

# **RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

**RESERVE AT PRADERA  
COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS' MEETING  
OCTOBER 15, 2015**

**RESERVE AT PRADERA  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
OCTOBER 15, 2015 at 10:30 a.m.**

At the offices of Beazer Homes Corp., 9422 Camden Field Parkway, Riverview, FL 33578

<b>Board of Supervisors</b>	Michael Piendel Sean Ware Gerald Cyr Gary Betz	Chairman Vice Chairman Asst. Secretary Asst. Secretary
<b>District Manager</b>	Sandra Oram	Rizzetta & Company, Inc.
<b>District Attorney</b>	Scott Steady	Burr Forman, LLP
<b>District Engineer</b>	Jamie Scarola	Scarola Associates

**All cellular phones and pagers must be turned off while in the meeting room.**

**The District Agenda is comprised of five different sections:**

The meeting will begin promptly at **10:30 a.m.** with the first section which is called **Audience Comments**. The Audience Comments portion of the agenda is when individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The Business Items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 933-5571 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshop sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

**RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT  
DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614**

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October 7, 2015

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

Dear Board Members:

The regular meeting of the Board of Supervisors of the Reserve at Pradera Community Development District will be held on **Thursday, October 15, 2015 at 10:30 a.m.** at the office of Beazer Homes Corp. located at 9422 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 ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held September 17, 2015.....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for August 2015.....Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Proposals for Aquatic Services (under separate cover)
  - B. Consideration of Proposals for Landscape Maintenance (under separate cover)
  - C. Ratification of Proposal for District's Insurance Renewal.....Tab 3
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. 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) 994-1001.

Sincerely,

*Sandra Oram*

Sandra Oram  
District Manager

# **Tab 1**

**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 regular meeting of the Board of Supervisors of the Reserve at Pradera Community Development District was held on **Thursday, September 17, 2015 at 10:50 a.m.** at the office of Beazer Homes Corp., 9422 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

Michael Piendel	<b>Board Supervisor, Chairman</b> <i>(joined the meeting in progress)</i>
Sean Ware	<b>Board Supervisor, Assistant Secretary</b>
Gerald Cyr	<b>Board Supervisor, Assistant Secretary</b>
Gary Betz	<b>Board Supervisor, Supervisor</b>

Also present was:

Sandy Oram	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
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**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Oram called the meeting to order and conducted roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Continued Meeting held on August 6, 2015**

Ms. Oram presented the minutes of August 6, 2015 Board of Supervisors' continued meeting.

On a Motion by Mr. Ware, seconded by Mr. Betz, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' continued meeting held on August 6, 2015 as presented for the Reserve at Pradera Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on August 20, 2015**

Ms. Oram presented the minutes of August 20, 2015 Board of Supervisors' continued meeting.

On a Motion by Mr. Ware, seconded by Mr. Betz, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 20, 2015 as presented for the Reserve at Pradera Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operations & Maintenance Expenditures for July 2015**

Ms. Oram presented the Operations & Maintenance Expenditures for July 2015 which totaled \$2,611.47.

On a Motion by Mr. Ware, seconded by Mr. Betz, with all in favor, the Board approved the Operations & Maintenance Expenditures for July 2015 (\$2,611.47) as presented for the Reserve at Pradera Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2015 Construction Requisition #1**

Ms. Oram presented Series 2015 Construction Requisition #1.

On a Motion by Mr. Ware, seconded by Mr. Betz, with all in favor, the Board of Supervisors ratified Series 2015 Construction Requisition #1 as presented for the Reserve at Pradera Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-42, Revised Special Assessments**

Ms. Oram presented Resolution 2015-42, Revised Special Assessments.

On a Motion by Mr. Ware, seconded by Mr. Cyr, with all in favor, the Board of Supervisors approved Resolution 2015-42, Revised Special Assessments as presented for the Reserve at Pradera Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Insurance Renewal Proposals**

Ms. Oram presented the District's insurance renewal proposals. Discussion ensued. Mr. Piendel requested additional proposals be obtained.

On a Motion by Mr. Cyr, seconded by Mr. Betz, with all in favor, the Board of Supervisors authorized District Management to obtain additional insurance proposals and approved Mr. Piendel choosing the insurance carrier for the Reserve at Pradera Community Development District.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel – Scott Steady**

Not present.

**B. District Engineer – Jamie Scarola**

Not present.

**C. District Manager – Sandy Oram**

Ms. Oram reminded the Board that the next regular meeting was scheduled for Thursday, October 15, 2015 at 10:30 a.m. at office of Beazer Homes Corp, located at 9422 Camden Field Parkway, Riverview, Florida 33578.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Ware, seconded by Mr. Cyr, with all in favor, at 11:13 a.m., the Board of Supervisors adjourned the meeting for the Reserve at Pradera Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman

## **Tab 2**



# RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

## Operation and Maintenance Expenditures August 2015 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from August 1, 2015 through August 31, 2015. This does not include expenditures previously approved by the Board.

The total items being presented: **\$4,458.69**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

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

**Reserve at Pradera Community Development District**  
**Paid Operation & Maintenance Expenditures**  
August 1, 2015 Through August 31, 2015

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hallelujah Commercial Pools	000115	89	Pool Maintenance 05/15	\$ 862.50
Hallelujah Commercial Pools	000115	93	Pool and Fountain Maintenance 06/15	\$ 950.00
Rizzetta & Company, Inc.	000114	1903	District Management Fees 08/15	\$ 2,566.67
Times Publishing Company	000116	161364	Acct #44891 Legal Advertising 08/15	<u>\$ 79.52</u>
<b>Report Total</b>				<b><u>\$ 4,458.69</u></b>

Hallelujah Commercial Pools

P.O. Box 41

Ellenton FL 34222

941-705-7363

hallelujahcommercial@yahoo.com

# Invoice

Date	Invoice #
5/28/2015	89

<b>Bill To</b>
Reserve at Pradera Balm Riverview Rd. Riverview FL 33579

<b>Ship To</b>

P.O. No.	Terms

Item	Description	Qty	Rate	Amount
Full Service	Balanced chemicals, cleaned tiles, sides, steps and surface of pool. Vacuumed bottom of pool and cleaned filters as needed. 5/13 - 5/31		712.50	712.50
Additional Service	Removed fecal matter and shocked pool.		150.00	150.00
<p>Date Rec'd Rizzetta &amp; Co., Inc. <u>AUG 08 2015</u></p> <p>D/M approval <u>GR</u> Date <u>8/11/15</u></p> <p>Date entered <u>AUG 08 2015</u></p> <p>Fund <u>001</u> GL <u>57200</u> OC <u>4715</u></p> <p>Check# _____</p>				

<b>Total</b>		\$862.50
<b>Payments/Credits</b>		\$0.00
<b>Balance Due</b>		\$862.50

Hallelujah Commercial Pools

P.O. Box 41

Ellenton FL 34222

941-705-7363

hallelujahcommercial@yahoo.com

# Invoice

Date	Invoice #
6/16/2015	93

<b>Bill To</b>
Reserve at Pradera Balm Riverview Rd. Riverview FL 33579

<b>Ship To</b>

P.O. No.	Terms

Item	Description	Qty	Rate	Amount
Full Service	Balanced chemicals, cleaned tiles, sides, steps and surface of pool. Vacuumed bottom of pool and cleaned filters as needed.		800.00	800.00
Additional Service	Cleaned and balanced chemicals in entrance fountain.		150.00	150.00
<p>Date Rec'd Rizzetta &amp; Co., Inc. <u>AUG 08 2015</u></p> <p>D/M approval <u>GR</u> Date <u>8/11/15</u></p> <p>Date entered <u>AUG 08 2015</u></p> <p>Fund <u>001</u> GL <u>53900</u> OC <u>4601</u> - \$150.00</p> <p>Check# <u>57200</u> <u>4715</u> - \$800.00</p>				

<b>Total</b>		\$950.00
<b>Payments/Credits</b>		\$0.00
<b>Balance Due</b>		\$950.00

**RIZZETTA & COMPANY, INC.**

5020 W Linebaugh Avenue

Suite 200

Tampa, FL 33624

DATE	INVOICE NO.
8/1/2015	1903

BILL TO
RESERVE AT PRADERA CDD 3434 Colwell Ave. Suite 200 Tampa, FL 33614

TERMS	PROJECT
Due Upon Rec't	224 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	<b>PROFESSIONAL FEES:</b>			
DM	District Management Services		3101 1,250.00	1,250.00
ADMIN	Administrative Services		3100 350.00	350.00
ACTG	Accounting Services		3201 666.67	666.67
FC	Financial Consulting Services		3111 300.00	300.00
	<b>Services for the period August 1, 2015 through August 31, 2015</b>			
	Date Rec'd Rizzetta & Co., Inc. <u>JUL 24 2015</u>			
	D/M approval <u>gr</u> Date <u>7/27/15</u>			
	Date entered <u>JUL 24 2015</u>			
	Fund <u>001</u> GL <u>51300</u> OC <u>above</u>			
	Check# _____			

<b>Total</b>	<b>\$2,566.67</b>
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## **Tab 3**

**EGIS INSURANCE ADVISORS LLC**

101 Plaza Real South, Suite 216  
 Boca Raton, Florida 33432  
 (561) 693-4515



Date: September 01, 2015

Reserve at Pradera Community Development District  
 C/O Greg Cox  
 c/o Rizetta & Company  
 3434 Colwell Avenue, Ste. 200  
 Tampa, FL 33614

Payment Information		
Invoice Summary:		\$5,150.00
Due Date:	Upon Receipt	
Invoice Number	P-2015-08-000716	

***Please note new payment remittal details below***

Invoice	Effective	Transaction	Amount
P-2015-08-000716	October 1, 2015	Florida Insurance Alliance Package Policy Premium Effective: 10/01/2015 to 10/01/2016	\$5,150.00
			<b>Total</b>
Premium Due Upon Receipt			<b>\$5,150.00</b>

**Please Make Check Payable To:**

EGIS INSURANCE ADVISORS LLC  
 LOCKBOX: 234021  
 PO BOX 84021  
 Chicago, IL 60689-4002

Print Date: September 01, 2015





## Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

### Reserve at Pradera Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

Quotation being provided for:

**Reserve at Pradera Community Development District  
c/o Rizetta & Company  
3434 Colwell Avenue, Ste. 200  
Tampa, FL 33614**

**Term: October 1, 2015 to October 1, 2016**

**Quote Number: 100115253**

**PROPERTY COVERAGE**

**Limits**

Blanket Building & Contents Limit	Not Included
Inland Marine	Not Included
Flood Limit Excess of NFIP, whether purchased or not	Not Included
Earthquake Limit	Not Included
Boiler & Machinery	Not Included
TRIA	Not Included

**Deductibles**

Per Occurrence Building & Contents and Extensions of Coverage	Not Applicable
Per Occurrence for Named Windstorm	Not Applicable
Subject to Minimum of:	Not Applicable
Per Flood, (except zones A, V see page 8, Terms and Conditions) excess of NFIP, whether purchased or not	Not Applicable
Per Earth Movement	Not Applicable

\* of Total Insured Values per location, at each affected location throughout Florida subject to a minimum of per occurrence, per Named Insured.

**TOTAL PROPERTY PREMIUM** **Not Included**

### **Extensions of Coverage**

If marked with an "X" we will cover the following EXTENSIONS OF COVERAGE under this Agreement, These limits of liability do not increase any other applicable limit of liability.

<b>(X)</b>	<b>Code</b>	<b>Extension of Coverage</b>	<b>Limit of Liability</b>
X	A	Accounts Receivable	\$500,000 any one occurrence
	B	Animals	No Coverage
X	C	Business Income	\$1,000,000 any one occurrence
X	D	Debris Removal Expense	\$250,000 per insured or 25% of loss, whichever is greater
X	E	Demolition Cost, Operation of Building Laws and Increased Cost of Construction	\$500,000 in any one occurrence
X	F	Duty to Defend	\$100,000 any one occurrence
X	G	Errors and Omissions	\$250,000 in any one occurrence
X	H	Expediting Expenses	\$250,000 in any one occurrence
X	I	Fire Department Charges	\$50,000 in any one occurrence
X	J	Fungus Cleanup Expense	\$100,000 in the annual aggregate in any one occurrence
X	K	Lawns, Plants, Trees and Shrubs	\$50,000 in any one occurrence
X	L	Leasehold Interest	Included
X	M	New locations of current Insureds	\$1,000,000 in any one occurrence for up to 90 days except 60 days for Dade, Broward, Palm Beach from the date such new location(s) is first purchased, rented or occupied whichever is earlier. Monroe County on prior submit basis only
X	N	Personal property of Employees	\$50,000 in any one occurrence
X	O	Pollution Cleanup Expense	\$50,000 in any one occurrence
X	P	Professional Fees	\$50,000 in any one occurrence
X	Q	Recertification of Equipment	Included
X	R	Service Interruption Coverage	\$100,000 in any one occurrence
X	S	Transit	\$250,000 in any one occurrence

X	T	Vehicles as Scheduled Property	Included
X	U	Preservation of Property	\$250,000 in any one occurrence
X	V	Property at Miscellaneous Unnamed Locations	\$250,000 in any one occurrence
X	W	Additional Expenses	\$1,000,000 in any one occurrence

## CRIME COVERAGE

<u>Description</u>	<u>Limit</u>	<u>Deductible</u>
Forgery and Alteration	Not Included	Not Included
Theft, Disappearance or Destruction	Not Included	Not Included
Computer Fraud including Funds Transfer Fraud	Not Included	Not Included
Employee Dishonesty, including faithful performance, per loss	Not Included	Not Included

## AUTOMOBILE COVERAGE

COVERAGES	SYMBOL	LIMIT	DEDUCTIBLE
LIABILITY	N/A	Not Included	Not Included
HIRED NON OWNED LIABILITY	8,9	\$1,000,000	\$0
PERSONAL INJURY PROTECTION	5	STATUTORY	\$0
AUTO MEDICAL PAYMENTS	N/A	Not Included	Not Included
UNINSURED MOTORISTS/ UNDERINSURED MOTORISTS	N/A	Not Included	Not Included
AUTO PHYSICAL DAMAGE	N/A	Not Included	Not Included

Symbol 8, 9 Hired Non-Owned Autos only

**GENERAL LIABILITY COVERAGE (Occurrence Basis)**

Bodily Injury and Property Damage Limit	\$1,000,000
Personal Injury and Advertising Injury	Included
Products & Completed Operations Aggregate Limit	Included
Employee Benefits Liability Limit, per person	\$1,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000
Medical Payments Limit	\$5,000
Fire Damage Limit	Included
No fault Sewer Backup Limit	\$25,000/\$250,000
General Liability Deductible	\$0

**PUBLIC OFFICIALS AND EMPLOYMENT PRACTICES LIABILITY (Claims Made)**

Public Officials and Employment Practices Liability Limit	Per Claim	\$1,000,000
	Aggregate	\$2,000,000
Public Officials and Employment Practices Liability Deductible		\$2,500

Supplemental Payments: Pre-termination \$2,500 per employee - \$5,000 annual aggregate.  
Non-Monetary \$100,000 aggregate.

Cyber Liability sublimit included under POL/EPLI

- Media Content Services Liability
- Network Security Liability
- Privacy Liability
- First Party Extortion Threat First
- Party Crisis Management First
- Party Business Interruption

Limit: \$100,000 each claim/annual aggregate



## PREMIUM SUMMARY

**Reserve at Pradera Community Development District  
c/o Rizetta & Company  
3434 Colwell Avenue, Ste. 200  
Tampa, FL 33614**

**Term: October 1, 2015 to October 1, 2016**

**Quote Number: 100115253**

### PREMIUM BREAKDOWN

Property (Including Scheduled Inland Marine)	Not Included
Crime	Not Included
Automobile Liability	Not Included
Hired Non-Owned Auto	Included
Auto Physical Damage	Not Included
General Liability	\$2,833
Public Officials and Employment Practices Liability	\$2,317
<b>TOTAL PREMIUM DUE</b>	<b>\$5,150</b>

#### IMPORTANT NOTE

Defense Cost - Outside of Limit, Does Not Erode the Limit for General Liability, Public Officials Liability, and Employment related Practices Liability.

Deductible does not apply to defense cost. Self-Insured Retention does apply to defense cost.

Additional Notes:

(None)



**PARTICIPATION AGREEMENT**

**Application for Membership in the Florida Insurance Alliance**

The undersigned local governmental entity, certifying itself to be a public agency of the State of Florida as defined in Section 163.01, Florida Statutes, hereby formally makes application with the Florida Insurance Alliance ("FIA") for continuing liability and/or casualty coverage through membership in FIA, to become effective 12:01 a.m., 10/01/2015, and if accepted by the FIA's duly authorized representative, does hereby agree as follows:

- (a) That, by this reference, the terms and provisions of the Interlocal Agreement creating the Florida Insurance Alliance are hereby adopted, approved and ratified by the undersigned local governmental entity. The undersigned local governmental entity certifies that it has received a copy of the aforementioned Interlocal Agreement and further agrees to be bound by the provisions and obligations of the Interlocal Agreement as provided therein;
- (b) To pay all premiums on or before the date the same shall become due and, in the event Applicant fails to do so, to pay any reasonable late penalties and charges arising therefrom, and all costs of collection thereof, including reasonable attorneys' fees;
- (c) To abide by the rules and regulations adopted by the Board of Directors;
- (d) That should either the Applicant or the Fund desire to cancel coverage; it will give not less than thirty (30) days prior written notice of cancellation;
- (e) That all information contained in the underwriting application provided to FIA as a condition precedent to participation in FIA is true, correct and accurate in all respects.

Reserve at Pradera Community Development District

\_\_\_\_\_  
(Name of Local Governmental Entity)

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Witness By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

IS HEREBY APPROVED FOR MEMBERSHIP IN THIS FUND, AND COVERAGE IS EFFECTIVE October 1, 2015

By: \_\_\_\_\_  
Administrator