



Rizzetta & Company

# Harbourage at Braden River Community Development District

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## Board of Supervisors' Meeting January 13, 2021

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

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

## **HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**

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

<b>Board of Supervisors</b>	Mike Malik Michael Monti James Burke Nicole Banks Brenda Landers	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Jennifer Goldyn	Rizzetta & Company, Inc.
<b>District Counsel</b>	John Vericker	Straley Robin & Vericker
<b>District Engineer</b>	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**

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

January 6, 2021

**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, January 13, 2021 at 7:00 p.m.** at the Harbourage Recreation Center located at 5705 Key West Place Bradenton, FL. The following is the final 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 December 9, 2020.....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for November and December 2020 .....Tab 2
- 4. BUSINESS ITEMS**
  - A. Review of Landscape Report .....Tab 3
  - B. Review of Lake Maintenance Report .....Tab 4
  - C. Discussion of Hoover Filter System Replacement .....Tab 5
  - D. Discussion of speed bumps
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Clubhouse Manager
    1. Presentation of Operations and Maintenance Report .....Tab 6
  - 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

**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.

**HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Harbourage at Braden River Community Development District was held on **Wednesday, December 9, 2020 at 1:00 p.m.** at the Harbourage Recreation Center, located at 5705 Key West Place, Bradenton, FL.

Present and constituting a quorum were:

Mike Malik	Vice Chairman
Michael Monti	Assistant Secretary
James Burke	Assistant Secretary
Nicole Banks	Assistant Secretary

Also present were:

Jennifer Goldyn	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Tony Gipe	<b>Operations Manager: RASI</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**THIRD ORDER OF BUSINESS**

**Special Guest- Wendy Wilson from Envera regarding Security Camera**

Ms. Wilson reviewed Envera's polices with the Board.

50 **FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Regular  
Meeting held on November 23, 2020**

51  
52  
53  
54 Ms. Goldyn presented the Minutes of the Board of Supervisors' Regular Meeting held on  
55 November 23, 2020 to the Board.  
56

On a Motion by Mr. Monti, seconded by Mr. Malik, with all in favor, the Board appointed approved the Minutes of the Board of Supervisors' Regular Meeting held on November 23, 2020, for Harbourage at Braden River Community Development District.

57  
58 **FIFTH ORDER OF BUSINESS**

**Consideration of Brenda Lander's  
Resume**

59  
60 On a Motion by Mr. Burke, seconded by Ms. Banks, with all in favor, the Board appointed Ms. Landers' to the Board of Supervisors and to receive compensation, for Harbourage at Braden River Community Development District.

61  
62 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-  
01, Designating Officers**

63  
64 On a Motion by Mr. Burke, seconded by Ms. Banks, with all in favor, the Board adopted Resolution 2021-01, Designating Officers, and appointing Mr. Malik as the Chairman and Mr. Monti as the Vice Chairman, for Harbourage at Braden River Community Development District.

65  
66 **SEVENTH ORDER OF BUSINESS**

**Review of Lake Maintenance Report**

67  
68 The Board reviewed the Lake Maintenance Report. A discussion ensued.  
69

70 **EIGHTH ORDER OF BUSINESS**

**Discussion regarding Hoover Filter  
System Replacement**

71  
72  
73 The Board requested additional quotes and will have well pumps by the next meeting.  
74

75 **NINTH ORDER OF BUSINESS**

**Staff Reports**

76  
77 **A. District Counsel**

78 Not present and no report.  
79

80 **B. District Engineer**

81 Mr. Schappacher will bring options for speed bumps for the next meeting.  
82

83 **C. Clubhouse Manager Report**

84 Mr. Gipe reviewed the Clubhouse Management Report to the Board.  
85  
86  
87

88           **D.     District Manager**

89           Ms. Goldyn stated that the next regular meeting is scheduled for January 13,  
90           2020, at 7:00 p.m., at the Harbourage Recreation Center, located at 5705 Key  
91           West Place, Bradenton, FL.

92  
93   **TENTH ORDER OF BUSINESS**

**Public Comments**

94  
95   There were no public comments.

96  
97   **ELEVENTH ORDER OF BUSINESS**

**Supervisor Request**

98  
99   There were no Supervisor Requests.

100  
101   **TWELFTH ORDER OF BUSINESS**

**Adjournment**

102  
103   On a Motion by Ms. Banks, seconded by Mr. Malik, with all in favor, the Board adjourned  
104   the meeting at 2:02 p.m., for Harbourage at Braden River Community Development  
105   District.

106  
107  
108   \_\_\_\_\_  
Secretary / Assistant Secretary

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

# HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT

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

## 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: **\$25,547.52**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

## Harbourage at Braden River 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>
Bloomings Landscape & Turf Management, Inc.	001974	2020-02890	Monthly Grounds Maintenance 11/20	\$ 4,979.17
Comcast Communications	001963	8535100450006759 11/20	Rec Center Cable/Internet 11/20	\$ 226.74
Comcast Communications	001956	8535100450011288 - 11/20	Guard House Internet 11/20	\$ 119.69
Comcast Communications	001980	8535100450011288 - 12/20	Guard House Internet 12/20	\$ 119.69
Department of Economic Opportunity	001966	82969	Special District Fee FY 20/21	\$ 175.00
Envera Systems LLC	001967	694947	Gate Access Monitoring 11/20	\$ 3,473.16
Envera Systems LLC	001967	695322	Club House/Pool Monitoring 11/20- 01/21	\$ 1,285.35
Florida Department of Revenue	001964	Sales Tax 11/20	51-8016045527-4 Sales Tax 11/20	\$ 128.29
FPL	001968	Electric Summary 10/20	FPL Electric Summary 10/20	\$ 1,808.64
Frontier Florida LLC	001957	941-752-1273 11/20	941-752-1273 Gatehouse 11/20	\$ 69.39
Frontier Florida LLC	001958	941-753-1478-093004- 5 10/20	941-753-1478-Pool House 10/20	\$ 189.82
Harbourage CDD Debit Card	CDD058	CD058	Debit Card Replenishment	\$ 1,889.83
Horseshoe Cove Christmas Fund	001969	111020-Horseshoe	Holiday Golf Cart Parade 11/20	\$ 200.00
Ken Burton, Jr. Tax Collector	001971	1734400109 - 2020	2020 Real Estate Taxes	\$ 1,115.01
Main Gate Enterprises, Inc.	001976	30923	Gate Service Call 08/20	\$ 851.64



## Harbourage at Braden River 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>
Main Gate Enterprises, Inc.	001976	30932	Gate Service Call 09/20	\$ 170.00
Manatee County Utilities Department	001959	MCUD Summary 10/20	MCUD Water Summary 10/20	\$ 201.54
Manatee County Utilities Department	001979	MCUD Summary 11/20	MCUD Water Summary 11/20	\$ 251.97
Pools By Lowell, Inc.	001977	219414	Monthly Pool Service 11/20	\$ 420.00
Rizzetta & Company, Inc.	001960	INV0000054202	District Management Fees 11/20	\$ 3,271.67
Rizzetta Amenity Services, Inc	001965	INV00000000008097	Actual Bi-Weekly Payroll 10/30/20	\$ 860.23
Rizzetta Amenity Services, Inc	001978	INV00000000008125	Cell Phone 10/20	\$ 50.00
Rizzetta Amenity Services, Inc	001978	INV00000000008154	Actual Bi-Weekly Payroll 11/13/20	\$ 1,765.29
Rizzetta Technology Services, LLC	001961	INV0000006489	Website Email & Hosting Services 11/20	\$ 100.00
Schappacher Engineering, LLC	001972	1733	Engineering Services 10/20	\$ 575.00
Straley Robin Vericker	001962	18977	Professional Services Though 10/15/20	\$ 937.50
Water Boy Inc.	001973	24066547	Water Delivery 11/20	\$ 12.90
Wiggins Maintenance Services, LLC	001970	426	Clubhouse And Grounds Maintenance 10/20	\$ 150.00
Wiggins Maintenance Services, LLC	001975	433	Clubhouse And Grounds Maintenance 11/20	<u>\$ 150.00</u>
<b>Report Total</b>				<b><u>\$ 25,547.52</u></b>

# HARBOURAGE AT BRADEN RIVER COMMUNITY DEVELOPMENT DISTRICT

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

## 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: **\$38,134.96**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

## Harbourage at Braden River 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>
Bloomings Landscape & Turf Management, Inc.	001982	2020-02974	Irrigation Repairs 11/20	\$ 860.00
Bloomings Landscape & Turf Management, Inc.	001982	2020-03007	Prune Palm Tree 11/20	\$ 3,385.00
Bloomings Landscape & Turf Management, Inc.	002010	2020-03141	Monthly Grounds Maintenance 12/20	\$ 4,979.17
Comcast Communications	001999	8535100450006759 12/20	Rec Center Cable/Internet 12/20	\$ 226.74
Daystar Exterior Cleaning, Inc.	001984	012101	Sidewalk Cleaning for Mildew 11/20	\$ 3,390.00
Daystar Exterior Cleaning, Inc.	002011	012143	Community Pool Building Cleaning 12/20	\$ 325.00
Envera Systems LLC	002000	695855	Gate Access Monitoring 12/20	\$ 3,641.03
Florida Department of Revenue	001985	Sales Tax 12/20	51-8016045527-4 Sales Tax 12/20	\$ 268.66
FPL	002001	Electric Summary 11//20	FPL Electric Summary 11/20	\$ 1,896.08
Frontier Florida LLC	001986	941-753-1478-093004- 5 11/20	941-753-1478-Pool House 11/20	\$ 189.82
James M. Burke	001983	JB112320	Board of Supervisors Meeting 11/23/20	\$ 200.00
James M. Burke	001998	JB120920	Board of Supervisors Meeting 12/09/20	\$ 200.00
Main Gate Enterprises, Inc.	001987	31107	New Gate Setup Quote 43994-01 11/20	\$ 3,533.00
Michael J Monti	001989	MJM112320	Board of Supervisors Meeting 11/23/20	\$ 200.00
Michael J Monti	002004	MJM120920	Board of Supervisors Meeting 12/09/20	\$ 200.00

## Harbourage at Braden River 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>
Michael V. Malik	001988	MM112320	Board of Supervisors Meeting 11/23/20	\$ 200.00
Michael V. Malik	002003	MM120920	Board of Supervisors Meeting 12/09/20	\$ 200.00
Nicole Banks	001981	MB101420	Board of Supervisors Meeting 10/14/20	\$ 200.00
Nicole Banks	001981	NB112320	Board of Supervisors Meeting 11/23/20	\$ 200.00
Nicole Banks	001997	NB120920	Board of Supervisors Meeting 12/09/20	\$ 200.00
Pools By Lowell, Inc.	002012	220398	Monthly Pool Service 12/20	\$ 420.00
Pools By Lowell, Inc.	001990	221001	Hurricane ETA Clean Up 11/20	\$ 75.00
Pools By Lowell, Inc.	002005	221236	Repair The Spa PH Feeder 12/20	\$ 258.93
Rizzetta & Company, Inc.	001991	INV0000054678	District Management Fees 12/20	\$ 3,271.67
Rizzetta Amenity Services, Inc	001992	INV00000000008184	Actual Bi-Weekly Payroll 11/27/20	\$ 779.32
Rizzetta Amenity Services, Inc	002013	INV00000000008316	Cell Phone 11/30	\$ 84.29
Rizzetta Amenity Services, Inc	002013	INV00000000008343	Actual Bi-Weekly Payroll 12/11/20	\$ 1,640.90
Rizzetta Technology Services, LLC	001993	INV0000006591	Website Email & Hosting Services 12/20	\$ 100.00
Schappacher Engineering, LLC	002006	1760	Engineering Services 11/20	\$ 542.50
Sperko Services LLC	002007	23	Chemical Treat & Pressure Wash 11/20	\$ 325.00

## Harbourage at Braden River 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>
Straley Robin Vericker	001994	19116	Professional Services Though 11/15/20	\$ 406.75
Suburban Propane, L.P.	001995	1564-446836	1564-093972 Propane Delivery 11/20	\$ 782.20
Thomas J. Bonenberger	001996	TB112320	Board of Supervisors Meeting 11/23/20	\$ 200.00
US Bank	002008	5046700	Trustee Fees 11/01/20-10/31/21	\$ 4,741.00
Water Boy Inc.	002009	24068459	Water Delivery 12/20	<u>\$ 12.90</u>
<b>Report Total</b>				<b><u>\$ 38,134.96</u></b>