



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
February 13, 2020**

District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950

www.watersetcentralcdd.org

WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT

Offices of Rizzetta & Company, 9428 Camden Field Parkway, Riverview, FL 33578

District Board of Supervisors	Amanda King Aaron Baker Pam Parisi Lynda McMorro Pete Williams	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Jamie Scarola	Scarola Associates

All cellular phones and pagers must be turned off 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) 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.

February 3, 2020

**Board of Supervisors
Waterset Central Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District will be held on **Thursday, February 13, 2020 at 9:00 AM** at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Clubhouse Fitness Center Maintenance ProposalTab 1
- 4. STAFF REPORTS**
 - A. Landscape & Irrigation
 - i. Aquatic Services UpdateTab 2
 - ii. Presentation of Irrigation Report.....Tab 3
 - iii. Consideration of Landscape Maintenance AddendumTab 4
 - B. District Counsel
 - C. District Engineer
 - D. Clubhouse Manager
 - i. Presentation of Management ReportTab 5
 - E. District Manager
- 5. BUSINESS ADMINISTRATION**
 - i. Consideration of Minutes of Board of Supervisors' Meeting held on January 9, 2020Tab 6
 - ii. Consideration of Operations & Maintenance Expenditures for December 2019.....Tab 7
- 6. 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) 533-2950.

Sincerely,

Justin Croom

Justin Croom
Regional District Manager

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.

**WATERSET CENTRAL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District was held on **Thursday, January 9, 2020 at 9:00 AM** at the offices of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum:

Amanda King	Board Supervisor, Chairman
Pete Williams	Board Supervisor, Assistant Secretary
Lynda McMorrow	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager; Rizzetta & Company, Inc.
Chuck Schulze	Clubhouse Manager
Gail Huff	Ballenger & Company, Inc.

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present at this time.

THIRD ORDER OF BUSINESS

**Consideration of Resolution
2020-02, Amending the Fiscal
Year 2019/2020 Budget**

Mr. Croom presented Resolution 2020-02, which will amend the Budget for the Fiscal Year 2019-2020 budget.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board adopted Resolution 2020-02 for the Waterset Central Community Development District.

47 **FOURTH ORDER OF BUSINESS** **Consideration of Castle Services**
48 **Agreement Addendum**
49

50 Mr. Croom reviewed the castle services agreement addendum with the Board.
51

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the castle services agreement addendum for the Waterset Central Community Development District.

52 **FIFTH ORDER OF BUSINESS** **Consideration of Street Sign**
53 **Proposal**
54
55

56 Mr. Croom reviewed the proposal from Onsight Industries for street sign installation with the
57 Board for review.
58

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the proposal from Onsight Industries for street sign installation at a cost of \$996.10 for the Waterset Central Community Development District.

59 **SIXTH ORDER OF BUSINESS** **Staff Reports**
60

61 **A. Landscape & Irrigation**

62 **i. Aquatic Services Update**

63
64 Mr. Croom reviewed the December 2019 & January 2020 aquatics inspection
65 reports with the board. Discussion ensued regarding several issues at specific
66 pond sites and what needs to be done concerning irrigation.
67

68 **ii. Presentation of Field Inspection Report**

69
70 Mr. Croom reviewed the Field Inspection Reports with the Board. The Board
71 would like to include an irrigation 101 workshop in the March newsletter.
72

73 **iii. Presentation of Irrigation Report**

74
75 Ms. Huff reviewed the November 2019 & December 2019 irrigation reports
76 with the Board. There was a discussion regarding the \$500,000.00 worth of
77 landscaping that will be completed in February. The Board discussed several
78 issues that they would like LMP to address.
79
80
81

On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board requested sod replacement from LMP for the Waterset Central Community Development District.

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86 **iv. Ratification of Irrigation Damage Proposal**
87
88 Mr. Croom reviewed the Irrigation damage proposal that was approved on
89 November 18, 2019.
90

On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board ratified the irrigation damage proposal from Ballenger & Company for the Waterset Central Community Development District.

91
92 **B. District Counsel**
93
94 Not present.

95
96 **C. District Engineer**
97
98 Not present. No report was provided.

99
100 **D. Clubhouse Manager**

101
102 **i. Presentation of Management Report**

103
104 Mr. Schulze provided an update to the Board. Ms. King will follow up with
105 Castle Group regarding the amendment of the amount/hours of current
106 budget year.

107
108 **E. District Manager**

109
110 Mr. Croom informed the Board that the next regular meeting will take place on
111 Thursday, February 13, 2019 at 9:00 AM. There was a discussion regarding
112 acoustic sound barrier installation.

113
114 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on November 14,
2019**

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116 On a Motion by Mr. Williams, seconded by Mr. Stevens, with all in favor, the Board
117 approved the minutes of Board of Supervisors' regular meeting held on November 14,
118 2019, for the Waterset Central Community Development District.

119
120 **EIGHTH ORDER OF BUSINESS**

**Consideration of Operations &
Maintenance Expenditures for
November 2019**

121
122 On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board
123 ratified the Operations & Maintenance Expenditures for November 2019 in the amount of
124 \$47,872.65, for the Waterset Central Community Development District.

125 **NINTH ORDER OF BUSINESS**

Supervisor Requests

126
127 There were no supervisor requests.

128
129 **TENTH ORDER OF BUSINESS**

Adjournment

130
On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors adjourned the meeting at 9:38 a.m. for the Waterset Central Community Development District.

131
132
133
134
135 _____
Assistant Secretary

Chair / Vice Chair

DRAFT

Wataset Central Community Development District

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

Operations 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: **\$57,012.54**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Waterset Central 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>
Ballenger & Company, Inc.	001478	19373	Repair Irrigation Construction Damage 5A1 11/19	\$ 290.00
Ballenger & Company, Inc.	001478	19429	Irrigation Maintenance 11/19	\$ 2,530.00
Castle Management, LLC	001479	INS-1119-202	Insurance Reimbursement 11/19	\$ 228.25
Castle Management, LLC	001479	PREIM08-16-19-215	Payroll Pay Period 07/27/19-08/09/19	\$ 4,152.35
Castle Management, LLC	001474	PREIM11-08-19-222	Payroll Pay Period 10/19/19-11/01/19	\$ 2,496.41
Castle Management, LLC	001479	PREIM11-22-19-224	Payroll Pay Period 11/02/19-11/15/19	\$ 1,624.31
Claribel Tejas	001483	102319-Tejas (Savage)	Rental Deposit Refund	\$ 200.00
Derrick Edwards	001485	120419-Edwards	Rental Deposit Refund	\$ 160.00
Eleazar Hernandez	001488	120419-Hernandez	Rental Deposit Refund	\$ 200.00
Erin McCormick Law, PA	001486	10382	General Legal Services 11/19	\$ 2,609.93
Florida Natural Gas	001487	315153ES	7281 Paradiso Drive Pool Heaters 11/19	\$ 476.55
Frontier	001495	813-741-0603-061118-5 12/19	Fios Internet 12/19	\$ 502.00

Waterset Central 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>
Heidt Design, LLC	001480	35802	Engineering Services 11/19	\$ 172.50
Innersync Studio, LTD	001489	17666	Implement ADA Compliant Website 10/19	\$ 2,325.00
Kevin Arel	001484	120819-Arel	Rental Deposit Refund	\$ 200.00
Landscape Maintenance Professionals, Inc.	001490	148494	Monthly Ground Maintenance 12/19	\$ 13,031.20
Landscape Maintenance Professionals, Inc.	001490	148739	Fertilize Augustine, Bahia, Bermuda, Ornamental, Palm 11/19	\$ 4,624.00
Landscape Maintenance Professionals, Inc.	001490	148740	Pest Control 11/19	\$ 540.00
Landscape Maintenance Professionals, Inc.	001490	148990	Debris Removal - Phase 5A 12/19	\$ 398.75
Municipal Asset Management, Inc.	001481	0617511	Lease Payment on Fitness Equipment 11/19	\$ 1,323.91
Nvirotec Pest Control Services	001491	193496	Monthly Pest Control #12545 12/19	\$ 185.00
Republic Services	001482	0696-00840458	(1) Waste & (1) Recycle Container Service 12/19	\$ 300.71
Residential Acoustics, LLC	001475	CA02030-3	Deposit - Acoustics 11/19	\$ 1,701.80
Rizzetta & Company, Inc.	001476	INV0000045125	District Management Fees 12/19	\$ 4,569.41

Waterset Central 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>
Rizzetta Technology Services	001477	INV0000004914	Email & Website Hosting Services 12/19	\$ 175.00
Robert Brightwell	001473	111619-Brightwell	Rental Deposit Refund	\$ 200.00
Solitude Lake Management, LLC	001492	PI-A00328554	Monthly Lake & Wetland Service 12/19	\$ 2,172.00
Suncoast Pool Service	001493	5852	Swimming Pool Service 12/19	\$ 1,850.00
Suncoast Pool Service	001493	5857	Install Pump - Lap Pool 12/19	\$ 3,100.00
TECO	001494	Summary Bill 11/19	Summary Bill 11/19	\$ 3,982.04
Waterset Central CDD	CD017	CD017	Debit Card Replenishment	<u>\$ 691.42</u>
Report Total				<u>\$ 57,012.54</u>