



Rizzetta & Company

# Reserve at Pradera Community Development District

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**Board of Supervisors' Meeting  
July 16, 2020**

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

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

**RESERVE AT PRADERA  
COMMUNITY DEVELOPMENT DISTRICT**

At the offices of Rizzetta & Co., Inc., 9428 Camden Field Parkway, Riverview, FL 33578

<b>Board of Supervisors</b>	Joseph Fortino Heather Espina Brandon Peters	Chair Vice Chair Asst. Secretary
<b>District Manager</b>	Justin Croom	Rizzetta & Company, Inc.
<b>District Attorney</b>	Scott Steady	Burr Forman, LLP
<b>District Engineer</b>	Kyle Thornton	Genesis Group

**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)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.

July 8, 2020

**Board of Supervisors  
Reserve at Pradera Community  
Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Reserve at Pradera Community Development District will be held on **Thursday, July 16, 2020 at 10:30 AM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
  - A. Consideration of Vacant Seat**
  - B.** Consideration of Resolution 2020-10, Re-designating Officers of the District.....Tab 1
  - C.** Consideration of Resignation from Joe Fortino .....Tab 2
  - D.** Discussion Regarding Amenity Facilities Re-openings
- 4. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on June 18, 2020 .....Tab 3
  - B.** Consideration of Operations & Maintenance Expenditures for June 2020 .....Tab 4
- 5. STAFF REPORTS**
  - A.** Field Services
    - i.** Presentation of Field Inspection Report.....Tab 5
    - ii.** Consideration of Mulch Proposal .....Tab 6
  - B.** Aquatics Services
    - i.** Presentation of Waterway Inspection Report.....Tab 7
  - C.** District Counsel
  - D.** District Engineer
  - E.** 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 contact us at (813) 533-2950.

Sincerely,

*Justin Croom*

Justin Croom  
District Manager

**RESOLUTION 2020-10**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT APPOINTING AND REMOVING OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Reserve at Pradera 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 Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint and remove Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RESERVE AT PRADERA 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.

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

Section 4. This Resolution supersedes any prior appointments made by the Board.

Section 5. This Resolution shall become effective immediately upon its

adoption. **PASSED AND ADOPTED** this 16<sup>th</sup> day of July, 2020.

**ATTEST:**

**RESERVE AT PRADERA COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chair / Vice Chair

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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.*

**RESERVE AT PRADERA  
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Reserve at Pradera Community Development District was held on **Thursday, June 18, 2020 at 10:30 AM** conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, and 20-123 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, respectively, and pursuant to Florida Statutes.

Present and constituting a quorum:

Joe Fortino	<b>Board Supervisor; Chair</b>
Brandon Peters	<b>Board Supervisor; Asst. Secretary</b>
Heather Espina	<b>Board Supervisor; Asst. Secretary</b>

Also present were:

Justin Croom	<b>District Manager; Rizzetta &amp; Co., Inc.</b>
Scott Steady	<b>District Counsel; Burr Forman LLP</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Croom called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Several residents made comments regarding the re-opening of amenity facilities.  
A resident commented on the placement of the dog park.  
A resident street signs that need repairs.  
A resident had a question about the costs of hog trapping.  
A resident had a question regarding landscaping issues.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2020-08,  
Re-designating Officers of the District**

The Board would like to table this Resolution until they know more about who will be appointed to the Board.

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48 **THIRD ORDER OF BUSINESS** **Consideration of Minutes of Board of**  
49 **Supervisors' Meeting Held May 27, 2020**  
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On a Motion by Mr. Fortino, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on May 27, 2020 for the Reserve at Pradera Community Development District.

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52 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of Audit**  
53 **Committee Meeting Held May 27, 2020**  
54

On a Motion by Mr. Fortino, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the minutes of the Audit Committee meeting held on May 27, 2020 for the Reserve at Pradera Community Development District.

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56 **FIFTH ORDER OF BUSINESS** **Consideration of O&M Expenditures**  
57 **for May 2020**  
58

On a Motion by Mr. Fortino, seconded by Mr. Espina, with all in favor, the Board of Supervisors ratified the O&M expenditures for February 2020 (\$20,692.94) the Reserve at Pradera Community Development District

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

61 **A. Field Services Manager**

62 **i. Presentation of Field Inspection Reports**

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64 Mr. Croom reviewed the Field Inspection report and answered  
65 general questions from the Board.  
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68 **B. Aquatics Manager**

69 **i. Presentation of Waterway Inspection Report**

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71 Mr. Croom reviewed the aquatics service reports with the Board. General  
72 discussion ensued.  
73  
74

75 **C. District Counsel**

76 no report provided.  
77

78 **D. District Engineer**  
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82 Not present; no report provided.

83

84 **E. District Manager**

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86 Mr. Croom confirmed that the next regularly scheduled Board meeting will be held  
87 on July 16, 2020 at 10:30 AM to be conducted by means of communications media  
88 technology.

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90 **SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-09,  
Amending Fiscal Year 2018-2019  
Budget**

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94 Mr. Croom presented Resolution 2020-09, which will amend the Budget from Fiscal Year  
95 2018-2019.

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On a Motion by Mr. Fortino, seconded by Mr. Peters, with all in favor, the Board of Supervisors adopted Resolution 2020-09 for the Reserve at Pradera Community Development District.

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98 **EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

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100 There were no supervisor requests.

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102 **NINTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Mr. Fortino, seconded by Mr. Peters, with all in favor, the Board of Supervisors adjourned the meeting at 11:17 AM for the Reserve at Pradera Community Development District.

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

\_\_\_\_\_  
Chair / Vice Chair

# RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

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

## Operation and Maintenance Expenditures June 2020 For Board Approval

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

The total items being presented:     **\$28,091.40**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_ Chairperson

\_\_\_\_ Vice Chairperson

\_\_\_\_ Assistant Secretary



## Reserve at Pradera Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aqua Sentry	000992	2386	Pool Service Contract 05/20	\$ 943.00
Aqua Sentry	000994	2459	Pool Service Contract 06/20	\$ 827.78
Bright House Networks	000981	067366001052020	Internet Service 05/20	\$ 220.00
Burr & Forman, LLP	000982	1164772	Legal Services 04/20	\$ 245.00
Florida Department of Health in Hillsborough County	000989	29-BID-4698314	Permit for Pool - Permit # 29-60-1569059	\$ 275.00
Florida Department of Health in Hillsborough County	000983	29-BID-4698958	Permit for Pool - Permit # 29-60-1849168	\$ 150.00
Navitas Credit Corp	000993	40271431 06/20	Surveillance System Lease 06/20	\$ 644.36
Rizzetta & Company, Inc.	000984	INV0000050106	District Management Fees 06/20	\$ 4,175.00
Rizzetta Technology Services	000985	INV0000005860	Email/Website Hosting Services 06/20	\$ 100.00
Sitex Land LLC	000986	10058	Annuals Install 04/20	\$ 2,012.50
Sitex Land LLC	000995	10161	Mowing 06/20	\$ 1,837.00
Sitex Land LLC	000995	10162	Monthly Landscaping 06/20	\$ 5,466.66
Sitex Land LLC	000990	10192	Fertilization 05/20	\$ 564.00
Solitude Lake Management, LLC	000996	PI-A00419809	Monthly Lake/Wetland Services 06/20	\$ 1,005.00

## Reserve at Pradera Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Electric Company	000988	TECO Summary A 05/20	Tampa Electric Summary Bill A 05/20	\$ 5,388.32
Tampa Electric Company	000988	TECO Summary Bill B 04/20	Tampa Electric Summary Bill B 04/20	\$ 1,948.28
Thomas Sewell	000987	03	Monthly Trapping Service 05/20	\$ 1,200.00
Times Publishing Company	000991	0000084358 05/20/20	Legal Advertising 05/20/20	\$ 624.50
Vanguard Cleaning	000997	91988	Cleaning Services 06/20	<u>\$ 465.00</u>
<b>Report Total</b>				<b><u>\$ 28,091.40</u></b>