



Rizzetta & Company

Waters Edge Community Development District

**Board of Supervisors' Meeting
December 17, 2020**

**District Office:
5844 Old Pasco Road, Suite 100
Wesley Chapel, Florida 33544
813.994.1001**

www.watersedgeccd.org

WATERS EDGE COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the Waters Edge Clubhouse, located at:
9019 Creedmoor Lane, New Port Richey, FL 34654

Board of Supervisors	Roger LeBlanc Teri Geney Michaela Ballou George Anastasopoulos Rocco Iervasi	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin & Vericker
District Engineer	Greg Woodcock	Cardno TBE

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.

**Board of Supervisors
Waters Edge Community
Development District**

December 9, 2020

Dear Board Members:

The **first audit committee** and regular meeting of the Board of Supervisors of the Waters Edge Community Development District will be held on **Thursday December 17, 2020 at 3:30 p.m. at the Waters Edge Clubhouse, located at 9019 Creedmoor Lane, New Port Richey, FL 34654**. The following is the tentative 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:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
 - A. District Engineer
 1. Consideration of Proposals for Site Restoration.. Tab 3
 - B. Aquatics Manager
 1. Presentation of the Monthly Aquatics Report..... Tab 4
 2. Consideration of Proposal for Monthly Fountain Maintenance.....Tab 5
 - C. PSA Inspection Report.....Tab 6
 - D. District Counsel
 - E. District Manager
 1. Presentation of Action Item List..... Tab 7
- 4. BUSINESS ITEMS**
 - A. Consideration of Recommendation of Audit Committee
 - B. Update on HOA Transfer of Funds to District
 - C. Consideration of Access Agreement to Allow Homeowners to Use District Property for Modifications (under separate cover)
 - D. Discussion Regarding Hiring Someone to Install Chlorine Tablets at the Pump Station
 - E. Discussion Regarding the Installation of a Fence
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on November 19, 2020..... Tab 8
 - B. Consideration of Operation and Maintenance Expenditures for November 2020 Tab 9

6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

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) 933-5571.

Sincerely,

Matthew Huber

Matthew Huber
Regional District Manager

Tab 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.

**WATERS EDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Waters Edge Community Development District was held on **Thursday, November 19, 2020, at 3:30 p.m.** at the Waters Edge Clubhouse, located at 9019 Creedmoor Lane, New Port Richey, FL 34654.

Present and constituting a quorum:

Roger LeBlanc	Board Supervisor, Chairman
Teri Geney	Board Supervisor, Vice Chairman
Rocco Iervasi	Board Supervisor, Assistant Secretary
Michaela Ballou	Board Supervisor, Assistant Secretary
George Anastasopoulos	Board Supervisor, Assistant Secretary

Also present were:

Matthew Huber	Regional District Manager, Rizzetta & Company
Greg Cox	District Manager, Rizzetta & Company
John Vericker	District Counsel, Straley Robin & Vericker
Greg Woodcock	District Engineer, Cardno
Brian Fackler	Representative, Sitex Aquatics

Audience

FIRST ORDER OF BUSINESS **Call to Order**

Mr. Cox called the meeting to order and confirmed there was a quorum present.

SECOND ORDER OF BUSINESS **Audience Comments on Agenda Items**

Audience comments were entertained regarding District construction being cleared and 277 Ragsdale Court.

THIRD ORDER OF BUSINESS **Administer Oath of Office to Newly Elected Supervisors**

Mr. Cox, a notary public in the State of Florida, administered the Oath of Office to Michaela Ballou – Seat 2. Ms. Ballou swore and affirmed to the oath and executed the oath of office.

Ms. Ballou chose to receive compensation for meeting attendance.

52 **FOURTH ORDER OF BUSINESS** **Review of Form 1 and Sunshine Law**
53 **Requirements**
54

55 Mr. Vericker briefly reviewed the Form 1 and Sunshine Law Requirements. Mr.
56 Cox gave the new supervisor a new BOS package.
57

58 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-01,**
59 **Designating Officers of the District**
60

61 Mr. Cox presented and reviewed Resolution 2021-01, Designating Officers of the
62 District. The Board decided to table the resolution as Mr. LeBlanc would be stepping
63 down sometime in February.
64

65 **SIXTH ORDER OF BUSINESS** **Staff Reports**
66

67 **A. District Engineer**
68 Mr. Woodcock presented his report and informed the Board that the O&M
69 drainage work has been completed.
70

71 **B. Aquatics Manager**
72 Mr. Fackler presented his Aquatics Report for November. There were no
73 Board questions regarding his report at this time.
74

75 **C. PSA Landscape Inspection Report**
76 A brief discussion ensued regarding the PSA Report.
77

78 **D. District Counsel**
79 Mr. Vericker gave the Board an update on the HOA transfer of funds to the
80 District. He stated that he is waiting on the HOA.
81

82 **E. District Manager**
83 Mr. Cox informed the Board that the next regularly scheduled meeting will
84 be held on December 17, 2020 at 3:30 p.m.
85

86 Mr. Cox presented the Action Item List to the Board for their review.
87

88 **SEVENTH ORDER OF BUSINESS** **Consideration Establishment of Audit**
89 **Committee**
90

91 Mr. Cox stated that it was time for the Board to start their audit process for fiscal
92 years 2021-2023.
93

<p>On a Motion by Ms. Ballou, seconded by Mr. Anastopoulos, with all in favor, the Board of Supervisors appointed themselves as the Audit Committee and authorized District staff to advertise for the audit committee meeting for Waters Edge Community Development District.</p>
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94 **EIGHTH ORDER OF BUSINESS** **Update on HOA Transfer to Funds to**
95 **the District.**
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98 This update was given under District Counsel's report.

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100 **NINTH ORDER OF BUSINESS**

Discussion Regarding Agreement with Waters Edge Design Review Board Regarding Authority of the Board to Allow Homeowners to use District Property to do Modifications to their Homes

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107 Mr. LeBlanc discussed this item with the Board. Mr. Vericker will draft an Access
108 Agreement.

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110 **TENTH ORDER OF BUSINESS**

Consideration of Minutes of the Board of Supervisors' meeting on October 22, 2020

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114 Mr. Cox presented the minutes for the meeting held on October 22, 2020. There was
115 one change made to the last motion where Mr. Iervasi's name was spelled incorrectly.

116

On a Motion by Ms. Geney, seconded by Mr. Iervasi, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting on October 22, 2020, as amended for the Water's Edge Community Development District.

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118 **ELEVENTH ORDER OF BUSINESS**

Consideration of Operations & Maintenance Expenditures for October 2020

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On a Motion by Ms. Geney, seconded by Mr. Iervasi, with all in favor, the Board of Supervisors approved the Operations and Maintenance Expenditures for October 2020 (\$48,904.35), for the Water's Edge Community Development District.

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123 **TWELFTH ORDER OF BUSINESS**

Audience Comments & Supervisor Requests

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126 The Board entertained an audience comment thanking them for listening. There
127 were no Supervisor requests.

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129 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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On a Motion by Ms. Geney, seconded by Mr. LeBlanc, with all in favor, the Board of Supervisors adjourned the meeting at 4:38 p.m. for the Water's Edge Community Development District.

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134 _____
Secretary/Assistant Secretary

_____ Chairman/Vice Chairman

Tab 2

Waters Edge Community Development District

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

Operations and Maintenance Expenditures November 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2020 through November 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$15,602.90**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waters Edge Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2020 Through November 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Economic Opportunity	002104	83088	Special District Fee FY 20/21	\$ 175.00
GHS Environmental	002100	2020-544	Monthly Meter Reading - Pump Station 10/20	\$ 142.00
Grau & Associates	002105	E4250200G311	Audit for FY20/21	\$ 26.00
Irrigation Technical Services, Inc.	002103	27339	Water Management - Pump Station 10/20	\$ 550.00
Irrigation Technical Services, Inc.	002103	27459	Bi-Monthly Pump Station Maintenance 10/20	\$ 450.00
Pasco County Utilities	002107	14186322	9019 Creedmoor Reclaim Lane 10/20	\$ 3,231.90
Rizzetta & Company, Inc.	002101	INV0000054213	District Management Fees 11/20	\$ 3,895.00
Rizzetta Technology Services	002102	INV0000006500	Email/Website Services 11/20	\$ 175.00
Waters Edge Master HOA, Inc.	002106	110620 140264	Shared Cost Landscape Services 10/20	\$ <u>6,958.00</u>
Report Total				\$ <u>15,602.90</u>