

**BEXLEY COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE – Riverview FL, 813-533-2950**  
**Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, FL 33614**  
[WWW.BEXLEYCDD.ORG](http://WWW.BEXLEYCDD.ORG)

September 20, 2023

**Board of Supervisors**  
**Bexley Community**  
**Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Bexley Community Development District will be held on **Wednesday, September 27, 2023, at 1:00 p.m.** at the offices of Rizzetta & Co., located at 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
    - i. Update on Priority List..... Tab 1
    - ii. Update on Geoweb Proposals (under separate cover)
  - C. Aquatic Report ..... Tab 2
  - D. Landscape Inspection Report ..... Tab 3
    - i. Landscape Contractor Responses ..... Tab 4
    - ii. Consideration of Landscape Proposals..... Tab 5
  - E. Landscape Report
  - F. Clubhouse Manager
    - i. Presentation of Clubhouse Report..... Tab 6
  - G. District Manager
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors Meeting held on August 23, 2023 ..... Tab 7
  - B. Consideration of Operation and Maintenance for August 2023 ..... Tab 8
- 5. BUSINESS ITEMS**
  - A. Consideration of Resolution 2023-11; Designation Assistant Secretary..... Tab 9
- 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,

*Matthew Huber*

Regional District Manager

## **Tab 7**

**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.

**BEXLEY  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Bexley Community Development District was held on Wednesday, August 23, 2023, at 6:05 p.m. at the offices of Rizzetta & Company, located at 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544.

Present and constituting a quorum were:

Deneen Klenke	<b>Board Supervisor, Chairman</b>
Nancy Pettit	<b>Board Supervisor, Vice Chairman</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Pete Williams	<b>Board Supervisor, Assistant Secretary</b>
Stephen Babon	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager, Rizzetta &amp; Co.</b>
Jillian Minichino	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Alyssa Wilson	<b>District Counsel, Kutak Rock</b>
Bill Berthold	<b>Clubhouse Manager</b>
Charlie Hemelgarn	<b>Representative, Juniper Landscape</b>
Tommy Tito	<b>Representative, Clearview Land Design LLP</b>
Doug Agnew	<b>Representative, Advanced Aquatics</b>
Savannah Berger	<b>Representative, Advanced Aquatics</b>

Audience	<b>Present</b>
----------	----------------

**FIRST ORDER OF BUSINESS**

**Call to Order**

The CDD Board of Supervisors' meeting opened at 6:05 p.m. and a quorum was verified.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Audience comments were entertained regarding concerns with the amount of water being used for irrigation and standing water in the roadways and whether fishing is allowed. It was noted that Juniper would investigate the irrigation concerns and Mr. Babon is in the process of working on designating certain ponds as possible fishing locations.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Fiscal Year  
2023/2024 Final Budget**

On a motion from Mr. Williams, seconded by Ms. Pettit, with all in favor the Board unanimously opened the public hearing on fiscal year 2023/2024 final budget, for the Bexley Community Development District.

Residents questioned the pond bank mowing, wetland mitigation, administrative fees, employee salaries, and overall increase in the budget.

On a motion from Mr. Williams, seconded by Mr. Blakley, with all in favor the Board unanimously closed the public hearing on fiscal year 2023/2024 final budget, for the Bexley Community Development District.

**i. Consideration of Resolution 2023-08, Adopting Fiscal Year 2023/2024  
Final Budget**

Ms. Minichino presented Resolution 2023-08 and the Board requested that \$80,640 allocated for pond bank mowing be moved to the miscellaneous contingency account. It was noted that the change does not impact the budget total of \$2,073,626.

On a motion from Mr. Williams, seconded by Ms. Pettit, with all in favor the Board unanimously approved Resolution 2023-08, as amended, adopting fiscal year 2023/2024 final budget totaling \$3,618,216.29 (general fund-\$2,126,751 and \$1,491,465.29-debt service, for the Bexley Community Development District.

**FOURTH ORDER OF BUSINESS**

**Public Hearing Imposing Special  
Assessments**

On a motion from Mr. Williams, seconded by Mr. Blakley with all in favor the Board unanimously opened the public hearing on imposing special assessments, for the Bexley Community Development District.

Mr. Williams explained the special assessments for the audience. There were no questions put forward.

On a motion from Mr. Williams, seconded by Ms. Klenke, with all in favor the Board unanimously closed the public hearing on imposing special assessments, for the Bexley Community Development District.

**i. Consideration of Resolution 2023-09, Imposing Fiscal Year 2023/2024  
Assessments**

Ms. Minichino presented Resolution 2023-09. There were no questions.

On a motion from Mr. Williams, seconded by Ms. Klenke, with all in favor the Board unanimously approved Resolution 2023-09, Levying 2023/2024 assessments and certifying the assessment roll, for the Bexley Community Development District.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

Ms. Wilson stated that she is working with the current engineer to wrap up tasks and preparing the completion of project filing.

**B. District Engineer**

Mr. Tito informed the Board that Clearview land Design, LLP will be resigning as District Engineer as soon as the priority list of projects is completed. He updated the Board on the status of the projects, noting that he will have proposals to present to the Board next month.

Mr. Tito explained that he is reviewing the permits for the series 2016 bonds to determine if they can be deemed completed or what still needs to be done. It was stated that there is a parcel of land by the Tower Road extension that is still owned by the Developer.

**C. Aquatics Reports**

Mr. Agnew and Ms. Berger reviewed the Aquatics Report and responded to questions. It was stated that they are on site every Tuesday plus three additional days every month. Ms. Berger will review pond 1A, while she is onsite this Thursday as well as ensuring the weeds along the trail have been addressed. The neighborhood brunch and learn is still in the works.

**D. Landscape Inspection Report**

A resident complimented the appearance of the community.

**E. Landscape Contractors Response Report**

Mr. Hemelgarn shared his updates and plans to have fifteen people on site this Friday to address issues noted in the report. He presented a proposal to install Sweet Gum on Jersey Pass.

On a motion from Ms. Klenke, seconded by Mr. Williams, the Board unanimously approved the Juniper proposal to install Sweet Gum on Jersey Pass in the amount of \$4,547.52, for the Bexley Community Development District.

**F. Clubhouse Manager****i. Presentation of Clubhouse Report**

Mr. Berthold updated the Board on the status of the playground, noting that the inspection is scheduled for August 28th.

**G. District Manager**

Ms. Minichino informed the Board that the next regular Board meeting is scheduled for September 27, 2023, at 1:00 p.m. at the office of Rizzetta and

Company, located at 5844 Old Pasco Road, Suite 100 Wesley Chapel, FL 33544.

A brief discussion was held regarding the need to expedite the RFQ for District Engineer to have responses by next month's meeting, if possible. The estimated costs for the stormwater repairs (\$20,000 to \$50,000) by Sitemasters was also discussed with it being noted that Clearview will serve to certify this project.

On a motion from Mr. Blakley, seconded by Mr. Williams, the Board unanimously authorized Management to advertise an RFQ for engineering services, for the Bexley Community Development District.

#### **SIXTH ORDER OF BUSINESS**

#### **Consideration of 2023-10 Approving Fiscal Year 2023/2024 Meeting Schedule**

Ms. Minichino reviewed the meeting dates in keeping with the schedule of meeting on the fourth Wednesday of each month. The November meeting will be held on the third Wednesday due to the Thanksgiving holiday. Meetings will continue to commence at 1:00 p.m. and be held at the offices of Rizzetta & Company, located at 5844 Old Pasco Rd., Suite 100, Wesley Chapel, FL 33544.

On a motion from Ms. Klenke, seconded by Mr. Williams, the Board unanimously approved Resolution 2023-10, as presented, for the Bexley Community Development District.

#### **SEVENTH ORDER OF BUSINESS**

#### **Consideration of Mulch Proposal**

A brief discussion was held regarding the proposal with it being noted that the installation would occur in October.

On a motion from Ms. Klenke, seconded by Mr. Williams, the Board unanimously approved the Juniper proposal for mulch totaling \$104,550, for the Bexley Community Development District.

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of District Management Addendum**

Ms. Minichino reviewed the fifth addendum to the District Management agreement. There were no questions.

On a motion from Mr. Williams, seconded by Mr. Blakley, the Board unanimously approved the fifth addendum to the District Management Agreement, as presented, for the Bexley Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board  
of Supervisors Meeting held on July  
25, 2023**

It was stated that Ms. Pettit was the one who called into the meeting not Mr. Blakley as recorded in the minutes.

On a motion from Mr. Williams, seconded by Ms. Pettit, the Board unanimously approved the Board of Supervisors Meeting Minutes for July 26, 2023, as amended, for the Bexley Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for June  
and July 2023**

The Board asked about the April cost share with the HOA and that USDA provide reports as part of the Hog contract.

On a motion from Mr. Williams, seconded by Ms. Pettit, the Board unanimously ratified the operation and maintenance expenditures for June 2023 (\$164,252.46) and July (\$295,198.59), for the Bexley Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Klenke asked that Management follow up on ownership of Stephen's Tower Road and a community trail, that is shown in the marketing plan, to connect to the Suncoast Trail.

Mr. Blakley informed the Board that he would be calling in to the September meeting.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Williams, seconded by Ms. Pettit, the Board unanimously approved to adjourn the meeting at 7:37 p.m., for the Bexley Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

## Tab 8



# BEXLEY COMMUNITY DEVELOPMENT DISTRICT

---

District Office · Riverview, Florida · (813) 994-1001

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

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

## **Operations and Maintenance Expenditures August 2023 For Board Approval**

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

The total items being presented: **\$109,588.05**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_Chairperson

\_\_\_\_\_Vice Chairperson

\_\_\_\_\_Assistant Secretary

## BEXLEY COMMUNITY DEVELOPMENT DISTRICT

### Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check number	Invoice Number	Invoice Description	Invoice Amount
Advanced Aquatic Services, Inc.	100190	10550613	Monthly Pond & Wetland Maintenance 08/23	\$ 17,114.00
Duke Energy	20230828-1	Bexley Summary A 07/23 547 Autopay	Bexley Summary A 07/23	\$2,072.10
Duke Energy	20230828-1	Bexley Summary B 07/23 547 Autopay	Bexley Summary B 07/23	\$6,208.57
F Peter Williams	100186	PW072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
John C. Blakley	100187	JB072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
Juniper Landscaping of Florida, LLC	100191	224224	Monthly Grounds Maintenance 08/23	\$ 66,400.00
Juniper Landscaping of Florida, LLC	100191	224255	Irrigation Repairs 07/23	\$ 518.20
Juniper Landscaping of Florida, LLC	100191	224941	Pest Control 08/23	\$ 500.00
Kutak Rock, LLP	100181	3253639	General/Monthly Legal Services 06/23	\$ 1,856.80
Nancy M Pettit	100188	NP072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
Pasco County Utilities	100182	Acct# 0982075 05/30/23 - 06/28/23	Reclaimed Water Usage 06/23	\$ 806.25
Pasco County Utilities	100185	Pasco Water Summary 07/23 547	Pasco Water Summary 07/23	\$ 4,284.88

## BEXLEY COMMUNITY DEVELOPMENT DISTRICT

### Paid Operation & Maintenance Expenditures

August 1, 2023 Through August 31, 2023

Vendor Name	Check number	Invoice Number	Invoice Description	Invoice Amount
Poop 911	100183	B072023	Monthly Maintenance - Removal of Pet Waste 07/23	\$ 2,174.30
Rizzetta & Company, Inc.	100180	INV0000082246	District Management Fees 08/23	\$ 5,533.09
Spectrum	20230814-1	1410986072423 ACH	Wifi @ Dog Park 08/23	\$ 114.98
Stephen Babon	100189	SB072623	Board of Supervisors Meeting 07/26/23	\$ 200.00
Times Publishing Company	100184	0000291724 08/02/23	Acct #71068 Legal Advertising 08/23	\$ 1,204.88
<b>Report Total</b>				<b><u>\$ 109,588.05</u></b>

## Tab 9

**RESOLUTION 2023-11**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF BEXLEY  
COMMUNITY DEVELOPMENT DISTRICT APPOINTING AN ASSISTANT  
SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE  
DATE**

WHEREAS, Bexley 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 (hereinafter the "Board") of Supervisors of the District desires to appoint an Assistant Secretary.

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

Section 1. Jillian Minichino is appointed Assistant Secretary.

Section 2. This Resolution shall not supersede any appointments made by the Board other than specified in Section 1.

Section 3. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 27<sup>th</sup> DAY OF SEPTEMBER 2023.**

**BEXLEY COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
**CHAIRMAN / VICE CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**ASSISTANT SECRETARY**