



Rizzetta & Company

Reserve at Pradera Community Development District

**Board of Supervisors' Meeting
November 18, 2021**

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

www.reserveatpraderacdd.org

RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA · (813) 533-2950

MAILING ADDRESS – 3434 COLWELL AVENUE, SUITE 200, TAMPA, FLORIDA 33614

WWW.RESERVEATPRADERACDD.ORG

November 11, 2021

**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, November 18, 2021, at 10:30 a.m.** to be held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the tentative agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A.** Consideration of Appointment to Vacant Board Seats.....Tab 1
 - B.** Administer Oath of Office to Newly Appointed Officer
 1. Review of Form 1 and Sunshine Law Requirements
 - C.** Consideration of Resolution 2022- 01, Designating Officers of District.....Tab 2
 - D.** Consideration of Rizzetta Technology Services Agreement....Tab 3
- 4. STAFF REPORTS**
 - A.** Aquatics Services
 1. Presentation of November Waterway Inspection Report....Tab 4
 2. Discussion Regarding Pond Treatments
 - B.** Field Services
 1. Presentation of October Field Inspection Report..... Tab 5
 2. Landscape Services Update
 - C.** District Counsel
 - D.** District Engineer
 - E.** District Manager
 1. District Manager Report for October..... Tab 6
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Regular Meeting held on October 21, 2021..... Tab 7
 - B.** Consideration of Operations & Maintenance Expenditures for September 2021.....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,

Christina Newsome

Christina Newsome
District Manager

RESOLUTION 2022-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE RESERVE
AT PRADERA COMMUNITY DEVELOPMENT DISTRICT RE-
DESIGNATING THE 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 designate officers of the district.

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

Section 1. Heather Baker is appointed Chairman.

Section 2. Greg Dicara is appointed Vice Chairman.

Section 3. Matthew Wanzeck is appointed Assistant Secretary.

Atse Eyegbanren is appointed Assistant Secretary.

Jayson L. Caines is appointed Assistant Secretary.

Matt Huber is appointed Assistant Secretary.

Christina Newsome is appointed Assistant Secretary.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman.

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 18th day of November 2021.

ATTEST:

**RESERVE AT PRADERA
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Asst. Secretary

Chairman

**CONSENT TO ASSIGNMENT OF THE
CONTRACT FOR PROFESSIONAL TECHNOLOGY SERVICES BY
AND BETWEEN RESERVE AT PRADERA COMMUNITY DEVELOPMENT
DISTRICT AND RIZZETTA TECHNOLOGY SERVICES, LLC. TO
RIZZETTA & COMPANY**

THIS ASSIGNMENT AND AMENDMENT (“Assignment”) is made and entered into this 18th day of November 2021 by and between, Rizzetta Technology Services, LLC. Whose mailing address is 3434 Colwell Ave., Suite 200, Tampa, FL, 33614 (“**Assignor**”); and Rizzetta & Company, a Florida Corporation, whose mailing address is 3434 Colwell Ave, Suite 200, Tampa FL 33614 (“**Assignee**”); and Reserve at Pradera Community Development District a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Hillsborough County Florida, whose address is 9428 Camden Field Park Way, Riverview, FL 33578 (the “**District**”).

RECITALS

WHEREAS, Assignor and the District previously entered into that certain *Professional Technology Services contract*, dated August 15, 2019, (the “**Agreement**”); and

WHEREAS, on January 1, 2022, Assignee will consolidate multiple legal entities with common and exclusive ownership under the single organization (Assignee) and Assignor is one such entity resulting in Assignor being assimilated into Assignee, and such assignment requires written approval from the District to be effective; and

WHEREAS, Assignor and the District hereby recognize and agree that the Assignor’s rights and obligations under the Agreement could be assigned to a third party pursuant to Section XIV of the Agreement; and

WHEREAS, Assignor desires to assign all of its rights and obligations under the Agreement, as amended by this instrument, to Assignee, Assignee desires to accept such assignment, and the District desires to express that it agrees with and has no objection to such assignment; and

NOW THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District, Assignee, and Assignor agree as follows:

- 1. INCORPORATION OF RECITALS.** The Recitals stated above are true and correct and are incorporated herein as a material part of this Assignment.
- 2. DISTRICT CONSENT TO ASSIGNMENT OF THE AGREEMENT.** The District consents to Assignor’s assignment of the Agreement to Assignee.



Rizzetta & Company

3. ASSIGNEE'S ACCEPTANCE OF LIABILITY. Assignee agrees to assume any and all debts, obligations and liabilities of Assignor present and future, arising out of or related to the Agreement.

4. NOTICES. Upon this Assignment, notices pursuant to the Agreement shall be in writing and shall be delivered to the Assignee as follows:

A. If to the District: Reserve at Pradera Community Development District
9428 Camden Field Park Way
Riverview, Florida 33578
Attn: Christina Newsome

With a copy to: Burr Forman, LLP
201 N. Franklin Street
Suite 3200
Tampa, Florida 33602
Attn: Scott Steady

B. If to Assignee: Rizzetta & Company
3434 Colwell Ave, Suite 200
Tampa, Florida 33614
Attn: CDD Legal

5. COUNTERPARTS. This Assignment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



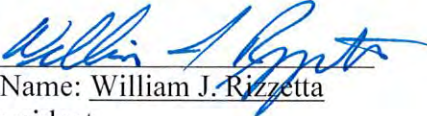
Rizzetta & Company

IN WITNESS WHEREOF, the parties have executed this Assignment effective as of the date set forth above.

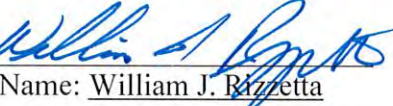
Reserve at Pradera Community Development District

By: _____
Print Name: _____
Its: Chairman/Vice Chairman

Assignor: Rizzetta Technology Services, LLC.

By: 
Print Name: William J. Rizzetta
Its: President

Assignee: Rizzetta & Company, Inc.

By: 
Print Name: William J. Rizzetta
Its: President



Rizzetta & Company

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, October 21, 2021, at 10:30 AM** held at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum:

Heather Baker	Board Supervisor; Chairman
Greg Dicara	Board Supervisor; Vice Chairman
Matthew Wanzeck	Board Supervisor; Asst. Secretary

Also present were:

Christina Newsome	District Manager; Rizzetta & Co., Inc.
Scott Steady	District Counsel; Burr Forman LLP
Bryan Schaub	Field Services Manager; Rizzetta & Co., Inc.
Peter Simoes	Representative, Solitude
Jonathan Rodriguez	Representative, Sitex Landscape

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There was audience in attendance.

Ms. Liz Hidalgo-Ward of 13402 Palmera Vista Dr. shows the Board video surveillance of other residents using easement for personal use and access, as well as contractors with vehicles. The CDD property signs are not deterring intrusion. The District Manager will discuss further with Mr. Schaub on landscaping solutions and provide the Board proposals at the December Board meeting.

THIRD ORDER OF BUSINESS

Discussion Regarding Jan-Pro

Ms. Newsome opens discussion to terminate the contract of Jan Pro. Reports show Jan Pro has not been servicing as per contract agreement. Ms. Newsome recommends keeping Total Community at 3 days a week. Ms. Newsome will send the required 30-day notice of cancellation of contract to Jan Pro.

On a Motion from Mr. Wanzeck, seconded by Mr. Dicara, with all in favor, the Board of Supervisors, agreed to terminate Jan Pro contract, and retain Total Community services for 3 days per week for the Reserve at Pradera Community Development District.

FOURTH ORDER OF BUSINESS

Ratification of EGIS Renewal Proposal

The Board reviewed the EGIS insurance policy for 2020-2021 which was previously approved by the Chairman.

On a Motion by Mr. Wanzeck, seconded by Ms. Baker, with all in favor, the Board of Supervisors approved to ratify the Chairman's approval of the 2020-2021 EGIS insurance policy for the Reserve at Pradera Development District.

FIFTH ORDER OF BUSINESS

Consideration of Sitex Landscaping for Sod Replacement Proposal at Main Entrance

Mr. Rodriguez presented the Board with proposal in the amount of \$ 2,400.00 for sod replacement and the planting of annuals at the main entrance. The Board approved the proposal to amend for the sod replacement and remove the annuals from this proposal.

On a Motion by Mr. Wanzeck, seconded by Mr. Dicara, with all in favor, the Board of Supervisors approved the proposal to amend for the sod replacement and remove the annuals from this proposal, for the Reserve at Pradera Development District.

SIXTH ORDER OF BUSINESS

Consideration of Sitex Landscaping for Sod Replacement Proposal at Site 1

Mr. Rodriguez presented the Board with proposal in the amount of \$591.75 for the sod removal and replacement on Pradera Reserve Boulevard.

On a Motion by Mr. Wanzek, seconded by Mr. Dicara, with all in favor, the Board of Supervisors approved the proposal in the amount of \$ 591.75 for the sod removal and replacement on Pradera Reserve Boulevard., for the Reserve at Pradera Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Sitex Landscaping for Sod Replacement Proposal at Site 2

Mr. Rodriguez presented the Board with proposal in the amount of \$1,500.00 for the sod removal and replacement on Pradera Reserve Boulevard.

On a Motion by Mr. Dicara, seconded by Mr. Wanzeck, with all in favor, the Board of Supervisors

approved the proposal in the amount of \$1,500.00 for the sod removal and replacement on Pradera Reserve Boulevard., for the Reserve at Pradera Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Aquatics Services

1. Presentation of Waterway Inspection Reports

Mr. Simoes presented the September & October 2021 Waterway Inspection report. Discussion with the Board regarding pond treatments of lily pads. The Board has decided to take no action at this time on the water lily pad control.

B. Field Services Manager

1. Presentation of Field Inspection Reports

Mr. Schaub reviewed the September 2021 Field Inspection reports with the Board and answered general questions from the Board.

2. Landscape Services Update

Mr. Rodriguez reviewed the Landscape Services report for August 2021. No questions from the Board at this time.

Ms. Newsome presented the Board with proposal from Sitex previously discussed, in the amount of \$3,115.0, for landscape updates in the common area, center and median island.

On a Motion by Mr. Wanzack, seconded by Mr. Dicara, with all in favor, the Board of Supervisors approved the proposal in the amount of \$3,115.00, for landscape updates in the common area, center, and median island for the Reserve at Pradera Development District.

C. District Counsel

Mr. Steady was present. Reporting for the record, of a resident's inquiry as to the assessment methodology for the District. Mr. Steady answered the Board's questions, the assessment is based off the annual budget. The Board agreed to notate for the record informal inquiry, until a formal inquiry request is received.

D. District Engineer

Not present; no report provided. The Board has questions.

E. District Manager

Ms. Newsome informed the Board that the next regular Board meeting will take place on November 18, 2021, at 10:30 a.m. to be conducted at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, FL 33578.

Ms. Newsome informed the Board that a resident has requested that mulch no longer be used at the dog park. Dogs are eating it and getting sick. The Board has agreed not to add any additional new mulch to the dog park area.

Ms. Newsome discussed the pool furniture is aged and in need of replacement. We will need to consider the replacement of 42 chaise lounges, and 8 tables with 4 chairs. Pool furniture is not currently budgeted. The Board has agreed that this discussion will be continued at a future meeting. The Board has notated for the record, that this is an item that will need to be addressed further and budgeted as a future line item.

NINTH ORDER OF BUSINESS

Consideration of Minutes of Board of Supervisors' Regular Meeting held on August 19, 2021

On a Motion by Ms. Baker, seconded by Mr. Wanzeck, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held on August 19, 2021, for the Reserve at Pradera Community Development District.

TENTH ORDER OF BUSINESS

Consideration of O&M Expenditures for July and August 2021

The Board reviewed the Operations and Maintenance Expenditures for July 2021 in the amount of \$38,783.44 and & August 2021 in the amount of \$36,296.72.

On a Motion by Mr. Wanzeck, seconded by Mr. Dicara, with all in favor, the Board of Supervisors ratified the O&M Expenditures for July 2021 in the amount of \$38,783.44 and August 2021 in the amount of \$36,296.72, for the Reserve at Pradera Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Wanzeck, seconded by Ms. Baker, with all in favor, the Board of Supervisors adjourned the meeting at 11:26 a.m., for the Reserve at Pradera Community Development District.

Assistant Secretary

Chair / Vice Chair

RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures September 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2021 through September 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$51,533.27**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aqua Sentry	1241	4520	Pool Service Contract 09/21	\$ 988.97
BOCC	1234	3629519463	12051 Palmera Reserve Drive 08/21	\$ 464.87
Bright House Networks	1233	67366001082021	Internet Service 08/21	\$ 152.97
Burr & Forman, LLP	1238	1257907	Legal Services 07/21	\$ 1,610.00
Egis Insurance Advisors LLC	1239	14001	General/POL Liability Insurance 10/1/21-10/1/22	\$ 11,631.00
Jerry Richardson	1242	1528	Monthly Hog Removal 08/21	\$ 1,100.00
Jerry Richardson	1242	1539	Monthly Hog Removal 09/21	\$ 1,100.00
Rizzetta & Company, Inc.	1235	INV0000061083	District Management Services 09/21	\$ 4,175.00
Rizzetta Technology Services	1236	INV0000007859	Email/Website Hosting Services 09/21	\$ 100.00
Sitex Land LLC	1243	13431	Monthly Landscaping 09/21	\$ 9,195.34
Sitex Land LLC	1237	13439	Tree removal 08/21	\$ 650.00
Sitex Land LLC	1237	13440	Annuals Install 08/21	\$ 2,012.50

Reserve at Pradera Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2021 Through September 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Sitex Land LLC	1237	13441	Irrigation Repairs 08/21	\$ 250.00
Sitex Land LLC	1243	13461	Irrigation Repairs 09/21	\$ 790.00
Sitex Land LLC	1243	13462	Fertilization All Common Grounds 09/21	\$ 4,135.00
Solitude Lake Management, LLC	1244	PI-A00666981	Monthly Lake/Wetland Services 09/21	\$ 1,105.00
Tampa Electric Company	20210930-1	TECO Summary 08/21	Tampa Electric Summary 08/21	\$ 8,140.12
Total Community Maintenance, LLC	1245	3984	Monthly Cleaning & Maintenance 09/21	\$ 400.00
Total Community Maintenance, LLC	1245	3985	Agreement Amendum 09/21	\$ 300.00
U.S. Bank	1240	6240297	Trustee Fees Series 2015 08/01/21 - 07/31/22	<u>\$ 3,232.50</u>
Report Total				<u>\$ 51,533.27</u>