

# **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  
JULY 16, 2015**

**RESERVE AT PRADERA  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
July 16, 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 Brandon Roberts Sean Ware Gerald Cyr	Chairman Vice Chairman Asst. Secretary Asst. Secretary
<b>District Manager</b>	Greg Cox	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.

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DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614**

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July 8, 2015

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

Dear Board Members:

The second audit committee meeting and the regular meeting of the Board of Supervisors of the Reserve at Pradera Community Development District will be held on **Thursday, July 16, 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:

**AUDIT COMMITTEE MEETING:**

- 1. CALL TO ORDER/ROLL CALL**
- 2. BUSINESS ITEMS**
  - A. Consideration and Scoring of Auditing Service Proposals  
(under separate cover)

**BOARD OF SUPERVISORS MEETING:**

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held May 21, 2015.....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for May 2015.....Tab 2
- 4. BUSINESS ITEMS**
  - A. Consideration of Bond Documents (under separate cover)
  - B. Consideration of a Resolution Adopting Assessment Methodology and other approvals for Bond Issuance
  - C. Consideration of Approval of Ancillary Agreements
  - D. Consideration of Accepting Bill of Sale and Acquisition of Recreational Facilities
  - E. Consideration of Audit Committee Recommendation for Auditing Services
- 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) 933-5571.

Sincerely,

*Gregory B. Cox*

Greg Cox  
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, May 21, 2015 at 10:35 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>
Brandon Roberts	<b>Board Supervisor, Vice Chairman</b>
Sean Ware	<b>Board Supervisor, Assistant Secretary</b>
Gerald Cyr	<b>Board Supervisor, Assistant Secretary</b>
Martin VeVea	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Scott Steady	<b>District Counsel; Burr Forman, LLP</b>
Brooke DeVito	<b>Financial Consultant; Rizzetta &amp; Company, Inc.</b> <i>(via. conf. call)</i>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order and conducted roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No audience members present.

Mr. Steady provided an update to the Board regarding the status of the Bond issuance. Mr. Steady explained that the pre-closing was expected to be completed at the June 18, 2015 CDD Board meeting. Mr. Steady explained that the adoption of all required documents would be completed at that time. With this information provided, Mr. Steady departed the meeting.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Audit Meeting Held January 15, 2015**

Mr. Cox presented the Audit Meeting Minutes of January 15, 2015.

On a Motion by Mr. Piendel, seconded by Mr. Cyr, with all in favor, the Board approved the minutes of the Board of Supervisors' Audit Committee meeting held on January 15, 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 March 31, 2015**

Mr. Cox presented the Meeting Minutes of March 31, 2015.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on March 31, 2015 as presented for the Reserve at Pradera Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting Held April 23, 2015**

Mr. Cox presented the Meeting Minutes of April 23, 2015.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on April 23, 2015 as presented for the Reserve at Pradera Community Development District.

**SIXTH ORDER OF BUSINESS**

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

Mr. Cox presented the Operations & Maintenance Expenditures for April 2015 which totaled \$24,253.74.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board approved the April 2015 Operation & Maintenance Expenditures totaling 24,253.74 for the Reserve at Pradera Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Resignation of Steven Wiltse**

Mr. Cox presented the resignation of Steven Wiltse from the Board of Supervisors effective May 21, 2015.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board accepted the resignation of Steven Wiltse from the Board of Supervisors effective May 21, 2015 for the Reserve at Pradera Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Board of Supervisor Appointment of  
Vacant Seat #3**

Mr. Cox explained that with the resignation of Steven Wiltse from Seat #3 of the Board of Supervisors, the Board could appoint another individual to that seat. He explained that the seat was a landowner seat with a term of 2015-2017.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board appointed Marston Vevea to Seat #3 with a term of 2015-2017 for the Reserve at Pradera Community Development District.

Mr. Cox administered the Oath of Office to Mr. Vevea and Mr. Vevea joined the meeting.

**NINTH ORDER OF BUSINESS**

**Presentation of Registered Voter Count**

Mr. Cox informed the Board that the official count of registered voters in the District as of April 15, 2015 per the Supervisor of Elections Office is zero registered voters.

**TENTH ORDER OF BUSINESS**

**Consideration of Fountain Maintenance  
Service Agreement**

Mr. Cox presented a proposal from Hallelujah Pool Service to perform pool and fountain service twice a week for \$800.00 per month for the pool service and \$150.00 per month for fountain service. He explained that the vendor has expressed concern regarding the repeated staining from the water in the fountain and the recommendation to have the original builder inspect.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board approved the proposal from Hallelujah Pool Service to perform pool and fountain service twice a week for \$800.00 per month for the pool service and \$150.00 per month for the fountain service for the Reserve at Pradera Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Request for  
Qualifications for District Engineering  
Services**

Mr. Cox presented the presentation of qualifications from Scarola and Associates for the services as District Engineer.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board approved the selection of Scarola and Associates as District Engineer for the Reserve at Pradera Community Development District.



**TWELFTH ORDER OF BUSINESS**

**Consideration of Final Supplemental Assessment Methodology (*under separate cover*)**

This item was tabled.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution Levying and Allocating Assessments Securing Series 2015 Bonds (*under separate cover*)**

This item was tabled.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Bond Issuance related Ancillary Agreements and Notice of Lien and any other Required Actions related to Issue Series 2015 Bonds (*under separate cover*)**

This item was tabled.

**FIFTEENTH ORDER OF BUSINESS**

**Presentation of FY 2015-2016 Proposed Budget (*under separate cover*)**

Mr. Cox presented several options for the proposed Fiscal Year 2015-2016 proposed budget. The options included levying tax roll and off roll assessments or with the developer funding O&M expenditures for the fiscal year. The Board members discussed the options.

*The meeting recessed at 11:28 a.m.*

At 11:36 a.m., Mr. Cox called the meeting back to order and verified all were still present when the meeting recessed.

The Board members expressed the need to consider approval of the Assessment Methodology as they wished to proceed with the proposed budget that levied assessments versus the developer funding. Ms. Brooke DeVito joined the meeting via teleconference and explained the Assessment Methodology to the Board members. After discussion among the Board members, the Board approved the Assessment Methodology in its substantial form pending final approval by the Chairman.

<p>On a Motion by Mr. Ware, seconded by Mr. Piendel, with all in favor, the Board approved the Assessment Methodology in its substantial form pending Chairman approval for the Reserve at Pradera Community Development District.</p>
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The Board made several changes to the presented proposed budget.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-35;  
Approving Proposed Budget and Setting a  
Public Hearing**

Mr. Cox presented Resolution 2015-35 and explained that with the adoption of the Resolution, the Board would be approving the proposed budget and setting the public hearing for consideration of adopting the final budget.

On a Motion by Mr. Piendel, seconded by Mr. Roberts, with all in favor, the Board adopted Resolution 2015-35; Adopting the proposed budget and setting a public hearing for consideration of adopting the final budget for the Reserve at Pradera Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**District Counsel – Scott Steady**

No report.

**District Engineer – Jamie Scarola**

Not present.

**District Manager – Greg Cox**

Mr. Cox reminded the Board that the next meeting was scheduled for Thursday, June 18, 2015 at 10:30 a.m. at office of Beazer Homes Corp, located at 9422 Camden Field Parkway, Riverview, Florida 33578.

**EIGHTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no supervisor requests.

**NINETEENH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Vevea, seconded by Mr. Roberts, with all in favor, the Board adjourned the meeting at 12:02 p.m. for the Reserve at Pradera Community Development District.

## **Tab 2**

# RESERVE AT PRADERA COMMUNITY DEVELOPMENT DISTRICT

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## Operation and Maintenance Expenditures May 2015 For Board Approval

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

The total items being presented: **\$2,648.55**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

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

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

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

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	000106	1564	District Management Fees 05/15	\$ 2,566.67
Times Publishing Company	000107	126674	Acct #44891 Legal Advertising 05/15	\$ 81.88
<b>Report Total</b>				<b><u>\$ 2,648.55</u></b>

RIZZETTA & COMPANY, INC.  
 5020 W Linebaugh Avenue  
 Suite 200  
 Tampa, FL 33624

DATE	INVOICE NO.
5/1/2015	1564

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 May 1, 2015 through May 31, 2015</b>			
	Date Rec'd Rizzetta & Co., Inc. APR 24 2015			
	D/M approval <u>gpc</u> Date <u>4/22/15</u>			
	Date entered <u>APR 24 2015</u>			
	Fund <u>001</u> GL <u>51300</u> OC <u>VARIOUS</u>			
	Check # _____			
			<b>Total</b>	<b>\$2,566.67</b>

