

# CONNERTON EAST COMMUNITY DEVELOPMENT DISTRICT

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

April 4, 2023

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

## AGENDA

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Connerton East Community Development District will be held on April 11, 2023 at 9:30 a.m., at the Residence Inn by Marriott Tampa located at 2101 Northpointe Parkway, Lutz, Florida 33588. The following is the agenda for the meeting:

### **BOS MEETING:**

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Regular Board of Supervisors Meeting Minutes for March 14, 2023 ..... Tab 1
  - B. Ratification of Operation & Maintenance Expenditures for January & February 2023..... Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Landscape & Irrigation Maintenance Proposal ..... Tab 3
  - B. Acceptance of Resignation of Laura Coffey
  - C. Appointment of New Board Supervisors
  - D. Consideration of Resolution 2023-03; Redesignating Officers of the District..... Tab 4
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Aquatic Report (under separate cover)
  - D. District Manager ..... Tab 5
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 994-1001.

Sincerely,

*Debby Wallace*

Debby Wallace

Regional District Manager

# 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 EAST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular Meeting of the Board of Supervisors of Connerton East Community Development District was held on **Tuesday, March 14, 2023 at 10:45 a.m.** at the Residence Inn by Marriott Tampa at 2101 Northpointe Parkway, Lutz, Florida 33588.

Present and constituting a quorum:

Kelly Evans	<b>Board Supervisor, Chairman</b>
Laura Coffey	<b>Board Supervisor, Vice-Chairman</b>
Lori Campagna	<b>Board Supervisor, Assistant Secretary</b>
Christopher Smith	<b>Board Supervisor, Assistant Secretary (via conf. call)</b>

Also present were:

Debby Wallace	<b>District Manager, Rizzetta &amp; Company</b>
John Vericker	<b>District Counsel, Straley Robin Vericker</b>
Kayla Connell	<b>Manager Financial Services, Rizzetta &amp; Company</b>

Audience	<b>None</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Debby Wallace opened the regular CDD Meeting in person at 10:45 a.m. and noted that there were no audience members in attendance.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of Regular Meeting  
Minutes for January 10, 2023**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Regular Meeting Minutes for January 10, 2023 for the Connerton East Community Development District.
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**FOURTH ORDER OF BUSINESS** **Consideration of Special Meeting Minutes for February 1, 2023**

On a Motion by Ms. Coffee, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved the Special Meeting Minutes for February 1, 2023 for the Connerton East Community Development District.

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**FIFTH ORDER OF BUSINESS** **Consideration of Operation and Maintenance Expenditures for November & December 2022**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures November 2022 (\$40,759.80) & December 2022 (\$18,116.19) for the Connerton East Community Development District

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**SIXTH ORDER OF BUSINESS** **Acceptance of Resignation from Alec Morris**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors accepted the resignation of Alec Morris, for the Connerton East Community Development District

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**SEVENTH ORDER OF BUSINESS** **Appointment of New Board Supervisor**

There are no new candidates currently.

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**EIGHTH ORDER OF BUSINESS** **Consideration of Dissemination Agent Agreement**

On a Motion by Ms. Campagna, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Dissemination Agent Agreement, for the Connerton East Community Development District

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**NINTH ORDER OF BUSINESS** **Consideration of Final Special Assessment Allocation Report**

Ms. Connell reviewed the Final Special Assessment Allocation report with the Board.

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On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Final Special Assessment Allocation Report, for the Connerton East Community Development District

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78 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2023-02;**  
79 **Supplemental Assessment Final Terms**  
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On a Motion by Ms. Campagna, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved Resolution 2023-02; Supplemental Assessment Final Terms, for the Connerton East Community Development District

81 **ELEVENTH ORDER OF BUSINESS** **STAFF REPORTS**  
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84 **A. District Counsel**  
85 No report.

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87 **B. District Engineer**  
88 Not present.

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90 **C. District Manager Report**  
91 Ms. Wallace reminded the Board of Supervisors that the next meeting is scheduled  
92 for April 11, 2023 at 9:30 a.m., at Residence Inn by Marriott Tampa at 2101  
93 Northpointe Parkway, Lutz, Florida 33588.

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95 Ms. Wallace reviewed the regular site visit report.

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97 Ms. Wallace reviewed Section 219 Turnover Meeting Site Visit report and the  
98 recent boundary fence repairs.

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100 **TWELFTH ORDER OF BUSINESS** **Supervisor Requests**

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102 There were no supervisor requests.

103 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

On a motion from Ms. Coffey, seconded by Mr. Smith, the Board approved to adjourn the meeting at 10:58 a.m. for the Connerton East Community Development District.

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106 Assistant Secretary Chairman / Vice-Chairman

## **Tab 2**

# CONNERTON EAST COMMUNITY DEVELOPMENT DISTRICT

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District Office · Wesley Chapel, Florida · (904) 436-6270

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

## Operation and Maintenance Expenditures January 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2023 through January 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:       **\$15,533.64**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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



## Connerton East Community Development District

### Paid Operation & Maintenance Expenditures

January 1, 2023 Through January 31, 2023

Alec Morris	100045	AM041222	Board of Supervisors Meeting 04/12/22	\$	200.00
Gig Fiber, LLC	100053	1615	Solar Light Lease 01/23	\$	2,750.00
IPFS Corporation		GAA-D21455 Payment	Insurance Installments Pmt#3 12/22	\$	727.00
Jayman Enterprises, LLC	100054	2339	Dog Park Maintenance 12/22	\$	260.00
Kelly Evans	100047	KE011023 563	Board of Supervisors Meeting 01/10/23	\$	200.00
Laura Coffey	100048	LC011023 563	Board of Supervisors Meeting 01/10/23	\$	200.00
Lori Campagna	100049	LC011023	Board of Supervisors Meeting 01/10/23	\$	200.00
Rizzetta & Company, Inc.	100044	INV0000074701	District Management Fees 01/23	\$	4,100.00
Sitex Aquatics, LLC	100055	7071B	Monthly Lake Management 01/23	\$	410.00
Steadfast Contractors Alliance, LLC	100056	SM-8188	Landscape Maintenance 01/23	\$	4,899.60
Straley Robin Vericker	100051	21840	Legal Services 07/22	\$	994.50
Straley Robin Vericker	100046	22527	Legal Services 11/22	\$	106.50
Times Publishing Company	100052	Ad #0000267329	Legal Advertising 01/23	\$	104.80

# Connerton East Community Development District

## Paid Operation & Maintenance Expenditures

January 1, 2023 Through January 31, 2023

Withlacoochee River Electric Cooperat 100050	2221915 6/11	10129 Campanula CT 12/22	\$	41.24
Withlacoochee River Electric Cooperat 1242023	Account Setup for Acc# 9639 Flourish Dr - Reclaim Water		\$	<u>340.00</u>
<b>Total</b>			\$	<u><u>15,533.64</u></u>

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# CONNERTON EAST COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures February 2023 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2023 through February 28, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:        **\$15,478.20**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

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

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

## Connerton East Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Alec Morris	100057	AM020123 563	Board of Supervisors Meeting 02/01/23	\$ 200.00
Christopher J. Smith	100058	CS020123 563	Board of Supervisors Meeting 02/01/23	\$ 200.00
Gig Fiber, LLC	100069	1644	Solar Light Lease 02/23	\$ 2,750.00
IPFS Corporation	02022023	GAA-D21455 Payment 5 of 11	Insurance Installments Pmt#5 02/23	\$ 727.00
Jayman Enterprises, LLC	100059	2393	Dog Park Maintenance 01/23	\$ 260.00
Jayman Enterprises, LLC	100066	2370	Dog Gate Repair 01/23	\$ 225.00
Jayman Enterprises, LLC	100066	2379	Sign Repair 01/23	\$ 225.00
Kelly Evans	100060	KE020123 563	Board of Supervisors Meeting 02/01/23	\$ 200.00
Laura Coffey	100061	LC020123 563	Board of Supervisors Meeting 02/01/23	\$ 200.00
Lori Campagna	100062	LCP020123 563	Board of Supervisors Meeting 02/01/23	\$ 200.00
Lutz Hotel Management, LLC	100068	Board Meeting Room Rental 03/14/23	Board Meeting Room Rental 03/14/23	\$ 81.33
Rizzetta & Company, Inc.	100065	INV0000075336	Website Compliance & Management Services 02/23	\$ 4,100.00
Sitex Aquatics, LLC	100063	7187B	Monthly Lake Management 02/23	\$ 410.00

## Connerton East Community Development District

### Paid Operation & Maintenance Expenditures

February 1, 2023 Through February 28, 2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Steadfast Contractors Alliance, LLC	100070	SM-8384	Landscape Maintenance 02/23	\$ 4,899.60
Straley Robin Vericker	100064	22636	Legal Services 01/23	\$ 758.30
Withlacoochee River Electric Cooperative, Inc.	100067	2221915 01/23	10129 Campanula CT 01/23	\$ 41.97
<b>Report Total</b>				<b>\$ <u>15,478.20</u></b>