



Rizzetta & Company

# Talavera Community Development District

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**Board of Supervisors' Meeting  
November 7, 2018**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544  
813-994-1001**

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

**TALAVERA  
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>Board of Supervisors</b>	Betty Valenti David Griffin Brady Lefere Brian Soldano Lee Thompson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Angel Montagna	Rizzetta & Company, Inc.
<b>District Counsel</b>	Scott Steady	Burr Forman, PA
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting

**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 (813) 933-5571. 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.

**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL**  
**33544**  
[www.TalaveraCDD.org](http://www.TalaveraCDD.org)

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October 31, 2018

**Board of Supervisors**  
**Talavera Community**  
**Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Talavera Community Development District will be held on **Wednesday, November 7, 2018 at 9:00 a.m.**, at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the advanced agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Administer Oath of Office to Newly Elected Supervisors.....Tab 1
    1. Review of Form 1 and Sunshine Law Requirements
  - B. Consideration of Resolution 2019-01, Canvassing and Certifying Election Results.....Tab 2
  - C. Consideration of Resolution 2019-02, Designating Officers of the District.....Tab 3
  - D. Consideration of Minutes of the Board of Supervisors' Meeting held on October 3, 2018.....Tab 4
  - E. Consideration of Operation & Maintenance Expenditures for September 2018.....Tab 5
- 4. BUSINESS ITEMS**
  - A. Presentation of Landscape Report.....Tab 6
  - B. Presentation of Aquatics Report.....Tab 7
  - C. Consideration of Updated District Services Agreement.....Tab 8
  - D. Consideration of Updated Field Services Agreement.....Tab 9
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 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) 933-5571.

Sincerely,  
**Angel Montagna**  
District Manager

# Tab 1

**TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT  
BOARD OF SUPERVISOR  
OATH OF OFFICE**

I, \_\_\_\_\_, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE TALAVERA COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA.

\_\_\_\_\_  
Supervisor Signature

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA  
COUNTY OF PASCO

On this \_\_\_ day of \_\_\_\_\_, 2018, before me, personally appeared \_\_\_\_\_ and is known to me to be the person described herein and who took the aforementioned oath as a Board Member of the Board of Supervisors of Talavera Community Development District and acknowledged to and before me that they took said oath for the purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

\_\_\_\_\_  
Notary Public  
STATE OF FLORIDA

My commission expires on:

## **Tab 2**

**RESOLUTION 2019-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF TALAVERA COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Talavera 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, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District’s creation and every two years following the creation of the Community Development District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 7, 2018, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

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

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

_____	_____ votes
_____	_____ votes
_____	_____ votes

Section 2. In accordance with **TALAVERA** Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, the above-named persons are declared to have been elected for the following terms of office:

\_\_\_\_\_ 4 Year Term Seat 3  
\_\_\_\_\_ 4 Year Term Seat 4  
\_\_\_\_\_ 2 Year Term Seat 5

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

**PASSED AND ADOPTED THIS 7TH DAY OF NOVEMBER, 2018.**

**TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT**

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

**ATTEST:**

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



**EXHIBIT A:**

Landowner Meeting Minutes November 2, 2016

## **Tab 3**

**RESOLUTION 2019-02**  
**A RESOLUTION OF THE BOARD OF SUPERVISORS OF TALAVERA**  
**COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE**  
**OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE**  
**DATE**

WHEREAS, Talavera 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 of Supervisors of the District desires to designate the Officers of the District.

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

Section 1. \_\_\_\_\_ is appointed Chair.

Section 2. \_\_\_\_\_ is appointed Vice Chair.

Section 3. \_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

Angel Montagna is appointed Assistant Secretary.

Gregory Cox is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 7TH DAY OF NOVEMBER, 2018.**

**TALAVERA COMMUNITY**  
**DEVELOPMENT DISTRICT**

\_\_\_\_\_  
CHAIR/VICE CHAIR

ATTEST:

\_\_\_\_\_  
SECRETARY/ASST. SECRETARY

## **Tab 4**

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**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.

**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Talavera Community Development District was held on **Wednesday October 3, 2018 at 6:06 p.m.** at the Talavera Amenity Center, located at 18955 Rococo Road, Spring Hill, FL 34610.

Present and constituting a quorum:

Betty Valenti	<b>Board Supervisor, Chairman</b>
Brian Soldano	<b>Board Supervisor, Assistant Secretary</b>
Lee Thompson	<b>Board Supervisor, Assistant Secretary</b>
Brady Lefere	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Angel Montagna	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Montagna called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments put forth.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors Meeting held on August 1, 2018**

Ms. Montagna asked if there were any changes to the meeting minutes. There were none.

On a Motion by Mr. Soldano, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Meeting held on August 1, 2018 as presented for the Talavera Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of the Operation & Maintenance Expenditures for July and August 2018**

44  
45 Ms. Montagna presented the Operation and Maintenance Expenditures for July and August  
46 2018.  
47

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for July (\$26,997.66) and August 2018 (\$38,770.32) as presented for the Talavera Community Development District.

48  
49 **FIFTH ORDER OF BUSINESS** **Presentation of Landscape Reports**  
50

51 Ms. Montagna presented the August and September landscape reports to the Board.  
52 Discussion ensued regarding sending a letter to a resident who has cleared out an area and placed  
53 a picnic table on District property.  
54

On a Motion by Mr. Lefere, seconded by Ms. Valenti, with all in favor, the Board of Supervisors authorized District staff to send a letter to a resident who has cleared District property giving them 5 days from receipt of letter to remove their property from the District's property or they will be billed for the District removing it and their amenities will be revoked for 90 days for the Talavera Community Development District.

55  
56 **SIXTH ORDER OF BUSINESS** **Presentation of Aquatics Reports**  
57

58 Ms. Montagna presented the August and September Aquatics Maintenance Reports to the  
59 Board.

60  
61 **SEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2018-07,**  
62 **Revised Meeting Schedule for Fiscal Year**  
63 **2018/2019**  
64

65 Ms. Montagna presented and reviewed Resolution 2018-07, Revised Meeting Schedule for  
66 Fiscal Year 2018/2019. She stated that the resolution adopts the meeting dates that the Board  
67 revised at their last meeting.  
68

On a Motion by Ms. Valenti, seconded by Mr. Soldano, with all in favor, the Board of Supervisors approved Resolution 2018-07, Revised Meeting Schedule for Fiscal Year 2018/2019 as presented for the Talavera Community Development District.

69  
70 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding UPS Request for**  
71 **Property Usage**  
72

73 Ms. Montagna presented a UPS request for property usage. She stated that UPS would like  
74 to use golf carts in the community to deliver packages during peak holiday season, October 15<sup>th</sup>  
75 through January 15<sup>th</sup>. Ms. Montagna stated that UPS is also requesting an area to place temporary  
76 storage for the golf carts. Discussion ensued.

77

On a Motion by Mr. Soldano, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved the request from UPS for property usage to be placed at the last spot behind the monument and UPS to deliver to Talavera residents only for the Talavera Community Development District.

78

79 **NINTH ORDER OF BUSINESS** **Ratification of District's Insurance**  
80 **Renewal**

81

82 Ms. Montagna presented and renewed the District's Insurance Renewal. She stated that the  
83 Chairman had previously approved the renewal as it was due by October 1<sup>st</sup>.

84

On a Motion by Mr. Thompson, seconded by Mr. Soldano, with all in favor, the Board of Supervisors ratified the approval of the District's Insurance Renewal for the Talavera Community Development District.

85

86 **TENTH ORDER OF BUSINESS** **Ratification of Street/Outdoor Lighting**  
87 **Agreement**

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89 Ms. Montagna presented the Street/Outdoor Lighting Agreement or Talavera Phase 1E.

90

On a Motion by Mr. Lefere, seconded by Mr. Soldano, with all in favor, the Board of Supervisors ratified the approval of the Street/Outdoor Lighting Agreement with WREC for Phase 1E for the Talavera Community Development District.

91

92 **ELEVENTH ORDER OF BUSINESS** **Ratification of Talavera Phase 1E Plat**

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94 Ms. Montagna presented the Plat for Talavera Phase 1E.

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On a Motion by Ms. Valenti, seconded by Mr. Lefere, with all in favor, the Board of Supervisors ratified the approval of the Plat for Phase 1E for the Talavera Community Development District.

96

97 **TWELFTH ORDER OF BUSINESS** **Ratification of The Kearney Companies'**  
98 **Proposal**

99

100 Ms. Montagna presented the proposal from The Kearney Companies for Phase 1E pond  
101 erosion repairs.

102

On a Motion by Mr. Soldano, seconded by Mr. Thompson, with all in favor, the Board of Supervisors ratified the approval of The Kearney Companies' Proposal for Phase 1E pond erosion repairs (\$11,054.72) for the Talavera Community Development District.

**THIRTEENTH ORDER OF BUSINESS**                      **Consideration of Stepp's Towing Agreement**

The Board decided to table this item until their next meeting.

**FOURTEENTH ORDER OF BUSINESS**                      **Ratification of Bills of Sale**

Ms. Montagna presented the Bills of Sale for Talavera Phase 1E.

On a Motion by Mr. Lefere, seconded by Mr. Thompson, with all in favor, the Board of Supervisors ratified the approval of the Bills of Sale for Talavera Phase 1E for the Talavera Community Development District.

**FIFTEENTH ORDER OF BUSINESS**                      **Staff Reports**

A. District Counsel  
Not present.

B. District Engineer  
Not present.

C. District Manager  
Ms. Montagna announced that the next regularly scheduled meeting will be held on Wednesday, November 7, 2018 at 9:00 a.m. **at the office of Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.** She stated that the Board will be holding their landowner election at this meeting.

**SIXTEENTH ORDER OF BUSINESS**                      **Supervisor Requests**

Ms. Montagna asked if there any Supervisor requests. Ms. Valenti stated that she met with Rizzetta & Company staff to discuss staffing and a 50/50 split for the maintenance person. Mr. Soldano discussed the letter to the resident.

**SEVENTEENTH ORDER OF BUSINESS**                      **Adjournment**

Ms. Montagna stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Mr. Lefere, seconded by Ms. Valenti, with all in favor, the Board of Supervisors adjourned the meeting at 6:40 p.m. for the Talavera Community Development District.

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

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