

# **TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

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

## **TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS' MEETING  
MAY 14, 2014**

# TALAVERA COMMUNITY DEVELOPMENT DISTRICT

## AGENDA

### MAY 14, 2014 at 9:00 a.m.

At the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>District Board of Supervisors</b>	Betty Valenti David Griffin Dan Waibel Brian Soldano Lee Thompson	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Greg Cox	Rizzetta & Company, Inc.
<b>District Counsel</b>	Scott Steady	Burr Forman, P.A.
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting Services

**All cellular phones and pagers must be turned off during the meeting.**

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

The meeting will begin promptly at **9:00 a.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where 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 THE MEETING.** The second section is called the **Business Administration** section and 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 workshops 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) 933-5771, 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.

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

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May 6, 2014

Board of Supervisors  
**Talavera Community  
Development District**

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Talavera Community Development District will be held on **Wednesday, May 14, 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. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors' Meeting held April 9, 2014.....Tab 1
  - B. Consideration of Operation & Maintenance Expenditures for March–April 2014.....Tab 2
- 4. BUSINESS ITEMS**
  - A. Announcement of Registered Voter Count.....Tab 3
  - B. Consideration of Recommendation of RFP Review Committee
- 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 call us at (813) 933-5571.

Sincerely,

  
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.

**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Talavera Community Development District was held on **Wednesday, April 9, 2014 at 5:00 p.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	<b>Board Supervisor, Chairman</b>
David Griffin	<b>Board Supervisor, Vice Chairman</b>
Brian Soldano	<b>Board Supervisor, Assistant Secretary</b>
Lee Thompson	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Scott Brizendine	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Scott Steady	<b>District Counsel; Burr Forman, PA</b> <i>(via speakerphone)</i>
Tonja Stewart	<b>District Engineer; Stantec Consulting Services</b> <i>(via speakerphone)</i>

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience members present for comments or questions.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Meeting held March 12,  
2014**

Mr. Cox presented the minutes of the Board of Supervisors' meeting held on March 12, 2014 to the Board for consideration. Ms. Valenti noted a change to the wording in the eighth order of business for purposes of clarity.

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

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operation &  
Maintenance Expenditures for February  
2014**

Mr. Cox presented the Operation & Maintenance Expenditures for February 2014 in the amount of \$4,394.43 to the Board for ratification.

On a Motion by Ms. Valenti, seconded by Mr. Griffin, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for February 2014 (\$4,394.43) as presented for the Talavera Community Development District.

**FIFTH ORDER OF BUSINESS**

**Discussion of Request For Proposals**

Mr. Cox opened the topic for discussion and summarized the current status of proposal submittals. He explained that bids are due on April 14, 2014 and the Review Committee has a meeting scheduled for April 16<sup>th</sup> to review the bids.

The meeting was recessed at 5:07 p.m. in order to contact District Counsel. Mr. Steady was reached and the meeting called back to order at 5:11 p.m. Mr. Cox confirmed quorum.

Mr. Steady further explained the status and suggested that the meeting be continued to a date after the Review Committee's meeting date. All agreed and chose to continue the meeting to 1:00 p.m. on April 17, 2014. Ms. Stewart mentioned that one new proposer, Phillips & Jordan, had requested that the process be extended beyond the April 14<sup>th</sup> deadline. Ms. Valenti indicated she preferred that the process continue as scheduled.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Steady had no additional information to present.

**B. District Engineer**

Ms. Stewart had no additional information to present.

**C. District Manager**

Mr. Cox advised that the next meeting will be held on May 14, 2014 at 9:00 a.m.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Thompson suggested that the Board take formal action to follow the original RFP bidding schedule and not extend the deadline for submittals.

On a Motion by Ms. Valenti, seconded by Mr. Soldano, with all in favor, the Board of Supervisors approved the Board's adherence to the Request For Proposals deadline as was originally set for the Talavera Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Continuance**

On a Motion by Mr. Thompson, seconded by Mr. Griffin, with all in favor, at 5:20 p.m. the Board of Supervisors continued the meeting to 1:00 p.m. on April 17, 2014 at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544 for the Talavera Community Development District.

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

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

## **Tab 2**



# TALAVERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Operation and Maintenance Expenditures March 2014 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2014 through March 31, 2014. This does not include expenditures previously approved by the Board.

The total items being presented: **\$12,081.47**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

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

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

# Talavera Community Development District

## Paid Operation & Maintenance Expenses

March 1, 2014 Through March 31, 2014

10101 - Cash-Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Burr & Forman, LLP	099	792174	Counsel for Govt/Bond Issuances	\$ 4,344.50
Lee R. Thompson	098	LT 031214	Board Of Supervisor Meeting/Mileage 03/12/14	\$ 221.36
Rizzetta & Company, Inc.	100	16429	District Management Fees 03/14	\$ 2,566.67
Stahl & Associates Insurance	096	31691	Gen Liability Policy 02/20/14 - 02/19/15	\$ 3,573.23
Stantec Consulting Services, Inc.	101	768178	Engineering Services 02/14	\$ 1,078.00
Times Publishing Company	097	I1004114158-0301	Acct # 1000535470 Legal Advertising 03/14	\$ 100.57
Times Publishing Company	102	I1004130034-0314	Acct # 1000535470 Legal Advertising 03/14	\$ 197.14
<b>Report Total</b>				<b><u>\$ 12,081.47</u></b>



results matter

Post Office Box 830719  
Birmingham, Alabama 35283-0719  
Office: (205) 251-3000  
Fax: (205) 458-5100  
BURR.COM

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
ATTN: CORDELL MATTHEWS  
3434 COLWELL AVENUE, STE 200  
TAMPA, FL 33614

17 Feb 2014  
Invoice # 792174  
Bill Atty: SIS  
As of 01/31/14

EMPLOYER I.D. #63-0322727

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

General Counsel to a Special Purpose Government/Bond issuances

**BILL SUMMARY THROUGH JANUARY 31, 2014**

Professional Services	\$4,339.50
Disbursements	5.00
<b>TOTAL DUE THIS BILL</b>	<b>\$4,344.50</b>

RECEIVED  
FEB 20 2014

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
D/M approval CM Date 2/25/14  
Date entered \_\_\_\_\_  
Fund \_\_\_\_\_ GL \_\_\_\_\_ OC \_\_\_\_\_  
Book # \_\_\_\_\_

**REMITTANCE COPY**

PLEASE INCLUDE THIS PAGE WITH YOUR PAYMENT

# BURR & FORMAN LLP

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

17 Feb 2014  
Invoice # 792174  
Page 2

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
ATTN: CORDELL MATTHEWS  
3434 COLWELL AVENUE, STE 200  
TAMPA, FL 33614

17 Feb 2014  
Invoice # 792174  
Bill Atty: SIS  
As of 01/31/14

EMPLOYER I.D. #63-0322727

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

General Counsel to a Special Purpose Government/Bond issuances

Date	Description	Atty	Hours	Value
12/09/13	Emails with Mark Spada regarding proposals from my firm and Danny Tyler; Conference call with Betty Valenti and Scott Brizendine to go through agenda for Wednesday.	SIS	0.80	\$252.00
12/10/13	Emails to Tonja Stewart and Betty Valenti; Outline issues for tomorrow meeting; Call to Scott Brizendine to address outstanding issues.	SIS	0.50	\$157.50
12/11/13	Attend Board meeting to start the Board up and running.	SIS	2.50	\$787.50
01/07/14	Review file materials and prior validation filings; conference between Marsh Rainey and Scott Steady regarding bond validation complaint; review statutes for filing of Complaint.	RMR	1.50	\$472.50
01/07/14	Meet with Marsh Rainey to discuss filing an amended Validation complaint and facts.	SIS	0.30	\$94.50
01/07/14	Research public records in Pasco County for CDD filings	JN	1.00	\$150.00
01/15/14	Phone calls and emails with Chris Santoro and Mark Spada regarding time frame for seeking proposals for construction; Email	SIS	0.40	\$126.00

# BURR & FORMAN LLP

0025795  
0000001

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
General - Bond Issuance

17 Feb 2014  
Invoice # 792174  
Page 3

<u>Date</u>	<u>Description</u>	<u>Atty</u>	<u>Hours</u>	<u>Value</u>
	Rizzetta for Stantec's approval.			
01/17/14	Conference call with Betty Valenti and Tonja Stewart regarding proposal/bids; Begin work on proposal package and advertisement.	SIS	1.00	\$315.00
01/21/14	Attend conference call with Tonja Stewart King Engineering, MI regarding proposals for road project; Begin work on proposal package and advertisement.	SIS	1.00	\$315.00
01/24/14	Outline request for proposal package to Betty Valenti, Tonja Stewart and Matthew Cordell at Rizzetta's office; Call to Cordell to coordinate; Email Special Conditions to Betty Valenti for her review; Call to Molly Iams to coordinate on construction agreement; Email from Molly Iams with draft contract.	SIS	1.00	\$315.00
01/27/14	Email draft notice for construction project along with a list of issues; Follow up emails with Mark Spada and Rizzetta.	SIS	0.50	\$157.50
01/28/14	Draft notice for request of proposals; Email to team for input on dates; Call to Matthew Cordell to coordinate; Email Dawn Bailey agenda item; Call to Danny Tyler to discuss need for amended validation action; Call to Tonja Stewart; Review original ordinance on authority for recreation; Email Mark Spada concerning validation.	SIS	2.00	\$630.00
01/29/14	Finalize notice for proposals and forward to Rizzetta.	SIS	0.30	\$94.50
01/30/14	Work on proposal documents for project.	SIS	1.50	\$472.50
		Total Services	14.30	\$4,339.50

# BURR & FORMAN LLP

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

17 Feb 2014  
Invoice # 792174  
Page 4

<u>Date</u>	<u>Disbursements</u>	<u>Value</u>
12/10/13	Photocopies – Copy; Lt, 25 Page(s) (25 x \$0.20)	<u>5.00</u>
	Total Disbursements	<u>\$5.00</u>
	Total Services and Disbursements	<u>\$4,344.50</u>
	TOTAL NOW DUE	<u>\$4,344.50</u>

## SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Judithe R. Nielsen	\$150.00	1.00	\$150.00
R. Marshall Rainey	\$315.00	1.50	\$472.50
Scott Steady	\$315.00	11.80	<u>\$3,717.00</u>
TOTALS		14.30	\$4,339.50

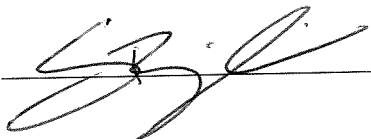
**TALAVERA CDD  
SUPERVISORS PAY REQUEST**

**MEETING DATE: March 12, 2014**

Name of Board Supervisor	Check if present	Check if to be paid
Betty Valenti	✓	
Brian Soldano	✓	
Dan Waibel	✓	
David Griffin	✓	
Lee Thompson*	✓	x

LT 031214

\* Travel reimbursement 48 miles x 44.50 cents/mile = \$21.36

DM Signature:  \_\_\_\_\_

Date Rec'd Dist Office \_\_\_\_\_

DM Approval  \_\_\_\_\_

Date Entered MAR 12 2014

Fund 001 GL 51100 CC 1101

Check # \_\_\_\_\_

**RIZZETTA & COMPANY, INC.**

5020 W Linebaugh Avenue

Suite 200


Tampa, FL 33624

DATE	INVOICE NO.
3/1/2014	16429

<b>BILL TO</b>
TALAVERA COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

PAID FEB 27 2014

<b>TERMS</b>	<b>PROJECT</b>
Due Upon Rec't	240 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	<b>PROFESSIONAL FEES:</b>			
DM	District Management Services		1,250.00	1,250.00
ADMIN	Administrative Services		350.00	350.00
ACTG	Accounting Services		666.67	666.67
FC	Financial Consulting Services		300.00	300.00
	<b>Services for the period March 1, 2014 through March 31, 2014</b>			
	Date Rec'd Dist Office _____			
	DM Approval  _____			
	Date Entered <u>FEB 27 2014</u> _____			
	Fund <u>001</u> GL <u>51300</u> CC <u>above</u>			
	Check # _____			

3101  
3100  
3201  
3111

<b>Total</b>	<b>\$2,566.67</b>
--------------	-------------------





**Stahl & Associates Insurance**  
 3939 Tampa Road  
 Oldsmar, FL 34677  
 Phone : 727-784-8554 Fax : 727-789-2823

<b>INVOICE # 31691</b>		Page 1
ACCOUNT NO. TALAV-1	OP PP	DATE 02/19/14
General Liability POLICY #		
COMPANY Southern Owners		
EFFECTIVE ANNUAL	EXPIRATION	BALANCE DUE ON 02/20/14

**Talavera CDD**  
 c/o Rizzetta & Co  
 5844 Old Pasco Rd., Ste #200  
 Wesley Chapel, FL 33544

Itm #	Eff Date	Trn	Type	Description		Amount
558493	02/20/14	MEM	GL-S	GENERAL LIABILITY POLICY	\$	331.63
558494	02/20/14	MEM	GL-S	PUBLIC OFFICIALS LIABILITY	\$	3,241.60
<b>Invoice Balance:</b>					<b>\$</b>	<b>3,573.23</b>

Date Rec'd Dist Office FEB 20 2014  
 DM Approval *CM*  
 Date Entered FEB 20 2014  
 Fund 001 GL 15500 CC  
 Check # \_\_\_\_\_

Please make check payable to Stahl & Associates, and remit directly to our office for processing. Thank you.



INVOICE

FEB 23 2014

**Invoice Number** 768178  
**Invoice Date** February 21, 2014  
**Purchase Order** 215611931  
**Customer Number** 119264  
**Project Number** 215611931

**Bill To**

Talavera Community Development District  
 Accounts Payable  
 C/O Rizzetta & Company  
 5844 Old Pasco Road, Suite 100  
 Wesley Chapel FL 33544  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Talavera CDD Gen Consulting</b>			
	Project Manager	Stewart, Tonja L	Contract Upset	25,000.00
	Current Invoice Total (USD)	1,078.00	Amount Billed to Date	1,078.00
			For Period Ending	<b>February 14, 2014</b>


Prepare proposal documents;  
 Attend pre-proposal meeting

**Top Task**      **214**                      **Engineering Consulting Servs**  
**Professional Services**

	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Reese, Geri L	1.00	63.00	63.00
Stewart, Tonja L	7.00	145.00	1,015.00
<b>Subtotal Professional Services</b>	<u>8.00</u>		<u>1,078.00</u>

Top Task Subtotal	Engineering Consulting Servs	1,078.00
	<b>Total Fees &amp; Disbursements</b>	<u>1,078.00</u>
	<b>INVOICE TOTAL (USD)</b>	<b>1,078.00</b>

**Due on Receipt**

Date Rec'd Dist Office \_\_\_\_\_  
 DM Approval  \_\_\_\_\_  
 Date Entered FEB 27 2014  
 Fund 001 GL 51300 CC 3103  
 Check # \_\_\_\_\_

# Tampa Bay Times

tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175  
Toll Free Phone (877) 321-7355

**AD SALES HOURS**

M-TH 7:30-6:30

FRI 7:30-5:30

**CUSTOMER SERVICE HOURS**

M-F 8:00-5:00

RECEIVED  
MAR -7 2014

## NON-CONTRACT INVOICE

Advertising Run Dates	Advertiser / Client Name
3/1/2014-3/1/2014	Talavera cdd
Billing Date	Customer Account
03/03/2014	1000535470
Total Amount Due	Invoice Number
100.57	I1004114158-0301

33

### PAYMENT DUE UPON RECEIPT

Start	Stop	Invoice Number	Class	Description	P.O.	Inserts	Size	Amount
3/01	3/01	I1004114158-0301		LEG101- Notice of Rfp Evaluation		1	44 Li	96.57
				Pasco				
				Pasco Cls Internet				
				MaterialItem				4.00

Date Rec'd Dist Office \_\_\_\_\_

DM Approval  \_\_\_\_\_

Date Entered MAR 10 2014

Fund 001 GL 5130 OCC 4801

Check # \_\_\_\_\_

# Tampa Bay Times

tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175  
Toll Free Phone: (877) 321-7355

## NON-CONTRACT INVOICE

Advertising Run Dates	Advertiser / Client Name	
3/1/2014-3/1/2014	Talavera Cdd	
Billing Date	Sales Rep Name or Number	Customer Account
03/03/2014	Deirdre	1000535470
Total Amount Due	Customer Type	Invoice Number
100.57	Non-Contract	I1004114158-0301

Thank you for your business.

DO NOT SEND CASH BY MAIL  
PLEASE MAKE CHECK PAYABLE TO:  
TIMES PUBLISHING COMPANY

PLEASE SEE REVERSE SIDE OF FORM  
FOR CREDIT CARD INFORMATION

Talavera Cdd  
C/O Rizetta & Company, Inc.  
5844 Old Pasco Rd., Suite 100  
Wesley Chapel Fl 33544

**Amount Due: 100.57**

001100411415800301000100579

# Tampa Bay Times

tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175  
Toll Free Phone (877) 321-7355

**AD SALES HOURS**

M-TH 7:30-6:30

FRI 7:30-5:30

**CUSTOMER SERVICE HOURS**

M-F 8:00-5:00

MAR 20 2014

## NON-CONTRACT INVOICE

<i>Advertising Run Dates</i>	<i>Advertiser / Client Name</i>
3/14/2014-3/14/2014	Talavera cdd
<i>Billing Date</i>	<i>Customer Account</i>
03/17/2014	1000535470
<b>Total Amount Due</b>	<i>Invoice Number</i>
197.14	I1004130034-0314

89

### PAYMENT DUE UPON RECEIPT

Start	Stop	Invoice Number	Class	Description	P.O.	Inserts	Size	Amount
3/14	3/14	I1004130034-0314		LEG101- Talavera Community Develo Pasco		1	87 Li	193.14
				Pasco CIs Internet MaterialItem				4.00

Date Rec'd Dist Office \_\_\_\_\_  
 DM Approval \_\_\_\_\_  
 Date Entered MAR 25 2014  
 Fund 001 GL 51300 CC 4801  
 Check # \_\_\_\_\_

# Tampa Bay Times

tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175  
Toll Free Phone: (877) 321-7355

## NON-CONTRACT INVOICE

<i>Advertising Run Dates</i>	<i>Advertiser / Client Name</i>	
3/14/2014-3/14/2014	Talavera cdd	
<i>Billing Date</i>	<i>Sales Rep Name or Number</i>	<i>Customer Account</i>
03/17/2014	deirdre	1000535470
<b>Total Amount Due</b>	<i>Customer Type</i>	<i>Invoice Number</i>
197.14	Non-Contract	I1004130034-0314

Thank you for your business.

DO NOT SEND CASH BY MAIL  
PLEASE MAKE CHECK PAYABLE TO:  
TIMES PUBLISHING COMPANY

PLEASE SEE REVERSE SIDE OF FORM  
FOR CREDIT CARD INFORMATION

Talavera Cdd  
C/O Rizetta & Company, Inc.  
5844 Old Pasco Rd., Suite 100  
Wesley Chapel Fl 33544

**Amount Due: 197.14**

001100413003400314000197142

**Blank Tab**

# TALAVERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Operation and Maintenance Expenditures April 2014 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2014 through April 30, 2014. This does not include expenditures previously approved by the Board.

The total items being presented: **\$8,788.64**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairman

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

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

# Talavera Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2014 Through April 30, 2014

10101 - Cash-Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Burr & Forman, LLP	103	796118	General Legal Services 02/14	\$ 4,515.25
Hopping Green & Sams	106	75442	General Legal Services 02/14	\$ 29.76
I Square Foot	104	040714	Refund Half of Cost For Drawings 04/14	\$ 150.00
Lee R. Thompson	109	LT 040914	Board Of Supervisor Meeting/Mileage 04/09/14	\$ 221.36
Rizzetta & Company, Inc.	105	16557	District Management Fees 04/14	\$ 2,566.67
Stantec Consulting Services, Inc.	107	775633	Engineering Services 03/14	\$ 1,207.25
Times Publishing Company	108	I1004130044-0409	Acct # 1000535470 Legal Advertising 04/14	\$ 98.35
<b>Report Total</b>				<b><u>\$ 8,788.64</u></b>



Post Office Box 830719  
Birmingham, Alabama 35283-0719  
Office: (205) 251-3000  
Fax: (205) 458-5100  
BURR.COM

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
ATTN: CORDELL MATTHEWS  
3434 COLWELL AVENUE, STE 200  
TAMPA, FL 33614

13 Mar 2014  
Invoice # 796118  
Bill Atty: SIS  
As of 02/28/14

EMPLOYER I.D. #63-0322727

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

General Counsel to a Special Purpose Government/Bond issuances

**BILL SUMMARY THROUGH FEBRUARY 28, 2014**

Professional Services	\$4,441.50	
Disbursements	73.75	
<b>TOTAL DUE THIS BILL</b>	<b>\$4,515.25</b>	
Previous Balance Due	\$4,344.50	P.D. #099 3/20/14
<b>TOTAL BALANCE DUE</b>	<b>\$8,859.75</b>	

RECEIVED  
MAR 18 2014

APPROVAL \_\_\_\_\_  
J/M approval CR Date 4/28/14  
Date entered MAR 25 2014  
Fund 801 GL 51400 OC 3197

**REMITTANCE COPY**

PLEASE INCLUDE THIS PAGE WITH YOUR PAYMENT



# BURR & FORMAN LLP

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
 0000001 General - Bond Issuance

13 Mar 2014  
 Invoice # 796118  
 Page 2

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
 ATTN: CORDELL MATTHEWS  
 3434 COLWELL AVENUE, STE 200  
 TAMPA, FL 33614

13 Mar 2014  
 Invoice # 796118  
 Bill Atty: SIS  
 As of 02/28/14

EMPLOYER I.D. #63-0322727

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
 0000001 General - Bond Issuance

General Counsel to a Special Purpose Government/Bond issuances

Date	Description	Atty	Hours	Value
02/03/14	Email King for an Engineer's Estimate of Cost; Review MI's form construction document; Revise MI's contract to add provisions i.e., performance bonds, etc. to match requirements of CDD; Email changes to Molly Iams; Email to Betty Valenti regarding her question; Email regarding comment from Molly Iams; Finalize draft and email to Tonja Stewart and Betty Valenti.	SIS	4.00	\$1,260.00
02/04/14	Email to Tonja Stewart regarding final proposal package; Revise contract to address Molly Iams' comment; Revise internal references; Finalize package and send to Tonja Stewart; Call to Tonja Stewart to coordinate.	SIS	1.00	\$315.00
02/05/14	Emails with Rizzetta and Tonja Stewart regarding the delivery of proposal packages for the contractors to pick up; Call from QGS regarding request for proposal; Email from Tonja Stewart regarding bid bond requirements; Email to Tonja Stewart regarding her budget.	SIS	1.00	\$315.00
02/10/14	Emails to Tonja Stewart, Betty Valenti and King regarding mandatory pre-proposal meeting; Call from Tonja Stewart with	SIS	0.80	\$252.00

B

# BURR & FORMAN LLP

0025795  
0000001

TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
General - Bond Issuance

13 Mar 2014  
Invoice # 796118  
Page 3

Date	Description	Atty	Hours	Value
	question; Call to Mark Spada regarding need for authorizing for recreation.			
02/11/14	Email to team an outline of issues to be addressed and documents I will bring for February 12th meeting; Call to Cordell and Tonja Stewart.	SIS	1.00	\$315.00
02/12/14	Calls to Tonja Stewart and Cordell; Attend Board meeting to discuss RFP, Project Engineer, etc.	SIS	2.00	\$630.00
02/13/14	Review documents provided by Rizzetta to confirm Recreational Authority was not provided.	SIS	0.50	\$157.50
02/17/14	Work on final agreement for contract for Phase I; Finalize review of approval documents for Recreation Authority.	SIS	1.00	\$315.00
02/18/14	Email to Danny Tyler and Ed Bulleit regarding status report.	SIS	1.00	\$315.00 <span style="font-size: 2em; vertical-align: middle;">}</span>
02/25/14	Work on an Agreement with King Engineering as project Engineer.	SIS	0.50	\$157.50
02/26/14	Calls and emails with Matthew Armstrong with Pasco County regarding to authority to finance recreational facility; Attend conference call with King Engineering regarding subcontractor; Call from Mark Spada.	SIS	1.00	\$315.00
02/27/14	Call with Scott Brizendine with Rizzetta to follow up regarding hiring King Engineering; Follow up call to Betty Valenti at MI.	SIS	0.30	\$94.50
Total Services			14.10	\$4,441.50

# BURR & FORMAN LLP

0025795 TALAVERA COMMUNITY DEVELOPMENT DISTRICT  
0000001 General - Bond Issuance

13 Mar 2014  
Invoice # 796118  
Page 4

<u>Date</u>	<u>Disbursements</u>	<u>Value</u>	
01/24/14	Long Distance – Number Dialed: 1(614)418-8027, Destination: Gahanna, OH, Duration: 23 seconds	0.05	
01/24/14	Long Distance – Number Dialed: 1(614)418-8027, Destination: Gahanna, OH, Duration: 579 seconds	0.50	
02/11/14	Photocopies – Copy; Lt, 366 Page(s) (366 x \$0.20)	73.20	
	Total Disbursements		<u>\$73.75</u>
	Total Services and Disbursements		\$4,515.25
	Previous Balance Due		<u>\$4,344.50</u>
	TOTAL NOW DUE		<u>\$8,859.75</u>

## SUMMARY OF SERVICES

<u>Name</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Scott Steady	\$315.00	14.10	<u>\$4,441.50</u>
TOTALS		14.10	\$4,441.50



# TALAVERA COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Check Request

Amount: \$150.00

Project: Talavera Community Development District

Date: April 7, 2014

Payable to: I Square Foot

Address: 4500 W. Lake Forrest Dr., Suite 502  
Cincinnati, OH, 45252

Reason: Refund for Drawings (1/2 \$300)

Requester: Greg Cox, District Manager

Directions for check: Mail

Dr. 001-36900-0003 \$150.00

Cr. 001-20200 \$150.00

Date Rec'd Dist Office \_\_\_\_\_

DM Approval Digitally signed by Gregory B. Cox  
Date: 2014.04.09 11:54:48 -04'00'

Date Entered APR - 8 2014

Fund 001 GL 36900 CC 0003

Check # \_\_\_\_\_

## TALAVERA CDD SUPERVISORS PAY REQUEST

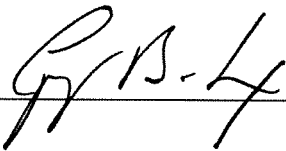
Date of Meeting: April 9, 2014

\$200.00 + TRAVEL

Name of Board Supervisor	Check if present	Check if to be paid
Betty Valenti	✓	No
Brian Soldano	✓	NO
Dan Waibel		
David Griffin	✓	No
Lee Thompson*	✓	✓ x + TRAVEL

LT 040914

\* Travel reimbursement 48 miles x 44.50 cents/mile = \$21.36

DM Signature: 

Date Rec'd Dist Office APR 10 2014

DM Approval above

Date Entered APR 10 2014

Fund 001 GL 51100 CC 1101

Check # \_\_\_\_\_

**DIZZETTA & COMPANY, INC.**

5020 W Linebaugh Avenue

Suite 200

Tampa, FL 33624

DATE	INVOICE NO.
4/1/2014	16557

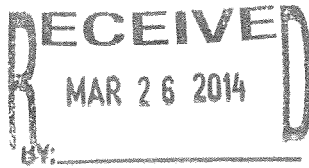
<b>BILL TO</b>
TALAVERA COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	240 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
	<b>PROFESSIONAL FEES:</b>				
DM	District Management Services		1,250.00	1,250.00	3101
ADMIN	Administrative Services		350.00	350.00	3100
ACTG	Accounting Services		666.67	666.67	3201
FC	Financial Consulting Services		300.00	300.00	3111
	<b>Services for the period April 1, 2014 through April 30, 2014</b>				
	<p style="text-align: center;">FILED MAR 27 2014</p> <p>Date Rec'd Dizzetta &amp; Co., Inc.</p> <p>1/M approval <u>Digitally signed by Gregory B. Cox</u> Date: 2014.04.04 17:05:47 -04'00'</p> <p>Date entered <u>APR 4 2014</u></p> <p>fund <u>001 GL 513000C</u> <i>misc base</i></p> <p>check # _____</p>				
<b>Total</b>				<b>\$2,566.67</b>	



INVOICE



**Invoice Number** 775633  
**Invoice Date** March 21, 2014  
**Purchase Order** 215611931  
**Customer Number** 119264  
**Project Number** 215611931

**Bill To**

Talavera Community Development District  
 Accounts Payable  
 C/O Rizzetta & Company  
 5844 Old Pasco Road, Suite 100  
 Wesley Chapel FL 33544  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Talavera CDD Gen Consulting</b>			
	Project Manager	Stewart, Tonja L	Contract Upset	25,000.00
	Current Invoice Total (USD)	1,207.25	Amount Billed to Date	2,285.25
			For Period Ending	<b>March 14, 2014</b>

Coordinate proposal addendums;  
 Discussions with District Manager and District Counsel

**Top Task**            **214**                            **Engineering Consulting Servs**  
**Professional Services**

	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Reese, Geri L	0.75	63.00	47.25
Stewart, Tonja L	8.00	145.00	1,160.00
<b>Subtotal Professional Services</b>	<u>8.75</u>		<u>1,207.25</u>

Top Task Subtotal	Engineering Consulting Servs	1,207.25
<b>Total Fees &amp; Disbursements</b>		<u>1,207.25</u>
<b>INVOICE TOTAL (USD)</b>		<b>1,207.25</b>

**Due on Receipt**

Date Rec'd Dist Office \_\_\_\_\_

DM Approval  \_\_\_\_\_

Date Entered MAR 27 2014 \_\_\_\_\_

Fund 001 GL 51300 CC 3103 \_\_\_\_\_

Check # \_\_\_\_\_





tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175

Toll Free Phone (877) 321-7355

RECEIVED  
APR 14 2014

### NON-CONTRACT INVOICE

<i>Advertising Run Dates</i>	<i>Advertiser / Client Name</i>
4/9/2014-4/9/2014	Talavera Cdd
<i>Billing Date</i>	<i>Customer Account</i>
04/10/2014	1000535470
<b>Total Amount Due</b>	<i>Invoice Number</i>
98.35	I1004130044-0409

31

#### AD SALES HOURS

M-TH 7:30-6:30

FRI 7:30-5:30

#### CUSTOMER SERVICE HOURS

M-F 8:00-5:00

### PAYMENT DUE UPON RECEIPT

Start	Stop	Invoice Number	Class	Description	P.O.	Inserts	Size	Amount
4/09	4/09	I1004130044-0409		LEG101- Notice of Rfp Evaluation		1	43 Li	94.35
				Pasco				
				Pasco CIs Internet				
				MaterialItem				4.00

Date Rec'd Dist Office

DM Approval

*GSE 4/15/14*

Date Entered

*APR 15 2014*

Fund

*001 GL 51300 CC 4801*

Check #



tampabay.com

P.O. Box 175

St. Petersburg, FL 33731-0175

Toll Free Phone: (877) 321-7355

### NON-CONTRACT INVOICE

<i>Advertising Run Dates</i>	<i>Advertiser / Client Name</i>	
4/9/2014-4/9/2014	Talavera Cdd	
<i>Billing Date</i>	<i>Sales Rep Name or Number</i>	<i>Customer Account</i>
04/10/2014	Deirdre	1000535470
<b>Total Amount Due</b>	<i>Customer Type</i>	<i>Invoice Number</i>
98.35	Non-Contract	I1004130044-0409

Thank you for your business.

DO NOT SEND CASH BY MAIL  
PLEASE MAKE CHECK PAYABLE TO:  
TIMES PUBLISHING COMPANY

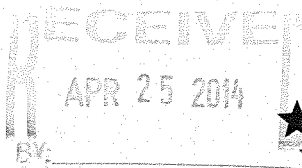
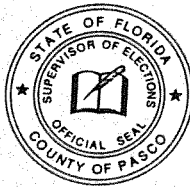
PLEASE SEE REVERSE SIDE OF FORM  
FOR CREDIT CARD INFORMATION

**Amount Due: 98.35**

Talavera Cdd  
C/O Rizetta & Company, Inc.  
5844 Old Pasco Rd., Suite 100  
Wesley Chapel Fl 33544

## **Tab 3**

**Brian E. Corley**  
Supervisor of Elections  
Post Office Box 300  
Dade City, FL 33526-0300



★★★ **FREEDOM**  
Requires Responsibility  
**VOTE PASCO**

April 23, 2014

Mr. Scott Brizendine, District Manager  
5844 Old Pasco Rd  
Suite 100  
Wesley Chapel FL 33544

Dear Mr. Brizendine:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2014.

• Bridgewater Community Development District	888
• Chapel Creek Community Development District	0
• Connerton West Community Development District	551
• Estancia at Wiregrass Community Development District	0
• Lake Padgett Estates Independent Special District	2,009
• Meadow Pointe III Community Development District	2,660
• Meadow Pointe IV Community Development District	555
• Meadow Pointe V Community Development District	0
• Preserve at Wilderness Lakes Community Development Dist.	1,679
• Seven Oaks Community Development District	3,573
• Talavera Community Development District	0
• WaterGrass Community Development District	572
• WaterGrass II Community Development District	0
• Wiregrass Community Development District	0

As always, please call me if you have any questions or need additional information.

Sincerely,

Brian E. Corley

BEC/taa

East Pasco Government Center  
Dade City  
(352) 521-4302

Central Pasco Professional Center  
Land O' Lakes  
(813) 929-2788

West Pasco Government Center  
New Port Richey  
(727) 847-8162

**pascovotes.com**