



Rizzetta & Company

Waterset North Community Development District

**Board of Supervisors' Meeting
January 26, 2021**

**District Office:
9428 Camden Field Parkway
Riverview, Florida 33578
813.533.2950**

www.watersetnorthcdd.org

**WATERSET NORTH
COMMUNITY DEVELOPMENT DISTRICT**

Waterset Club, 7821 Paradiso Drive, Apollo Beach, FL 33572

Board of Supervisors	Paul Anderson Alex Wohlhueter Michael Ball Louise Willis TJ Pyche	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Stephen Brletic	JMT

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, 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.

Board of Supervisors
Waterset North Community
Development District

January 18, 2021

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset North Community Development District will be held on **Tuesday, January 26, 2021 at 7:00 PM** at the Waterset Club, located at 7821 Paradiso Drive, Apollo Beach FL, 33572. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID#8284309897.

1. **CALL TO ORDER**
2. **AUDIENCE COMMENTS**
3. **STAFF REPORTS**
 - A. Solitude Lake Management
 1. Presentation of Waterway Inspection Report..... Tab 1
 2. Consideration of Lake Maintenance Renewal..... Tab 2
 - B. Field Service Manager
 1. Presentation of Field Inspection Report Tab 3
 2. Consideration of Landscape Enhancement Proposals Tab 4
 3. Consideration of Landscape Maintenance Services Addendum Tab 5
 - C. Clubhouse Manager
 1. Presentation of Management Report..... Tab 6
 2. Presentation of Café Sales Report Tab 7
 - D. District Counsel
 - E. District Engineer
 - F. District Manager
 1. Presentation of Monthly Financials..... Tab 8
4. **BUSINESS ITEMS**
 - B. Discussion Regarding YMCA Swimming Lessons
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Regular Meeting held on December 22, 2020 Tab 9
 - B. Ratification of Operations & Maintenance Expenditures for December 2020 Tab 10
 - C. Ratification of Operations & Maintenance Expenditures for December 2020– Café Tab 11
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) 533-2950.

Sincerely,
Justin Croom
Justin Croom
District Manager

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.

**WATERSET NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset North Community Development District was held on **Tuesday, December 22, 2020 at 7:00 pm** at the Waterset Club, located at 7821 Paradiso Drive, Apollo Beach FL, 33572.

Present and constituting a quorum:

Paul Anderson	Board Supervisor, Chair
Alex Wohlueter	Board Supervisor, Vice Chair
Michael Ball	Board Supervisor, Assistant Secretary
Louise Willis	Board Supervisor, Assistant Secretary
TJ Pyche	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager; Rizzetta & Co., Inc.
Gabby Davis	Clubhouse Manager; Castle Group
Paul Means	LMP
David Mason	LMP
Kieran Vogel	Café Manager, Castle Group
Audience	

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

A resident had a comment about the speeding on Park Stand Drive and would like the Café to promote events.

A resident commented on community events and the Covid precautions.

A resident commented on off duty cops in the community.

A resident commented on the need for tree trimming around the ponds.

48 **THIRD ORDER OF BUSINESS** **Staff Reports**

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50 **A. Solitude Lake Management**

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52 **1. Presentation of Waterway Inspection Report**

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54 Mr. Croom reviewed the Aquatics Services report with the Board. There were
55 discussions regarding algae on ponds 48 & 49. The Board commented that
56 the treatments at ponds 13 & 33 are working and will repair in the report until
57 they are completely cleared.

58
59 **2. Consideration of Midge Fly Treatment Proposal**

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61 The Board would like to table this proposal.

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63 **3. Consideration of Aeration Installation Proposals**

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65 The Board reviewed the aeration proposals from Solitude for ponds 33,34,
66 and 13 and discussion ensued. The Board would like to table these proposals.

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On a Motion by Mr. Wohlueter, seconded by Mr. Anderson, with all in favor, the Board of Supervisors approved an assessment from Solitude Lake Management for Pond #15 subject to weather for the Waterset North Community Development District.

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69 **B. Field Inspection Report**

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71 **1. Presentation of Field Inspection Report**

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73 Mr. Croom presented the field inspection report to the Board. The Board
74 discussed that the flower bed at Milestone is full of weeds and the turf on
75 Waterset Blvd looks bad.

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77 **2. Consideration of Landscape Enhancement Proposals**

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79 Mr. Croom reviewed several landscape enhancement proposals with the
80 Board.

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On a Motion by Mr. Wohlueter, seconded by Mr. Anderson, with all in favor, the Board of Supervisors approved the proposals from LMP for landscape enhancement at a total cost of \$1,233.60, for the Waterset North Community Development District.

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On a Motion by Mr. Wohlueter, seconded by Mr. Ball, with all in favor, the Board of Supervisors approved the proposal from Yellowstone for palm injections for the Waterset North Community Development District.

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On a Motion by Mr. Anderson, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the proposals from LMP for landscape enhancement at Parkshore and Lantern at a total cost of \$483.25, for the Waterset North Community Development District.

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C. Clubhouse Manager

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1. Presentation of Management Report

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Ms. Davis reviewed the monthly clubhouse report with the Board. Ms. Davis discussed several events that will be happening including “wine down” and food trucks on the second Thursday of each month.

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On a Motion by Mr. Ball, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the food truck for December 10th for the Waterset North Community Development District.

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On a Motion by Mr. Wohlueter, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the dog park and coqui park signs for the Waterset North Community Development District.

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2. Presentation of Café Sales Report

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Castle staff reviewed the café sales report with the Board. The Board reviewed a proposal for a tortilla steamer and decided to table it. The Board was informed that the Café will be holding specials for Friday and Saturday nights. The café will start to promote the new specials on Facebook and other social media. The Board discussed the sales goals for the Café.

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D. District Counsel

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No Report.

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E. District Engineer

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Not present. No report.

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F. District Manager

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Mr. Croom stated that the next meeting will take place on Tuesday, January 26th, 2020 at 7:00 pm at the Waterset Clubhouse located at 7821 Paradiso Drive, Apollo Beach, FL 33572.

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On a Motion by Mr. Ball, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the proposal from Onsite for stop blade signs at a total cost of \$759.15 for the Waterset North Community Development District.

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On a Motion by Mr. Anderson, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the proposal from Finn outdoor for the control structure at a total cost of \$4,550.00 for the Waterset North Community Development District.

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FOURTH ORDER OF BUSINESS

Ratification of Amended and Restated Easement Agreement

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On a Motion by Mr. Pyche, seconded by Mr. Anderson with all in favor, the Board ratified the amended and restated Easement Agreement for Waterset North Community Development District.

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FIFTH ORDER OF BUSINESS

Consideration of CDD Land Use Requests

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The Board reviewed the architectural applications for several CDD land use requests. The Board would like to designate a Board member to look into these land use requests in advance.

On a Motion by Mr. Wohlueter, seconded by Mr. Ball, with all in favor, the Board of Supervisors approved the CDD land use requests for 6504 Salt Creek Drive for the Waterset North Community Development District.

130

On a Motion by Ms. Willis Wohlueter, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the CDD land Use requests for 7547 Lantern Park Ave & 6907 Sail View Lane for the Waterset North Community Development District.

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SIXTH ORDER OF BUSINESS

Consideration of Clubhouse Lighting Proposal

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The Board would like to table this proposal.

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SEVENTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held November 24, 2020

On a Motion by Mr. Pyche, seconded by Ms. Willis, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held November 24, 2020, for the Waterset North Community Development District.

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141 **EIGHTH ORDER OF BUSINESS** **Ratification of Operations &**
142 **Maintenance Expenditures for**
143 **November 2020**
144

On a Motion by Mr. Pyche, seconded by Mr. Anderson, with all in favor, the Board of Supervisors ratified the Operations & Maintenance Expenditures for October 2020 (\$109,008.72) for the Waterset North Community Development District.

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146 **NINTH ORDER OF BUSINESS** **Ratification of Café Operations &**
147 **Maintenance Expenditures for**
148 **November 2020**
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On a Motion by Mr. Anderson, seconded by Mr. Pyche, with all in favor, the Board of Supervisors ratified the Café Operations & Maintenance Expenditures for November 2020 (\$12,456.31) for the Waterset North Community Development District.

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151 **TENTH ORDER OF BUSINESS** **Supervisor Requests**
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153 Mr. Ball commented on the speeding at Park Strand.
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155 **ELEVENTH ORDER OF BUSINESS** **Adjournment**
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On a Motion by Ms. Willis, seconded by Mr. Pyche, with all in favor, the Board of Supervisors adjourned the meeting at 8:51 PM for the Waterset North Community Development District.

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160 _____
Asst. Secretary

Chair / Vice Chair

WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2020 For Board Approval Café Club

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

The total items being presented: **\$16,260.46**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset North Café Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Bay Harbor Services, Inc.	001584	19004834	Monthly Cafe Equipment Maintenance Agreement 12/20	\$ 105.00
Castle Management, LLC	001585	INS-1120-230	Insurance Reimbursement 11/20	\$ 465.00
Castle Management, LLC	001579	PREIM11-20-20-258	Payroll - Period 10/31/20-11/13/20	\$ 4,817.34
Castle Management, LLC	001585	PREIM12-04-20-257	Payroll - Period 11/14/20-11/27/20	\$ 4,022.76
Cheney Brothers, Inc.	001576	06-920200831	Food/ Beverages /Supplies 11/20	\$ 118.62
Cheney Brothers, Inc.	001576	06-920200873	Food/ Beverages /Supplies 11/20	\$ 734.37
Cheney Brothers, Inc.	001580	06-920228345	Food/ Beverages /Supplies 11/20	\$ 50.84
Cheney Brothers, Inc.	001580	06-920228348	Food/ Beverages /Supplies 11/20	\$ 35.32
Cheney Brothers, Inc.	001580	06-920228367	Food/ Beverages /Supplies 11/20	\$ 732.80
Cheney Brothers, Inc.	001582	06-920266994	Food/ Beverages /Supplies 12/20	\$ 695.94
Cheney Brothers, Inc.	001580	06-920271095	Food/ Beverages /Supplies 12/20	\$ 459.70
Cheney Brothers, Inc.	001586	06-920300447	Food/ Beverages /Supplies 12/20	\$ 35.32
Cheney Brothers, Inc.	001586	06-920300449	Food/ Beverages /Supplies 12/20	\$ 77.74
Cheney Brothers, Inc.	001586	06-920300455	Food/ Beverages /Supplies 12/20	\$ 711.82
Cheney Brothers, Inc.	001586	06-920335793	Food/ Beverages /Supplies 12/20	\$ 674.32
Culligan Water Conditioning	001581	WC 2440991	Drinking Water 11/20	\$ 68.50
Division of Hotels and Restaurants	001587	SEA3917201 20/21	License Renewal 20/21	\$ 262.00
Florida Department of Revenue	001583	39-8015954075-8 11/20	Sales Tax Payable 11/20	\$ 853.95

Waterset North Café Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
JJ Taylor Distributing Co of Florida Inc.	001577	14950923	Cafe Beverages 11/20	\$ 300.55
Johnson Brothers Liquor Co. 1	001578	WC 1694124	Beverages 11/20	\$ 204.00
Johnson Brothers Liquor Co. 1	001588	WC 1700365	Beverages 12/20	\$ 427.20
Pepin	001589	WC 3107404	Cafe Beverages 12/20	\$ 219.80
Waterset North CDD	CD287		Cafe Debit Card Replenishment	\$ 187.57
Report Total				<u>\$ 16,260.46</u>

WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures December 2020 For Board Approval

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

The total items being presented: **\$136,663.07**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset North Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accurate Electronics, Inc	003860	99573	Repair Splash Pad Card Reader 11/20	\$ 327.50
Alex Wohlhueter	003869	AW112420	Board of Supervisors Meeting 11/24/20	\$ 200.00
Alex Wohlhueter	003893	AW122220	Board of Supervisors Meeting 12/22/20	\$ 200.00
Bright House Networks	003871	087467902112820	7012 Sail View-Cafe, Pool, Fitness Room Service 12/20	\$ 396.55
Castle Management, LLC	003879	INS-1120-230	Insurance Reimbursement 11/20	\$ 372.00
Castle Management, LLC	003863	MGT-120120-323	Contract Management Fees 12/20	\$ 1,281.25
Castle Management, LLC	003879	MISC-1120-147	Janitorial Services 08/20 & 09/20	\$ 4,326.40
Castle Management, LLC	003863	PREIM11-20-20-258	Payroll - Period 10/31/20-11/13/20	\$ 5,691.05
Castle Management, LLC	003879	PREIM12-04-20-257	Payroll - Period 11/14/20-11/27/20	\$ 5,721.91
CIMA Energy Solutions, LLC	003872	68945909	Gas Sales 11/20	\$ 511.76
De Lage Landen Financial Services, Inc.	003864	70333163	Cannon Copier Lease 11/20	\$ 259.00
EGA Parking Lot Striping & Pressure Washing, LLC	003881	1028	Pressure Washing 12/20	\$ 6,300.03
Erin McCormick Law, P.A.	003873	10470	General Legal Services 11/20	\$ 4,930.15
FitRev, Inc.	003882	22121	Quarterly Fitness Equipment Maintenance 12/20	\$ 145.00
Florida Natives Nursery, Inc.	003851	17719	Bi-Monthly Mitigation Maintenance 11/20	\$ 675.00
Frontier Communications of Florida	003865	813-672-4806-052115-5 12/20	7250 Park Shore Dr-Dog Park & Splash Pad Service 12/20	\$ 122.95
Hillsborough County BOCC	003878	9581654736 11/20	Summary Bill 11/20	\$ 2,043.14

Waterset North Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Johnson, Mirmiran & Thompson, Inc.	003852	6-165992	Engineering Services 10/20	\$ 7,430.00
Landscape Maintenance Professionals, Inc.	003853	156189	Irrigation Repairs 11/20	\$ 154.00
Landscape Maintenance Professionals, Inc.	003853	156210	Irrigation Repairs 11/20	\$ 115.00
Landscape Maintenance Professionals, Inc.	003853	156273	Remove Dead Sabal Palm 11/20	\$ 290.00
Landscape Maintenance Professionals, Inc.	003853	156302	Irrigation Repairs 11/20	\$ 45.00
Landscape Maintenance Professionals, Inc.	003853	156323	Irrigation Repairs-Decoder Module 11/20	\$ 1,285.00
Landscape Maintenance Professionals, Inc.	003853	156353	Irrigation Repairs 11/20	\$ 395.82
Landscape Maintenance Professionals, Inc.	003883	156570	Monthly Landscape Maintenance 12/20	\$ 48,432.49
Landscape Maintenance Professionals, Inc.	003874	156671	Irrigation Repairs 11/20	\$ 80.00
Landscape Maintenance Professionals, Inc.	003874	156672	Irrigation Repairs 11/20	\$ 175.00
Landscape Maintenance Professionals, Inc.	003874	156724	Irrigation Repairs 11/20	\$ 154.00
Landscape Maintenance Professionals, Inc.	003874	156725	Irrigation Repairs 11/20	\$ 350.00
Landscape Maintenance Professionals, Inc.	003874	156750	Fertilize St Augustine, Bahia, Bermuda, Palm 11/20	\$ 11,930.50
Landscape Maintenance Professionals, Inc.	003874	156751	Pest Control 11/20	\$ 1,602.50
Landscape Maintenance Professionals, Inc.	003883	156791	Irrigation Repairs 12/20	\$ 45.00
Landscape Maintenance Professionals, Inc.	003883	156849	Irrigation Repairs 12/20	\$ 90.00
Landscape Maintenance Professionals, Inc.	003883	156866	Irrigation Repairs 12/20	\$ 235.00

Waterset North Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 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.	003883	156867	Irrigation Repairs 12/20	\$ 154.00
Landscape Maintenance Professionals, Inc.	003883	156924	Irrigation Repairs 12/20	\$ 154.00
Local Fences, LLC	003854	1332	Replace J bolt & Reinstall Gate Leaf 11/20	\$ 435.00
Louise Willis	003868	LW112420	Board of Supervisors Meeting 11/24/20	\$ 200.00
Louise Willis	003892	LW122220	Board of Supervisors Meeting 12/22/20	\$ 200.00
Michael Ball	003862	MB112420	Board of Supervisors Meeting 11/24/20	\$ 200.00
Michael Ball	003890	MB122220	Board of Supervisors Meeting 12/22/20	\$ 200.00
NVirotec Pest Control, Inc.	003884	219844	Pest Control - 8382 11/20	\$ 515.00
NVirotec Pest Control, Inc.	003875	332395	Pest Control - 9804 Fire Ants 12/20	\$ 275.00
Owens Electric Inc.	003855	20203043	Repair Electrical Components in Lantern Park 11/20	\$ 745.00
Owens Electric Inc.	003876	20203045	50% Deposit - LED Landscape Lighting for Townhome Park 12/20	\$ 3,445.00
Owens Electric Inc.	003855	20203209	Replace Breaker for Irrigation Controller at Paradiso 11/20	\$ 231.25
Owens Electric Inc.	003885	20203389	Install Electrical - Playground 12/20	\$ 887.50
Paul R Anderson Jr	003861	PA112420	Board of Supervisors Meeting 11/24/20	\$ 200.00
Paul R Anderson Jr	003889	PA122220	Board of Supervisors Meeting 12/22/20	\$ 200.00
Republic Services LP	003867	0696-000912695	7004 Sailview Lane 12/20	\$ 497.27
Republic Services LP	003867	0696-000913296	Amenity 7250 Parkshore Drive 12/20	\$ 371.29

Waterset North Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2020 Through December 31, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta & Company, Inc.	003856	INV0000054703	District Management Fees 12/20	\$ 5,214.59
Rizzetta Technology Services	003857	INV0000006616	Email & Website Hosting Services 12/20	\$ 175.00
Solitude Lake Management LLC	003886	PI-A00519011	Monthly Lake & Pond Management Services 12/20	\$ 4,010.00
Southern Land Services of Southwest Florida, Inc.	003858	111320-9	Haul Away Debris Left at Dumpster 11/20	\$ 800.00
Suncoast Pool Service, Inc.	003887	6842	Monthly Swimming Pool & Splash Pad Fountain Service 12/20	\$ 1,500.00
Synergy FL	003880	164339	Security Monitoring - Amenity Building 12/20	\$ 54.95
Synergy FL	003880	164765	Security Monitoring - Fitness Center 11/20	\$ 54.95
Tampa Electric Company	003877	Summary Bill 11/20	Summary Bill 11/20	\$ 4,491.96
TJ Pyche	003866	TP112420	Board of Supervisors Meeting 11/24/20	\$ 200.00
TJ Pyche	003891	TP122220	Board of Supervisors Meeting 12/22/20	\$ 200.00
US Bank	003859	5912717	Trustee Fees Series 2014 10/01/20 - 09/30/21	\$ 3,850.00
Waterset North CDD	CD286	CD286	Clubhouse Debit Card Replenishment	\$ 888.31
Report Total				\$ 136,663.07