



Rizzetta & Company

# Waterlefe Community Development District

---

**Board of Supervisors' Meeting  
February 18, 2019**

Waterlefe River Club  
995 Fish Hook Cove  
Bradenton, Florida 34212

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



**WATERLEFE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
FEBRUARY 18, 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**

February 11, 2019

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, February 18, 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. None
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Meeting Minutes from January 21, 2019..... Tab 1
  - B. Consideration of the Operations and Maintenance Expenditures for the month of January 2019..... Tab 2
- 5. BUSINESS ITEMS**
  - A. Establish Audit Committee
  - B. Consideration of Aeration Maintenance Agreement Renewal ..... Tab 3
  - C. Consideration of Mobitrac Proposal Pond Clean Up ..... Tab 4
- 6. STAFF REPORTS**
  - A. Aquatic Report and Update ..... Tab 5
  - B. Landscape & Irrigation Update
    1. Consideration of Landscape Meeting Minutes held on January 4, 2019 and January 18, 2019 Tab 6
    2. Landscape Committee Chairman Update
    3. Field Inspection Report..... Tab 7
    4. Landscape Contractor Update
    5. Landscape Proposals
  - C. Golf Course Update
    1. Consideration of Golf Course Committee Meeting Minutes of December 13, 2018..... Tab 8
    2. Golf Course Committee Chairman Update
    3. Director of Golf Course Operations Update..... Tab 9
  - D. Property Management Update
    1. CDD Completed Work Orders Maintenance Report ..... Tab 10
  - D. MPOA Liaison Update

- F. District Counsel
    - 1. Website Accessibility Update
  - G. District Engineer
    - 1. Discussion of Pending Engineering Projects
  - H. District Manager
    - 1. Presentation of Monthly Financial Statement ... Tab 11
    - 2. Action Item List..... Tab 12
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, January 21, 2019 at 2:01 p.m. at the Waterlefe River Club, located at 995 Fish Hook Cove Bradenton, FL 34212.

Present and constituting a quorum were:

- Ken Bumgarner Board Supervisor, Chairman
Alan Haibach Board Supervisor, Vice Chairman
Bill Stollo Board Supervisor, Assistant Secretary
Jim Davis Board Supervisor, Assistant Secretary
Ruth Harenchar Board Supervisor, Assistant Secretary

Also present were:

- Greg Cox District Manager, Rizzetta & Company, Inc.
Andy Cohen District Counsel, Persson, Cohen & Mooney, P.A.
Rick Schappacher District Engineer, Schappacher Engineering
John Toborg Field Services Manager, Rizzetta & Company, Inc. (via. conf. call)
Steve Dietz GM, Waterlefe Golf Club
Representative Landscape & Irrigation Committee
Representative Golf Committee
Josh McGarry Representative Aquatic Systems, Inc.
John Ziegler Representative, ArtisTree

Audience Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order at 2:01 p.m. and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Carol Alexander addressed the Board regarding issues she was experiencing from golf balls hitting her residence and golf carts driving into her yard.

THIRD ORDER OF BUSINESS

ADA Website Compliance Proposal Discussion

The Board received a presentation from Jeremy Horelick, with ADA Site

51 Compliance, regarding their proposal to provide a service to bring the CDD Website into  
52 compliance with ADA accessibility requirements. The Board discussed the two options  
53 presented by Mr. Horelick and ultimately approved to proceed with Option 2 which is the  
54 option to build a new web site built on ADA-compliant themes for \$3,900 in year one  
55 plus \$900 annually. There is also a \$2.90 per page cost to audit and remediate  
56 documents. The Board authorized Ruth to work with staff to finalize changes to the  
57 website content and the contract with ADA SC.  
58

On a motion by Ms. Harenchar, seconded by Mr. Bumgarner, with all in favor, the Board approved Option 2 to build a new website and authorized Ms. Harenchar to work with staff to finalize the content and contract with ADA Site Compliance, for the Waterlefe Community Development District.

59  
60 Mr. Davis stressed the importance for the Board to work towards efforts to seek  
61 State relief or assistance from costs related to items such as website accessibility.  
62

63 **FOURTH ORDER OF BUSINESS**

**Staff Report - Landscape Chairman Update**

64  
65  
66 The Board received an update from Mike Jacobs regarding the landscape  
67 committee. He noted the resignation by Dona Lasseter as Chairman; planned work on  
68 medians, endcaps, and other areas; the cul de sac on Discovery East and the Shady  
69 Lady planted there and options the Committee was considering to suggest; mulching  
70 throughout the community; the removal of Junipers per the schedule with the Golf Club  
71 staff; the install of annuals and how they may be able to last beyond March and move to  
72 April; the completion of landscape lighting; modification of monument landscaping; cart  
73 path crossing flowers; streetlight issues relating to Palm trees and conversion to LED;  
74 improvement of ArtisTree's performance.  
75

76 Mr. Bumgarner requested that the Committee's long-term plan also include the  
77 landscaping of areas in the side streets. Mr. Jacobs provided information that this was  
78 already being considered.  
79

On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved to accept and file the minutes from the Landscape Committee meeting held on December 7, 2018 for the Waterlefe Community Development District.

80  
On a motion by Mr. Strollo, seconded by Mr. Haibach, with all in favor, the Board accepted the resignation of Dona Lasseter as Landscape Committee Chairman, for the Waterlefe Community Development District.

81  
On a motion by Mr. Strollo, seconded by Mr. Davis, with all in favor, the Board appointed Mike Jacobs as the Landscape Committee Chairman, for the Waterlefe Community Development District.

82  
83

84 The Board received a landscape update from Mr. Ziegler, with ArtisTree, regarding  
85 work accomplished and planned by ArtisTree.

86  
87 **FIFTH ORDER OF BUSINESS**

**Staff Report - Field Inspection Report**

88  
89 Mr. Toborg presented his landscape Field Inspection Report and addressed  
90 questions from the Board.

91  
92 **SIXTH ORDER OF BUSINESS**

**Consideration of the Regular Meeting  
Minutes from the Board of  
Supervisors' Meeting held December  
17, 2018**

93  
94  
95  
96  

On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on December 17, 2018 as amended, for the Waterlefe Community Development District.
---

97  
98 **SEVENTH ORDER OF BUSINESS**

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

99  
100  
101  
102 Mr. Strollo requested that staff research the electric utility billing that was no longer  
103 present to ensure it was done correctly and that no needed services were affected.

104  
105 Mr. Haibach questioned the final payment to Landshore for bank repairs and  
106 discussed what payments were still remaining and the need to hold those until all work is  
107 completed.

108  

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board ratified the December 2018 Operation and Maintenance invoice payments for the Waterlefe Community Development District.
---

109  
110 **EIGHTH ORDER OF BUSINESS**

**Consideration of the Second  
Addendum to the District Management  
Agreement**

111  
112  
113  
114 Mr. Cox presented the second addendum to the District Management agreement.

115  

On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved the Second Addendum to the Rizzetta & Company District Management Agreement, for the Waterlefe Community Development District.
---

116  
117 **NINTH ORDER OF BUSINESS**

**Consideration of Aquatic Systems  
Third Contract Renewal**

118  
119  
120 Mr. McGarry explained the recent purchase of Aquatic Systems by Solitude.  
121

On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board approved the third year contract Renewal for Aquatic Systems, Inc., for the Waterlefe Community Development District.

122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166

**TENTH ORDER OF BUSINESS**

**Staff Report – Aquatic Report and Update**

Mr. McGarry provided the Board with an update of aquatic maintenance and explained that the Carp stocking would wait until the fish were larger. He also noted that they would target hydrilla when the weather was warmer.

Mr. Haibach discussed how the next use of the mobitrac vehicle by Aquatic Systems would target pond # 17 and #18 plus what other areas could be addressed. He suggested that the next budget include the vehicle use 2 to 3 times per year.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports- Director of Golf Course Operations**

Mr. Dietz provided an operational update of the Golf Course. He noted the rates were being updated.

The Board discussed the audience comments regarding golf ball damage and carts driving up on the resident's property beyond out of bounds stakes. Mr. Dietz indicated that he would put more stakes up in that area.

**TWELFTH ORDER OF BUSINESS**

**Staff Report – Golf Course Committee**

Mr. Tierno provided a Golf Course Committee update and provided the Board with two approved proposals from Waterscapes for bridge repairs that totaled \$130,766.22. He noted that \$81,000 would be funded from the CDD general fund that was budgeted.

Mr. Tierno informed the Board that he had met with Rizzetta accounting staff members to resolve issues related to how the Golf Club financials were reported. He expressed that he was not getting from Rizzetta what was promised in a timely manner and that journal entries were required from the accounting staff for reconciling purposes.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Report – Property Manager**

Mr. Dietz presented an update of the Property Management work performance. Mr. Haibach provided the Board with information regarding more water intrusion issues with the guard house.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Report – MPOA Liason Update**

No report was provided.

**FIFTEENTH ORDER OF BUSINESS**

**Staff Report – District Counsel**

167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199

Mr. Cohen provided an update of the Property Management agreement status. He also noted that the easements associated with properties at the Mossy Branch gate were in progress.

Mr. Cohen provided an update of the RSS contract for the Mossy Branch gate. It was decided at the meeting that Mr. Dietz would contact the owners of the properties affected by the easements.

**SIXTEENTH ORDER OF BUSINESS                      Staff Report – District Engineer**

Mr. Schappacher provided an update of bank restoration work and how there were still issues to resolve. The Board discussed holding any further payments to Landshore and the possibility of making a claim against the performance bond if necessary.

Mr. Schappacher provided an update of the work on the Port Harbour Parkway through the Medallion area and noted that the stormwater piping was projected to start mid-April with the roadway work to start mid-June.

Mr. Schappacher informed the Board of the recent asphalt work completed and then re-done. He and Mr. Dietz discussed the issue of an erosion washout on CDD property near the Golf Course sign near the entrance.

**SEVENTEENTH ORDER OF BUSINESS                      Staff Report – District Management**

Mr. Cox reminded the Board that there was a workshop scheduled for noon on February 18, 2019 to be followed by the regular CDD meeting at 2:00 p.m.

Mr. Cox reviewed the financials and action item list with the Board.

The Board approved to move the July 15, 2019 meeting to July 22, 2019.

<p>On a motion by Ms. Harenchar, seconded by Mr. Haibach, with all in favor, the Board approved to move the July 15, 2019 meeting to July 22, 2019, for the Waterlefe Community Development District.</p>
---

200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211

**EIGHTEENTH ORDER OF BUSINESS                      Supervisor Requests**

Mr. Strollo addressed an issue of how the CDD residents have paid assessments to keep up their “public” roadways, ponds, etc., yet still had to pay to fund the County roadways.

Mr. Haibach requested staff complete all the processes required to deactivate the Erosion and Waterways Committee.

Mr. Bumgarner informed the Board that he and Ms. Harenchar would be attending the Rizzetta CDD 101 session.

212  
213  
214

**NINETEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board adjourned the meeting at 4:56 p.m. for the Waterlefe Community Development District.
--

215  
216  
217  
218  
219  
220

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

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

DRAFT