



Rizzetta & Company

Harbourage at Braden River Community Development District

Board of Supervisors' Meeting October 14, 2020

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950

www.harbouragecdd.org

HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT

Harbourage Recreation Center, 5705 Key West Place, Bradenton, FL 34203

Board of Supervisors	Tom Bonenberger	Chair
	Mike Malik	Vice Chair
	James Burke	Assistant Secretary
	Alan Garceau	Assistant Secretary
	Justin Sperko	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 and pagers must be turned off while in the meeting room.

The Audience Comments 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) 533-2950. 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.

**HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578**

**Board of Supervisors
Harbourage at Braden River Community
Development District**

October 7, 2020

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harbourage at Braden River Community Development District will be held on **Wednesday, October 14, 2020 at 1:00 p.m.** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-150, 20-179, 20-193 and 20-246 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, August 7, 2020, and September 30, 2020, respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 929-205-6099, and enter the ID# 5647203598. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the tentative agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on September 9, 2020.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for September 2020.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Nicole Banks' ResumeTab 3
 - B. Review of Community Parking policyTab 4
 - C. Consideration of Security Cameras.....Tab 5
 - D. Consideration of remote/gate proposalTab 6
 - E. Consideration of Palm Proposal.....Tab 7
 - F. Review of Lake Maintenance ReportTab 8
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager
 1. Presentation of Operations and Maintenance Report.....Tab 9
 - A. Discussion of Landscape Report
 - D. 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) 533-2950.

Sincerely,
Jennifer Goldyn
Jennifer Goldyn
District Manager

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3 **MINUTES OF MEETING**

4 Each person who decides to appeal any decision made by the Board with respect to any
5 matter considered at the meeting is advised that the person may need to ensure that a
6 verbatim record of the proceedings is made, including the testimony and evidence upon
7 which such appeal is to be based.

8 **HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**
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10 The regular meeting of the Board of Supervisors of the Harbourage at Braden River
11 Community Development District was held on **Wednesday, September 9, 2020 at 1:00**
12 **p.m.** to be conducted by means of communications media technology telephone
13 pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150, 20-179 and 20-193
14 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020,
15 June 23, 2020m July 29 and August 7, 2020 respectively, and pursuant to Section
16 120.54 (5)(b)2., Florida Statutes.

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18 Present and constituting a quorum were:

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20	Tom Bonenberger	Chairman
21	Mike Malik	Vice Chairman
22	James Burke	Assistant Secretary
23	Michael Monti	Assistant Secretary
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25 Also present were:

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27	Jennifer Goldyn	District Manager, Rizzetta & Co., Inc.
28	John Vericker	District Counsel; Straley Robin & Vericker
29	Rick Schappacher	District Engineer, Schappacher Engineering
30	Tony Gipe	Operations Manager: RASI
31	Alex Johnson	Representative, Solitude
32	Liz Roque	Representative, Solitude
33	Steve	Representative, Bloomings Landscape
34	Audience	
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36 **FIRST ORDER OF BUSINESS**

Call to Order and Roll Call

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38 Ms. Goldyn called the meeting to order and read roll call, conforming a quorum.

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40 **SECOND ORDER OF BUSINESS**

Audience Comments

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42 A member of the audience asked about why the items are not listed under the tabs on the
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THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on August 12, 2020

On a Motion by Mr. Malik, seconded by Mr. Burke, with all in favor, the Board approved the minutes from the Board of Supervisors' regular meeting held on August 12, 2020, for Harbourage at Braden River Community Development District.

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FOURTH ORDER OF BUSINESS

Consideration of the 2nd Audit Committee Minutes Meeting held on August 12, 2020

On a Motion by Mr. Bonenberger, seconded by Mr. Malik, with all in favor, the Board approved the minutes from the 2nd Audit Committee Minutes meeting held on August 12, 2020, for Harbourage at Braden River Community Development District.

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FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for July and August 2020

On a Motion by Mr. Bonenberger, seconded by Mr. Malik, with all in favor, the Board approved the operation and maintenance expenditures for July 2020 (\$28,614.48) and August 2020 (\$31,155.23), for Harbourage at Braden River Community Development District.

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SIXTH ORDER OF BUSINESS

Review of Landscape Report

The Board reviewed the landscape report and discussion ensued.

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SEVENTH ORDER OF BUSINESS

Review of Lake Maintenance Report

Mr. Johnson presented the Lake Maintenance Report to the Board.

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EIGHTH ORDER OF BUSINESS

Consideration of Exterior Cleaning Proposal

The Board decided to move forward with the exterior cleaning proposal.

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NINTH ORDER OF BUSINESS

Discussion of additional/backup Janitorial Services

The Board decided to move forward with an additional/backup janitorial service.

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TENTH ORDER OF BUSINESS

Consideration of Florida Insurance Alliance Proposal

Ms. Goldyn presented the Florida Insurance Alliance Proposal to the Board.

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On a Motion by Mr. Sperko, seconded by Mr. Burke, with all in favor, the Board approved the Florida Insurance Alliance Proposal, for Harbourage at Braden River Community Development District.

ELEVENTH ORDER OF BUSINESS

Discussion of Clubhouse Manager Salary

On a Motion by Mr. Bonenberger, seconded by Mr. Malik, with all in favor, the Board approved giving Mr. Gipe a \$2 hour increase effective October 1, 2020, for Harbourage at Braden River Community Development District.

TWELFTH ORDER OF BUSINESS

Review of Capital Outlay

The Board reviewed the Capital Outlay.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker had nothing to report.

B. District Engineer

Mr. Schappacher had nothing to report.

C. Clubhouse Manager Report

Mr. Gipe reviewed the Clubhouse Management Report to the Board. The Board decided to table the revised parking policy and discussion of the recreation center cameras until the next meeting.

D. District Manager

Ms. Goldyn stated that the next regular meeting is scheduled for October 14, 2020, at 1:00 p.m., at the Harbourage Recreation Center, located at 5705 Key West Place, Bradenton, FL.

FOURTEENTH ORDER OF BUSINESS

Public Comments

A homeowner wants a copy of the draft parking policy.

FIFTEENTH ORDER OF BUSINESS

Supervisor Request

Mr. Sperko is resigning by October 25, 2020.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Burke, seconded by Mr. Bonenberger, with all in favor, the Board adjourned the meeting at 2:24 p.m., for Harbourage at Braden River Community Development District.

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Secretary / Assistant Secretary

Chairman / Vice Chairman

HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures September 2020 For Board Approval

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

The total items being presented: **\$36,786.51**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Harbourage at Braden River Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bloomings Landscape & Turf Management, Inc.	001907	2020-02306	Irrigation Repairs 08/20	\$ 128.35
Bloomings Landscape & Turf Management, Inc.	001922	2020-02441	Monthly Grounds Maintenance 09/20	\$ 4,979.17
Bradenton Herald	001909	0004731950 09/04/20	Legal Advertising 09/20	\$ 159.12
Comcast Communications	001911	8535100450006759 09/20	Rec Center Cable/Internet 09/20	\$ 226.75
Comcast Communications	001901	8535100450011288 - 09/20	Guard House Internet 09/20	\$ 119.69
Commercial Fitness Products, Inc	001912	A008055	Preventative Maintenance 08/20	\$ 150.00
Egis Insurance & Risk Advisors	001927	11336	Commercial Insurance Package 10/01/20 - 10/01/21	\$ 10,171.00
Envera Systems LLC	001923	692935	Gate Access Monitoring 09/20	\$ 3,473.16
Florida Department of Revenue	001913	Sales Tax 08/20	51-8016045527-4 Sales Tax 08/20	\$ 42.00
FPL	001914	Electric Summary 08/20	FPL Electric Summary 08/20	\$ 1,496.79
Frontier Florida LLC	001902	941-752-1273 09/20	941-752-1273 Gatehouse 09/20	\$ 68.96
Frontier Florida LLC	001903	941-753-1478-093004- 5 08/20	941-753-1478-Pool House 08/20	\$ 186.63
Harbourage at Braden River CDD	CD057	Debit Card	DC Replenishment Sept	\$ 1,946.84
Hoover Pumping Systems Corporation	001915	155883	Irrigation Repair 09/20	\$ 1,509.47
James M. Burke	001910	JB090920	Board of Supervisors Meeting 09/09/20	\$ 200.00

Harbourage at Braden River Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Justin P Sperko	001919	JS090920	Board of Supervisors Meeting 09/09/20	\$ 200.00
Manatee County Utilities Department	001904	MCUD Summary 08/20	MCUD Water Summary 08/20	\$ 204.09
Michael J Monti	001917	MJM090920	Board of Supervisors Meeting 09/09/20	\$ 200.00
Michael V. Malik	001916	MM090920	Board of Supervisors Meeting 09/09/20	\$ 200.00
Pools By Lowell, Inc.	001924	217329	Monthly Pool Service 09/20	\$ 420.00
Rizzetta & Company, Inc.	001905	INV0000052536	District Management Fees 09/20	\$ 3,271.67
Rizzetta Amenity Services, Inc	001908	INV0000000007884	Actual Bi-Weekly Payroll 08/21/20	\$ 797.30
Rizzetta Amenity Services, Inc	001908	INV0000000007916	Actual Bi-Weekly Payroll 09/04/20	\$ 1,706.29
Rizzetta Amenity Services, Inc	001925	INV0000000007946	Cell Phone 08/20	\$ 50.00
Rizzetta Amenity Services, Inc	001928	INV0000000007976	Actual Bi-Weekly Payroll 09/18/20	\$ 743.35
Robert Angers	001929	091520-Angers	Refund of Marina Deposit	\$ 300.00
Schappacher Engineering, LLC	001918	1699	Engineering Services 08/20	\$ 240.00
Solitude Lake Management	001926	PI-A00470243	Lake & Pond Services 09/20	\$ 397.00
Solitude Lake Management	001926	PI-A00476969	Replace Compressor 09/20	\$ 884.17
Straley Robin Vericker	001906	18728	Professional Services 08/20	\$ 988.85

Harbourage at Braden River Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Straley Robin Vericker	001930	18892	Professional Services Though 09/15/20	\$ 742.50
Suburban Propane, L.P.	001920	1564-445463	1564-093972 Propane Delivery 09/20	\$ 383.36
Thomas J. Bonenberger	001921	TB090920	Board of Supervisors Meeting 09/09/20	<u>\$ 200.00</u>
Report Total				<u>\$ 36,786.51</u>