



Rizzetta & Company

Waterlefe Community Development District

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

Waterlefe River Club
995 Fish Hook Cove
Bradenton, Florida 34212

www.waterlefecdd.org

**WATERLEFE
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
MARCH 18, 2019 at 2:00 p.m.**

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

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| District Board of Supervisors | Kenneth Bumgarner | Chairman |
| | Alan Haibach | Vice Chairman |
| | Bill Stollo | Assistant Secretary |
| | Jim Davis | Assistant Secretary |
| | Ruth Harenchar | Assistant Secretary |
| District Manager | Greg Cox | Rizzetta & Company, Inc. |
| District Counsel | Andrew Cohen | Persson, Cohen & Mooney, P.A. |
| District Engineer | 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

**Board of Supervisors
Waterlefe Community
Development District**

March 11, 2019

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, March 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 February 18, 2019 Tab 1
 - B. Consideration of the Operations and Maintenance Expenditures for the month of February 2019 Tab 2
- 5. BUSINESS ITEMS**
 - A. Discussion of Winding Stream Gate Access Control
- 6. STAFF REPORTS**
 - A. Aquatic Report and Update (under separate cover)
 - B. Landscape & Irrigation Update
 1. Consideration of Landscape Meeting Minutes held on February 1, 2019, February 8, 2019 and February 15, 2019 Tab 3
 2. Landscape Committee Chairman Update
 - i. Discussion of 2-Year Plan Tab 4
 3. Field Inspection Report Tab 5
 4. Landscape Contractor Report
 5. Landscape Proposals
 - C. Golf Course Update
 1. Consideration of Golf Course Meeting Minutes held on January 17, 2019 Tab 6
 2. Golf Course Committee Chairman Update
 3. Director of Golf Course Operations Update
 4. Presentation of Income Statement Tab 7
 5. Presentation of Revised FY 18-19 Golf Course Budget (under separate cover)
 - D. Property Management Update
 1. CDD Completed Work Orders Maintenance Report Tab 8

- E. MPOA Liaison Update
- F. District Counsel
- G. District Engineer
 - 1. Lake Bank Repairs Tab 9
 - 2. Lake Bank Restoration 2019 Update
 - 3. Status Update for Lake Bank Restoration 2018
 - 4. Port Harbour Parkway 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, February 18, 2019 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:

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| 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:

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| Greg Cox | District Manager, Rizzetta & Company, Inc. |
| Andy Cohen | District Counsel, Persson, Cohen & Mooney, P.A. |
| John Toborg | Field Services Manager, Rizzetta & Company, Inc. |
| Steve Dietz | GM, Waterlefe Golf Club |
| Representative | Landscape & Irrigation Committee |
| Representative | Golf Committee |
| Representative | MPOA |
| John Ziegler | Representative, ArtisTree |

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| Audience | Present |
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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

Audience Comments

Mr. Rod Swartz addressed the Board regarding damages to his private property by Landshore during the pond bank renovations. Mr. Swartz was informed that this topic would be addressed later in the meeting.

Mr. Robert Plenge addressed the Board regarding golf balls hitting his home's tile roof and his request to install a net to protect the roof. Mr. Plenge was informed that his request must first start with the MPOA.

51 **THIRD ORDER OF BUSINESS**

Consideration of the Regular Meeting Minutes from the Board of Supervisors' Meeting held January 21, 2019

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On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on January 21, 2019 as presented, for the Waterlefe Community Development District.

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57 **FOURTH ORDER OF BUSINESS**

Consideration of the Operation and Maintenance Expenditures for January 2019

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61 The Board requested staff to do additional research on the water bill that dropped
62 from \$915.52 to \$25.55.

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On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board ratified the January 2019 Operation and Maintenance invoice payments for the Waterlefe Community Development District.

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65 **FIFTH ORDER OF BUSINESS**

Establishment of Audit Committee

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On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved to designate the full CDD Board as the Audit Review Committee in preparation for the next RFP for auditing services, for the Waterlefe Community Development District.

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68 **SIXTH ORDER OF BUSINESS**

Consideration of Aeration Proposal Renewal

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On a motion by Mr. Haibach, seconded by Ms. Harenchar, with all in favor, the Board approved a proposal from Aquatic Systems to renew the Aeration Maintenance Agreement for an additional year with Vertex with a rate of \$186.00 annually, for the Waterlefe Community Development District.

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72 **SEVENTH ORDER OF BUSINESS**

Consideration of Mobitrac Proposal to Clean Up Banks

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On a motion by Mr. Haibach, seconded by Mr. Davis, with all in favor, the Board approved a proposal from Aquatic Systems for Mobitrac work for \$3,500.00 for Ponds 20, 21 and 26, for the Waterlefe Community Development District.

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80 **EIGHTH ORDER OF BUSINESS**

Staff Report – Aquatic Report and Update

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The Board reviewed the aquatic service report from Aquatic Systems. The Board discussed that several canals were getting inundated with Hydrilla and stated that service was needed.

87 The Board was advised that the Carp were not mature enough at this point to
88 install. The Board requested an update of the status of the Carp.

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NINTH ORDER OF BUSINESS

Consideration of January 4, 2019 and January 18, 2019 Landscape Committee Meeting Minutes

On a motion by Mr. Stollo, seconded by Mr. Davis, with all in favor, the Board approved to accept and file the minutes from the Landscape Committee meeting held on January 4, 2019 and January 18, 2019, for the Waterlefe Community Development District.

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TENTH ORDER OF BUSINESS

Staff Report - Landscape Chairman Update

98 The Board received a Landscape Committee update from Mike Jacobs. He
99 discussed the issue of resident landscape damages from the pond bank repair
100 company; the Discovery East Cul de Sac renovation; the landscape lighting status; the
101 install of flowers at the cart path crossings; the possibility of a \$10,000 grant; and the
102 Landscape Committee's approval to have a vendor other than ArtisTree perform the
103 next annuals install. For the last item, Mr. Jacobs requested that the Board consider
104 approving using a separate vendor.

105

On a motion by Mr. Stollo, seconded by Mr. Haibach, with three in favor, and two opposed (Mr. Davis & Ms. Harenchar) the Board approved to continue to have ArtisTree perform the annuals install, for the Waterlefe Community Development District.

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Mr. Davis suggested that the Golf Club consider having gates installed across the front of the maintenance building to assist with their security and to improve aesthetics.

111 **ELEVENTH ORDER OF BUSINESS**

Staff Report - Field Inspection Report

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

119 **TWELFTH ORDER OF BUSINESS** **Staff Report – Landscape Contractor**
120 **Report**
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122 Mr. Ziegler, with ArtisTree, provided the Board with a landscape update. He noted
123 that the reported cut drip lines had been addressed and that fertilization is underway.
124

125 **THIRTEENTH ORDER OF BUSINESS** **Staff Report – Golf Course Committee**
126 **Chairman Update**
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On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board approved to accept and file the minutes from the Golf Course Committee meeting held on December 13, 2018, for the Waterlefe Community Development District.

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129 Mr. Tony Tierno provided the Board with a Golf Committee update. He
130 discussed the bridge resurfacing; the work being done to convert the Golf Club 5-year
131 plan to a 10-year plan; the planned remeasuring of the course distances; the improved
132 communications between the Golf Club and Rizzetta & Company accounting; and the
133 possible forthcoming request for financial assistance from the CDD Board.
134

135 **FOURTEENTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**
136 **Operations**
137

138 Mr. Dietz provided a Golf Course Operations update. He discussed the current
139 financials, improved coordination with Rizzetta accounting, the plans to present a Golf
140 Club Budget Amendment, and the development of a floating dock green for the driving
141 range.
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143 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**
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145 Mr. Dietz provided a Property Management update and explained how the power
146 line thought to be run on the Medallion side of the south wall will now be run on the
147 Waterlefe side but still at FPL expense.
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149 **SIXTEENTH ORDER OF BUSINESS** **Staff Report – MPOA Liason Update**
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151 Mr. Bob Griswold informed the Board that the MPOA will be meeting a week from
152 that Wednesday.
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154 **SEVENTEENTH ORDER OF BUSINESS** **Staff Report – District Counsel**
155

156 Mr. Cohen informed the Board that the MPOA / CDD agreement was still in the
157 works. He also noted that the residents at Mossy Branch did not agree to an easement
158 on their property so the CDD will not be installing plants there.
159

160 Mr. Cohen informed the Board there was new information forthcoming about the
161 website accessibility project and that Rizzetta and he were still researching the options.
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163 Mr. Cohen provided an update of the topic of the demand letter that was sent to
164 Landshore for bank repair resolution. The Board discussed the demand letter and a
165 request from Landshore for an additional meeting on site. Following a discussion, the
166 Board directed that staff was not to meet with Landshore representatives on site, as
167 requested, and that it was expected that the work would be done as listed in the
168 demand letter. If the work was not completed, Mr. Cohen was asked to file a claim on
169 the performance bond.

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171 **EIGHTEENTH ORDER OF BUSINESS** **Staff Report – District Engineer**

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173 The Board acknowledged that Mr. Mark Mueller would represent Mr.
174 Schappacher with the assessment of the bank repair work, upon completion.

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176 **NINETEENTH ORDER OF BUSINESS** **Staff Report – District Management**

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178 Mr. Cox reminded the Board that the next CDD meeting will be held on March 18,
179 2019 at 2:00 p.m.

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

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183 The Board approved to move the July 15, 2019 meeting to July 22, 2019.
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| <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> |
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186 **TWENTIETH ORDER OF BUSINESS** **Supervisor Requests**

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188 Mr. Bumgarner discussed the issue of the RSS maintenance of the gates and the
189 possible need to look elsewhere for service support.

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191 Mr. Davis requested that the Board consider reversing the decision to not allow
192 trucks to exit the rear gate or, if not, have the engineer look at ways to make an
193 improved turn around area for the trucks. Mr. Davis requested this topic be added to the
194 action item list.

195
196 Mr. Bumgarner expressed his thoughts that the Board should try to stay within
197 the limits of the current budget as much as possible and to resist spending the reserve
198 budget funds.

199
200 Ms. Harenchar noted that there was talk about the State of Florida looking into
201 the costs associated with making the CDD District website's ADA accessible.

202
203 Mr. Tierno added in the Golf Club has had a promotion sign place in the minor
204 league baseball field.

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208 **TWENTY-FIRST ORDER OF BUSINESS** **Adjournment**
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| On a Motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board adjourned the meeting at 3:36 p.m. for the Waterlefe Community Development District. |
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215 Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT