



Rizzetta & Company

# **Paseo Community Development District**

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**Board of Supervisors' Meeting  
December 11, 2019**

**District Office:  
9530 Marketplace Road, Suite 206  
Fort Myers, Florida 33912  
(239) 936-0913**

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

## **PASEO COMMUNITY DEVELOPMENT DISTRICT**

Paseo Village Centre – Theatre, 11611 Paseo Grande Boulevard, Fort Myers, Florida 33912

<b>Board of Supervisors</b>	VACANT	Chairman
	Steven Brown	Vice Chairman
	Jim Heether	Assistant Secretary
	Sharon Schulman	Assistant Secretary
	Lyle Hicks	Assistant Secretary
<b>District Manager</b>	Belinda Blandon	Rizzetta & Company, Inc.
<b>District Counsel</b>	Andrew d'Adesky	Latham, Luna, Eden & Beaudine, LLP
<b>District Engineer</b>	Carl Barraco	Barraco and Associates, Inc.

**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 (239) 936-0913. 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.

**PASEO COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 9530 MARKETPLACE ROAD • SUITE 206 • FORT MYERS • FL • 33912**

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

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December 3, 2019

Board of Supervisors  
**Paseo Community  
Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Paseo Community Development District will be held on **Wednesday, December 11, 2019 at 5:30 p.m.**, at the Paseo Village Center Theatre, 11611 Paseo Grande Boulevard, Fort Myers, FL 33912. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT**
- 3. DISTRICT ENGINEER STAFF REPORT**
- 4. BUSINESS ITEMS**
  - A. Consideration of Resignation of Board Supervisor  
Manny Samson ..... Tab 1
  - B. Review of November 6, 2019 Field Inspection Report..... Tab 2
  - C. Consideration of Pinnacle Landscapes 2020 Renewal..... Tab 3
  - D. Consideration of Earth Tech Environmental 2020  
Preserve Maintenance Renewal..... Tab 4
  - E. Consideration of Second Addendum to Contract for  
Professional District Services ..... Tab 5
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors'  
Meeting held on October 23, 2019 ..... Tab 6
  - B. Consideration of the Operations and Maintenance Expenditures  
for the Month of October 2019..... Tab 7
- 6. STAFF REPORTS**
  - A. District Counsel
  - B. District Manager
- 7. SUPERVISOR REQUESTS/PUBLIC COMMENT**
- 8. 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 (239) 936-0913.

Sincerely,

*Belinda Blandon*

Belinda Blandon  
District Manager

Cc: Jan Albanese Carpenter, Latham Shuker, Eden & Beaudine, LLP

# Tab 1

## Kari Hardwick

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**From:** Belinda Blandon  
**Sent:** Monday, October 28, 2019 4:13 PM  
**To:** Kari Hardwick  
**Subject:** FW: Resignation

See below for next meeting. Also send him his form 1F

**Belinda Blandon**  
District Manager

Rizzetta & Company  
9530 Marketplace Road  
Suite 206  
Fort Myers, Florida 33912  
Phone: 239-936-0913

[bblandon@rizzetta.com](mailto:bblandon@rizzetta.com)



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**From:** Manny Samson <Seat1@PaseoCDD.org>  
**Sent:** Friday, October 25, 2019 8:39 PM  
**To:** Belinda Blandon <BBlandon@rizzetta.com>  
**Subject:** Re: Resignation

Belinda,

This email is to follow up on the announcement made at the meeting that since I am no longer a Paseo resident, effective today, Friday October 25<sup>th</sup>, I am resigning from the board.

It has been a pleasure to serve as the chairman, and I truly enjoyed working with you.

I promised to keep in touch.

Manny Samson  
Board of Supervisor - Chairman  
Paseo CDD – Seat 1

# Tab 2



# PASEO

## FIELD INSPECTION REPORT

COMPLETED REPORT



November 6, 2019  
Rizzetta & Company  
Tyree Brown – Field Services Manager



Rizzetta & Company  
Professionals in Community Management

# SUMMARY & PASEO

## General Updates, Recent & Upcoming Maintenance Event

Complete Palm tree pruning in the community.

Work on detail work on Penzance west of community entrance.

Treat plant fungus throughout the community as needed.

Investigate noted irrigation issues in the report.

### COCONUT PALMS ARE BEING TRIMMED THROUGHOUT COMMUNITY

The following are action items for Pinnacle Landscapes 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.

1. Line trim stormwater pond bank at the intersection of Palomino and Penzance.

**COMPLETED**

2. Put hard edge on the plant bed at the intersection of Palomino and Penzance.(photo 2)

**COMPLETED**

3. Line trim around the vault for the fountain on Penzance.

**COMPLETED**



4. Medjool Palms at the Palomino and Penzance were over pruned by the contractor. If disease or insect damage is created by the over pruning contractor will be responsible for the replacement.

5. Line trim along the street curbing of Palomino. (photo 5)

**COMPLETED**

6. Work on weed control in the right of way turf of Paseo before the bridge.

**COMPLETED**

7. Treat Firebush for fungus in the right of way of Paseo before the bridge.

**COMPLETED**

8. Remove dead and declining Crotons from the right of way of Paseo before the bridge.

**COMPLETED**

9. Prune and fertilize Bougainvillea in the right of way of Paseo.

**COMPLETED**





# PASEO

10. Treat all fire ant mounds throughout the community.

COMPLETED

11. Develop plan for the center medians of the Esperanza entrance on Paseo Dr.

12. Develop plan for the right of ways of the Esperanza entrance on Paseo Dr before the bridge.

11 & 12 PLANS BEING SENT IN

13. Treat Crotons in the right of way of Paseo for fungus.(photo 13)

COMPLETED



14. Weed right of way plant beds on Paseo.

COMPLETED

15. Prune Bromeliads back of sidewalk over the sidewalk on the west side of Paseo.

COMPLETED

16. Remove all fruits from the Coconut Palms in Esperanza.(photo 16)



17. Remove Coconuts from the Palms in the center median of Paseo.

COMPLETED

18. Remove hanging leaves from Coconut Palms on both sides of Paseo.

COCONUT PALMS ARE BEING TRIMMED

19. Check weeping irrigation valve on east side of Paseo in turf across from Adelio.(photo 19)

ISSUE FIXED

20. Trim around all irrigation valve box covers on Paseo east side.

COMPLETED



21. Repair all broken irrigation valve box covers on the east side of Paseo.

COMPLETED

22. Prune Bismarck Palm over the sidewalk on the east side of Paseo.

COMPLETED

23. Remove dead and declining Firebush on the east side of Paseo.(photo 23)

COMPLETED





# PASEO

24. Weed plant bed back of sidewalk at the intersection of Paseo Grande and Paseo east side. **COMPLETED**



25. Continue to treat Gardenia for fungus at the gazebo on east side of Paseo Grande and prune sucker growth. **COMPLETED**

26. Weed plant beds on the east side of Paseo past bridge. **COMPLETED**

27. Prune sucker growth on Ligustrum back of sidewalk at intersection Paseo/Paseo Grande.



28. New sod installs at the gazebos on Paseo Grande look good. Continue to treat weeds.

29. Cut back vegetation over the wall of the bridge east side of Paseo. (photo 29)

**COMPLETED**

30. Prune fruits from all Coconut Palms in the community. (photo 30)

31. Give proposal to replace missing Giant Bird of Paradise behind the Mercado monument.(photo 31)



32. Trim around irrigation valve box covers back of sidewalk on the east side of Paseo Grande. **COMPLETED**

33. Several areas of turf in the right of way of Paseo Grande both sides needs replacement.



34. Prune Green Island Ficus over the sidewalk of the gazebo areas on Paseo Grande. **WILL BE COMPLETED 11/25**

35. Mulch newly planted beds at the gazebos on Paseo Grande.(photo 35)

**WILL BE COMPLETED**

36. Treat weeds in the turf in the right of way of Paseo Grande. **COMPLETED**



Rizzetta & Company  
Professionals in Community Management



# PASEO

37. Treat Firebush for fungus back of sidewalk on the east side of Paseo Grande.

completed



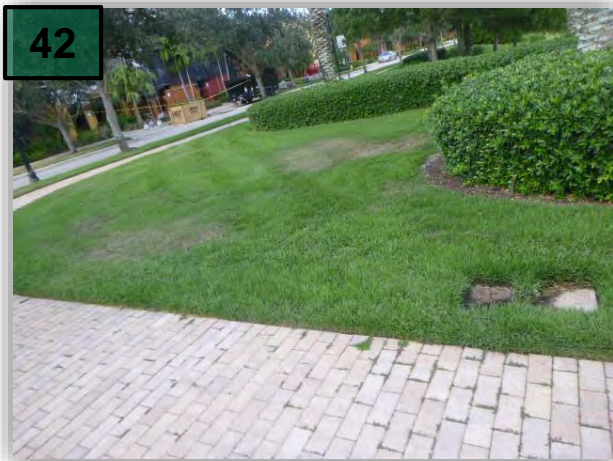
38. Repair irrigation valve box covers back of sidewalk on the east side of Paseo Grande.

COMPLETED

39. Fertilize annuals and check soil moisture in the entry island at the community entrance.

COMPLETED

40. Check soil moisture in the annual bed at the community entrance on Penzance. (photo 40)



41. Treat fungus in the turf at the community entrance.

COMPLETED

42. Check irrigation hot spots in the turf at Hermenia and Paseo Grande. (photo 42)

COMPLETED

43. Prune sucker growth on Gardenias at gazebos on the west side of Paseo Grande.

COMPLETED

44. Prune Firebush over the sidewalk at the gazebos on the west side of Paseo Grande.

44 & 45 COMPLETED

45. Edge sidewalk west side Paseo Grande.



46. Weed cul de sac plant bed on Macario.

COMPLETED

47. Treat Crotons for fungus and remove dead east side of Paseo at Hidalgo. (photo 47)

COMPLETED

48. Prune hanging leaves from Coconut Palms on Paseo both sides.



49. Spray weeds in the paver sidewalks of the gazebos of the west side of Paseo Grande.

COMPLETED

50. Prune Bismarck Palm in the cul de sac of Falisto.

COMPLETED

51. Check dead turf in the Falisto cul de sac.

TURF TO BE REPLACED

52. Weed plant bed at the intersection of Paseo and Falisto. (photo 52)

COMPLETED



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# PASEO

53. Prune Bismarck Palm in the Renata cul de sac.

COMPLETED

54



54. Treat Crotons for fungus in the Renata cul de sac.(photo 54)

COMPLETED

55. Prune Bismarck Palm in the Paseo cul de sac.

COMPLETED

56. Treat weeds in the Hidalgo cul de sac turf.

COMPLETED

59



57. Monitor Red Maple at the gazebo on the west side of Paseo Grande highly under stress from insect damage with peeling bark.

58. Prune fruits from Bismarck Palm in the Hidalgo cul de sac. COMPLETED

59. Weed plant bed in the Hidalgo cul de sac.(photo 59) COMPLETED

60. Prune shrubs, remove weeds and mulch Mercado cul de sac.

COMPLETED

61.Remove sucker growth from Shady Lady's

61



on Javiera.(photo 61)

COMPLETED

62. Treat weeds in the turf of the cul de sac at Adelio.

COMPLETED

63. Weed monument beds and mulch at Sarita.

COMPLETED

65



64. Treat weeds in the turf of the Provincia cul de sac. COMPLETED

65. Weed Live Oak tree rings Javiera.(photo 65)

COMPLETED

66. Weed tree rings in the condo area on Nalda.

COMPLETED

67. Weed tree rings in the condo area on Izzara.

COMPLETED

68. Remove and replace dead Simpson Stopper



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Professionals in Community Management



# PASEO

on Palba. **COMPLETED**

69. Remove sucker growth on Pigeon Plum on

71



Bibiana.

**COMPLETED**

70. Weed tree rings on Esperanza in condo area.

**COMPLETED**

71. Prune Royal Poinciana over the roadway of Bibiana at the mail kiosk. (photo 71)

**WILL BE COMPLETED 11/25**

72



**72. Continue to weed plant bed along the fence line of Penzance west of the community entrance. (photo 72)**

73. Weed tree rings in the right of way of Bibiana.

**COMPLETED**

74. Weed tree rings on Olinda in condo area.

**COMPLETED**

75. Weed mail kiosk plant bed in the right of way of Olinda. **COMPLETED**

76. Mulch gazebo plant beds on the west side

77



Of Paseo Grande.

**MULCH SCHEDULED END NOVEMBER**

77. Replace Pigeon Plum trees in decline and under warranty on Adoncia. (photo 77)

**TREES ORDERED WILL REPLACE WHEN IN**

78. Weed turf in the Felisa cul de sac.

**COMPLETED**

79



79. Prune Bougainvillea in the center median of Felisa. (photo 79) **COMPLETED**

80. Remove sucker growth on Hong Kong Orchids on Penzance.

**PART OF MASTER ( CRAWFORD)**



Rizzetta & Company  
Professionals in Community Management



# Tab 3



Pinnacle Landscapes Inc.  
PO Box 100520  
Cape Coral, FL 33910  
239-225-0615 Fax: 239-225-0625

October 29, 2019

**SENT VIA CERTIFIED MAIL**

Paseo Community Development District  
c/o Rizzetta & Company  
9530 Marketplace Road, Suite 206  
Fort Myers, FL 33912  
Attention: Belinda Blandon

RE: "Renewal Option"

Dear Paseo Community Development District Board of Directors:

We would like to take this opportunity to give thanks for providing Pinnacle Landscapes, Inc. the opportunity to service Paseo CDD since 2017 and invite you to continue with us in 2020.

In the Exterior Landscape and Irrigation Maintenance Services Agreement with Paseo CDD;

**Section 18. Term.** *The term of this Agreement commence on the Effective Date and shall be for one (1) year with the option to renew for two (2) additional one (1) year periods (the "Renewal Option") unless terminated earlier as provided in this Agreement. Prior to the expiration of the Term, Contractor shall submit a written request to the District requesting to exercise the Renewal Option. The Renewal Option shall only become effective upon approval by the Board of Directors of the District or its designee.*

Please accept this letter as our "Renewal Option" request to continuing serving the District effective March 3, 2020 - March 3, 2021. Kindly respond via email at [Office@pinnaclelandscapes.com](mailto:Office@pinnaclelandscapes.com) if we have approval. We appreciate your consideration. Please don't hesitate to contact me if you have any questions. We have enjoyed working with Paseo CDD and are looking forward to continuing our relationship.

Thank you,

  
Britton Dudley  
Pinnacle Landscapes, Inc.  
Owner

# Tab 4



**Environmental, LLC**

**EARTH TECH ENVIRONMENTAL**

10600 Jolea Avenue  
Bonita Springs, FL 34135 US  
(239) 304-0030  
www.etefflorida.com

## Proposal

**ADDRESS**

Paseo CDD  
c/o Rizzetta & Company Inc  
9530 Marketplace Road  
Suite 206  
Ft Myers, FL 33912

**PROPOSAL # 2431**

**DATE 11/05/2019**

**EXPIRATION DATE 12/31/2019**

**PROJECT**

PASEO CDD

**PROJECT MANAGER**

donnb@etefflorida.com

ACTIVITY	QTY	RATE	AMOUNT
<b>Ecosystem Restoration/ Maint Tasks: Preserve Maintenance</b> Task 1.0 2020 Semiannual Preserve Maintenance: Earth Tech Environmental LLC will perform two (2) semiannual maintenance events within $\pm$ 147.50 AC of preserves at Paseo Community Development District in Ft. Myers, FL. This task will consist of treatment of all FLEPPC category I & II exotic/nuisance species and selective invasive species within the designated areas. Eradication methods will consist of (1) cutting and stump treatment of all woody exotic/nuisance species; (2) frill and/or girdle of any woody exotic/nuisance species greater than 4" DBH; (3) foliar treatment of all saplings and/or herbaceous exotic/nuisance species; and (4) hand pulling of exotic/nuisance saplings. All treated vegetation will remain within the project boundaries. A qualified project manager licensed to apply herbicide in aquatic areas, ROW, forested areas and natural areas will supervise all work.	2	8,900.00	17,800.00
<b>Ecosystem Restoration/ Maint Tasks: Environmental Services</b> Task 2.0 2020 Semiannual Control Structure & Spreader Swale Maintenance: Earth Tech Environmental LLC will perform two (2) semiannual maintenance events within $\pm$ 21,441SF of spreader swales and designated control structures adjacent to preserve areas at Paseo Community Development District in Ft. Myers, FL. This task will consist of selective removal and foliar treatment of vegetation within the spreader swales and control structures. A qualified project manager licensed to apply herbicide in aquatic areas, ROW, forested areas and natural areas will supervise all work.	2	800.00	1,600.00

Earth Tech Environmental LLC will provide the above listed environmental services within the designated areas at Paseo CDD. If you agree to these services please send a signed copy of this proposal to donnb@etefflorida.com for work to be scheduled.

**TOTAL**

**\$19,400.00**

Accepted By

Accepted Date

" Land, Water and the Environment ... Protecting what's important "


Office : 239-304-0030 Fax: 239-324-0054





Note:  
2019 Aerial, Project Boundary and Preserve Limits  
obtained from Lee County Property Appraiser.



 <b>Earth Tech Environmental, LLC</b> 10600 JOLEA AVE BONITA SPRINGS, FLORIDA 34135 PHONE (239) 304-0030 FAX (239) 324-0054 WWW.ETEFLORIDA.COM	<b>Paseo CDD</b> <b>Lee County, Florida</b>		<b>Preserve Map</b>	
	<b>Earth Tech</b>		<b>PROJECT NO.</b> N/A	<b>SCALE</b> AS SHOWN
<b>DATE</b> 8/13/19		<b>SHEET NO.</b> X		



# Tab 5

## SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

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This Second Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1<sup>st</sup> day of October, 2019 (the “**Effective Date**”), by and between **Paseo Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Lee County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

### RECITALS

**WHEREAS**, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2016 (the “**Contract**”), incorporated by reference herein; and

**WHEREAS**, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

**WHEREAS**, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

**NOW, THEREFORE**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Addendum as of the Effective Date.

*(Remainder of this page is left blank intentionally)*

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

**ACCEPTED BY:**

**RIZZETTA & COMPANY, INC.**

BY: \_\_\_\_\_

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**PASEO COMMUNITY DEVELOPMENT DISTRICT**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: Chairman/Vice Chairman

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Vice Chairman/Assistant Secretary  
Board of Supervisors

\_\_\_\_\_  
Print Name

**Exhibit B – Schedule of Fees**

**EXHIBIT B**  
Schedule of Fees

**STANDARD ON-GOING SERVICES:**

Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:

	<b>ANNUALLY</b>
Management:	\$36,810.00
Administrative:	\$ 9,200.00
Accounting:	\$24,000.00
Financial & Revenue Collections:	\$ 5,250.00
Assessment Roll (1):	\$ 5,250.00
<b>Total Standard On-Going Services:</b>	<b>\$80,510.00</b>

**(1) Assessment Roll is paid in one lump-sum payment at the time the roll is completed.**

**ADDITIONAL SERVICES:**

Extended and Continued Meetings	Hourly	\$ 175
Special/Additional Meetings	Per Occurrence	Upon Request
Modifications and Certifications to		
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Special Assessment Allocation Report	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public		
Records Requests	Hourly	Upon Request

**PUBLIC RECORDS REQUESTS FEES:**

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

<b>LITIGATION SUPPORT SERVICES:</b>	Hourly	Upon Request
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**ADDITIONAL THIRD-PARTY SERVICES:**

Pre-Payment Collections/Estoppel/Lien Releases:		
Lot/ Homeowner	Per Occurrence	Upon Request
Bulk Parcel(s)	Per Occurrence	Upon Request



# Tab 6

**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.*

**PASEO  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Paseo Community Development District was held on **Wednesday, October 23, 2019 at 11:01 a.m.** at the Paseo Village Center, located at 1611 Paseo Grande Boulevard, Fort Myers, Florida 33912.

Present and constituting a quorum:

Manny Samson	<b>Board Supervisor, Chairman</b>
Steven Brown	<b>Board Supervisor, Vice Chairman</b>
	<b>(joined meeting in progress via speaker phone)</b>
Lyle Hicks	<b>Board Supervisor, Assistant Secretary</b>
Jim Heether	<b>Board Supervisor, Assistant Secretary</b>
Sharon Schulman	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Belinda Blandon	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Michael Lake	<b>Field Manager, Rizzetta &amp; Company, Inc.</b>
Andrew d'Adesky	<b>District Counsel, Latham, Luna, Eden &amp; Beaudine, LLP</b>
	<b>(via speaker phone)</b>
Doug Tarn	<b>District Engineer, Barraco &amp; Associates, Inc.</b>
Joe Fenner	<b>Pinnacle Landscape</b>
Evan Fey	<b>Pinnacle Landscape</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Blandon called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

Mr. Samson opened the floor for public comment on Agenda items. There were none.

**THIRD ORDER OF BUSINESS**

**District Engineer Staff Report**

Mr. Tarn advised that he has reviewed the stop bars in the Provencia community and determined there is not a lot of sight visibility in the area and so they will obtain proposals to relocate the stop bars. He further advised that the brick paver repairs are

complete and his firm will be reviewing the completed work. Mr. Tarn advised that he will be reviewing the curb repairs completed to ensure they are done according to the scope of services. The Board advised they would like to ensure the repairs are done per scope. Mr. Tarn advised that the lake bank inspection will be conducted although the water levels have not receded as planned; he advised that he will get the bid documents together so that the Board can bid the phase II lake bank project. Ms. Bandon recommended starting the project in January, after the holidays. Mr. Tarn advised that phase III of the lake bank project can begin in March. Mr. Tarn advised that Mr. Kayne has been handling the Hot-Wire project and they are awaiting an as built map so that a final inspection can be conducted and a punch list can be created and distributed. Ms. Bandon advised that she will follow up with Hot-Wire as to the as built drawings.

Mr. Brown joined the meeting in progress at 11:12 a.m. via speaker phone.

Mr. Heather inquired as to Hot-Wire being presented with repair bills for damages caused to District owned infrastructure. Ms. Bandon advised they have not as a complete package will be put together at the completion of the project.

Mr. Heather inquired as to grates being covered by grass; he asked that Mr. Fenner cut back or spray a weed killer at the grate locations. Mr. Tarn advised this is a maintenance issue. Mr. Heather suggested that the landscapers conduct maintenance at the grates twice per year.

#### **FOURTH ORDER OF BUSINESS**

#### **Review of October 2, 2019 Field Inspection Report**

Mr. Heather inquired as to why the Field Manager is finding issues rather than Pinnacle Landscape being on top of the concerns. He further inquired as to lower man power onsite. Mr. Fenner advised that his crews should be on top of the concerns prior to the report being conducted and advised that the man power is the same. Mr. Hicks inquired as to when the transition will be for mowing from once per week to once every other week. Mr. Fenner advised it would be in November. Mr. Heather addressed Mr. Fenner regarding using a smaller machine around the light poles so as not to cause damage to the light poles. Mr. Fenner advised they have tried line trimming those areas although the line trimmer is not healthy for the turf; he further advised that he will price out using a smaller mower. Mr. Heather inquired as to a stump on Penzance that needs to be removed. Mr. Fenner advised he will review.

#### **FIFTH ORDER OF BUSINESS**

#### **Review of Pinnacle Landscape Plan for Esperanza Entry**

Mr. Fenner provided an overview of the Pinnacle Landscape plan for the Esperanza entry. He responded to questions from the Board. Mr. Fenner advised that he will provide pricing for the plans shown. Discussion ensued regarding the budget for the new plantings. Mr. Hicks asked that Mr. Fenner provide pricing to Ms. Bandon so that she can review the budget. Ms. Schulman asked if the mulch for the new plantings will match the mulch throughout the community. Mr. Fenner confirmed.

97 Mr. Fenner advised that fertilization has been completed and pest control will  
98 begin next week.  
99

100 Mr. Hicks inquired as to project time line for the Esperanza entry plantings. Mr.  
101 Fenner advised that excavation can take three to four days and install will take about a  
102 week.  
103

104 Mr. Fenner advised that the irrigation pumps were having power issues and  
105 FP&L has just made the necessary repairs and so the pump is back up and running.  
106

107 **SIXTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held on  
September 25, 2019**

108  
109  
110  
111 Ms. Bandon provided an overview of the minutes of the Board of Supervisors'  
112 meeting held on September 25, 2019 and asked if there were any questions related to the  
113 minutes. There were none.  
114

On a Motion by Mr. Samson, seconded by Mr. Heether, with all in favor, the Board Approved the Minutes of the Board of Supervisors' Meeting held on September 25, 2019, for the Paseo Community Development District.

115  
116 **SEVENTH ORDER OF BUSINESS**

**Consideration of the Operations and  
Maintenance Expenditures for the  
Month of September 2019**

117  
118  
119  
120 Ms. Bandon provided an overview of the operations and maintenance expenditures  
121 for the period of September 1-30, 2019 totaling \$201,501.58 and asked if there were any  
122 questions. Questions and comments from the Board were entertained.  
123

On a Motion by Mr. Hicks, seconded by Mr. Samson, with all in favor, the Board Approved the Operations and Maintenance Expenditures for the Month of September 2019, totaling \$201,501.58, for the Paseo Community Development District.

124  
125 **EIGHTH ORDER OF BUSINESS**

**Staff Reports**

126  
127 A. District Counsel

128 Mr. d'Adesky advised that he had no report.  
129

130 B. District Manager

131 Ms. Bandon advised that the next meeting of the Board of Supervisors' is  
132 scheduled for Wednesday, December 11, 2019 at 5:30 p.m.  
133

134 Ms. Bandon advised that the deposit has been made for the gazebo  
135 railings and the railings are in production. She further advised that the deposit for the  
136 guardhouse door has been made and the door should be installed by the second week  
137 of November. Ms. Bandon advised that the controllers for the well pumps have been

replaced and she is working with Staff to get back on track with the reporting.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Questions**

Ms. Blandon opened the floor to Supervisor requests.

Mr. Heether advised that the thatching on the pier is loose. Ms. Blandon advised that she will contact the vendor.

Mr. Samson announced that he is leaving Paseo and tendered his resignation to be effective Friday, October 25, 2019. Discussion ensued regarding the process for replacing Mr. Samson on the Board. Mr. Brown recommended adding the open Board position to the newsletter and having intents sent to Ms. Blandon.

Ms. Blandon opened the floor to audience questions and comments. Questions and comments from the audience were entertained.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Samson, seconded by Mr. Hicks, with all in favor, the Board adjourned the meeting at 11:55 a.m., for the Paseo Community Development District.

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

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

# Tab 7

# PASEO COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 150 · TAMPA, FLORIDA 33625

## **Operation and Maintenance Expenditures October 2019 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2019 through October 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$149,540.62**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

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

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

## Paseo Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Barraco and Associates, Inc.	006371	20113	Engineering Services 09/19	\$ 2,254.50
CenturyLink	006361	311416420 09/19	Telephone Service 09/19	\$ 581.89
City of Fort Myers	006373	1-015317-00 09/19	Compactor 11604 Paseo Grande Blvd 09/19	\$ 3,760.70
Collier Fence & Wire, Inc.	006359	1261	50% Deposit for Estimate # 27392	\$ 18,416.00
Crystal Clean Inc.	006374	1129	Gatehouse Janitorial Services 10/19	\$ 180.00
Cypress Access Systems, Inc.	006375	10418	Monthly Service-10/19	\$ 269.20
Earth Tech Environmental LLC	006376	5598	Semi Annual Preserve Maintenance 10/19	\$ 9,700.00
Earth Tech Environmental LLC	006376	5599	Herbicide Treatment 10/19	\$ 450.00
Emmanuel P. Samson	006357	MS092519	Board of Supervisors Meeting 09/25/19	\$ 200.00
Florida Department of Revenue	006362	093019-DOR	46-8015667667-8 Sales Tax 09/19	\$ 124.83



## Paseo Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Power & Light Company	006367	Electric Summary 09/19	FPL Electric Summary 09/19	\$ 10,035.60
Home Team Pest Defense Inc	006353	65399975	Rodent Service 09/19	\$ 30.00
James A. Heether	006352	JH092519	Board of Supervisors Meeting 09/25/19	\$ 200.00
Johnson Engineering, Inc.	006377	20097877-019 10/19	WUP Compliance Monitoring Svcs 10/19 #4	\$ 1,485.00
Johnson Engineering, Inc.	006348	20097877-019-3	WUP Compliance Monitoring Svcs 09/19	\$ 4,826.00
Latham, Shuker, Eden & Beaudine, LLP	006349	87571	Professional Services 08/19	\$ 6,950.06
Latham, Shuker, Eden & Beaudine, LLP	006378	87974	Professional Services 09/19	\$ 4,145.67
Lyle L. Hicks	006354	LH092519	Board of Supervisors Meeting 09/25/19	\$ 200.00
Naples Electric Motor Works Inc	006363	25911	Pump Station Maintenance 09/19	\$ 900.00
Naples Electric Motor Works Inc	006368	25929	VFD Operator Key Pad 10/19	\$ 575.00
Pinnacle Landscapes, Inc.	006364	11450	General Monthly Maintenace 09/19	\$ 19,434.55

## Paseo Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pinnacle Landscapes, Inc.	006364	11451	Applied Dylox to Bermuda Grass 09/19	\$ 8,526.00
Pinnacle Landscapes, Inc.	006364	11491	Irrigation Repairs 09/19	\$ 2,654.30
Pinnacle Landscapes, Inc.	006364	11492	Irrigation Repairs 09/19	\$ 4,289.50
Pinnacle Landscapes, Inc.	006364	11493	Irrigation Repairs 09/19	\$ 180.00
Pinnacle Landscapes, Inc.	006379	11510	Turf Replacement and Tree Removal-10/19	\$ 2,924.00
Pinnacle Landscapes, Inc.	006379	11518	Install Orange Bird of Paradise & Bromelaid 10/18/19	\$ 2,080.00
Pinnacle Landscapes, Inc.	006379	11519	Install Fall Annuals 10/19	\$ 7,079.00
Rizzetta & Company, Inc.	006356	INV0000043728	Assessment Roll FY 19/20	\$ 5,250.00
Rizzetta & Company, Inc.	006366	INV0000043851	District Management Fee 10/19	\$ 6,971.67
Rizzetta Amenity Services, Inc.	006365	6763	CELL PHONE 09/19	\$ 50.00
Rizzetta Amenity Services, Inc.	006355	INV00000000006738	Actual Bi-Weekly Payroll 10/19	\$ 2,738.42

## Paseo Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	006369	INV00000000006794	Actual Bi-Weekly Payroll 10/19	\$ 2,076.71
Rizzetta Technology Services, LLC	006380	INV0000004769	Website Email & Hosting Services 10/19	\$ 190.00
Sewer Viewer, Inc	006350	21909033	Cleaned CB's 09/19	\$ 3,220.59
Sharon E. Schulman	006358	SS092519	Board of Supervisors Meeting 09/25/19	\$ 200.00
Solitude Lake Management, LLC	006381	PI-A00281344	Water Feature Maintance 07/19	\$ 460.00
Solitude Lake Management, LLC	006381	PI-A00309652	Lake & Pond Management Services 10/19	\$ 2,041.00
Steven A. Brown-Cestero	006351	SB092519	Board of Supervisors Meeting 09/25/19	\$ 200.00
Suntech Electrical Contractors, Inc.	006382	8085	4 Street Lights Out 10/19	\$ 305.00
The Daily Breeze	006372	115319	Legal Advertisng AD#115319 010/19	\$ 58.00
Universal Protection Service, LP	006360	9254483	Security Services 09/13/19-09/19/19	\$ 2,666.88
Universal Protection Service, LP	006360	9275743	Security Services 09/20/19-09/26/19	\$ 2,666.88

## Paseo Community Development District

### Paid Operation & Maintenance Expenditures

October 1, 2019 Through October 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Universal Protection Service, LP	006360	9301471	Security Services 09/27/19-10/03/19	\$ 2,666.88
Universal Protection Service, LP	006370	9331065	Security Services 10/04/19-10/10/19	\$ 2,666.88
Universal Protection Service, LP	006370	9349183	Security Services 10/11/19-10/17/19	<u>\$ 2,659.91</u>
<b>Report Total</b>				<b><u>\$ 149,540.62</u></b>