



Rizzetta & Company

Connerton West Community Development District

Board of Supervisors' Regular Meeting December 6, 2021

**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	Daniel Novak	Chairman
	Chris Kawalec	Vice Chairman
	John Ngerem	Assistant Secretary
	Steven Daly	Assistant Secretary
	Tyson Krutsinger	Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Attorney	Roy Van Wyk	KE Law, PLLC
District Engineer	Greg Woodcock	Cardno

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 · 5844 OLD PASCO RD SUITE 100, WESLEY CHAPEL, FL 33544
www.connertonwestcdd.org

Board of Supervisors
Connerton West Community
Development District

December 1, 2021

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Connerton West Community Development District will be held on **Monday, December 6, 2021 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.

BOARD OF SUPERVISORS MEETING

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Counsel**
 1. Update on Licensing Agreement for Easements
 - B. District Engineer**
 1. Review of December Cardno Report.....Tab 1
 - C. Field Inspection Report**
 1. November Field Inspection Report.....Tab 2
 - D. Irrigation Report.....Tab 3**
 - E. Aquatics Report.....Tab 4**
 - F. Property Maintenance Report – Stan Zeurcher.....Tab 5**
 1. Update on CLM Equipment
 - G. District Manager**
 1. November District Manager Report.....Tab 6
 2. October Financial Statement.....Tab 7
- 4. BUSINESS ITEMS**
 - A. Consideration of Cutback Proposals.....,Tab 8**
 - B. Consideration of Hopping Green & Sams**
Transition Letter.....Tab 9
 - C. Consideration of Rizzetta Technology**
Services Agreement.....Tab 10
 - D. Consideration of Florida Reserve Study Proposal.....Tab 11**
 - E. Consideration of Fitness320 Proposal.....Tab 12**
 - E. Discussion of Towing on CDD Property**
 - F. Discussion of Dog Station**
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors'**
Regular Meeting held on November 1, 2021.....Tab 13
 - B. Consideration of Operation and Maintenance**
Expenditures for October 2021.....Tab 14

6. SUPERVISOR REQUESTS
7. 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,
Matthew Huber
Matthew Huber
District Manager

cc: Roy Van Wyk, KE Law Group.

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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, November 1, 2021, at 6:00 p.m.** at Club Connerton, located at 21100 Fountain Garden Way, Land O' Lakes, FL 34638

Present and constituting a quorum:

Daniel Novak	Board Supervisor, Vice-Chairman
Chris Kawalec	Board Supervisor, Assistant Secretary
Tyson Krutsinger	Board Supervisor, Assistant Secretary
Steven Daly	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	District Manager, Rizzetta & Company
Daryl Adams	District Manager, Rizzetta & Company
Jason Liggett	Field Services Manager, Rizzetta & Company (via conference call)
Roy Van Wyk	District Counsel, Hopping Green & Sams, P.A.
Greg Woodcock	District Engineer, Cardno
Gail Huff	Representative, Ballenger
Jason Marks	Aquatic Weed Control
Stan Zuercher	Clubhouse Manager

Audience	Present
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FIRST ORDER OF BUSINESS

Call to Order

Mr. Daryl Adams opened the regular CDD Meeting in person at 6:00 p.m. and noted that there were audience members in attendance.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

The Board received audience comments regarding the entrance to Little Vista being neglected, more detailed street signs and monuments, leveling the sidewalks and sealing the manhole covers. They also heard comments about the pond at Connerton & Flourish and concerns regarding the signage visibility at the entrance to the community and at the roundabout.

THIRD ORDER OF BUSINESS

STAFF REPORTS

A. District Counsel

Mr. Van Wyk updated the Board on existing easement issues and notified them that they are up to speed. The Board requested District Counsel and Doug Smith to continue to work on the easement agreements.

District Counsel will send a list of each address and the status of each to the Board.

B. District Engineer Report

The Board received the District Engineer report from Mr. Woodcock. Mr. Woodcock updated the Board on the Trail Project and Storybrook.

Mr. Woodcock notified the Board that he needed to do some more research on the budget of bonds contract and that he would have more information to discuss this at the next meeting.

There was a brief discussion regarding the conservation area around 209 being encroached, Lennar getting residents under remediation notice and notifying the HOA of their easement rights before any fences are installed or approved.

Mr. ? directed questions regarding attorney fees on easements to Mr. Van Wyk. Mr. Van Wyk informed the Board that there will not be any fees associated and that they maintain a separate billing account for all of the activity that is associated with all the easements.

The Board requested the District Engineer to investigate the sealing of the paint of the entrance signs.

On a motion from Mr. Novak, seconded by Mr. Kawalec, with all in favor, the Board ratified the Site Masters Proposal in the amount of \$2,000 for the Connerton West Community Development District.

C. Field Inspection Report

The Board reviewed the Field Inspection report from Mr. Liggett

The Board held a brief discussion regarding cutbacks and the easements on Ponds 215 & 28. Mr. Liggett was asked to send Brighview the address of the areas in concern.

D. Irrigation Report

The Board received the Irrigation Report and discussed the Pump Station Replacement Proposal here.

CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT
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On a motion from Mr. Kawalec, seconded by Mr. Krutsinger, with all in favor, the Board approved Ballenger and Company proposal in the amount of \$14,517 plus \$600 for annual subscription for the Connerton West Community Development District.

The Board reviewed and discussed the Site Masters proposal for depression mediation in the amount of \$9,400 and agreed to approve this proposal.

On a motion from Mr. Kawalec, seconded by Mr. Lise, with all in favor, the Board approved the Site Masters of Florida proposal for depression mediation at the discounted rate of \$9,400 with the work starting after Thanksgiving for the Connerton West Community Development District.

E. Aquatics Report

The Board received the Aquatics Report from Aquatic Weed Control.

The Board received confirmation that the planting at pond 40 has been completed. They will keep an eye and update on algae.

The Board of Supervisors is requesting Aquatic Weed Control to give the District Manager notice when they come out to service the District.

F. Property Maintenance Report- Mr. Zuercher

The Board receives maintenance report 8/23/21-9/5/21 and 9/6/21-9/19/2.

The Board discusses giving Mr. Zuercher 4 weeks of paid time off and COBRA coverage.

On a motion from Mr. Novak, seconded by Mr. Lise, with all in favor, the Board approved giving Mr. Zuercher 4 weeks of time off and the district will cover his Cobra Insurance until his insurance becomes active in 60 days for the Connerton West Community Development District.

The Board discusses tool replacement for Mr. Zuercher.

On a motion from Mr. Lise, seconded by Mr. Daly, with all in favor, the Board approved to develop a tool replacement list for Mr. Zuercher and get approval from the Chair for the replacements, for the Connerton West Community Development District.

G. District Manager Report

The Board received and reviewed the District Manager report.

Mr. Adams reminded the Board that the next meeting will be held on November 1, 2021, at 6:00 p.m. at the Club Connerton, 21100 Fountain Garden Way, Land O Lakes, FL 34638.

FOURTH ORDER OF BUSINESS

Consideration of Resignation of Mr. Lise

The Board discusses the resignation of Board of Supervisor, Mr. Lise.

On a motion from Mr. Kawalec, seconded by Mr. Novak, with all in favor, the Board accepted the resignation of Mr. Fredrick Lise effective immediately following the adjournment of this meeting, for the Connerton West Community Development District.

The Board requested that the District Manager reach out to residents about the open seat for the Board. Also, the Board of Supervisors requested that the email inform the potential candidates to attend the next CDD meeting.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-01 – Re-Designating Officers of the District

The Board agreed to table the Resolution 2022-01, Re-Designating Officer of the District to the November meeting.

The Board had an additional discussion on the Willow Vista signs not needing painting, and the two Arbors signs that need to be painted. The Board directed District Manager to reach out to the contact person at Caliente for referral of their signs.

SIXTH ORDER OF BUSINESS

Consideration of CLM Tree Removal Proposal

The Board reviewed the CLM Tree Removal Proposal in the amount of \$1,070.15

On a motion from Mr. Krutsinger, seconded by Mr. Lise, with all in favor, the Board approved the CLM Tree Proposal in the amount of \$1,070.15, for the Connerton West Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Ratification of EGIS Renewal Proposal

The Board reviewed and approved the EGIS Renewal Proposal.

On a motion from Mr. Kawalec, seconded by Mr. Krutsinger, with all in favor, the Board ratified EGIS Renewal proposal for the Connerton West Community Development District.

EIGHTH ORDER OF BUSINESS

Discussion of Finalization of Fishing Policy Map

The Board requested District Manager to obtain a proposal for 25 “no fishing” signs.

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NINTH ORDER OF BUSINESS

**Discussion and Reconsideration of
Cutback Proposal**

The Board requested the District Manager to get additional proposals for cutbacks and to send a letter to K. Johnson informing them to continue mowing but not to start the cutbacks.

TENTH ORDER OF BUSINESS

**Discussion of HOA/CDD Tunnel
Expenses**

The Board approved the District Manager to reach out to the HOA informing them that the District will honor the current tunnel agreement. The District will not engage in additional expense outside of the current agreement.

ELEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Workshop Meeting,
Held on September 13, 2021**

Mr. Huber presented the minutes of the Board of Supervisors' Workshop meeting held on September 13, 2021.

On a motion from Mr. Krutsinger, seconded by Mr. Kawalec, with all in favor, the Board approved the Minutes of the Boards' Supervisor Workshop meeting held on September 13, 2021 for the Connerton West Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for August
2021**

The Board was presented with the Operation & Maintenance Expenditures for August 2021 in the amount of \$135,713.91. The Board requested Rizzetta pay the late fee on the WREC Expenditures for August 2021, also to look at the reclaim water charge for \$2,6527.20.

On a motion from Mr. Novak, seconded by Mr. Lise with all in favor, the Board approved to ratify the payment of invoice from the O&M Expenditures for August 2021 for \$ 135,713.91 with request from the Board that Rizzetta pay WREC Late Fee and looking into reclaimed water, for the Connerton West Community Development District.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

During supervisor requests, Mr. Novak stated that he will work with Stan to get him a tablet to control the LED lights.

199
200 The Board requested that the District Manager reach out for funding from the
201 CCC for the Playground Project.

202 **FOURTEENTH ORDER OF BUSINESS Adjournment**

On a motion from Mr. Krutsinger, seconded by Mr. Lise, the Board approved to adjourn the meeting at 7:07 p.m. for the Connerton West Community Development District.

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208 Assistant Secretary

Chairman / Vice-Chairman

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CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · (813) 994-1001
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.connertonwestcdd.org

Operation and Maintenance Expenditures October 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2021 through October 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$114,838.09**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Weed Control, Inc.	003311	63179	Quarterly Pond/Lake Maintenance 09/21	\$ 4,100.00
Aquatic Weed Control, Inc.	003311	63984	Pond/Lake Maintenance 09/21	\$ 3,950.00
Badges of Honor, LLC	003312	3917	Office Supplies 10/21	\$ 12.50
Ballenger & Company, Inc.	003303	21316	Repair Irrigation System 09/21	\$ 1,770.00
Ballenger & Company, Inc.	003303	21366	Irrigation Maintenance 09/21	\$ 8,175.00
Ballenger & Company, Inc.	003303	21379	SWFWMD Meter Reading/Irrig Pump Station 09/21	\$ 1,300.00
Ballenger & Company, Inc.	003334	21175	Repair Irrigation System 05/21	\$ 615.00
Ballenger & Company, Inc.	003334	21388	Repair Irrigation System 10/21	\$ 110.00
Ballenger & Company, Inc.	003334	21391	Repair Irrigation System 10/21	\$ 455.00
Capital Land Management Corporation	003304	211724	Fertilization 09/21	\$ 3,000.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Cardno, Inc.	003305	530368	District Engineer 09/21	\$ 3,618.71
Cardno, Inc.	003305	530369	District Engineer 09/21	\$ 2,630.00
Christopher Kawalec	003318	CK100421	Board of Supervisors Meeting 10/04/21	\$ 200.00
Connerton Community Association	003314	70	Multi-Purpose Room Rental Fee 01/21	\$ 50.00
Connerton Community Association	003314	71	Multi-Purpose Room Rental Fee 02/21	\$ 50.00
Connerton Community Association	003314	72	Multi-Purpose Room Rental Fee 03/21	\$ 50.00
Connerton Community Association	003314	73	Multi-Purpose Room Rental Fee 04/21	\$ 50.00
Connerton Community Association	003314	74	Multi-Purpose Room Rental Fee 05/21	\$ 50.00
Connerton Community Association	003314	75	Multi-Purpose Room Rental Fee 06/21	\$ 50.00
Connerton Community Association	003314	76	Multi-Purpose Room Rental Fee 07/21	\$ 50.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Connerton Community Association	003314	77B	Multi-Purpose Room Rental Fee 08/21	\$ 75.00
Connerton Community Association	003314	78	Multi-Purpose Room Rental Fee 09/21	\$ 50.00
Connerton Community Association	003314	79	Multi-Purpose Room Rental Fee 10/21	\$ 50.00
Connerton Community Association, Inc.	003313	202109	Stanley Zuercher Salary Reimbursement 09/21	\$ 3,429.00
Connerton West CDD	CD187	CD187	Debit Card Replenishment	\$ 575.35
Daniel Novak	003322	DN100421	Board of Supervisors Meeting 10/04/21	\$ 200.00
DG Morrison, Inc	003333	CS/2021/7135	Sign & Post 08/21	\$ 316.00
Disclosure Services, LLC	003335	3	Amortization Schedule Series 2018A-2 11-1-21	\$ 250.00
Fredrick Lise	003320	FL100421	Board of Supervisors Meeting 10/04/21	\$ 200.00
Hopping Green & Sams	003306	125172	General/Monthly Legal Services 08/21	\$ 1,036.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Innersynce Studio, Ltd DBA Campus Suite	003325	19855	CDD Website Services 10/21	\$ 384.38
Jeremy R. Cohen	003315	JC090921	Off Duty Patrols 09/21	\$ 350.00
Jerry Richardson	003342	1544	Monthly Hog Removal Service 10/21	\$ 800.00
K. Johnson's Lawn & Landscaping, Inc.	003336	18167	Mowing Bike Trail 09/21	\$ 700.00
K. Johnson's Lawn & Landscaping, Inc.	003336	18232	Mowing Bike Trail 10/21	\$ 700.00
KE Law Group, PLLC	003337	371	General/Monthly Legal Services 09/21	\$ 6,541.60
KE Law Group, PLLC	003337	372	General/Interlocal Agreement 09/21	\$ 401.50
Kevin Eric Hamilton	003317	KH092021	Off Duty Patrols 09/21	\$ 200.00
Kevin Eric Hamilton	003317	KH092221	Off Duty Patrols 09/21	\$ 200.00
LLS Tax Solutions, Inc.	003307	002414	Arbitrage Rebate Calculation Series 2018A	\$ 500.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
LLS Tax Solutions, Inc.	003338	002473	Arbitrage Rebate Calculation S2006A-2 PE 09/25/21	\$ 500.00
Mobile Mini, Inc.	003339	9011623796	Mobile Storage Rental Acct #10023746 10/21	\$ 223.19
Pasco County	003323	15595758	0000 Connerton Boulevard 08/21	\$ 23.46
Pasco County	003326	Pasco Water Summary A	Water Summary A 09/21	\$ 1,780.83
Rizzetta & Company, Inc	003308	INV0000061851	District Management Fees 10/21	\$ 6,545.00
Rizzetta & Company, Inc	003327	INV0000062019	Assessment Roll Preparation FY 21/22	\$ 5,355.00
Rizzetta Amenity Services, Inc.	003328	INV0000000000 9135	Amenity Management Services 10/21	\$ 7,696.00
Rizzetta Amenity Services, Inc.	003340	INV0000000000 9198	Amenity Management Services 10/15/21	\$ 1,799.37
Rizzetta Technology Services, LLC	003309	INV0000007988	Email & Website Hosting Services 10/21	\$ 175.00
Site Masters of Florida, LLC	003341	101421-2	Repaired Asphalt And Drainage Deficiencies 10/21	\$ 7,000.00

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Stan Zuercher	003324	090121-Zuercher	Miscellaneous Expenses 09/21	\$ 145.87
Stan Zuercher	003331	100121-Zuercher	Miscellaneous Expenses 10/21	\$ 132.66
Steven Daly	003316	SD100421	Board of Supervisors Meeting 10/04/21	\$ 200.00
Suncoast Pool Service	003343	7636	Fountain Service 10/21	\$ 250.00
Times Publishing Company	003321	0000184287 09/26/21	Acct #119853 Legal Advertising 09/21	\$ 231.50
Tyson Krutsinger	003319	TK100421	Board of Supervisors Meeting 10/04/21	\$ 200.00
US Bank Corporate Trust Services	003329	6271502	Trustee Fees CDD 2018A 09/01/21-08/31/22	\$ 4,310.00
Wildlands Conservation, Inc.	003310	2470	Annual Conservation Easement Monitoring 09/21	\$ 4,000.00
Withlacoochee River Electric Cooperative Inc.	003330	Electric Summary Bill	Electric Summary Bill 09/21	\$ 26,954.30
Withlacoochee River Electric Cooperative Inc.	003332	2101307 09/21	2101307 21739 Emory Oak PL 09/21	\$ 35.83

Connerton West Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Withlacoochee River Electric Cooperative Inc.	003332	2101312 09/21	2101312 8949 Pleasant Woods Dr 09/21	\$ <u>35.04</u>
Report Total				\$ <u>114,838.09</u>