

TARA COMMUNITY DEVELOPMENT DISTRICT
December 5, 2023 - Minutes of Meeting
Page 1

MINUTES OF MEETING

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

**TARA
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of the Tara Community Development District was held on **Tuesday, December 5, 2023, at 9:31 a.m.**, at the Tara Community Center, 7340 Tara Preserve Lane, Bradenton, FL 34203.

Present and constituting a quorum were:

Darby Connor	Board Supervisor, Chair
Joe DiBartolomeo	Board Supervisor, Vice Chair
Peyton Phillips	Board Supervisor, Asst. Secretary
Mark Gough	Board Supervisor, Asst. Secretary
Christopher Morris	Board Supervisor, Asst. Secretary

Also present were:

Kristee Cole	District Manager, Inframark
Jennifer Goldyn	Regional Director, Inframark
Paul Kelley	Field Manager, Inframark
David Jackson	District Counsel, Persson, Cohen & Mooney
Rick Schappacher	District Engineer, Schappacher Engineering
Mike Kaighin	Representative, Admiral Environmental
Thomas Bryant	Representative, Sunrise Landscape

Audience	Present
----------	----------------

FIRST ORDER OF BUSINESS

Call to Order

The meeting was called to order at 9:31 a.m. and all joined in to give the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Adoption of the Agenda

On a motion from Mr. DiBartolomeo, seconded by Mr. Connor, the Board unanimously approved to adopt the agenda, for the Tara CDD.

THIRD ORDER OF BUSINESS

Audience Comments

There were no audience comments at this time.

FOURTH ORDER OF BUSINESS**Staff Reports****Admiral Environmental Lake Management Report
(Under Separate Cover)**

Mr. Kaighin reviewed the report that was presented, under separate cover.

1. Consideration of the Grand Oaks Aeration Proposal

On a motion from Mr. Connor, seconded by Mr. Gough, the Board unanimously approved the Grand Oaks Aeration proposal, in the amount of \$6,317.00, for the Tara CDD.

Sunrise Landscape

Mr. Bryant updated the Board regarding the landscape. They will remove seed pods from the palms. The crew has been treating ant hills as spot treatment. The Board requested a proposal for Top Choice along the walking paths. Mr. Bryant informed the Board that Sunrise Landscape will be closed from December 22, 2023, until January 2, 2024, but there is an emergency staff on standby.

**Field Manager Report
(Under Separate Cover)**

Mr. Kelley reviewed his report with the Board, under separate cover. At this time, Mr. Kelley went over Standard Operating Procedures, which the Board decided to table until the next meeting. Mr. Kelley informed the Board that a homeowner went into the temperature settings of the pool heater and tampered with them. Mr. Kelley has installed a lock and the pool heaters have not been tampered with since.

It was stated that there is a leak in the A/C unit. A quote for a new unit was received, at a cost of \$9,000.00. Mr. Gough and Mr. Kelley will work together to get proposals for a new A/C unit.

District Counsel

Mr. Jackson provided an update to the Board on Sunshine Law and public records. He reminded the Board members to be careful with email and communications outside of a meeting. Mr. Jackson reviewed the upcoming requirements for Ethics Training each year.

District Engineer

Mr. Schappacher presented two proposals to the Board for Pond 2 drainage repairs.

On a motion from Mr. Connor, seconded by Mr. DiBartolomeo, the Board unanimously approved the proposal from CrossCreek Environmental for pond drainage repairs at a cost of \$3,200.00, for the Tara CDD.

TARA COMMUNITY DEVELOPMENT DISTRICT
December 5, 2023 - Minutes of Meeting
Page 3

District Manager

Ms. Goldyn informed the Board that she received a promotion to Regional Director and that Ms. Cole was promoted as the new District Manager. Ms. Goldyn informed the Board of a scheduling conflict and asked if we could adjust their schedule. Due to the conflict of the clubhouse, we will table this item until we can try to move things around.

FIFTH ORDER OF BUSINESS

Discussion of Fence Replacement

Mr. Connor provided proposals for ASAP fencing. The Board discussed who would pay for the fence. The Board is looking to receive funds from The Master Association and the Golf Course. The Board requested additional proposals. This item is tabled until the January 2024 meeting.

SIXTH ORDER OF BUSINESS

Discussion regarding Records Retention

Ms. Goldyn informed the Board that for 16 boxes, it would cost \$4,000.00 upfront to digitize the boxes and \$50.00 per year to maintain them on the server. If they did not choose to digitize their boxes, they would pay \$2,880.00 per year to store them.

On a motion from Mr. Gough, seconded by Mr. DiBartolomeo, the Board unanimously approved digitizing the boxes for a cost of \$4,000.00 upfront, and \$50.00 per year to maintain them on the server, for the Tara CDD.

SEVENTH ORDER OF BUSINESS

Consideration of Audit Engagement Letter

On a motion from Mr. DiBartolomeo, seconded by Mr. Morris, the Board unanimously approved the Audit Engagement Letter, for the Tara CDD.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2024-02,
Designating Officers**

On a motion from Mr. Connor, seconded by Mr. Morris, the Board unanimously adopted Resolution 2024-02, Designating Joseph DiBartolomeo as Chairman, Darby Connor as Vice Chairman, and Peyton Phillips, Mark Gough, and Christopher Morris as Assistant Secretary of the District, for the Tara CDD.

NINTH ORDER OF BUSINESS

**Consideration of Regular Meeting
Minutes from October 24, 2023**

On a motion from Mr. DiBartolomeo, seconded by Mr. Connor, the Board unanimously approved the Meeting Minutes from the October 24, 2023, Regular Meeting, for the Tara CDD.

TARA COMMUNITY DEVELOPMENT DISTRICT
December 5, 2023 - Minutes of Meeting
Page 4

TENTH ORDER OF BUSINESS**Review of Financial Statements and
Check Register**


On a motion from Mr. Connor, seconded by Mr. DiBartolomeo, the Board unanimously approved the Check Register, for the Tara CDD.


ELEVENTH ORDER OF BUSINESS**Supervisor Requests**

Mr. DiBartolomeo discussed the possibility of a yard sale and stated that The Master Association requires approval.

TWELFTH ORDER OF BUSINESS**Adjournment**

On a motion from Mr. DiBartolomeo, seconded by Mr. Connor, the Board unanimously approved to adjourn the meeting at 11:50 a.m., for the Tara CDD.

DocuSigned by:

69155831A236429...
Assistant Secretary

DocuSigned by:

FF6T0028EQ1A431
Chair / Vice Chair