



Rizzetta & Company

# Waterset Central Community Development District

---

**Board of Supervisors' Meeting  
June 11, 2020**

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

[www.watersetcentralcdd.org](http://www.watersetcentralcdd.org)

# **WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT**

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

<b>District Board of Supervisors</b>	Amanda King Aaron Baker Pam Parisi Lynda McMorro Pete Williams	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Justin Croom	Rizzetta & Company, Inc.
<b>District Counsel</b>	Erin McCormick	Erin McCormick Law, PA
<b>District Engineer</b>	Tim Plate	Height Design LLC

**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.

June 4, 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, June 11, 2020 at 9:00 AM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 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 this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
- 4. STAFF REPORTS**
  - A.** Update regarding amenity closures and re-openings
  - A.** Landscape & Irrigation
    - i. Presentation of Irrigation Report .....Tab 1
    - ii. Presentation of Field Inspection Report .....Tab 2
  - B.** District Counsel
  - C.** District Engineer
  - D.** Clubhouse Manager
    - i. Presentation of Management Report .....Tab 3
  - E.** District Manager
- 5. BUSINESS ADMINISTRATION**
  - i. Consideration of Minutes of Board of Supervisors' Meeting held on May 14, 2020 .....Tab 4
  - ii. Consideration of Operations & Maintenance Expenditures for May 2020 .....Tab 5
- 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, May 14, 2020 at 9:00 AM** conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, and pursuant to Florida Statutes.

Present and constituting a quorum:

Amanda King	<b>Board Supervisor, Chairman</b>
Aaron Baker	<b>Board Supervisor, Vice Chairman</b>
Pete Williams	<b>Board Supervisor, Assistant Secretary</b>
Lynda McMorrow	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Justin Croom	<b>District Manager; Rizzetta &amp; Company, Inc.</b>
Bridget Murphy	<b>Administrative Assistant, Rizzetta &amp; Company, Inc.</b>
John Toborg	<b>Field Service Manager, Rizzetta &amp; Company, Inc.</b>
Erin McCormick	<b>District Counsel</b>
Chuck Schulze	<b>Clubhouse Manager</b>
Gabby Davis	<b>Castle Management</b>
Garth Rinnard	<b>LMP</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

A resident commented on pool guidelines and pool sign up times  
A resident commented on the pickleball and tennis courts re-opening and basketball court lights should be off by 10:00 p.m.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2020-03, Authorizing Bank Account Signatories**

Mr. Croom presented Resolution 2020-03, which will authorize Bank account signatories to the Board.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board adopted Resolution 2020-03, for the Waterset Central Community Development District.

**FOURTH ORDER OF BUSINESS**

**Discussion regarding Amenity  
Closures and Re-opening**

District Counsel discussed potential insurance liabilities and risks with re-opening clubhouse facilities, as well as state and county recommendations during Phase1. Discussion ensued.

On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board approved allowing management, counsel and staff to make necessary decisions regarding executive orders to open or close facilities based on current statues and guidelines for the Waterset Central Community Development District.

**FIFTH ORDER OF BUSINESS**

**Presentation of Proposed Budget  
for Fiscal Year 2020-2021**

Mr. Croom reviewed the proposed budget for FY 20-21 with the Board. The Board made adjustments to certain line items.

**1. Consideration of Resolution 2020-04, Approving proposed budget & setting  
Public Hearing**

Mr. Croom presented resolution 2020-04, which will approve the proposed budget for Fiscal year 2020-2021 and set the public hearing for August 13<sup>th</sup>, 2020 at 9:00 a.m. to be held at the Rizzetta offices with the possibility of the meeting being held via zoom pending state restrictions due to the coronavirus.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board adopted Resolution 2020-04, for the Waterset Central Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-  
05, Re-Designating Secretary**

Mr. Croom presented Resolution 2020-05, which will designate Bob Schleifer as secretary for the District to the Board.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board adopted Resolution 2020-05, for the Waterset Central Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Holiday Décor**

**Proposal**

The Board would like to table this proposal until a later meeting and would like to see other proposals.

**FIFTH ORDER OF BUSINESS**

**Presentation of Voter Registration Letter**

Mr. Croom presented the letter from the supervisor of elections which states the District has 263 registered voters and announced that seats 3,4, and 5 are up for election in November.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape & Irrigation**

**i. Presentation of Irrigation Report**

There were no comments on the report.

**ii. Presentation of Field Inspection Report**

Mr. Toborg reviewed the field inspection report with the Board and answered general questions.

**iii. Consideration of Landscape Enhancement Proposal**

On a Motion by Ms. King, seconded by Mr. Williams, with all in favor, the Board approved the approved the proposal from LMP for Ruby Red Alternanthera at a total cost of \$727.20 for the Waterset Central Community Development District.

**iv. Consideration of Landscape Irrigation Maintenance Proposals**

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the approved the landscape irrigation maintenance bid proposals for Paseo Al Mar sign wall and phase 5A2A at a cost of \$38,978.00 for the Waterset Central Community Development District.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the approved the proposal from Ballenger for irrigation and maintenance for Phase 5A-2 for the Waterset Central Community Development District.

**v. Presentation of March 2020 Aquatics Report**

Mr. Croom reviewed the March 2020 Aquatics report and answered questions from the Board. General discussion ensued.

**B. District Counsel**

No report.

**C. District Engineer**

Not present. No report was provided.

**D. Clubhouse Manager**

**i. Presentation of Management Report**

Mr. Schulze provided an update to the Board. The Board had no comments on the report.

**E. District Manager**

Mr. Croom informed the Board that the next regular meeting will take place on Thursday, June 11, 2020 at 9:00 AM at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview FL 33578.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Board of Supervisors' Regular  
Meeting held on March 12, 2020**

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the minutes of Board of Supervisors' regular meeting held on March 12, 2020, for the Waterset Central Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Operations &  
Maintenance Expenditures for  
March 2020 & April 2020**

On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board ratified the Operations & Maintenance Expenditures for March 2020 (\$50,860.79) & April 2020 (\$89,914.59) for the Waterset Central Community Development District.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no supervisor requests.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board of Supervisors adjourned the meeting at 10:48 a.m. for the Waterset Central Community Development District.

---

Assistant Secretary

Chair / Vice Chair



# Waterset Central Community Development District

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

## Operations and Maintenance Expenditures May 2020 For Board Approval

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

The total items being presented: **\$62,250.76**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Waterset Central Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ashley Massilotte	001632	050820-Massilotte	Rental Cancellation	\$ 450.00
Ballenger & Company, Inc.	001623	20129	Irrigation Maintenance 04/20	\$ 2,927.50
BOCC	001635	7687161865 04/20	7281 Paradiso Avenue 04/20	\$ 1,591.20
Castle Management, LLC	001636	INS-0420-215	Insurance Reimbursement 04/20	\$ 883.50
Castle Management, LLC	001630	PREIM04-10-20-228	Payroll Pay Period 03/21/20-04/03/20	\$ 3,535.05
Castle Management, LLC	001630	PREIM04-24-20-227	Payroll Pay Period 04/04/20-04/17/20	\$ 3,480.77
Castle Management, LLC	001643	PREIM05-08-20-234	Payroll Pay Period 04/18/20-05/01/20	\$ 3,610.60
Erin McCormick Law, PA	001631	10417	General Legal Services 04/20	\$ 1,026.00
Erin McCormick Law, PA	001644	10425	General Legal Services 05/20	\$ 5,586.00
F Peter Williams	001642	PW051420	Board of Supervisors Meeting 05/14/20	\$ 200.00
FitRev	001637	20673	Service Call - Treadmills 03/20	\$ 288.00
FitRev	001637	20869	Quarterly Maintenance 05/20	\$ 340.00

## Waterset Central Community Development District

### Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Natural Gas	001638	337610ES	7281 Paradiso Drive Pool Heaters 03/20	\$ 248.84
Heidt Design, LLC	001645	36095	Engineering Services 12/19	\$ 655.92
Kara Grammen	001624	043020-Grammen	Rental Cancellation	\$ 450.00
Landscape Maintenance Professionals, Inc.	001646	151989	Monthly Ground Maintenance 05/20	\$ 13,281.20
Landscape Maintenance Professionals, Inc.	001646	152251	Fertilize Augustine, Bahia, Bermuda, Ornamental, Palm 04/20	\$ 4,110.00
Landscape Maintenance Professionals, Inc.	001646	152252	Pest Control 04/20	\$ 550.00
Landscape Maintenance Professionals, Inc.	001646	152425	Addendum #6 & #7 Phase 5A 2A Prorated 05/20	\$ 1,490.55
Municipal Asset Management, Inc.	001625	0617710	Lease Payment on Fitness Equipment 04/20	\$ 1,323.91
Nathaniel Brown	001629	042530-Brown	Rental Cancellation	\$ 400.00
Nvirotect Pest Control Services	001639	205781	Monthly Pest Control #12545 05/20	\$ 185.00
OnSight Industries LLC	001626	006-19-274596-1	Straighten Street Signs 04/20	\$ 165.00
Republic Services	001633	0696-000870115	(1) Waste & (1) Recycle Container Service 05/20	\$ 244.41

# Waterset Central Community Development District

## Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	001627	INV0000049211	District Management Fees 05/20	\$ 4,569.41
Rizzetta Technology Services	001628	INV0000005749	Email & Website Hosting Services 05/20	\$ 175.00
Solitude Lake Management, LLC	001647	PI-A00403481	Monthly Lake & Wetland Service 05/20	\$ 2,172.00
Suncoast Pool Service	001648	6259	Monthly Pool Service 05/20	\$ 1,850.00
TECO	001634	Summary Bill 03/20-2	Summary Bill 03/20-2	\$ 2,988.21
TECO	001641	Summary Bill 04/20	Summary Bill 04/20	\$ 2,479.91
Times Publishing Company	001640	81043 05/06/20	Legal Advertising Account #173492 05/20	\$ 523.84
Waterset Central CDD	CD023	CD023	Debit Card Replenishment	<u>\$ 468.94</u>
Report Total				<u>\$ 62,250.76</u>