

Board of Supervisors' Meeting September 14, 2020

District Office: 9428 Camden Field Parkway Riverview, Florida 33578 813-533-2950

www.HarrisonRanchCDD.org

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

Harrison Ranch Clubhouse, 5755 Harrison Ranch Boulevard, Parrish, FL 34219

Board of Supervisors Richard Green Chair

Charles Parker Vice Chair

Julianne Giella Assistant Secretary
Jay Morrison Assistant Secretary
Susan Walterick Assistant Secretary

District Manager Justin Croom Rizzetta & Company, Inc.

District Counsel Jere Earlywine Hopping Green & Sams, P.A.

Interim Engineer Jeb Mulock ZNS Engineering, LC

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) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

the person who decides to appeal any decision made at meeting/hearing/workshop with respect to any matter considered 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.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT DISTRICT OFFICE • 9428 CAMDEN FIELD PKWY • RIVERVIEW, FLORIDA 33578

www.HarrisonRanchCDD.org

Board of Supervisors Harrison Ranch Community Development District September 8, 2020

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District will be held on **Monday, September 14, 2020 at 6:30 PM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for the meeting:

1. 2.		_ TO ORDER ENCE COMMENTS
3.	_	F REPORTS
0.	Α.	Pond & Mitigation Maintenance Update
	<i>,</i>	i. Presentation of Waterway Inspection ReportTab 1
	B.	Landscape Maintenance Updates
		i. Presentation of Field Inspection ReportTab 2
	C.	District Counsel
	D.	District Engineer
	E.	Clubhouse Staff
		i. Presentation of Management ReportTab 3
		ii. Discussion of Pool Hours
	F.	District Manager
4.	BUSI	NESS ADMINISTRATION
	A.	Consideration of Minutes of Board of Supervisors'
		Regular Meeting held on August 10, 2020Tab 4
	B.	Consideration of Minutes of the Audit Committee Meeting
		Held on August 10, 2020Tab 5
	В.	Consideration of Operations & Maintenance
		Expenditures for July 2020Tab 6
5.	BUSI	NESS ITEMS
	Α.	Consideration of EGIS ProposalTab 7
	B.	Consideration of Pool Services ProposalsTab 8
	C.	Consideration of Hog Damage ProposalTab 9
	D.	Update on Towing
	E.	Consideration of Alternative Location for Marquee sign
	F.	Discussion of Proposed Youth outdoor Activities Program
	G.	Consideration of Holiday Lighting ProposalsTab 10
6.		ERVISOR REQUESTS
7.	ADJO	DURNMENT

Harrison Ranch	Community	y Develo	pment D	istrict

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to call us at (813)533-2950.

Sincerely,

Justin Croom

Justin Croom, District Manager

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MINUTES OF MEETING

5 6 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.

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HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

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15 16 The regular meeting of the Board of Supervisors of the Harrison Ranch Community Development District was held on **Monday, August 10, 2020 at 1:30 PM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to Florida Statutes.

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Present and constituting a quorum were:

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Richard Green Charles Parker Jay Morrison Julianne Giella Sue Walterick Board Supervisor, Chairman Board Supervisor, Vice Chair Board Supervisor, Asst. Secretary Board Supervisor, Asst. Secretary Board Supervisor, Asst. Secretary

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Also present were:

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31 32 Justin Croom
Lauren Gentry
Barbara McEvoy
Jeb Mulock
Jason Jasczak

District Manager; Rizzetta & Company District Counsel; Hopping Green & Sams Community Manager; Rizzetta & Company ZNS Engineering, LC

Solitude

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FIRST ORDER OF BUSINESS

Audience

Call to Order

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

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SECOND ORDER OF BUSINESS

Audience Comments

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A resident had a question regarding pool construction that is being reconsidered and mowing that is needed behind their home. A resident had a question regarding water retention in the front of home & Verizon box

44 A resident had 45 that is sinking.

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THIRD ORDER OF BUSINESS

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Α. **Aquatics Update**

Presentation of Waterway Inspection Report

54 55 Mr. Croom presented the Waterway Inspection Report to the Board. General discussion ensued.

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B. **Landscape Maintenance Update**

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i. **Presentation of Field Inspection Report**

Mr. Croom reviewed the field inspection report and answered general questions from the Board. Mr. Croom presented 2 landscape enhancement proposals under separate cover for ADA playground mulch. Comments were made that Normande East project turned out very good. The Board asked for updates on irrigation mapping.

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On a motion by Ms. Giella, seconded by Mr. Parker, with all in favor, the Board of Supervisors approved the proposals from LMP for ADA playground mulch at a total cost of \$5,633.10 for the Harrison Ranch Community Development District.

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District Counsel

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Ms. Gentry informed the Board that the executive order regarding meeting via media technology has been extended.

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C. **District Engineer**

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Mr. Mulock informed the Board that a Pulte representative received a letter from SWFMD about certain ponds and flood zone that meet standards.

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Clubhouse Staff D.

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Ms. McEvoy reviewed her management report with the Board and answered general questions. Ms. McEvoy informed the Board that the pool permits have been modified for swimming after dark. She also provided updates on several outstanding action items.

Presentation of Management Report

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District Manager

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Mr. Croom stated that the next regular meeting of the Board of Supervisors is scheduled to be held Monday, September 14, 2020 at 6:30 PM to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to Florida Statutes.

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96 97 FOURTH ORDER OF BUSINESS Consideration of Minutes of Board of 98 Supervisors' Regular Meeting held on 99 July 13, 2020 100 On a motion by Mr. Morrison, seconded by Mr. Parker, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting, held on July 13, 2020 for the Harrison Ranch Community Development District. 101 102 FIFTH ORDER OF BUSINESS of **Operations** Consideration 103 Maintenance Expenditures for June 104 2020 105 Mr. Croom presented the Operations & Maintenance Expenditures Report to the 106 107 Board for consideration and answered questions regarding various invoices. 108 On a motion by Ms. Walterick, seconded by Mr. Parker, with all in favor, the Board of Supervisors approved the June 2020 (\$92,841.45) Operations & Maintenance Expenditures Report for the Harrison Ranch Community Development District. 109 SIXTH ORDER OF BUSINESS Public Hearing on Fiscal Year 110 2020-2021 Budget 111 112 On a Motion by Ms. Walterick, seconded by Mr. Green, with all in favor, the Board opened the Public Hearing on Fiscal Year 2020-2021 Budget for Harrison Ranch Community Development District. 113 Mr. Croom presented the Fiscal Year 2020-2021 budget to the Board. There 114 were no comments from the Board or audience. 115 116 On a Motion by Mr. Parker, seconded by Ms. Giella, with all in favor, the Board closed the Public Hearing on Fiscal Year 2020-2021 Budget for Harrison Ranch Community Development District. 117 1. Consideration of Resolution 2020-11, Adopting Fiscal Year 2020-2021 118 119 **Budget** 120 121 Mr. Croom presented Resolution 2020-11 to the Board, which will adopt 122 the Budget for Fiscal Year 2020-2021 123 On a Motion by Ms. Walterick, seconded by Ms. Giella, with all in favor, the Board adopted Resolution 2020-11 for Harrison Ranch Community Development District. 124

Consideration of Resolution 2020-12, Imposing Special Assessments

and Certifying Assessment Roll

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HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT August 10, 2020 - Minutes of Meeting Page 4

Mr. Croom presented Resolution 2020-12 to the Board, which will impose

129 special assessments and certify the tax roll for the 2020-2021 budget. 130 On a Motion by Ms. Walterick, seconded by Mr. Green, with all in favor, the Board adopted Resolution 2020-12 for Harrison Ranch Community Development District. 131 Consideration of Audit Committee 132 SEVENTH ORDER OF BUSINESS 133 Recommendation 134 On a motion by Mr. Green, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the Audit committee recommendation with Grau & Associates as the #1 ranked respondent to provide auditing services for Fiscal Years 2020-2021-2022 for the Harrison Ranch Community Development District. 135 136 **EIGHTH ORDER OF BUSINESS** Reconsideration of Request to Use District Trails for Pool Construction 137 138 Access 139 140 The Board discussed the request to use District Trails for pool construction access with resident Juan Alvarez. Mr. Alvarez apologized for the troubles that were caused. There 141 142 were concerns about sock drains that were installed and damage that could occur. 143 On a motion by Mr. Green, seconded by Ms. Morrison, with Mr. Parker and Ms. Giella opposed, the Board of Supervisors allowed the use of district trails subject to terms set by district counsel including a detailed schedule, contractor liability and inspection from the Board and District Engineer and that they stay on the trail at the Harrison Ranch Community Development District. 144 145 **EIGHTH ORDER OF BUSINESS** Consideration of Surveillance **Upgrade Proposal** 146 147 The Board reviewed the proposal from Securiteam for surveillance upgrades, 148 discussion ensued. There were questions on what type of windows program the system 149 150 would run on and if there was any sort of virus protection. 151 On a motion by Mr. Green, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the proposal from Securiteam for Surveillance upgrades at a

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Community Development District.

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EIGHTH ORDER OF BUSINESS Consideration of Amenity Suspension Letter

total cost for \$28,847.00 subject to chairman approval for the Harrison Ranch

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The Board discussed the incident involving the resident in question and explained his prior history.

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HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT August 10, 2020 - Minutes of Meeting Page 5

On a motion by Mr. Green, seconded by Ms. Walterick, with all in favor, the Board of Supervisors approved the suspension for AJ Deveaux for a year for the Harrison Ranch Community Development District.

159 160 EIGHTH ORDER OF BUSINESS Consideration of Cost-Share Agreement with HOA for Marquee 161 162 sign Upgrades 163 164 165 A discussion ensued regrading the cost share agreement for the marguee sign 166 upgrades. The Board was informed that Pulte had an easement agreement with a 3rd party landowner when the sign was originally installed, and the easement rights were 167 168 not transferred over. The Board would like to table this until they can find other land to 169 install the sign. 170 **EIGHTH ORDER OF BUSINESS** Consideration of Resolution 2020-13, 171 172 Adopting FY 2020-2021 Meeting Schedule 173 174 175 Mr. Croom presented Resolution 2020-13 to the Board, which will adopt the meeting 176 schedule for the upcoming fiscal year 2020-2021. 177 On a Motion by Mr. Morrison, seconded by Mr. Parker, with all in favor, the Board adopted Resolution 2020-13 for Harrison Ranch Community Development District. 178 Consideration of Thermal Overload 179 **EIGHTH ORDER OF BUSINESS** 180 Protector for Pool 181 On a Motion by Mr. Parker, seconded by Mr. Morrison, with all in favor, the Board approved the proposal from KBR Pool Services for thermal overload protector at a total cost of \$1,600.00 for Harrison Ranch Community Development District. 182 183 NINTH ORDER OF BUSINESS **Supervisor Requests** 184 185 Mr. Green had a question regarding clubhouse rentals. 186 187 TENTH ORDER OF BUSINESS Adjournment 188 On a Motion by Mr. Parker, seconded by Ms. Walterick, with all in favor, the Board of Supervisors adjourned the meeting at 8:43 PM for the Harrison Ranch Community Development District. 189 190 191 192 Chair / Vice Chair Asst. Secretary 193

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.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

The 2nd Audit Committee meeting of the Harrison Ranch Community Development District was held on **Monday**, **August 10**, **2020** at **1:30 PM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to Florida Statutes.

Present and constituting a quorum were:

Richard Green	Board Supervisor, Chairman
Charles Parker	Board Supervisor, Vice Chair
Jay Morrison	Board Supervisor, Asst. Secretary
Julianne Giella	Board Supervisor, Asst. Secretary
Sue Walterick	Board Supervisor, Asst. Secretary

Also present were:

Justin Croom	District Manager; Rizzetta & Company
Lauren Gentry	District Counsel; Hopping Green & Sams
Barbara McEvoy	Community Manager; Rizzetta & Company
Jeb Mulock	ZNS Engineering, LC
Audience	

FIRST ORDER OF BUSINESS Call to Order and Roll Call

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

SECOND ORDER OF BUSINESS Ranking Proposals

Mr. Croom presented the proposals received for the annual audit services to the Audit Committee and collected a master scoring sheet from the committee. Grau & Associates was the highest-ranked bidder with a total of 100 points, and therefore was the lowest-ranked bidder.

On a Motion by Mr. Green, seconded by Mr. Morrison, with all in favor, the Audit Committee ranked Grau & Associates as the #1 Proposer/Auditor for Fiscal Years ending in 2020, 2021, 2022 for the Harrison Ranch Community Development District.

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT August 10, 2020 - Minutes of Meeting Page 2

THIRD ORDER OF BUSINESS

Adjournment

On a Moti	on by Mr.	Parker,	secon	ded by	Mr.	Morri	ison,	with	all	in fav	or, th	e Audit
Committee	adjourned	the m	eeting a	at 7:10	p.m.	for	the	Harris	on	Ranch	n Con	nmunity
Developme	ent District.											

HARRISON RANCH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures July 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2020 through July 31, 2020. This does not include expenditures previously approved by the Board.

Approval of Expenditures:	
Chairperson	
Vice Chairperson	
Assistant Secretary	

The total items being presented: \$119,139.35

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoi	ce Amount
Air Clean of Florida and	003962	CP5755-618	Service Call 05/27/20 & 06/18/20	\$	547.00
Countryside Plumbing Bradenton Herald, Inc.	003975	0004705761 06/12/20	Legal Advertising 06/20	\$	92.43
Bright House Networks	003942	088053901061920	0050880539-01 - Gym 06/20	\$	113.34
Charles L. Parker	003969	CP071320	Board of Supervisors Meeting 07/13/20	\$	200.00
Creative Mailbox Designs	003955	DP 26905	Sign Replacement	\$	7,292.90
David Cope	003976	070220 COPE	Trap and Remove Wild Hogs 04/20 -	\$	3,000.00
Euphoria Pools & Spas Inc.	003973	SCC-10483	06/20 Commercial Equipment Repair 06/20	\$	935.00
Fitrev, Inc	003977	21164	Preventative Maintenance 07/20	\$	175.00
FL Dept of Health in Manatee	003945	41-BID-4691023	Annual Pool Operating Permit 06/20	\$	250.00
County Florida Department of Revenue	003956	Sales Tax 06/20	Sales Tax 06/20	\$	32.38
Florida Power & Light Company	003963	Electric Summary 07/20	FPL Electric Summary Billing 07/20	\$	4,301.19
FPL	003978	FPL #2 Summary 06/20	FPL #2 Summary 06/20	\$	141.67
Frontier Florida LLC dba Frontier	003964	090719-5 07/20	941-776-3095-090719-5 07/20	\$	380.84
Communications of Florida Guardian Protection Services, Inc.	003957	55975755	Security Services 07/03/20 - 08/02/20	\$	46.95

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Inv	oice Amount
Gulf Business Systems	003943	266320	Monthly Billing Copy Machine 06/29/20- 07/28/20	\$	121.19
Gulf Business Systems	003979	268056	Monthly Billing Copy Machine 07/29/20- 08/28/20	\$	87.49
Harrison Ranch CDD	CD0317	CD0317	Debit Card Replenishment	\$	1,664.98
Hopping Green & Sams	003944	115478	General/Monthly Legal Services 05/20	\$	4,691.50
Hopping Green & Sams	003944	115479	Monthly Legal Services - Willow Bend	\$	282.00
Hopping Green & Sams	003980	115982	05/20 General/Monthly Legal Services 06/20	\$	1,917.96
Hopping Green & Sams	003980	115983	Legal Services 07/20	\$	94.00
Jan-Pro of Manasota	003958	61593	Janitorial Services 06/20	\$	1,090.00
Jan-Pro of Manasota	003981	61644	Janitorial Services 07/20	\$	850.00
Jay Morrison	003968	JM071320	Board of Supervisors' Meeting 7/13/2020	\$	200.00
Julianne Giella	003965	JG071320	Board of Supervisors' Meeting 7/13/2020	\$	200.00
Landscape Maintenance	003982	153171	Monthly Maintenance 07/20	\$	30,123.00
Professionals, Inc. Landscape Maintenance	003951	153410	Annuals 06/20	\$	15,621.75
Professionals, Inc. Landscape Maintenance Professionals, Inc.	003959	153545	Pest Control 06/20	\$	725.00

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invo	ice Amount
Landscape Maintenance Professionals, Inc.	003966	153667	Trail Maintenance 07/20	\$	5,135.00
Landscape Maintenance	003966	153740	Debris Disposal 07/20	\$	1,435.50
Professionals, Inc. Lawson Courts, Inc.	003950	2422	Tennis Net 05/20	\$	240.00
Marlin Business Bank	003967	18210207	Copystar Copier - Account # 1613410 07/20	\$	165.80
MCUD	003960	Water Summary Bill	MCUD Water Summary 06/20	\$	3,662.24
RB Owens Electric Inc	003983	06/20 20202119	Service Call 06/20	\$	390.00
RB Owens Electric Inc	003961	20202120	Service Call 06/20	\$	6,521.50
RB Owens Electric Inc	003946	20202150	Service Call 06/20	\$	316.50
RB Owens Electric Inc	003970	20202282	Service Call 07/20	\$	390.00
RB Owens Electric Inc	003983	20202328	Service Call 07/20	\$	1,002.03
Rizzetta & Company, Inc.	003947	INV000050528	BI-Weekly Payroll 06/19/20	\$	1,809.87
Rizzetta & Company, Inc.	003947	INV0000050748	District Management Fees 07/20	\$	6,587.50
Rizzetta & Company, Inc.	003952	INV000050815	BI-Weekly Payroll 07/02/20	\$	2,154.23
Rizzetta & Company, Inc.	003971	INV0000051312	BI-Weekly Payroll 07/20	\$	1,636.91

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invo	ice Amount
Rizzetta Technology Services, LLC	003948	INV0000005991	Website & Email Hosting 07/20	\$	175.00
Securiteam	003953	9264060320	Service Call 06/20	\$	148.75
Securiteam	003984	9322062520	Service Call 06/20	\$	172.50
Shirley A Storo	003986	071520 Storo	Clubhouse Rental Refund	\$	75.00
Sleuth Inc.	003954	0000025167	Repair Pool Leak 06/20	\$	1,100.00
Solitude Lake Management	003985	PI-A00438499	Monthly Lake and Wetland Serivces 07/20	\$	3,644.00
Solitude Lake Management	003985	PI-A00438500	Monthly Midge Fly Treatment 07/20	\$	2,214.00
Solitude Lake Management	003985	PI-A00438501	Aerator Maintenance Services 07/01/20 -	\$	300.00
Susan Anderson	003974	071520 Anderson	09/30/20 Clubhouse Rental Refund	\$	75.00
Susan Walterick	003972	SW071320	Board of Supervisors' Meeting 7/13/2020	\$	200.00
Symbiont Service Corp	003949	17314	Service Call 06/20	\$	100.62
Symbiont Service Corp	003949	17479	Service Call 06/20	\$	157.96
Uline, Inc.	003987	120996687	Black Steel Dome Lid - 55 GAL	\$	120.10
ZNS Engineering, L.C.	003988	138812	Engineering Services 06/20	\$	3,741.77

Paid Operation & Maintenance Expenditures

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount		
ZNS Engineering, L.C.	003988	138813	Engineering Services 06/20 WUP	\$	290.00	
Report Total				\$	119,139.35	