



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
November 12, 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	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.

November 5, 2020

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Wataset Central Community Development District will be held on **Thursday, November 12, 2020 at 9:00 AM** at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. 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 tentative agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A.** Consideration of Resolution 2021-02, Canvassing and Certifying Results of Landowner Election MeetingTab 1
Consideration of Resolution 2021-03, Designating Officers of the DistrictTab 2
 - B.** Administer Oath of Office to Newly Elected Supervisors.....Tab 3
 - i. Consideration of Compensation
 - ii. Review of Chapter 190 FL StatutesTab 4
 - iii. Review of Sunshine Laws and Code of Ethics for Public employees
 - C.** Consideration of Pest Control Services ProposalTab 5
 - D.** Acceptance of Addendum to Professional District Services AgreementTab 6
- 4. STAFF REPORTS**
 - A.** Landscape & Irrigation
 - i. Presentation of Waterway Inspection Report.....Tab 7
 - ii. Presentation of Irrigation Report.....Tab 8
 - iii. Presentation of Field Inspection Report.....Tab 9
 - iv. Consideration of Landscape Enhancement ProposalsTab 10
 - B.** District Counsel
 - C.** District Engineer
 - D.** Clubhouse Manager
 - i. Presentation of Management Report.....USC
 - E.** District Manager
- 5. BUSINESS ADMINISTRATION**
 - i. Consideration of Minutes of Board of Supervisors' Meeting held on October 08, 2020Tab 11
 - ii. Consideration of Operations & Maintenance Expenditures for September 2020Tab 12
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

Waterset Central Community Development District

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

RESOLUTION 2021-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Waterset Central 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 Hillsborough County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the Community Development District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 3, 2020, and at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown:

<u>Pete Williams</u>	390 votes
<u>Larry Woster</u>	390 votes
<u>Lynda McMorrow</u>	389 votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the respective Supervisors, the above-named persons are declared to have been elected for the following terms of office:

<u>Pete Williams</u>	4 Year Term	Seat 3
<u>Larry Woster</u>	4 Year Term	Seat 4
<u>Lynda McMorrow</u>	2 Year Term	Seat 5

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12th day of November, 2020.

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

Chairman

-
ATTEST:

Secretary/Assistant Secretary

RESOLUTION 2021-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET
CENTRAL COMMUNITY DEVELOPMENT DISTRICT APPOINTING [AND
REMOVING] OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, Waterset Central 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 Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to appoint [and remove] Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF WATERSET CENTRAL 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.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman. _____, _____ and _____ are hereby removed as Assistant Secretaries.]

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12th DAY OF NOVEMBER 2020.

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

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, October 8, 2020 at 9:00 AM** 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, 20-193, and 20-246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June 23, 2020, July 29, 2020, August 7, 2020, and September 30, 2020 respectively, and pursuant to Florida Statutes.

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.
Erin McCormick	District Counsel
Gabby Davis	Castle Management
Paula Means	LMP

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

There were no audience comments.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2021-01, Confirming Landowner Election Meeting Date

Ms. McCormick reviewed Resolution 2021-01 with the Board which confirmed the landowner election meeting date.

On a Motion by Mr. Williams, seconded by Mr. McMorrow, with all in favor, the Board adopted Resolution 2021-01 for the Waterset Central Community Development District.

48 **FOURTH ORDER OF BUSINESS** **Consideration of Gathering Room**
49 **Request**
50

51 The Board discussed the request for a realtor event to use the Gathering room at the
52 clubhouse. The Board also reviewed the request from a church who would like the fees waived
53 and the space to be donated. The Board stated the fees are typically never waived. All events
54 must follow CDC guidelines and must sign rental agreements.
55

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the request to use the gathering room for a realtor event for the Waterset Central Community Development District.

56 On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the request to use the gathering room for the church's Sunday service subject to rental agreement for the Waterset Central Community Development District.

57
58 **FIFTH ORDER OF BUSINESS** **Discussion Regarding Volleyball**
59 **Set Schedule & Tournament**
60

61 The Board discussed the volleyball set schedule and tournament. The Board decided to
62 table this and would like to see a more structured plan and schedule.
63

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

66 **A. Landscape & Irrigation**
67

68 **i. Presentation of Waterway Inspection Report**
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70 The Board reviewed the waterway inspection report. The Board discussed
71 general issues they would like to see addressed from Solitude Lake
72 Management. The Board had questions regarding pond aeration.
73

74 **ii. Consideration of Midge Fly Survey Agreement**
75

76 The Board reviewed the midge fly survey agreement. Ms. King discussed the
77 possible preventative measures that the developer could take. There was a
78 discussion regarding what ponds will need certain treatments.
79

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

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81 **iii. Presentation of Irrigation Report**
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83 The Board reviewed the irrigation report. General discussion ensued
84
85
86
87

88 **iv. Presentation of Field Inspection Report**

89
90 Mr. Croom reviewed the field inspection report with the Board and answered
91 general questions. The Board would like LMP to make sure areas are not being
92 skipped and commented that their service was inconsistent. The Board also
93 commented that LMP should not be doing work on Saturdays.
94

95 **B. District Counsel**

96
97 No report.
98

99 **C. District Engineer**

100
101 Not present. No report was provided.
102

103 **D. Clubhouse Manager**

104
105 **i. Presentation of Management Report**

106
107 Ms. Davis reviewed her clubhouse management report with the Board. The
108 Board discussed the drainage issues near the clubhouse. There was a
109 discussion regarding pickleball lessons and tournament.
110

111 **E. District Manager**

112 Mr. Croom informed the Board that the next regular meeting will take place on
113 Thursday, November 12, 2020 at 9:00 AM to be conducted by means of
114 communications media technology pursuant to Executive Orders 20-52, 20-69,
115 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193 issued by Governor
116 DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 18, 2020, June
117 23, 2020, July 29, 2020, and August 7, 2020 respectively, and pursuant to
118 Florida Statutes.
119

120 **SEVENTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on September 10, 2020**

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122
123

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 September 10, 2020, for the Waterset Central Community Development District.

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125 **EIGHTH ORDER OF BUSINESS**

Supervisor Requests

126
127 There were no supervisor requests.
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134 **NINTH ORDER OF BUSINESS**
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Adjournment

On a Motion by Ms. King, seconded by Mr. Williams, with all in favor, the Board of Supervisors adjourned the meeting at 10:12 a.m. for the Waterset Central Community Development District.

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Assistant Secretary

Chair / Vice Chair

Wataset Central Community Development District

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

Operations and Maintenance Expenditures September 2020 For Board Approval

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

The total items being presented: **\$91,398.10**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accurate Electronics Inc	001746	97353	Service Call - Pool Gate 08/20	\$ 309.50
Accurate Electronics Inc	001755	98162	Service Call - Pool Gate 09/20	\$ 327.50
Adam Parente	001763	091920-Parente	Rental Deposit Refund	\$ 200.00
Ballenger & Company, Inc.	001738	20276	Irrigation Maintenance 08/20	\$ 3,325.00
BOCC	001743	7687161865 08/20	Summary 08/20	\$ 1,014.41
Castle Management, LLC	001747	INS-0820-222	Insurance Reimbursement 08/20	\$ 558.00
Castle Management, LLC	001758	MISC-0720-169	Janitorial Service 07/20	\$ 1,032.44
Castle Management, LLC	001739	PREIM08-14-20-246	Payroll Pay Period 07/25/20-08/07/20	\$ 7,819.37
Castle Management, LLC	001744	PREIM08-28-20-244	Payroll Pay Period 08/08/20-08/21/20	\$ 5,748.14
Castle Management, LLC	001747	PREIM09-11-20-243	Payroll Pay Period 08/22/20-09/04/20	\$ 5,632.54
Cynthia Passik	001742	082820-Passik	Rental Deposit Refund	\$ 200.00
Egis Insurance Advisors LLC	001748	11454	Florida Insurance Alliance 10/01/2020-10/01/2021	\$ 22,277.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Erin McCormick Law, PA	001733	10446	General Legal Services 08/20	\$ 3,914.00
F Peter Williams	001754	PW091020	Board of Supervisors Meeting 09/10/20	\$ 200.00
FitRev	001759	21366	Quarterly Maintenance 08/20	\$ 340.00
Florida Natural Gas	001760	358079ES	7281 Paradiso Drive Pool Heaters 07/20	\$ 19.02
HIVE LLC	001741	1861144	Service Call - Set Up Camera 08/20	\$ 160.00
Karl J. Koudelka	001732	4008162	Access Cards 06/20	\$ 254.94
Kristopher Meredith	001761	091020-Meredith	Rental Cancellation	\$ 520.00
Landscape Maintenance Professionals, Inc.	001749	154704	Monthly Ground Maintenance 09/20	\$ 16,791.28
Landscape Maintenance Professionals, Inc.	001749	154947	Pest Control 08/20	\$ 690.00
Municipal Asset Management, Inc.	001734	0617850	Lease Payment on Fitness Equipment 08/20	\$ 1,323.91
Municipal Asset Management, Inc.	001762	0617880	Lease Payment on Fitness Equipment 09/20	\$ 1,323.91
Nvirotect Pest Control Services	001750	215751	Monthly Pest Control #12545 09/20	\$ 185.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Raymond Ashenfelder	001757	091220-Ashenfelder	Rental Deposit Refund	\$ 200.00
Republic Services	001735	0696-000894959	(1) Waste & (1) Recycle Container Service 09/20	\$ 240.07
Rizzetta & Company, Inc.	001736	INV0000052502	District Management Fees 09/20	\$ 4,569.41
Rizzetta Technology Services	001737	INV0000006152	Email & Website Hosting Services 09/20	\$ 175.00
Solitude Lake Management, LLC	001751	PI-A00468358	Monthly Lake & Wetland Service 09/20	\$ 2,577.00
Suncoast Pool Service	001752	6604	Monthly Pool Service 09/20	\$ 1,850.00
Suzette Addison	001756	092020-Addison	Rental Deposit Refund	\$ 200.00
TECO	001745	211019514606 08/20	6350 Camino Dr. - Irrigation 08/20	\$ 20.87
TECO	001745	221007928999 08/20	5701 Waterset Blvd. 08/20	\$ 26.67
TECO	001745	Summary Bill 08/20	Summary Bill 08/20	\$ 5,245.05
Times Publishing Company	001753	103878 09/02/20	Legal Advertising Account #173492 09/20	\$ 487.74
Times Publishing Company	001764	106528 09/16/20	Legal Advertising Account #173492 09/20	\$ 429.98

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through September 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Urika Delvecchio	001740	082820-Delvecchio	Rental Cancellation	\$ 350.00
Waterset Central CDD	CD028		Debit Card Replenishment	<u>\$ 860.35</u>
Report Total				<u>\$ 91,398.10</u>