



Rizzetta & Company

Waterlefe Community Development District

**Board of Supervisors' Meeting
July 22, 2019**

**Waterlefe River Club
995 Fish Hook Cove
Bradenton, Florida 34212**

www.waterlefecdd.org

WATERLEFE COMMUNITY DEVELOPMENT DISTRICT AGENDA

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

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**

July 15, 2019

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, July 22, 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 Medallion Project
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Meeting Minutes from June 17, 2019..... Tab 1
 - B. Consideration of the Operations and Maintenance Expenditures for the month of June 2019..... Tab 2
- 5. BUSINESS ITEMS**
 - A. Consideration of ADA Proposals..... Tab 3
 - B. Discussion of Addition of Staff
 - C. Ratification of Fiscal Year 2017-2018 Audit Tab 4
 - D. Consideration to Authorize Staff to begin the RFP Process for Golf Cart Lease
- 6. STAFF REPORTS**
 - A. Aquatic Report and Update Tab 5
 1. General Water Analysis Report Tab 6
 - B. Landscape & Irrigation Update
 1. Landscape Committee Chairman Update..... Tab 7
 3. Field Inspection Report..... Tab 8
 4. Landscape Contractor Report
 5. Landscape Proposals
 - C. Golf Course Update
 1. Golf Course Committee Chairman Update
 2. Director of Golf Course Operations 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. 2018 Bank Restoration Status Update
 - 2. 2019 Bank Restoration Status Update
 - 3. Land Easement Exchange with Medallion
 - 4. 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, June 17, 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 Board Supervisor, 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.
John Toborg Field Services Manager, Rizzetta & Company, Inc.
Steve Dietz GM, Waterlefe Golf Club
Representative MPOA
John Ziegler Representative, ArtisTree
Josh McGarry Representative, Aquatic Systems, Inc.

Audience Present

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

An audience member addressed the Board regarding the pond bank restoration project status.

THIRD ORDER OF BUSINESS

Consideration of the Regular Meeting Minutes from the Board of Supervisors' Meeting held May 20, 2019

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 May 20, 2019 as presented, for the Waterlefe Community Development District.

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FOURTH ORDER OF BUSINESS

Consideration of the Audit Committee Meeting Minutes held May 20, 2019

On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board approved the minutes from the Audit Committee meeting of the Waterlefe Community Development District held on May 20, 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 May 2019

The Board discussed the May 2019 O&M Expenditures report and requested staff to research a number of invoices for power and irrigation to determine what the status is for those accounts.

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

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SIXTH ORDER OF BUSINESS

Consideration of Traffic Sign Proposal

The Board discussed a proposal for traffic sign flashers and smart radar. No action was taken by the Board.

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SEVENTH ORDER OF BUSINESS

Staff Report – Aquatic Report and Update

The Board received an update from Josh McGarry, with Aquatic Systems. The Board discussed the status of the sewage line break and how it might affect fish in the pond. Mr. McGarry provided an update of the Carp installation and indicated he would inspect pond #5 with regards to the Water Lilies there. He also indicated he would ensure that pond #5 was noted as a golf course irrigation pond in their records.

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EIGHTH ORDER OF BUSINESS

Consideration of April 26, 2019, Landscape Committee Meeting Minutes

On a motion by Mr. Strollo, seconded by Mr. Bumgarner, with all in favor, the Board accepted and filed the minutes from the Landscape Committee meeting held on April 26, 2019, for the Waterlefe Community Development District.

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85 **NINTH ORDER OF BUSINESS** **Staff Report - Landscape Chairman**
 86 **Update**
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88 Mr. Dietz provided an update of the Landscape Committee and explained the proposals
 89 from Crosspoint Landscape and Design for on-going landscape work. He indicated that
 90 the Committee had assessed the current budget and that they planned to continue
 91 forward with projects that tentatively would not exceed the \$30,000 in the CDD budget.
 92 Mr. Davis requested that the Committee look at several island medians that needed
 93 some work.

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 95 **TENTH ORDER OF BUSINESS** **Staff Report – Field Inspection Report**
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97 Mr. Toborg presented his Field Inspection Report and discussed some concerns
 98 regarding the current performance by ArtisTree. The Board discussed these issues with
 99 Mr. John Ziegler, with ArtisTree, and it was determined that a separate meeting with
 100 ArtisTree and Committee members / staff was to be held to discuss further the issues
 101 that needed to be resolved.

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 103 **ELEVENTH ORDER OF BUSINESS** **Staff Report – Landscape Contractor**
 104 **Report**
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106 Mr. Ziegler, with Artistree provided the Board with an update of recent work
 107 completed by Artistree.

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 109 **TWELFTH ORDER OF BUSINESS** **Staff Report – Golf Course Committee**
 110 **Chairman Update**
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On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board accepted and filed the minutes from the Golf Course Committee meeting held on April 4, 2019, for the Waterlefe Community Development District.

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 113 **THIRTEENTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**
 114 **Operations**
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116 Mr. Dietz presented an update of Golf Course Operations to the Board. The
 117 update included the status of bridge work and current Golf Club financials.

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 119 **FOURTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**
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121 Mr. Dietz provided the Board with an update of Property Management topics and
 122 current work orders. The Board requested that Mr. Dietz, in coordination with Mr.
 123 Schappacher, communicate with the contractor for Medallion regarding design concerns
 124 regarding the back gate entrance area.

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 126 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – MPOA Liason Update**
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128 The Board received an MPOA update from Mr. Bob Griswold. He informed the
 129 Board of the on-going plans to have the River Club closed for renovation work.

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

Mr. Cohen updated the Board regarding the on-going communications regarding Landshore and the pond bank repairs. He explained the current status of the Bond Surety company’s request to have Landshore return to complete repairs and explained that District Counsel and District Engineer expenses were requested to be paid by the Bond Surety company.

Mr. Cohen explained the status of the website ADA accessibility proposals and the status of the recent bankruptcy appeal.

Mr. Cohen presented a proposed agreement with the Manatee County Property Appraiser’s Office regarding the non-disclosure of confidential property owners and how this information would be released for tax roll purposes. The Board approved the execution of the agreement.

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

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

Not present. Mr. Cox indicated that he would work with him to create an update of the 2018 and 2019 pond bank restoration projects to send out to the Board.

Mr. Bumgarner provided the Board with an update of the Land Easement Exchange with Medallion.

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

Mr. Cox reminded the Board that the next CDD meeting will be held on July 22, 2019 at 2:00 p.m.

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

NINETEENTH ORDER OF BUSINESS **Supervisor Requests**

Ms. Harenchar provided an update of the planning for the 20th Anniversary Celebration.

Mr. Bumgarner informed the Board that he will be inviting the County Commissioner to the 20th Anniversary Celebration.

174 **TWENTIETH 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 4:57 p.m. for the Waterlefe Community Development District.
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180 Secretary / Assistant Secretary Chairman / Vice Chairman

DRAFT