



Rizzetta & Company

Waterlefe Community Development District

**Board of Supervisors' Meeting
November 10, 2018**

Waterlefe River Club
995 Fish Hook Cove
Bradenton, Florida 34212

www.waterlefecdd.org

**WATERLEFE
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
NOVEMBER 19, 2018 at 2:00 p.m.**

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, 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**

November 12, 2018

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, November 19, 2018 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. District Counsel – Sunshine/Public Records Laws. Tab 1
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Meeting Minutes from October 15, 2018..... Tab 2
 - B. Consideration of the Operations and Maintenance Expenditures for the month of October 2018..... Tab 3
- 5. BUSINESS ITEMS**
 - A. Public Hearing on Golf Course Rules & Rate Changes
 1. Resolution 2019-01; Approving Golf Course Rules & Rate Changes Tab 4
 - B. Consideration of Termination of Historical MPOA Management Agreement..... Tab 5
- 6. STAFF REPORTS**
 - A. Landscape Committee
 1. Consideration of Landscape Committee Meeting held on October 5, 2018 Tab 6
 2. Field Inspection Report..... Tab 7
 3. Landscape Contractor Update & Proposal Tab 8
 4. Committee Representative Update
 - B. Erosion & Waterways Committee
 1. Aquatic Report & Update..... Tab 9
 2. Consideration of Pond #18 Assessment & Proposal Tab 10
 3. Committee Representative Update
 - C. Golf Course Committee
 1. Committee Representative Update
 - D. Director of Golf Course Operations
 - E. Property Manager
 1. October Work Order Log Tab 11

- F. MPOA Liaison Update
 - G. District Counsel
 - H. District Engineer
 - I. District Manager
 - 1. Presentation of Monthly Financial Statement ... Tab 12
 - 2. Action Item List..... Tab 13
- 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 2

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, October 15, 2018 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
Rick Schappacher	District Engineer, Schappacher Engineering
John Toborg	Field Services Manager, Rizzetta & Company, Inc.
Steve Dietz	GM, Waterlefe Golf Club
Representative	MPOA Committee
Representative	Erosion Committee
Representative	Landscape & Irrigation Committee
Representative	Golf Committee
John Ziegler	Representative ArtisTree

Audience	Present
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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

No audience comments.

THIRD ORDER OF BUSINESS

Discussion of Mangrove and Pepper Tree Clearing

The Board heard a request from Mr. Dave Cooper (979 Fishhook) regarding his request to have an area behind his house trimmed down by a licensed mangrove

51 trimming service at his expense. The Board approved to authorize the work to be done
52 at the homeowner's expense but work through the process of having the CDD pay for
53 the work and for the homeowner to provide the funds to the CDD in advance of the
54 work.
55

On a motion by Mr. Haibach, seconded by Mr. Davis, with all in favor, the Board authorized the work to be done at the homeowner's expense but work through the process of having the CDD pay for the work and for the homeowner to provide the funds to the CDD in advance of the work, for the Waterlefe Community Development District.

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57 **FOURTH ORDER OF BUSINESS** **Consideration of the Regular Meeting**
58 **Minutes from the Board of**
59 **Supervisors' Meeting held September**
60 **17, 2018**
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62 The Board members reviewed and make minor amendments to the minutes.
63

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

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65 **FIFTH ORDER OF BUSINESS** **Consideration of the Operation and**
66 **Maintenance Expenditures for**
67 **September 2018**
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69 Mr. Cox informed the Board that Rizzetta & Company will be crediting back to the
70 CDD the late fees on recent MCUD invoices.
71

72 The Board requested that staff verify that the waste disposal bill in the
73 expenditures was actually a CDD bill. Mr. Cox verified this was a CDD bill.
74

75 The Board requested information regarding the status of the payment for gate
76 repairs.
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On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board ratified the September 2018 Operation and Maintenance invoice payments for the Waterlefe Community Development District.

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79 **SIXTH ORDER OF BUSINESS** **Discussion of Contract Language for**
80 **Audit Engagement Letter**
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82 The Board reviewed the proposed engagement letter and directed staff to work to
83 have liquidated damages language added to the auditor engagement letter.
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88 **SEVENTH ORDER OF BUSINESS**

Presentation of Series 2016 Arbitrage Report

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On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved to accept and file the Series 2016 Arbitrage Report for the Waterlefe Community Development District.

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92 **EIGHTH ORDER OF BUSINESS**

Staff Report - Consideration of the Minutes from Landscape Committee Meeting held on September 7, 2018.

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

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97 **NINTH ORDER OF BUSINESS**

Staff Report - Field Inspection Report

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100 The Board reviewed John Toborg's monthly Field Inspection Report.

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102 Mr. Ziegler, with ArtisTree, provided an update of recent landscape work and advised the Board that he would be replacing 4" annuals with 6" annuals at the direction of the Landscape Committee.

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106 Ms. Lasseter informed the Board of the planned fertilization; the use of Golf Course crews to clear out some plant beds; planned mulching; update of the lighting project; Christmas wreath purchase; tree in cul de sac issue; and her email blast to residents asking them not to address maintenance crews directly over issues.

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111 The Board heard from Mr. Doug Schiller regarding the Ft. Hammer Bridge Run and his appreciation for the support from the Waterlefe Community. He noted that they are planning the next year's run for August 24, 2019.

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115 **TENTH ORDER OF BUSINESS**

Consideration of the Minutes from Erosion & Waterways Committee Meeting held on September 18, 2018

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On a motion by Mr. Stollo, seconded by Mr. Haibach, with all in favor, the Board approved to accept and file the minutes from the Erosion & Waterways Committee meeting held on September 18, 2018 for the Waterlefe Community Development District.

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124 **ELEVENTH ORDER OF BUSINESS** **Aquatic Report & Update**

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126 Mr. Cox presented the monthly aquatic report to the Board as well as a proposal for
127 the conduct of an analysis for pond #18.
128

On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved the Aquatic Systems Proposal for Pond #18 Analysis in the amount of \$1,296.00, for the Waterlefe Community Development District.

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130 **TWELFTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**
131 **Operations**

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133 The Board received an update from Mr. Dietz for the Golf Committee and the
134 Golf Course Operations. He discussed marketing efforts; the upcoming public hearing
135 for the change in rates; membership drive; new score card; tee box marker changes;
136 new course rating; and 42,000 rounds last year.

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138 **THIRTEENTH ORDER OF BUSINESS** **Consideration of the Minutes from**
139 **Golf Course Committee Meeting held**
140 **on August 16, 2018**

On a motion by Mr. Bumgarner, 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 August 16, 2018 for the Waterlefe Community Development District.

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143 **FOURTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**

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145 Mr. Dietz provided a property management update and discussed the on-going
146 transition with the MPOA. Mr. Bumgarner noted that he was planning to meet with the
147 maintenance staff along with Mr. Dietz.

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149 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – MPOA Liason Update**

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151 The Board received an MPOA Liaison update.

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

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155 Mr. Cohen informed the Board that he was planning to provide a Sunshine Law
156 update to the Board at the November 19, 2018 CDD meeting and recommended that the
157 various committee members attend as well.

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

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161 **1. Roadway Paving Bid Tabulation**

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163 Mr. Schappacher presented the Board with bids for roadway work and explained
164 the portion of the bids that would be the responsibility of the MPOA to fund and the part

165 the CDD would fund. He noted that the MPOA would be meeting on October 26, 2018 and
166 would be able to decide upon its share of the work.

167
168 The Board approved to proceed with the CDD portion of the work with Asphalt
169 Maintenance and set a not-to-exceed amount of \$10,000 which would give Mr.
170 Schappacher some flexibility to add some small needed areas.

171

On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board approved to proceed with the CDD portion of the work with Asphalt Maintenance and set a not-to-exceed amount of \$10,000 which would give Mr. Schappacher some flexibility to add some small needed areas for the Waterlefe Community Development District.

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173 **2. Bank Restoration Update**

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181 **3. Mossy Branch Connection Update**

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187 **4. Conservation Area Encroachment Update**

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198 **EIGHTEENTH ORDER OF BUSINESS**

Staff Report – District Management

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Mr. Cox informed the Board that the next Board of Supervisors' meeting would be held at 2:00 p.m. on Monday, November 19, 2018, and that a public hearing is scheduled during that meeting.

Mr. Cox presented the September 30, 2018 financials to the Board.

207 **NINETEENTH ORDER OF BUSINESS** **Supervisor Requests**

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209 Mr. Davis provided Supervisor comments regarding the Social Events Committee
210 and recent good work they had done.

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212 **TWENTIETH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board adjourned the meeting at 4:10 p.m. for the Waterlefe Community Development District.

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218 _____ Chairman / Vice Chairman
219 Secretary / Assistant Secretary