



Rizzetta & Company

Bridgewater of Wesley Chapel Community Development District

Board of Supervisors' Meeting February 6, 2020

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

www.bwcdd.org

BRIDGEWATER OF WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT

Country Walk Clubhouse, 30400 Country Point Blvd., Wesley Chapel, FL 33543

Board of Supervisors	Steve Brown Joseph Kosiarski Vacant Chantell Sicard Don Brisendine	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Angel Montagna	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	Straley Robin & Vericker
District Engineer	Steven Brletic	JMT Engineering

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) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

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.

**BRIDGEWATER OF WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE □ 5844 OLD PASCO ROAD □ SUITE 100 □ WESLEY CHAPEL,
FL 33544**

WWW.BWCDD.ORG

January 29, 2020

**Board of Supervisors
Bridgewater of Wesley Chapel
Community Development
District**

Dear Board Members:

The **first audit committee** and regular meeting of the Board of Supervisors of Bridgewater of Wesley Chapel Community Development District will be held on **Thursday, February 6, 2020 at 6:30 p.m.** at the Country Walk Clubhouse, located at 30400 Country Point Blvd., Wesley Chapel, FL 33543. The following is the advance agenda for this meeting:

AUDIT COMMITTEE MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. BUSINESS ADMINISTRATION**
 - A. Presentation of Audit Proposal Instructions.....Tab 1
 - B. Presentation of Audit Evaluation Criteria.....Tab 2
- 3. ADJOURNMENT**

BOARD OF SUPERVISORS MEETING:

- 4. CALL TO ORDER/ROLL CALL**
- 5. AUDIENCE COMMENTS**
- 3. AQUATIC/FIELD INSPECTION REPORTS**
 - A. Presentation of Aquatic Systems ReportTab 3
 - B. Presentation of Field Inspection/Landscape ReportTab 4
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 5. BUSINESS ITEMS**
 - A. Consideration of a Board Supervisor Replacement
 1. Administer Oath of Office to Newly Appointed Supervisor.Tab 5
 2. Review of Form 1 and Sunshine Amendment
 - B. Consideration of Resolution 2020-01, Re-Designating Officers of the District.....Tab 6
 - C. Consideration of Recommendation of Audit Committee
 - D. Discussion Regarding Pond Buffers
 - E. Discussion Regarding Investment Options
 - F. Discussion Regarding District Manager
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of the Operation & Maintenance Expenditures for December 2019.....Tab 7

B. Consideration of Minutes of the Board of Supervisors
Meeting held on January 9, 2020.....Tab 8

7. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS

8. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (813) 933-5571.

Sincerely,
Angel Montagna
District Manager

Tab 1

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF BRIDGEWATER OF WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT RE-DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Bridgewater of Wesley Chapel Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BRIDGEWATER OF WESLEY CHAPEL COMMUNITY DEVELOPMENT DISTRICT:

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

**BRIDGEWATER OF WESLEY
CHAPEL COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

Tab 2

BRIDGEWATER OF WESLEY CHAPEL
COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures
December 2019
For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2019 through December 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$46,160.81**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Bridgewater of Wesley Chapel Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
ACPLM Inc	004205	1900475	Street Sign 12/19	\$ 878.00
All-Star Restoration	004204	276	Pressure Wash Exterior Sidewalks 12/19	\$ 3,000.00
Chantell Sicard	004212	CS120519	Board of Supervisor Meeting 12/05/19	\$ 200.00
Donald L. Brisendine	004206	DB120519	Board of Supervisor Meeting 12/05/19	\$ 200.00
Finn Outdoor	004198	2519	Down Payment on Erosion/Pond Bank Restoration 12/19	\$ 15,298.80
Joseph P. Kosiarski	004208	JK120519	Board of Supervisor Meeting 12/05/19	\$ 200.00
Landscape Maintenance Professionals, Inc.	004195	148132	Replace 1 1/2 Inch Scrubber Valve 10/19	\$ 350.00
Landscape Maintenance Professionals, Inc.	004195	148256	Replace 1 1/2 Inch Scrubber Valve 11/19	\$ 350.00
Landscape Maintenance Professionals, Inc.	004209	148349	Monthly Landscape Services 12/19	\$ 7,670.00
Landscape Maintenance Professionals, Inc.	004199	148577	Removal Of Lowest Hanging Branch 11/19	\$ 300.00
Landscape Maintenance Professionals, Inc.	004209	148749	Palm Fertilizer 11/19	\$ 200.00
Landscape Maintenance Professionals, Inc.	004209	148750	Pest Control 11/19	\$ 145.00

Bridgewater of Wesley Chapel Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	004209	148774	Replace Faulty Solenoid 11/19	\$ 35.00
Landscape Maintenance Professionals, Inc.	004209	148775	Repair 3 Inch Main Line Leak 11/19	\$ 321.75
Landscape Maintenance Professionals, Inc.	004209	148776	Replace Faulty Scrubber Valve 11/19	\$ 350.00
Landscape Maintenance Professionals, Inc.	004209	148791	New Landscape Contract Adjustment 12/19	\$ 1,631.01
Netix Solutions LLC	004200	0408	Monthly Website Services 12/19	\$ 100.00
Netix Solutions LLC	004210	0414	Domain Name Transfer 12/19	\$ 68.00
Pasco Sheriff's Office	004201	1-10/11/2019-04119	Extra Duty Detail 11/19	\$ 3,136.00
Rizzetta & Company, Inc	004196	INV0000045183	District Management Fees 12/19	\$ 4,989.17
Rizzetta Amenity Services, Inc.	004211	INV00000000006920	Out of Pocket Expenses 11/19	\$ 32.13
Solitude Lake Management LLC	004213	PI-A00328945	Lake & Pond Management Services SVR49027 12/19	\$ 2,300.00
Steve Brown	004207	SB120519	Board of Supervisor Meeting 12/05/19	\$ 200.00
Straley Robin Vericker	004202	17756	Legal Services 11/19	\$ 509.45

Bridgewater of Wesley Chapel Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>nvoice Amount</u>
Withlacoochee River Electric Cooperative, Inc	004214	10261233 11/19	Summary 1430204-1430211 11/19	\$ 3,082.44
Withlacoochee River Electric Cooperative, Inc	004214	Summary Billing 11/19	Summary Billing 11/19	<u>\$ 614.06</u>
Report Total				<u>\$ 46,160.81</u>

Tab 3

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.

**BRIDGEWATER OF WESLEY CHAPEL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Bridgewater of Wesley Chapel Community Development District was held on **Thursday, January 9, 2020 at 6:41 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

Present and constituting a quorum:

Steve Brown	Board Supervisor, Chairman
Joseph Kosiarski	Board Supervisor, Vice Chairman
Don Brisendine	Board Supervisor, Assistant Secretary
Chantell Sicard	Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
Jason Liggett	Representative, LMP
John Toborg	Field Services Manager, Rizzetta & Company, Inc.

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Montagna called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments put forth at this time.

THIRD ORDER OF BUSINESS

Aquatic/ Field Inspection Report

A. Aquatic Systems Report

Ms. Montagna presented and reviewed the Aquatics Report dated December 16, 2019. A discussion ensued regarding a new picture with the new signage for the report cover.

87 This item was also tabled.

88

89 **EIGHTH ORDER OF BUSINESS**

**Consideration of Establishment of
Audit Committee**

90

91

92 Ms. Montagna stated that it was time for the District to go out to bid for Audit
93 Services. She stated that the Board would need to select an audit committee and
94 authorize District staff to advertise for audit committee meetings and an RFP for Audit
95 Services.

96

On a Motion by Mr. Brisendine, seconded by Mr. Brown, followed by a vote of all in favor, the Board of Supervisors appointed themselves as the Audit Committee and authorized District staff to advertise for Audit Committee Meetings and an RFP for Audit Services for Bridgewater of Wesley Chapel Community Development District.

97

98 **NINTH ORDER OF BUSINESS**

**Consideration of Proposals from Finn
Outdoor**

99

100

101 Ms. Montagna presented the three proposals From Finn Outdoor. The Board
102 approved the following proposals:

103

On a Motion by Mr. Kosiarski, seconded by Mr. Brisendine, with all in favor, the Board of Supervisors approved Finn Outdoor's Payment for Sidewalk Repair (\$5,950.00) for Bridgewater of Wesley Chapel Community Development District.

104

105

On a Motion by Mr. Brown, seconded by Ms. Sicard, with all in favor, the Board of Supervisors approved Finn Outdoor's Proposal for Control Structure Maintenance (\$6,125.00) for Bridgewater of Wesley Chapel Community Development District.

106

107 Ms. Montagna stated that Mr. Brown had authorized the final payment for the
108 erosion restoration.

109

110 **TENTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for
November 2019**

111

112

113

114 Ms. Montagna presented the Operation and Maintenance Expenditures for
115 November 2019.

116

On a Motion by Mr. Kosiarski, seconded by Ms. Sicard, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for November 2019 (\$81,951.71) as presented for Bridgewater of Wesley Chapel Community Development District.

117 **ELEVENTH ORDER OF BUSINESS** **Consideration of Minutes of the**
118 **Board of Supervisors' Meeting held**
119 **on December 5, 2019**
120

121 Ms. Montagna presented the minutes of the Board of Supervisors' meeting held on
122 December 5, 2019.
123

On a Motion by Mr. Kosiarski, seconded by Mr. Brown, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 5, 2019 as presented for Bridgewater of Wesley Chapel Community Development District.

124
125 **TWELFTH ORDER OF BUSINESS** **Audience Comments and Supervisor**
126 **Requests**
127

128 There were no audience comments put forth at this time. Ms. Montagna asked if
129 there were any Supervisor requests. Mr. Kosiarski inquired about sidewalk follow-up.
130

131 Mr. Brown spoke about Epperson ranch. He stated that people are coming across
132 the ditch to Bridgewater.
133

134 Mr. Brisendine spoke about the District's finance options and suggested that Scott
135 Brisendine attend their Board meeting to discuss.
136

137 **THIRTEENTH ORDER OF BUSINESS** **Adjournment**
138

139 Ms. Montagna stated that if there was no further business to come before the Board
140 then a motion to adjourn would be in order.
141

On a Motion by Mr. Brown seconded by Mr. Kosiarski, with all in favor, the Board of Supervisors adjourned the meeting at 8:02 p.m. for Bridgewater of Wesley Chapel Community Development District.

142
143
144 _____
145 Secretary/Assistant Secretary

142
143
144 _____
145 Chairman/Vice Chairman