



Rizzetta & Company

Water's Edge Community Development District

**Board of Supervisors' Meeting
February 27, 2020**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813-533-2950**

www.WatersEdgeCDD.com

**WATER'S EDGE
COMMUNITY DEVELOPMENT DISTRICT**

Mill Creek Baptist Church, 12713 Upper Manatee Road Bradenton, FL 34212

Board of Supervisors:	Susan Wickens	Chair
	Michael Dowd	Vice Chair
	Mandy Sands	Assistant Secretary
	Michael Barbour	Assistant Secretary
	Walter Thos. Oliver	Assistant Secretary
District Manager	Greg Cox	Rizzetta & Company, Inc.
District Counsel	Michelle Reiss	Appleton Reiss
District Engineer	Phil Chang	Johnson Engineering

All cellular phones must be placed on mute 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) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 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.

February 19, 2020

Board of Supervisors
Water's Edge Community
Development District

AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Water's Edge Community Development District will be held on **Thursday, February 27, 2020 at 6:30 PM** at the Mill Creek Baptist Church 12713 Upper Manatee River Road Bradenton, Florida 34212. The following is the agenda for the meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. VENDOR AND STAFF REPORTS**
 - A.** Landscape & Irrigation Field Inspection Tab 1
 1. Consideration of LMP Proposals..... Tab 2
 2. Discussion of RFP Process for Landscape Contract.... Tab 3
 - B.** Aquatic Services
 - C.** District Counsel
 - D.** District Engineer
 - E.** District Manager
 1. Financial Update
 2. Action Item List Tab 4
 3. Discussion of Board Member Payments
- 4. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors' Meeting held on January 15, 2020 Tab 5
 - B.** Consideration of Operations & Maintenance Expenditures for January 2020 Tab 6
- 5. BUSINESS ITEMS**
 - A.** Consideration of Resolution 2020-01; Revising Fiscal Year 2019-2020 Meeting Schedule..... Tab 7
 - B.** Consideration Traffic Study Proposal Tab 8
 - C.** Consideration of Pool Equipment Proposals
 1. Emergency Cut-Off Proposal Tab 9
 2. Automated Controller Proposal Tab 10
 - D.** Discussion of District Policies (under separate cover)
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to call us at (813) 933-5571.

Sincerely,

Greg Cox

Greg Cox
District Manager

Tab 5

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.

**WATER'S EDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Water's Edge Community Development District was held on **Wednesday, January 15, 2020 at 6:01 PM** at the Mill Creek Baptist Church 12713 Upper Manatee Road Bradenton, FL 34212.

Present and constituting a quorum were:

Susan Wickens	Board Supervisor, Chair
Michael Dowd	Board Supervisor, Vice Chair
Walter T. Oliver	Board Supervisor, Asst. Secretary
Michael Barbour	Board Supervisor, Asst. Secretary
Mandy Sands	Board Supervisor, Asst. Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Company
Miguel Mares	Representative, LMP

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments

The Board received audience comments regarding the possible installation of a traffic mirror at Rivers Reach Blvd. and Westover; speeding on community roads; theft of traffic cones at community exit; status of closing the entrance gates; adding wheels to gates; adding reflectors on gates; roadway ownership in the community; and hog trapping status.

THIRD ORDER OF BUSINESS

Staff Reports

A. Landscape & Irrigation

The Board received a landscape update from Miquel Mares, with LMP. Mr. Mares addressed questions from the Board. Mr. Oliver specifically requested how the vegetation on the littoral shelf on the pond at the end of Rose Down Glen can be maintained.

51 **B. Aquatic Services**

52
53 No items for discussion.

54
55 **C. District Counsel**

56
57 Not present. The Board requested that Ms. Reiss determine exactly what
58 the developer would expect from the Board in order to have them provide
59 the previously offered \$15,000 for the punch list items.

60
61 **D. District Engineer**

62
63 Mr. Cox informed the Board of the recent visit by the District Engineer staff
64 to examine areas within the District as requested.

65
66 **E. District Manager**

67
68 Mr. Cox explained that the Mill Creek Baptist Church meeting room would
69 not be available for future Wednesday meetings but could meet on
70 Thursdays. The Board discussed the continuation of the joint meetings with
71 the Rivers Reach HOA Board and agreed to set the schedule for the CDD
72 meetings at 6:30 p.m., the 4th Thursday of each month and that the HOA
73 Board would meet at 5:30 p.m. prior to their meetings. The Board also
74 agreed to donate \$75 per meeting to the Church for allowing the use of their
75 facilities.

76
77 Mr. Cox provided information regarding the status of the financials as of
78 the end of December 2019.

79
80 Mr. Cox reviewed the action item list with the Board. Mrs. Wickens
81 requested that the issue of no power at the two street lights near the pool be
82 added to the action item list along with the need to repair/replace the camera
83 at the front gate. Mr. Cox also noted that he would add the traffic mirror
84 installation to the list.

85
86 The Board received an update from Jerry Richardson with Jerry's
87 Trapping Service regarding the hog trapping status. Mr. Cox informed the
88 Board that there currently was a three-month agreement with Mr.
89 Richardson until the end of March 2020, at this time.

90
91 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of Board of
Supervisors' Meeting held December
18, 2019**

On a motion by Mr. Oliver, seconded by Ms. Wickens, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' meeting held on December 18, 2019, for the Water's Edge Community Development District.

96 **FIFTH ORDER OF BUSINESS**

96 **Consideration of Operations &**
97 **Maintenance Expenditures for**
98 **December 2019**
99

100 Mr. Cox presented the Operation & Maintenance Expenditures for December 2019
101 in the amount of \$51,960.66 to the Board for ratification.
102

On a motion by Ms. Sands, seconded by Mr. Dowd, with all in favor, the Board of Supervisors approved to ratify the payment of the invoices in the December 2019 Operations & Maintenance Expenditures report, for the Water's Edge Community Development District.

103 **SIXTH ORDER OF BUSINESS**

103 **Establish Audit Committee**

On a motion by Ms. Wickens, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved to establish the Audit Review Committee and that the Committee would be made up of the members of the Board of Supervisors, for the Water's Edge Community Development District.

106 **SEVENTH ORDER OF BUSINESS**

106 **Discussion of District Policies**

107 The Board reviewed the draft District policies and requested staff to work to
108 establish a workshop date to review, revise and finalize the policies so they could then
109 be considered by the Board for approval.
110

111 The Board received a website update from Mr. Cox who explained the current
112 issue with obtaining ownership of the current website address.
113

On a motion by Mr. Barbour, seconded by Mr. Oliver, with all in favor, the Board of Supervisors approved for staff to acquire and use the address www.WatersEdgeCDD-RiversReach.org for the CDD website, for the Water's Edge Community Development District.

116 **EIGHTH ORDER OF BUSINESS**

116 **Audience Comments**

117 The Board heard additional audience comments regarding the pool automatic
118 chemical feeder status; obtaining copy of minutes; coordination of HOA and CDD draft
119 policies; conduct of planned workshop; review of audit proposals.
120

121 **NINTH ORDER OF BUSINESS**

121 **Supervisor Requests**

122 Ms. Wickens discussed the issue of how emails are created that can be handed
123 over to the next Supervisor to take the same seat of a prior Board member.
124

125 Mr. Oliver discussed the need to have major contracts put out to bid in order to
126 obtain pricing that can be used for the upcoming budget planning.
127

128 The Board members collectively discussed the various issues they had with the
129 current landscape contractor and the aquatic service provider.
130
131
132

133 The Board received audience comments regarding putting the landscape and
134 aquatic services out to bid.

135

On a motion by Mr. Oliver, seconded by Mr. Barbour, with three in favor, and Mr. Dowd and Ms. Sands opposed, the Board of Supervisors approved for staff to begin the process of obtaining new proposals from vendors for the landscape and irrigation contract and the aquatic maintenance services, for the CDD, for the Water's Edge Community Development District.

136

137 **TENTH ORDER OF BUSINESS**

Adjournment

138

On a Motion by Mr. Barbour, seconded by Mr. Oliver, with all in favor, the Board adjourned the meeting at 8:05 p.m. for the Water's Edge Community Development District.

139

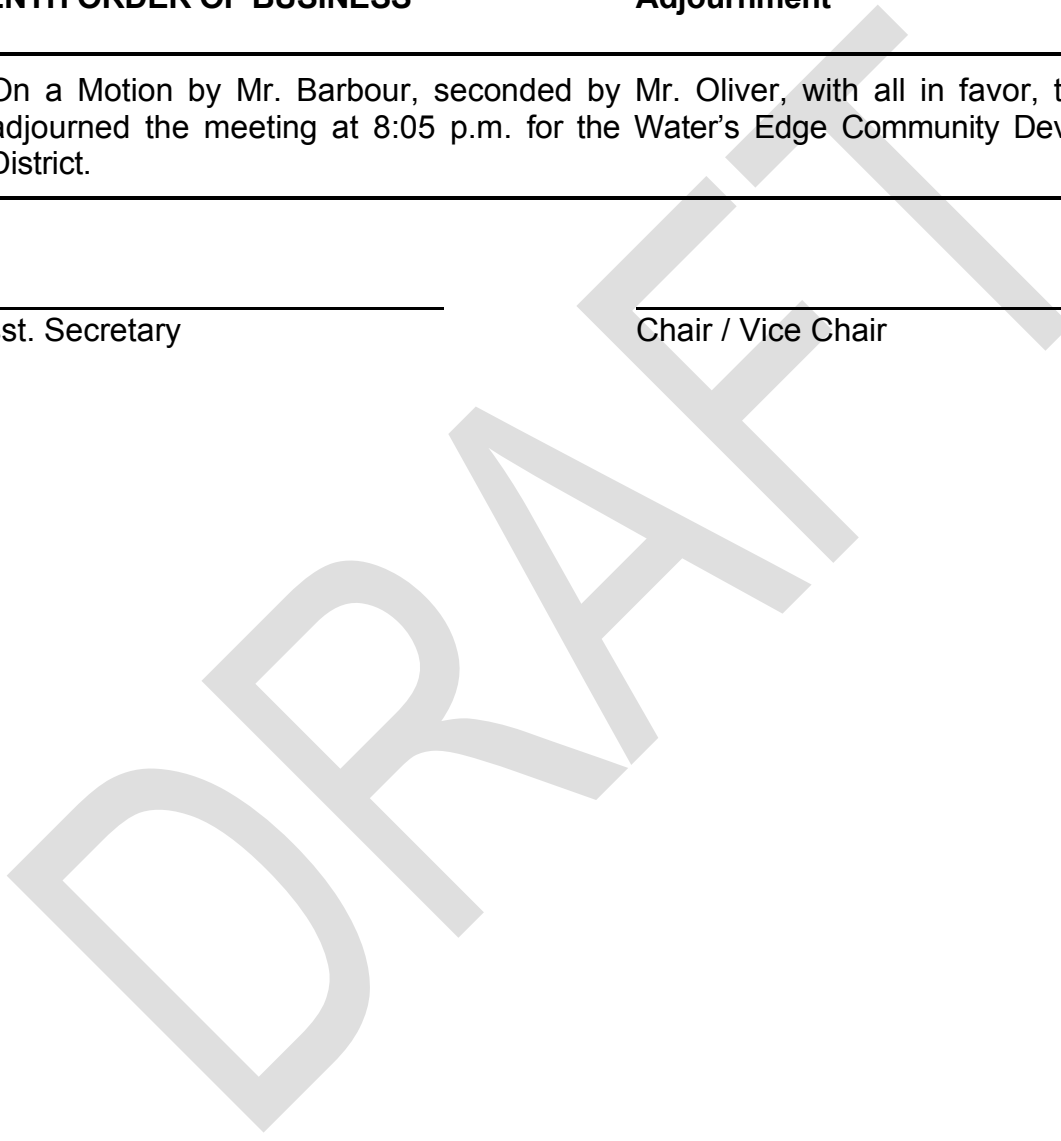
140

141

142

Asst. Secretary

Chair / Vice Chair



Tab 6

WATER'S EDGE MANATEE COUNTY COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

Operation and Maintenance Expenditures January 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2020 through January 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$49,779.70**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Water's Edge Manatee County Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Appleton, Reiss & Skorewicz, PLLC	001254	4844	General Legal Services 12/19	\$ 700.00
Bradenton Herald, Inc.	001262	0004520262 01/08/20	Account 663662 Legal Advertising 01/20	\$ 74.88
Bright House Networks	001274	047566201011620	16906 Rivers Reach Blvd Bldg RR 01/20	\$ 119.98
Bright House Networks	001239	047566201121619	16906 Rivers Reach Blvd Bldg RR 12/19	\$ 109.98
Bright House Networks	001255	077765001123019	1500 Hickory View Cir OFFC 01/20	\$ 171.34
Florida Department of Revenue	001256	010920 FLDOR	Sales Tax FY2019	\$ 45.82
FPL	001240	68602-98402 12/19	16990 Rosedown Gln # Gates 12/19	\$ 14.82
Gate Pros Inc	001257	3096	Service Call 10/19	\$ 1,750.00
Gate Pros Inc	001264	3098	Service Call 08/19-10/19	\$ 1,300.00
Gate Pros Inc	001275	3188	Installation of 3 Loops	\$ 1,500.00
Innersync Studio, Ltd	001258	18158	CDD Website - Quarterly Services	\$ 384.38
Jerry Richardson	001283	1304	Monthly Hog Trapping Service 12/19	\$ 1,500.00
Johnson Engineering, Inc.	001241	6 Project 20192116-000	Professional Services Through 12/08/19	\$ 340.00
Kearney Building 1, Inc.	001263	100548	Monthly Cleaning - 01/20	\$ 405.94

Water's Edge Manatee County Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Landscape Maintenance Professionals, Inc.	001242	149037	Tree Removal 12/19	\$ 550.00
Landscape Maintenance Professionals, Inc.	001242	149038	Tree Removal 12/19	\$ 400.00
Landscape Maintenance Professionals, Inc.	001242	149088	Tree Removal 12/19	\$ 180.50
Landscape Maintenance Professionals, Inc.	001276	149373	LMP - Monthly Ground Maintenance 01/20	\$ 9,276.58
Landscape Maintenance Professionals, Inc.	001259	149520	Pest Control 12/19	\$ 155.00
Landscape Maintenance Professionals, Inc.	001259	149589	Tree Removal 01/20	\$ 357.50
Landscape Maintenance Professionals, Inc.	001276	149634	LMP - Irrigation Repairs 01/20	\$ 45.00
Manatee County Utilities Department	001243	162626-133595 12/19	Garbage/Utility Services 12/19	\$ 53.65
Manatee County Utilities Department	001243	246619-131088 12/19	Garbage/Utility Services 12/19	\$ 4,666.03
Manatee County Utilities Department	001243	246619-133487 12/19	Garbage/Utility Services 12/19	\$ 326.68
Mandy Sands	001265	MS011520	Board of Supervisors Meeting 01/15/20	\$ 200.00
Michael Barbour	001266	MB011520	Board of Supervisors Meeting 01/15/20	\$ 200.00
Michael Barbour	001246	MB121819	Board of Supervisors Meeting 12/18/19	\$ 200.00
Michael Dowd	001267	MD011520	Board of Supervisors Meeting 01/15/20	\$ 200.00

Water's Edge Manatee County Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Michael Dowd	001247	MD121819	Board of Supervisors Meeting 12/18/19	\$ 200.00
Mill Creek Baptist Church, Inc.	001278	MCBC011520	Monthly Meeting Space 01/15/2020	\$ 75.00
Mill Creek Baptist Church, Inc.	001279	MCBC021020	Monthly Meeting Space 02/10/2020	\$ 75.00
Mobile Help Desk, Inc.	001245	18584	Key Fobs 12/19	\$ 33.75
Mobile Help Desk, Inc.	001277	20422	Key Fobs 01/20	\$ 33.75
Mobile Help Desk, Inc.	001277	20423	Key Fobs 01/20	\$ 33.75
Onsight, Inc	001268	006-19-263887-1	Installation of Stop Sign - Balance	\$ 225.45
Peace River Electric Cooperative Inc.	001280	Monthly Summary 12/19	Monthly Electric Summary 12/19	\$ 978.22
Pools by Lowell, Inc.	001260	207697	Service Call 12/19	\$ 18.24
Pools by Lowell, Inc.	001269	207849	Monthly Pool Service 01/20	\$ 450.00
Pools by Lowell, Inc.	001281	208740	Service Call 01/20	\$ 194.34
Rizzetta & Company, Inc.	001248	INV0000045867	District Management Services 01/20	\$ 3,650.00
Site Masters of Florida, LLC	001270	011620-1	Stormwater Drainage Structures Repairs 01/20	\$ 1,500.00
Solitude Lake Management, Inc.	001282	PI-A00344676	Monthly Lake & Wetland Services 01/20	\$ 1,885.00

Water's Edge Manatee County Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management, Inc.	001282	PI-A00347030	Monthly Lake & Wetland Services 12/19-01/20	\$ 3,770.00
Suburban Propane	001249	1564-420250	Propane 11/19	\$ 621.66
Suburban Propane	001261	1564-420321	Propane 11/19	\$ 1,237.52
Suburban Propane	001261	1564-420422	Propane 11/19	\$ 938.19
Suburban Propane	001261	1564-420661	Propane 12/19	\$ 888.67
Suburban Propane	001271	1564-421020	Propane 01/20	\$ 690.02
Suburban Propane	001284	1564-421098	Propane 01/20	\$ 1,088.53
Suburban Propane	001261	1564-450815	Propane 12/19	\$ 1,375.41
Suburban Propane	001271	1564-450923	Propane 01/20	\$ 967.57
Susan Wickens	001272	SW011520	Board of Supervisors Meeting 01/15/20	\$ 200.00
Susan Wickens	001250	SW121819	Board of Supervisors Meeting 12/18/19	\$ 200.00
Virtual Access Communications and Control	001251	539	MT-1B Transmitters	\$ 515.00
Virtual Access Communications and Control	001251	634	Linear MT-1B	\$ 763.00
Virtual Access Communications and Control	001251	781	Linear MT-1B	\$ 770.00

Water's Edge Manatee County Community Development District

Paid Operation & Maintenance Expenditures

January 1, 2020 Through January 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Virtual Access Communications and Control	001251	798	Linear MT-1B	\$ 773.55
Walter Thomas Oliver	001273	WO011520	Board of Supervisors Meeting 01/15/20	\$ 200.00
Walter Thomas Oliver	001252	WO121819	Board of Supervisors Meeting 12/18/19	\$ <u>200.00</u>
Report Total				\$ <u>49,779.70</u>

Tab 7

RESOLUTION 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATER'S EDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

WHEREAS, Water's Edge Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors of the District (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WATER'S EDGE COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit "A".

Section 2. In accordance with Section 189.417(1), *Florida Statutes*, the District's Secretary is hereby directed to file annual, with Manatee County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 27th DAY OF FEBRUARY 2020.

ATTEST:

**WATER'S EDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Asst. Secretary

Chair / Vice Chair

EXHIBIT "A"

**BOARD OF SUPERVISORS REVISED MEETING SCHEDULE
WATER'S EDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020**

February 27, 2020

March 26, 2020

April 23, 2020

May 28, 2020

June 25, 2020

July 23, 2020

August 27, 2020

September 24, 2020

All meetings will convene at 6:30 p.m. at the Mill Creek Baptist Church, 12713 Upper Manatee Road Bradenton, FL 34212

Tab 8



Work Authorization Number 2020-001

January 15, 2020

Water's Edge Community Development District
9428 Camden Field Parkway
Riverview, FL 33578

Subject: **Work Authorization Number 2020-001**
Water's Edge Development District
Stop Sign Warrant Analysis

Dear Chairman, Board of Supervisors:

Johnson Engineering, Inc. (CONSULTANT) is pleased to submit this work authorization to provide a Stop Sign Warrant Analysis for the Water's Edge Community Development District (CLIENT). We will provide these services pursuant to our current agreement dated June 6, 2019 ("Engineering Agreement") as follows:

I. Scope of Work

General: The purpose of this Work Authorization is to provide for the data collection and traffic engineering analysis for preparation of a Stop Sign Warrant Analysis within Waters Edge, CDD in Manatee County, Florida.

Data Collection

The CONSULTANT will obtain seven (7) day, twenty-four (24) hour bi-directional pneumatic traffic volume and vehicular speed counts for up to three (3) locations within the area of study in the Water's Edge CDD.

The CONSULTANT will obtain up to one (1) day a.m. and p.m. peak hour Turning Movement Counts for up to one (1) impacted intersections as part of the PROJECT.

It is not anticipated that additional data collection will be required. Any additional data collection requested, will be in addition to this scope.

Report

The CONSULTANT will summarize the analysis, results, and findings in a draft Stop Sign Warrant analysis report for CLIENT review. The CONSULTANT will update this report based on CLIENT comment.

Deliverables

1. The CONSULTANT will provide a digital copy of the "draft" Stop Sign Warrant analysis report to the CLIENT upon completion. Draft report will include findings of the results of

the bi-directional pneumatic counts. This report excludes recommendations as to the merit and location of additional signs, as well as intersection and roadway capacity analyses.

2. After review of the "draft" Stop Sign Warrant analysis report by the CLIENT, the CONSULTANT will provide the "final" Stop Sign Warrant analysis report as a digital copy to the CLIENT upon completion.

II. Fees

The Water's Edge Development District will compensate Johnson Engineering, Inc. on a lump sum basis as follows:

Data Collection	\$ 3,880.00
Report	<u>\$ 3,260.00</u>
Total	\$ 7,140.00

This proposal, together with the Engineering Agreement, represents the entire understanding between the Water's Edge Community Development District and Johnson Engineering, Inc. with regard to the referenced work authorization. If you wish to accept this work authorization, please sign where indicated, and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Johnson Engineering, Inc. We look forward to helping you create a quality project.

Sincerely,

Phil Chang, P.E.

APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Water's Edge Community Development District

Date: _____