



Rizzetta & Company

Reserve at Pradera Community Development District

Board of Supervisors' Meeting February 18, 2021

**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 Vacant Vacant	Chairman Vice Chairman Asst. Secretary Asst. Secretary Asst. Secretary
Interim District Manager	Allan Heinze	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.

February 10, 2021

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, February 18, 2021 at 6:30 PM** 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 January Waterway Inspection ReportTab 1
 2. Presentation of February Waterway Inspection ReportTab 2
 - B. Field Services
 1. Presentation of December 2020 Field Inspection Report ..Tab 3
 2. Presentation of January 2021 Field Inspection ReportTab 4
 3. Landscape Services Update
 - C. District Counsel
 - D. District Engineer
 - E. District Manager
4. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on December 17, 2020Tab 5
 - B. Consideration of Operations & Maintenance Expenditures for December 2020.....Tab 6
 - C. Consideration of Operations & Maintenance Expenditures for January 2021Tab 7
5. **BUSINESS ITEMS**
 - A. Discussion of Timeline for Opening Basketball Courts
 - B. Consideration of Resolution 2021-03, Accepting Certain Properties, and Infrastructure.....Tab 8
 - C. Consideration of Sand Sharks Swim School.....Tab 9
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,

Allan Heinze

Allan Heinze
Interim 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 **Thursday, December 17, 2020 at 10:32 AM** held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

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 S. Moore	District Manager; Rizzetta & Co., Inc.
Bryan Schaub	Field Services Manager; Rizzetta & Company

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

1. Presentation of Waterway Inspection Report

Mr. Moore reviewed the aquatics service report with the Board. General discussion ensued.

Mr. Moore and Mr. Simoes will investigate Site 7 erosion in the NE corner of the pond.

47 **B. Field Services Manager**

48
49 **1. Presentation of Field Inspection Reports**

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51 Mr. Schaub reviewed the Field Inspection Report with the Board. General
52 discussion ensued.

53
54 **C. Landscape Services**

55
56 **1. Presentation of Landscape Update**

57
58 Mr. Moore presented the landscape services report to the Board.

59
60 **2. Consideration of Landscape Enhancement Proposal**

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62 The Board discussed the landscape enhancement proposal.

63

On a Motion by Mr. Valavicious, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved three proposals in the amounts of \$398.00, \$890.50, and \$456.00, for the Reserve at Pradera Community Development District.

64

65 **D. District Counsel**

66
67 Not present; no report provided.

68

69 **E. District Engineer**

70
71 Not present; no report provided.

72

73 **F. District Manager**

74

75 Mr. Moore confirmed that the next regularly scheduled Board meeting will be held
76 on January 17, 2021 at 10:30 AM to be held at the offices of Rizzetta & Company,
77 located at 9428 Camden Field Parkway, Riverview FL 33578.

78

79 Mr. Moore presented the Action Item List; there are no changes to report.

80

81 Mr. Moore reported that a resident was served a letter for trespass and damage to
82 District property. District Counsel drafted an agreement to repair once the pool
83 installation is complete, the District is awaiting the resident's signature.

84

85 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of Landowner
Election Meeting Held November 19,
2020**

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On a Motion by Mr. Peters, seconded by Mr. Valavicius, with all in favor, the Board of Supervisors approved the minutes of the Landowner Election meeting held on November 19, 2020, for the Reserve at Pradera Community Development District.

89

RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

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: **\$50,840.93**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Reserve at Pradera 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>
Aqua Sentry	001106	3183	Pool Service Contract 12/20	\$ 799.99
BOCC	001111	3629519463 12/20	12051 Palmera Reserve Drive 12/20	\$ 1,742.41
Burr & Forman, LLP	001095	1201230	Legal Services Billed though 10/31/20	\$ 1,400.00
Florida Patio Furniture, Inc.	001096	59767-1	Balance Due Resling Chaise Lounges 10/20	\$ 994.00
Grand Solutions Cleaning	001102	002	Pressure Washing 12/20	\$ 1,000.00
Navitas Credit Corp	001103	40271431 11/20	Surveillance System Lease 11/20	\$ 644.36
Navitas Credit Corp	001103	40271431 12/20	Surveillance System Lease 12/20	\$ 644.36
RB Owens Electric, Inc.	001097	20203089	Repair Work Proposal 2020-5240 12/20	\$ 2,845.00
Rizzetta & Company, Inc.	001098	INV0000054657	District Management Fees 12/20	\$ 4,175.00
Rizzetta Technology Services	001099	INV0000006572	Email/Website Hosting Services 12/20	\$ 100.00
Securiteam Inc.	001104	10479111820	Repair Gate 11/20	\$ 125.00
Sitex Land LLC	001105	11010	Landscaping Enhancement 11/20	\$ 5,200.00
Sitex Land LLC	001100	11060	Fertilization Magnolia Tree 11/20	\$ 670.80
Sitex Land LLC	001107	11087	Monthly Landscaping 12/20	\$ 9,195.34

Reserve at Pradera 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>
Sitex Land LLC	001105	11122	Fertilization All Common Grounds 12/20	\$ 4,135.00
Sitex Land LLC	001105	11123	Mowing 12/20	\$ 560.00
Sitex Land LLC	001107	11131	Annuals Install 12/20	\$ 2,012.50
Sitex Land LLC	001107	11133	Tree Removal 12/20	\$ 2,725.00
Solitude Lake Management, LLC	001108	PI-A00518138	Monthly Lake/Wetland Services 12/20	\$ 1,035.15
Tampa Electric Company	001112	TECO Summary Bill A 11/20	Tampa Electric Summary Bill A 11/20	\$ 5,770.35
Thomas Sewell	001101	09	Monthly Trapping Service 11/20	\$ 1,200.00
TKOT Enterprises, LLC	001109	164547	Janitorial Services 12/01/20- 12/31/20	\$ 3,466.67
Total Community Maintenance, LLC	001110	3275	Monthly Cleaning & Maintenance 12/20	<u>\$ 400.00</u>
Report Total				<u>\$ 50,840.93</u>

RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures January 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$38,255.16**

Approval of Expenditures:

____ Chairperson

____ Vice Chairperson

____ Assistant Secretary

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aqua Sentry	001125	3329	Pool Service Contract 01/21	\$ 812.50
Bright House Networks	001118	067366001122020	Internet Service 12/20	\$ 141.97
Burr & Forman, LLP	001113	1207847	Legal Services 11/20	\$ 1,435.00
Innersync	001122	19144	CDD Website Services 01/21	\$ 384.38
Navitas Credit Corp	001123	40271431 01/21	Surveillance System Lease 01/21	\$ 632.72
Rizzetta & Company, Inc.	001115	INV0000055435	District Management Fees 01/21	\$ 4,175.00
Rizzetta & Company, Inc.	001124	INV0000055576	Annual Dissemination Services FY 20/21	\$ 5,000.00
Rizzetta Technology Services	001116	INV0000006672	Email/Website Hosting Services 01/21	\$ 100.00
Sitex Land LLC	001126	11377	Monthly Landscaping 01/21	\$ 9,195.34
Sitex Land LLC	001126	11391	Irrigation Repairs 01/21	\$ 450.00
Sitex Land LLC	001126	11416	Plant Install 01/21	\$ 1,744.50
Solitude Lake Management, LLC	001119	PI-A00529631	Monthly Lake/Wetland Services 12/20 extra Sites Added	\$ 400.00
Solitude Lake Management, LLC	001119	PI-A00529632	Monthly Lake/Wetland Services 12/20 Extra Site Added	\$ 69.85
Solitude Lake Management, LLC	001127	PI-A00533532	Monthly Lake/Wetland Services 01/21	\$ 1,105.00

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Electric Company	001120	TECO Summary Bill B 12/20	Tampa Electric Summary Bill B 12/20	\$ 2,415.56
Thomas Sewell	001117	10	Monthly Trapping Service 12/20	\$ 1,200.00
Timothy A Gay dba Illuminations Holiday Lighting LLC	001114	164120	Balance Due Holiday Decorations 12/20	\$ 1,500.00
TKOT Enterprises, LLC	001121	163580	Janitorial Services 11/01/20- 11/30/20	\$ 3,466.67
TKOT Enterprises, LLC	001128	165529	Janitorial Services 01/01/21- 01/31/21	\$ 3,466.67
TKOT Enterprises, LLC	001121	165812	Janitorial Services Extra Thanksgiving day	\$ 160.00
Total Community Maintenance, LLC	001129	3360	Monthly Cleaning & Maintenance 01/21	\$ 400.00
Report Total				<u>\$ 38,255.16</u>

RESOLUTION 2021-03

A RESOLUTION ACCEPTING CERTAIN PROPERTIES AND INFRASTRUCTURE TO BE OWNED AND MAINTAINED BY THE DISTRICT, PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

RECITALS

WHEREAS, Phase 4 of the Development within the Reserve at Pradera Community Development District is completed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to Chapter 190, *Florida Statutes*.

SECTION 2. ACCEPTANCE OF DEED. The District accepts the attached Quit Claim Deed (Exhibit "A") transferring the ownership of the referenced tracts to the District for ownership and maintenance.

SECTION 3. SEVERABILITY. If any section or part of a section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 4. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective upon its adoption.

APPROVED AND ADOPTED THIS ____ DAY OF _____, 2021.

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: *Quit Claim Deed*, dated _____, 2021