



Rizzetta & Company

Reserve at Pradera Community Development District

Board of Supervisors' Meeting November 19, 2020

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578

www.reserveatpraderacdd.org

**RESERVE AT PRADERA
COMMUNITY DEVELOPMENT DISTRICT**

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

Board of Supervisors	Matt Young Brian Valavicius Heather Espina Brandon Peters	Chairman Vice Chairman Asst. Secretary Asst. Secretary
District Manager	Gary S. Moore	Rizzetta & Company, Inc.
District Attorney	Scott Steady	Burr Forman, LLP
District Engineer	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.

November 12, 2020

Board of Supervisors
Reserve at Pradera Community
Development District

AGENDA

Dear Board Members:

The regular meeting and public hearing of the Board of Supervisors of the Reserve at Pradera Community Development District will be held on **Thursday, November 19, 2020 at 10:30 AM** to be held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Aquatics Services**
 - i. Presentation of Waterway Inspection ReportTab 1
 - B. Field Services**
 - i. Presentation of Field Inspection Report.....Tab 2
 - C. Landscape Services**
 - i. Presentation of Landscape Update
 - ii. Consideration of Landscape Enhancement Proposal.....Tab 3
 - D. District Counsel**
 - E. District Engineer**
 - F. District Manager**
 - i. Presentation of Action Item ListTab 4
 - ii. Discussion Regarding Amenities Reopening
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on October 15, 2020Tab 5**
 - B. Consideration of Operations & Maintenance Expenditures for October 2020Tab 6**
- 5. BUSINESS ITEMS**
 - A. Consideration of Resolution 2021-02, Canvassing and Certifying Results of Landowner Election MeetingTab 7**
 - B. Discussion of Hog Trapper Services**
- 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,

Gary S. Moore

Gary S. Moore
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.

**RESERVE AT PRADERA
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Reserve at Pradera Community Development District was held on **Wednesday, October 15, 2020 at 10:30 AM** conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, 20-193, and 20-246 issued by 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.

Present and constituting a quorum:

Brian Valavicius	Board Supervisor; Vice Chairman
Brandon Peters	Board Supervisor; Asst. Secretary
Heather Espina	Board Supervisor; Asst. Secretary

Also present were:

Gary Moore	District Manager; Rizzetta & Co., Inc.
Mark Bodkin	Sitex Landscape
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Meeting Held September 17, 2020

On a Motion by Mr. Peters, seconded by Ms. Espina, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on September 17, 2020 for the Reserve at Pradera Community Development District.
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44 **FOURTH ORDER OF BUSINESS** **Consideration of O&M Expenditures**
45 **for September 2020**
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On a Motion by Mr. Peters, seconded by Ms. Espina, with all in favor, the Board of Supervisors ratified the O&M expenditures for September 2020 (\$63,054.54) the Reserve at Pradera Community Development District

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48 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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50 **A. Field Services Manager**

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52 **i. Presentation of Field Inspection Reports**
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54 Mr. Moore reviewed the Field Inspection Report and answered general
55 questions from the Board and answered general questions.
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57 **B. Aquatics Manager**

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59 **i. Presentation of Waterway Inspection Report**
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61 Mr. Moore reviewed the aquatics service reports with the Board. General
62 discussion ensued.
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64 **C. District Counsel**

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66 Not present; no report provided.
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68 **D. District Engineer**

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70 Not present; no report provided.
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72 **E. District Manager**

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74 Mr. Moore confirmed that the next regularly scheduled Board meeting will be held
75 on November 19, 2020 at 10:30 AM to be held at the offices of Rizzetta &
76 Company, located at 9428 Camden Field Parkway, Riverview FL 33578.
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78 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-01,**
79 **Amending Resolution 2020-12**
80 **Imposing Special Assessments**
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82 Mr. Moore presented Resolution 2021-01, which will amend Resolution 2020-12 imposing
83 special assessments.
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On a Motion by Mr. Peters, seconded by Ms. Espina, with all in favor, the Board of Supervisors adopted Resolution 2021-01 the Reserve at Pradera Community Development District

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SEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor Requests.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Peters, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors adjourned the meeting at 10:55 PM 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 October 2020 For Board Approval

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

The total items being presented: **\$43,674.79**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Anthro Enterprises Inc. dba Signarama	001072	INV-676	Aluminum Sign 07/20	\$ 248.11
Aqua Sentry	001068	2913	Pool Service Contract 10/20	\$ 806.00
Aqua Sentry	001068	2944	Replaced Motor 10/20	\$ 1,218.00
BOCC	001058	3629519463 0920	12051 Palmera Reserve Drive 09/20	\$ 253.40
Burr & Forman, LLP	001069	1193508	Legal Services 09/20	\$ 2,800.00
Florida Patio Furniture, Inc.	001077	59767	50% Down Resling Chaise Lounges 10/20	\$ 994.00
Grand Solutions Cleaning	001070	001	Pressure Washing 10/20	\$ 500.00
Innersync	001059	18935	CDD Website Services	\$ 384.38
Navitas Credit Corp	001063	40271431 10/20	Surveillance System Lease 10/20	\$ 644.36
RB Owens Electric, Inc.	001064	20202923	Light Repair At Entrance 10/20	\$ 321.50
Rizzetta & Company, Inc.	001060	INV0000053311	District Management Fees 10/20	\$ 4,175.00
Rizzetta & Company, Inc.	001060	INV0000053557	Assessment Roll Preparation FY 10/20	\$ 5,000.00
Rizzetta & Company, Inc.	001065	INV0000053713	Mass Mailing 10/20	\$ 223.90
Rizzetta Technology Services	001066	INV0000006364	Email/Website Hosting Services 10/20	\$ 100.00

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2020 Through October 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sitex Land LLC	001073	10923	Monthly Landscaping 10/20	\$ 9,195.34
Solitude Lake Management, LLC	001074	PI-A00486996	Monthly Lake/Wetland Services 10/20	\$ 1,005.00
Tampa Electric Company	001075	TECO Summary Bill A 09/20	Tampa Electric Summary Bill A 10/20	\$ 5,765.94
Tampa Electric Company	001061	TECO Summary Bill B 09/20	Tampa Electric Summary Bill B 08/20	\$ 2,294.11
Times Publishing Company	001062	0000096073	Legal Advertising 07/22/20	\$ 2,414.00
Timothy A Gay dba Illuminations Holiday Lighting LLC	001071	1641020	50% Deposit Holiday Decorations 10/20	\$ 1,500.00
TKOT Enterprises, LLC	001076	162612	Janitorial Services 10/20	\$ 3,631.75
Total Community Maintenance, LLC	001067	3073	Monthly Cleaning & Maintenance 09/20	<u>\$ 200.00</u>
Report Total				<u>\$ 43,674.79</u>

RESOLUTION 2021-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF RESERVE AT PRADERA 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, 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, 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 19, 2020, 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 RESERVE AT PRADERA 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 **RESERVE AT PRADERA** 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 4

_____ 4 Year Term Seat 5

_____ 2 Year Term Seat 1

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

PASSED AND ADOPTED THIS 19th DAY OF NOVEMBER, 2020.

**RESERVE AT PRADERA COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN

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ATTEST:

ASSISTANT SECRETARY