



Rizzetta & Company

# **Talavera Community Development District**

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**Board of Supervisors  
Regular Meeting  
August 16, 2023**

**District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544  
813-994-1001**

**[www.talaveracdd.org](http://www.talaveracdd.org)**

# **TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

Talavera Amenity Center, 18955 Rococo Road, Spring Hill, FL 34610

<b>Board of Supervisors</b>	Marco Kremser Richard Henderson Pamela Plehal Lee Thompson William O'Donovan	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b> <b>District Manager</b>	Debby Wallace Sean Craft	Rizzetta & Company, Inc. Rizzetta & Company, Inc.
<b>District Counsel</b>	Scott Steady	Burr Forman, PA
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that 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 – Wesley Chapel, Florida (813) 994-1001**  
**Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, FL 33614**  
[www.talaveracdd.com](http://www.talaveracdd.com)

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August 8, 2023

**Board of Supervisors  
Talavera Community  
Development District**

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Talavera Community Development District will be held on **Wednesday, August 16, 2023, at 6:00 p.m.** at the Talavera Amenity Center located at 18955 Rococo Road, Spring Hill, Florida 34610. The following is the final agenda for this meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
  - A. Landscape Inspection Specialist**
    1. Review of the Landscape Inspection Report..... Tab 1
  - B. RedTree**
    1. Review of the Landscaper Last Months Comments ..... Tab 2
    2. Review of the Landscaper Report..... Tab 3
  - C. Solitude**
    1. Review of the Aquatics Report ..... Tab 4
  - D. Clubhouse Manager**
    1. Review of the Clubhouse Manager's Report..... Tab 5
    2. Consideration of MG Air Conditioning Proposal..... Tab 6
    3. Consideration of 30 Inch Pedestrian Crossing Sign Proposal..... Tab 7
    4. Consideration of Splash Pad Rules Replacement Sign Proposal..... Tab 8
    5. Consideration of Radar Sign Installation Proposal..... Tab 9
    6. Discussion on No Trespassing Sign ..... Tab 10
  - E. District Engineer**
  - F. District Counsel**
  - G. District Manager**
    1. Review of the District Manager's Report..... Tab 11
    2. Review of the 2<sup>nd</sup> Quarter Website Audit Report..... Tab 12
- 4. BUSINESS ITEMS**
  - A. Consideration of Amending HOA/CDD Cost Share Agreement.....Tab 13**
  - B. Public Hearing on Fiscal Year 2023/2024 Final Budget**
    1. Consideration of Resolution 2023-09, Adopting Fiscal Year 2023-2024 Final Budget..... Tab 14

- C. Public Hearing on Fiscal Year 2023/2024 Assessments
  - 1. Consideration of Resolution 2023-10, Levying  
O&M Assessments for FY 2023-2024..... Tab 15
- D. Consideration of Resolution 2023-11, Setting the Meeting  
Schedule for Fiscal Year 2023/2024 ..... Tab 16
- E. Discussion on RFP for District Management Services
- F. Discussion on Parking and Towing
- G. Consideration of Fence Approval for 12740 Palapa Loop..... Tab 17
- H. Consideration of Fence Approval for 12093 Nouveau Ave..... Tab 18
- I. Consideration of Coastal Waste & Recycling Proposal ..... Tab 19
- J. Consideration of Wetland and Buffer Planting Proposal ..... Tab 20
- 5. **BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of Board of Supervisors'  
Regular Meeting held on July 19, 2023 ..... Tab 21
  - B. Consideration of Operations & Maintenance  
Expenditures for June 2023 ..... Tab 22
- 6. **SUPERVISOR REQUESTS**
- 7. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, or to obtain a copy of the full agenda, please do not hesitate to contact Debby Wallace at [dwallace@rizzetta.com](mailto:dwallace@rizzetta.com).

Sincerely,

*Debby Wallace*

Debby Wallace  
District Manager



## Tab 1

# TALAVERA

## LANDSCAPE INSPECTION REPORT



August 8, 2023  
Rizzetta & Company  
Jason Liggett – Landscape Specialist



Rizzetta & Company  
Professionals in Community Management



# SUMMARY & POOL HOUSE

## General Updates, Recent & Upcoming Maintenance Event

- Make sure crews are performing mowing services weekly. Notify management if this cannot be completed.

The following are action items for Redtree Landscaping. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold and Underlined** indicates a board decision.

1. The recently installed red hot hibiscus are doing better continue to monitor the irrigation to this area.(Pic 1)



6. Remove the dead from the African iris in the same area as the last item.
7. Lift the oak trees going down us 41 along the vinyl fence. These should be at 10 feet.(Pic 7)



2. Remove the dead jack frost ligustrum near the pool pump area. (Pic 2)
3. Cutback the crape myrtle limbs from the handicap parking sign at the amenity center.
4. Improve the vigor in the pentas at the main entrance sign. They have a yellow tint currently.
5. Remove the dead from the base of the liriopie going down us 41 along the brown vinyl fence.





# Talavera Parkway

8. Treat the turf weeds in the inbound and outbound sides of Talavera Parkway at the main entrance to Bargan Way. We cannot allow this to take over.
9. Improve the vigor in the Saint Augustine at the main entrance to the community. It currently has a dual brown color.(Pic 9)



12. Remove the sucker growth on the oak trees on Cortez Creek in the common area before Portofino.(Pic 12)



13. Remove the suckers from the oak trees on Moorish place.
14. Make sure all district common areas are mowed weekly. This is Monday through Friday if any work is to be done on Saturday notify district management.

10. My inspection was on Tuesday and during my inspection the common areas on Malinche were not mowed. These will need to be completed before the end of the week.

11. Mowing on Alfaro loop wasn't completed as well. When will these areas be completed. Mowing services were on Monday.(Pic 11)



## Tab 2



# TALavera

## LANDSCAPE INSPECTION REPORT



July 7, 2023  
Rizzetta & Company  
Jason Liggett – Landscape Specialist



Rizzetta & Company  
Professionals in Community Management



# SUMMARY & POOL HOUSE

## General Updates, Recent & Upcoming Maintenance Event

- Make sure crews are performing mowing services weekly. Notify management if this cannot be completed. During this past months we have received on several occasions' emails after services of areas not being done.

The following are action items for Redtree Landscaping. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold and Underlined** indicates a board decision.

1. I haven't seen much treatment in the turf weeds to the east of the main entrance to the amenity center. They have not improved since last months inspection. **Treated 7/10/23**



2. Provide a timeframe for the install of the hibiscus to the east of the main entrance of the clubhouse.(Pic 2)  
**Installed 7.12.23**
3. Clean up the magnolia leaf drop from the magnolia trees in the front of the amenity center.  
**completed 7.12.23**
4. Replace the sage that is dead in the northeast side of the pool area under warranty.(Pic 4)  
**completed 7.12.23**



# Talavera Parkway

**completed 7.12.23**

5. Remove the dead from the flax lilies inside of the pool area. My recommendation is to have these removed from inside of the pool area.



9. Provide a timeframe for the install on Talavera Parkway where the homeowner used district property to install the pool.

**Pending**

10. I recommend the board start a 2-month reseed process on Talavera Parkway this means skipping a mowing to allow the Bahia to go to seed twice. We will need to notify the residents if this is decided by the board to move forward.

**noted**

11. Make sure during weekly services we are completing the entire property. If areas of the property cannot be mowed due to and circumstance, contact district management to get approval.

**Noted**

6. Continue to work on the turf weeds treatments to the west of the kid's playground. We need to see results in this area.

**Treated 7.10.23**

7. Lift the low hanging oak trees on the outbound side of Talavera Parkway to the spec height of 10 feet. This goes for the entire property to include the trees on us 41 along the vinyl fence.

**Completd 7.17.23**

8. On the outbound side of Talavera Parkway at the monument sign we have new areas of disease that seems to be growing. We need to diagnose and treat this area. (Pic 8) **Treated 7.10.23**



**Submitted by:**

**John Moylan, Client Care Specialist  
RedTree Landscape Systems, LLC  
July 19, 2023**





## Tab 3



## **TALAVERA CDD**

### **GROUND MAINTENANCE REPORT: Week of July 17th**

**TO: District Management**  
**Talavera CDD Board of Supervisors**

**FROM: John Burkett – Client Care Specialist – RedTree Landscape Systems**

**DATE: July 21, 2023**

#### **FOLLOW-UP OVERVIEW**

- On Monday, July 17<sup>th</sup>, our crew performed mowing, whipping, edging and blowing off the main boulevard.
- On Wednesday, July 19<sup>th</sup> our crew completed the mowing of the first section of ponds.
- On Wednesday, July 19<sup>th</sup>, our crew performed detailing and spraying on the main boulevard.
- Attached to this report are photos documenting the above-mentioned work:















## **TALAVERA CDD**

### **GROUND'S MAINTENANCE REPORT: Week of July 24th**

**TO: District Management**  
**Talavera CDD Board of Supervisors**

**FROM: John Burkett – Client Care Specialist – RedTree Landscape Systems**

**DATE: July 27, 2023**

#### **FOLLOW-UP OVERVIEW**

- Monday & Tuesday – July 24<sup>th</sup> & 25<sup>th</sup>:
  - Mowed, edged, whipped and blew all common areas and ponds.
  - Weeded, sprayed and trimmed shrubs, as necessary.
- Tuesday the 25<sup>th</sup>:
  - Our PC technician performed IPM on turf areas.

Please see following pages for some photos highlighting RedTree's service.

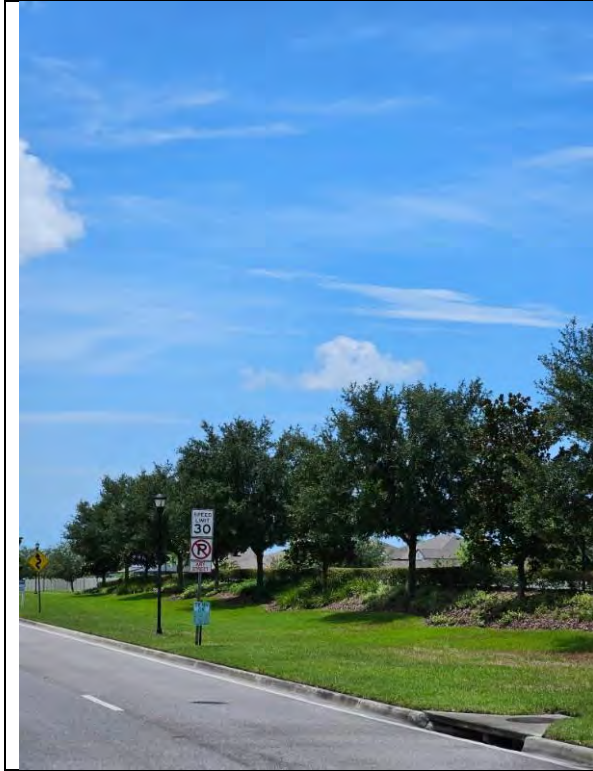














## **TALAVERA CDD**

### **GROUND'S MAINTENANCE REPORT: Week of July 30th**

**TO:** District Management  
Talavera CDD Board of Supervisors

**FROM:** John Burkett – Client Care Specialist – RedTree Landscape Systems

**DATE:** August 2nd, 2023

#### **FOLLOW-UP OVERVIEW**

- Monday & Tuesday – July 31<sup>st</sup> & August 1st:
  - Mowed, edged, whipped, and blew all common areas and ponds.
  - Weeded, sprayed, and trimmed shrubs, as necessary.

## Tab 4

# SOLITUDE

LAKE MANAGEMENT



## Talavera CDD Waterway Inspection Report

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**Reason for Inspection:** Monthly required

**Inspection Date:** 2023-08-04

**Prepared for:**

Lynn Hayes  
Rizzetta & Company

**Prepared by:**

Nick Margo, Aquatic Biologist

Wesley Chapel Field Office  
[SOLITUDELAKEMANAGEMENT.COM](https://www.solitudelakemanagement.com)  
[888.480.LAKE \(5253\)](tel:888.480.LAKE)

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PONDS 100, 105, 110 3

PONDS 120, 130, 150 4

PONDS 160, 170, 180 5

PONDS 190 6

MANAGEMENT/COMMENTS SUMMARY 7

SITE MAP 8



100

**Comments:**

Site looks good

The site remains in good condition with minimal nuisance weeds, good water clarity and healthy native vegetation. The water level is going back up.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



105

**Comments:**

Normal growth observed

Some torpedograss needs to be sprayed out now that water has been reintroduced to the site albeit a very small amount.

**Action Required:**

Routine maintenance next visit

**Target:**

Torpedograss



110

**Comments:**

Site looks good

The site remains in good condition even though the water level receded and is dominated by Gulf Spikerush.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific





120

**Comments:**

Site looks good

All three cells are completely dry. A is the only one with any native, beneficial vegetation within it.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



130

**Comments:**

Site looks good

The site remains completely dry with no issues.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



150

**Comments:**

Site looks good

The water level is still very low so the Gulf Spikerush is extending even further into the basin.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific





**Site: 160****Comments:**

Site looks good

The southern Naiad from the last inspection is under control and the site is in good condition again.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

**Site: 170****Comments:**

Site looks good

The water level is going back up but still has a way. The site is in good condition with minimal nuisance vegetation and a good diversity of native plants.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

**Site: 180****Comments:**

Site looks good

The site is in good condition with minimal nuisance weeds and we are beginning to see some nice native species like maiden cane popping up along the perimeter.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



**Site:** 190**Comments:**

Site looks good

The site remains in good condition with very little slender spikerush regrowth.

**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

**Management Summary**

A lot of the water levels have gone up a bit but none of the sites were noted as being at the high water mark.

There was too much nuisance weeds growing in the water column of any of the sites and there was minimal new growth within the native Gulf Spikerush that surrounds most sites.

The only issue noted was some torpedograss in site 105. The growth looks to be from the water level going up and a simple herbicide treatment should control the growth.

No sites had any noted algae.

Thank You For Choosing SOLitude Lake Management.

Site	Comments	Target	Action Required
100	Site looks good	Species non-specific	Routine maintenance next visit
105	Normal growth observed	Torpedograss	Routine maintenance next visit
110	Site looks good	Species non-specific	Routine maintenance next visit
120	Site looks good	Species non-specific	Routine maintenance next visit
130	Site looks good	Species non-specific	Routine maintenance next visit
150	Site looks good	Species non-specific	Routine maintenance next visit
160	Site looks good	Species non-specific	Routine maintenance next visit
170	Site looks good	Species non-specific	Routine maintenance next visit
180	Site looks good	Species non-specific	Routine maintenance next visit
190	Site looks good	Species non-specific	Routine maintenance next visit





## **Tab 5**



## Monthly Operations Report July 2023 - (July 19 – August 16)

### **Talavera Community Development District (CDD)**

18955 Rococo Road, Spring Hill, FL 34610

Phone: 813.536-0019 Email: [manager@talaveraclub.com](mailto:manager@talaveraclub.com)

### **Clubhouse Operations/Maintenance Update**

Every other day, Pool & Splash water testing & logging to Pool Record per Health Request  
Fixed Splash pad entrance gate (maintenance)  
Fixed Playground entrance gate (maintenance)  
Fixed Gate walking thru the Tennis court (maintenance)  
Clean mailbox area and applied stainless steel spray on all mailboxes (maintenance)  
Deep carpet cleaning office, kitchen & multi-purpose room (maintenance)  
Normal twice a week pickup/replace bags dogs waste station (maintenance)  
Detailed cleaning of roadside Board (maintenance)  
Repainted community board (maintenance)  
Detailed ant treatment outside/surrounding areas of clubhouse for current/future events (maintenance)  
Safety checks & blow debris around clubhouse/amenities (maintenance)  
Inventory of all cleaning materials (maintenance)  
Every other day drive through community street for parking violations  
Normal daily routine for facilities, safety & trash check  
Normal daily routine organizing lounge & chairs wipe all tables and trash recovery Normal daily routine of handling/resolving any residents issues  
Keep daily records of all duties done & filed  
Coordinate August Activity/Events - see page upcoming events  
Weekly update/check on community bulletin boards  
Send out all needed community events & updates via email blast.

Extra Duty Schedule July 2023	Exhibit A
Deputy Patrol Report 7/13/2023	Exhibit B
Deputy Patrol Report 7/17/2023	Exhibit C
Deputy Patrol Report 7/20/2023	Exhibit D
Deputy Patrol Report 7/24/2023	Exhibit E
Deputy Patrol Report 7/27/2023	Exhibit F
Deputy Patrol Report 7/31/2023	Exhibit G
Extra Duty Schedule August 2023	Exhibit H

## **Status of Approved Items on CDD Meeting of July 19, 2023**

1. Radar Sign Arrived at Clubhouse, Scheduled to be Installed 2nd week of August
2. Romaner installed the knockdown 15MPH sign on Alfaro Loop.

## **Upcoming August Events, Meeting & Food Trucks**

Tuesday, August 1 –Spirit Committee - 6:30pm-8:30pm  
Tuesday, August 1 - Cards & Games - 11:00am-2:00pm  
Wednesday, August 2 - Popcorn Day -10:00am-1:00pm  
Friday, August 4 - Coffee & Donuts - 9:30am-11:00am  
Friday, August 4 - Food Truck - 5:00pm-8:00pm Saturday,  
August 5 - Freezer Popsicle 11:00am-1:00pm  
Tuesday, August 8 – Card & Games 11:00am-2:00pm  
Wednesday, August 9 - Popcorn Day - 10:00am-1:00pm  
Thursday, August 10 - Arts & Crafts - 11:00am-2:00pm  
Thursday, August 10 - Smores Day - 10:00am-1:00pm  
Saturday, August 12 – Wind Chimes with Eve - 5:30pm  
Saturday, August 12 - Food Truck - 5:00pm-8:00pm  
Tuesday, August 15 – ACC Applications are Due  
Wednesday, August 16 - Popcorn Day - 10:00am-1:00pm  
Wednesday, August 16 –CDD Meeting - 6:00pm-8:30pm  
Friday, August 18 – Coffee & Donuts - 9:30am-11:00am  
Saturday, August 19- Ice Cream Day - 10:00am-1:00pm  
Saturday, August 19 - Blood Drive - 10:00am-4:00pm  
Tuesday, August 22 - Cards & Games - 11:00am-2:00pm  
Tuesday, August 22 - ARC Virtual Meeting - 6:30pm  
Wednesday, August 23 - Popcorn Day - 10:00am-1:00pm  
Thursday, August 24 - Arts & Craft - 11:00am-2:00pm  
Saturday, August 26 - Food Truck - 5:00pm-8:00pm  
Saturday, August 26 - Bingo Night - 5:30pm-7:00pm  
Wednesday, August 30 - Popcorn Day - 10:00am-1:00pm  
Wednesday, August 30 - Sip & Paint Wine Glass -  
6:30pm-8:00pm

**To be discussed on our CDD meeting of August 16<sup>th</sup>  
and for Approval**

Romaner Graphics Proposal - Two 30" pedestrian crossing  
signs "AHEAD" Exhibit I

2 k 8 h o . . . . .

Health Department - \$185.00 Exhibit J

3. MG Air Conditioning Innovations - 3 a/c \$375.00 - Exhibit J



### Extra Duty Employment Schedule for July 2023

<b>MONTH OF JULY 2023</b>			Mondays & Thursdays						
<b>Date</b>	<b>Shift</b>	<b>Shift</b>	<b>Shift</b>	<b>CJIS</b>	<b>Cellular</b>	<b>Report</b>	<b>Invoice</b>	<b>Invoice</b>	<b>Invoice</b>
	<b>Hours</b>	<b>Confirmed</b>	<b>by Sheriff</b>	<b>Num.</b>	<b>Number</b>	<b>Received</b>	<b>Date</b>	<b>Number</b>	<b>Amount</b>
Thur-7/13/2023	3pm-7pm	7/12/2023	Yanzer, Noah	6083	813.733.1281	7/14/2023	8/1/2023	I20238-10171	\$ 180.00
Mon-7/17/2023	7am-11am	7/17/2023	Evers, Daniel		813.751.5543	7/18/2023	8/1/2023	I20238-10171	\$ 180.00
Thur-7/20/2023	3pm-7pm	7/18/2023	Charles, Jacob	6930	813.809.0149	7/21/2023	8/1/2023	I20238-10171	\$ 180.00
Mon-7/24/2023	7am-11am	7/21/2023	Rongo, Jennifer	4959	813.731.4077	CANCELLED	NO CHARGE		
Thur-7/27/2023	3pm-7pm	7/21/2023	Seltman, Christopher	5104	813.924.1849	7/28/2023	8/1/2023	I20238-10171	\$ 180.00
Mon-7/31/2023	7am-11am	7/21/2023	Brock, Ashley	6508	813.733.1508	7/31/2023	8/1/2023	I20238-10171	\$ 180.00

## Exhibit B



Pasco Sheriff's Office  
ATTN: Secondary Employment Office Administrator  
8700 Citizen Drive  
New Port Richey, FL 34654

The below is a consolidated daily report of all the deputies that worked the Talavera\* Community(Security) detail on 7/13/2023

Deputy: **YANZER, NOAH (6083)**

Position: Community (Security)

Scheduled Time 3:00PM - 7:00PM

Actual Time 3:00PM - 7:00PM

Display Text	Answer Text1
Event Number:	2023410701
On Arrival Did You Check-in:	YES
Number of field interview reports:	spoke to numerous citizens but no reports were pulled
Number of parking tickets:	0
Amount of time running radar:	3 hours
Were there any other types of violations, such as trespassing, written warnings, additional event numbers:	N/A
Please document a detailed Narrative of events that took place during your detail:	conducted roaming patrols throughout the neighborhood, as well as moving radar and stationary.





Pasco Sheriff's Office  
 ATTN: Secondary Employment Office Administrator  
 8700 Citizen Drive  
 New Port Richey, FL 34654

The below is a consolidated daily report of all the deputies that worked the Talavera\* Community(Security) detail on 7/17/2023

Deputy: **EVERS, DANIEL (6809)**

Position: Community (Security)

Scheduled Time 7:00AM - 11:00AM

Actual Time 7:00AM - 11:00AM

Display Text	Answer Text1
Event Number:	2023417327
On Arrival Did You Check-in:	YES
Number of field interview reports:	N/A
Number of parking tickets:	N/A
Amount of time running radar:	N/A
Were there any other types of violations, such as trespassing, written warnings, additional event numbers:	3 Written Warnings and 2 Verbal warnings 2023417369,2023417380,2023417417,2023417546,2023417702
Please document a detailed Narrative of events that took place during your detail:	I conducted five traffic stop sign violations and one for unlawful speed





Pasco Sheriff's Office  
ATTN: Secondary Employment Office Administrator  
8700 Citizen Drive  
New Port Richey, FL 34654

The below is a consolidated daily report of all the deputies that worked the Talavera\* Community(Security) detail on 7/20/2023

Deputy: **CHARLES, JACOB (6930)**

Position: Community (Security)

Scheduled Time 3:00PM - 7:00PM

Actual Time 3:00PM - 7:00PM

Display Text	Answer Text1
Event Number:	2023424320
On Arrival Did You Check-in:	YES
Number of field interview reports:	0
Number of parking tickets:	0
Amount of time running radar:	n/a. not issued one.
Were there any other types of violations, such as trespassing, written warnings, additional event numbers:	no
Please document a detailed Narrative of events that took place during your detail:	Provided security throughout the community as requested. Observed foot traffic to and from the community pool. Monitored roadways for speed/traffic infractions. Handed out "No Parking" flyers to vehicles parked in the street. No significant incidents occurred.

## Exhibit E

**Evelyn Ocasio Lopez**

**From:** Extra Duty <ExtraDuty@pascosheriff.org>  
**Sent:** Monday, July 31, 2023 11:42 AM  
**To:** Evelyn Ocasio Lopez  
**Subject:** Re: [EXTERNAL]Daily Report Talavera\* Community(Security)

07/24/2023

Unfilled

Talavera\*

Community(Security)

From: Evelyn Ocasio Lopez <eocasiolopez@rizzetta.com>  
Sent: Friday, July 28, 2023 2:08 PM  
To: Extra Duty <ExtraDuty@pascosheriff.org>  
Subject: RE: [EXTERNAL]Daily Report Talavera\* Community(Security)

**⚠ WARNING:** [

**CAUTION** 

Thank you, just to let you know that on the July 24 didn't receive the call from the deputy and I didn't get the report, can you please find out for me

Thank You again

Evelyn Ocasio Lopez  
Clubhouse Manager  
Rizzetta & Company  
Talavera CDD

Phone: 813.536.0019  
Email: [eocasiolopez@rizzetta.com](mailto:eocasiolopez@rizzetta.com)

**From:** ExtraDuty@pascosheriff.org <ExtraDuty@pascosheriff.org>  
**Sent:** Friday, July 28, 2023 1:44 PM  
**To:** Evelyn Ocasio Lopez <eocasiolopez@rizzetta.com>; manager@talaveraclub.com  
**Subject:** [EXTERNAL]Daily Report Talavera\* Community(Security)

**NOTICE:** This email originated from outside of the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

The attachment is a consolidated daily report of all the deputies that worked **Talavera\* Community(Security)** on **7/27/2023**

Exhibit F



Pasco Sheriff's Office  
ATTN: Secondary Employment Office Administrator  
8700 Citizen Drive  
New Port Richey, FL 34654

The below is a consolidated daily report of all the deputies that worked the Talavera\* Community(Security) detail on 7/27/2023

Deputy: **SELTMAN, CHRISTOPHER (5104)**

Position: Community (Security)

Scheduled Time 3:00PM - 7:00PM

Actual Time 3:00PM - 7:00PM

Display Text	Answer Text1
Event Number:	2023437326
On Arrival Did You Check-in:	YES
Number of field interview reports:	0
Number of parking tickets:	0
Amount of time running radar:	0
Were there any other types of violations, such as trespassing, written warnings, additional event numbers:	0
Please document a detailed Narrative of events that took place during your detail:	I PROVIDED SECURITY WITH IN THE TALAVERA NEIGHBORHOOD. I CONDUCTED PATROLS THROUGHOUT THE NEIGHBORHOOD AND DID NOT OBSERVE ANY SIGNS OF TRAFFIC VIOLATIONS. THERE WAS NO ISSUES DURING THIS SHIFT.



Exhibit G



Pasco Sheriff's Office  
ATTN: Secondary Employment Office Administrator  
8700 Citizen Drive  
New Port Richey, FL 34654

The below is a consolidated daily report of all the deputies that worked the Talavera\* Community(Security) detail on 7/31/2023

Deputy: **CORRALES, JOEL (5729)**

Position: Community (Security)

Scheduled Time 7:00AM - 11:00AM

Actual Time 7:00AM - 11:00AM

Display Text	Answer Text1
Event Number:	2023443880
On Arrival Did You Check-in:	YES
Number of field interview reports:	None.
Number of parking tickets:	None.
Amount of time running radar:	Not radar certified.
Were there any other types of violations, such as trespassing, written warnings, additional event numbers:	I gave a handful of verbal warnings for parking.
Please document a detailed Narrative of events that took place during your detail:	While patrolling the neighborhood I gave some verbal warnings for parking and did stop sign enforcement in several intersections.

Exhibit H

Pasco Sheriff's

Extra Duty Detail Employment Report

MONTH OF AUGUST 2023

Mondays & Thursday

Date	Shift Hours	Shift Confirmed	Shift By Sheriff	CJIS Num.	Cellular Number	Report Received	Invoice Date	Invoice Number	Invoice Amount
Thurs-8/3/2023	3pm-7pm	7/31/2023	Corrales, Joel	5729	727.277.7142				
Mon-8/7/2023	7am-11am	7/31/2023	Yanzer, Joshua	6540	727.810.4793				
Thurs-8/10/2023	3pm-7pm								
Mon-8/14/2023	7am-11am								
Thurs-8/17/2023	3pm-7pm								
Mon-8/21/2023	7am-11am								
Thurs-8/24/2023	3pm-7pm								
Mon-8/28/2023	7am-11am								
Thurs-8/31/2023	3pm-7pm								









## **Tab 6**



**MG Air Conditioning Innovations**  
13266 Byrd Dr. Suite 100 #5  
Odessa, FL 33556-5309  
service@mgacinnovations.com  
http://www.mgacinnovations.com



## Estimate

### ADDRESS

Evelyn Ocasio  
3434 Colwell Ave. Suite  
200 Tampa FL 33614

**ESTIMATE # 1214**

**DATE 08/01/2023**

**EXPIRATION DATE 10/01/2023**

DATE	ACTIVITY	DESCRIPTION	AMOUNT
08/01/2023	<b>A/C Maintenance</b>	Provide preventative maintenance to 3 mini split system, maintenance included: Clean and flush all drain lines, pressure wash all 3 condensing units, test all control, high voltage, communication, refrigeration systems.	375.00

Unit service meeting room, it's under capacity. The actual unit is 9,000 BTU, is recommended to have on that space 18,000 BTU - 24,000 BTU, Recommendation is made base on heat transfer from all windows and glass doors.

**TOTAL**

**\$375.00**

Accepted By

Accepted Date

CAC-1819962

## **Tab 7**



20108 Pond Spring Way  
Tampa, FL 33647  
(813) 991-6069  
FAX (813) 907-8205

## JOB ESTIMATE

TO: \_\_\_\_\_  
COMPANY NAME: Talavera  
DATE: 6/30/23

QUOTE: 30" Pedestrian Crossing signs with "AHEAD" signs under Pedestrian  
Crossing Diamond.

10' U Channel post with lap splice kit and breakaway stub.

2 @ \$365.00 ea. = \$730.00

Thank You: Romaner Graphics

## Tab 8





20108 Pond Spring Way  
Tampa, FL 33647  
(813) 991-6069  
FAX (813) 907-8205

## JOB ESTIMATE

TO: \_\_\_\_\_  
COMPANY NAME: Talavera  
DATE: 6/10/23

QUOTE: Splash Pad Rules - sign replacement with letter height meeting  
Health Department requirements.  
24" x 30".  
Installed.

TOTAL: \$185.00

Thank You: Romaner Graphics

## Tab 9



20108 Pond Spring Way  
Tampa, FL 33647  
(813) 991-6069  
FAX (813) 907-8205

## JOB ESTIMATE

TO: \_\_\_\_\_

COMPANY NAME: Talavera

DATE: 7/27/23

QUOTE: Install Radar Sign:

Mount on square tube (2") post with 36" in ground breakaway stub, with concrete base.

Add existing 30 MPH to post.

Radar sign provided by Talavera.

\$750.00

Use existing U Channel post and install Curve and Speed Limit signs.

\$100.00

TOTAL: \$850.00

Thank You: Romaner Graphics

## **Tab 10**



TALAVERA

NO

TRESPASSING

VIOLATORS WILL BE PROSECUTED

## **Tab 11**



Rizzetta & Company

**UPCOMING DATES TO REMEMBER**

- **Next Meeting:** September 20th, 2023 @ 6:00 PM

**District  
Manager's  
Report**

August 16

**2023**

T  
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C  
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D

**FINANCIAL SUMMARY**

**6/30/23**

General Fund Cash & Investment  
Balance: \$827,535

Reserve Fund Cash & Investment  
Balance: \$103,342

Debt Service Fund Investment  
Balance: \$791,195

**Total Cash and Investment  
Balances: \$1,722,072**

**General Fund Expense Variance: \$316,454 Under Budget**

## **Tab 12**





# Quarterly Compliance Audit Report

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## Talavera

**Date:** August 2023 - 2nd Quarter

**Prepared for:** Scott Brizendine

**Developer:** Rizzetta

**Insurance agency:**



**Preparer:**

Jason Morgan - *Campus Suite Compliance*

*ADA Website Accessibility and Florida F.S. 189.069 Requirements*

# Table of Contents

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# Compliance Audit Overview

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

## Compliance Criteria

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in [Florida Statute Chapter 189.069](#).



### ADA Website Accessibility

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – [WCAG 2.1](#), which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



## Florida Statute Compliance

Pursuant to F.S. [189.069](#), every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

## Audit Process

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.\* Following the [WCAG 2.1](#) levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

\* **NOTE:** Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. **PDF remediation** and ongoing auditing is critical to maintaining compliance.





# ADA Website Accessibility

Result: **PASSED**

## Accessibility Grading Criteria

Passed	Description
Passed	<b>Website errors*</b> 0 WCAG 2.1 errors appear on website pages causing issues**
Passed	<b>Keyboard navigation</b> The ability to navigate website without using a mouse
Passed	<b>Website accessibility policy</b> A published policy and a vehicle to submit issues and resolve issues
Passed	<b>Color contrast</b> Colors provide enough contrast between elements
Passed	<b>Video captioning</b> Closed-captioning and detailed descriptions
Passed	<b>PDF accessibility</b> Formatting PDFs including embedded images and non-text elements
Passed	<b>Site map</b> Alternate methods of navigating the website

\*Errors represent less than 5% of the page count are considered passing

\*\*Error reporting details are available in your Campus Suite Website Accessibility dashboard



# Florida F.S. 189.069 Requirements

Result: **PASSED**

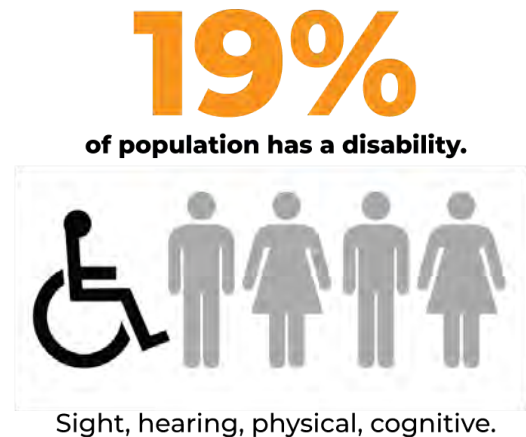
## Compliance Criteria

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

# Accessibility overview

## Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.



## The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



# ADA Compliance Categories

Most of the problems that occur on a website fall in one or several of the following categories.



## Contrast and colors

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

*Contract checker:* <http://webaim.org/resources/contrastchecker>



## Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This ‘friendlier’ language not only helps all the users, but developers who are striving to make content more universal on more devices.



## Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

*Helpful article:* <http://webaim.org/techniques/alttext>



## Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A “skip navigation” option is also required. Consider using [WAI-ARIA](#) for improved accessibility, and properly highlight the links as you use the tab key to make sections.

**Helpful article:** [www.nngroup.com/articles/keyboard-accessibility](http://www.nngroup.com/articles/keyboard-accessibility)

**Helpful article:** <http://webaim.org/techniques/skipnav>



## Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no ‘click here’ please) are just some ways to help everyone find what they’re searching for. You must also provide multiple ways to navigate such as a search and a site map.

**Helpful article:** <http://webaim.org/techniques/sitetools/>



## Properly formatting tables

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

**Helpful article:** <http://webaim.org/techniques/tables/data>





## **Making PDFs accessible**

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

**Helpful articles:** <http://webaim.org/techniques/acrobat/acrobat>



## **Making videos accessible**

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

**Helpful article:** <http://webaim.org/techniques/captions>



## **Making forms accessible**

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

**Helpful article:** <http://webaim.org/techniques/forms>



## **Alternate versions**

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



## Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



## Other related requirements

### ***No flashing***

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

### ***Timers***

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

### ***Fly-out menus***

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

### ***No pop-ups***

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

# Web Accessibility Glossary

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (e.g., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

## **Tab 13**

**COST SHARE AGREEMENT BETWEEN THE TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT AND TALAVERA MASTER ASSOCIATION, INC., FOR  
CERTAIN MANAGEMENT SERVICES**

THIS COST SHARE AGREEMENT (“Agreement”) is made and entered into this 1st day of ~~February~~ <sup>December</sup>, 2018 by and between:

**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in unincorporated Pasco County, Florida, and whose mailing address is 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544 (the “**District**”); and

**TALAVERA MASTER ASSOCIATION, INC.**, a Florida Corporation, whose mailing address is 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544 (the “**Association**” and, together with the District, the “**Parties**”).

**RECITALS:**

**WHEREAS**, the District is a special-purpose unit of local government and was established by ordinance of the Board of County Commissioners of Pasco County, Florida, pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District owns and is responsible for the operation, maintenance and repair of certain amenities, inclusive of a recreational facility (the “**District Facilities**”); and

**WHEREAS**, the Association is a Florida not-for-profit corporation owning, operating and maintaining various improvements and facilities in close proximity to District Facilities; and

**WHEREAS**, the District has entered into an agreement with an independent contractor, Rizzetta Amenity Services, Inc., dated December 1, 2018 (the “**Services Agreement**”) to operate and maintain the District Facilities for the District Facilities’ patrons, including resident owners, designated tenants, non-residents who pay the applicable non-resident usage fee, and members of households or guests of any of the foregoing, a copy of which is attached hereto and incorporated herein by reference as **Exhibit A**; and

**WHEREAS**, for ease of administration, potential cost savings to property owners and residents, and the benefits of full time on-site inspection, operation and maintenance personnel, the Association desires to share in certain costs associated with the Services Agreement; and

**WHEREAS**, the Association and the District have a mutual obligation to the property owners’ and residents of the District to provide for the proper and efficient operation and maintenance of each parties’ amenities. Association and District agree that this mutual obligation is sufficient consideration to induce the other party to enter into this Agreement.

**NOW, THEREFORE**, in consideration of the above-stated recitals and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by each of the Parties hereto, the Parties agree as follows:



1. **INCORPORATION OF RECITALS.** The recitals stated above are true and correct and by this reference are incorporated into and form a material part of this Agreement.

2. **SERVICES AGREEMENT AND COST SHARING.**

A. The Parties acknowledge that it is in the best interest of the residents and property owners within the District for the development to be kept in a condition reflecting the quality of the development within the District and desired by the Association. The Association desires to share in the cost of the Services Agreement so that the Association may benefit from the full-time personnel that is the subject of the Services Agreement by having such personnel available to perform the following services for the benefit of the Association (the “**Association Services**”):

- Assist Any Committee with community events.
- Assist HOA Manager with website.
- Assist with community newsletter.
- Assist with email communications to residents.
- Assist HOA Manager with Architectural Review as needed. These duties should include but are not limited to, reviewing submission forms to make sure they are filled out properly and forwarding them to the association office. Taking minutes during Architectural Review meetings.
- Assists HOA Manager with compliance matters as needed. These duties should include but are not limited to, taking photos and or spot checking a reported violation between normal inspections and reporting the findings to the HOA Manager.
- Attend HOA meetings when requested.

B. The Association shall pay to the District One Thousand Eight Hundred Seventy-Five Dollars and 00/100 (\$1,875.00) per month incurred in connection with the Association Services (the “**Cost Share Amount**”). In addition, the Association shall be responsible for paying all operating expenses incurred by the District relating to the Association Services, these will include, but not be limited to, the following: courier expenses (such as Federal Express or UPS), telephone, operating supplies, computer and software expenses, travel expenses, and other related expenses (the “**Association Expenses**”). The Association Expenses shall not include any administrative fees or overhead of the District, but shall only include those expenses directly related to performance of the Association Services.

C. The District shall notify the Association, in advance, of any cost increases proposed by Rizzetta Amenity Services, Inc. The District shall approve such increase in writing or terminate this Agreement pursuant to Paragraph 5.

3. **PAYMENT OF COST SHARE AMOUNT AND ASSOCIATION EXPENSES.** The Association shall make monthly payments to the District within thirty (30) days after receipt of a written invoice from the District for the Cost Share Amount and the Association Expenses.
4. **INSPECTION OF RECORDS.** Upon request, the District shall make available to the Association for review at a reasonable time and place, its books and records that relate solely to the Association Expenses.
5. **TERMINATION.** The District and the Association shall each have the right to terminate this Agreement for any reason upon fifteen (15) days written notice. Upon termination, the District and the Association shall account to each other with respect to all matters outstanding as of the date of termination. Upon termination, the Association shall be responsible for the performance of Association Services.
6. **INSURANCE.** The District shall require Rizzetta Amenity Services, Inc., to maintain the following insurance coverage throughout the term of this Agreement:
  - A. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - B. Commercial General Liability Insurance covering legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and including, at a minimum, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
  - C. Professional liability insurance with limits of no less than \$1,000,000.
  - D. Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
  - E. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

The Association and the District and their staff, consultants, agents and supervisors, shall be named as additional insureds. Rizzetta Amenity Services, Inc., shall furnish the District, and the District shall provide the Association, with the Certificate of Insurance evidencing compliance with this requirement. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

7. **INDEMNIFICATION.** The Association agrees to indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries,

death, property damage or other damage of any nature, arising out of, or in connection with, any negligent act or omission, or willful misconduct, of Rizzetta Amenity Services, Inc., or the Association or their employees or agents. The provisions of this Paragraph 7 shall survive any revocation, suspension or termination of this Agreement.

8. **NEGOTIATION AT ARM'S LENGTH.** This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.
9. **AMENDMENT.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the Parties hereto.
10. **AUTHORITY TO CONTRACT.** The execution of this Agreement has been duly authorized by the appropriate body or official of all Parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.
11. **NOTICES.** All notices, requests, consents and other communications hereunder ("**Notices**") shall be in writing and shall be delivered, mailed by Federal Express or First Class Mail, postage prepaid, to the Parties, as follows:
  - A. If to Association: Talavera Master Association, Inc.  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, Florida 33544  
Attn: Association Manager
  - B. If to District: Talavera Community Development District  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, Florida 33544  
Attn: District Manager

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

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the Parties may deliver Notice on behalf of the Parties. Any party or

other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

12. **APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue for any dispute arising under this Agreement shall be in a court of appropriate jurisdiction in Pasco County, Florida.
13. **TERM.** This Agreement shall become effective as of the date of execution by the last signing party, and remain in effect until September 30, 2019. The Agreement shall automatically renew annually, for an additional one year period, unless otherwise terminated by either party in accordance with this Agreement.
14. **ENFORCEMENT.** A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance.
15. **ATTORNEYS' FEES.** In the event either Party is required to enforce this Agreement or any provision hereof through binding arbitration, court proceedings or otherwise, the prevailing Party shall be entitled to recover from the non-prevailing party all fees and costs incurred, including but not limited to reasonable attorneys' fees incurred prior to or during any such arbitration, litigation or other dispute resolution, and including fees incurred in appellate proceedings.
16. **ASSIGNMENT.** This Agreement may not be assigned, in whole or in part, by either Party without the prior written consent of the other. Any purported assignment without such approval shall be void.
17. **LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.
18. **BINDING EFFECT; NO THIRD PARTY BENEFICIARIES.** The terms and provisions hereof shall be binding upon and shall inure to the benefit of the District and the Association. This Agreement is solely for the benefit of the formal Parties hereto and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement, expressed or implied, is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors and assigns.

19. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties with respect to its subject matter and all antecedent and contemporaneous negotiations, undertakings, representations, warranties, inducements and obligations are merged into this Agreement and superseded by its delivery. No provision of this Agreement may be amended, waived or modified unless the same is set forth in writing and signed by each of the parties to this Agreement, or their respective successors or assigns.
20. **EXECUTION IN COUNTERPARTS.** This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute 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]*




**IN WITNESS WHEREOF**, the District and the Association have each caused their duly authorized officers to execute this Agreement as of the date and year first above-written.


Attest:

  
Secretary/Assistant Secretary

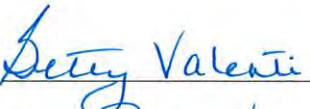
**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

By:   
Print Name: BETTY VALENTI  
Its: Chairman

Attest:

  
Dan Valenti  
Print Name

**TALAVERA MASTER ASSOCIATION, INC.**

By:   
Print Name: BETTY VALENTI  
Its: President

**Exhibit A: Services Agreement, dated December 1, 2018**

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**ADDITIONAL AND LITIGATION SUPPORT SERVICES:**

Additional and Litigation Support services will be billed hourly pursuant to the current hourly rates shown below:

<b>JOB TITLE:</b>	<b>HOURLY RATE:</b>
Principal	\$300.00
Vice President	\$250.00
Chief Financial Officer	\$250.00
Director	\$225.00
Regional District Manager	\$200.00
Regional Licensed Community Association Manager	\$200.00
Financial Services Manager	\$200.00
Accounting Manager	\$200.00
District Manager	\$175.00
Licensed Community Association Manager	\$175.00
Amenity Services Manager	\$175.00
Supervisor, Field Services	\$175.00
Clubhouse Manager	\$175.00
Financial Analyst	\$150.00
Senior Field Services Manager	\$150.00
Senior Accountant	\$150.00
Field Services Manager	\$125.00
Community Association Coordinator	\$100.00
Financial Associate	\$100.00
Staff Accountant	\$100.00
Accounting Clerk	\$ 85.00
Administrative Assistant	\$ 85.00

## **Tab 14**

## **RESOLUTION 2023-09**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE TALAVERA COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024**

**WHEREAS**, the District Manager has, prior to the 15th day in June, 2023, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Talavera Community Development District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set \_\_\_\_\_, 2023, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing or transmitted the Proposed Budget to the manager or administrator of Pasco County for posting on its website; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the District Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TALAVERA COMMUNITY DEVELOPMENT DISTRICT:**

#### **Section 1. Budget**

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.



- b. That the District Manager's Proposed Budget, attached hereto as Exhibit "A," as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes*, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2023 and/or revised projections for Fiscal Year 2024.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as "The Budget for the Talavera Community Development District for the Fiscal Year Ending September 30, 2024," as adopted by the Board of Supervisors on August 10, 2023.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption or shall be transmitted to the manager or administrator of Pasco County for posting on its website.

## **Section 2. Appropriations**

There is hereby appropriated out of the revenues of the Talavera Community Development District, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and otherwise, exclusive of collection costs, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
RESERVE FUND	\$ _____
DEBT SERVICE FUND(S)	\$ _____
TOTAL ALL FUNDS	\$ _____

## **Section 3. Supplemental Appropriations**

Pursuant to Section 189.016, *Florida Statutes*, the following provisions govern amendments to the budget(s) for any particular fund(s) listed above:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws.

Introduced, considered favorably, and adopted this \_\_\_\_ of \_\_\_\_\_, 2023.

ATTEST:

**TALAVERA  
COMMUNITY DEVELOPMENT  
DISTRICT**

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

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

Its: \_\_\_\_\_

**Exhibit A:** Fiscal Year 2023/2024 Final Budget

## **Exhibit A**



Rizzetta & Company

# Talavera Community Development District

[talaveracdd.org](http://talaveracdd.org)

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**Proposed Budget  
for Fiscal Year 2023-2024**

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Rizzetta & Company



**Proposed Budget**  
**Talavera Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 06/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
1								
2	<b>REVENUES</b>							
3	Interest Earnings							
4	Interest Earnings	\$ 481	\$ 481	\$ -	\$ 481	\$ -	\$ -	
5	Special Assessments							
6	Tax Roll	\$ 1,192,035	\$ 1,192,035	\$ 1,186,649	\$ 5,386	\$ 1,342,215	\$ 155,566	All lots platted and on the tax roll
7	Other Miscellaneous Revenues							
8	Miscellaneous Revenues	\$ 1,655	\$ 1,655	\$ -	\$ 1,655	\$ -	\$ -	
9								
10	<b>TOTAL REVENUES</b>	<b>\$ 1,194,171</b>	<b>\$ 1,194,171</b>	<b>\$ 1,186,649</b>	<b>\$ 7,522</b>	<b>\$ 1,342,215</b>	<b>\$ 155,566</b>	
11								
12	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 1,194,171</b>	<b>\$ 1,194,171</b>	<b>\$ 1,186,649</b>	<b>\$ 7,522</b>	<b>\$ 1,342,215</b>	<b>\$ 155,566</b>	
13	<b>*Allocation of assessments between the Tax Roll</b>							
14								
15	<b>EXPENDITURES - ADMINISTRATIVE</b>							
16								
17	Legislative							
18	Supervisor Fees	\$ 7,335	\$ 9,780	\$ 12,000	\$ 2,220	\$ 12,000	\$ -	5 Paid Board Members
19	Financial & Administrative							
20	Administrative Services	\$ 3,824	\$ 4,589	\$ 4,589	\$ -	\$ 4,818	\$ 229	
21	District Management	\$ 14,966	\$ 17,959	\$ 17,959	\$ -	\$ 18,857	\$ 898	
22	District Engineer	\$ 14,922	\$ 19,896	\$ 16,000	\$ (3,896)	\$ 20,000	\$ 4,000	
23	Disclosure Report	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ -	2019 Series bond responsible for increase to \$6k.
24	Trustees Fees	\$ 10,268	\$ 10,268	\$ 10,941	\$ 673	\$ 10,941	\$ -	US Bank Series 2019 \$4,040.63 + Series 2016 A-1 & Series 2016 A-3 = \$6,9
25	Tax Collector /Property Appraiser Fees	\$ 150	\$ 150	\$ 150	\$ -	\$ 150	\$ -	
26	Assessment Roll	\$ 5,463	\$ 5,463	\$ 5,463	\$ -	\$ 5,736	\$ 273	
27	Financial & Revenue Collections	\$ 3,641	\$ 4,370	\$ 4,370	\$ -	\$ 4,589	\$ 219	
28	Accounting Services	\$ 16,389	\$ 19,667	\$ 19,667	\$ -	\$ 20,650	\$ 983	
29	Auditing Services	\$ -	\$ 3,800	\$ 3,800	\$ -	\$ 3,800	\$ -	Per FY 22/23 Berger Toombs contract \$3,800
30	Arbitrage Rebate Calculation	\$ 450	\$ 450	\$ 1,050	\$ 600	\$ 1,050	\$ -	Series 2016 A1, A3 \$600- & Series 2019 \$450
31	Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	For mailings
32	Public Officials Liability Insurance	\$ 2,732	\$ 2,732	\$ 3,049	\$ 317	\$ 3,005	\$ (44)	Per Egis Estimate
33	Legal Advertising	\$ 435	\$ 2,500	\$ 3,100	\$ 600	\$ 3,100	\$ -	
34	Dues, Licenses & Fees	\$ 600	\$ 600	\$ 275	\$ (325)	\$ 600	\$ 325	
35	ADA Website Compliance	\$ 1,538	\$ 1,538	\$ 1,538	\$ -	\$ 1,538	\$ -	Per contract
36	Website Hosting, Maintenance, Backup (and Email)	\$ 1,000	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ -	Per contract
37	Legal Counsel							
38	District Counsel	\$ 12,633	\$ 16,844	\$ 10,000	\$ (6,844)	\$ 15,000	\$ 5,000	
39								
40	<b>Administrative Subtotal</b>	<b>\$ 102,346</b>	<b>\$ 127,806</b>	<b>\$ 121,151</b>	<b>\$ (6,655)</b>	<b>\$ 135,534</b>	<b>\$ 14,383</b>	
41								
42	<b>EXPENDITURES - FIELD OPERATIONS</b>							
43								
44	Security Operations							

**Proposed Budget  
Talavera Community Development District  
General Fund  
Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 06/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
45	Security Monitoring Services	\$ 4,852	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ -	Securiteam contract \$450/month*12=\$5,400 yr, DCSI Gate monitoring, \$540
46	Security Camera Maintenance	\$ -	\$ 1,250	\$ 2,500	\$ 1,250	\$ 2,500	\$ -	
47	Electric Utility Services							
48	Utility Services	\$ 9,533	\$ 12,711	\$ 20,000	\$ 7,289	\$ 20,000	\$ -	
49	Street Lights	\$ 63,269	\$ 100,000	\$ 120,000	\$ 20,000	\$ 120,000	\$ -	\$8,009.17/monthx12 = \$96,110 + 2A-1, 2A-2
50	Garbage/Solid Waste Control Services							
51	Garbage - Residential	\$ 79,475	\$ 110,000	\$ 128,701	\$ 18,701	\$ 148,428	\$ 19,727	2x/wk Trash and 1x/wk RECY Coastal - \$15.50 x 798 x 12 = \$148,428
52	Solid Waste Assessment Recreation Facility	\$ 198	\$ 198	\$ 176	\$ (22)	\$ 198	\$ 22	
53	Water-Sewer Combination Services							
54	Utility Services	\$ 3,016	\$ 4,021	\$ 4,600	\$ 579	\$ 4,600	\$ -	Ave bills \$383 x 12 months = \$4596
55	Stormwater Control							
56	Stormwater Assessment	\$ 2,368	\$ 2,368	\$ 600	\$ (1,768)	\$ 2,500	\$ 1,900	
57	Aquatic Maintenance	\$ 15,606	\$ 20,000	\$ 26,000	\$ 6,000	\$ 30,000	\$ 4,000	Solitude @ 1,658.25/month = \$19,899 annual per contract + 2A-1 & 2A-2 \$10K
58	Lake/Pond Bank Maintenance	\$ 91,139	\$ 150,000	\$ 202,000	\$ 52,000	\$ 100,000	\$ (102,000)	Pond Bank Erosion Project
59	Mitigation Area Monitoring & Maintenance	\$ 4,600	\$ 6,900	\$ 5,110	\$ (1,790)	\$ 6,900	\$ 1,790	Horner \$575/month
60	Aquatic Plant Replacement	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	Per DE
61	Stormwater System Maintenance	\$ -	\$ -	\$ 161	\$ 161	\$ -	\$ (161)	
62	Other Physical Environment							
63	General Liability Insurance	\$ 3,341	\$ 3,341	\$ 3,730	\$ 389	\$ 3,675	\$ (55)	Per Egis Estimate
64	Property Insurance	\$ 9,495	\$ 9,495	\$ 10,177	\$ 682	\$ 14,243	\$ 4,066	Per Egis Estimate
65	Rust Prevention	\$ 3,065	\$ 5,160	\$ 4,000	\$ (1,160)	\$ 6,000	\$ 2,000	\$430x12 = \$5160 + add'l areas
66	Entry & Walls Maintenance	\$ -	\$ -	\$ 1,100	\$ 1,100	\$ 2,500	\$ 1,400	
67	Landscape Maintenance	\$ 105,126	\$ 140,168	\$ 156,900	\$ 16,732	\$ 280,100	\$ 123,200	\$16,675/monthx12 = \$200,100 LM, IM, Pest and Fert (inc 1D common areas and \$30k pond banks) + 2A-1 & 2A-2-\$50k = \$250,100 - add \$30k if planning to bid out
68	Holiday Decorations	\$ 4,500	\$ 4,500	\$ 5,000	\$ 500	\$ 5,000	\$ -	
69	Irrigation Maintenance & Repairs	\$ 11,837	\$ 15,783	\$ 12,200	\$ (3,583)	\$ 16,000	\$ 3,800	\$600/month*12=\$7,200 Irrigation Monitoring & Maint.+ repairs \$5K
70	Landscape - Mulch	\$ 13,050	\$ 17,400	\$ 34,900	\$ 17,500	\$ 32,650	\$ (2,250)	1x per year - \$20,250 + 1D-\$4,500, 2A-1 & 2A-2-\$4,500 + ADA playground mulch \$3,400 = \$32,650
71	Landscape Replacement Plants, Shrubs, Trees	\$ -	\$ 5,000	\$ 20,000	\$ 15,000	\$ 20,000	\$ -	
72	Annuals	\$ 11,421	\$ 15,228	\$ 15,228	\$ -	\$ 15,228	\$ -	\$3,807*4 rotations year = \$15,228
73	Landscape Inspection Services	\$ 7,000	\$ 9,333	\$ 8,400	\$ (933)	\$ 9,600	\$ 1,200	
74	Fire Ant Treatment	\$ -	\$ -	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	Top Choice application
75	Parks & Recreation							
76	Budgeted Personnel	\$ 39,293	\$ 52,391	\$ 77,797	\$ 25,406	\$ 110,769	\$ 32,972	40 hrs Clubhouse Manager, 15 hrs Clubhouse Attendant, 20 hrs Maintenance - \$110,769 - based on no HOA Contribution of \$22,500
77	General Management & Oversight	\$ 19,608	\$ 26,144	\$ 10,200	\$ (15,944)	\$ 11,040	\$ 840	
78	Pool Service Contract	\$ 11,830	\$ 15,773	\$ 12,978	\$ (2,795)	\$ 13,860	\$ 882	\$1050/month +10%
79	Pool Permits	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	
80	Pest Control	\$ 755	\$ 1,007	\$ 1,500	\$ 493	\$ 1,500	\$ -	Contract Nvirotech + Clubhouse/Shed 5yr required termite treatment
81	Clubhouse - Facility Janitorial Service	\$ 5,988	\$ 7,984	\$ 7,850	\$ (134)	\$ 9,300	\$ 1,450	\$654.16/month + \$120/month supplies Office Pride
82	Pool Repairs	\$ 475	\$ 633	\$ 2,000	\$ 1,367	\$ 2,000	\$ -	
83	Facility A/C & Heating Maintenance & Repair	\$ 1,200	\$ 1,600	\$ 1,000	\$ (600)	\$ 2,500	\$ 1,500	

**Proposed Budget**  
**Talavera Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 06/30/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
84	Clubhouse Maintenance & Repairs	\$ 3,058	\$ 4,077	\$ 5,000	\$ 923	\$ 7,500	\$ 2,500	
85	Telephone Fax, Internet	\$ 2,982	\$ 3,976	\$ 3,100	\$ (876)	\$ 3,500	\$ 400	\$258/month*12 = \$3,096
86	Furniture Repair/Replacement	\$ -	\$ 2,000	\$ 4,000	\$ 2,000	\$ 4,000	\$ -	Pool chairs and umbrellas
87	Pool/Water Park/Fountain Maintenance	\$ 176	\$ 235	\$ 500	\$ 265	\$ 500	\$ -	
88	Playground Equipment and Maintenance	\$ 507	\$ 676	\$ 1,000	\$ 324	\$ 1,000	\$ -	
89	Athletic/Park Court/Field Repairs	\$ -	\$ 1,500	\$ 9,400	\$ 7,900	\$ 9,400	\$ -	Drainage System around the Tennis Court \$9K & Maint.Repairs \$400
90	Access Control Maintenance & Repair	\$ 125	\$ 125	\$ 500	\$ 375	\$ 500	\$ -	
91	Dog Waste Station Supplies	\$ 1,011	\$ 1,348	\$ 500	\$ (848)	\$ 1,500	\$ 1,000	Pet Waste Station Bags & Supplies
92	Office Supplies	\$ 1,382	\$ 1,843	\$ 2,000	\$ 157	\$ 2,000	\$ -	
93	Road & Street Facilities							
94	Roadway Repair & Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
95	Sidewalk Repair & Maintenance	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	
96	Street Sign Repair & Replacement	\$ 6,613	\$ 8,000	\$ 8,000	\$ -	\$ 8,000	\$ -	
97	Bridge Repairs & Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
98	Contingency							
99	Miscellaneous Contingency	\$ 11,503	\$ 15,337	\$ 32,590	\$ 17,253	\$ 32,590	\$ -	Incidentals
100	Capital Outlay	\$ 24,615	\$ 32,820	\$ 54,000	\$ 21,180	\$ 95,000	\$ 41,000	Parkway Landscape Modification \$75k + Security (Off Duty) \$20k
101								
102	<b>Field Operations Subtotal</b>	<b>\$ 574,012</b>	<b>\$ 836,325</b>	<b>\$ 1,065,498</b>	<b>\$ 229,173</b>	<b>\$ 1,206,681</b>	<b>\$ 141,183</b>	
103								
104								
105	<b>TOTAL EXPENDITURES</b>	<b>\$ 676,358</b>	<b>\$ 964,131</b>	<b>\$ 1,186,649</b>	<b>\$ 222,518</b>	<b>\$ 1,342,215</b>	<b>\$ 155,566</b>	
106								
107	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 517,813</b>	<b>\$ 230,040</b>	<b>\$ -</b>	<b>\$ 230,040</b>	<b>\$ -</b>	<b>\$ -</b>	
108								

**Proposed Budget  
Talavera Community Development District  
Reserve Fund  
Fiscal Year 2023/2024**

	Chart of Accounts Classification	Annual Budget for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023	Comments
1					
2	<b>REVENUES</b>				
3	Interest Earnings	\$ -	\$ -	\$ -	
4	Interest Earnings				
5	Special Assessments				
6	Tax Roll*	\$ 100,000	\$ 100,000	\$ -	
7	Other Miscellaneous Revenues				
8	Miscellaneous Revenues	\$ -	\$ -	\$ -	
9					
10	<b>TOTAL REVENUES</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	
11					
12	Balance Forward from Prior Year	\$ -	\$ -	\$ -	
13					
14	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	
15					
16	<b>EXPENDITURES</b>				
17					
18	Contingency				
19	Capital Reserves	\$ 100,000	\$ 100,000	\$ -	
20	Capital Outlay	\$ -	\$ -	\$ -	
21					
22	<b>TOTAL EXPENDITURES</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	
23					
24	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

## Talavera Community Development District

## Debt Service

Fiscal Year 2023/2024

Chart of Accounts Classification	Series 2016A-1	Series 2016A-3	Series 2019	Budget for 2023/2024
<b>REVENUES</b>				
Special Assessments				
Net Special Assessments	\$244,466.88	\$259,801.92	\$288,440.53	\$792,709.33
<b>TOTAL REVENUES</b>	<b>\$244,466.88</b>	<b>\$259,801.92</b>	<b>\$288,440.53</b>	<b>\$792,709.33</b>
<b>EXPENDITURES</b>				
<b>Administrative</b>				
Financial & Administrative				
Debt Service Obligation	\$244,466.88	\$259,801.92	\$288,440.53	\$792,709.33
<b>Administrative Subtotal</b>	<b>\$244,466.88</b>	<b>\$259,801.92</b>	<b>\$288,440.53</b>	<b>\$792,709.33</b>
<b>TOTAL EXPENDITURES</b>	<b>\$244,466.88</b>	<b>\$259,801.92</b>	<b>\$288,440.53</b>	<b>\$792,709.33</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>

Pasco County Collection Costs (2%) and Early Payment Discounts (4%):

6.0%

**Gross assessments****\$842,590.70****Notes:**

Tax Roll Collection Costs (2%) and Early Payment Discounts (4%) are a total 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

<sup>(1)</sup> Maximum Annual Debt Service less any Prepaid Assessments received.

**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE**

2023/2024 O&M Budget		\$1,442,215.00
Collection Cost and Early Payment Discount @	2%	\$30,685.43
Early Payment Discount @	4%	\$61,370.85
2023/2024 Total		<u>\$1,534,271.28</u>

2022/2023 O&M Budget	\$1,286,649.00
2023/2024 O&M Budget	\$1,442,215.00

Total Difference:	<u><u>\$155,566.00</u></u>
-------------------	----------------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
Series 2016A-1 Debt Service - SF 60'/65' - Phase 1A-1 & 1A-2	\$1,000.00	\$1,000.00	\$0.00	0.00%
Operations/Maintenance - SF 60'/65' - Phase 1A-1 & 1A-2	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,715.26</b>	<b>\$2,922.65</b>	<b>\$207.39</b>	<b>7.64%</b>
Series 2016A-1 Debt Service - SF 75' - Phase 1A-1 & 1A-2	\$1,150.00	\$1,150.00	\$0.00	0.00%
Operations/Maintenance - SF 75' - Phase 1A-1 & 1A-2	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,865.26</b>	<b>\$3,072.65</b>	<b>\$207.39</b>	<b>7.24%</b>
Series 2016A-3 Debt Service - SF 60'/65' - Phase 1A-3, 1B1, 1E, 1B2	\$1,000.00	\$1,000.00	\$0.00	0.00%
Operations/Maintenance - SF 60'/65' - Phase 1A-3, 1B1, 1E, 1B2	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,715.26</b>	<b>\$2,922.65</b>	<b>\$207.39</b>	<b>7.64%</b>
Series 2016A-3 Debt Service - SF 75' - Phase 1A-3 & 1E	\$1,150.00	\$1,150.00	\$0.00	0.00%
Operations/Maintenance - SF 75' - Phase 1A-3 & 1E	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,865.26</b>	<b>\$3,072.65</b>	<b>\$207.39</b>	<b>7.24%</b>
Series 2019 Debt Service - SF 60' - Phase 2B	\$1,000.00	\$1,000.00	\$0.00	0.00%
Operations/Maintenance - SF 60' - Phase 2B	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,715.26</b>	<b>\$2,922.65</b>	<b>\$207.39</b>	<b>7.64%</b>
Series 2019 Debt Service - SF 65' - Phase 1C, 1D, 2A1, 2A2	\$1,082.98	\$1,082.98	\$0.00	0.00%
Operations/Maintenance - SF 65' - Phase 1C, 1D, 2A1, 2A2	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,798.24</b>	<b>\$3,005.63</b>	<b>\$207.39</b>	<b>7.41%</b>
Series 2019 Debt Service - SF 75' - Phase 1C & 2A1	\$1,250.00	\$1,250.00	\$0.00	0.00%
Operations/Maintenance - SF 75' - Phase 1C & 2A1	\$1,715.26	\$1,922.65	\$207.39	12.09%
<b>Total</b>	<b>\$2,965.26</b>	<b>\$3,172.65</b>	<b>\$207.39</b>	<b>6.99%</b>



## TALAVERA COMMUNITY DEVELOPMENT DISTRICT

## FISCAL YEAR 2023/2024 O&amp;M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$1,442,215.00
COLLECTION COSTS @	2%	\$30,685.43
EARLY PAYMENT DISCOUNT @	4%	\$61,370.85
TOTAL O&M ASSESSMENT		<u>\$1,534,271.28</u>

UNITS ASSESSED							ALLOCATION OF O&M ASSESSMENT				PER LOT ANNUAL ASSESSMENT				
LOT SIZE	Phase	O&M	SERIES 2016 A-1 <sup>(2)</sup>	SERIES 2016 A-3 <sup>(1)(2)</sup>	SERIES 2019 <sup>(3)</sup>	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET		TOTAL O&M	2016 A-1 DEBT SERVICE <sup>(4)</sup>	2016 A-3 DEBT SERVICE <sup>(5)</sup>	2019 DEBT SERVICE <sup>(6)</sup>	TOTAL <sup>(7)</sup>
60/65-1A1	Single Family 60' / 65'	Phase 1A-1 & 1A-2	169	0	0	1.00	169.00	21.18%	\$324,927.12		\$1,922.65	\$1,000.00	\$0.00	\$0.00	\$2,922.65
751A1	Single Family 75'	Phase 1A-1 & 1A-2	79	0	0	1.00	79.00	9.90%	\$151,889.01		\$1,922.65	\$1,150.00	\$0.00	\$0.00	\$3,072.65
60/65-1A3	Single Family 60' / 65'	Phase 1A-3, 1B1, 1E, 1B2	206	0	0	1.00	206.00	25.81%	\$396,065.02		\$1,922.65	\$0.00	\$1,000.00	\$0.00	\$2,922.65
751A3	Single Family 75'	Phase 1A-3 & 1E	62	0	0	1.00	62.00	7.77%	\$119,204.03		\$1,922.65	\$0.00	\$1,150.00	\$0.00	\$3,072.65
652B	Single Family 60'	Phase 2B	40	0	40	1.00	40.00	5.01%	\$76,905.83		\$1,922.65	\$0.00	\$0.00	\$1,000.00	\$2,922.65
60/65FP	Single Family 65'	Phase 1C, 1D, 2A1, 2A2	215	0	215	1.00	215.00	26.94%	\$413,368.83		\$1,922.65	\$0.00	\$0.00	\$1,082.98	\$3,005.63
75FP	Single Family 75'	Phase 1C & 2A1	27	0	27	1.00	27.00	3.38%	\$51,911.43		\$1,922.65	\$0.00	\$0.00	\$1,250.00	\$3,172.65
TOTAL			<u>798</u>	<u>248</u>	<u>267</u>		<u>798.00</u>	<u>100%</u>	<u>\$1,534,271.28</u>						

LESS: Pasco County Collection Costs (2%) and Early Payment Discounts (4%)

(\$92,056.28)

Net Revenue to be Collected

\$1,442,215.00<sup>(1)</sup> Reflects 1 (one) Series 2016 A-3 prepayment.<sup>(2)</sup> Reflects the number of total lots with Series 2016 debt outstanding.<sup>(3)</sup> Reflects the number of total lots with Series 2019 debt outstanding.<sup>(4)</sup> Annual debt service assessment per lot adopted in connection with the Series 2016A-1 bond issues. Annual assessment includes principal, interest, Pasco County collection costs and early payment discount costs.<sup>(5)</sup> Annual debt service assessment per lot adopted in connection with the Series 2016A-3 bond issue. Assessment levels prior to Series 2016A-3 amortization include interest only, Pasco County collection costs and early payment discount costs.<sup>(6)</sup> Annual debt service assessment per lot adopted in connection with the Series 2019 bond issues. Annual assessment includes principal, interest, Pasco County collection costs and early payment discount costs.<sup>(7)</sup> Annual assessment that will appear on November 2023 Pasco County property tax bill. Amount shown includes all applicable collection costs (2%) and early payment discounts (up to 4% if paid early).

## **GENERAL FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Interest Earnings:** The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Miscellaneous Revenues:** The District may receive monies event rentals for such things as weddings, birthday parties, etc. for the sale or provision of electronic access cards, entry decals etc.

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### **EXPENDITURES – ADMINISTRATIVE:**

**Supervisor Fees:** The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

**Administrative Services:** The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**District Engineer:** The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

**Trustee's Fees:** The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

**Assessment Roll:** The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Accounting Services:** Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

**Auditing Services:** The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

**Arbitrage Rebate Calculation:** The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

**Public Officials Liability Insurance:** The District will incur expenditures for public officials' liability insurance for the Board and Staff.

**Legal Advertising:** The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

**Dues, Licenses & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

**Miscellaneous Fees:** The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Website Hosting, Maintenance and Email:** The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**District Counsel:** The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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## **EXPENDITURES - FIELD OPERATIONS:**

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse.

**Electric Utility Services:** The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Street Lights:** The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee:** The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

**Stormwater Assessment:** The assessment fee is imposed by Pasco County for stormwater services benefiting from property located within the County.

**Aquatic Maintenance:** Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Lake/Pond Bank Maintenance:** The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

**Mitigation Area Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

**Aquatic Plant Replacement:** The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**Stormwater Systems Maintenance:** The District will incur expenses related to the stormwater systems maintenance.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property Insurance:** The District will incur fees to insure items owned by the District for its property needs

**Rust Prevention:** The District will incur expenses related to ongoing maintenance and repair services for rust treatments.

**Entry and Walls Maintenance:** The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance:** The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

**Holiday Decorations:** The District may incur expenses for the installation and removal of District holiday decorations.

**Irrigation Maintenance & Repairs:** The District will incur expenditures related to the maintenance and repairs of the irrigation systems.

**Landscape Replacement:** Expenditures related to replacement of turf, trees, shrubs etc.

**Landscape Inspection Services:** The District may contract for field management services to provide landscape maintenance oversight.

**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Management Contract:** The District may contract with a firm to provide for the oversight of its recreation facilities.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Clubhouse - Facility Janitorial Service:** Expenses related to the cleaning of the facility and related supplies.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Maintenance & Repair:** The District may incur expenses to maintain its recreation facilities.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Furniture Repair & Replacement:** Expense related to any facilities such as pool, tennis, basketball etc.

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Athletic/Park Court/Field Repairs:** Expense related to any facilities such as tennis, basketball, playground, etc.

**Dog Waste Station Supplies & Maintenance:** Expenses related to dog waste station repairs and supplies.

**Office Supplies:** The District may have an office in its facilities which require various office related supplies.

**Roadway Repair & Maintenance:** Expenses related to repair and maintenance of roadways that are owned by the District if any.

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Street Sign Repair & Replacement:** Expenses related to the repair and maintenance of roadway street signs owned by the District.

**Bridge Repair & Maintenance:** Expenses related to repair and maintenance of bridges that are owned by the District if any.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.



## RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

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### EXPENDITURES:

**Capital Reserve:** Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

## **DEBT SERVICE FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### **REVENUES:**

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

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### **EXPENDITURES – ADMINISTRATIVE:**

**Debt Service Obligation:** This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

## **Tab 15**

## **RESOLUTION 2023-10**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TALAVERA COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT; IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Talavera Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in the Pasco County, Florida (the “County”); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget(s) for Fiscal Year 2023-2024 (“Budget”), attached hereto as Exhibit “A” and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the District’s Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“Uniform Method”); and

**WHEREAS**, the District has previously evidenced its intention to utilize this Uniform Method; and

**WHEREAS**, the District has approved an Agreement with the Property Appraiser and Tax Collector of the County to provide for the collection of the special assessments under the Uniform Method; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect on the tax roll for platted lots pursuant to the Uniform Method and which is also indicated on Exhibit “A”; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Budget; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll of the Talavera Community Development District (the “Assessment Roll”) attached to this Resolution as Exhibit “B” and incorporated as a material part of this Resolution by this reference, and to certify the portion of the Assessment Roll on platted property to the County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT.** The provision of the services, facilities, and operations as described in Exhibit “A” confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the costs of the assessments. The allocation of the costs to the specially benefitted lands is shown in Exhibits “A” and “B,” and is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapter 190, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with Exhibits “A” and “B.” The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. Collection and Enforcement; Penalties; Interest.**

- A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in Exhibits “A” and “B.”
- B. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The District's Assessment Roll, attached to this Resolution as Exhibit "B," is hereby certified. That portion of the District's Assessment Roll which includes developed lands and platted lots is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the Talavera Community Development District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the District's Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Talavera Community Development District.



**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

**TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT**

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

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

Its:\_\_\_\_\_

Exhibit A:     FY 2023/2024 Budget

EXHIBIT A:  
Fiscal Year 2023/2024 Budget

Exhibit B  
Assessment Roll

Assessment Roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, FL Statutes.

## **Tab 16**

**RESOLUTION 2023-11**

**A RESOLUTION OF THE TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT ADOPTING THE ANNUAL  
MEETING SCHEDULE FOR FISCAL YEAR 2023/2024**

WHEREAS, the Talavera Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Pasco County, Florida; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

WHEREAS, the Board has proposed the Fiscal Year 2023/2024 annual meeting schedule as attached in **Exhibit A**;

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT**

1. The Fiscal Year 2023/2024 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.

2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

ATTEST:

**TALAVERA COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chairman, Board of Supervisors

**EXHIBIT “A”**  
**BOARD OF SUPERVISORS’ MEETING DATES**  
**TALAVERA COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**

October 18, 2023 – 10:00 a.m.

November 15, 2023 – 6:00 p.m.

December 13, 2023 - 10:00 a.m. \*Adjusted due to Holiday.

January 17, 2024 – 10:00 a.m.

February 21, 2024 –10:00 a.m.

March 20, 2024 – 6:00 p.m.

April 17, 2024 – 10:00 a.m.

May 15, 2024 – 6:00 p.m.

June 19, 2024 – 10:00 a.m.

July 17, 2024 – 10:00 a.m.

August 21, 2024 – 6:00 p.m.

September 18, 2024 – 10:00 a.m.

All meetings will convene at the **Talavera Amenity Center located at 18955 Rococo Road, Spring Hill, FL 34610.**



## **Tab 17**

RECEIVED  
JUN 14 2023  
BY: .....

**TALavera MASTER ASSOCIATION, INC.**  
**ALTERATION APPLICATION**

OWNER'S NAME: Maylinda Medina DATE: 6/13/23  
ADDRESS: 12740 Palapa Loop BLOCK: 11 LOT: 21  
PHONE: 813-784-1405 EMAIL: marraezy@gmail.com

Please describe in detail the type of proposed alteration, materials to be used, etc. if more space is needed, you may attach additional pages to this form.

Building a Tan Vinyl privacy fence, 6' Privacy fence with  
gate on each side and 4" picket fence across the back.

All applications requesting approval for any alteration which occurs outside the exterior walls of the building **MUST BE ACCOMPANIED BY A COPY OF YOUR LOT SURVEY WITH THE ALTERATION DRAWN ON IT, SHOWING LOCATIONS, DISTANCES AND DIMENSIONS. INCLUDE A SKETCH INDICATING SIZES, HEIGHTS, MATERIALS, COLORS, TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY. IF THIS INFORMATION IS NOT INCLUDED, YOUR REQUEST WILL BE RETURNED TO YOU.**

**INSTALLATION OF A FENCE OR SWIMMING POOL REQUIRES THE APPROPRIATE ADDENDUM TO BE SIGNED AND ATTACHED TO THIS APPLICATION.**

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration and/or addition comply with any applicable law, rule, regulation, code or ordinance. It is the owner's responsibility to ensure that they are in compliance with any applicable law, rule, regulation, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their heirs and assigns thereto, hereby assume sole responsibility for the repair, maintenance and/or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED, THAT TALavera MASTER ASSOCIATION, INC. IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, MAINTAIN AND/OR REPLACE ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND THEIR ASSIGNS ASSUMES ALL RESPONSIBILITIES FOR ANY CHANGE, ALTERATION OR ADDITION AND ITS FUTURE UPKEEP AND MAINTENANCE.



**TALavera MASTER ASSOCIATION, INC.**  
**ALTERATION APPLICATION**

I agree not to begin the proposed alteration or any other property improvements requiring approval from the Architectural Committee until the Management Company notifies me in writing of the approval and any conditions attached to the approval. I understand that all approvals automatically incorporate the conditions set forth in the Book of Standards for Community Living, current edition. I understand that the Architectural Committee has **up to forty-five days, from receipt of a complete application, including all required accompanying information,** to process, review and either approve or disapprove this Alteration Application. **If any change is made that has not been approved, the Architectural Committee has the right to require me to remove the improvement from my property.**

OWNER'S INITIALS

MM

**ALTERATION APPLICATIONS** must be submitted for, **but are not limited to**, the following items:

1. Painting of structures, including homes.
2. Fence installations.
3. Swimming pools.
4. Spas.
5. Any gas or fuel tanks whether above ground or buried.
6. Screen enclosures.
7. Satellite dishes.
8. Landscaping changes (such as adding planter/shrub beds, or eliminating major portions of the landscaping. This does not include the planting or removal of annual bedding plants.) It **does include** curbing around planting beds and installing lawn statues, or other lawn ornamentation.
9. Removal and/or installation of trees.
10. Any change, alteration or addition to the exterior of the dwelling, or other existing structure, or the addition of new structures or property.

**PLEASE NOTE: WHEN IN DOUBT CALL RIZZETTA AND COMPANY AT (813) 994 - 1001 FOR CLARIFICATION BEFORE STARTING ANY PROJECT ON THE EXTERIOR. THE ABOVE LIST IS JUST A SAMPLE AND NOT INTENDED TO INCLUDE EVERY POSSIBLE SCENARIO OR SITUATION.**

DATE:

6/13/23

OWNER'S SIGNATURE:

[Signature]

DATE:

6/13/25

OWNER'S SIGNATURE:

[Signature]

**TALavera MASTER ASSOCIATION, INC.**  
**ALTERATION APPLICATION**

Signature of adjacent lot owners if installing fence, trampoline or other project that requires notification of adjacent lot owners.

DATE: \_\_\_\_\_ OWNER'S SIGNATURE: \_\_\_\_\_ LOT \_\_\_\_\_

DATE: \_\_\_\_\_ OWNER'S SIGNATURE: \_\_\_\_\_ LOT \_\_\_\_\_

DATE: \_\_\_\_\_ OWNER'S SIGNATURE: \_\_\_\_\_ LOT \_\_\_\_\_

DATE: \_\_\_\_\_ OWNER'S SIGNATURE: \_\_\_\_\_ LOT \_\_\_\_\_

*Neighbor's signature already provided 10/22*

**ACTION TAKEN BY THE ASSOCIATION**

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_

APPROVED WITH CONDITIONS: \_\_\_\_\_ see attached conditions

\_\_\_\_\_  
Authorized Signature for the Architectural Committee

**NOTE: Application approvals are valid for a period of six (6) months and a new Alteration Application must be submitted after that time has elapsed if the approved project has not commenced.**

Return Completed Application to:  
Rizzetta & Company  
5844 Old Pasco Road, Suite 100.  
Wesley Chapel, FL 33544  
Telephone: (813) 994 - 1001 Facsimile: (813) 994 - 2100



**TALavera MASTER ASSOCIATION, INC.**  
**ALTERATION APPLICATION**

**FENCE & LANDSCAPING ALTERATION APPLICATION ADDENDUM**


NOTE: This form must be signed by the homeowner and returned along with the original Alteration Application BEFORE any work is started. Should work commence prior to obtaining appropriate authorization, the Association and/or Developer shall not be responsible for any drainage issues or property damage to this Lot or any adjoining Lot.

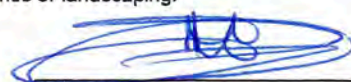
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Landscaping should never be placed in swales. This will not only create drainage problems, but most landscaping will be negatively affected by the wet conditions in the swales. It is a good idea when planning landscaping to mound the bed up so the landscaping material is planted in ground that is at least a few inches higher than the sod. Even higher mounds may be necessary for plant materials that are water sensitive. Please check with the utility companies before planting anything in the front yard as there are various utility lines installed in this area.

As a precaution, please remember that all fences must be installed with the posts on the inside of the homesite so that the "finished" side is on the outside.

I/we, Maylinda Medina, understand the above and will take proper precautions when installing my fence or landscaping.

  
\_\_\_\_\_  
Homeowner  
6/13/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Homeowner  
6/13/23  
\_\_\_\_\_  
Date

12740 Palapa Loop  
\_\_\_\_\_  
Address

15



## ***R. DEAN THE FENCEMAN, LLC.***

17312 US HWY 41, LUTZ, FL 33549

Phone: (813) 907-9977 | Fax: (813) 501-4836 | Email: thefenceman64@gmail.com

LIC.# 44206 | LOCATE# 114939

### **ESTIMATE**

CUSTOMER NAME
MAYLINDA MEDINA
ADDRESS
12740 PALAPA LOOP
CITY, STATE AND ZIPCODE
SPRING HILL FL 34610
COMMENTS
REGENCY IN BACK WITH GATE
REGENCY ON THE SIDE THEN S - BEND
6' PRIVACY WITH A GATE ON EACH SIDE
METAL IN THE GATES KEY LOCKS

MAYLINDA MEDINA	
12740 PALAPA LOOP	
SPRING HILL FL 34610	TYPE
813 784 1405	CELL
EMAIL ADDRESS	
EMAIL:	
TYPE / COLOR	
VINYL / TAN	

\*Deposits are due upon signing contract.  
\*Balance due upon completion of work.  
\*All posts are concreted. All gates will have stainless steel hardware.  
\*Lifetime Warranty on Vinyl Fences.  
\*We are licensed and insured.

Total Linear Feet: 154

REAR

62

LEFT/SIDE

LEFT/FRONT

13



RIGHT/SIDE

66

RIGHT/FRONT

13



CONTRACT  
Lic. #44206  
Locate #114939

**R. Dean the Fenceman, LLC**  
17312 Hwy. 41, Lutz, FL 33549  
(813) 907-9977 • Email: thefenceman64@gmail.com

2022-  
2023

Date: 6-12-2023 Time: 7:40 pm

Home Phone: \_\_\_\_\_

Name: May Linda Wleding

Business Phone: \_\_\_\_\_

Address: 12740 Palapa Loop

Cell Phone: (813) 724-1485

City: Spring Hill St.: FL Zip: 34610

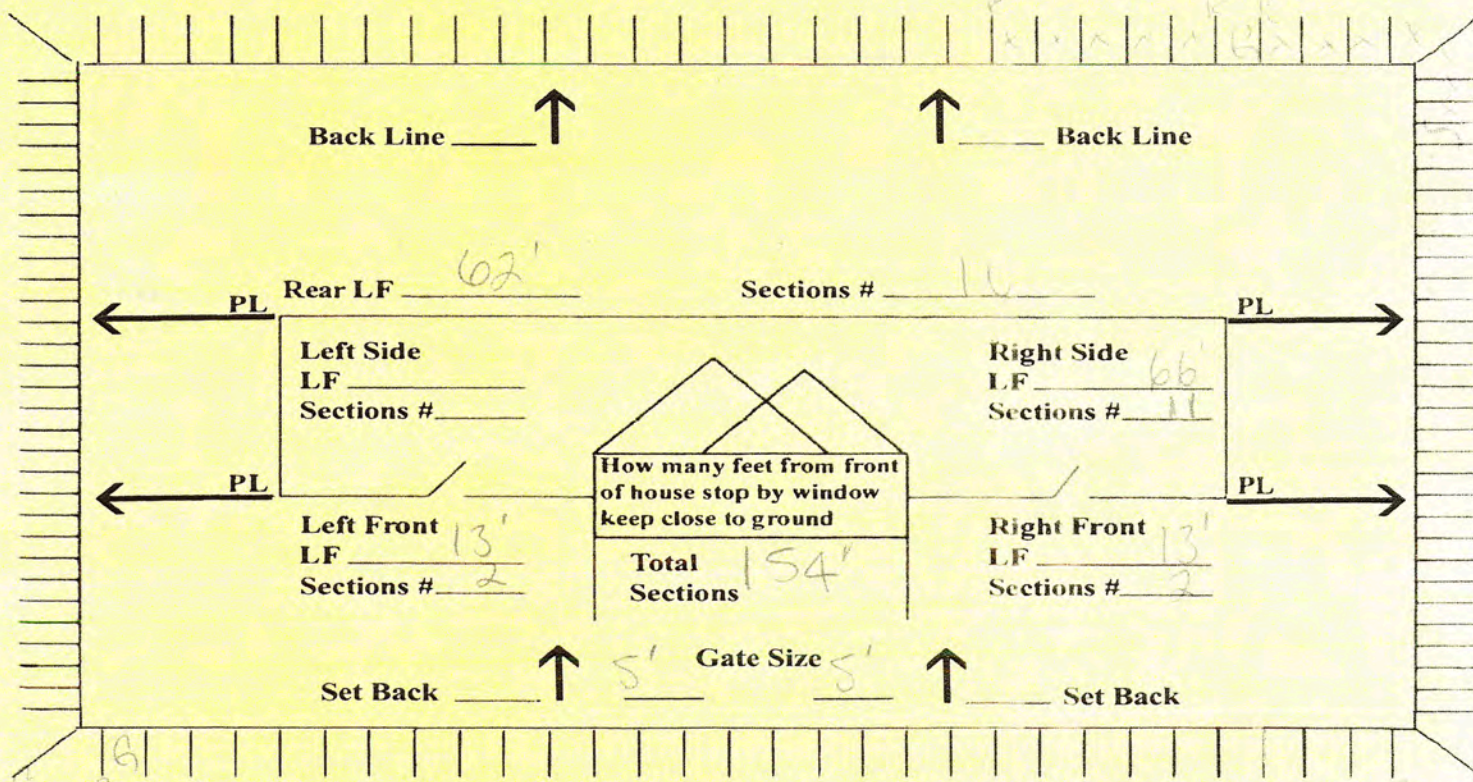
Locate #: \_\_\_\_\_

Sub Division: \_\_\_\_\_

### Material Specifications

☐ All Post Concreted

Type	Height	Color	Style	Post Size	Board Size		Gate/Size
<input checked="" type="checkbox"/> Vinyl Tongue Groove	<input checked="" type="checkbox"/> 3 ft.	<input type="checkbox"/> White	<input checked="" type="checkbox"/> Privacy	<input checked="" type="checkbox"/> 4 x 4 x 8 W	<input checked="" type="checkbox"/> 5/8 x 4 x 6	<input checked="" type="checkbox"/> 2 x 4 x 8	<input type="checkbox"/> Metal Frame
<input type="checkbox"/> PT. Pine/Wood	<input type="checkbox"/> 4 ft.	<input checked="" type="checkbox"/> Tan	<input type="checkbox"/> Board/ Board	<input type="checkbox"/> 4 x 6 x 10 W	<input type="checkbox"/> 5/8 x 6 x 6	<input type="checkbox"/> 2 x 4 x 10	<input type="checkbox"/> Swing
<input type="checkbox"/> Aluminum	<input type="checkbox"/> 5 ft.	<input type="checkbox"/> Black	<input type="checkbox"/> Shadow Box	<input type="checkbox"/> 6 x 6 x 10 W	<input type="checkbox"/> 5/8 x 6 x 8	<input type="checkbox"/> 2 x 4 x 12	Double
<input type="checkbox"/> Chain Link	<input checked="" type="checkbox"/> 6 ft.	<input type="checkbox"/> Green	<input type="checkbox"/> Lattice	<input type="checkbox"/> 5 x 5 x 9 V	<input type="checkbox"/> 1/2 x 4 x 6	LP	<input type="checkbox"/> 3ft. <input checked="" type="checkbox"/> 4ft.
<input type="checkbox"/> Field Fence	<input type="checkbox"/> 8 ft.	<input type="checkbox"/> Brown	<input checked="" type="checkbox"/> Picket	<input type="checkbox"/> 5 x 5 x 8 V	<input type="checkbox"/> 5/8 x 4 x 6	EP	<input checked="" type="checkbox"/> 5ft. <input type="checkbox"/> 6ft.
<input type="checkbox"/> 3rail or 4 rail	<input type="checkbox"/> Ring Shank Only	<input type="checkbox"/> Natural	<input type="checkbox"/> Scallop	<input type="checkbox"/> 4 x 4 x 6 V	<input type="checkbox"/> Dog Ears	CP	<input type="checkbox"/> 8ft. <input type="checkbox"/> 10ft.
Galvanized / Black		<input type="checkbox"/> Mailbox	<input type="checkbox"/> Horizontal	Trans	S- Bend	TP	<input type="checkbox"/> 12ft. <input type="checkbox"/> 14ft.



### Contract Conditions

- ☐ Estimate based on customer measurements \_\_\_\_\_
- ☐ Customer will show Tax Bill for dumping old fencing \_\_\_\_\_ initial \$1.00 per ft.
- ☐ Customer will not show Tax Bill \_\_\_\_\_ initial \$1.60 per ft.

Color of material TAN

The above proposal when accepted becomes a binding contract between buyer(s) and R. Dean Fencing. After signing of contract, buyer has three business days to cancel contract. Buyer is responsible for locating, staking and clearing the fence line. Buyer must also have all necessary permits and approvals for the fence line.





## **Tab 18**



# TALAVERA MASTER ASSOCIATION, INC.

## ALTERATION APPLICATION

OWNER'S NAME: Sean Gall DATE: 5-11-23  
ADDRESS: 12093 Nouveau Ave BLOCK: 20 LOT: 26  
PHONE: 727 776 8819 EMAIL: seandg24@aol.com

PLEASE DESCRIBE IN DETAIL THE TYPE OF PROPOSED ALTERATION, MATERIALS TO BE USED, ETC. IF MORE SPACE IS NEEDED, YOU MAY ATTACH ADDITIONAL PAGES TO THIS FORM.

Install 6FT Privacy Fence to Front and sides  
transitioning down to 4FT Picket Along the  
last 18FT of homesite. 4FT Picket along the back  
portion of the Homesite

Requesting to Install fence Over the 10FT drainage easement  
seen on plot plan Between our home + Lot 2027

All applications requesting approval for any alteration which occurs outside the exterior walls of the building **MUST BE ACCOMPANIED BY A COPY OF YOUR LOT SURVEY WITH THE ALTERATION DRAWN ON IT, SHOWING LOCATIONS, DISTANCES AND DIMENSIONS. INCLUDE A SKETCH INDICATING SIZES, HEIGHTS, MATERIALS, COLORS, TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY. IF THIS INFORMATION IS NOT INCLUDED, YOUR REQUEST WILL BE RETURNED TO YOU.**

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Control Committee (ACC) shall have no liability or obligation to determine whether such improvement, alteration and/or addition comply with any applicable law, rule, regulation, code or ordinance. It is the owner's responsibility to ensure that they are in compliance with any applicable law, rule, regulation, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their heirs and assigns thereto, hereby assume sole responsibility for the repair, maintenance and/or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED, THAT TALAVERA MASTER ASSOCIATION, INC. IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, MAINTAIN AND/OR REPLACE ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND THEIR ASSIGNS ASSUMES ALL RESPONSIBILITIES FOR ANY CHANGE, ALTERATION OR ADDITION AND ITS FUTURE UPKEEP AND MAINTENANCE.

I agree not to begin the proposed alteration or any other property improvements requiring approval from the ACC until the ACC notifies me in writing of their approval and any conditions attached to the approval. I understand that all approvals automatically incorporate the conditions set forth in the Book of Standards for Community Living, current edition. I understand that the ACC has **up to forty-five days, from receipt of a complete application, including all required accompanying information,** to process, review and either approve or disapprove this **ALTERATION APPLICATION.** **If any change is made that has not been approved, the ACC has the right to require me to remove the improvement from my property.**

OWNER'S INITIALS AG SG

**ALTERATION APPLICATIONS** must be submitted for, **but are not limited to**, the following items:

1. Painting of structures, including houses.
2. Fence installations.
3. Swimming pools.
4. Spas.
5. Any gas or fuel tanks whether above ground or buried.
6. Screen enclosures.
7. Satellite dishes.
8. Landscaping changes (such as adding planter/shrub beds, or eliminating major portions of the landscaping. This does not include the planting or removal of annual bedding plants.) It **does include** curbing around planting beds and installing lawn statues, or other lawn ornamentation.
9. Removal and/or installation of trees. See the Pasco County Tree Ordinance.
10. Any change, alteration or addition to the exterior of the dwelling, or other existing structure, or the addition of new structures or property.

**PLEASE NOTE: WHEN IN DOUBT CALL RIZZETTA AT (813) 994 - 1001 FOR CLARIFICATION BEFORE STARTING ANY PROJECT ON THE EXTERIOR. THE ABOVE LIST IS JUST A SAMPLE AND NOT INTENDED TO INCLUDE EVERY POSSIBLE SCENARIO OR SITUATION.**

DATE: 5-11-23 OWNER'S SIGNATURE: Sam Hall

DATE: 5-11-23 OWNER'S SIGNATURE: Amber Gall

**ACTION TAKEN BY THE ASSOCIATION:** \_\_\_\_\_ DATE: \_\_\_\_\_

NOT APPROVED: \_\_\_\_\_ REJECTED: \_\_\_\_\_ APPROVED WITH CONDITIONS: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature for the Architectural Review Committee

**NOTE: Application approvals are valid for a period of six (6) months and a new Alteration Application must be submitted after that time has elapsed if the approved project has not commenced.**

Return Completed Application to:  
Rizzetta & Company  
5844 Old Pasco Road, Suite 100.  
Wesley Chapel, FL 33544  
Telephone: (813) 994 - 1001 Facsimile: (813) 994 - 294 - 2100



TALAVERA MASTER ASSOCIATION, INC.

FENCE & LANDSCAPING ALTERATION APPLICATION ADDENDUM

NOTE: This form must be signed by the homeowner and returned along with the original Alteration Application BEFORE any work is started. Should work commence prior to obtaining appropriate authorization, the Association and/or Developer shall not be responsible for any drainage issues or property damage to this Lot or any adjoining Lot.

Prior to submitting the request for a fence or landscaping, it would be wise for the Lot Owner to consider the soil conditions and drainage design for his/her lot. In most cases the home site drains to swales at the midpoint between each home. The installation of a fence or landscaping in this area will reduce the ability of the swale to drain water from the lot and can increase puddling and muddy soil conditions. Fence must be installed in a manner that will keep the fence off the ground in order to allow proper water flow.

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As a precaution, please remember that all fences must be installed with the posts on the **inside** of the homesite so that the "finished" side is on the outside.

I/we, Sean + Amber Gail, understand the above and will take proper precautions when installing my fence or landscaping.

Sean Gail  
Homeowner

5-11-23  
Date

Amber Gail Amber Gail  
Homeowner

5-11-23  
Date

12093 Nouveau  
Address



TALAVERA MASTER ASSOCIATION, INC.  
ALTERATION APPLICATION

Signature of adjacent lot owners if installing fence, trampoline or other project that requires notification of adjacent lot owners.

DATE: 7/3/23 OWNER'S SIGNATURE: M/I. Homes LOT 2025

DATE: 7/8/23 OWNER'S SIGNATURE: [Signature] LOT 2027

DATE: \_\_\_\_\_ OWNER'S SIGNATURE \_\_\_\_\_ LOT \_\_\_\_\_

DATE: \_\_\_\_\_ OWNER'S SIGNATURE \_\_\_\_\_ LOT \_\_\_\_\_

ACTION TAKEN BY THE ASSOCIATION

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_

APPROVED WITH CONDITIONS: \_\_\_\_\_ see attached conditions

\_\_\_\_\_  
Authorized Signature for the Architectural Committee

NOTE: Application approvals are valid for a period of six (6) months and a new Alteration Application must be submitted after that time has elapsed if the approved project has not commenced.

Return Completed Application to:  
Rizzetta & Company  
5844 Old Pasco Road, Suite 100.  
Wesley Chapel, FL 33544  
Telephone: (813) 994-1001 Facsimile: (813) 994-2100

Rizzetta & Company, Inc.  
5844 Old Pasco Road, Suite 100 • Wesley Chapel, FL 33544  
Telephone: 813-994-1001 • Facsimile: 813-994-2100  
Toll Free: 1-866-647-1714

# SITE PLAN

LOT 26, BLOCK 20  
TALAVERA PHASE 2A-1 & 2A-2  
PASCO COUNTY, FLORIDA.

## LEGEND:

--- = PROPOSED DRAINAGE FLOW  
(00.00) = PROPOSED GRADE  
E-00.00 = EXISTING GRADE

## NOTES:

LOT GRADING TYPE = B  
PROPOSED PAD ELEVATION = 74.40'  
FRONT SETBACK = 20'  
SIDE SETBACK = 7.5'  
REAR SETBACK = 15'  
CORNERS SIDE SETBACK = 17.5'

☼ = PROPOSED 2" SHADE TREE

LOT = 10201.14 SQ. FT.  
LIVING AREA = 1547 SQ. FT.  
ENTRY = 49 SQ. FT.  
GARAGE = 553 SQ. FT.  
COVERED LANAI = 236 SQ. FT.  
PATIO = N/A SQ. FT.  
POOL AREA = N/A SQ. FT.  
CONC. DRIVE = 254 SQ. FT.  
A/C & CONC PAD = 18 SQ. FT.  
SIDEWALK = 30 SQ. FT.  
SIDE YARD SWALE = N/A SQ. FT.  
CONSERVATION AREA = N/A SQ. FT.  
LOT OCCUPIED = 34 %  
AREA TO IRRIGATE = 82 %

SKETCH ONLY  
NOT A BOUNDARY SURVEY

SEC. 04, TWP. 25 S, RNG. 18 E.

BEARING BASIS:

NORTHWEST BOUNDARY OF SUBJECT LOT BEING N 35°47'01" E

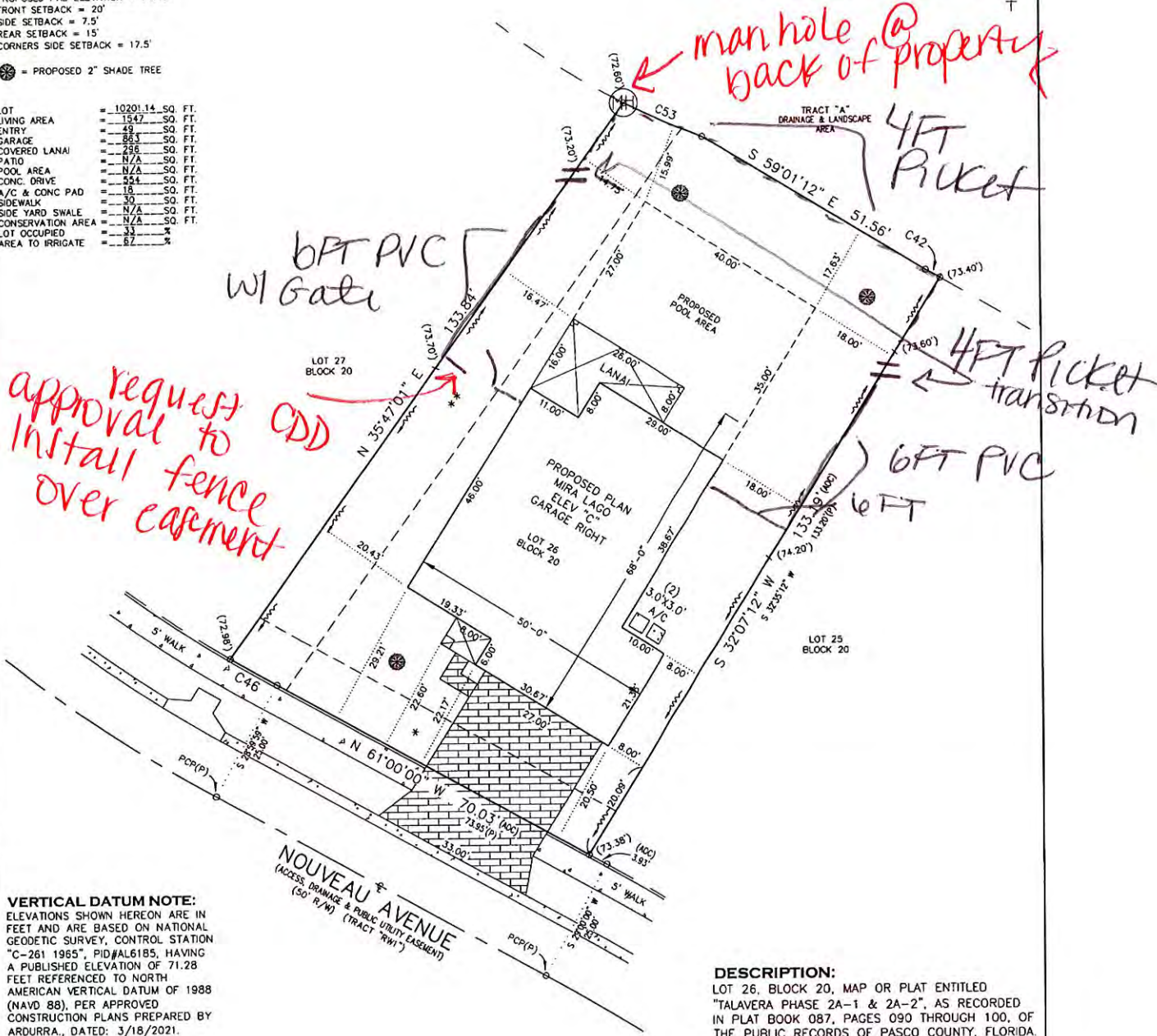
THE CONTRACTOR AND/OR OWNER ARE  
REQUIRED TO VERIFY ALL SETBACKS, BUILDING  
DIMENSIONS AND LAYOUT SHOWN HEREON PRIOR  
TO ANY CONSTRUCTION.

ALL DATA SHOWN HEREON BASED ON THE  
ENGINEERING PLANS OF ARDURRA, PROVIDED BY  
M/A HOMES.

\* = 10' UTILITY EASEMENT

\*\* = 12.5' DRAINAGE & INGRESS ACCESS EASEMENT

N  
SCALE: 1" = 20'



## VERTICAL DATUM NOTE:

ELEVATIONS SHOWN HEREON ARE IN  
FEET AND ARE BASED ON NATIONAL  
GEODETIC SURVEY, CONTROL STATION  
"C-261 1985", PID#AL6185, HAVING  
A PUBLISHED ELEVATION OF 71.28  
FEET REFERENCED TO NORTH  
AMERICAN VERTICAL DATUM OF 1988  
(NAVD 88), PER APPROVED  
CONSTRUCTION PLANS PREPARED BY  
ARDURRA, DATED: 3/18/2021.

## PROPOSED:

LOWEST FLOOR ELEVATIONS:  
LIVING AREA: 75.07'  
GARAGE AREA:  
ELEVATIONS REFERENCED TO  
NORTH AMERICAN VERTICAL  
DATUM OF 1988, MEAN SEA  
LEVEL = 00.00 FT.

## DESCRIPTION:

LOT 26, BLOCK 20, MAP OR PLAT ENTITLED  
"TALAVERA PHASE 2A-1 & 2A-2", AS RECORDED  
IN PLAT BOOK 087, PAGES 090 THROUGH 100, OF  
THE PUBLIC RECORDS OF PASCO COUNTY, FLORIDA.

ADC = PER AFFIDAVIT OF CORRECTION  
(O.R. BOOK 10642, PAGE 2028)  
- INSTRUMENT 2022142485 -

CURVE	RADIUS	ARC	CHORD	BEARING	DELTA
C42(C)	658.00	3.32	3.32	S 60°51'20" E	00°17'22"
C42(ADD)	657.18	3.32	3.32	S 60°51'20" E	00°17'22"
C42(P)	658.00	8.88	8.88	S 60°51'20" E	00°43'20"
C46	275.00	10.50	10.50	N 59°54'22" W	02°11'18"
C53	142.00	17.20	17.19	S 68°36'52" E	08°58'31"

APPARENT FLOOD HAZARD ZONE: "X" COMMUNITY PANEL NO. 12101C 0209 F EFFECTIVE DATE: 9/26/2014

## LEGEND:

(C) = CALCULATED DATA, (D) = DEED DATA, (M) = MEASURED DATA, (P) = PLAT DATA, C = CENTERLINE, A/C = AIR CONDITIONER, B/C = BACK OF CURB, C/S = CONCRETE SLAB, CH = CHORD, CHB = CHORD BEARING, CLF = CHAIN LINK FENCE, CONC = CONCRETE, COV = COVERED, E/P = EDGE OF PAVEMENT, ESM = EASEMENT, F/C = FENCE CORNER, FCV = FOUND CONCRETE MONUMENT, FCM NO ID = FOUND CONCRETE MONUMENT - NO IDENTIFICATION, FIP = FOUND IRON PIPE, FIR 1/2" = FOUND 1/2" IRON ROD, FIR 1/2" NO ID = FOUND 1/2" IRON ROD - NO IDENTIFICATION, FIR 5/8" = FOUND 5/8" IRON ROD, FIR 5/8" NO ID = FOUND 5/8" IRON ROD - NO IDENTIFICATION, FN&D = FOUND NAIL & DISK, FN&D NO ID = FOUND NAIL & DISK - NO IDENTIFICATION, LFE = LOWEST FLOOR ELEVATION, MAS = MASONRY, OR = OFFICIAL RECORD BOOK, PB = PLAT BOOK, PCP = PERMANENT CONTROL POINT, PRM = PERMANENT REFERENCE MONUMENT, R/W = RIGHT OF WAY, R = RADIUS, SIR = SET 1/2" IRON ROD & CAP NO. 4493, SN&D = SET NAIL & DISK NO. 4493, TBM = TEMPORARY BENCHMARK, U/P = UTILITY POLE, V/F = VINYL FENCE, W/F = WOOD FENCE

JOHN R. BEACH & ASSOCIATES, INC.

SURVEYORS AND MAPPERS  
911 WEST ST. PETERSBURG DRIVE  
OLDSMAR, FLORIDA 34677  
(813) 654-1276 FAX (813) 855-8370

NOT VALID WITHOUT ORIGINAL SIGNATURE  
AND SEAL OF A FLORIDA LICENSED  
SURVEYOR AND MAPPER

Date: SITE PLAN 10/13/2022 ACS

Drawn By:

SMS

Checked By:

JRB

Scale:

1" = 20'

Revisions:

REVISED PER HOUSE LOCATION AND ROTATION TO  
ALLOW MAXIMUM ROOM FOR POOL 10/18/22 JBS  
SKETCH FOR POOL 10/24/22 JBS  
REVISED PER PAVERS 12/12/22 JBS



Digitally signed by John  
Beach  
Date: 2022.12.12 16:36:02  
-05'00'

SIGNATURE DATE

JOHN R. BEACH  
FLORIDA REG. LAND SURVEYOR No. 2984 LB#4493

JOHN R. McDONALD  
PROFESSIONAL SURVEYOR & MAPPER No. 6986





Fence Outlet of Port Richey Inc  
11507 US-19  
Port Richey , FL 34668

ID : 00188188  
Gall, Sean Or Amber  
Quote On : May 05, 2023  
Port Richey

**Customer Address**

Gall, Sean Or Amber  
12093 NOUVEAU AVE  
SPRING HILL, Florida 34610  
seandg24@aol.com  
(727) 776-8819, (727) 505-9254

**Estimate Only**

**Description of Work**

Install 67 feet of 4x8 SPACED PICKET 7/8x1.5 PICKET SECTION WITH APPROX 3" SPACING-TAN  
Install 149 feet of 6X6 T&G PRIVACY PVC FENCE TAN PKG-KIT  
1 ea Install 5 feet of 6X5 T&G PRIVACY RACKABLE PVC GATE TAN PKG-KIT  
1 ea Install 5 feet of 4X5 SPACED PICKET 7/8X1.5 PICKET GATE WITH APPROX 3" SPACING-TAN  
TAPER PANEL

Paid On	Type	Trans No/Check No	Amount
---------	------	-------------------	--------

Total Due \$6,990.00

Payment - \$0.00

Balance Due \$6,990.00

CS

Gall, Sean Or Amber

Date

Sean Gall  
7/3/23

ES

Jarad Marsh

Date

Port Richey Office - (727) 857-7590

Jarad Marsh - (727) 359-0535

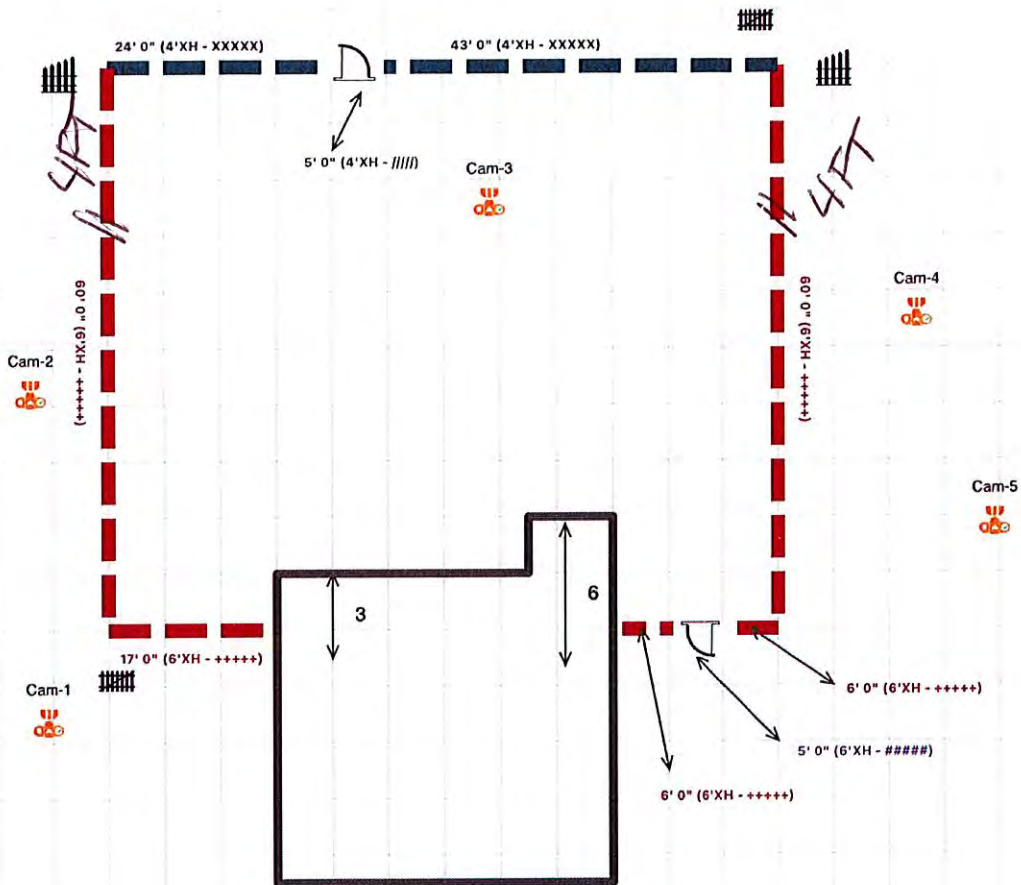
This contract includes the clauses referred to in the attached appendices.

This quote is valid for 10 days.

# Layout - L2

ID: 00188188 - Gall, Sean Or Amber

Quoted on: May 05, 2023 - Port Richey



## Legends

XXXXX: 67 ft ea 4x8 SPACED PICKET 7/8x1.5 PICKET SECTION WITH APPROX 3" SPACING-TAN

+++++: 149 ft ea 6X6 T&G PRIVACY PVC FENCE TAN PKG-KIT

#####: 1 ea 6X5 T&G PRIVACY RACKABLE PVC GATE TAN PKG-KIT

/////: 1 ea 4X5 SPACED PICKET 7/8x1.5 PICKET GATE WITH APPROX 3" SPACING-TAN

## Site Pictures

ID: 00188188 - Gall, Sean Or Amber

Quoted on: May 05, 2023 - Port Richey

Cam - 1 Front Left



Cam - 2 Left



Cam - 3 Rear



Cam - 4 Right



Cam - 5 Front Right



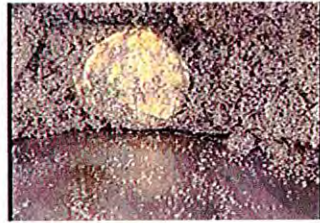


## Property Pin Photos

ID: 00188188 - Gall, Sean Or Amber

Quoted on: May 05, 2023 - Port Richey

---



## **Fences**

1. Fences must have the prior approval of the ACC and must be constructed of solid tan PVC in the style and design as shown in the example below and shall be built to conform to all manufacture's specifications.
2. Fences shall be a height of six feet (6') with the exception of fences on lots with view corridors such as ponds, conservation areas or other view enhanced areas. All six-foot (6') fences shall be tongue and groove style with no horizontal slats, often referred to as the Lexington style. At a point eighteen feet (18') from the side of the Lot facing the view corridor, the fence shall be a two-rail open picket style fence, commonly referred to as the Keywest style. The open picket fence shall be four feet (4') in height. There will be a curved transition panel installed between the 6' fence and the 4' fence. All post caps shall be flat.

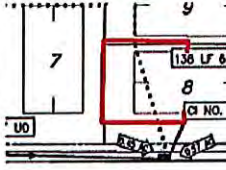



*(NOTE: following the transition panel, there will be three 6' panels of open picket fence. The transition panel does not count in the 18' requirement.)*

3. All fences that will abut an existing fence or perimeter wall must be installed with the final end side section graduating in height so that the last panel meets the height of the existing fence or perimeter wall.
4. Fences shall not be installed flush to the ground in order to prevent blockage of stormwater drainage.
5. It is recommended that fences not be installed in drainage or utility easements. However, if the ACC grants permission for a fence to be installed in a drainage easement it is the responsibility of the homeowner to correct any changes in drainage on the homeowner's Lot or adjoining Lots at the homeowner's expense. Should the CDD, Association or County be required to correct a drainage or utility situation either above or underground on lots affected by swales, rear yard drains or easements, the homeowner is responsible for all costs associated with the removal and reinstallation of the fence installed in said easement.
6. Lots that have easements may not be allowed a variance to install a fence that extends into the easement. In cases where a variance cannot be granted due to maintenance access issues, depth of stormwater pipes, etc., a fence may be approved for installation on the easement line but may not be installed in a manner that obstructs the easement. Owners must continue to maintain the easement area located outside of the fence on the same maintenance schedule as the rest of the Lot.
7. Lots within Talavera that have maintenance/access easements on both side lot lines will be reviewed on a case by case basis and may be considered for a



variance to place a fence within the easement on one side lot line or within a portion of an easement that will not block maintenance access.

8. Fences may not be installed past any wetland conservation setback lines on any Homesites within the community.
9. Only the good side of the fence may face outward. No posts or stringers may be visible from the outside of the fence.
10. No fence shall be constructed closer than ten feet (10') back from the forward facing corners of the house. The first fence panel may not be installed within the frame view of a neighboring homes window. No fence shall be permitted to extend beyond the front corners of the house in any circumstance.
11. Notwithstanding any other governmental regulations, any side fencing on a typical or regularly shaped corner lot shall be located no more than one-half of the distance between the side wall of the house and the side property line that is next to the side street. The measurement for the distance of this fence shall start at the side wall of the house.
12. Fence setbacks on irregularly shaped corner lots will be reviewed on a case by case basis. Fences for corner lots require close coordination with the ACC due to their unique layout and concerns for vehicle visibility/safety and compliance with existing easements and county building code setback requirements. The ACC will also take into consideration how a home abutting this lot will be affected due to front set back requirements for the abutting lot. As shown in the example, the streetside fence may be required to come off the rear corner of the house rather than as allowed on typical shaped corner lots.
13. All streetside fences will be required to have landscaping. A design of curving and varying width that contains several small pockets of grouped plantings is preferred; however, planting a hedge or multiple trees/palms with understory plants will be considered for approval. When choosing the plants to be installed, keep in mind the size of the mature plant and its maintenance requirements. **To be reviewed by the committee, applications for streetside fences must include the landscape plan and list of plants that will be installed as a part of the application.**
14. Except where easements or swales exist, fences will be installed no more than six (6) inches inside the property line. Alleyways between fences will not be permitted.
15. Irrigation systems must be reconfigured to provide complete coverage outside of the fenced area.
16. Fences must be kept clean and in good repair.

17. Any and all required governmental approvals/permits for fence construction are the responsibility of the homeowners and must be obtained prior to construction. **It is the responsibility of the Owner to comply with all County and/or Association requirements, whichever is most stringent.**
18. Signature from neighbors on all sides of the property where fence will be installed must be on the Alteration Application at the time of submitting the form to the ACC. The purpose of the signatures is to notify the neighbors that workers will be installing a fence and may inadvertently trespass onto their property or have materials on their property. Any damage that may arise to another Owner's property during the installation process is the responsibility of the Owner who is contracting for the fence installation.
19. Any property line fence installed by the developer/builder on Lots that have homes back-to-back are the maintenance responsibility of the adjacent Owners. Repairs and replacement parts must be identical to the originally installed panels, posts and post caps. Costs for repairs and/or replacement should be shared equally by each adjacent Owner unless damages were caused by one Owner, in which instance that Owner should be responsible for all costs associated with the repairs and/or replacement. The Association reserves the right to maintain/repair/replace the property line fence if Owners fail to do so and to special assess each Owner adjacent to the property line fence for their share of the costs.
20. Owners of corner Lots which have a property line fence may request approval to adjust the end panel by adding to or removing a section of the property line fence in order to meet the requirements for location of a street-side fence. Sign from the rear neighbor abutting the property line fence must be obtained.

#### **Firepits**

1. Outdoor wood burning is prohibited except in a fire pit used on an uncovered patio or an open area of pavers or concrete within the rear yard. When not in use, a portable fire pit must be stored on a lanai or in a screened enclosure. The fire pit must have a wire screen mesh covering, be freestanding and kept in good working condition.
2. Natural gas and propane fire pits are acceptable choices and may be considered for installation under a lanai or pergola. Fire pit must be installed per manufacturer's specifications and should specify that it is safe for an under-roof installation. Manufacturers' specifications should be included with the application.

#### **Flags - Federal, State, Military**

1. In accordance with Florida Statutes 720.304, any homeowner may display one portable, removable official flag not larger than 4 ½ feet by 6 feet, United States flag or one official flag of the State of Florida in a respectful manner, and one portable removable official flag not larger than 4½ feet by 6 feet, which represents



# SITE PLAN

SKETCH ONLY  
NOT A BOUNDARY SURVEY

SEC. 04, TWP. 25 S, RNG. 18 E.

BEARING BASIS:

NORTHWEST BOUNDARY OF SUBJECT LOT BEING N 35°47'01" E

LOT 26, BLOCK 20  
TALAVERA PHASE 2A-1 & 2A-2  
PASCO COUNTY, FLORIDA.

## LEGEND:

~ = PROPOSED DRAINAGE FLOW  
(00.00) = PROPOSED GRADE  
E-00.00 = EXISTING GRADE

## NOTES:

LOT GRADING TYPE = B  
PROPOSED PAD ELEVATION = 74.40'  
FRONT SETBACK = 20'  
SIDE SETBACK = 7.5'  
REAR SETBACK = 15'  
CORNERS SIDE SETBACK = 17.5'

☼ = PROPOSED 2" SHADE TREE

LOT = 10201.14 SQ. FT.  
LIVING AREA = 1547 SQ. FT.  
ENTRY = 49 SQ. FT.  
GARAGE = 863 SQ. FT.  
COVERED LANAI = 296 SQ. FT.  
PATIO = N/A SQ. FT.  
POOL AREA = N/A SQ. FT.  
CONC. DRIVE = 554 SQ. FT.  
A/C & CONC PAD = 18 SQ. FT.  
SIDEWALK = 30 SQ. FT.  
SIDE YARD SWALE = N/A SQ. FT.  
CONSERVATION AREA = N/A SQ. FT.  
LOT OCCUPIED = 33 %  
AREA TO IRRIGATE = 67 %

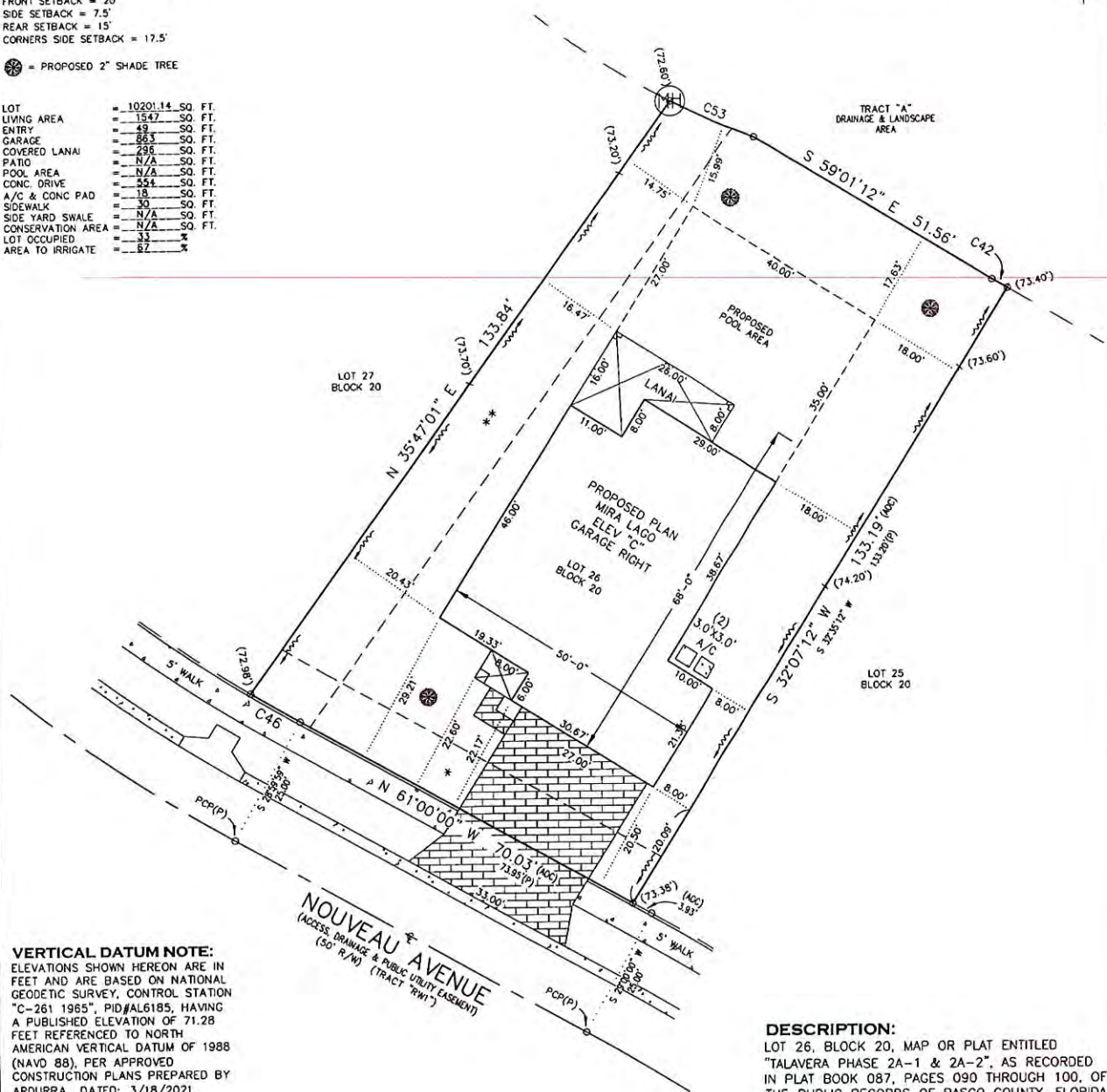
THE CONTRACTOR AND/OR OWNER ARE  
REQUIRED TO VERIFY ALL SETBACKS, BUILDING  
DIMENSIONS AND LAYOUT SHOWN HEREON PRIOR  
TO ANY CONSTRUCTION.

ALL DATA SHOWN HEREON BASED ON THE  
ENGINEERING PLANS OF ARDURRA, PROVIDED BY  
M/A HOMES.

\* = 10' UTILITY EASEMENT

\*\* = 12.5' DRAINAGE & IN/EGRESS ACCESS EASEMENT

N  
SCALE: 1" = 20'



## VERTICAL DATUM NOTE:

ELEVATIONS SHOWN HEREON ARE IN  
FEET AND ARE BASED ON NATIONAL  
GEODETIC SURVEY, CONTROL STATION  
"C-261 1985", PID#AL6185, HAVING  
A PUBLISHED ELEVATION OF 71.28  
FEET REFERENCED TO NORTH  
AMERICAN VERTICAL DATUM OF 1988  
(NAVD 88), PER APPROVED  
CONSTRUCTION PLANS PREPARED BY  
ARDURRA, DATED: 3/18/2021.

## PROPOSED:

LOWEST FLOOR ELEVATIONS:  
LIVING AREA: 75.07'  
GARAGE AREA:  
ELEVATIONS REFERENCED TO  
NORTH AMERICAN VERTICAL  
DATUM OF 1988, MEAN SEA  
LEVEL = 00.00 FT.

## DESCRIPTION:

LOT 26, BLOCK 20, MAP OR PLAT ENTITLED  
"TALAVERA PHASE 2A-1 & 2A-2", AS RECORDED  
IN PLAT BOOK 087, PAGES 090 THROUGH 100, OF  
THE PUBLIC RECORDS OF PASCO COUNTY, FLORIDA.

AOC = PER AFFIDAVIT OF CORRECTION  
(O.R. BOOK 10642, PAGE 2028)  
-INSTRUMENT 2022142485-

CURVE	RADIUS	ARC	CHORD	BEARING	DELTA
C42(C)	658.00	3.32	3.32	S 60°51'20" E	00°17'22"
C42(S)	657.18	3.32	3.32	S 60°51'20" E	00°17'22"
C42(P)	658.00	8.68	8.68	S 60°51'20" E	00°45'20"
C46	275.00	10.50	10.50	N 59°54'22" W	02°11'18"
C53	142.00	17.20	17.19	S 66°36'52" E	08°58'31"

APPARENT FLOOD HAZARD ZONE: "X" COMMUNITY PANEL NO. 12101C 0209 F EFFECTIVE DATE: 9/26/2014

## LEGEND:

(C) = CALCULATED DATA, (D) = DEED DATA, (M) = MEASURED DATA, (P) = PLAT DATA, CL = CENTERLINE, A/C = AIR CONDITIONER, B/C = BACK OF CURB, C/S = CONCRETE SLAB, CH = CHORD, CHB = CHORD BEARING, CLF = CHAIN LINK FENCE, CONC = CONCRETE, COV = COVERED, E/P = EDGE OF PAVEMENT, ESM = EASEMENT, F/C = FENCE CORNER, FCM = FOUND CONCRETE MONUMENT, FCM NO ID = FOUND CONCRETE MONUMENT - NO IDENTIFICATION, FIP = FOUND IRON PIPE, FIR 1/2" = FOUND 1/2" IRON ROD, FIR 1/2" NO ID = FOUND 1/2" IRON ROD - NO IDENTIFICATION, FIR 5/8" = FOUND 5/8" IRON ROD, FIR 5/8" NO ID = FOUND 5/8" IRON ROD - NO IDENTIFICATION, FN&D = FOUND NAIL & DISK, FN&D NO ID = FOUND NAIL & DISK - NO IDENTIFICATION, LFE = LOWEST FLOOR ELEVATION, MAS = MASONRY, OR = OFFICIAL RECORD BOOK, PB = PLAT BOOK, PCP = PERMANENT CONTROL POINT, PRM = PERMANENT REFERENCE MONUMENT, R/W = RIGHT OF WAY, R = RADIUS, SIR = SET 1/2" IRON ROD & CAP NO. 4493, SN&D = SET NAIL & DISK NO. 4493, TBM = TEMPORARY BENCHMARK, U/P = UTILITY POLE, V/F = VINYL FENCE, W/F = WOOD FENCE

**JOHN R. BEACH & ASSOCIATES, INC.**  
SURVEYORS AND MAPPERS  
911 WEST ST. PETERSBURG DRIVE  
OLDSMAR, FLORIDA 34677  
(813) 854-1276 FAX (813) 855-8370

Drawn By:  
SUS  
Checked By:  
JRB  
Scale:  
1"=20'

Revisions:  
REVISED PER HOUSE LOCATION AND ROTATION TO  
ALLOW MAXIMUM ROOM FOR POOL 10/18/22 JBS  
SKETCH FOR POOL 10/24/22 JBS  
REVISED PER PAVERS 12/12/22 JBS



Digitally signed by John  
Beach  
Date: 2022.12.12 16:36:02  
-05'00'

SIGNATURE DATE  
JOHN R. BEACH  
FLORIDA REG. LAND SURVEYOR No. 2984 LB#4493  
JOHN R. McDONALD  
PROFESSIONAL SURVEYOR & MAPPER No. 6986

NOT VALID WITHOUT ORIGINAL SIGNATURE  
AND SEAL OF A FLORIDA LICENSED  
SURVEYOR AND MAPPER

Date: SITE PLAN 10/13/2022 ACS



## **Tab 19**



## Service Agreement

### Non-Hazardous Waste

#### OFFICE USE ONLY

Re-sign Pr Inc  
mbower  
R60  
Permanent

Account Number: 19146

Account Name Talavera CDD

Service Address 3434 Colwell Avenue STE 200,

Service City: Tampa, State: FL Zip: 33614

Tel # 813.933.5571 Ext: 8814

Contact Debby Bayne-Wallace

Email dbwallace@rizzetta.com

Billing Name Talavera CDD C/O Rizzetta & Company

Billing Address 3434 Colwell STE 200

Billing City: Tampa State: FL Zip: 33614

Tel # 813.933.5571 Cell # 813.933.5571

Contact Nathan Poirier

Billing Email npoirier@rizzetta.com

Auto Pay No

SERVICE INFORMATION					SCHEDULE OF CHARGES				
Qty	Size	Type	Freq	Min /Tons Included	Per Haul	Per Ton	Extra Lift	Container Charge	Monthly Base Rate
685	96G	MSW	2x/wk		\$0.00	\$0.00	\$0.00		\$10,617.50
685	65G	RECY	1x/wk		\$0.00	\$0.00	\$0.00		\$0.00
Equipment Delivery Date: 09 / 01 / 2023 Annual Max Price Increase: 6%								Total Monthly:	\$10,617.50
Franchise Fee: \$0.00 DFF: \$0.00 Permit Fee: \$0.00								<b><u>Additional Services:</u></b>	
Delivery Instructions:  NO ADDITIONAL FEES. Additional units added will be \$15.50/month per unit  Additional Information:  UPDATED SERVICE AGREEMENT								<b>Delivery:</b> n/a <b>Exchange:</b> n/a <b>Removals:</b> n/a <b>Relocate:</b> No <b>Recovery Fee:</b> No <b>Admin Fee:</b> n/a <b>Maintenance:</b>	
Trip Charge: \$ Fee Inactivity Fee: \$ Per Day # Days:								<b>Region:</b> Clearwater/Largo	
Container Requirements: Wheels: Yes Lids: Yes Locks: No									

Customer Acceptance and Agreement: Customer has reviewed, understands, and accepts the specifications, prices, terms, and conditions of this Agreement, which are incorporated herein and made a part hereof. The individual signing this agreement on

Folio# N/A

behalf of Customer acknowledges that he/she has read and accepts the terms and conditions of this agreement which go with the service levels attached herein and that he/she has the authority to sign on behalf of Customer.

This agreement is for an initial term of 60 months from the effective date and it shall automatically renew thereafter for an additional 60 months unless terminated as set forth herein. Please visit link below for Terms and Conditions of service.

Please visit [www.coastalwasteinc.com/terms-and-conditions](http://www.coastalwasteinc.com/terms-and-conditions) for terms and conditions.

09 / 01 / 2023 "Effective Date".

Customer agrees to pay overweight/overloaded fees

Customer: \_\_\_\_\_

Coastal Waste & Recycling Inc.

Authorized Signature: \_\_\_\_\_

Authorized Signature: Mitchell Bower

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

Print Name: Mitchell Bower

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Title: Sales Executive Date: 08 / 03 / 2023

## SITE HAZARD ASSESSMENT FORM

Hazard Description					
Blind alley / corner	No	Heavy Traffic	No	School Zone	No
Push or Pull/Please detail length in notes below	No	Low Wires	No	Special Approach required	No
Damaged Corral	No	Left Turn Entry required	No	Special PPE required	No
Difficult approach	No	Parked vehicles Nearby	Yes	Special Training required	No
Enclosure damaged	No	Pavement damage	No	Steep Grade	No
Electrical Panel Nearby	No	Pedestrian Traffic	No	Uneven surface	No
Gas Meter or Valve Nearby	No	Restricted Overhead-building	No	<b><u>Other- Note Below</u></b>	
Grease Container in Enclosure	No	Restricted Overhead-trees	No	<b><u>NO SPECIAL HAZARDS NOTED</u></b>	
Details of Above or Other Hazards Noted					

**Photographs (Click in box below, click insert and select photo)**

**Actions Taken to Reduce Risk**



## SITE HAZARD ASSESSMENT FORM




## **Tab 20**



August 1, 2023

Sean Craft  
Rizetta and Company  
5844 Old Pasco Rd STE 100  
Wesley Chapel, FL 33544

**RE: Proposal for Environmental Consulting Services  
Talavera 1A  
Pasco County, Florida  
Proposal #23-0225**

Dear Mr. Craft:

Horner Environmental Professionals, Inc. (HEP) herein submits this proposal for environmental consulting services on the referenced property. Specifically, the following tasks will be completed in accordance with the requirements of Environmental Protection Commission permit conditions for the referenced project:

**Wetland and Buffer Planting**

- Installation of 250 tree species to comply with the SWFWMD-approved Mitigation Plan “Talavera 1A” associated with ERP compliance for wetland mitigation.

**The cost for the above services ..... \$ 3,000.00**

If any additional services for unexpected events become necessary, they will be immediately discussed with the Client and can be added under a separate proposal, if necessary. This proposal is valid for a period of 30 days from the date of this correspondence. Acceptance of this proposal is acknowledged by your signature below and the return of one signed copy. Planting will be billed upon completion and Maintenance and monitoring will be billed per event.

Sincerely,

**HORNER ENVIRONMENTAL PROFESSIONALS, INC.**

Jeffrey S. Batten  
Senior Ecologist

**Proposal Approval:**

Date: \_\_\_\_\_

Approved By (Print Name): \_\_\_\_\_

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

Title: \_\_\_\_\_

**Billing Information:**

Contact Person: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Tab 21**

**MINUTES OF MEETING**

*Each person who decides to appeal any decision made by the Board of Supervisors 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, July 19, 2023, at 6:00 p.m.** at the Talavera Amenity Center located at 18955 Rococo Road, Spring Hill, Florida 34610.

**Present and Constituting a Quorum:**

Marco Kremser	<b>Board Supervisor, Chair</b>
Richard Henderson	<b>Board Supervisor, Vice Chair</b>
Pamela Plehal	<b>Board Supervisor, Assistant Secretary</b>
William O'Donovan	<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, PA</b>
Tonja Stewart	<b>District Engineer, Stantec Consulting Service</b>
Jason Liggett	<b>FS, Rizzetta &amp; Company, Inc.</b>
Evelyn Ocasio Lopez	<b>Clubhouse Manager, Rizzetta &amp; Company, Inc.</b>
John Burkett	<b>RedTree Landscape Systems</b>

Audience Members

**FIRST ORDER OF BUSINESS    Call to Order / Roll Call**

The Meeting was called to order at 6:00 p.m. and roll call performed confirming that a quorum was present.

**SECOND ORDER OF BUSINESS            Audience Comments**

During Audience Comments, Mr. Chris Walsh provided information regarding additional technology needed to be able to offer on-line and in-person meetings. Ms. Michele Kerrigan requested an update of the repairs to the wooden bridge to the new properties. She was informed that the bridge was still owned by MI Homes at this point.



Mr. Kremser introduced the topic of the application for a fence installation on the property of Mahesh Gutala that would cross over the easement next to his residence. Mr. Gutala introduced documents that reflected the location of the fencing and information received from the HOA on the fencing.

On a Motion by Mr. Kremser and seconded by Mr. Henderson, with all in favor, the Board of Supervisors approved the application for the fence installation from Mahesh Gutala, 12134 Gothic Road, for the Talavera Community Development District.

Mr. Gutala was advised to look for the paperwork that would need to be executed and the fees that would need to be paid. He was also advised that two five-foot-wide gates would be required to allow access by the landscape services.

### THIRD ORDER OF BUSINESS

### Staff Reports

#### A. Landscape Inspection Specialist

The Board reviewed the Landscape Inspection Report prepared by Mr. Liggett, Rizzetta Field Services. Mr. Liggett highlighted areas in the report with emphasis on the St. Augustine spot treating needed along Talavera Parkway and irrigation work that requires inspection.

#### B. RedTree

The Board received a landscape update from Mr. Lucadana, with RedTree Landscaping, and he confirmed the contents of landscape inspection report and provided a brief schedule of events for the next week.

The Board discussed the feasibility of having new sod installed along with the killing of invasive Bermuda grass. Mr. Leggit advised that a variance would be required for the irrigation needed for new sod and that one was not in place at this time. After discussion by the Board members, the Board acted to approve a reduced proposal for the Bermuda killing/ St. Augustine installation. Mr. Lucadana advised that the process would take four to five weeks to complete, and he agreed to reduce the earlier proposal of \$8,750 to \$6,000.

On a Motion by Mr. Kremser and seconded by Mr. Henderson, with all in favor, the Board of Supervisors approved the RedTree Landscaping proposal for Bermuda grass eradication and St. Augustine installation, totaling \$6,000, for the Talavera Community Development District.

The Board members discussed the sod on the "new island" and determined to table this discussion indefinitely.

Mr. Henderson noted a problem with the receipt of Red Tree invoices for \$3,200 for plantings that he does not recall being completed. Mr. Lucadana noted that

Red Tree is still owed \$3,500 for work completed. The Board requested that staff research these two issues for resolution.

Mr. Kremser requested that a communication be created to send out to the community regarding the status of the sod work that is now planned and time that it will take.

#### **C. Solitude**

The Board reviewed the Aquatics Report submitted by Solitude Aquatic Maintenance.

#### **D. Clubhouse Manager**

The Board reviewed the Clubhouse Manager's Report prepared by Ms. Ocasio Lopez. She confirmed that a log of parking violations was being maintained following the question from Mr. Henderson. Ms. Ocasio Lopez reviewed the events list and items approved list with the Board.

The Board discussed a proposal from Romaner Graphic for speed limit and speed radar signage installation.

On a Motion by Mr. Kremser and seconded by Mr. Henderson, with a 3-1 vote, with Ms. Plehal voting no, the Board of Supervisors approved the signage installation, with a concrete base not to exceed \$800, for the Talavera Community Development District.

Ms. Lopez noted that a recent Health Department Inspection Report results for the pool had been addressed and that a Florida Insurance Alliance inspection was conducted for insurance purposes and items noted have been addressed.

#### **E. District Engineer**

The Board received a District Engineer update from Ms. Stewart. She noted that she was in the process of communicating pond bank erosion issues with the contractor. She discussed the status of walkway erosions and the responsibility of the developer. She addressed the residents' downspout erosion issues. She noted maintenance that still needs to be done by the developer. Mr. Kremser noted issues with the locations of the silt fences, the areas of damage to the railing on the walking bridge, and the cutbacks needed along the wood line. Ms. Stewart discussed the issue with the expansion of the Cogan Grass that the Board may consider addressing in the future. Mr. Kremser noted that cover on the bridge was temporary and that the cover plate on the Bridge had shifted and this needed to be brought to the attention of Stephen Bennett. Ms. Stewart was also asked to find out what the weight restriction is for the bridge.

**F. District Counsel**

The Board received a District Counsel update from Mr. Steady. He presented Resolution 2023-08 that contained administrative changes to the District parking policies.

On a Motion by Mr. O'Donovan and seconded by Mr. Kremser with all in favor, the Board of Supervisors adopted Resolution 2023-08, New Exhibit A to Parking Rule, for the Talavera Community Development District.

The Board discussed its previous CDD Board policy decisions regarding the parking of Recreational Vehicles (RV) in areas within the community and concluded that those were not their desired policies.

**G. District Manager's Report**

The Board received a District Manager's Report from Mr. Cox. He noted that the next CDD Board meeting was scheduled for August 16, 2023, at 6:00 p.m. and that the District's budget adoption public hearing was also being held that evening.

Mr. Cox provided a brief update of the District's financials noting that as of the end of June 2023, the District was operating under budget in both the O&M portion of the budget as well as the Reserve budget.

**FOURTH ORDER OF BUSINESS****Consideration of the Revised Trespassing Agreement**

The Board reviewed the Trespassing Agreement with the Pasco County Sheriff's Office and discussed the plans to install No Trespassing signage at various locations within the District's property.

**FIFTH ORDER OF BUSINESS****Consideration of the Inspection and Certify Roadway Proposal**

The Board reviewed the District Engineer's proposal for the conduct of roadway inspections and certifications of the District's roadways. The Board took no action on the proposal and did not request that it be put back on future agendas for consideration.

**SIXTH ORDER OF BUSINESS****Discussion of A1 Recovery/ Patrolling Services**

The Board reviewed the agreement with A1 Recovery / Patrolling Services and directed staff to only permit towing of vehicles from District property when called for that services as opposed to allowing them to patrol through the community and

initiate the towing. The Board discussed a specific resident that continues to park an excessively large vehicle on the roadway and right-of-way which the towing services indicate they cannot tow. Mr. Steady indicated that his office would send a letter to the resident regarding the policy and this vehicle.

**SEVENTH ORDER OF BUSINESS****Discussion of RFP for Landscaping Services**

The Board discussed the current landscape contract with Red Tree Landscaping. The Board discussed the level of service being provided in addition to the fact that Phase 2A1/2A2 will soon need to be added to the contract warrants initiating the RFP process for a new contract.

On a Motion by Mr. Kremser and seconded by Mr. Henderson with all in favor, the Board of Supervisors approved for the staff to initiate the creation of a Request for Proposals (RFP) package for landscape and irrigation services, for the Talavera Community Development District.

On a Motion by Mr. O'Donovan and seconded by Mr. Henderson with all in favor, the Board of Supervisors approved to authorize Mr. Kremser to approve the Landscape and Irrigation Request for Proposals (RFP) package, for the Talavera Community Development District.

**EIGHTH ORDER OF BUSINESS****Consideration of Resolution Redesignating the Secretary of the District**

On a Motion by Mr. Henderson and seconded by Mr. Kremser with all in favor, the Board of Supervisors adopted Resolution 2023-07, Redesignating the Secretary of the District, for the Talavera Community Development District.

**NINTH ORDER OF BUSINESS****Consideration of Minutes of Board of Supervisors' Regular Meeting Held on June 21, 2023**

On a Motion by Mr. Kremser and seconded by Mr. Henderson with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors; meeting held on June 21, 2023, for the Talavera Community Development District.

**TENTH ORDER OF BUSINESS****Consideration of Operation and Maintenance Expenditures for May 2023**

Mr. Cox presented the May 2023 Operations and Expenditures Report for the Board's consideration. Mr. O'Donovan noted that the O&M report reflects when rental

deposits are returned but questioned where the deposits are originally made. Mr. Cox indicated he would research and respond to the Board.

On a Motion by Ms. Plehal and seconded by Mr. O'Donovan, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for May 2023 (\$102,019.38), as presented, for the Talavera Community Development District.

## **ELEVENTH ORDER OF BUSINESS      Supervisor Requests**

During the Supervisor Requests part of the agenda, Mr. Kremser noted that on the CDD website, when one dials Evelyn's phone number it dials Cool Plumber.

Mr. Kremser suggested that the Board take action to authorize the funding of the effort to add the technology with the HOA for the meetings.

On a Motion by Mr. Henderson and seconded by Ms. Plehal, with all in favor, the Board of Supervisors approved to authorize Mr. Kremser to approve the purchase of cable and router for the meeting area not to exceed \$300, for the Talavera Community Development District.

Mr. Kremser discussed the topic of fishing in the community and noted that he has observed teenagers fishing from the pedestrian bridge. The Board discussed the current policy of allowing fishing at this time only from behind residents' property. No additional action was taken by the Board.

Mr. Henderson informed the Board that the HOA had recently voted to provide capital funding to expand the current amenity facility which would expand the meeting area. The Board discussed the idea and requested staff to obtain information regarding how the CDD might start the actions required to initiate an expansion such as identification of potential construction contractors, architects, and et cetera.

## **TWELFTH ORDER OF BUSINESS      Adjournment**

On a Motion by Mr. O'Donovan and seconded by Mr. Kremser, with all in favor, the Board of Supervisors approved to adjourn the meeting at 8:17p.m., for the Talavera Community Development District.

Assistant Secretary/Secretary

Chair/Vice Chair



## **Tab 22**

# TALAVERA COMMUNITY DEVELOPMENT DISTRICT

---

District Office · Wesley Chapel, Florida · (813) 994-1001

Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.talaveracdd.org](http://www.talaveracdd.org)

## **Operation and Maintenance Expenditures June 2023 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2023 through June 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:    **\$ 117,050.51**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

# Talavera Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Burr & Forman, LLP	100272	1396014	General Legal Services 05/23	\$ 4,515.00
Charter Communications	060923-1	0051822032123	Account 9741-01 06/23	\$ 420.13
		06/23 Auto Draft		
Christian S Betancourt	100270	061023 Betancourt	Rental Deposit 06/23	\$ 100.00
Coastal Waste & Recycling, Inc.	060823	SW0000319144 EFT	Monthly Waste Collection 05/23	\$ 9,979.44
Crosscreek Environmental, Inc.	100253	14038	30% Deposit Pond Project 05/23	\$ 35,138.25
Cushion Solutions	100251	052423 Check Request	Deposit for Estimate #13356	\$ 485.00
Diana Sotelo	100261	060323 Sotelo	Rental Deposit Refund 06/23	\$ 200.00
Evelyn Garrett	100266	060923 Garret	Rental Deposit Refund 06/23	\$ 200.00
Jennifer Harris	100262	051623 Harris	Rental Deposit Refund 05/23	\$ 150.00
Joseph J Bastasich Jr.	100252	052523 Check Request	Pain & Sip Art Event 05/23	\$ 144.00
Nvirotec Pest Control Service, Inc.	100276	297891	Pest Control Treatment 06/23	\$ 70.00
Pasco County Property Appraiser	100259	050223 Talavera	Non-Ad Valorem Assessment Fees FY23/24	\$ 150.00

## Talavera Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Pasco County Utilities	100263	17601645 05/23	Pasco Utilities 05/23	\$ 354.43
RedTree Landscape Systems, LLC	100255	13770	Monthly Landscape Maintenance 06/23	\$ 16,675.00
RedTree Landscape Systems, LLC	100264	13604	Landscape Enhancements 05/23	\$ 10,569.00
RedTree Landscape Systems, LLC	100268	13776	Landscape Enhancements 05/23	\$ 3,807.00
RedTree Landscape Systems, LLC	100268	13789	Irrigation Repairs 05/08/23	\$ 350.00
RedTree Landscape Systems, LLC	100277	13860	Irrigation Repairs 06/27/23	\$ 2,605.00
Rizzetta & Company, Inc.	100254	INV0000080662	District Management Fees 06/23	\$ 4,682.09
Rizzetta & Company, Inc.	100260	INV0000080788	Cell Phone and Milage Reimbursements 05/23	\$ 99.13
Rizzetta & Company, Inc.	100274	INV0000080840	Amenity Management & Oversight/Personnel Reimbursement 06/23	\$ 4,632.22
Rizzetta & Company, Inc.	100275	INV0000081303	Personnel Reimbursement 06/23	\$ 3,898.45
Romaner Graphics	100269	21710	Concrete Car Stop 06/23	\$ 70.00
Rust Off, LLC.	100265	39814	Gallons RX-10 Chemical For Rust Control 05/23	\$ 149.50

## Talavera Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2023 Through June 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Securiteam, Inc.	100271	16931	Virtual Security Guard Quarterly 07/23 to 09/23	\$ 1,350.00
Solitude Lake Management, LLC	100256	PSI-83854	Monthly Lake & Pond Services 06/23	\$ 1,658.25
Stantec Consulting Services, Inc.	100273	2090984	Engineering Services 05/23	\$ 2,702.00
Suncoast Pool Service, Inc.	100257	9395	Pool Service 06/23	\$ 1,240.00
Talavera CDD	DC 060223	DC 060223	Debit Card Replenishment	\$ 234.05
Talavera CDD	DC 062223	DC 062223	Debit Card Replenishment	\$ 740.60
Times Publishing Company	100258	0000288366 05/21/23	Account #121610 Legal Advertising 06/23	\$ 154.50
Vanguard Cleaning Systems of Tampa Bay	100278	106449	Monthly Service Charge 06/23	\$ 400.00
Withlacoochee River Electric Cooperative, Inc.	062323-1	WREC Electric Summary 05/23 240	Electric Summary 05/23	<u>\$ 9,127.47</u>
<b>Report Totals</b>				<b><u>\$ 117,050.51</u></b>