
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.

TALAVERA COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Talavera Community Development District was held on **Wednesday, March 12, 2014 at 9:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and constituting a quorum:

Betty Valenti	Board Supervisor, Chairman
David Griffin	Board Supervisor, Vice Chairman
Dan Waibel	Board Supervisor, Assistant Secretary
Brian Soldano	Board Supervisor, Assistant Secretary
Lee Thompson	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Scott Steady	District Counsel, Burr Forman, PA
Tonja Stewart	District Engineer, Stantec Consulting Services <i>(via conference call)</i>

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Brizendine stated that there were no members of the general audience to comment on agenda items.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisor's Meeting held on February 12, 2014

Mr. Brizendine asked if there were any additions, deletions, or corrections. Ms. Valenti pointed out some typos on page four under the 9th order of business and on page five in the 3rd paragraph. Mr. Brizendine stated that he would make the changes to the minutes.

On a Motion by Mr. Thompson, seconded by Mr. Soldano, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on February 12, 2014 as amended for Talavera Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Operation and
Maintenance Expenditures for January
2014**

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for January 2014 (\$6,584.16) as presented for Talavera Community Development District.

FIFTH ORDER OF BUSINESS

Public Hearing on Rules of Procedure

Mr. Brizendine asked for a motion to open the public hearing.

On a Motion by Mr. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors opened the Public Hearing on Rules of Procedure for Talavera Community Development District.

Mr. Brizendine stated for the record that the public hearing was duly advertised in a local newspaper and that there were no members of the general audience present. He stated that the rules are pretty standard and it is a requirement of every CDD to adopt rules of procedure. Mr. Brizendine briefly reviewed the contents of the rules of procedure for the Board. There were no questions.

Mr. Brizendine asked for a motion to close the public hearing.

On a Motion by Mr. Thompson, seconded by Ms. Valenti, with all in favor, the Board of Supervisors closed the Public Hearing on Rules of Procedure for Talavera Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2014-22,
Adopting Rules of Procedure**

Mr. Brizendine presented Resolution 2014-22, Adopting Rules of Procedure.

On a Motion by Mr. Soldano, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved Resolution 2014-22, Adopting Rules of Procedure as presented for Talavera Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Qualifications Received
in Response to District Request for
Qualifications for District Project
Engineering Services**

Mr. Brizendine stated that only one proposal was received and it was from King Engineering Associates. Mr. Steady stated that Stantec Consulting is the District's engineer and will be the general engineer. He stated that during construction the District will be going out for bids to build the project and needs a project engineer. Mr. Steady stated that King Engineering is the design engineer and the only one who made a submittal.

Ms. Stewart stated that it is very important for the Board and the District to understand that the services that King Engineering will provide are services that the design engineer of record would follow through with and another engineer would typically not provide these services. She stated that the engineer who designed the project is the one who the District would want to certify the project.

On a Motion by Ms. Valenti, seconded by Mr. Thompson, with all in favor, the Board of Supervisors approved King Engineering Associates to be the District's Project Engineer for Talavera Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Proposals Received in
Response to District Request for
Proposals for District's Infrastructure
Improvements**

Mr. Brizendine stated that the Requests for Proposals was publicly advertised and a pre-qualification meeting was held. He stated that the District received two proposals; one from Ripa & Associates "Ripa" and one from Moretrench Gigliotti "Gigliotti". Mr. Steady stated that Gigliotti did not submit a complete bid package so the District only received one proposal that met the requirements. He stated that he spoke with staff at M/I Homes who expressed concern that since the District only received one complete bid there was not a competitive situation. Mr. Steady stated that the District is following the process under Chapter 190.033 of the Florida Statutes. He reviewed the statute with the Board. Mr. Steady stated that he is recommending that the Board make the finding that it is not in the best interest of the District to make a decision when they only have only received one complete proposal as it doesn't reflect the competitive nature that the Board is looking for. He stated that he would recommend that the Board reject all bids. Mr. Brizendine stated that the advertisements would have to be run again. He stated that Ripa and Gigliotti will need to be notified of the Board's decision. Mr. Brizendine recommended providing Ripa and Gigliotti with the new advertisement for the Request for Proposals. Ms. Stewart stated that yesterday she received a formal request from Gigliotti asking for copies of the bids that were submitted. Mr. Steady stated that after today's meeting the bids could be released as a public records request.

On a Motion by Ms. Valenti, seconded by Mr. Soldano, with all in favor, the Board of Supervisors authorized District staff to do another Request for Proposals under Chapter 190.033 of the Florida Statutes as the Board decided that it is in the best interest of the District to reject all bids for the District's Infrastructure Improvements for Talavera Community Development District.

Mr. Steady stated that he spoke to District staff yesterday and if a notice is sent to the paper today it can be advertised on March 15th. He stated that the statute requires that the notice be run 30 days before the submittal of the proposals and at least five days before a pre-qualification meeting. Mr. Steady stated that he would like to have the pre-qualification meeting on March 21st at 2:00 p.m. He stated that the proposals would be submitted on April 14th. He suggested that the Board keep their regular meeting on April 9th and continue it. Mr. Steady stated that the review committee will need to meet prior to the continued meeting. He suggested that the review committee meeting be scheduled for April 16th at 4:30 p.m.

NINTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
No report.
- C. District Manager
Mr. Brizendine stated that the next meeting is scheduled for April 9, 2014 at 5:00 p.m.

TENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

Mr. Brizendine stated that there were no members of the audience present.

Mr. Brizendine asked if there were any Supervisor requests. There were none.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Griffin, seconded by Mr. Thompson, with all in favor, the Board of Supervisors adjourned the meeting at 9:20 a.m. for Talavera Community Development District.

Assistant Secretary



Chairman / Vice Chairman

