



Rizzetta & Company

# **Waterlefe Community Development District**

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**Board of Supervisors' Meeting  
October 21, 2019**

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

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

**WATERLEFE  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA**

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 Strollo	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**

October 14, 2019

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of Waterlefe Community Development District will be held on **Monday, October 21, 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 September 16, 2019..... Tab 1
  - B. Consideration of the Operations and Maintenance Expenditures for the month of September 2019 ..... Tab 2
- 5. BUSINESS ITEMS**
  - A. Discussion of Encroachments ..... Tab 3
  - B. Acceptance of Resignation of Bill Strollo..... Tab 4
  - C. Consideration of Appointment of Seat #4..... Tab 5
  - D. Consideration of Resolution 2020-01;  
Designating Officers ..... Tab 6
  - E. Ratification of the Rule-Making Process Regarding Golf Course Rates ..... Tab 7
  - F. Consideration of Third Addendum for Professional District Services Contract ..... Tab 8
  - G. Consideration of First Addendum for Professional Field Services Contract ..... Tab 9
  - H. Consideration of ArtisTree Addendum for Third Year of Contract ..... Tab 10
- 6. STAFF REPORTS**
  - A. Aquatic Report and Update
  - B. Landscape & Irrigation Update
    1. Consideration of Landscape Meeting Minutes Minutes held on September 6, 2019..... Tab 11
    2. Landscape Committee Chairman Update..... Tab 12
    3. Field Inspection Report..... Tab 13
    4. Landscape Contractor Report
    5. Landscape Proposals

- C. Golf Course Update
  - 1. Consideration of Golf Course Meeting Minutes held on August 15, 2019 ..... Tab 14
  - 2. Golf Course Committee Chairman Update
  - 3. Director of Golf Course Operations Update..... Tab 15
  - 4. Consideration of Golf Club Consultant Proposal (under separate cover)
- D. Property Management Update
  - 1. CDD Completed Work Orders Maintenance Report ..... Tab 16
- E. MPOA Liaison Update
- F. District Counsel
- G. District Engineer
  - 1. Port Harbour / Mossy Branch Connection Update
  - 2. Road Repair Update
  - 3. 2018 Bank Restoration Update
  - 4. 2019 Bank Restoration Update
  - 5. Sidewalk Repair Update
  - 6. Vegetation Removal Update
- H. District Manager
  - 1. Presentation of Monthly Financial Statement .. Tab 17
  - 2. Action Item List..... Tab 18
- 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, September 16, 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</b>
Jim Davis	<b>Board Supervisor, Assistant Secretary</b>
Ruth Harenchar	<b>Board Supervisor, Assistant Secretary</b>
Bill Strollo	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Andy Cohen	<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>
Holly Schrader	<b>Administrative Assistant, Waterlefe Golf Club</b>
Representative	<b>Landscape Committee</b>
Representative	<b>Golf Committee</b>
John Ziegler	<b>Representative, ArtisTree</b>
Eric Cerda	<b>Representative, ArtisTree</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.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Dona Lasseter addressed the Board regarding maintenance of midge flies in the ponds.

Mr. Mike Jacobs complimented the work done on the pond bank repairs by the new company.

Ms. Barb Lee addressed the Board regarding the pot hole repair status and a

51 question regarding who is responsible for bench maintenance in the Watch Condo  
52 area.

53  
54 **THIRD ORDER OF BUSINESS** **Consideration of the Regular Meeting**  
55 **Minutes from the Board of**  
56 **Supervisors' Meeting held August 19,**  
57 **2019**  
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On a motion by Mr. Davis, seconded by Mr. Stollo, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on August 19, 2019 as amended, for the Waterlefe Community Development District.

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60 **FOURTH ORDER OF BUSINESS** **Consideration of the Operation and**  
61 **Maintenance Expenditures for August**  
62 **2019**  
63

64 The Board requested staff to research the status of the SWFWMD permitted well  
65 that is currently not in place and to gather information for the Board regarding installing  
66 the well.

On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved to ratify the payment invoices in the August 2019 Operation and Maintenance report for the Waterlefe Community Development District.

68  
69 **FIFTH ORDER OF BUSINESS** **Consideration of Insurance Proposals**  
70

71 The Board agreed to follow former years' procedures where the CDD pays the  
72 Golf Club Insurance invoice and then gets reimbursed by the Golf Club. Mr. Davis  
73 requested staff to look into the possibility of the District self-insuring for future years.

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved the EGIS Insurance Proposals for the CDD and Golf Club, for the Waterlefe Community Development District.

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76 **SIXTH ORDER OF BUSINESS** **Consideration of Technology**  
77 **Agreement**  
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On a motion by Ms. Harenchar, seconded by Mr. Haibach, with all in favor, the Board approved and amended the Rizzetta & Company Technology Agreement, for the Waterlefe Community Development District.

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86 **SEVENTH ORDER OF BUSINESS** **Consideration of RFP for Golf Course**  
87 **Maintenance Agreement**  
88

89 The Board approved the single proposal in response to the Golf Course  
90 equipment lease RFP and authorized the Chairman to execute the lease agreement.  
91

On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved the lease proposal from E-Z Go for \$6,572.57 per month for selected equipment and authorized the Chairman to execute the lease agreement, for the Waterlefe Community Development District.

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93 **EIGHTH ORDER OF BUSINESS** **Consideration of Lefe' Room**  
94 **Renovation**  
95

96 The Board received information from Steve Dietz regarding the newly discovered  
97 issues with the Lefe' Room HVAC system and potential damages and how this could  
98 cost as much as \$50,000.00 to repair. He also indicated that it was likely that insurance  
99 would cover the cost.  
100

On a motion by Mr. Davis, seconded by Mr. Strollo, with all in favor, the Board authorized the Chairman to approve a not-to-exceed amount of \$50,000.00 for the Lefe Room repairs and directed staff to pursue the insurance claim, for the Waterlefe Community Development District.

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102 **NINTH ORDER OF BUSINESS** **Staff Report – Aquatic Report and**  
103 **Update**  
104

105 The Board reviewed the aquatics maintenance report from Aquatic Systems and  
106 discussed the turbidity issue with pond # 4 as well as the need for a midge assessment  
107 to be conducted.  
108

109 **TENTH ORDER OF BUSINESS** **Staff Report – Landscape Committee**  
110 **Chairman Update**  
111

On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved to accept and file the August 9, 2019 Landscape Committee Meeting Minutes, as amended for the Waterlefe Community Development District.

112  
113 The Board received an update from the Landscape Committee Chairman, Mike  
114 Jacobs. Mr. Jacobs discussed the invoice received from Crosspoint for the renovation  
115 program and negotiations held on the rate. He requested approval to proceed with the  
116 Waterlefe Boulevard median renovation project previously approved for \$60,000.00.  
117

On a motion by Mr. Strollo, seconded by Ms. Harenchar, with all in favor, the Board approved to proceed with Waterlefe Boulevard median renovation project previously approved for \$60,000.00, for the Waterlefe Community Development District.



119 Mr. Jacobs continued to inform the Board that John Ziegler, with ArtisTree, was  
120 being replaced by Eric Cerda. Mr. Jacobs requested that the Board consider allowing  
121 Mr. Dietz to make decisions regarding the hiring of a separate vendor to complete  
122 landscape work that ArtisTree was unable to complete and to withhold the related funds  
123 from ArtisTree contract payments. Mr. Jacobs presented mini-monument information  
124 for the Winding Stream gate and the Board requested more information and examples.  
125 Mr. Jacobs also led the Board through a discussion of annuals and perennials and the  
126 benefit of delaying the next annuals change out and saving the Board approximately  
127 \$7,500.

128  
129 **ELEVENTH ORDER OF BUSINESS** **Staff Report – Field Inspection Report**

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131 The Board received an update from Mr. Toborg regarding his most recent  
132 landscape inspection.

133  
134 **TWELFTH ORDER OF BUSINESS** **Staff Report – Landscape Contractor**  
135 **Update**

136  
137 The Board received an update from Mr. Ziegler regarding the ArtisTree  
138 landscape work. Mr. Ziegler introduced Mr. Cerda to the Board.

139  

On a motion by Mr. Strollo, seconded by Mr. Haibach, with all in favor, the Board approved a not-to-exceed amount of \$7,500.00 for ArtisTree to install annuals, for the Waterlefe Community Development District.
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141 **THIRTEENTH ORDER OF BUSINESS** **Staff Reports- Golf Course Committee**  
142 **Chairman Update**

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On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved to accept and file the May 21, 2019 Golf Course Committee Meeting Minutes, as amended for the Waterlefe Community Development District.
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144  
145 The Board received a Golf Committee Chairman update from Mr. Tony Tierno.  
146 He discussed the intent to bring on a new member to the Committee.

147  
148 **FOURTEENTH ORDER OF BUSINESS** **Staff Reports- Director of Golf Course**  
149 **Operations**

150  
151 Mr. Steve Dietz provided an update of Golf Course Operations. He informed the  
152 Board that the issue of the location to hold the Supervisor of Elections Manatee  
153 elections had been resolved.

154  
155 **FIFTEENTH ORDER OF BUSINESS** **Staff Report – Property Manager**

156  
157 The Board received an update from Mr. Dietz regarding the Property Manager  
158 report. The Board discussed the potential for adding speed control devices on Winding

159 Stream and requested that Mr. Schappacher to bring more information to the next CDD  
160 meeting.

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162 **SIXTEENTH ORDER OF BUSINESS**                      **Staff Report – MPOA Liaison Update**

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164                      No report.

165  
166 **SEVENTEENTH ORDER OF BUSINESS**                      **Staff Report – District Counsel**

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168                      The Board received a District Counsel update from Mr. Cohen. He provided an  
169 update of the bonding company settlement for the Landshore work and noted that there  
170 were two remaining items to fix.

171  
172                      Mr. Cohen also noted that that website ADA compliance work agreement had been  
173 completed.

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

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177                      The Board received a District Engineer update from Mr. Schappacher. He informed the  
178 Board of a meeting held with Commissioner Trace in attendance about the Mossy  
179 Branch connection. He noted that the County representatives felt the connection layout  
180 met the requirements. He also provided information regarding the signage allowed for  
181 the entrance.

182  
183                      Mr. Schappacher provided update information regarding the Shores roadway work  
184 and noted that there was a request from the Golf Club for information about the  
185 potential repaving of the Golf Club parking lot.

186  
187                      Mr. Schappacher informed the Board that the sidewalk repair vendor was due to  
188 finish up work the following week.

189  
190                      Mr. Schappacher informed the Board that Aquatic Systems was in the process of  
191 scheduling the requested vegetation removal work from storm water system locations.  
192 He provided additional information about the SWFWMD well permit that was good until  
193 2032. He discussed the drainage pipe openings brought up by Mr. Davis as being  
194 unsafe. He also addressed questions from the Board regarding cart path bumps on the  
195 golf course and drainage outflow maintenance work needed due to the weeds.

196  
197 **NINETEENTH ORDER OF BUSINESS**                      **Staff Report – District Management**

198  
199                      Mr. Cox reminded the Board that the next CDD meeting will be held on October 21,  
200 2019 at 2:00 p.m.

201  
202                      Mr. Cox reviewed the financials and action item list with the Board.

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204 **TWENTIETH ORDER OF BUSINESS**                      **Supervisor Requests**

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206                      Ms. Harenchar updated the Board regarding the Anniversary event planning.

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Mr. Bumgarner informed the Board of the meeting he and Mr. Dietz were attending at the County regarding the stormwater tax workshop on September 17, 2019.

**TWENTY-FIRST ORDER OF BUSINESS                      Adjournment**

On a Motion by Mr. Haibach, seconded by Ms. Harenchar, with all in favor, the Board adjourned the meeting at 4:24 p.m. for the Waterlefe Community Development District.

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Secretary / Assistant Secretary

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

DRAFT