



Rizzetta & Company

# **Connerton West Community Development District**

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## **Board of Supervisors' Regular Meeting February 7, 2022**

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

**[www.connertonwestcdd.org](http://www.connertonwestcdd.org)**

# **CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT AGENDA**

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

<b>District Board of Supervisors</b>	Daniel Novak	Chairman
	Chris Kawalec	Vice Chairman
	John Ngerem	Assistant Secretary
	Steven Daly	Assistant Secretary
	Tyson Krutsinger	Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Attorney</b>	Meredith Hammock	KE Law, PLLC
<b>District Engineer</b>	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**

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**Board of Supervisors**  
**Connerton West Community**  
**Development District**

January 31, 2022

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Connerton West Community Development District will be held on **Monday, February 7, 2022 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.

**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
    2. Discussion of Tow Zones and Over Night Parking Areas
  - B. District Engineer**
    1. Review of District Engineer Report.....Tab 1
    2. Consideration of Entrance Signs Painting Proposal.....Tab 2
  - C. Field Inspection Report**
    1. January Field Inspection Report.....Tab 3
  - D. Irrigation Report.....Tab 4**
    1. Update on Reclaimed Water
  - E. Aquatics Report.....Tab 5**
  - F. Property Maintenance Report – Stan Zeurcher.....Tab 6**
  - G. District Manager**
    1. January District Manager Report.....Tab 7
    2. December Financial Statement.....Tab 8
    3. Summary of Withlacoochee Bills.....Tab 9
- 4. BUSINESS ITEMS**
  - A. Consideration of Resolution 2022-03, Setting a Public Hearing to Consider the Proposed Parking and Towing Rules of the District.....Tab 10**
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on November 1, 2021.....Tab 11**
  - B. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on January 10, 2022.....Tab 12**
  - C. Consideration of Operation and Maintenance Expenditures for December 2021.....Tab 13**

**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: Meredith Hammock, KE Law Group.

**RESOLUTION 2022-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT TO  
DESIGNATE THE DATE, TIME AND PLACE OF A PUBLIC HEARING  
AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING  
FOR THE PURPOSE OF ADOPTING RULES RELATING TO PARKING  
AND PARKING ENFORCEMENT.**

**WHEREAS**, the Connerton West Community Development District (“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 (“Board”) is authorized by Sections 190.011(5) and 190.035, *Florida Statutes*, to adopt rules, orders, rates, fees and charges pursuant to Chapter 120, *Florida Statutes*.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE CONNERTON WEST COMMUNITY  
DEVELOPMENT DISTRICT:**

**SECTION 1.** The Board intends to adopt *Rules Relating to Parking and Parking Enforcement* (“Policy”), a proposed copy of which is attached hereto as **Exhibit A**. The District will hold a public hearing on such policies at a meeting of the Board to be held on \_\_\_\_\_, 2022 at \_\_\_\_\_.m. at \_\_\_\_\_.

**SECTION 2.** The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

**SECTION 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 7th DAY OF FEBRUARY, 2022.**

ATTEST:

**CONNERTON WEST COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chairperson, Board of Supervisors

**EXHIBIT A:** Rules Relating to Parking and Parking Enforcement

**EXHIBIT A: Rules Relating to Parking and Parking Enforcement**

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT  
RULES RELATING TO PARKING AND PARKING ENFORCEMENT**

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**In accordance with Chapter 190, *Florida Statutes*, and on \_\_\_\_\_, 2022 at a duly noticed public meeting, the Board of Supervisors of the Connerton West Community Development District (“District”) adopted the following policy to govern parking and parking enforcement on certain District property. This policy repeals and supersedes all prior rules and/or policies governing the same subject matter.**

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**SECTION 1. INTRODUCTION.** The District finds that parked Commercial Vehicles, Vehicles, Vessels and Recreational Vehicles (hereinafter defined) on certain of its property (hereinafter defined) cause hazards and danger to the health, safety and welfare of District residents, paid users and the public. This policy is intended to provide the District’s residents and paid users with a means to park Vehicles of overnight guests in the District’s Overnight Parking Areas and remove such Commercial Vehicles, Vehicles, Vessels and Recreational Vehicles from District designated Tow-Away Zones consistent with this Policy and as indicated on **Exhibit A** attached hereto. This Policy authorizes overnight parking in designated areas, which areas are identified in **Exhibit B** attached hereto, subject to obtaining an Overnight Parking Permit.

**SECTION 2. DEFINITIONS.**

- A. *Commercial Vehicle.* Any mobile item which normally uses wheels, whether motorized or not, that (i) is titled, registered or leased to a company and not an individual person, or (ii) is used for business purposes even if titled, registered or leased to an individual person.
- B. *Vehicle.* Any mobile item which normally uses wheels, whether motorized or not.
- C. *Vessel.* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- D. *Recreational Vehicle.* A vehicle designed for recreational use, which includes motor homes, campers and trailers relative to same.
- E. *Parked.* A Vehicle, Vessel or Recreational Vehicle left unattended by its owner or user.

F. *Tow-Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action.

G. *Overnight.* Between the hours of 10:00 p.m. and 6:00 a.m. daily.

**SECTION 3. DESIGNATED PARKING AREAS.** Those areas within the District's boundaries depicted in **Exhibit A**, which is incorporated herein by reference, are hereby established as "Tow-Away Zones" for all Commercial Vehicles, Vessels, Recreational Vehicles and improperly permitted Vehicles, as set forth in Sections 4 and 5 herein ("**Tow Away Zone**"). Vehicles may be parked overnight on District property, only as indicated on **Exhibit B**, attached hereto ("**Overnight Parking Areas**") and with a pre-approved permit as set forth in this Policy.

**SECTION 4. ESTABLISHMENT OF TOW-AWAY ZONES.** The areas set forth in **Exhibit A** attached hereto are declared a Tow Away Zone.

**SECTION 5. EXCEPTIONS.**

**A. PARKING DURING AMENITY HOURS.** Vehicles may park in the Connerton West amenity parking areas as depicted in Exhibits A and B during the open hours of operations of such amenity facilities.

**B. OVERNIGHT PARKING PERMITS.** Residents may apply for an "Overnight Parking Permit" which will allow such resident and/or guest to park in the Overnight Parking Areas after-hours, and overnight. Overnight Parking Permit requests will be granted in accordance with the following:

1. Permits may not exceed seven (7) consecutive days. In no event may an Overnight Parking Permit be granted for more than fourteen (14) nights per year for one automobile, as identified by the automobile's license plate number.
2. Residents and paid users interested in an Overnight Parking Permit may submit a request to the District Manager or his/her designee which includes the following information:
  - i. The name, address and contact information of the owner of the vehicle to which the permit will be granted;
  - ii. The make/model and license plate of the vehicle to which the permit will apply;
  - iii. The reason and special terms (if any) for the Overnight Parking Permit; and
  - iv. The date and time of the expiration of the requested Overnight Parking Permit.

It is the responsibility of the person(s) requesting an Overnight Parking Permit to secure all necessary documentation and approvals. Failure to secure all necessary

documentation and approvals will result in the towing and/or removal of the Vehicle from the District's property. Improperly permitted Vehicles parked in the Tow Away Zones will be subject to towing.

3. Upon receipt of all requested documentation, as set forth above, the District Manager or his/her designee will issue an Overnight Parking Permit to the resident. Overnight Parking Permits will be granted by way of written correspondence by the District Manager or his/her designee. No verbal grants of authority will be issued or be held valid.
  4. The Overnight Parking Permit must be displayed on the bottom left side of the Vehicle windshield.
- C. VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize vendors/consultants in writing to park company vehicles in order to facilitate District business. All vehicles so authorized must be identified by an Overnight Parking Pass.
- D. DELIVERY VEHICLES AND GOVERNMENTAL VEHICLES.** Delivery vehicles, including but not limited to, U.P.S., Fed Ex, moving company vehicles, and lawn maintenance vendors may park on District property while actively engaged in the operation of such businesses. Vehicles owned and operated by any governmental unit may also park on District Property while carrying out official duties.

Any Vehicle parked on District Property, including District roads, must do so in compliance with all laws, ordinances and codes.

## **SECTION 6. TOWING/REMOVAL PROCEDURES.**

- A. SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow-Away Zones shall be approved by the District's Board of Supervisors and shall be posted on District property in the manner set forth in Section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations, in accordance with Section 715.07, *Florida Statutes*.
- B. TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle, the District Manager or his/her designee must verify that the subject Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle was not authorized to park under this rule in the Overnight Parking Areas and then must contact a firm authorized by Florida law to tow/remove Commercial Vehicle, Vehicles, Vessels and Recreational Vehicles for the removal of such unauthorized vehicle at the owner's expense. The Commercial Vehicle, Vehicle, Vessel or Recreational Vehicle shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in Section 715.07, *Florida Statutes*. Notwithstanding the foregoing, a towing service retained by the District may tow/remove any vehicle parked in the Tow-Away Zone.



**C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.

**SECTION 7. PARKING AT YOUR OWN RISK.** Vehicles, Vessels or Recreational Vehicles may be parked on District property pursuant to this rule, provided however that the District assumes no liability for any theft, vandalism and/ or damage that might occur to personal property and/or to such vehicles.

**SECTION 8. AMENDMENTS; DESIGNATION OF ADDITIONAL TOW AWAY ZONES.** The Board in its sole discretion may amend these Rules Related to Parking and Parking Enforcement from time to time to designate new Tow Away Zones as the District acquires additional common areas. Such designations of new Tow Away Zones are subject to proper signage and notice prior to enforcement of these rules on such new Tow Away Zones

**EXHIBIT A – *Tow Away Zone***

**EXHIBIT B - *Map of Overnight Parking Areas***

Effective date: \_\_\_\_\_, 2022

**EXHIBIT A – *Tow-Away Zones***

**EXHIBIT B - *Map of Overnight Parking Areas***

***\*WITH PRE-APPROVED PARKING PASSES ONLY\****

DRAFT

**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	<b>Board Supervisor, Vice-Chairman</b>
Chris Kawalec	<b>Board Supervisor, Assistant Secretary</b>
Tyson Krutsinger	<b>Board Supervisor, Assistant Secretary</b>
Steven Daly	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>District Manager, Rizzetta &amp; Company (via conference call)</b>
Daryl Adams	<b>District Manager, Rizzetta &amp; Company</b>
Jason Liggett	<b>Field Services Manager, Rizzetta &amp; Company (via conference call)</b>
Roy Van Wyk	<b>District Counsel, Hopping Green &amp; Sams, P.A.</b>
Greg Woodcock	<b>District Engineer, Cardno</b>
Gail Huff	<b>Representative, Ballenger</b>
Jason Marks	<b>Aquatic Weed Control</b>
Stan Zuercher	<b>Clubhouse Manager</b>
Terry McLane	<b>Brightview</b>
Jeff Myers	<b>Brightview</b>
Audience	<b>Present</b>

**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**

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT**  
**November 1, 2021 - Minutes of Meeting**  
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50 The Board received audience comments regarding the entrance to Little Vista being  
51 neglected, more detailed street signs and monuments, leveling the sidewalks and sealing  
52 the manhole covers.

53  
54 They also heard comments about the pond at Connerton & Flourish and concerns  
55 regarding the signage visibility at the entrance to the community and at the roundabout.

56  
57 **THIRD ORDER OF BUSINESS**

**STAFF REPORTS**

58  
59 **A. District Counsel**

60 The Board received District Counsel report from Mr. Van Wyk.

61  
62 The Board requested for the Mr. Van Wyk and Counsel Doug Smith to continue to  
63 work on the easement agreements.

64  
65 **B. District Engineer Report**

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

68  
69 Mr. Woodcock notified the Board that he needed to do some more research on the  
70 budget of bonds contract and that he would have more information to discuss this  
71 at the next meeting.

72  
73 There was a brief discussion regarding the conservation area around 209 being  
74 encroached, Lennar getting residents under remediation notice and notifying the  
75 HOA of their easement rights before any fences are installed or approved.

76  
77 A Board member directed questions regarding attorney fees on easements to Mr.  
78 Van Wyk. Mr. Van Wyk informed the Board that there will not be any fees  
79 associated and that they maintain a separate billing account for all the activity that  
80 is associated with all the easements.

81  
82 The Board requested the Mr. Van Wyk to investigate the sealing of the paint of the  
83 entrance signs.

84  
85 The Board requested the Mr. Adams and the Mr. Van Wyk to research the last  
86 Aquatic invoice from Cardno.

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93  

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.

91 **C. Field Inspection Report**

92 The Board received the Field Inspection report from Mr. Liggett

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT**  
**November 1, 2021 - Minutes of Meeting**  
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The Board held a brief discussion regarding cutbacks and the easements on Ponds 215 & 28. Mr. Liggett was asked to send BrightView the address of the areas in concern.

**D. Irrigation Report**

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

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.

**E. Aquatics Report**

The Board received the Aquatics Report from Aquatic Weed Control.

Mr. Marks informed the Board that Pond R has a cat tail issue and that it must be approved by the Board before starting the process to kill them.

The Board requested a proposal for planting Tilapia next year.

**F. Property Maintenance Report- Mr. Zuercher**

The Board receives maintenance report 9/20-9/30, 10/1-10/8 and 10/11-10/15.

The Board requested the Mr. Adams to investigate options of the mobile-mini unit for Stan.

**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 December 6, 2021, at 4:00 p.m. at the Club Connerton, 21100 Fountain Garden Way, Land O Lakes, FL 34638.

The Board requested the Mr. Adams to reach out to the CCC and ask them about contributing to the Trail Project for \$100,000.

The Board requested the Mr. Adams to get proposals for a reserve study.

**FOURTH ORDER OF BUSINESS**

**Consideration of Second Addendum  
to the Contract for Professional  
District Services**

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT**  
**November 1, 2021 - Minutes of Meeting**  
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On a motion from Mr. Daly, seconded by Mr. Novak, with all in favor, the Board approved the Second Addendum to the Contract for Professional District Services with Rizzetta & Company for the Connerton West Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-02 –  
Amending Assessments Regarding  
Direct Collection**

On a motion from Mr. Krutsinger, seconded by Mr. Novak, with all in favor, the Board approved Resolution 2022-02 – Amending Assessments Regarding Direct Collection for the Connerton West Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Berger Audit  
Engagement Letter**

The Board approved the Berger Audit Engagement Letter for Fiscal Year 2021.

On a motion from Mr. Novak, seconded by Mr. Daly, with all in favor, the Board approved the Berger Audit Engagement Letter for Fiscal Year 2021 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**

**Consideration of Cutback Proposals**

After a brief discussion, the Board agreed to table this item until more proposals have been received.

**NINTH ORDER OF BUSINESS**

**Consideration of “No Fishing” Sign  
Proposal**

After a brief discussion, the Board agreed to table this item until the next regular meeting.

**TENTH ORDER OF BUSINESS**

**Consideration of Resumes for Open  
Seat 4**

The Board reviewed and considered the resumes that were received for the open seat. After careful consideration the Board agreed to appoint Mr. John Ngerem as Assistant

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT**  
**November 1, 2021 - Minutes of Meeting**  
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Secretary for Open Seat #4.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-01,  
Re-Designating Officers of the District**

The Board approved Resolution 2022-01 appointing Daniel Novak as Chair, Chris Kawalec as Vice-Chair, Bob Schleifer as Secretary, John Ngerem as Assistant Secretary, Tyson Krutsinger as Assistant Secretary, Steven Daly as Assistant Secretary, Matt Huber as Assistant Secretary, and Darryl Adams as Assistant Secretary. Matthew Huber and Darryl Adams will only have signature authorization as Assistant Secretaries.

On a motion from Mr. Krutsinger, seconded by Mr. Daly, with all in favor, the Board appointed Mr. John Ngerem as Assistant Secretary to fill Open Seat #4 for the Connerton West Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors' Meeting, Held on  
October 4, 2021**

Mr. Huber presented the minutes of the Board of Supervisors' meeting held on October 4, 2021.

On a motion from Mr. Kawalec, seconded by Mr. Krutsinger, with all in favor, the Board approved the Minutes of the Boards' Supervisor meeting held on October 4, 2021, as amended, for the Connerton West Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

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

The Board was presented with the Operation & Maintenance Expenditures for A 2021 in the amount of \$208,395.12

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 September 2021 in the amount of \$ 208,395.12 for the Connerton West Community Development District.

The Board requested Mr. Adams to pay for the late fees on the Utility Bills.

The Board requested the Mr. Adams to research the fees associated with the reclaim water invoice from the Lennar owned areas and report back to the Board of Supervisors.

The Board requested the Mr. Adams to investigate how many shifts the FHP is currently working and worked last month.



**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

During supervisor requests, Mr. Daly requested Mr. Adams to look into the District using Zoom as a meeting option.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Krutsinger, seconded by Mr. Daly, the Board approved to adjourn the meeting at 9:16 p.m. for the Connerton West Community Development District.

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

\_\_\_\_\_  
Chairman / Vice-Chairman

**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, January 10, 2022 at 4:00 p.m.** at Club Connerton, located at 21100 Fountain Garden Way, Land O' Lakes, FL 34638

Present and constituting a quorum:

Daniel Novak	<b>Board Supervisor, Chairman</b>
Chris Kawalec	<b>Board Supervisor, Vice-Chairman</b>
Tyson Krutsinger	<b>Board Supervisor, Assistant Secretary</b>
Steven Daly	<b>Board Supervisor, Assistant Secretary</b>
John Ngerem	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Daryl Adams	<b>District Manager, Rizzetta &amp; Company</b>
Meredith Hammock	<b>District Counsel, KE Law Group</b>
Greg Woodcock	<b>District Engineer, Cardno</b>
Gail Huff	<b>Representative, Ballenger</b>
Jason Marks	<b>Aquatic Weed Control</b>

Audience	<b>Present</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Daryl Adams opened the regular CDD Meeting in person at 4:00 p.m. and noted that there were audience members in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience comments presented at this time.

**THIRD ORDER OF BUSINESS**

**STAFF REPORTS**

**A. District Counsel**

Ms. Meredith Hammock updated the Board on the licensing agreements for easements.

**B. District Engineer Report**

The Board received the District Engineer report from Mr. Woodcock.

Mr. Woodcock presented a Site Masters proposal in the amount of \$7,400 for concrete flumes. After a brief discussion by the Board, they agreed to accept this proposal not to exceed \$7,400.

On a motion from Mr. Kawalec, seconded by Mr. Novak, with all in favor, the Board approved Site Master's Concrete Flumes for \$7,400 and the District Engineer can continue to move forward with other proposals if it doesn't exceed \$7,400 for the Connerton West Community Development District.

The Board directed Mr. Woodcock to provide sidewalk grinding proposals for the next meeting.

The Board made a motion to allow Mr. Woodcock to work on the Shading Project with the CCC. This work must not exceed \$2,000.

On a motion from Mr. Novak, seconded by Mr. Krutsinger, with all in favor, the Board agreed to allow Mr. Woodcock to start working on the Shading Project with the CCC, not to exceed \$2,000 for the Connerton West Community Development District.

The Board requested Mr. Woodcock to obtain proposals for the dog park at Garden Park.

**C. Field Inspection Report**

The Board reviewed the Field Inspection report from Mr. Liggett.

Mr. Liggett presented the Brightview Proposal to remove and install Juniper "Blue Rug" along Connerton Blvd across from The Arbors in the amount of \$4,373.44. After a brief discussion the Board agreed to only approved the removal & bed prep and mulch install.

On a motion from Mr. Novak, seconded by Mr. Krutsinger, with all in favor, the Board agreed to approve the removal & bed prep for Junipers in the amount of \$631.16 and the mulch install in the amount of \$178.02 for the Connerton West Community Development District.

**D. Irrigation Report**

The Board received the Irrigation Report from Ms. Gail Huff.

The Board gave the Irrigation team permission to complete water tests for the District and provide proposals if necessary.

**CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT**  
**January 10, 2022 - Minutes of Meeting**  
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The Board directed the Irrigation Manager to investigate how to control the Reclaim Water for pond #1 and use of solar power throughout the community.

**E. Aquatics Report**

The Board received the Aquatics Report from Aquatic Weed Control.

There were no questions or Board comments at this time

**F. Property Maintenance Report- Mr. Zuercher**

The Board receives maintenance report dated 12/20 through 12/24.

There were no questions or Board comments at this time.

**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 February 7, 2022, at 6:00 p.m. at the Club Connerton, 21100 Fountain Garden Way, Land O Lakes, FL 34638.

The Board directed the Mr. Adams to get the Reclaim Water Agreement from Withlacoochee and to speak with Tatum's Towing & Recovery asking them to expand the current agreement for the entire District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Cutback Proposals**

The Board approved Clearcut's Cutback proposal for \$45,940. This includes the cutback of the Walking Trail and around the Conservation area. The Field Service Manager will lead this project.

On a motion from Mr. Novak, seconded by Mr. Kawalec, with all in favor, the Board approved Clearcut's Cutback Proposal in the amount of \$45,940 for the Connerton West Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of ACW Proposals for Fish Stocking and Planting**

After review and a brief discussion, the Board agreed to postpone this proposal until next year.

**SIXTH ORDER OF BUSINESS**

**Consideration of Romaner Graphic Proposal for No Soliciting Sign**

The Board approved Romaner Graphics proposal for a "No Solicitation Sign" and cleaning and repainting of existing sign. The cost for the cleaning and repainting is for \$350 and the cost for the new sign is \$1,450. The motion was 4-1. Supervisor Tyson Krutsinger opposed.

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**January 10, 2022 - Minutes of Meeting**  
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On a motion from Mr. Kawalec, seconded by Mr. Daly, with one opposed, the Board approved the Rومانer Graphics proposal for a "No Solicitation Sign" and cleaning and repainting of existing sign. The cost for the cleaning and repainting is for \$350 and the cost for the new sign is \$1,450. The motion was 4-1. Supervisor Tyson Krutsinger opposed.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Mormino Settlement Agreement**

On a motion from Mr. Novak, seconded by Mr. Daly, with all in favor, the Board approved the Mormino Settlement Agreement for the Connerton West Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Additional Dog Park @ Garden Park**

The Board held a brief discussion regarding a new dog park at Garden Park and asked Mr. Woodcock to obtain proposals.

**NINTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting, Held on December 6 ,2021**

Mr. Adams presented the minutes of the Board of Supervisors' meeting held on December 6, 2021.

On a motion from Mr. Krutsinger, seconded by Mr. Daly, with all in favor, the Board approved the Minutes of the Boards' Supervisor meeting held on December 6, 2021, as presented, for the Connerton West Community Development District.

**TENTH ORDER OF BUSINESS**

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

The Board was presented with the Operation & Maintenance Expenditures for November 2021 in the amount of \$157,382.75.

On a motion from Mr. Krutsinger, seconded by Mr. Kawalec, with all in favor, the Board ratified the Operation & Maintenance Expenditures for November 2021 for \$157,382.75, for the Connerton West Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

During Supervisor Requests, the Board had several requests for Mr. Adams which include, getting a proposal for a new storage unit for Stan, investigating Invoice #0922960 regarding EE Recruiting, finding out what the warranty is on the Sagewood Sign, sending an example of a reserve study to Mr. Ngerem and Mr. Krutsinger and to find out how many meetings are in the CDD's contract.

The Board also requested the onsite manager to complete the touch up painting on the light poles throughout the District.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Krutsinger, seconded by Mr. Ngerem, the Board approved to adjourn the meeting at 6:54 p.m. for the Connerton West Community Development District.

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Assistant Secretary

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Chairman / Vice-Chairman

# CONNERTON WEST COMMUNITY DEVELOPMENT DISTRICT

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

## **Operation and Maintenance Expenditures December 2021 For Board Approval**

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

The total items being presented:           **\$118,540.61**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Connerton West Community Development District

### Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	3378	21511	Irrigation Maintenance 11/21	\$ 8,170.00
Ballenger & Company, Inc.	3378	21514	Repair Irrigation System 11/21	\$ 799.00
Ballenger & Company, Inc.	3378	21515	Repair Irrigation System 11/21	\$ 675.00
Ballenger & Company, Inc.	3378	21517	SWFWMD Meter Reading/Irrig Pump Station 11/21	\$ 1,300.00
Ballenger & Company, Inc.	3404	21565	SWFWMD Meter Reading/Irrig Pump Station 12/21	\$ 1,300.00
BrightView Landscape Services, Inc.	3387	7642837	Annuals 11/21	\$ 9,100.00
BrightView Landscape Services, Inc.	3387	7649451	Landscape Maintenance 12/21	\$ 25,792.50
Cardno, Inc.	3388	530868	District Engineer 11/21	\$ 7,284.95
Christopher Kawalec	3392	CK120621	Board of Supervisors Meeting 12/06/21	\$ 200.00
Connerton Community Association, Inc.	3389	79	Multi-Purpose Room Rental Fee 11/21	\$ 130.00
Connerton West CDD	CD189	CD189	Replenish Debit Card	\$ 232.13



## Connerton West Community Development District

### Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Crosscreek Environmental, Inc	3405	9901	Clear Vegetation, Add Fill per Cardno Report 12/21	\$ 3,710.00
Daniel Novak	3396	DN120621	Board of Supervisors Meeting 12/06/21	\$ 200.00
DG Morrison, Inc	3377	CS/2021/7400	Balance Due Sign & Post 11/21	\$ 1,666.50
Hopping Green & Sams	3391	126259	Legal Services - Easement Enforcement 11/21	\$ 3,901.70
Jeremy R. Cohen	3379	JC110821	Off Duty Patrols 11/21	\$ 350.00
Jerry Richardson	3411	1567	Monthly Hog Removal Service 12/21	\$ 800.00
John Ngerem	3395	JN120621	Board of Supervisors Meeting 12/06/21	\$ 200.00
K. Johnson's Lawn & Landscaping, Inc.	3382	18266	Mow Bike Trail 11/21	\$ 700.00
K. Johnson's Lawn & Landscaping, Inc.	3406	18300	Mow Bike Trail 12/21	\$ 700.00
KE Law Group, PLLC	3393	784	General/Monthly Legal Services 11/21	\$ 5,143.72
KE Law Group, PLLC	3393	785	General/Monthly Legal Services 11/03	\$ 146.00

## Connerton West Community Development District

### Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Kevin Eric Hamilton	3381	KH110421	Off Duty Patrols 11/21	\$ 200.00
Mobile Mini, Inc.	3383	9012185300	Mobile Storage Rental Acct #10023746 11/21	\$ 223.19
Mobile Mini, Inc.	3407	9012461578	Mobile Storage Rental Acct #10023746 12/21	\$ 223.19
National Traffic Signs, Inc.	3408	269484	Stop Sign & Post 12/21	\$ 95.88
National Traffic Signs, Inc.	3408	269486	Red Button Object Marker & Post 12/21	\$ 94.87
Pasco County	3397	Pasco Water Summary A	Water Summary A 11/21	\$ 474.95
Pasco County BOCC	3409	121621A	Application Fee - Trail Project 12/21	\$ 250.00
Pasco County BOCC	3410	121621B	Application Fee - Garden Park Project 12/21	\$ 250.00
Patrick J. Elmore	3380	PE113021	Off Duty Patrols 11/21	\$ 200.00
Rizzetta & Company, Inc	3384	INV0000063123	District Management Fees 12/21	\$ 6,545.00
Rizzetta Amenity Services, Inc.	3385	INV0000000000 9349	Personnel 11/26/21	\$ 2,893.38

## Connerton West Community Development District

### Paid Operation & Maintenance Expenditures

December 1, 2021 Through December 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	3402	INV0000000000	Out of Pocket Expense 11/21	\$ 85.28
		9368		
Rizzetta Amenity Services, Inc.	3402	INV0000000000	General Management & Oversight	\$ 3,954.33
		9393	12/21	
Rizzetta Technology Services, LLC	3386	INV0000008262	Email & Website Hosting Services	\$ 175.00
			12/21	
Stahl & Associates	3403	41355023	Utility Bond For WREC #41355023	\$ 2,495.00
		03/21/22	Renewal 12/21	
Steven Daly	3390	SD120621	Board of Supervisors Meeting 12/06/21	\$ 200.00
Suncoast Pool Service	3398	7798	Fountain Service 12/21	\$ 250.00
Tyson Krutsinger	3394	TK120621	Board of Supervisors Meeting 12/06/21	\$ 200.00
Withlacoochee River Electric Cooperative Inc.	3400	Electric	Electric Summary Bill 11/21	\$ 27,229.04
		Summary Bill		
<b>Report Total</b>				<b><u>\$ 118,540.61</u></b>