



Rizzetta & Company

# Waterlefe Community Development District

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**Board of Supervisors' Meeting  
May 20, 2019**

Waterlefe River Club  
995 Fish Hook Cove  
Bradenton, Florida 34212

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

**WATERLEFE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
MAY 20, 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 & Mooney, 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)

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**Board of Supervisors  
Waterlefe Community  
Development District**

May 13, 2019

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, May 20, 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. Discussion of Manatee County Storm Water Tax with Commissioner Trace
- 4. BUSINESS ADMINISTRATION**
  - A. Consideration of the Meeting Minutes from April 15, 2019 ..... Tab 1
  - B. Consideration of the Operations and Maintenance Expenditures for the Month of April 2019 ..... Tab 2
- 5. BUSINESS ITEMS**
  - A. Acceptance of Audit Committee Recommendation
  - B. Discussion of Aqua Range Golf Complaint
  - C. Presentation of Registered Voter Count ..... Tab 3
  - C. Consideration of Traffic Sign Proposals ..... Tab 4
- 6. STAFF REPORTS**
  - A. Aquatic Report and Update ..... Tab 5
  - B. Landscape & Irrigation Update
    1. Consideration of Landscape Meeting Minutes held on April 5, 2019 ..... Tab 6
    2. Landscape Committee Chairman Update
    3. Field Inspection Report ..... Tab 7
    4. Landscape Contractor Report
    5. Landscape Proposals
  - C. Golf Course Update
    1. Consideration of Golf Course Meeting Minutes held on March 14, 2019 ..... Tab 8
    2. Golf Course Committee Chairman Update
    3. Director of Golf Course Operations Update
    4. Golf Course Financials Update ..... Tab 9
  - D. Property Management Update
    1. CDD Completed Work Orders Maintenance Report ..... Tab 10

- E. MPOA Liaison Update
  - F. District Counsel
  - G. District Engineer
    - 1. Lake Bank Restoration 2018 Update
    - 2. Lake Bank Restoration 2019 Update
    - 3. Medallion / Mossy Branch Update
  - 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, April 15, 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:

Ken Bumgarner	<b>Board Supervisor, Chairman</b>
Alan Haibach	<b>Board Supervisor, Vice Chairman (via conf. call)</b>
Bill Strollo	<b>Board Supervisor, Assistant Secretary</b>
Jim Davis	<b>Board Supervisor, Assistant Secretary (arrived at 3:35 p.m.)</b>
Ruth Harenchar	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
David Jackson	<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>Landscape &amp; Irrigation Committee</b>
Representative	<b>Golf Committee</b>
Representative	<b>MPOA</b>
John Ziegler	<b>Representative, ArtisTree</b>
Josh McGarry	<b>Representative, Aquatic Systems, Inc.</b>

Audience	<b>Present</b>
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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.

On a motion by Mr. Bumgarner, seconded by Mr. Strollo, with all in favor, the Board approved for Mr. Haibach to participate and vote by phone for the April 15, 2019 Waterlefe CDD Board Meeting, for the Waterlefe Community Development District.



47 **SECOND ORDER OF BUSINESS**

**Audience Comments**

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Mr. Jim Manning addressed the Board regarding erosion work; the potential removal of the landing; CDD vs. MPOA ownership determination; and how vendors for pond maintenance are selected.

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Ms. Laura Bryg addressed the Board regarding her dissatisfaction with erosion repair work.

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Ms. Barb Lee asked if the Board was involved with the sinking driveway paver issue.

59 **THIRD ORDER OF BUSINESS**

**Consideration of the Regular Meeting Minutes from the Board of Supervisors' Meeting held March 18, 2019**

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The Board made minor changes to the minutes.

On a motion by Mr. Bumgarner, seconded by Mr. Stollo, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on March 18, 2019 as amended, for the Waterlefe Community Development District.

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**FOURTH ORDER OF BUSINESS**

**Consideration of the Audit Committee Meeting Minutes from the Board of Supervisors' Meeting held March 18, 2019**

On a motion by Mr. Bumgarner, seconded by Mr. Stollo, with all in favor, the Board approved the minutes of the Audit Committee held on March 18, 2019 as presented, for the Waterlefe Community Development District.

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**FIFTH ORDER OF BUSINESS**

**Consideration of the Operation and Maintenance Expenditures for March 2019**

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The Board requested staff to review the irrigation billings for 846 Whooping Crane Court due to the repeated high bills.

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

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85 **SIXTH ORDER OF BUSINESS**

**Staff Report – Aquatic Report and Update**

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88 The Board reviewed the pond maintenance report prepared by Aquatic Systems  
89 and requested that a representative from Aquatic Systems attend the June 20, 2019  
90 CDD meeting.

91

92 **SEVENTH ORDER OF BUSINESS**

**Consideration of Herbicide Treatment of Littoral Areas Proposal**

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95 Mr. Cox presented the Aquatic Systems proposal for herbicide treatment of  
96 littoral areas on ponds #1,2,13,15,17,18,19,21,26 and 28 for invasive species following  
97 the nesting season.

98

On a motion by Mr. Haibach, seconded by Ms. Harenchar, with all in favor, the Board approved the Aquatic Systems proposal for Herbicide Treatment of Littoral Areas on ponds #1,2,13,15,17,18,19,21,26 and 28 for invasive species following the nesting season, for the Waterlefe Community Development District.

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100 **EIGHTH ORDER OF BUSINESS**

**Consideration of February 28, 2019, Landscape Committee Meeting Minutes**

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On a motion by Mr. Stollo, seconded by Mr. Bumgarner, with all in favor, the Board approved to accept and file the minutes from the Landscape Committee meeting held on February 28, 2019, for the Waterlefe Community Development District.

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105 **NINTH ORDER OF BUSINESS**

**Staff Report - Landscape Chairman Update**

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108 The Board received a Landscape Committee update from Mike Jacobs during  
109 which he provided an update addressing the \$10,000 grant application; the Waterlefe  
110 Boulevard renovation project; the UMRR North hedge work; the entrance monument  
111 refurbishment project (presented by Karen Bobo); the annuals installation work; the  
112 removal of Ligustrum project that was temporarily put on hold; the Juniper removal  
113 project; the storm water drain found on the Discovery east cul de sac; the hedge gaps  
114 along the south wall fill ins on Restoration Terrace; and the gaps in the hedge along  
115 UMRR South and the plan to repair.

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117 **TENTH ORDER OF BUSINESS**

**Consideration of Landscape Proposals**

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120 Ms. Karen Bobo presented a proposal from Cornerstone for the main entrance  
121 renovation. The Board approved the proposal and requested that Mr. Cohen prepare a  
122 construction contract for this work.

123

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On a motion by Mr. Strollo, seconded by Mr. Haibach, with all in favor, the Board approved a proposal from Cornerstone for the main entrance monument renovation for \$15,468.75, for the Waterlefe Community Development District.

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On a motion by Mr. Strollo, seconded by Ms. Harenchar, with all in favor, the Board approved the Crosspoint Landscape & Design proposal in the amount of \$4,030.00 for the Sand Crane median, for the Waterlefe Community Development District.

126

On a motion by Mr. Strollo, seconded by Ms. Harenchar, with all in favor, the Board authorized the Chairman to approve a proposal for UMRR renovation work prepared by the Landscape Committee with a not-to-exceed amount of \$10,000.00, for the Waterlefe Community Development District.

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**ELEVENTH ORDER OF BUSINESS**

**Staff Report – Field Inspection Report**

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Mr. Toborg reviewed his Field Inspection report of March 21, 2019 and follow-up report from April 5, 2019 with the Board and addressed their questions.

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**TWELFTH ORDER OF BUSINESS**

**Staff Report – Landscape Contractor Report**

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Mr. Ziegler, with ArtisTree, provided the Board with a landscape update regarding the work that has been accomplished and is scheduled to be done.

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**THIRTEENTH ORDER OF BUSINESS**

**Staff Report – Golf Course Committee Chairman Update**

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On a motion by Mr. Bumgarner, seconded by Mr. Strollo, with all in favor, the Board approved to accept and file the minutes from the Golf Course Committee meeting held on February 14, 2019, for the Waterlefe Community Development District.

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Mr. Tony Tierno provided a Golf Committee update and informed the Board that Herb Krasow, Jeff Brand and Audrey Bilotti have left the Golf Committee and that new members are Tom Tosi and Bonnie Tyler. Mr. Tierno suggested a letter of recognition for Mr. Krasow for his lengthy and quality service.

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On a motion by Mr. Bumgarner, seconded by Mr. Strollo, with all in favor, the Board approved to accept the resignation of Herb Krasow for the Golf Course Committee, for the Waterlefe Community Development District.

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On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved to accept the resignation of Jeff Brand and Audrey Bilotti and appointed Tom Tosi and Bonnie Tyler to the Golf Course Committee, for the Waterlefe Community Development District.

149 Mr. Tierno discussed the plans for adding Bench Marks; the use of the budgeted  
150 \$81,000.00 for #14 and #18 bridge work; the June 17, 2019 12:00 p.m. workshop with  
151 the CDD Board; and a Waterlefe Day event at LECOM Park

152  
153 **FOURTEENTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**  
154 **Operations**  
155

156 Mr. Dietz updated the Board regarding a summary of the finances of the Golf  
157 Course. He also discussed the upcoming bridge inspections and bridge work.

158  
159 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**  
160

161 The Board received an update from Mr. Dietz regarding Property Management  
162 on-going work. He discussed the Juniper removal project; coordination with Aquatic  
163 Systems for the up-coming Mobitrac work on golf course ponds; the power source at the  
164 Mossy Branch gate; and motor installation by RSS on the back gate.

165  
166 Mr. Dietz presented the Gate Pro proposal for the Board’s consideration for a  
167 proposed maintenance agreement for gate maintenance by Gate Pro for \$1,100 per  
168 year.

169  
On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved the proposal from Gate Pro for \$1,100.00 per year for gate maintenance, for the Waterlefe Community Development District.

170  
171 Mr. Haibach informed the Board of a trial solar powered lighting project at the  
172 Sand Crane end cap.  
173

174 Mr. Davis informed the Board that residents want a streetlight installed at  
175 Portside due to current poor lighting.

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177 **SIXTEENTH ORDER OF BUSINESS** **Staff Report – MPOA Liason Update**  
178

179 Mr. Bob Griswold provided an update to the Board. He briefed the Board about a  
180 meeting that he and Mr. Bumgarner had with the Florida Department of Environmental  
181 Protection. He discussed the possible dredging and assessments that might take place.  
182 Mr. Bumgarner requested that Mr. Griswold check on the status of the property  
183 management agreement finalization.

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185 **SEVENTEENTH ORDER OF BUSINESS** **Staff Report – District Counsel**  
186

187 Mr. Cohen provided an update regarding the status of the Website ADA  
188 Accessibility effort. He explained that more information will be forthcoming. He also  
189 updated the Board regarding the submersed land lease with the golf course; the  
190 vacating of the easement at the Mossy Branch gate; and an upcoming Manatee County  
191 meeting to discuss storm water fees.  
192  
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194 **EIGHTEENTH ORDER OF BUSINESS** **Staff Report – District Engineer**

195  
196 Mr. Schappacher presented the bids received from the 2019 bank restoration  
197 effort. Mr. Schappacher presented his recommended proposal from Crosscreek  
198 Environmental. Mr. Cohen noted he will prepare the contract for this work once  
199 approved.  
200

On a motion by Mr. Haibach, seconded by Mr. Davis, with all in favor, the Board authorized Mr. Haibach to approve a revised proposal from Crosscreek Environmental with a not-to-exceed amount of \$192,000, for the Waterlefe Community Development District.

201  
202 Mr. Schappacher provided an update of the 2018 pond bank project and  
203 explained that the punch list items are still not repaired. The Board requested that Mr.  
204 Cohen coordinate with the bonding company to have them find someone else to finish  
205 fixing the banks and to inform them that Landshore was not to return. Mr. Schappacher  
206 noted that he will prepare a report for Mr. Cohen so he could coordinate with the  
207 bonding company.  
208

209 Mr. Schappacher provided an update of the progress of the construction related  
210 to the Mossy Branch gate and indicated that he expects progress soon.  
211

212 Mr. Schappacher provided an update of the progress of the plans to reclaim land  
213 in the Aqua Range and noted that it is currently on hold until more information can be  
214 obtained.  
215

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

217  
218 Mr. Cox reminded the Board that the next CDD meeting will be held on May 20,  
219 2019 at 2:00 p.m.  
220

221 Mr. Cox reviewed the financials and action item list with the Board.  
222

223 Mr. Cox presented a revised version of the Uniform Collection Agreement with  
224 the Manatee County Property Appraiser’s Office and explained the need for the  
225 revision.  
226

On a motion by Mr. Stollo, seconded by Mr. Davis, with all in favor, the Board approved the Uniform Collection Agreement with Manatee County Property Appraiser’s Office, for the Waterlefe Community Development District.

227  
228 Mr. Bumgarner opened a discussion of the plans to hold a 20-Year Celebration  
229 event for Waterlefe and his suggestion that the CDD contribute to the event. He noted  
230 that more information will be forthcoming.  
231

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234 **TWENTIETH ORDER OF BUSINESS** **Presentation of Proposed Fiscal Year**  
235 **2019-2020 Budget**  
236

237 Mr. Cox presented the Fiscal Year 2019-2020 Proposed Budget to the Board for  
238 their review and consideration. The Board amended the proposed budget primarily by  
239 bringing forward funds from the Capital Reserves for funding projects related to pond  
240 bank repair, roadway maintenance, golf course bridge repair, and community wall  
241 repair. At the conclusion of the work on the proposed budget, the CDD assessments  
242 did not increase or decrease from the current year.  
243

244 **TWENTY-FIRST ORDER OF BUSINESS** **Consideration of Resolution 2019-03;**  
245 **Approving Fiscal Year 2019-2020**  
246 **Proposed Budget and Set Public**  
247 **Hearing**  
248

249 Mr. Cox presented Resolution 2019-03 to the Board and explained that the  
250 adoption of the resolution would represent an approval of the proposed budget and  
251 would set the final budget public hearing for August 19, 2019 at 2:00 p.m.  
252

On a Motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board of Supervisors adopted Resolution 2019-03; Approving Fiscal Year 2019-2020 Proposed Budget and Set Public Hearing, for the Waterlefe Community Development District.

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254 **TWENTY-SECOND ORDER OF BUSINESS** **Supervisor Requests**  
255

256 Mr. Bumgarner informed the Board that his regular update would be coming out  
257 soon.  
258

259 Mr. Strollo discussed the concerns residents have regarding others not yielding at  
260 the round-a-bout traffic circles.  
261

262 Mr. Davis requested staff look at options for lighting at the curbs at Portside.  
263

264 **TWENTY-THIRD ORDER OF BUSINESS** **Adjournment**  
265

On a Motion by Mr. Bumgarner, seconded by Mr. Strollo, with all in favor, the Board adjourned the meeting at 5:45 p.m. for the Waterlefe Community Development District.

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Secretary / Assistant Secretary

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Chairman / Vice Chairman