



Rizzetta & Company

Tara Community Development District

**Board of Supervisors' Meeting
January 26, 2021**

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

www.taracdd.org

TARA COMMUNITY DEVELOPMENT DISTRICT I

Tara Community Center, 7340 Tara Preserve Lane, Bradenton, FL 34203

Board of Supervisors	Darby Connor Joe Dibartolomeo Joseph Mojica Barbara Linden Peyton Phillips	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Jennifer Goldyn	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin & Vericker
District Engineer	Rick Schappacher	Schappacher Engineering

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.

TARA COMMUNITY DEVELOPMENT DISTRICT 1
DISTRICT OFFICE • 5844 OLD PASCO RD • SUITE 100 • WESLEY CHAPEL, FL 33544
www.taracdd.org

January 19, 2021

Board of Supervisors
Tara Community
Development District 1

PLEDGE OF PUBLIC CONDUCT
WE MAY DISAGREE, BUT WE WILL BE RESPECTFUL OF ONE
ANOTHER WE WILL DIRECT ALL COMMENTS TO ISSUES
WE WILL AVOID PERSONAL
ATTACKS

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Tara Community Development District 1 will be held on **Tuesday, January 26, 2021 at 9:00 a.m.**, at the Tara Community Center, located at 7340 Tara Preserve Lane, Bradenton, FL 34203. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPTION OF AGENDA**
- 4. AUDIENCE COMMENTS**
- 5. STAFF REPORTS**
 - A. Aquatics
 1. Aquatics Report.....Tab 1
 - B. Landscape
 1. Landscape Maintenance Update
 - A. Consideration of Sunrise Landcare proposal.....Tab 2
 - C. Field Manager
 1. Field Manager Report.....Tab 3
 - D. District Counsel
 1. Consideration of Linton Proposal.....Tab 4
 - E. District Engineer
 1. Discussion Regarding Pond 7
 - F. District Manager
- 6. BUSINESS ITEMS**
 - A. Discussion Regarding Amenities Re-Opening
 - B. Discussion Regarding Pavilion, or addition to existing structure of CDD center
- 7. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on December 1, 2020.....Tab 5
 - B. Consideration of Operation & Maintenance Expenditures for November and December 2020.....Tab 6
- 8. SUPERVISOR REQUESTS**
- 9. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Sincerely
Jennifer Goldyn
District Manager

cc: John Vericker, District Counsel

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.

TARA

COMMUNITY DEVELOPMENT DISTRICT 1

PLEDGE OF PUBLIC CONDUCT

WE MAY DISAGREE, BUT WE WILL BE RESPECTFUL OF ONE ANOTHER
WE WILL DIRECT ALL COMMENTS TO ISSUES
WE WILL AVOID PERSONAL ATTACKS

The regular meeting of the Board of Supervisors of the Tara Community Development District 1 was held on **Tuesday, December 1, 2020 at 9:06 a.m.** at the Tara Community Center, located at 7340 Tara Preserve Lane, Bradenton, FL 34203.

Present and constituting a quorum:

- | | |
|------------------|--|
| Darby Connor | Board Supervisor, Chairman |
| Joe DiBartolomeo | Board Supervisor, Vice Chairman |
| Joe Mojica | Board Supervisor, Assistant Secretary |
| Barbara Linden | Board Supervisor, Assistant Secretary |
| Peyton Phillips | Board Supervisor, Assistant Secretary |

Also present via teleconference were:

- | | |
|------------------|---|
| Jennifer Goldyn | District Manager, Rizzetta & Company, Inc. |
| Duane Smith | Field Manager, RASI |
| Rick Schappacher | District Engineer, Schappacher Engineering |
| Bill Conrad | Representative, Sunrise Landcare |
| John MacNeill | Representative, Aquagenix |

Audience: **Present**

FIRST ORDER OF BUSINESS

Call to Order

Ms. Goldyn called the meeting to order and conducted roll call.

41 **SECOND ORDER OF BUSINESS** **Adoption of Agenda**

42
43 Ms. Goldyn asked for a motion to adopt the meeting agenda.
44

On a Motion by Mr. Mojica, seconded by Mr. Phillips, with all in favor, the Board of Supervisors adopted the meeting agenda as presented, for the Tara Community Development District 1.

45
46 **THIRD ORDER OF BUSINESS** **Audience Comments**

47
48 Audience comments were entertained regarding pool hours and the pickleball courts.
49

50 **FOURTH ORDER OF BUSINESS** **Presentation of Oath of Office**

51
52 Ms. Goldyn presented the Oath of Office to Mr. Connor and Mr. Phillips.
53

54 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-01, Designating Officers**

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57 Ms. Goldyn presented Resolution 2021-01, Designating Officers to the Board of
58 Supervisors.
59

On a Motion by Mr. Mojica, seconded by Mr. DiBartolomeo, with all in favor, the Board of Supervisors adopted Resolution 2021-01, Designating Officers, for the Tara Community Development District 1.

60
61 **SIXTH ORDER OF BUSINESS** **Staff Reports**

- 62
63 A. Aquatics & Landscape Update
64 1. Ms. Goldyn presented and reviewed the Aquatics Reports with the Board. Mr.
65 MacNeill announced starting December 2020 treatments go down to once a
66 month.
67
68 2. Mr. Conrad presented the Landscape Maintenance Report to the Board.
69
70 B. Field Manager Report
71 Mr. DiBartolomeo will review the keypad software system replacement and make
72 the final decision.
73
74
75

On a Motion by Mr. DiBartolomeo, seconded by Mr. Mojiac, with all in favor, the Board of Supervisors approve Mr. DiBartolomeo to review keypad software replacement and make the final decision, not to exceed \$5,702.00, for the Tara Community Development District 1.

- 76
77 C. District Counsel
78 Not present and no report.
79
80 D. District Engineer
81 Mr. Schappacher discussed pond 7 with the Board of Supervisors and Mr.
82 Schappacher will continue to follow up with the County and FDOT.
83
84 E. District Manager
85 Ms. Goldyn announced that the next meeting was scheduled for January 26, 2021
86 at 9:00 a.m.
87
88 Ms. Goldyn discussed the CDD e-mail to Gmail accounts. Currently the Board of
89 Supervisors to keep everything the same.
90

SEVENTH ORDER OF BUSINESS

Discussion Regarding Amenities Re-Opening

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94 A discussion ensued regarding the opening of the amenities.

95
On a Motion by Mr. Phillips, seconded Ms. Linden, with Mr. DiBartolomeo, Ms. Linden, Mr. Mojiac and Mr. Phillips in favor and Ms. Linden, Mr. DiBartolomeo, and Mr. Connor not in favor, the Board approved opening the pool for an additional four days a week for four hours with a paid monitor at \$15.00 an hour, for the Tara Community Development District 1.

96
On a Motion by Mr. DiBartolomeo, seconded Mr. Connor, with all in favor, the Board approved opening the pickleball courts to regular hours with masks on for singles and doubles, residents will self-police, or hours will revert to Tuesday through Friday 8:30 a.m. – 1:30 p.m. with weekends, for the Tara Community Development District 1.

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On a Motion by Mr. Connor, seconded Mr. DiBartolomeo, with all in favor, the Board approved to open the clubhouse for business meetings with masks on and social distancing, for the Tara Community Development District 1.

99 **EIGHTH ORDER OF BUSINESS** **Discussion regarding Pergola Structure**
100 **Options**

101
102 The Board decided to table this item until the January meeting.
103

On a Motion by Mr. Connor, seconded Ms. Linden, with all in favor, the Board approved moving forward sending survey to residents for vote on pergola and clubhouse expansion, the surgery to also include an “other” section for resident’s requests, for the Tara Community Development District 1.

104
105 **NINTH ORDER OF BUSINESS** **Discussion regarding addition to existing**
106 **structure of CDD Center**

107
108 The Board decided to table this item until the January meeting.
109

110 **TENTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
111 **Supervisors’ Meeting held on October 27,**
112 **2020**

113
114 Ms. Goldyn presented the minutes of the Board of Supervisors’ meeting held on
115 October 27, 2020 to the Board.

On a Motion by Mr. Mojica, seconded Mr. DiBartolomeo, with all in favor, the Board approved the minutes of the Board of Supervisors’ meeting held on October 27, 2020 as presented, for the Tara Community Development District 1.

116
117 **ELEVENTH ORDER OF BUSINESS** **Consideration of Operation and**
118 **Maintenance Expenditures for October**
119 **2020**

120 Ms. Goldyn presented the Operations and Maintenance Expenditures for October
121 2020.

On a Motion by Mr. Connor, seconded by Mr. DiBartolomeo, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for October 2020 (\$47,921.31) as presented, for the Tara Community Development District 1.

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125 **TWELFTH ORDER OF BUSINESS** **Supervisor Requests**

126
127 Ms. Goldyn asked if there were any Supervisor requests. There were none put forth at
128 this time.

129 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**

130
131 Ms. Goldyn stated that if there was no further business to come before the Board then
132 a motion to adjourn would be in order.

On a Motion by Mr. DiBartolomeo, seconded by Mr. Mojica, with all in favor, the Board adjourned the meeting at 11:42 a.m. for the Tara Community Development District 1.

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Secretary / Assistant Secretary Chairman / Vice Chairman

TARA COMMUNITY DEVELOPMENT DISTRICT 1

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,896.96**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Tara Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ace Pressure Cleaning	006615	110620	Pressure Wash & Fungicide 11/20	\$ 600.00
Aquagenix	006598	4094704	Install Aeration Unit 10/20	\$ 1,853.13
Aquagenix	006604	4094823	Lake & Pond Management Services 10/20	\$ 2,655.00
Barbara Linden	006609	BL102720	Board of Supervisors Meeting 10/27/20	\$ 200.00
Bradenton Herald	006605	0004717797 10/16/20	Legal Advertising 10/20	\$ 114.66
Comcast Communications	006599	8535 10 048 0005540 10/20	Community Center Phone/Internet Service 10/20	\$ 197.95
Comcast Communications	006599	8535 10 048 0005540 11/20	Community Center Phone/Internet Service 11/20	\$ 207.95
Complete Electrical Services, Inc.	006600	2361	Service Call - Replace Lighting 10/20	\$ 363.00
Department of Economic Opportunity	006616	82771	Special District Fee FY 20/21	\$ 175.00
Florida Power & Light Company	006618	85063-48567 10/20	6208 Cormorant Ct. Aerator 10/20	\$ 90.43
Florida Power & Light Company	006618	FPL Summary 10/20	Electric Summary 10/20	\$ 3,022.14
George D Connor	006606	DC102720	Board of Supervisors Meeting 10/27/20	\$ 200.00
Grau and Associates P.A.	006608	X4250264A291	Audit FY 20/21	\$ 52.00

Tara Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Joseph Di Bartolomeo	006607	JD102720	Board of Supervisors Meeting 10/27/20	\$ 200.00
Joseph Mojica	006611	JM102720	Board of Supervisors Meeting 10/27/20	\$ 200.00
Manasota Flooring, Inc.	006610	279054-1	Balance Due - Replace Carpet & Tile 10/20	\$ 2,002.04
Manasota Flooring, Inc.	006610	C83137	Installment - Replace Carpet & Tile 10/20	\$ 496.00
Manatee County Utilities	006601	179079-104839 10/20	7340 Tara Preserve Lane 10/20	\$ 213.20
Peyton Paul Phillips	006612	PP102720	Board of Supervisors Meeting 10/27/20	\$ 200.00
Rizzetta & Company, Inc.	006602	INV0000054268	District Management Fees 11/20	\$ 4,323.08
Rizzetta Amenity Services, Inc.	006613	INV00000000008102	Amenity Management Services 10/20	\$ 924.20
Rizzetta Amenity Services, Inc.	006619	INV00000000008129	Out of Pocket Expense 10/20	\$ 50.00
Rizzetta Amenity Services, Inc.	006619	INV00000000008159	Amenity Management Services 11/20	\$ 1,741.69
Rizzetta Technology Services	006603	INV0000006551	Email and Website Hosting Services 11/20	\$ 190.00
Schappacher Engineering LLC	006617	1736	Engineering Services 10/20	\$ 1,200.00
Tara CDD	CD1089	CD1089	Debit Card Replenishment	\$ 127.84

Tara Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO Peoples Gas	006620	211014511060 10/20	Gas Service for Pool Heater 10/20	\$ 297.65
Trademark Aluminum and Concrete, Inc.	006614	110320	Deposit - Pergola 11/20	<u>\$ 1,000.00</u>
Report Total				<u>\$ 22,896.96</u>

TARA COMMUNITY DEVELOPMENT DISTRICT 1

DISTRICT OFFICE · 12750 CITRUS PARK LANE · SUITE 115 · TAMPA, FLORIDA 33625

Operation and Maintenance Expenditures December 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2020 through December 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$74,728.14**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Tara Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Air Clean of Florida, Inc.	006639	1699	Clean Ducts 12/20	\$ 300.00
AM PM Mailing Service	006630	27786	Newsletter Mailings 12/20	\$ 745.56
Aquagenix	006645	4097158	Lake & Pond Management Services 12/20	\$ 2,655.00
Barbara Linden	006633	BL120220	Board of Supervisors Meeting 12/02/20	\$ 200.00
Comcast Communications	006640	8535 10 048 0005540 12/20	Community Center Phone/Internet Service 12/20	\$ 197.95
Complete Electrical Services, Inc.	006641	2435	Repair/Replace Lighting & Electrical 12/20	\$ 551.50
Danny Via Plumbing, Inc.	006642	RMP-06196	Install Water Heater 12/20	\$ 1,100.00
Florida Power & Light Company	006646	85063-48567 11/20	6208 Cormorant Ct. Aerator 11/20	\$ 83.02
Florida Power & Light Company	006650	FPL Summary 11/20	Electric Summary 11/20	\$ 3,098.51
George D Connor	006631	DC120220	Board of Supervisors Meeting 12/02/20	\$ 200.00
Jennifer Goldyn	006629	120820	Gift Card - Field Manager Christmas Bonus 12/20	\$ 500.00
Joseph Di Bartolomeo	006632	JD120220	Board of Supervisors Meeting 12/02/20	\$ 200.00

Tara Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Joseph Mojica	006635	JM120220	Board of Supervisors Meeting 12/02/20	\$ 200.00
King Signs, Inc.	006622	4071	Repaint Signage Throughout Property 11/20	\$ 4,400.00
Manatee County Utilities	006634	179079-104839 11/20	7340 Tara Preserve Lane 11/20	\$ 221.23
Peyton Paul Phillips	006636	PP120220	Board of Supervisors Meeting 12/02/20	\$ 200.00
Pools by Lowell, Inc.	006623	219315	Monthly Pool Service 11/20	\$ 350.00
Pools by Lowell, Inc.	006647	220790	Monthly Pool Service 12/20	\$ 350.00
Pools by Lowell, Inc.	006647	221122	Hurricane Clean Up 11/20	\$ 50.00
Rizzetta & Company, Inc.	006624	INV0000054743	District Management Fees 12/20	\$ 4,323.08
Rizzetta Amenity Services, Inc.	006637	INV00000000008189	Amenity Management Services 11/20	\$ 1,000.32
Rizzetta Amenity Services, Inc.	006648	INV00000000008320	Out of Pocket Expense 11/20	\$ 50.00
Rizzetta Amenity Services, Inc.	006648	INV00000000008348	Amenity Management Services 12/20	\$ 1,891.85
Rizzetta Technology Services	006625	INV0000006652	Email and Website Hosting Services 12/20	\$ 190.00

Tara Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Schappacher Engineering LLC	006643	1770	Engineering Services 11/20	\$ 1,187.50
Straley Robin Vericker	006626	19104	Legal Services 11/20	\$ 1,582.50
Sunrise Landcare, Inc.	006627	71686	Landscape Maintenance 11/20	\$ 13,128.66
Sunrise Landcare, Inc.	006627	71792	Quarterly Service - Fertilize Palms 10/20	\$ 300.00
Sunrise Landcare, Inc.	006627	71843	Fertilize St Augustine And Palms, Pest Control 10/20	\$ 3,114.00
Sunrise Landcare, Inc.	006644	71870	Install Hedge - Community Center 11/20	\$ 2,232.50
Sunrise Landcare, Inc.	006644	71873	Tree Removal & Trimming Throughout Property 11/20	\$ 5,880.00
Sunrise Landcare, Inc.	006644	71930	Bushog Mowing - Power Lines 11/20	\$ 720.00
Sunrise Landcare, Inc.	006644	71942	Install Winter Annuals 11/20	\$ 2,580.00
Sunrise Landcare, Inc.	006649	72063	Landscape Maintenance 12/20	\$ 13,128.66
Sunrise Landcare, Inc.	006644	72148	Fertilize St Augustine, Palms, & Pest Control 11/20	\$ 4,218.00
Teco Peoples Gas	006651	211014511060 12/20	Gas Service for Pool Heater 11/20	\$ 1,119.31

Tara Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
USA Fence Company	006638	175120C	Install Chain Link Fencing 09/20	\$ 793.23
USA Fence Company	006628	175351C	Replace 21' of Fencing 11/20	<u>\$ 1,685.76</u>
Report Total				<u>\$ 74,728.14</u>