

Regular Monthly Meeting
BLOOMINGDALE SPECIAL DISTRICT
3509 Bell Shoals Road, Valrico, FL 33596
Date: April 12, 2021

The meeting was conducted using GoToMeeting. Provisions were made for any member of the public desiring to participate to have access to the meeting. The public could access the meeting to participate, including offering public comments. Public comments offered using communications media technology were afforded equal consideration as if the public comments were offered in person.

April 12, 2021, Regular Board Meeting
Mon, Apr 12, 2021 6:30 PM - 8:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.
<https://www.gotomeet.me/MiriamLeech/april-12-2021-regular-board-meeting>

You can also dial in using your phone.
United States: [+1 \(571\) 317-3122](tel:+15713173122)
Access Code: 550-152-845

Call to Order

President Leech convened the regular monthly meeting of the Bloomingdale Special District at 6:30 p.m., April 12, 2021. There were enough Trustees present to establish an in-person quorum.

Trustees in Attendance

Tom Leech
Charlie Woodcock
Randy Kehmeyer
Claire Letkiewicz
Rusty Jones
Lee Raschke
Kristine Schroeder (virtual)

Also in Attendance

Miriam Leech—Office Manager
Rick Pitrowski—Merit, Inc.

Guest

Patrick Anthony— Trimmers Holiday
(7:10 p.m., virtual)

Approval of March 8, 2021, Regular Meeting Minutes

Trustee Letkiewicz moved to approve the minutes of the March 8, 2021, regular board meeting. Trustee Jones seconded the motion. The vote was unanimous. The motion passed.

President's Report

- ✓ *President Leech* reported there has been no action to date by Shumaker Advisors on the wall policy. He has reached out to them to adjust the contract period.
- ✓ Tree trimming contract bids will be opened at this meeting. President Leech reminded trustees that they are not bound to make a decision tonight, and can vote to approve one or reject them all.
- ✓ President Leech discussed the recent accident and fatality on Natures Way Boulevard. He asked Vice President Kehrmeyer to set up a meeting with Corporal Bonfont, off-duty deputy coordinator, to discuss how the District can help in deterring speeding. Additionally, the Office Manager is accepting cards for the cyclist injured in the accident.
- ✓ The permit application for the entryway project at Erindale and Lithia-Pinecrest Road has been submitted.

Property Manager's Report for March 2021

A copy of this report is attached to these minutes.

Mr. Pitrowski reported the following:

- ✓ The wall repair on Natures Way has been painted by Invitation Homes, and the work is complete.
- ✓ Mr. Pitrowski is working with the following people on the median planting pilot program, and is encouraged that the irrigation and possibly the turf will be covered by either grant money or as part of a pilot program:
 - Erin Wilder, Executive Director at Sod Solutions (possible turf donation)
 - Dr. Bryan Unruh, Professor and Associate Center Director at the University of Florida West Florida Research and Education Center (possible irrigation donation under pilot program)
 - Robin Grantham, Lead Communications Coordinator for Southwest Florida Water Management District's Florida Water Star Program (possible irrigation grant).
- ✓ B&G Tree Service submitted a proposal for \$1,725 for removal and lifting of the trees at the Oak Crest entrances on Erindale. Once complete, turf and plant material can be selected (already priced in the Your Green Team landscape maintenance contract).
- ✓ Mr. Pitrowski and Trustee Letkiewicz are working on a District plant pallet for Board review.

- ✓ Mr. Pitrowski inquired about the Property Management contract that comes up for renewal in August as to the bidding process and new contract start date.
Proposals for property management will be requested so that a new contract will be in place in August.
- ✓ Mr. Pitrowski request \$40,000 for turf replacement on Natures Way.
- ✓ Mr. Pitrowski spoke with an arborist regarding the tree damaged from the accident on Natures Way. There is nothing to be done but wait and watch the health of the tree.

Committee Reports

- ✓ **Budget**—*Trustee Woodcock*
The first budget committee meeting is April 26, 2021. Please bring proposed projects for prioritization.
- ✓ **Contracts/Renewables**—*Trustee Woodcock*. Nothing to report.
- ✓ **Tax Roll and Assessment**—*Trustee Raschke*. Nothing to report.
- ✓ **Holiday Decorations**—*Trustee Jones*
Patrick Anthony, Trimmers Holiday Décor, submitted a proposal for the 2021 holiday banners and lighting in the amount of \$25,410. Mr. Anthony stated that this included new banners (mostly covered by credit of \$2,460), the addition of a lighted tree and Menorah at Culbreath and Natures Way, and all lighting and decoration from last year.
Trustees asked Mr. Anthony to re-price Culbreath and Natures Way with snowflakes and palm wrap instead of the lighted tree and Menorah.
Mr. Pitrowski is getting a second electric installation estimate for Trustee Jones to revisit the cost of lighting the Culbreath and Bloomingdale entrance.
Mr. Anthony will submit a new, adjusted proposal.
- ✓ **Landscaping and Capital Improvements**—*Trustee Letkiewicz*
Trustee Letkiewicz reported that she met with Martin Steffen and the Sign Star representative at the Erindale and Lithia Pinecrest and John Moore entrances to the District. Sign Star is doing the metal signs for the entryways.
New signs must meet current codes; therefore, new signs can only be *hung* on the existing walls. The signs will be fabricated metal and slid onto the walls—but will look just like the original design plan. All entrances will look uniform, with the only variance being how the signs are attached.
Sign Star is working to provide estimates on the signs.

Mr. Steffen estimates \$50,000 for the Erindale and Lithia Pinecrest entrance that includes new signs, 5-foot brick wall on the south side of the entrance, and electrical.

Mr. Steffen has submitted the application permit to the County.

- ✓ **Security**—*Vice President Kehrmeier*
Vice President Kehrmeier reported 30 traffic stops and 11 citations written by off-duty deputies.
- ✓ **Community Relations**—*President Leech*. Nothing to report.

Correspondence—None.

Old Business

Tree Trimming Bids

Bid packages were submitted by four vendors for the tree trimming solicitation:

- ✓ B&G Tree Services
- ✓ VNK Enterprises
- ✓ Southern Environmental
- ✓ Total Garden

Contractor	One complete signed and initialed copy	Five references with contact info, length of contract, and dollar amount	COI showing proper insurance limits or letter from agent	Required licenses	Arborist Certifications	Phases to Complete for 50K
B&G Tree	Yes	Yes	Yes	Yes	Yes	Phase 1 and Phase 2 ending at 27.873124, - 82.255086
VNK Enterprises	Yes	Yes	Yes (but no commercial auto)	No	No	Phases 1, 2, 3, and part of 4: 27.88246, - 82.24383
Southern Environmental	Yes	No	Yes	Yes	Yes	Phases 1 and 2
Total Garden	Yes	Yes	Yes	Yes	Yes	Phases 1, 2, and 3 plus Proposal for Phase 4 for \$8,400

Trustee Woodcock moved to approve Total Garden for the tree trimming contract based on their lowest, responsive, and responsible bid and complete bid package. Trustee Jones seconded the motion. The vote was unanimous. The motion passed.

Oak Crest Entrances

Trustee Letkiewicz moved to approve the bid from B&G Tree Service for \$1,725 to perform tree removal and lifting at the entrances to Oak Crest on Erindale Drive. Trustee Jones seconded the motion. The vote was unanimous. The motion passed.

New Business

Turf Replacement

Vice President Kehrmeyer moved to approved \$40,000 for turf replacement on Natures Way. Trustee Raschke seconded the motion. The vote was unanimous. The motion passed.

Reminders

- | | |
|--------------------|--------------------------------------|
| ✓ Monday, April 26 | -Budget Committee Meeting, 6:30 p.m. |
| ✓ Monday, April 26 | -Check Signing |
| ✓ Monday, May 10 | -Regular Board Meeting, 6:30 p.m. |
| ✓ Monday, May 10 | -Check Signing |

Adjournment

Trustee Woodcock moved to adjourn the meeting. This was seconded by Trustee Jones, and the vote was unanimous. President Leech closed the meeting at 8:16 p.m.

Respectfully submitted,

Russell Jones
Secretary

Tom Leech
President

Minutes Distributed Electronically to Board Members.