



Rizzetta & Company

# Waterlefe Community Development District

---

**Board of Supervisors' Meeting  
January 21, 2019**

Waterlefe River Club  
995 Fish Hook Cove  
Bradenton, Florida 34212

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



**WATERLEFE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
JANUARY 21, 2019 at 2:00 p.m.**

To be held at the Waterlefe River Club, 995 Fish Hook Cove, Bradenton, Florida 34212

<b>District Board of Supervisors</b>	Kenneth Bumgarner	Chairman
	Alan Haibach	Vice Chairman
	Bill Stollo	Assistant Secretary
	Jim Davis	Assistant Secretary
	Ruth Harenchar	Assistant Secretary
<b>District Manager</b>	Greg Cox	Rizzetta & Company, Inc.
<b>District Counsel</b>	Andrew Cohen	Persson & Cohen, P.A.
<b>District Engineer</b>	Rick Schappacher	Schappacher Engineering, 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 813-933-5571. 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.



**WATERLEFE COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE · 12750 CITRUS PARK LANE, STE. 115 TAMPA, FL 33625**  
[WWW.WATERLEFECDD.ORG](http://WWW.WATERLEFECDD.ORG)

---

**Board of Supervisors  
Waterlefe Community  
Development District**

January 14, 2019

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, January 21, 2019 at 2:00 p.m.** at the Waterlefe River Club, located at 995 Fish Hook Cove Bradenton, FL 34212. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS**
- 3. SPECIAL AGENDA TOPIC**
  - A. ADA Website Compliance Proposal Discussion
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Meeting Minutes from December 17, 2018..... Tab 1
  - B. Consideration of the Operations and Maintenance Expenditures for the month of December 2018..... Tab 2
- 5. BUSINESS ITEMS**
  - A. Consideration of the Second Addendum to the District Management Agreement ..... Tab 3
  - B. Consideration of Aquatic Systems Third-Year Contract Renewal..... Tab 4
- 6. STAFF REPORTS**
  - A. Aquatic Report and Update ..... Tab 5
  - B. Landscape & Irrigation Update
    1. Consideration of Landscape Meeting Minutes Minutes held on December 7, 2018..... Tab 6
    2. Resignation of Dona Lassiter as Chairman
    3. Appointment of Mike Jacobs as Chairman
    4. Landscape Committee Chairman Update
    5. Field Inspection Report..... Tab 7
    6. Landscape Contractor Report
    7. Landscape Proposals
  - C. Golf Course Update
    1. Golf Course Committee Chairman Update
    2. Director of Golf Course Operations Update
    3. Financial Reports ..... Tab 8
  - D. Property Management Update
    1. CDD Completed Work Orders Maintenance Report ..... Tab 9
  - E. MPOA Liaison Update

- F. District Counsel
  - G. District Engineer
    - 1. Bank Restoration Update
    - 2. Mossy Branch/Port Harbour Parkway Construction Update
  - H. District Manager
    - 1. Presentation of Monthly Financial Statement .. Tab 10
    - 2. Action Item List..... Tab 11
- 7. SUPERVISOR REQUESTS AND COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Very truly yours,

*Greg Cox*

Greg Cox, District Manager

cc: Andrew Cohen, Persson & Cohen, P.A.

# 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.

WATERLEFE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Waterlefe Community Development District was held on **Monday, December 17, 2018 at 2:00 p.m.** at the Waterlefe River Club, located at 995 Fish Hook Cove Bradenton, FL 34212.

Present and constituting a quorum were:

Ken Bumgarner	<b>Board Supervisor, Chairman</b>
Alan Haibach	<b>Board Supervisor, Vice Chairman</b>
Bill Stollo	<b>Board Supervisor, Assistant Secretary</b>
Jim Davis	<b>Board Supervisor, Assistant Secretary</b>
Ruth Harenchar	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Andy Cohen	<b>District Counsel, Persson, Cohen &amp; Mooney, P.A.</b>
Rick Schappacher	<b>District Engineer, Schappacher Engineering</b>
John Toborg	<b>Field Services Manager, Rizzetta &amp; Company, Inc.</b>
Steve Dietz	<b>GM, Waterlefe Golf Club</b>
Representative	<b>MPOA Committee</b>
Representative	<b>Erosion Committee</b>
Representative	<b>Landscape &amp; Irrigation Committee</b>
Jeremy Lepper	<b>Representative ArtisTree</b>
John Ziegler	<b>Representative, ArtisTree</b>

Audience	<b>Present</b>
----------	----------------

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cox called the meeting to order at 2:00 p.m. and conducted roll call.

**SECOND 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 Mr. Ken Bumgarner, Mr. Jim Davis and Ms. Ruth Harenchar. These three Supervisors were recently re-elected during the November General Elections.

51 **THIRD ORDER OF BUSINESS**

**Audience Comments**

52

53 Mr. Carl Blaze addressed the Board regarding his request for Board help with the  
54 elimination of extreme noise from Kelley property coming from riding 4 wheelers, etc.

55

56 **FOURTH ORDER OF BUSINESS**

**Consideration of the Regular Meeting  
Minutes from the Board of  
Supervisors' Meeting held November  
19, 2018**

57

58

59

60

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on November 19, 2018 as presented, for the Waterlefe Community Development District.

61

62 **FIFTH ORDER OF BUSINESS**

**Consideration of the Operation and  
Maintenance Expenditures for  
November 2018**

63

64

65

On a motion by Mr. Stollo, seconded by Ms. Harenchar, with all in favor, the Board ratified the November 2018 Operation and Maintenance invoice payments for the Waterlefe Community Development District.

66

67 The Board requested staff contact Manatee County utilities to see if the CDD can  
68 get some relief for the excessive water bill caused by a water leak at 803 Field Brook  
69 Court.

70

71 The Board requested that staff continue to hold the Landshore payment for pond  
72 bank repair work until pond bank punch list items are determined to be completed.

73

74 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution  
2019-02; Designating Officers**

75

76

77 Mr. Cox presented Resolution 2019-02, Designation of Officers and explained its  
78 purpose and content. Ms. Harenchar nominated Mr. Bumgarner as Chairman and no  
79 other nominations were made. Ms. Harenchar nominated Mr. Haibach as Vice-  
80 Chairman and no other nominations were made. Mr. Cox explained the remaining  
81 Board Supervisors along with himself and Ms. Angel Montagna, with Rizzetta, would be  
82 appointed as Assistant Secretaries.

83

On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board adopted Resolution 2019-02; Designating Officers, for the Waterlefe Community Development District.

84

85 **SEVENTH ORDER OF BUSINESS**

**Presentation of Website ADA  
Compliance Proposal**

86

87

88 Mr. Cox presented the initial proposal for Website ADA Compliance and explained

89 that the topic will be on the next meeting agenda along with a presentation from the vendor  
90 for questions and answers. Ms. Harenchar indicated that she will contact her sources to  
91 help evaluate the vendor and topic further before the next meeting.

92

93 **EIGHTH ORDER OF BUSINESS**

**Consideration of Security System  
94 Proposal**

95

96 The Board approved a proposal (depending upon further implementation by  
97 Medallion) from Rapid Security Solutions for \$42,933.33 for the gate work at Mossy  
98 Branch Lane entrance.

99

On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved the Rapid Security Solutions proposal in the amount of \$42,933.33, for the Waterlefe Community Development District.

100

101 **NINTH ORDER OF BUSINESS**

**Staff Report - Landscape Committee  
102 Update**

103

104 The Board received a Landscape and Irrigation Committee Chairman update  
105 from Dona Lasseter who addressed the scheduling of work by ArtisTree and the issue  
106 of the ArtisTree corporate office not cooperating. Ms. Lasseter also informed the Board  
107 of an apparent shortage of mulch.

108

On a motion by Mr. Strollo, seconded by Mr. Haibach, with all in favor, the Board approved to accept and file the minutes from the Landscape Committee meeting held on November 2, 2018 for the Waterlefe Community Development District.

109

110 The Board received a presentation of the Landscape Committee's 2-Year Plan  
111 from Mr. Jacobs. The Board authorized staff to initiate the effort with ArtisTree to create  
112 a design to re-landscape the median from the entrance to the traffic circle as well as to  
113 begin the design work to renovate the community endcaps (medians) to include the  
114 monuments.

115

116 The Board agreed to hold a workshop on February 18, 2019 beginning at noon to  
117 work with the 2-Year Plan and to develop a priority of projects and assign funding  
118 estimates that can be used in the next budget formulation. Legal notice of the workshop  
119 will be required.

120

121 The Board considered a proposal from ArtisTree for the landscape renovation of  
122 the Discovery cul-de-sac area.

123

On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board approved the ArtisTree landscape renovation proposal for \$5,401.73, for the Waterlefe Community Development District.

124

125 Mr. Ziegler and Mr. Lepper, with ArtisTree, provided an update of the landscape  
126 contractor work. Mr. Ziegler discussed the annuals being replaced under warranty; the

127 replacement of a Foxtail Palm and Bougainville; and the need to install a new irrigation  
128 zone along the south wall due to current pressure issues.

129  
130 **TENTH ORDER OF BUSINESS** **Staff Report - Field Inspection Report**

131  
132 The Board received an update from Mr. Toborg regarding his latest Field  
133 Inspection Report. The Board members discussed their concerns with Mr. Ziegler and  
134 Mr. Lepper regarding the inability to complete required work. Mr. Stollo addressed his  
135 concerns that beds were not being weeded prior to the installation of mulch.

136  
137 Mr. Schappacher introduced an issue of plants being installed on the East side of  
138 Mossy Branch on property the CDD did not own and that an easement might be  
139 needed.

140  
141 **ELEVENTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**  
142 **Operations**

143  
144 The Board received a Golf Committee update from Mr. Dietz followed by an  
145 update from Mr. Dietz of the Golf Course Operations.

146  
147 The Board received a presentation from Mr. Jacobs and Mr. Dietz regarding  
148 streetlight lighting conversion to LED.

149  

On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board approved the LED streetlight lighting conversion to LED with Options 1 and 2, for the Waterlefe Community Development District.

150  
151 **TWELFTH ORDER OF BUSINESS** **Consideration of Lou Balestra**  
152 **Resignation**

153  

On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board accepted the resignation of Lou Balestra from the Erosion Waterways Committee, for the Waterlefe Community Development District.

154  
155 **THIRTEENTH ORDER OF BUSINESS** **Consideration of Aquatic Proposal**

156  

On a motion by Mr. Haibach, seconded by Mr. Davis, with all in favor, the Board approved the Aquatic Systems Inc., proposal for Pond 18 alum treatment in the amount of \$1,746.00, for the Waterlefe Community Development District.

157  
158 **FOURTEENTH ORDER OF BUSINESS** **Consideration to Dissolve the Erosion**  
159 **& Waterways Committee**

160  

On a motion by Mr. Haibach, seconded by Mr. Stollo, with all in favor, the Board dissolved the Erosion & Waterways Committee effective immediately, for the Waterlefe Community Development District.

161 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – Golf Course Committee**  
162

On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board appointed Jeff Bland as a new member of the Golf Course Committee, for the Waterlefe Community Development District.

163 **SIXTEENTH ORDER OF BUSINESS** **Staff Report – Golf Course Operations**  
164  
165

166 Mr. Dietz provided an update to the Board regarding Golf Course Operations which  
167 included a financial update. Mr. Dietz explained that he has been having positive results  
168 with meetings with Rizzetta accounting staff regarding Golf Course accounting processes.  
169

170 **SEVENTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**  
171

172 Mr. Dietz provided a property management update to the Board and addressed  
173 questions from the Board members.  
174

175 **EIGHTEENTH ORDER OF BUSINESS** **Staff Report – MPOA Liason Update**  
176

177 Mr. Griswold provided an update to the Board and discussed the upcoming meeting  
178 scheduled with the Manatee County Commissioner on January 8, 2019.  
179

180 **NINETEENTH ORDER OF BUSINESS** **Staff Report – District Counsel**  
181

182 The Board approved the MPOA-CDD Agreement presented by Mr. Cohen in its  
183 substantial form. The Board's approval was for a six-month term with auto renewal for the  
184 next 6 months. The Board approved with the understanding that final changes were  
185 pending from Mr. Cohen.  
186

On a motion by Mr. Strollo, seconded by Mr. Haibach, with all in favor, the Board authorized the Chairman to execute the MPOA-CDD Agreement with changes per Mr. Cohen recommendations, for the Waterlefe Community Development District.

187 **TWENTIETH ORDER OF BUSINESS** **Staff Report – District Engineer**  
188  
189

190 Mr. Schappacher provided an update on the Port Harbour Parkway.  
191

192 The Board approved for staff to proceed with the Watch II sewer turn-over to  
193 Manatee County following an update from Mr. Schappacher.  
194

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board authorized the staff to proceed with the Watch II sewer turn-over to Manatee County, for the Waterlefe Community Development District.

195  
196 Following a discussion of the shallow boat lift issue at 11007 Big Bass, it was  
197 concluded that there were no pond bank erosion concerns and that the CDD had no direct

198 responsibility to remedy the issue. The Board requested staff to inform the resident that  
199 any actions the resident intended to take involving the waterway depth, etc., needed to be  
200 presented to the Board for approval.

201  
202 The Board requested staff to proceed with the request for an easement for the  
203 planted area on the East side of Mossy Branch Lane.

204  
205 The Board discussed the issue of driveway pavers in the Right-of-Way sinking and  
206 directed staff to inform residents that this is not a CDD responsibility to resolve.

207  
208 **TWENTY-FIRST ORDER OF BUSINESS**                      **Staff Report – District Management**

209  
210 Mr. Cox informed the Board that the next Board of Supervisors' meeting would be  
211 held at 2:00 p.m. on Monday, January 21, 2019 and he reviewed the financials and action  
212 item list with the Board.

213  
214 **TWENTY-SECOND ORDER OF BUSINESS**                      **Supervisor Requests**

215  
216 Ms. Harenchar discussed residents' complaints regarding the inability to see  
217 curbing at some community entrances due to poor lighting and the Board discussed  
218 potential remedies for staff to investigate and report back to the Board.

219  
220 Mr. Bumgarner discussed the Winter update he had sent out and also discussed  
221 the FDOT 5-Year Plan.

222  
223 **TWENTY-THIRD ORDER OF BUSINESS**                      **Adjournment**

224  
On a Motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board  
adjourned the meeting at 4:59 p.m. for the Waterlefe Community Development District.

225  
226  
227  
228  
229 \_\_\_\_\_  
Secretary / Assistant Secretary

230 \_\_\_\_\_  
Chairman / Vice Chairman