

**LA COLLINA
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 06, 2021**

**LA COLLINA
COMMUNITY DEVELOPMENT DISTRICT AGENDA
DECEMBER 06, 2021 at 6:00 P.M.
NEW HOPE UNITED METHODIST CHURCH
LOCATED AT 213 N. KNIGHTS AVENUE, BRANDON, FL 33510**

District Board of Supervisors	Chairman	Curtis (Curt) Schonher
	Supervisor	Karen Billingsley
	Supervisor	Elizabeth Grullon
	Supervisor	Mark DePlasco
	Supervisor	Chris Karapasha
District Manager	Meritus	Rick Reidt
District Attorney	Burr Forman, LLP	Scott Steady
District Engineer	Johnson Engineering, Inc.	Phil Chang

All cellular phones and pagers must be on silent while in the meeting

The meeting will begin at **6:00 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items during the second section called **Public Comments on Agenda Items**. Each individual is limited to **three (3) minutes** for such comment. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. The third section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager’s office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The sixth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District’s needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Agendas can be reviewed by contacting the Manager’s office at (813) 873-7300 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

La Collina Community Development District
Dear Board Members:

The Regular Meeting of the La Collina Community Development District will be held on **Monday, December 06, 2021 at 6:00 p.m. at the New Hope United Methodist Church located at 213 N. Knights Avenue, Brandon, FL 33510**. Please let us know 24 hours before the meeting if you wish to call in for the meeting. Following is the agenda for the meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

REGULAR MEETING OF THE BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - i. Discussion on Homes by West Bay.....Tab 01
 - B. District Engineer
 - C. District Manager Tab 02
- 4. BUSINESS ITEMS**
 - A. Discussion on Pool Maintenance Proposals..... Tab 03
 - B. General Matters of the District
- 5. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Meeting November 01, 2021 Tab 04
 - B. Consideration of Operations and Maintenance Expenditures October 2021 *Under Separate Cover*
 - C. Review of Financial Statements through October 31, 2021 Tab 05
- 6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
- 7. ADJOURNMENT**

We look forward to speaking with you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Rick Reidt
District Manager

**AGREEMENT BETWEEN THE LA COLLINA COMMUNITY DEVELOPMENT
DISTRICT AND HOMES BY WEST BAY, LLC**

THIS AGREEMENT made and entered into this ____ day of _____, 2020 (“Effective Date”), by and between:

La Collina Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Hillsborough County, Florida (“District”); and

Homes by West Bay, LLC, a Florida limited liability company, with a mailing address of 4065 Crescent Park Drive, Riverview, Florida 33578 (“West Bay”).

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (“Uniform Act”), by ordinance of Hillsborough County, Florida; and

WHEREAS, the District owns and maintains the amenity center (“Amenity”) within the District and certain infrastructure including the pond located east of Terra Vista St. and north of Sonesta Ave. (“Pond”); and

WHEREAS, West Bay is a home builder that built homes within the District; and

WHEREAS, West Bay has agreed to make the improvements listed below in order to resolve any outstanding issues with the District, in exchange for the release provided herein.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, it is mutually covenanted and agreed as follows:

West Bay agrees to make the following improvements:

1. Coach Lights. West Bay shall install six (6) large coach lights as depicted on the Plans attached as Exhibit “A.”

2. Steps. West Bay shall install the steps (and sidewalk to connect the steps to the parking lot sidewalk), as the steps to the tower entrance are depicted on the Plans attached as Exhibit “B.”

3. Pagoda for Dog Parks. West By shall install two (2) pagodas on the two existing concrete slabs as depicted on the Plans attached as Exhibit “C.”

4. Landscaping of the Pond. West Bay has produced the plan attached as Exhibit “D” for five (5) irrigated islands of landscaping: two (2) islands along Terra Vista St., two (2) islands along Sonesta Ave. and one (1) island at the corner of Terra Vista St. and Sonesta Ave. West Bay shall install the five (5) landscape islands and an irrigation system for the islands.

5. **Time.** West Bay agrees to complete the tasks provided for in Paragraphs 1 through 4 above within _____ weeks of the Effective Date of this Agreement.

6. **Release.** Upon the completion of the tasks provided for in Paragraphs 1 through 4 above, the District fully releases West Bay from any responsibilities, claims or causes of action associated with the property or improvements owned by the District, including but not limited to the Amenity, Pond and the improvements, structures and fixtures provided for in Paragraphs 1 through 4 above.

7. **Acceptance.** Acceptance of this Agreement is indicated by the signature of the authorized representative of the District and West Bay in the spaces provided below.

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed the day and year first above written.

**LA COLLINA COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

HOMES BY WEST BAY, LLC

Witness

By: _____
Its: _____

- Exhibit A** - Plans for Coach Lights
- Exhibit B** – Plans for Steps
- Exhibit C** – Plans for Pagodas
- Exhibit D** – Plans for Landscaping

LaCollina Action Items

December 1, 2021

Action Item Description	Responsible	Open Date	Date Due	Status	Comments
Addition of Dog Park Video Surveillance	District Manager	2/2/21	3/7/22	Long Term	Board will indicate when to reconsider.
Carson - Palm Injections	Carson	6/8/21	December	In Progress	Carson working to get certified licensed arborist on board to prepare a quote.
Well Agreement	HOA	4/1/21	11/1/21	Completed CDD Pending HOA Approval	Approved by CDD 8/2/2021 pending HOA approval. October 1, 2021 reached out to Christine Farnham at Vanguard and provided document for HOA legal review and Board decision. Discussed with HOA legal. October 28th, 2021
Clean and Seal Pavers	Spearem	5/1/21	11/1/21	In Progress	Requested quotes from Spearem approved 1/1/2021
Quote for Stairway up to Cabana	District Manager	7/15/21	11/1/21	Pending	Spearem unable to do reaching out to Site Masters Mr. Reidt to reach out to other providers. 11/2/2021
Status of Supervisor Grullon	District Manager	10/4/21			Check into status of Elizabeth. May have moved and if so need letter of resignation from her. Email phone not working. Will mail letter to last known address. Requested letter 1/2/2021
Pool Vendor RFP	District Manager	11/2/21	December		Quote Requests sent email 11/2 for deadline back on 11/17.
Rear Center island upgrade	District Manager	11/1/21	December		11/2/2021 requested quote from Carson. Two fox tails and planting improvements.
Dog Park Equipment review for replacement	District Manager	10/5/21	December		Supervisor Billingsley requested that we check dog park equipment for possible planning of replacement.
West Bay Legal Issue					
Steps from Cabana to parking lot on hill not built.	Scott Steady	11/24/20	September Meeting	Ongoing	Scott Steady working on negotiation for CDD
Six Coach Lights not installed on cabana.	Scott Steady	11/24/20	September Meeting	Ongoing	Scott Steady working on negotiation for CDD
Dog Park - Pavilions not installed on concrete pads	Scott Steady	11/24/20	September Meeting	Ongoing	Scott Steady working on negotiation for CDD
Landscaping not installed around water table rear gate.	Scott Steady	11/24/20	September Meeting	Ongoing	Scott Steady working on negotiation for CDD



COMMERCIAL SWIMMING POOL SERVICE PROPOSAL

**To: La Collina CDD
C/O Rick Reidt -Property Mgt.**

From: A-Quality Pool Service

November 02, 2021



Commercial Pool Service Agreement

This Agreement for Commercial Pool Service is for La Collina CDD with pool located 950 Terra Vista, Brandon, FL. A-Quality Pool Service (Contractor) will provide the following services at a flat rate of \$965 per month effective: November 1 Thru December 2022.

Subject pool is an open, unscreened, pool at approximately 75,000 gallons with beach entry, with nearby foliage and palm trees.

Services to include:

- Chemical testing and water balancing for single and wading pools using balancing and sanitation agents to include chlorine, muriatic acid, sodium bicarbonate, calcium carbonate and cyanuric acid within the approved levels specified by the County Department of Health and the State of FL.
- Brush walls, net and/or scoop out leaves and debris, and vacuum as needed
- Clean gutters and/or skimmer baskets of debris
- Check pump operation, valves, timers, plumbing, motors, flow rate, gauges, seals, vault jacks and grease as needed
- Check filter operation and backwash/clean as necessary
- Check chemical feeders, drums and output readings and calibrate as necessary
- Clean tiles and filters on an as needed basis
- Additional specialty treatments as required and quoted per occurrence (eg phosphates; staining; metals; black algae; oils/enzymes, sequestering agents)
- NOTE: During heavily used months, the pool will require a regular enzyme treatment applied at every visit. This treatment assists in preventing the build-up of oils and contaminants within the water that can lead to filter lock up. Usage results in increased filter flow, a cleaner tile line and clearer water. This is included approx. 49/mth and not included in your monthly rate
- Record each visit in logbook
- All repair issues over \$200 will be communicated to the management company for approval. All repairs under \$200 will be performed and bill accordingly
- In the event of a mechanical/electrical/gas failure or leak repair that is outside the immediate scope of Contractor's work such as the spa heater or underground leak, the management company will be notified immediately, and a quote will be provided by A-Quality's Partnering companies if requested.



A-Quality Pool Service, a Division of CHAR-DEN Worldwide Inc. • 1246 Highwood Place, Wesley Chapel, FL 33543 • 813-453-5988PH • 813-936-4852FX

- Repair parts, equipment, extra clean ups due to vandalism/landscaping, storms and/or specialty chemicals for optimum water balancing and sanitation not covered by regular scheduled visits are extra. Annual Filter breakdowns and inspections are not included in regular weekly maintenance and are charged separately.
- Contractor agrees to comply with all federal, state, county and municipal laws, rules and regulations that are now, or may in the future, become applicable and will communicate accordingly to the management company
- **Service frequency:**
 - 3 times per week Year-round;
 - Note: Modifications may be needed due to weather conditions
- **Non-scheduled visits** (Service calls requested outside of normal scheduled days)
 - Weekdays - \$125 Weekends and Holidays - \$145

Invoicing

1st of each month with 20-day terms; ○ Repairs due upon completion
 ○ 5% Late Fee

- La Collina CDD agrees to maintain proper cleanliness and drainage of the pool deck and pool equipment (vak pak) area including blowing of leaves, power-washing deck to remove mold, and/or bird droppings, and cutting/spraying of weeds or bushes and insects to allow for easy access and safety while working on equipment. The property also agrees to make best efforts in providing timely approval on necessary repairs for proper functionality of the pool.
- Cancellation by either the Management Company or A-Quality Pool Service will require a written 30-day notice.

Authorized Signature - Property

Date

PRINT

Authorized Signature – A-Quality Pool Service

Date

PRINT



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QUOTE

AquaPRO Pool Solutions

Jorge Lopez
Owner

EXPIRATION DATE: JANUARY 25, 2022
DATE: NOVEMBER 7, 2021

2513 DAKOTA ROCK DR.
RUSKIN, FL 33570
Phone: (813) 482-1932
Email: aquapro.pool.solutions@gmail.com

TO LA COLLINA POOL
951 COLLINA HILL PLACE
BRANDON, FL 33511
(813) 873-7300

QUOTE: 2021 MONTHLY POOL MAINTENANCE

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	POOL MAINTENANCE (MONTHLY PACKAGE)	\$1,200.00	\$1,200.00
	<ul style="list-style-type: none"> 3-Visits per Week (YEAR-ROUND) 		
	<ul style="list-style-type: none"> Chemicals Included 		
	<ul style="list-style-type: none"> Filtration Cleaning 		
	<ul style="list-style-type: none"> Pool Vacuuming and Skimming 		
	<ul style="list-style-type: none"> Water Testing and Balancing 		
	<ul style="list-style-type: none"> Daily Equipment Inspection 		
	<ul style="list-style-type: none"> Free Minor Equipment Repair 		

NOTES: ANY SPECIALTY CHEMICAL TREATMENTS INCLUDING: STAIN REMOVAL TREATMENT, ENZYME TREATMENTS, OR SEQUESTER TREATMENT WILL COST EXTRA FROM THE FOLLOWING QUOTE. WE LOOK FORWARD INTO WORKING WITH YOU SOON.

SUBTOTAL	\$1,200.00
SALES TAX	INCLUDED
TOTAL	\$1,200.00

TO ACCEPT THIS QUOTE PLEASE CONTACT US VIA EMAIL OR PHONE
THANK YOU FOR YOUR BUSINESS!

SHARPER IMAGE POOLS LLC.



STATE LICENSED CPC569048 BONDED INSURED
P.O. Box 130698 TAMPA FL 33681
Ph. 813-839-6333 727-577-9500 Fax 813-839-8873
www.sharperimagepools.com

November 4, 2021

Project Location: La Collina Community Development
951 Collina Hill Pl.
Brandon FL 33511

Contacts: Rick Reidt Ph: 813-955-0050
E-mail: rick.reidt@merituscorp.com

Weekly Pool Cleaning and Chemical Service Agreement

Sharper Image Pool Service agrees to furnish the below described pool service at the above address. The customer by subscribing to this agreement hereby agrees to the terms, the amounts and the payment schedule for this service.

A Full service cleaning will be performed on the community pool for \$98.00 per visit THREE times per week.

A full service entails vacuuming the pool floor, brushing walls as needed, skimming the pool and spa surface to remove floating debris. Filter and strainer baskets will be cleaned as necessary to ensure maximum filtration of the pool. A full chemical check will be performed each visit and all the necessary chemicals will be added to balance the water chemistry according to State health requirements.

Equipment will be inspected and any necessary mechanical repairs will be reported to the customer and repaired upon approval.

Cancellation: This agreement may be canceled by either party after one year's service. Cancellation must be in writing and dated for cancellation, 30 days in advance.

Billing & Payment: We charge per visit and bill monthly. Invoices are sent out at the beginning of each month and payment is due by the 15th of each month.

Page 1 of 2 _____
Customer's initials

Service will cost **\$1,176** per month in a four week month.

Service will start on **TBD**, 2021

Water level: It is the customer's responsibility to adjust the water level of the pool on days it is not being serviced. This will allow proper skimming in the scum gutters and or prevent the pump from sucking air and taking the pump out of prime if the water is low.

Service calls: Service calls are \$125.00 per hour, with a minimum one hour charge per visit.

I understand that I am expected to pay for all appropriate services and if at any time my account becomes un-collectable, I am responsible for payment of any fees incurred in the COLLECTION PROCESS including but not limited to attorney fees.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control.

Date: _____

Signature: _____

Print Name: _____

Pool Maintenance Contract

La Collina CDD

THIS Contract made during the month of December 2021, is between La Collina CDD the (proprietor) and Zebra Cleaning Team, Inc. the (Contractor). Both parties agree as follows.

Engagement: Contractor agrees to provide and La Collina CDD agrees to engage the services of Zebra Cleaning Team, Inc.

1. **Term:** This Contract shall commence on the 01st day of December 2021 and shall terminate on the 01st of January 2023. This Contract will automatically renew unless new changes are agreed upon 30 days prior to end of Contract. This agreement shall be terminated by either party for any reason with a thirty days written notice.
2. **Duties:** The Contractor shall furnish all labor, tools, materials, and equipment for the performance and completion of such work as described as part of this agreement.
3. **Changes of Specifications:** La Collina CDD shall have the right to add to, change or modify the specifications during the term of this contract La Collina CDD and will only be liable for additional payments when change results in a modification to the specifications. All changes must be made in writing and agreed to by both parties.

4. Rules and Regulations: Contractor shall perform all work in a professional and safe, courteous manner and shall comply with of all permits, federal and state laws, local ordinances and rules and regulations applicable to work being performed, including all environmental regulations. Contractor shall also, at its sole expense, secure permission for the following, if required:

- (1) Disposal of waste materials
- (2) Applicable licenses required to service commercial pools
- (3) Placing of materials on private property

C. Labor and Supervision: All labor employed to fulfill the terms of this Contract shall be employees of the Contractor and subject to his exclusive control and supervision or sub contracted labor may be utilized but all required insurances will be provided prior to any sub contractor work on premises. All employees and or subcontractors must wear appropriate clothing, personnel protective equipment and - follow all safety procedures related to the scope of work as defined in this agreement.

5. Disclaimers and Limitations of Liability

- a. The Customer agrees that the Company is not responsible for any repair of any present damages at the facility.

- b. The Customer agrees that the Company assumes no responsibility for damages to the Customers property or equipment due to circumstances beyond its control including but not limited to, acts of God, power failures, equipment failures and lightning damage etc.
- c. By entering into this agreement the Customer waives all claims whether property or personal in respect of incidental, special, consequential or punitive damages including but not limited to, loss of profits, loss of business opportunity, loss or use etc. which may result directly or indirectly from work performed by the Company, with the sole exception of claims for damages due to the gross negligence on the part of the Company and/or its employees.

6. Arbitration

The Company and the Customer herein agree that any controversy or claim between them arising out of or relating to this agreement shall be settled exclusively by arbitration in Hillsboro County FL except address the parties to this agreement reserve the right legal action in a court of law for any amounts due the Company from the Customer, or for any to amounts due to the Customer from the Company. Such arbitration shall be conducted in accordance with the commercial arbitration rules then in force of the American Arbitration Association. The arbitration award shall be final and binding on both parties. Judgment upon such arbitration award may be entered in any court having jurisdiction.

7. Governing Law: This Contract shall be deemed to be a contract made under the laws of the State of Florida and for all Purposes shall be governed by and construed in accordance with the law of said state.

8. Insurance: Contractor shall provide and maintain, at its own expense, the following types of insurance for its employees:

Bodily Injury \$ 1,000,000 Property Damage \$ 1,000,000 and Workers Compensation Statutory Minimum. \$100,000

9. Payment: As compensation for monthly service for two pools, hot tub and waterfalls preformed by Contractor as follows:

Two Day a Week Service Tuesday and Friday (January, February, December)	\$
Three (3) Days a Week Service Monday, Wednesday, Friday (March, April, September, October, November)	\$965.00
Four (4) Days a Week Service Monday, Wednesday, Friday, Saturday (May, June, July, August)	\$
Annual Contracted Cost	\$11580.00

This is payable monthly on or before the 10th. day of the month immediately following the month work was completed. Proprietor must agree to make all repairs so Contractor may maintain pool within the guidelines set forth by the local Health Department.

Additional services will be charged at a rate of \$95.00 per hour for example to change out a bad motor, repair lights and major repairs.

10. ASSIGNMENT: This Contract may not be assigned by either party without the expressed written consent of the other.

11. NOTICE: Any notice, document or other items to be given delivered, furnished or received under this Contract shall be deemed given delivered, furnished or received when given to the address set forth below.

I. ENTIRE AGREEMENT: This agreement is between the parties pertaining to the subject property. This Contract may not be modified, amended, supplemented or otherwise changed, except by a written agreement executed by each party.

HOURS OF OPERATION

The hours of operation for the pool will be 7:00am to 10.00pm the normal scheduled cleaning and maintenance of the pool is to be completed during this time with cleaning at non-peak usage times.

CERTIFICATION REQUIRED

Certified Pool Operator

STATEMENT OF WORK

The Contractor shall furnish all labor, material and equipment to perform the following services.

1. Pool and pool equipment will be serviced and maintained at all times.
2. The contractor will respond within a reasonable time to all requests.
3. Tile clean as necessary.
4. Surface skimmed and floating debris removed.
5. Pool floor will be vacuumed as need.
6. Intake grates clear of debris.
7. Walls and floors will be brushed as necessary to remove scaling condition.
8. Gutters Cleaned and clear of debris.
9. Test water chemistry and adjust for proper balance on each visit.
10. Filters and strainer baskets will be cleaned as necessary to insure maximum filtration and flow.
11. Water levels will be monitored and adjusted to maintain a safe & properly operated pool.
12. Notify pool management of any items needing attention or approval for treatments.
13. All pool maintenance conducted to meet requirements of Hillsborough County Health Dept.
14. Maintain a service log book and keep on property for health department when they inspect.
15. Complete Pool Service Tracking Form for Pool management on each service day.

Following is a list of chemicals provided by contractor:

- ✓ Chlorine as necessary to maintain pool between 2-6 PPM.
- ✓ Calcium chloride to maintain calcium levels between 200-400PPM
- ✓ Muriatic acid or soda ash as necessary to maintain pH between 7.2 - 7.8.
- ✓ Sodium bi-carb to maintain alkalinity levels between 80-120PPM
- ✓ Phosphate maintained at target of 500 not to exceed 1000.
- ✓ Stabilizer maintained below 40 PPM in the main pools and 0 PPM in the Kids Pool.
- ✓ Back wash and Clean all Filters as needed,

Additional Chemicals-Special chemicals additives such as:

- Algaecides, stabilizing compounds, D.E. powder and water conditioners will be added to pool at no additional cost to La Colina CDD with the exception of:
- Phosphate remover at cost of \$65.00 per treatment.
- Black algae remover at cost of \$75.00 per treatment.
- Enzymes for suntan oil and lotion removal \$150 .00 per month in May, June, July, August, September and October.
 - Additional fees for services:
 - Labor hourly rate for repairs \$95.00.
 - Labor half hour rate \$47.50
 - Fecal Clean-up Pool (Loose, Blood, Vomit) \$125.00
 - Fecal Clean-up Pool (Solid) \$125.00.
 - Kids Pool (Solid, Vomit, Loose, Blood) \$125.00
 - Filter grids to be changed at minimum every two years. Price is \$22.00 per grid. Does not include Labor and installation.
- Pool Filter and Equipment-Equipment shall be inspected and any necessary repairs shall be reported to Operations Manager. Any repairs not included in contract must be submitted in form of bid (whether in-house or out-sourced) and must have prior approval of the manage
- Contractor to notify Manger when pool must be shut down for service. This may occur when excessive debris is found in the pool due to inclement weather or incidents involving human waste or other occurrences.

Signature

Printed Name

Chairman

Date

Signature

Printed Name

President

Date

La Collina CDD
951 Collina Hill Place
Brandon, FL 3351

Zebra Cleaning Team, Inc
P.O. Box 3456
Apollo Beach, FL 33572

**LA COLLINA
COMMUNITY DEVELOPMENT DISTRICT**

November 1, 2021 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the La Collina Community Development District was held on **Monday, November 1, 2021 at 6:00 p.m.** at New Hope United Methodist Church located at 213 N. Knights Ave., Brandon, FL 33510.

1. CALL TO ORDER/ROLL CALL

Rick Reidt called the Regular Meeting of the Board of Supervisors of the La Collina Community Development District to order on **Monday, November 1, 2021 at 6:00 p.m.** and identified the Board Members present.

Board Members Present and Constituting a Quorum at the onset of the meeting:

Curtis Schonher	Chair	
Mark DePlasco	Vice-Chair	<i>via conference call</i>
Karen Billingsley	Supervisor	
Chris Karapasha	Supervisor	

Staff Members Present:

Rick Reidt District Manager, Meritus

There were no audience members in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR & STAFF REPORTS

A. District Counsel

Mr. Reidt reported for Counsel and noted that since the last meeting he had spoken with and emailed West Bay's general counsel regarding the issues with the amenity center. Mr. Steady indicated he had not received a proposal from West Bay but will continue to follow up.

The Board expressed a desire for more follow through by District Counsel with the HOA's legal counsel as well. Supervisor Karapasha asked for Mr. Reidt to contact Mr. Steady to see if he has spoken with Mr. Frazier.

46 **B. District Engineer**

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48 Mr. Reidt reported that he has been in contact with both Vanguard and the attorney on getting the
49 agreement signed for the shared responsibility for the well.

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51 **C. District Manager**

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53 Mr. Reidt reviewed the action item list with the Board.

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56 **4. BUSINESS ITEMS**

57 **A. Discussion on Card Reader System**

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59 The Board discussed the card reader system and selected the option without restroom doors at this
60 time as the doors need to be replaced prior to installation of the card reader.

MOTION TO:	Approve the option for \$5,085.90.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Billingsley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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69 **B. Discussion on Dog Park Lighting**

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71 The Board reviewed the dog park lighting and found the cost to be excessive for the current reserve
72 amount. The dog park lighting project was tabled indefinitely.

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74 **C. Discussion on Paver Clean & Seal**

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76 The Board reviewed the paver cleaning and sealing quotes.

MOTION TO:	Approve the paver cleaning and sealing quotes.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Billingsley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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85 **D. Discussion on Increase in Pool Maintenance Contract**

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87 The Board discussed the pool maintenance cost increase from A-Quality Pool.

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MOTION TO:	Approve the increase with a request for due diligence on competitive quotes for pool service with no dissatisfaction expressed for the current vendor who should be in the bid process.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Karapasha
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

E. General Matters of the District

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Mr. Reidt went over a quote for the front center island upgrades provided by Mr. Carson for \$2,069.00. The Board discussed.

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MOTION TO:	Approve the quote for the front center island upgrades.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Billingsley
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 3/1 – Supervisor Karapasha opposed.

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5. CONSENT AGENDA

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- A. Consideration of Minutes of the Regular Meeting October 4, 2021**
- B. Consideration of Operations and Maintenance Expenditures September 2021**
- C. Review of Financial Statements Month Ending September 30, 2021**

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The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda items.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Karapasha
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

126
127
128

129 **6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

130
131 Supervisor Billingsley asked to check into repair or replacement of the dog park equipment.
132
133 Supervisor DePlasco would like to get a quote from Carson to improve the center island rear gate,
134 including a couple of foxtails with plantings on the center island outside of the rear gate in what is
135 frequently referred to as the Beverly area.
136
137 Supervisor Karapasha requested to have District Counsel speak with the HOA attorney on West
138 Bay issue. The Board is not happy with the commitment of Counsel on this issue and may look at
139 RFQ for legal if more detail to this is not provided.

140
141 There were no audience comments.

142
143
144 **7. ADJOURNMENT**

MOTION TO:	Adjourn at 6:55 p.m.
MADE BY:	Supervisor Schonher
SECONDED BY:	Supervisor Karapasha
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

152
153

154 *Please note the entire meeting is available on disc.
155

156 *These minutes were done in a summary format.
157

158 *Each person who decides to appeal any decision made by the Board with respect to any matter considered
159 at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,
160 including the testimony and evidence upon which such appeal is to be based.

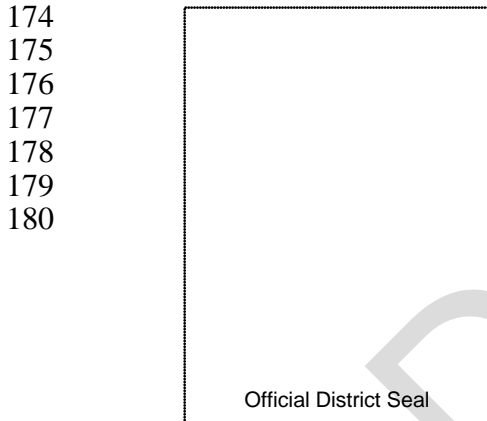
161 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
162 meeting held on _____.

163
164 _____
165 **Signature**

166
167 _____
168 **Printed Name**

169 **Title:**
170 Chair
171 Vice Chair

Title:
 Secretary
 Assistant Secretary



Recorded by Records Administrator

Signature

Date

La Collina Community Development District

Financial Statements
(Unaudited)

Period Ending
October 31, 2021



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

La Collina CDD
Balance Sheet
As of 10/31/2021
(In Whole Numbers)

	General Fund	Debt Service - Series 2015	General Fixed Assets Account Group	General Long-Term Debt	Total
Assets					
Cash-Operating Account	115,949	0	0	0	115,949
Cash - Interest - Series 2015 #2000	0	90,422	0	0	90,422
Cash - Sinking Fund - Series 2015 #2001	0	60,000	0	0	60,000
Cash - Prepayments - Series 2015 #2005	0	250	0	0	250
Cash - Reserve - Series 2015 #2004	0	244,688	0	0	244,688
Cash - Revenue - Series 2015 #2003	0	134,245	0	0	134,245
Cash - Construction - Series 2015 #2002	0	0	0	0	0
Accounts Receivable - Other	(52)	0	0	0	(52)
Due From Developer	0	0	0	0	0
Assessments Receivable - Tax Roll	0	0	0	0	0
Due From General Fund	0	0	0	0	0
Prepaid Items	0	0	0	0	0
Prepaid General Liability Insurance	0	0	0	0	0
Prepaid Professional Liability	0	0	0	0	0
Prepaid Trustee Fees	1,257	0	0	0	1,257
Prepaid Insurance Property	0	0	0	0	0
Deposits	3,607	0	0	0	3,607
Construction Work In Progress	0	0	2,765,113	0	2,765,113
Amount Available-Debt Service	0	0	0	539,244	539,244
Amount To Be Provided-Debt Service	0	0	0	2,740,756	2,740,756
Other	0	0	0	0	0
Total Assets	120,761	529,605	2,765,113	3,280,000	6,695,479
Liabilities					
Accounts Payable	2,845	0	0	0	2,845
Due To Debt Service Fund	2,104	0	0	0	2,104
Sales Tax Payable	0	0	0	0	0
Deposits	(125)	0	0	0	(125)
Clubhouse Rental Deposits	100	0	0	0	100
Revenue Bonds Payable-LT-2015	0	0	0	3,280,000	3,280,000
Other	0	0	0	0	0
Total Liabilities	4,924	0	0	3,280,000	3,284,924
Fund Equity & Other Credits					
Fund Balance-All Other Reserves	0	527,499	0	0	527,499
Fund Balance-Unreserved	124,316	0	0	0	124,316
Retained Earnings-Unreserved	0	0	0	0	0
Investment In General Fixed Assets	0	0	2,765,113	0	2,765,113
Other	(8,479)	2,106	0	0	(6,373)

La Collina CDD
 Balance Sheet
 As of 10/31/2021
 (In Whole Numbers)

	General Fund	Debt Service - Series 2015	General Fixed Assets Account Group	General Long-Term Debt	Total
Total Fund Equity & Other Credits	<u>115,837</u>	<u>529,605</u>	<u>2,765,113</u>	<u>0</u>	<u>3,410,555</u>
Total Liabilities & Fund Equity	<u>120,761</u>	<u>529,605</u>	<u>2,765,113</u>	<u>3,280,000</u>	<u>6,695,479</u>

La Collina CDD
Statement of Revenues and Expenditures

001 - General Fund
From 10/1/2021 Through 10/31/2021
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Service Charges				
Operations & Maintenance Assmts-Tax Roll	280,800	1,928	(278,872)	(99)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>1</u>	<u>1</u>	<u>0 %</u>
Total Revenues	<u>280,800</u>	<u>1,929</u>	<u>(278,871)</u>	<u>(99)%</u>
Expenditures				
Legislative				
Supervisor Fees	12,000	600	11,400	95 %
Financial & Administrative				
District Manager	31,380	2,708	28,672	91 %
District Engineer	2,000	638	1,363	68 %
Disclosure Report	3,500	0	3,500	100 %
Trustees Fees	4,000	314	3,686	92 %
Accounting Services	7,500	625	6,875	92 %
Auditing Services	4,100	0	4,100	100 %
Arbitrage Rebate Calculation	650	0	650	100 %
Postage, Phone, Faxes, Copies	3,500	28	3,472	99 %
Public Officials Insurance	2,190	0	2,190	100 %
Legal Advertising	1,500	0	1,500	100 %
Bank Fees	250	0	250	100 %
Dues, Licenses & Fees	175	175	0	0 %
Website Administration	1,500	125	1,375	92 %
ADA Website Compliance	1,500	0	1,500	100 %
Legal Counsel				
District Counsel	4,000	315	3,685	92 %
Electric Utility Services				
Electric Utility Services	15,000	1,205	13,795	92 %
Garbage/Solid Waste Control Services				
Garbage Collection	4,300	351	3,949	92 %
Water-Sewer Combination Services				
Water Utility Services	6,000	1,038	4,962	83 %
Other Physical Environment				
Waterway Management Program	5,000	409	4,591	92 %
Waterway Improvements & Repairs	2,000	0	2,000	100 %
Property & Casualty Insurance	8,099	0	8,099	100 %
Monument, Entrance & Walls Maintenance & Repair	6,000	0	6,000	100 %
Landscape Maintenance - Contract	44,496	0	44,496	100 %
Plant Replacement Program	5,000	0	5,000	100 %
Irrigation Maintenance	8,000	0	8,000	100 %
Mulch & Tree Trimming	12,000	900	11,100	93 %
Holiday Decorations	10,000	0	10,000	100 %
Parks & Recreation				
Clubhouse Operations	1,000	123	877	88 %
Pool Maintenance - Contract	10,800	0	10,800	100 %
Pool Maintenance - Other	3,500	0	3,500	100 %
Pool Fobs & Services	660	0	660	100 %
Cabana Maintenance & Repair	10,000	254	9,746	97 %
Amenity Center Pest Control	1,200	0	1,200	100 %
Amenity Cleaning & Supplies	8,000	600	7,400	93 %
Dog Park & Playground Facility Maintenance	10,000	0	10,000	100 %
Capital Improvements	10,000	0	10,000	100 %

La Collina CDD
Statement of Revenues and Expenditures

001 - General Fund
 From 10/1/2021 Through 10/31/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Reserves				
Capital Reserves	20,000	0	20,000	100 %
Total Expenditures	280,800	10,408	270,392	96 %
Excess Revenues Over (Under) Expenses	0	(8,479)	(8,479)	0 %
Fund Balance, Beginning of Period	0	124,316	124,316	0 %
Fund Balance, End of Period	0	115,837	115,837	0 %

La Collina CDD
Statement of Revenues and Expenditures

200 - Debt Service - Series 2015
 From 10/1/2021 Through 10/31/2021
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Special Assessments - Capital Improvements				
Debt Service Assmts - Tax Roll	242,844	2,104	(240,740)	(99)%
Interest Earnings				
Interest Earnings	<u>0</u>	<u>2</u>	<u>2</u>	<u>0 %</u>
Total Revenues	<u>242,844</u>	<u>2,106</u>	<u>(240,738)</u>	<u>(99)%</u>
Expenditures				
Debt Service Payments				
Interest-Series 2015	177,844	0	177,844	100 %
Principal - Series 2015	<u>65,000</u>	<u>0</u>	<u>65,000</u>	<u>100 %</u>
Total Expenditures	<u>242,844</u>	<u>0</u>	<u>242,844</u>	<u>100 %</u>
Excess Revenues Over (Under) Expenses	<u>0</u>	<u>2,106</u>	<u>2,106</u>	<u>0 %</u>
Fund Balance, Beginning of Period	0	527,499	527,499	0 %
Fund Balance, End of Period	<u>0</u>	<u>529,605</u>	<u>529,605</u>	<u>0 %</u>

**La Collina CDD
Reconcile Cash Accounts**

Summary

**Cash Account: 10101 Cash-Operating Account
Reconciliation ID: 10/31/2021
Reconciliation Date: 10/31/2021
Status: Locked**

Bank Balance	116,774.04
Less Outstanding Checks/Vouchers	825.00
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	115,949.04
Balance Per Books	<u>115,949.04</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**La Collina CDD
Reconcile Cash Accounts**

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 10/31/2021

Reconciliation Date: 10/31/2021

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2209	9/16/2021	System Generated Check/Voucher	25.00	Priscilla Giles
2220	10/8/2021	System Generated Check/Voucher	200.00	Christopher Karapasha
2231	10/22/2021	System Generated Check/Voucher	600.00	The Perfect Klean
Outstanding Checks/Vouchers			825.00	

La Collina CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 10/31/2021

Reconciliation Date: 10/31/2021

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
2212	9/23/2021	System Generated Check/Voucher	600.00	The Perfect Klean
2213	10/1/2021	System Generated Check/Voucher	122.97	Bright House Networks
2214	10/1/2021	System Generated Check/Voucher	3,708.00	Carson's Lawn & Landscaping Services, LLC
2215	10/1/2021	System Generated Check/Voucher	409.00	First Choice Aquatic Weed Management LLC
2216	10/1/2021	System Generated Check/Voucher	3,486.68	Meritus Districts
2217	10/1/2021	System Generated Check/Voucher	381.35	Republic Services
2218	10/8/2021	System Generated Check/Voucher	900.00	A-Quality Pool Service
2219	10/8/2021	System Generated Check/Voucher	1,500.00	ADA Site Compliance
2221	10/8/2021	System Generated Check/Voucher	40.00	Complete IT Service & Solutions
2222	10/8/2021	System Generated Check/Voucher	200.00	Curtis Joseph Schonher
2223	10/8/2021	System Generated Check/Voucher	175.00	Department of Economic Opportunity
2224	10/8/2021	System Generated Check/Voucher	200.00	Mark A. DePlasco
2225	10/8/2021	System Generated Check/Voucher	750.00	New Hope United Methodist Church
2226	10/8/2021	System Generated Check/Voucher	1,453.80	Tampa Electric
2227	10/19/2021	System Generated Check/Voucher	1,037.54	Hillsborough County Utility
2228	10/19/2021	System Generated Check/Voucher	409.00	First Choice Aquatic Weed Management LLC
2229	10/19/2021	System Generated Check/Voucher	999.00	Florida Leak Locators
2230	10/19/2021	System Generated Check/Voucher	585.00	Times Publishing Company
Cleared Checks/Vouchers			16,957.34	

La Collina CDD
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash-Operating Account

Reconciliation ID: 10/31/2021

Reconciliation Date: 10/31/2021

Status: Locked

Cleared Deposits

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Deposit Number</u>
CR297	10/27/2021	Tax Distribution - 10.27.21	4,031.26	
CR296	10/29/2021	October Bank Interest	<u>1.02</u>	
Cleared Deposits			<u>4,032.28</u>	