



Rizzetta & Company

NatureWalk Community Development District

**Board of Supervisors'
Regular Meeting
October 7, 2021**

**District Office:
120 Richard Jackson Blvd, Suite 220
Panama City Beach, Florida 32407
850-334-9055**

www.naturewalkcdd.org

NATUREWALK

COMMUNITY DEVELOPMENT DISTRICT AGENDA

Walton County Coast Branch Library 437 Greenway Trail Santa Rosa Beach, FL 32459
October 7, 2021 at 3:30 p.m.

District Board of Supervisors	Jonette Coram Todd Egizii Mike Grubbs Sandra Waisley James Sater	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Kimberly O'Mera	Rizzetta & Company, Inc.
District Counsel	Joseph Brown	Hopping Green & Sams, P.A.
District Engineer	James Martelli, P.E.	Innerlight Engineering Corporation
Bond Counsel	Cynthia E. Wilhelm	Nabors, Giblin & Nickerson, P.A.

**All Cellular phones and pagers must be turned off while in the meeting room.
The District Agenda is comprised of five different sections:**

The **regular** meeting will begin promptly at **3:30 p.m.** with the first section which is called **Audience Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (850) 334-9055 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs and provides members of the audience the opportunity to comment on matters of concern to them that were not addressed during the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (850) 334-9055, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

NATUREWALK COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 120 RICHARD JACKSON BLVD., SUITE 220, PANAMA CITY BEACH, FL 32407
<http://naturewalkcdd.org/>

September 30, 2021

Board of Supervisors
NatureWalk Community
Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the NatureWalk Community Development District will be held on **Thursday, October 7, 2021, at 3:30 p.m. (Central Time)** at the Walton County Coastal Branch Library, located at 437 Greenway Trail, Santa Rosa Beach, FL 32459. The following is the tentative agenda for these meetings:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on August 5, 2021..... Tab 1
 - B. Ratification of Operations and Maintenance Expenditures for June 2021 - August 2021..... Tab 2
- 4. STAFF REPORTS**
 - A. District Counsel
 1. Undeveloped Parcel Activity
 - B. District Engineer
 - C. District Manager..... Tab 3
 1. Presentation of District Manager Report
 - i. Tax Roll Distribution History
 - ii. Review of August 2021 Financial Statement
 - D. District Landscape Provider
- 5. BUSINESS ITEMS**
 - A. Ratification of Execution of Insurance Proposal – Egis Insurance..... Tab 4
 - B. Discussion of Waste Management Damages..... Tab 5
 - C. Consideration of Infrastructure Maintenance/Repairs
 1. Sunset Pond Lighting Proposal – Lake Doctor..... Tab 6
 2. Pond Maintenance Agreement – Lake Doctors..... Tab 7
 3. Streetlight and Pedestrian Lighting..... Tab 8
 - E. Salamander Circle Pond Fence – Bulkhead Repair/Encroachments..... Tab 9
 - F. Discussion of HOA LSV Workshop
 - G. Discussion of Traffic on District Landscaping
 1. Vehicles Traversing District Property to Park
 2. Potential Requests to Extend Pavers to Create Additional Driveway
 - H. Discussion of Infrastructure Maintenance/Repairs and Service Providers..... Tab 10
 - i. Review of Action Item List
 - ii. Landscape Maintenance Agreement
 - iii. Irrigation Filtration System
 - iv. Paver Repair at Iris Trace and River Oats
 - v. Storage Solutions
 - vi. Fall Pine Straw Application
 - vii. Bridge 2 Asphalt Repair
 - viii. Bridge and Boardwalk Repairs

- ix. Street Light Mapping, Timer Conversion, LED Retrofit
- x. Erosion Behind Salamander Circle
- xi. Signage and Speed Bumps
- xii. Fire Hydrant Painting
- xiii. Palm Tree Trimming
- xiv. Tree Replacement in Greenspace – Chordgrass Way
- xv. Towing Enforcement Update

6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

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 me at 850-334-9055.

Sincerely,

Kimberly O'Mera
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.

**NATUREWALK
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the NatureWalk Community Development District was held on **Thursday, August 5, 2021, at 3:30 p.m. (CDT) at the Walton County Coastal Branch Library, located at 437 Greenway Trail, Santa Rosa Beach, FL 32459.**

Present and constituting a quorum:

Jonette Coram	Board Supervisor, Chairman
Todd Egizii	Board Supervisor, Vice Chairman
Sandra Waisley	Board Supervisor, Assistant Secretary
Mike Grubbs	Board Supervisor, Assistant Secretary
James Sater	Board Supervisor, Assistant Secretary

Also present were:

Kimberly O'Mera	District Manager, Rizzetta & Company, Inc.
Carl Eldred	District Counsel, Hopping Green & Sams, P.A.
Jim Martelli	District Engineer, Innerlight Engineering (Via Speakerphone)
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

Ms. O'Mera called the meeting to order at 3:35 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments on Agenda Items.

44 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of the**
45 **Regular Board of Supervisors**
46 **Meeting held on May 12, 2021**
47

On a Motion by Ms. Coram, seconded by Mr. Grubbs, with all in favor, the Board of Supervisors approved, with revisions, the Minutes of the Regular Board of Supervisors' Meeting held on May 12, 2021, for NatureWalk Community Development District.

48 **FOURTH ORDER OF BUSINESS** **Ratification of Operation and**
49 **Maintenance Expenditures for May**
50 **2021**
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53 Ms. O'Mera presented and reviewed the Operation and Maintenance expenditures for May
54 2021 with the Board.
55

On a Motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors ratified Operation and Maintenance expenditures for May 2021 in the amount of \$27,476.99, for NatureWalk Community Development District.

56 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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58 **A. District Counsel**
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60
61 Mr. Eldred addressed the SPE owned land north of Beargrass and the easement to
62 access and maintain the bridge on the property. The SPE requests that barriers be
63 installed as part of the easement. General discussion ensued. Mr. Eldred confirmed the
64 obligation already exists to maintain the bridge. Mr. Egizii suggested reviewing the
65 engineering report on the bridge for the weight of the vehicles parking on the bridge. Mr.
66 Eldred is looking for staff to bring back proposals at the next meeting so the easement
67 can be pursued.

68 Mr. Eldred gave an update on the request from Mr. Leahy (88 Beargrass Way) to enter
69 into an easement, allowing him to maintain improvements on District property. Mr. Leahy
70 may not continue pursuing the easement, and the Board may consider removing them at
71 Mr. Leahy's expense. Mr. Leahy should inform any potential future buyers of the
72 improvements as they would need an easement with the District for those improvements.
73

74 Mr. Grubbs asked for an update on the three parcels that were purchased via tax deed
75 sale. Mr. Eldred advised there is no update to provide at this time and reminded the Board
76 of pending litigation. Mr. Eldred will be sending a statement of debt associated with the
77 recent parcel that went to tax deed sale (Tract K).
78

79 **B. District Engineer**

80
81 Mr. Martelli offered to answer any questions as a follow up on the inspection performed
82 on the pond at Salamander Circle. The Supervisors had no questions.
83

84 **C. District Manager**

85
86 Ms. O'Mera reminded the Board that the next Regular Board of Supervisors Meeting is
87 November 4, 2021, contingent on the adoption of the FY 21-22 meeting schedule.
88

89 **SIXTH ORDER OF BUSINESS** **Consideration of Request to Place**
90 **Dumpster on District Property**

91
92 Ms. O'Mera presented and reviewed the request to place a dumpster on District
93 Property. This would be behind 27 Lily Lane in the short alley way area, with the neighbor
94 is agreeable to the placement. It would be temporary from approximately August 2021 to
95 December 2021. Mr. Eldred recommends having a license agreement, the owner
96 requesting the dumpster would pay for the drafting of the agreement.
97

98 On a motion by Mr. Grubbs, seconded by Mr. Egizii, with all in favor, the Board of
99 Supervisors approved the request to place dumpster temporarily on District property,
100 pending license agreement, for NatureWalk Community Development District.

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102 **SEVENTH ORDER OF BUSINESS** **Consideration of Missing Signage on**
103 **Boardwalk**

104
105 Ms. O'Mera presented and reviewed the Consideration of Missing Signage on Boardwalk
106 and turned over the discussion to Ms. Coram. Ms. Coram explained the location is the
107 boardwalk behind Salamander Circle. LSV's have been driven on the boardwalk. The sign
108 is for no motorized vehicles to deter this activity.
109

110 On a motion by Ms. Coram, seconded by Mr. Grubbs, with all in favor, the Board
111 approved not to exceed \$300.00 to replace the missing sign on the boardwalk, for
112 NatureWalk Community Development District.

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114 **EIGHTH ORDER OF BUSINESS** **Consideration of Palm Tree Trimming**
115 **- Green Earth**

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117 Ms. O'Mera presented Consideration of Palm Tree Trimming, with a remind that this was
118 tabled at the last meeting. The trimming is proposed for the palms located in Phase 3 and
119 within Sage Circe. General discussion ensued.
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121 GreenEarth confirmed that the palms in Phase 3 are still providing nutrients.
122 Consideration will remain tabled at this time.

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NINTH ORDER OF BUSINESS **Discussion Regarding Encroachment and Access Concerns**

Ms. O'Mera presented District Policy Regarding Encroachments on District Common Areas, Open Areas, Conservation Areas, Stormwater Retention Area and Boardwalks.

Mr. Martelli suggests that a preconstruction baseline be established when a pool installation is requested near a pond. The baseline would include the condition of the pond and wall and the surrounding areas with photos to create a log before construction begins. District Engineer would perform this at the owner's expense.

Mr. Eldred explained that the policy can be adopted and modified as needed. For the time being, the policy can include the requirement for an inspection to be performed prior to pool construction commencing, with the cost born by the owner. The Supervisors were agreeable to this insertion.

On a motion by Ms. Coram, seconded by Ms. Waisley, with all in favor, the Board adopted District Policy Regarding Encroachments, with edits for NatureWalk Community Development District.

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TENTH ORDER OF BUSINESS **Ratification of Bridge/Boardwalk Repairs**

Ms. O'Mera reviewed the necessary bridge and boardwalk board repairs with the Board. The agreement was entered into with Eddie the Painter Services on June 15, 2021, for \$12,425.00, with chairman authorization.

On a motion by Mr. Grubbs, seconded by Mr. Egizii, with all in favor, the Board ratified the approval for Bridge/Boardwalk Repair Agreement with Eddie the Painter Services for \$12,425.00, for NatureWalk Community Development District.

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ELEVENTH ORDER OF BUSINESS **Ratification of Repairs to Pond Fence**

Ms. O'Mera presented an estimate for repairs to the Pond Fence located behind Salamander Circle. This agreement was entered into with Eddie the Painter Services for \$900.00. The repairs are expected to begin August 5, 2021.

On a Motion by Ms. Egizii, seconded by Mr. Grubbs, with all in favor, the Board of Supervisors ratified the Repairs to the Pond Fence in the amount of \$900.00, for NatureWalk Community Development District.

156 **TWELFTH ORDER OF BUSINESS** **Consideration of Code of Conduct**

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158 Ms. O'Mera advised the Consideration of Code of Conduct will be tabled until the next
159 meeting.
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161 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2021-08,**
162 **Annual Meeting Schedule for Fiscal**
163 **Year 2021/2022**
164

165 Ms. O'Mera presented and reviewed Resolution 2021-08, Annual Meeting Schedule for
166 Fiscal Year 2021/2022.
167

168 Mr. Eldred explained the schedule will be published. The meetings can remain quarterly,
169 or the Board could increase the meeting frequency to monthly. Discussion ensued.
170 Meetings were set monthly for Fiscal Year 2021/2022, for the first Thursday of each
171 month.
172

On a Motion by Mr. Grubbs, seconded by Mr. Egizii, with all in favor, the Board of Supervisors adopted Resolution 2021-08 Annual Meeting Schedule for Fiscal Year 2021/2022, as amended for monthly meetings, for NatureWalk Community Development District.

173 **FOURTEENTH ORDER OF BUSINESS** **Board Discussion on Budget and**
174 **Increased Assessments**
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178 Ms. O'Mera opened the discussion on budget and increased assessments with the Board.
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180 Ms. Coram suggested a mapping of the streetlights throughout the District and a quote for
181 LED conversion of the same. Line 62 has a placeholder for possible additional parking if
182 locations can be determined.
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184 **FIFTEENTH ORDER OF BUSINESS** **Public Hearing to Consider the**
185 **Adoption of the Fiscal Year 2021/2022**
186 **Budget**
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On a Motion by Mr. Coram, seconded by Ms. Waisley, with all in favor, the Board of Supervisors opened a Public Hearing to Consider the Adoption of the Fiscal Year 2021/2022 Budget, for NatureWalk Community Development District.

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Ms. O'Mera opened for audience comments on the budget.

Audience members inquired about street signage, bridge & boardwalk maintenance budget, improvements to deter sprinkler damage, oak trees, drainage, and greenspace landscaping.

On a Motion by Mr. Egizii, seconded by Ms. Waisley, with all in favor, the Board of Supervisors closed Public Hearing to Consider the Adoption of the Fiscal Year 2021/2022 Budget, for NatureWalk Community Development District.

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SIXTEENTH ORDER OF BUSINESS

Presentation of the Proposed Final Budget for Fiscal Year 2021/2022

Ms. O'Mera reviewed the Proposed Final Budget for Fiscal Year 2021/2022 with the Board. Line item 18 has changed from \$4,800.00 to \$9,600.00 from contingency, Line 66. Legal advertising costs Line 31 are estimated at \$5,200.00 from Line 66. To account for the increased frequency of meetings, the Board directed to add \$4,800 to line eighteen, an additional \$2,600 to line thirty-one, and reduce line sixty-six to \$20,962.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Resolution 2021-06, Annual Appropriations and Adopting the Budget for Fiscal Year 2021/2022

On a Motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors approved Resolution 2021-06, Annual Appropriations and Adopting the Budget for Fiscal Year 2021/2022, for NatureWalk Community Development District.

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EIGHTEENTH ORDER OF BUSINESS

Consideration of Resolution 2021-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll

On a Motion by Ms. Grubbs, seconded by Mr. Egizii, with all in favor, the Board of Supervisors adopted Resolution 2021-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll, for NatureWalk Community Development District.

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NINETEENTH ORDER OF BUSINESS

Consideration of Water Management Agreement – Lake Doctors

Ms. O’Mera presented the proposed Water Management Agreement with Lake Doctors. The agreement proposes costs to add additional stormwater retention ponds to the service contract. The Board tabled this item to the next meeting.

TWENTIETH ORDER OF BUSINESS

AUDIENCE AND SUPERVISOR COMMENTS

Mr. Lee spoke on behalf of the HOA regarding an LSV Policy and working with the CDD and an agreement allowing the HOA to enforce the policy. The policy is in draft form. Mr. Eldred will review the policy. Mr. Lee had questions about palm tree trimming and erosion near 856 Sandgrass Blvd.

Ms. Coram asked if the District could purchase boards to have on hand for maintenance or repairs for the bridge and boardwalk. The District would need somewhere to store the boards. Mr. Eldred advised that the District can own a building to keep the boards. The Board authorized staff to work with Chairman to explore.

Ms. Coram stated that there is a saltwater filtration system unplugged which is probably why there are rust stains where the irrigation runs. She will get more information.

Ms. Coram would like to possibly identify another towing company to work with.

Mr. Eldred stated that an alternative vendor could be used. The Board authorized Mr. Egizii to identify other possible vendors.

On a Motion by Ms. Coram, seconded by Mr. Egizii, with all in favor, the Board of Supervisors authorized Mr. Egizii to work with staff to identify potential towing vendors, for NatureWalk Community Development District.

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Ms. Coram stated that the water level in Pond 18 located behind the Pickle Ball Courts is low. The pump is running. Ms. O’Mera has contacted AAG Electric Motors to troubleshoot the system.

Ms. Coram would like to see about having the fire hydrants tested. Many are rusted. She

252 would like to revisit having them tested and painted. Mr. Egizii stated there are no blue
253 reflectors indicating fire hydrants in Phase 3. Ms. O'Mera will contact Regional Utilities and
254 update the Board.
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FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Egizii, seconded by Ms. Coram, with all in favor, the Board adjourned the meeting at 5:32 p.m. CDT, for the NatureWalk Community Development District.

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Secretary/Assistant Secretary

Chairman/ Vice Chairman

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Tab 3



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** November 4, 2021
- **FY 2020-2021 Audit Completion Deadline:** March 31, 2022
- **Next Election (Seats 3, 4, 5):** November 2022

District
Manager's
Report

October 7

2021

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<u>FINANCIAL SUMMARY</u>	<u>8/31/2021</u>
General Fund Cash & Investment Balance:	\$68,183
Debt Service Fund Investment Balance:	\$1,238,972
Total Cash and Investment Balances:	\$1,307,155
General Fund Expense Variance: -\$42,113	Over Budget