



Rizzetta & Company

Reserve at Pradera Community Development District

Board of Supervisors' Meeting December 17, 2020

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578

www.reserveatpraderacdd.org

December 10, 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, December 17, 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**
 1. Presentation of Waterway Inspection ReportTab 1
 - B. Field Services**
 1. Presentation of Field Inspection Report.....Tab 2
 2. Landscape Services Update
 - A. Consideration of Pool Landscape proposal.....Tab 3**
 - C. District Counsel**
 - D. District Engineer**
 - E. District Manager**
 1. Presentation of Action Items ListTab 4
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Landowner Election Meeting held on November 19, 2020Tab 5**
 - B. Consideration of Minutes of Board of Supervisors' Regular Meeting held on November 19, 2020Tab 6**
 - C. Consideration of Operations & Maintenance Expenditures for November 2020.....Tab 7**
- 5. BUSINESS ITEMS**
 - A. Consideration of Pond Management Services Contract.....Tab 8**
- 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 Landowner's Election of the Board of Supervisors of the Reserve at Pradera Community Development District held on **Thursday, November 19, 2020 at 10:30 AM** held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present Board Member:

Matt Young	Proxy Holder; Beazer Homes LLC
Brian Valavicius	Board Supervisor; Vice Chairman
Brandon Peters	Board Supervisor; Asst. Secretary
Heather Espina	Board Supervisor; Asst. Secretary

Also present were:

Gary S. Moore	District Manager; Rizzetta & Co., Inc.
Scott Steady	District Counsel; Burr Forman LLP
Markin Bodkin	Sitex Landscape
Johnathan Rodriguez	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

Appointment of Chairman

The Board requested Mr. Moore as Chairman of the meeting.

THIRD ORDER OF BUSINESS

**Announcement of Candidates and
Election of Supervisors**

Mr. Moore called for nominations. The following were named as candidates: Matt Young for Seat #1, Brandon Peters for Seat #4, and Heather Espina for Seat #5.

The votes were cast as follows: Mr. Matt Young received 138 votes and a two-year term, Mr. Brandon Peters received 139 votes and a four-year term, and Ms. Heather Espina received 139 votes and a four-year term.

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FOURTH ORDER OF BUSINESS

Adjournment

Mr. Moore stated that there was no other Business scheduled to come before the landowners. The meeting was adjourned at 10:38 AM.

Assistant Secretary

Chair / Vice Chair

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, November 19, 2020 at 10:38 AM** held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

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

Also present were:

Gary S. Moore	District Manager; Rizzetta & Co., Inc.
Scott Steady	District Counsel; Burr Forman LLP
Mark Bodkin	Sitex Landscape
Johnathan Rodriguez	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

Staff Reports

A. Aquatics Manager

Mr. Moore reviewed the aquatics service reports with the Board.

B. Field Services Manager

1. Presentation of Field Inspection Reports

Mr. Moore reviewed the Field Inspection Report and answered general questions from the Board and answered general questions.

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C. Landscape Services

1. Presentation of Landscape Services Update

Mr. Bodkin and Mr. Rodriguez updated that the Dog Park landscape enhancement is complete. Mr. Moore will discuss communications with Sitex Landscape in regard to landscape enhancement on Green Chop Place.

2. Consideration of Landscape Enhancement Proposal

On a Motion by Mr. Young, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors approved the Sitex Magnolia Tree Proposal in the amount of \$2,725.00 for the Reserve at Pradera Community Development District.

D. District Counsel

Mr. Steady presented the counsel update that the Beazer infrastructure is complete in last phase, Mr. Steady will review plat, draft quick claim deed and prepare documents for District to assume ownership at next meeting. Ms. Espina will send plats to Mr. Steady.

E. District Engineer

Not present; no report provided.

F. District Manager

Mr. Moore informed the Board that the next regular Board meeting will take place on **December 17, 2020 at 10:30 AM** to be conducted at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

1. Presentation of Action Item List

No changes to Action Item List.

2. Discussion Regarding Amenities Reopening

Discussion regarding Amenities reopening, the Board will make no changes at this time.

3. Reduction of Amenities Cost

Mr. Moore reported a reduction in the Spectrum Amenity bill by \$78.06 per month.

97 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of Board of**
98 **Supervisors' Meeting Held October 15,**
99 **2020**
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On a Motion by Mr. Young, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on October 15, 2020 for the Reserve at Pradera Community Development District.

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103 **FIFTH ORDER OF BUSINESS** **Consideration of O&M Expenditures**
104 **for October 2020**
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On a Motion by Mr. Young, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors ratified the O&M expenditures for October 2020 \$43,674.79 for the Reserve at Pradera Community Development District.

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108 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2021-02,**
109 **Canvassing and Certifying Results of**
110 **Landowner Election Meeting**
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112 Mr. Moore presented Resolution 2021-02, Canvassing and Certifying Results of Landowner
113 Election Meeting.
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On a Motion by Mr. Young, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors adopted Resolution 2021-02 for the Reserve at Pradera Community Development District.

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116 **SEVENTH ORDER OF BUSINESS** **Discussion of Hog Trapper Services**
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118 The Board requested services to be discontinued.
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120 **EIGHTH ORDER OF BUSINESS** **Supervisor Requests**
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122 There were no Supervisor Requests.
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124 **EIGHTH ORDER OF BUSINESS** **Adjournment**
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On a Motion by Mr. Young, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors adjourned the meeting at 11:03 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 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: **\$34,165.24**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Reserve at Pradera 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>
Aqua Sentry	001085	3044	Pool Service Contract 11/20	\$ 750.00
BOCC	001079	3629519463 10/20	12051 Palmera Reserve Drive 10/20	\$ 297.29
BOCC	001093	3629519463 11/20	12051 Palmera Reserve Drive 11/20	\$ 193.04
Bright House Networks	001078	067366001102020	Internet Service 10/20	\$ 220.00
Bright House Networks	001092	067366001112020	Internet Service 11/20	\$ 141.97
Department of Economic Opportunity	001086	83507	Special District Fee FY 20/21	\$ 175.00
RB Owens Electric, Inc.	001087	20203088	Light Repair At Entrance 11/20	\$ 2,195.00
Rizzetta & Company, Inc.	001080	INV0000054180	District Management Fees 11/20	\$ 4,175.00
Rizzetta Technology Services	001081	INV0000006469	Email/Website Hosting Services 11/20	\$ 100.00
Securiteam Inc.	001088	20148	Repair Gate 11/20	\$ 2,461.92
Securiteam Inc.	001088	20166	Repair Gate 11/20	\$ 125.00
Sitex Land LLC	001089	10990	Monthly Landscaping 11/20	\$ 9,195.34
Solitude Lake Management, LLC	001090	PI-A00503231	Monthly Lake/Wetland Services 11/20	\$ 1,005.00
Tampa Electric Company	001094	TECO Summary Bill A 10/20	Tampa Electric Summary Bill A 10/20	\$ 5,767.05

Reserve at Pradera 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>
Tampa Electric Company	001083	TECO Summary Bill B 10/20	Tampa Electric Summary Bill B 10/20	\$ 2,061.62
Tampa Electric Company	001094	TECO Summary Bill B 11/20	Tampa Electric Summary Bill B 11/20	\$ 2,382.01
Thomas Sewell	001082	08	Monthly Trapping Service 10/20	\$ 1,200.00
Times Publishing Company	001084	0000114136	Legal Advertising 10/07/20	\$ 920.00
Total Community Maintenance, LLC	001091	3118	Monthly Cleaning & Maintenance 10/20	\$ 400.00
Total Community Maintenance, LLC	001091	3194	Monthly Cleaning & Maintenance 11/20	<u>\$ 400.00</u>
Report Total				<u>\$ 34,165.24</u>



SCHEDULE A – ANNUAL MANAGEMENT SERVICES

Aquatic Weed Control:

1. Pond(s) will be inspected on a *one (1) time per month* basis.
2. Any growth of undesirable aquatic weeds and vegetation found in the pond(s) with each inspection shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the specific varieties of aquatic weeds and vegetation found in the pond(s) at the time of application.
3. Invasive and unwanted submersed and floating vegetation will be treated and controlled preventatively and curatively each spring and early summer through the use of systemic herbicides at the rate appropriate for control of the target species. Application rates will be designed to allow for selective control of unwanted species while allowing for desirable species of submersed and emergent wetland plants to prosper.

Shoreline Weed Control:

1. Shoreline areas will be inspected on a *one (1) time per month* basis.
2. Any growth of cattails, phragmites, or other unwanted shoreline vegetation found within the pond areas shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required for control of the plants present at time of application.
3. Any growth of unwanted plants or weeds growing in areas where stone has been installed for bank stabilization and erosion control shall be treated and controlled through the application of aquatic herbicides and aquatic surfactants as required to control the unwanted growth present at the time of application.

Pond Algae Control:

1. Pond(s) will be inspected on a *one (1) time per month* basis.
2. Any algae found in the pond(s) with each inspection shall be treated and controlled through the application of algaecides, aquatic herbicides, and aquatic surfactants as needed for control of the algae present at the time of service.

Trash Removal: Limited to one (1) ft. maximum depth

1. Trash and light debris will be removed from the pond(s) with each service and disposed off site. Any large item or debris that is not easily and reasonably removable by one person during the routine visit will be removed with the Customer's approval for an additional fee. Routine trash and debris removal services are for the pond areas only, and do not include any trash or debris removal from the surrounding terrestrial (dry land) areas.

Service Reporting:

1. Customer will be provided with a monthly service report detailing all of the work performed as part of this contract.

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General Qualifications:

1. Company is a licensed pesticide applicator in the state in which service is to be provided.
2. Individual Applicators are Certified Pesticide Applicators in Aquatics, Public Health, Forestry, Right of Way, and Turf/Ornamental as required in the state in which service is to be provided.
3. Company is a SePRO Preferred Applicator and dedicated Steward of Water. Each individual applicator has been trained and educated in the water quality testing and analysis required for site specific water quality management prescriptions and utilizes an integrated approach that encompasses all aspects of ecologically balanced management. Each applicator has received extensive training in the proper selection, use, and application of all aquatic herbicides, algaecides, adjuvants, and water quality enhancement products necessary to properly treat our Customers' lakes and ponds as part of an overall integrated pest management program.
4. Company guarantees that all products used for treatment are EPA registered and labeled as appropriate and safe for use in lakes, ponds, and other aquatic sites, and are being applied in a manner consistent with their labeling.
5. All pesticide applications made directly to the water or along the shoreline for the control of algae, aquatic weeds, or other aquatic pests as specified in this contract will meet or exceed all of the Company's **legal regulatory requirements as set forth** by the EPA and related state agencies for NPDES and FIFRA. Company will perform treatments that are consistent with NPDES compliance standards as applicable in and determined by the specific state in which treatments are made. All staff will be fully trained to perform all applications in compliance with all federal, state, and local law.
6. Company will continue to maintain all appropriate training and licensing necessary to perform all specified work in a safe and legal manner throughout the entire contract period.
7. Company will furnish personnel, equipment, boats, materials, and other items required to provide the foregoing at his expense.

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Reserve at Pradera CDD Riverview, FL

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