcoming Maintenance Events

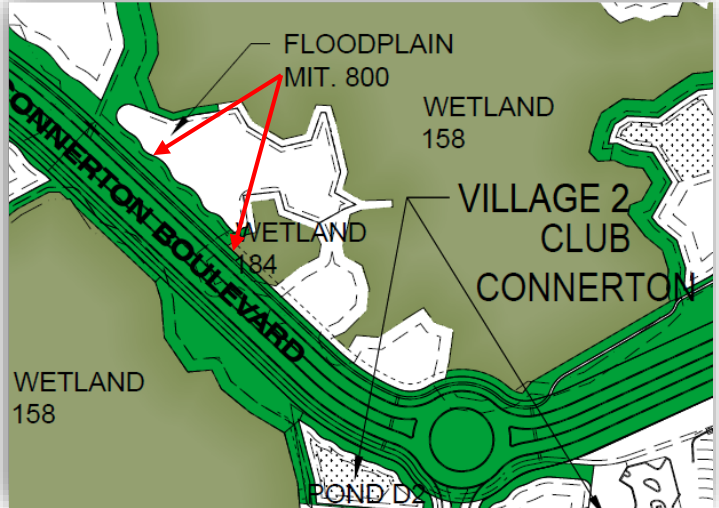
- ❑ During the month of November, all Celebration Bermudagrass shall receive an application of 24-0-11 Fertilizer with a pre-emergent herbicide. Additionally, all Palms shall receive an application of 8-2-12+4Mg fertilizer.
- ❑ Make sure all control structures are line trimmed at each pond mow event.

The following are action items for Capital Land Management (CLM) or Ballenger & Co., (B&C) to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold underlined is info. or questions for BOS or Developer.**

1. Eradicate weeds at the US 41 entrance on the south side south of the sidewalk.
2. In conjunction with Item 1 in the proposal section, CLM to ensure the surrounding Pines where the one has died are not infested with Pine beetle, if that was the cause of death. Treat as required with a drenching. However, I believe this tree may have been struck by lightning since it declined so quickly.
3. Eradicate grassy weeds in the Juniper on the median just east of the Wildlife Crossing and remove suckers from the Magnolias.
4. The "fishbowl" area has been mowed, however, there is a lot of duff left behind. We now need to have a finish mower come in and re-distribute.
5. Just before getting to Symphony from the west, there is a patch of dead in the Schillings on the median. Hand remove dead and apply fungicide as needed.
6. Remove scraggly Jack Frost Ligustrum on the west side of Symphony.
7. Flush cut a dead/dying East Palatka Holly on the median west of Symphony. (Pic 7>)
8. **New annuals (Red & White Mixed Begonias) shall be installed by the end of the month.**
9. It appears Juniper on the inbound side of the Arbors north entrance has been affected by an herbicide overspray. Crews must refrain from applying chemicals like this. Remove dead material.
10. **All trees should be lifted on the property, per CLM, by the end of November.**
11. Behind the sidewalk adjacent to the playground on Rose Cottage Way, remove dead material in the Schillings.
12. **Trees on the Rose Cottage Way cul-de-sac cannot wait until November and need to be raised now.**
13. Eradicate weeds in the mulched Garden Party Park (GPP) playground.



Wild Plum, Garden Party Park, US 41 & PPP

14. Tree limbs need to be kept off the shade structures at the south end of GPP. If they are above the 15' Max. height or 4" cal. Max. size allowed in the spec, then CLM can provide a proposal.
 15. There are still weeds in the Wild Plum cul-de-sac.
 16. Hand remove dead weeds in the Juniper that has been recently sprayed north of Rose Pointe.
 17. Remove any Coleus that have been reduced to sticks.
 18. We still need to have the Dwarf Asian Jasmine trimmed back behind the curbing on the Arbors south entrance. It also needs to be kept off the brick monument. There is also still active Woolly Aphids on the Muhly Grasses that needs to be treated.
 19. Make sure there is a distinct delineation between the semi-circular beds of Dwarf Asian Jasmine and the Juniper on the Arbors south median.
 20. Make sure all trees on pond banks are also getting soft-edged and detailed.
 21. At the time of this inspection, new Crape Myrtles were being installed on the PPP median near Mc Donald's.
 22. Just before getting to the newly landscaped median tip mentioned above, there is a large, expansive bed of ornamental grasses that need to be cut to a low mound. Thoroughly drench if spider mites are present.
 23. We should clear out some landscaping surrounding the fire hydrant near the bank at US 41. Remove weeds from the same Juniper bed.
 24. Another car accident has messed up the US 41/PPP median. Remove any damaged plant material **and ensure there is no broken irrigation.**
 24. Inspect patches of stressed turf on the median approaching Lagerfeld from the west. Treat accordingly.
 25. Remove the failing annuals at the Lagerfeld entrance.
 26. Apply a target specific herbicide on the vine in the Viburnum along the back side of the wall on Cressida Ct.
 27. The Walter's Viburnum on the back side of the open lawn on the east side of the Arbors entrance will need to be trimmed very soon.
 28. I've asked CLM to begin chipping away at the growth along the south side Floodplain Mitigation area 800 and Wetland 184 on the north side of Connerton Blvd. west of the main roundabout. (see below)
- 
- The map shows a section of land with several labeled areas: FLOODPLAIN MIT. 800, WETLAND 158, WETLAND 184, VILLAGE 2 CLUB CONNERTON, and POND D2. A road labeled CONNERTON BOULEVARD runs diagonally across the map. Red arrows point from the text in item 28 to the areas labeled FLOODPLAIN MIT. 800 and WETLAND 184.
29. In the same area as No. 28, but on the south side of the road, remove Oak limbs that are blocking a Pedestrian Crossing sign.
 30. Crews are not being careful when applying herbicides as there are brown perimeters around many tree rings.



Gardenia Glen, Wistful Yearn Parks, Pleasant Plains Parkway

31. Remove climbing vines from at least one Magnolia on Connerton Blvd. coming over the people tunnel.
32. Check turf in the ROW and behind the sidewalk along the north side of Gardenia Glen (GG) for chinch bug. Treat accordingly. Also treat any browning Fakahatchee Grasses on the north side of GG.
33. Coming into the Blue Mist/Connerton Blvd. roundabout from CB, inspect patchy turf around 4 o'clock and noon. Treat accordingly.
34. Remove limbs from an Oak on the west side of Blue Mist just north of the Blue Mist/PPP roundabout. They are blocking the Traffic Circle sign.
35. Detail the landscape buffer behind the homes on Swiss Chard that back up to PPP at the roundabout.
36. CLM to inspect the last Magnolia on the PPP median before getting to the south Gardens entrance. It appears to be extremely thin. Diagnose and treat accordingly.
37. Has CLM determined why the Jasmine on Pearl Crescent is yellowing? Seems to have worsened over the past month.
38. Make sure crews are mowing behind the bollards at the rear of the Wistful Yearn parks, as well as line trimming around them.
39. **Trees at Butterfly Kiss Park have been re-set and re-staked.**

40. There is no improvement to the turf on the south side of Briske Morning Dr. leading into Indian Summer. The only response was that it has been sent to Fert. & Pest. What has been the diagnosis and what is the treatment plan? (Pic 40>)

41. Make sure all sidewalk expansion joints at ALL sideyard CDD-Maintained tracts are being kept weed-free.

42. Flush cut a half dead Holly near the tip of the PPP Median heading northward to the roundabout.

43. The problem turf spots on the PPP Median just south of the roundabout have grown and increased in number. Is this fungal in nature? If so, treat accordingly and repetitively. (Pic 43)



44. The entire frontage of Jasmine Abbey east of the entrance needs to be trimmed, weeded and detailed.

45. How often and for how long do the Azaleas at Jasmine Abbey median get watered?



Swiss Chard, Passive Porch, Picket Fence Park

46. Monitor a couple yellowing Pines on Swiss Chard Circle.

54. Eradicate weeds in the Dwarf Asian Jasmine in Picket Fence Park.

47. In conjunction with Item 45, has CLM tried a different fertilizer to reverse the yellowing of Azaleas on the Jasmine Abbey median? They are also inundated with lichen growth. What is the underlying cause? (Pic 47)



48. Now the PPP median to the west of Jasmine Abbey needs to have the same weed removed as the one to the east had for the past two months.

49. Clean up the bed along the south wall of Gardenia Glen and remove Dog Fennel.

50. Remove dead growth in the large bed of Flax Lily approaching Passive Porch on PPP. Remove dead Juniper before getting to the Flax Lily.

51. Remove dead material in ornamental grasses on Shady Pavilion south. Cut and drench also.

52. Inspect the Boxwoods (?) in Picket Fence Park and treat the browning appropriately. Trim out after treating.

53. Irrigation mainline has been completed, therefore, all landscape installs that were on hold can now be completed.



Proposals

1. CLM to provide a proposal to remove a dead Pine tree on the south side of Connerton Blvd. near the Wildlife Crossing. The Pine is at the bottom of the slope in a planted bed. This Pine can be flush cut. (Pic 1)



2. CLM to provide a proposal to install the fall mulch. Proposal should be for 1,000 CY Pine Bark @ \$45/CY (\$45,000) and 400 Bales of Pine Straw @ \$8/bale (\$3,200).
3. Heading east on PPP app. 100'-200' past the Lift Station closest to US 41, there is another dead tree on the down-side of the slope. CLM to provide a proposal to flush cut and dispose of off property. (Pic 3)



4. CLM to provide a proposal to remove and dispose of all dead East Palatka Hollies on and around the perimeter of the Blue Mist/Connerton Blvd. roundabout. Proposal

capping off irrigation and installing turf over original tree ring after raking it smooth.

5. CLM to provide a proposal to enlarge the mulch bed on the Forget-Me-Not roundabout by at least 12" if not 18". I wouldn't even mind if all irregularities (curves) are removed from the bed line and it becomes a perfect circle parallel with the curbing. Mulch must be included in the proposal. This is to facilitate proper line trimming so that it does not destroy the drip tubing at the edge of the turf as the St. Augustine has been allowed to encroach inward.
6. In conjunction with Item 5 above, Ballenger & Co. to provide a proposal to replace the outer lines of drip tubing that will be coming out with the bed expansion.
7. CLM to provide a proposal to fill in all bare spots of Dwarf Asian Jasmine in Picket Fence Park with 1 Gal., FULL plants.
8. CLM to provide a proposal to remove another dead tree on the south side of PPP between Savory Walk and Forget-Me-Not. Flush cut and dispose of off-site. Provide an option to replace with a 3" cal. Live Oak. **Proposal must also include addition flood bubblers.** (Pic 8)



Tab 6

Irrigation Management Specialists

Telephone 727-520-1082

Fax 727-330-3698

gail@ballengerirrigation.com

IRRIGATION REPORT

DATE: October 28, 2019

PROJECT: Connerton – Land O'Lakes

RE: Irrigation System

Routine maintenance was conducted throughout the month and any alarms detected by the Hunter IMMS software were addressed as quickly as possible. Between September 24th and October 27th, two decoders and three solenoids were replaced. One of the decoders and all three solenoids were out of the manufacturer's warranty period.

In addition to routine maintenance, the following issues were addressed throughout the month:

- Mainline on Connerton Blvd just west of Club Connerton was repaired.
- Installed Maxi-Jets for new plants in Savory Walk Park.
- Located missing valves in annual beds along Pleasant Plains at Westerland and Lagerfeld. Raised valve boxes so they won't get lost again and cleaned filters.
- Replaced pressure relief valves on both pump stations.

The ET sensor located on the Hunter ACC controller at the EPII pump station recorded 2.45" of ET and 5.48" of rain between September 24th and October 27th. There were 7 significant rainfall events of over 0.25" during this same period, the greatest occurring on October 19th when 1.37" was recorded. On October 18th and 19th, the Tampa Bay area received a nice soaking from Tropical Storm Nestor that helped break up the continued summer-like weather. The area broke last year's record of most consecutive days without seeing a temperature below 70-degrees at 156 days and even though we did get one day of fall, summer quickly returned. As we enter the last week of October, we are once again looking at near record or record highs, with temperatures in the upper 80's and low 90's.

As of October 27th, the leaks in the EPI pump station were still sealed. Throughout the month there were various issues with the EPI pump station. On several occasions we had to manually reset the #1 pump and on October 12th there was an issue with the pressure relief valve not closing all the way. We ended up closing the butterfly valve and taking the station off line to prevent the EP2 pump station from cycling. On October 26th the pressure relief valves in both pump stations were replaced and the new valves are now operating as expected at 110 psi. The Board should continue to keep funding in place to replace the EP1 pump manifold.

According to the Water Management District, the site pumped 37,259 gpd in the month of September. This is well below the permitted quantity of 419,000 gpd.

The controllers in 218 have all been inspected and the most recent punch list was sent on October 23rd. BCI is prepared to take over maintenance of the irrigation as soon as everything is approved by the Board.

If you have any questions or concerns, please feel free to contact us at your earliest convenience.

Sincerely,

Gail Huff

Gail Huff – C.L.I.A., Florida Water Star Certified





Mainline repair on Connerton Blvd.



Exposed irrigation valves at Pleasant Plains and Lagerfeld.

Tab 7

| Date Entered | Category | Action Item | District Staff Responsible | Vendor Responsible | Target Date | Notes |
|------------------|----------|--|----------------------------|--------------------|-------------|---|
| 11/6/2017 | O&M | Add Playground to Garden Party Park | Greg | TBD | TBD | Bond Project list. Waiting on Rose Cottage Playground |
| 11/6/2017 | O&M | Extend the Nature Trails per Refunding Agreement | District Engineer | Cardno | TBD | Cardno Working on Project - Update at Meeting. |
| 3/5/2018 | O&M | Repair Sidewalks | Rick Schappacher | TBD | TBD | Common Area Sidewalks being Repaired |
| 8/5/2019 | Admin | Fishing Policy Revision | Greg | NA | 12/2/2019 | Board continues to Review Ponds |
| 10/25/2019 | Admin | Cell Phone Tower Project | Greg | Hutchinson | 12/2/2019 | Board considering the concept and proposal |
| | | | | | | |
| | | | | | | |
| Completed | | | | | | |
| 1/23/2017 | O&M | Replace Rose Cottage Area Playground | Greg | TBD | 10/7/2019 | Done |
| | | | | | | |
| | | | | | | |
| | | | | | | |