



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
February 11, 2021**

**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 Larry Woster Lynda McMorro Pete Williams	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	TBD	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.

February 3, 2021

**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, February 11, 2021 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 **301-715-8592**, and enter the ID# **8522726840**. 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**
 - A. Consideration of Aeration Installation AgreementTab 1
 - B. Consideration of Resolution 2021-05, Designating Assistant SecretaryTab 2
- 4. STAFF REPORTS**
 - A. Landscape & Irrigation
 - i. Presentation of Waterway Inspection Report.....Tab 3
 - ii. Presentation of Irrigation Report.....Tab 4
 - iii. Presentation of Field Inspection Report.....Tab 5
 - B. District Counsel
 - i. Discussion Regarding Budget Issues
 - C. District Engineer
 - D. Clubhouse Manager
 - i. Presentation of Management ReportTab 6
 - E. District Manager
- 5. BUSINESS ADMINISTRATION**
 - i. Consideration of Minutes of Board of Supervisors' Meeting held on January 14, 2021Tab 7
 - ii. Ratification of Operations & Maintenance Expenditures for December 2020.....Tab 8
- 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,

Greg Cox

Greg Cox
District Manager

RESOLUTION 2021-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT
APPOINTING AN ASSISTANT SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the 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 now desires to appoint an Assistant Secretary.

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

Section 1. _____ is appointed as Assistant Secretary.

Section 2. This Resolution shall not supersede any appointments made by the Board other than specified in Section 1.

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

PASSED AND ADOPTED THIS 11th DAY OF FEBRUARY, 2021.

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

Chair / Vice Chair

ATTEST:

Secretary / 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, January 14, 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
Larry Woster	Board Supervisor, Assistant Secretary
Lynda McMorrow	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager; Rizzetta & Company, Inc.
John Toborg	Field Service Manager; Rizzetta & Company, Inc.
Gail Huff	Ballenger Irrigation
Jayson Salter	Castle Food & Beverage Director
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 2021-02, Canvassing and Certifying Results of Landowner Election meeting.

Ms. Croom reviewed Resolution 2021-02 with the Board which certified the results of the landowner election meeting.

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board adopted Resolution 2021-02 for the Waterset Central Community Development District.

48 **FOURTH ORDER OF BUSINESS** **Administer Oath of Office to Newly**
49 **Elected Supervisor**

50
51 Mr. Croom administered the oath of office to Mr. Woster and Mr. Woster responded in the
52 affirmative. Mr. Croom informed Mr. Woster that as a Board Supervisor they are entitled to
53 compensation of \$200.00 per meeting, up to an annual maximum of \$4,800.00. Mr. Woster
54 denied compensation. District Counsel reviewed Sunshine Laws and Public records Laws with
55 Mr. Woster.

56
57 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-03,**
58 **Designating Officers of the District.**

59
60 Mr. Croom presented Resolution 2021-03 to the Board, which will re-designate officers of
61 the District. The Board named Amanda King as Chairman, Aaron Baker as Vice Chairman,
62 and Larry Woster and Pete Williams as Assistant Secretaries.

63
On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors adopted Resolution 2021-03, for the Waterset Central Community Development District.

64
65
66 **SIXTH ORDER OF BUSINESS** **Ratification of Addendum to Professional**
67 **District Services Agreement**
68

69
On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board ratified the third addendum to the professional district services agreement for the Waterset Central Community Development District.

70 **SEVENTH ORDER OF BUSINESS** **Public Hearing on Proposed Rule**
71 **Change**
72

73
On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors opened the public hearing on proposed for the Waterset Central Community Development District.

74 There was no public comment.

75
On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors closed the public hearing on proposed rule change for the Waterset Central Community Development District.

76
77 **1. Consideration of Resolution 2021-04, Adopting Rules of Procedure**

78
79 Mr. Croom presented Resolution 2021-04, which will adopt the amended and restated
80 rules of procedure.

81
82
83

84

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors adopted Resolution 2021-04 for the Waterset Central Community Development District.

85

86 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding Proposed Covid**
87 **Related Financial Assistance**

88

89 The Board discussed the cost increase associated with Covid-19 precautions such as cleaning
90 supplies, rental fees and District Counsel fees.

91

92 **NINTH ORDER OF BUSINESS** **Discussion regarding YMCA Swimming**
93 **Lessons**

94

95 The Board discussed the importance of swimming lessons for young children. There would be
96 no cost to the district since homeowners are charged individually. It was also explained that
97 you do not need to be a YMCA member to participate.

98

99 **TENTH ORDER OF BUSINESS** **Consideration of CDD Land Use**
100 **Requests**

101

102 The Board reviewed a architectural application and district land use request from a resident.
103 Since the land in question is not owned by the CDD the request was denied.

104

105 **ELEVENTH ORDER OF BUSINESS** **Presentation of ART Vending Machine**

106

107 A representative from ART gave a presentation to the Board for vending machine installation
108 at the clubhouse.

109

110 **TWELFTH ORDER OF BUSINESS** **Staff Reports**

111

112 **A. Landscape & Irrigation**

113

114 **i. Presentation of Waterway Inspection Report**

115

116 The Board reviewed the waterway inspection report. General discussion
117 ensued.

118

119 **ii. Presentation of Irrigation Report**

120

121 The Board reviewed the irrigation report. General discussion ensued

122

123 **iii. Presentation of Field Inspection Report**

124

125 Mr. Croom reviewed the field inspection report with the Board and answered
126 general questions.

127

128

129

130
131 **iv. Consideration of Landscape Enhancement Proposals**
132
133 Mr. Croom presented several proposals form LMP for landscape enhancements.
134 Discussion ensued.
135

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors approved the proposal from LMP for holly removal at a total cost of \$191.75 for the Waterset Central Community Development District.

136
137 **v. Consideration of Aeration Installation Services Contract**
138
139 The Board would like to table this until the next meeting.

140
141 **B. District Counsel**

142
143 No report.

144
145 **C. District Engineer**

146
147 Not present. Ms. McCormick reviewed the amended agreement for District
148 Engineering services and explained that this agreement controls work
149 authorizations.

150
151 **D. Clubhouse Manager**

152
153 **i. Presentation of Management Report**

154
155 Ms. Davis reviewed her clubhouse management report with the Board. The
156 Board discussed several possible social events for the community.
157

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors approved quarterly trivia nights for the social committee for the Waterset Central Community Development District.

158
159

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors approved Kentucky Derby land use, Mother’s Day cards and a Waterset homeowner vendor event for the Waterset Central Community Development District.

160
161 **E. District Manager**

162
163 Mr. Croom informed the Board that the next regular meeting will take place on
164 Thursday, February 11, 2021 at 9:00 AM at the offices of Rizzetta & Company,
165 located at 9428 Camden Field Parkway, Riverview FL 33578.
166
167
168

Waterset Central Community Development District

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

Operations and Maintenance Expenditures December 2020 For Board Approval

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

The total items being presented: **\$99,277.47**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Alvarez Plumbing and Air Conditioning	001844	5206-16524	Service Call - Restroom Diagnostics 12/20	\$ 119.00
Amanda Parent	001848	101320-Parent	Rental Deposit Refund	\$ 70.00
Ballenger & Company, Inc.	001820	20392	Irrigation Maintenance 11/20	\$ 4,025.00
BOCC Hillsborough County Public Utilities	001841	7687161865 11/20	Summary 11/20	\$ 2,937.01
BOCC Hillsborough County Public Utilities	001838	7687161865-5630 Wayfarer Ave.	Initial Set Up - 5630 Wayfarer Ave.	\$ 520.00
BOCC Hillsborough County Public Utilities	001839	7687161865-7000 Mainland Ave.	Initial Set Up - 7000 Mainland Ave.	\$ 520.00
BOCC Hillsborough County Public Utilities	001840	7687161865-7008 Waterline Ct.	Initial Set Up - 7008 Waterline Ct.	\$ 1,000.00
Castle Management, LLC	001845	INS-1120-229	Insurance Reimbursement 11/20	\$ 558.00
Castle Management, LLC	001821	PREIM11-06-20-258	Payroll Pay Period 10/17/20-10/30/20	\$ 4,973.18
Castle Management, LLC	001821	PREIM11-20-20-257	Payroll Pay Period 10/31/20-11/13/20	\$ 4,643.27
Castle Management, LLC	001845	PREIM12-04-20-256	Payroll Pay Period 11/14/20-11/27/20	\$ 4,546.66
Darian Brackin	001833	111720-Brackin	Rental Deposit Refund	\$ 200.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 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	001822	10468	General Legal Services 11/20	\$ 3,377.50
Fabiana Torrecilha	001837	111720-Torrecilha	Rental Deposit Refund	\$ 185.00
Florida Natural Gas	001823	385496ES	7281 Paradiso Drive Pool Heaters 09/20	\$ 28.10
Florida Natural Gas	001851	395238ES	7281 Paradiso Drive Pool Heaters 10/20	\$ 79.41
Frontier	001824	813-741-0603-061118-5 10/20	Fios Internet 10/20	\$ 454.95
Frontier	001852	813-741-0603-061118-5 11/20	Fios Internet 11/20	\$ 454.95
Heidt Design, LLC	001825	38632	Engineering Services 10/20	\$ 1,758.75
Heidt Design, LLC	001846	38985	Engineering Services 11/20	\$ 978.75
Jose Oquendo	001835	120320-Oquendo	Rental Cancellation	\$ 550.00
Landscape Maintenance Professionals, Inc.	001826	155918	Monthly Ground Maintenance 11/20	\$ 19,291.28
Landscape Maintenance Professionals, Inc.	001826	156083	Replace Plants 11/20	\$ 94.80
Landscape Maintenance Professionals, Inc.	001826	156084	Replace Plants - Waterslide 11/20	\$ 486.45

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	001826	156105	Fertilize Augustine, Bahia, Bermuda, Ornamental, Palm 10/20	\$ 4,443.00
Landscape Maintenance Professionals, Inc.	001826	156106	Pest Control 10/20	\$ 680.00
Landscape Maintenance Professionals, Inc.	001847	156569	Monthly Ground Maintenance 12/20	\$ 19,291.28
Landscape Maintenance Professionals, Inc.	001847	156748	Fertilize Augustine & Ornamental 11/20	\$ 2,839.00
Landscape Maintenance Professionals, Inc.	001847	156749	Pest Control 11/20	\$ 670.00
Municipal Asset Management, Inc.	001834	0617946	Lease Payment on Fitness Equipment 11/20	\$ 1,323.91
Pro Performance Pressure Washing & Fleet Washing, LLC	001827	PRO-7140	Clean Pool Area 10/20	\$ 275.00
Republic Services	001828	0696-000913800	(1) Waste & (1) Recycle Container Service 12/20	\$ 239.48
Rizzetta & Company, Inc.	001829	INV0000054647	District Management Fees 12/20	\$ 4,688.50
Rizzetta Technology Services	001830	INV0000006563	Email & Website Hosting Services 12/20	\$ 175.00
Solitude Lake Management, LLC	001831	PI-A00504081	Monthly Lake & Wetland Service 11/20	\$ 2,577.00
Solitude Lake Management, LLC	001849	PI-A00519010	Monthly Lake & Wetland Service 12/20	\$ 2,577.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Southern Land Services of Southwest Florida, Inc.	001836	111320-8	Debris Removal 11/20	\$ 600.00
Suncoast Pool Service	001832	6765	Monthly Pool Service 11/20	\$ 1,850.00
Suncoast Pool Service	001850	6841	Monthly Pool Service 12/20	\$ 1,850.00
TECO	001842	211019514606 11/20	6350 Camino Dr. - Irrigation 11/20	\$ 20.87
TECO	001842	221007928999 11/20	5701 Waterset Blvd. 11/20	\$ 47.39
TECO	001842	221007962220 11/20	Waterset Blvd. - Streetlights 11/20	\$ 269.27
TECO	001843	Summary Bill 11/20	Summary Bill 11/20	\$ 2,262.08
Waterset Central CDD	CD031	CD031	Debit Card Replenishment	<u>\$ 746.63</u>
Report Total				<u>\$ 99,277.47</u>