



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
May 14, 2020**

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

www.watersetcentralcdd.org

WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT

Offices of Rizzetta & Company, 9428 Camden Field Parkway, Riverview, FL 33578

District Board of Supervisors	Amanda King	Chairman
	Aaron Baker	Vice Chairman
	Pam Parisi	Assistant Secretary
	Lynda McMorro	Assistant Secretary
	Pete Williams	Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Erin McCormick Law, PA
District Engineer	Tim Plate	Height Design 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) 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) 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.

May 11, 2020

**Board of Supervisors
Waterset Central Community
Development District**

REVISED AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District will be held on **Thursday, May 14, 2020 at 9:00 AM** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2020-03, Authorizing Bank Account Signatories Tab 1
 - B. Presentation of Proposed Budget for Fiscal Year 2020-2021 Tab 2
 1. Consideration of Resolution 2020-04, Approving Proposed Budget & Setting Public Hearing..... Tab 3
 - C. Consideration of Resolution 2020-05, Re-designating Secretary Tab 4
 - D. Consideration of Holiday Décor Proposal Tab 5
 - E. Presentation of Voter Registration Letter Tab 6
 - F. Discussion regarding amenity closures and re-opening
- STAFF REPORTS**
 - A. Landscape & Irrigation
 - i. Presentation of Irrigation Report Tab 7
 - ii. Presentation of Field Inspection Report Tab 8
 - iii. **Consideration of Landscape Irrigation Maintenance Proposals Tab 9**
 - iv. Presentation of March 2020 Aquatics Report Tab 10
 - B. District Counsel
 - C. District Engineer
 - D. Clubhouse Manager
 - i. Presentation of Management Report Tab 11
 - E. District Manager
- 4. BUSINESS ADMINISTRATION**
 - i. Consideration of Minutes of Board of Supervisors' Meeting held on March 12, 2020 Tab 12
 - ii. Consideration of Operations & Maintenance Expenditures for March & April 2020 Tab 13
- 5. SUPERVISOR REQUESTS**
- 6. ADJOURNMENT**

Waterset Central Community Development District
Meeting Agenda

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
Regional District Manager

RESOLUTION 2020-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET
CENTRAL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE
AUTHORIZED SIGNATORIES FOR THE DISTRICT'S OPERATING BANK
ACCOUNT(S), AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Waterset Central 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 Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") has selected a depository as defined in Section 280.02, Florida Statutes, which meets all the requirements of Chapter 280 and has been designated by the State Treasurer as a qualified public depository; and

WHEREAS, the Board desires now to authorize signatories for the operating bank account(s).

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF
WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. The Chairman, Vice Chairman, Secretary, Assistant Secretaries and Treasurer and Assistant Treasurer are hereby designated as authorized signatories for the operating bank accounts of the District.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 14th DAY OF MAY 2020.

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

**_____
CHAIRMAN / VICE CHAIRMAN**

ATTEST:

**_____
SECRETARY / ASSISTANT SECRETARY**



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Waterset Central Community Development District

watersetcentralcdd.com

Proposed Budget for Fiscal Year 2020/2021

Presented by: Rizzetta & Company, Inc.

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

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GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the fiscal year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$100.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.



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Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with governmental accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.



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Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 100.0068.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.



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Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.



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Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.



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Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.



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Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the fiscal year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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Proposed Budget
Waterset Central Community Development District
General Fund
Fiscal Year 2020/2021

Chart of Accounts Classification	Actual YTD through 02/29/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments	Budget Allocation Factor
REVENUES								
Interest Earnings								
Interest Earnings	\$ 29	\$ 70	\$ -	\$ 70	\$ -	\$ -		
Special Assessments								
Tax Roll*	\$ -	\$ -	\$ 516,824	\$ (516,824)	\$ 688,801	\$ 171,977		\$ 971,977
Off Roll*	\$ 621,734	\$ 1,492,162	\$ 258,176	\$ 1,233,986	\$ 258,176	\$ -		
Facilities Rentals	\$ 7,995	\$ 19,188	\$ -	\$ 19,188	\$ 5,000	\$ 5,000		
TOTAL REVENUES	\$ 629,758	\$ 1,511,419	\$ 775,000	\$ 736,419	\$ 951,977	\$ 176,977		
Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL REVENUES AND BALANCE FORWARD	\$ 629,758	\$ 1,511,419	\$ 775,000	\$ 736,419	\$ 951,977	\$ 176,977		
EXPENDITURES - ADMINISTRATIVE								
Legislative								
Supervisor Fees	\$ 800	\$ 1,920	\$ 2,400	\$ 480	\$ 2,400	\$ -		
Financial & Administrative								
Administrative Services	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,635	\$ 135	DM fee. Slight 3% increase	
District Management	\$ 8,555	\$ 20,532	\$ 20,533	\$ 1	\$ 21,149	\$ 616	DM fee. Slight 3% increase	
District Engineer	\$ 443	\$ 1,063	\$ 3,000	\$ 1,937	\$ 3,000	\$ -		
Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -		
Trustees Fees	\$ 2,694	\$ 2,694	\$ 5,000	\$ 2,306	\$ 5,000	\$ -		
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,150	\$ 150	DM fee. Slight 3% increase	
Financial & Revenue Collections	\$ 1,875	\$ 4,500	\$ 4,500	\$ -	\$ 4,635	\$ 135	DM fee. Slight 3% increase	
Accounting Services	\$ 7,542	\$ 18,101	\$ 18,100	\$ (1)	\$ 18,643	\$ 543	DM fee. Slight 3% increase	
Auditing Services	\$ 23	\$ 23	\$ 3,500	\$ 3,477	\$ 5,000	\$ 1,500	Grau - per agreement	
Arbitrage Rebate Calculation	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -	LLS Tax Solutions (2019-2021)	
Public Officials Liability Insurance	\$ 2,306	\$ 2,306	\$ 2,475	\$ 169	\$ 2,537	\$ 62	Egis estimate	
Legal Advertising	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 3,000	\$ (2,000)		
Dues, Licenses & Fees	\$ 175	\$ 420	\$ 175	\$ (245)	\$ 175	\$ -	DEO annual fee	
Miscellaneous Fees	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -		
Website Hosting, Maintenance, Backup (and Email)	\$ 3,969	\$ 9,526	\$ 5,000	\$ (4,526)	\$ 5,000	\$ -	\$303.13/month + additonal remediation	
Legal Counsel								
District Counsel	\$ 14,143	\$ 33,943	\$ 30,000	\$ (3,943)	\$ 30,000	\$ -		
Administrative Subtotal	\$ 54,400	\$ 109,528	\$ 119,683	\$ 10,155	\$ 120,824	\$ 1,141		Equalized Admin
EXPENDITURES - FIELD OPERATIONS								
Security Operations								
Security Services and Patrols	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ (20,000)	Remove?	Equalized
Electric Utility Services								
Utility Services	\$ 3,198	\$ 7,675	\$ 15,000	\$ 7,325	\$ 13,000	\$ (2,000)	Average \$736/month	Equalized
Street Lights	\$ 10,354	\$ 24,850	\$ 50,000	\$ 25,150	\$ 40,000	\$ (10,000)	Average \$2,932/month	Stratified
Utility - Recreation Facilities	\$ 5,575	\$ 13,380	\$ 15,000	\$ 1,620	\$ 15,000	\$ -	Average \$1,177/month	Equalized
Gas Utility Services								
Utility - Recreation Facilities	\$ 3,583	\$ 8,599	\$ 10,000	\$ 1,401	\$ 10,000	\$ -	Average \$709/month	Equalized
Garbage/Solid Waste Control Services								
Garbage - Recreation Facility	\$ 1,122	\$ 2,693	\$ 2,000	\$ (693)	\$ 3,000	\$ 1,000	Average \$237/month. FYE19'-\$2,387	Equalized
Water-Sewer Combination Services								
Utility Services	\$ 519	\$ 1,246	\$ 10,000	\$ 8,754	\$ 10,000	\$ -	Average \$538/month. FYE19'-\$9,036	Equalized
Utility - Reclaimed	\$ 1,885	\$ 4,524	\$ 2,500	\$ (2,024)	\$ 10,000	\$ 7,500	Average \$652/month. FYE19'-\$6,015	Equalized
Stormwater Control								
Aquatic Maintenance	\$ 10,860	\$ 26,064	\$ 10,000	\$ (16,064)	\$ 45,000	\$ 35,000	Solitude-\$2,172/month.	Stratified
Lake/Pond Bank Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -		Stratified
Wetland Monitoring & Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -		Stratified
Mitigation Area Monitoring & Maintenance	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -		Stratified
Aquatic Plant Replacement	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -		Stratified
Other Physical Environment								
General Liability Insurance	\$ 2,819	\$ -	\$ 3,025	\$ 3,025	\$ 3,101	\$ 76	Egis estimate	Equalized
Property Insurance	\$ 14,702	\$ -	\$ 15,000	\$ 15,000	\$ 16,500	\$ 1,500	Egis estimate - includes new gem cart	Equalized
Landscape Maintenance	\$ 81,857	\$ 196,457	\$ 125,000	\$ (71,457)	\$ 280,000	\$ 155,000	LMP-\$13,281/month + new areas	Equalized
Holiday Decorations	\$ 1,366	\$ 3,278	\$ 5,000	\$ 1,722	\$ 5,000	\$ -		Equalized
Irrigation Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	Ballenger-\$2,530/month + new areas (\$795/month)	Equalized
Irrigation Repairs	\$ 13,760	\$ 33,024	\$ 5,000	\$ (28,024)	\$ 10,000	\$ 5,000		Equalized
Landscape - Mulch	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 30,000	\$ 15,000	LMP bid forms	Equalized
Landscape Replacement Plants, Shrubs, Trees	\$ 1,128	\$ 2,707	\$ 2,500	\$ (207)	\$ 10,000	\$ 7,500		Equalized
Field Services	\$ 3,000	\$ 7,200	\$ 8,400	\$ 1,200	\$ 7,500	\$ (900)	\$600/month	Equalized
Fire Ant Treatment	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -		Equalized
Road & Street Facilities								
Sidewalk Repair & Maintenance	\$ -	\$ -	\$ 500	\$ 500	\$ 3,000	\$ 2,500		Stratified

Proposed Budget
Waterset Central Community Development District
General Fund
Fiscal Year 2020/2021

Chart of Accounts Classification	Actual YTD through 02/29/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments	Budget Allocation Factor
Street Sign Repair & Replacement	\$ 737	\$ 1,769	\$ 3,000	\$ 1,231	\$ 3,000	\$ -		Stratified
Parks & Recreation								
Management Contract	\$ 39,155	\$ 93,972	\$ 155,602	\$ 61,630	\$ 155,602	\$ -	New Castle Agreement	Equalized
Pool Permits	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -		Equalized
Facility Supplies	\$ 914	\$ 2,194	\$ 5,000	\$ 2,806	\$ 3,000	\$ (2,000)		Equalized
Vehicle Maintenance	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 3,000	\$ (12,000)		Equalized
Pest Control	\$ 925	\$ 2,220	\$ 3,000	\$ 780	\$ 2,500	\$ (500)	Nvirotect -\$185/month	Equalized
Equipment Lease	\$ 6,620	\$ 15,888	\$ 16,000	\$ 112	\$ 16,000	\$ -	Municipal Asset-\$1,323.91/month	Equalized
Computer Support, Maintenance & Repair	\$ -	\$ -	\$ 750	\$ 750	\$ 750	\$ -		Equalized
Fitness Equipment Maintenance & Repairs	\$ 877	\$ 2,105	\$ 2,500	\$ 395	\$ 2,500	\$ -	FitRev-\$340/Qt + repairs	Equalized
Clubhouse - Facility Janitorial Supplies	\$ 1,416	\$ 3,398	\$ 3,000	\$ (398)	\$ 3,000	\$ -		Equalized
Pool Service Contract	\$ 9,250	\$ 22,200	\$ 22,200	\$ -	\$ 22,200	\$ -	Suncoast-\$1,850/month	Equalized
Pool Repairs	\$ 3,100	\$ 7,440	\$ 5,000	\$ (2,440)	\$ 5,000	\$ -		Equalized
Security System Monitoring & Maintenance	\$ 3,118	\$ 7,483	\$ 3,500	\$ (3,983)	\$ 3,500	\$ -		Equalized
Facility A/C & Heating Maintenance & Repair	\$ 775	\$ 1,860	\$ 5,000	\$ 3,140	\$ 5,000	\$ -	Payne -\$356/Qt. + repairs	Equalized
Maintenance & Repairs	\$ 215	\$ 516	\$ 5,000	\$ 4,484	\$ 5,000	\$ -		Equalized
Telephone Fax, Internet	\$ 2,506	\$ 6,014	\$ 7,500	\$ 1,486	\$ 6,500	\$ (1,000)	Frontier-\$502/month. FYE19-\$5,839	Equalized
Office Supplies	\$ 140	\$ 336	\$ 2,500	\$ 2,164	\$ 2,000	\$ (500)		Equalized
Playground Equipment and Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -		Equalized
Athletic/Park Court/Field Repairs	\$ 15	\$ 36	\$ 500	\$ 464	\$ 500	\$ -		Equalized
Access Control Maintenance & Repair	\$ 3,763	\$ 9,031	\$ 1,500	\$ (7,531)	\$ 4,000	\$ 2,500	Access Cards + repairs. FYE19'-3,605	Equalized
Trail/Bike Path Maintenance	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -		Equalized
Tennis Court Maintenance & Supplies	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -		Equalized
Basketball Court Maintenance & Supplies	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ -		Equalized
Contingency								
Miscellaneous Contingency	\$ 3,456	\$ 8,294	\$ 61,840	\$ 53,546	\$ 9,000	\$ (52,840)		Equalized
Field Operations Subtotal	\$ 232,710	\$ 516,454	\$ 655,317	\$ 138,863	\$ 831,153	\$ 175,836		
Contingency for County TRIM Notice								
TOTAL EXPENDITURES	\$ 287,110	\$ 625,981	\$ 775,000	\$ 149,019	\$ 951,977	\$ 176,977		
EXCESS OF REVENUES OVER EXPENDITURES	\$ 342,648	\$ 885,438	\$ -	\$ 885,438	\$ -	\$ -		

Proposed Budget
Waterset Central Community Development District
Reserve Fund
Fiscal Year 2020/2021

Chart of Accounts Classification	Actual YTD through 02/29/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments	Budget Allocation Factor
REVENUES								
Special Assessments								
Tax Roll*	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000		
Off Roll*		\$ -	\$ 25,000	\$ -	\$ -	\$ (25,000)		
Interest Earnings								
Interest Earnings	\$ 172	\$ 413	\$ -	\$ 53	\$ -	\$ -		
TOTAL REVENUES	\$ 25,172	\$ 25,413	\$ 25,000	\$ 25,053	\$ 25,000	\$ -		
TOTAL REVENUES AND BALANCE	\$ 25,172	\$ 25,413	\$ 25,000	\$ 25,053	\$ 25,000	\$ -		
EXPENDITURES								
Contingency								
Capital Reserves	\$ 25,000	\$ 60,000	\$ 25,000	\$ (35,000)	\$ 25,000	\$ -		Equalized
TOTAL EXPENDITURES	\$ 25,000	\$ 60,000	\$ 25,000	\$ (35,000)	\$ 25,000	\$ -		
EXCESS OF REVENUES OVER	\$ 172	\$ (34,587)	\$ -	\$ (9,947)	\$ -	\$ -		

Budget Template
Waterset Central Community Development District
Debt Service
Fiscal Year 2020/2021

Chart of Accounts Classification	Series 2018	Budget for 2020/2021
REVENUES		
Special Assessments		
Net Special Assessments	\$1,118,835.06	\$1,118,835.06
TOTAL REVENUES	\$1,118,835.06	\$1,118,835.06
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$1,118,835.06	\$1,118,835.06
Administrative Subtotal	\$1,118,835.06	\$1,118,835.06
TOTAL EXPENDITURES	\$1,118,835.06	\$1,118,835.06
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Collection and Discount % applicable to the county:

6.0%

Gross assessments

\$1,189,237.95

Notes:

1. Tax Roll Collection Costs and Early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

Waterset Central Community Development DistrictFISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

2020/2021 O&M Budget	\$971,977.00
Collection Cost @ 2%	\$20,680.36
Early Payment Discount @ 4%	<u>\$41,360.72</u>
2020/2021 Total:	\$1,034,018.09

2019/2020 O&M Budget	\$800,000.00
2020/2021 O&M Budget	\$971,977.00
Total Difference:	<u>\$171,977.00</u>

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2019/2020	2020/2021	\$	%
2018 Debt Service - Townhomes	\$504.17	\$504.17	\$0.00	100.00%
Operations/Maintenance - Townhomes - Platted	\$1,077.16	\$1,072.61	-\$4.55	-0.42%
Total	\$1,581.33	\$1,576.78	-\$4.55	-0.29%
2018 Debt Service - Villas	\$916.67	\$916.67	\$0.00	100.00%
Operations/Maintenance - Villas - Platted	\$1,120.50	\$1,117.53	-\$2.97	-0.27%
Total	\$2,037.17	\$2,034.20	-\$2.97	-0.15%
2018 Debt Service - SF 40' Series	\$916.67	\$916.67	\$0.00	100.00%
Operations/Maintenance - SF 40' Series - Platted	\$1,123.05	\$1,120.17	-\$2.88	-0.26%
Total	\$2,039.72	\$2,036.84	-\$2.88	-0.14%
2018 Debt Service - SF 50' Series	\$1,145.83	\$1,145.83	\$0.00	100.00%
Operations/Maintenance - SF 50' Series - Platted	\$1,148.54	\$1,146.59	-\$1.95	-0.17%
Total	\$2,294.37	\$2,292.42	-\$1.95	-0.08%
2018 Debt Service - SF 60' Series	\$1,375.00	\$1,375.00	\$0.00	100.00%
Operations/Maintenance - SF 60' Series - Platted	\$1,174.04	\$1,173.02	-\$1.02	-0.09%
Total	\$2,549.04	\$2,548.02	-\$1.02	-0.04%
2018 Debt Service - SF 70' Series	\$1,604.17	\$1,604.17	\$0.00	100.00%
Operations/Maintenance - SF 70' Series - Platted	\$1,199.53	\$1,199.44	-\$0.09	-0.01%
Total	\$2,803.70	\$2,803.61	-\$0.09	0.00%
2018 Debt Service - SF 40' Series	\$916.67	\$916.67	\$0.00	100.00%
Operations/Maintenance - SF 40' Series - Unplatted	\$119.33	\$115.78	-\$3.55	-2.97%
Total	\$1,036.00	\$1,032.45	-\$3.55	-0.34%
2018 Debt Service - SF 50' Series	\$1,145.83	\$1,145.83	\$0.00	100.00%
Operations/Maintenance - SF 50' Series - Unplatted	\$119.33	\$115.78	-\$3.55	-2.97%
Total	\$1,265.16	\$1,261.61	-\$3.55	-0.28%
2018 Debt Service - SF 60' Series	\$1,375.00	\$1,375.00	\$0.00	100.00%
Operations/Maintenance - SF 60' Series - Unplatted	\$119.33	\$115.78	-\$3.55	-2.97%
Total	\$1,494.33	\$1,490.78	-\$3.55	-0.24%

WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$971,977.00
COLLECTION COSTS @	2%	\$20,680.36
EARLY PAYMENT DISCOUNT @	4%	\$41,360.72
TOTAL O&M ASSESSMENT		<u>\$1,034,018.09</u>

				\$123,536.17					\$798,035.11			\$112,765.96					
				ALLOCATION OF EQUALIZED ADMIN COSTS					ALLOCATION OF EQUALIZED FIELD COSTS & RESERVE			ALLOCATION OF STRATIFIED FIELD COSTS			PER LOT ANNUAL ASSESSMENT		
LOT SIZE	PHASE	UNITS ASSESSED		EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL BUDGET	PER UNIT ASSESSMENT	TOTAL O&M	SERIES 2018 DEBT SERVICE	TOTAL ⁽¹⁾
		O&M	SERIES 2018 DEBT SERVICE														
Platted Units																	
Single Family 40'	5A-1	37	37	1.00	37.00	3.47%	\$4,283.82	\$115.78	1.00	\$33,251.46	\$898.69	0.80	\$3,910.90	\$105.70	\$1,120.17	\$916.67	\$2,036.84
Single Family 50'	5A-1	61	61	1.00	61.00	5.72%	\$7,062.52	\$115.78	1.00	\$54,819.98	\$898.69	1.00	\$8,059.62	\$132.12	\$1,146.59	\$1,145.83	\$2,292.42
Single Family 60'	5A-1	92	92	1.00	92.00	8.62%	\$10,651.67	\$115.78	1.00	\$82,679.31	\$898.69	1.20	\$14,586.59	\$158.55	\$1,173.02	\$1,375.00	\$2,548.02
Single Family 70'	5A-1	12	12	1.00	12.00	1.12%	\$1,389.35	\$115.78	1.00	\$10,784.26	\$898.69	1.40	\$2,219.70	\$184.97	\$1,199.44	\$1,604.17	\$2,803.61
Townhome	4 South	112	112	1.00	112.00	10.50%	\$12,967.25	\$115.78	1.00	\$100,653.08	\$898.69	0.44	\$6,511.11	\$58.14	\$1,072.61	\$504.17	\$1,576.78
Villa	4 South	120	120	1.00	120.00	11.25%	\$13,893.48	\$115.78	1.00	\$107,842.58	\$898.69	0.78	\$12,366.89	\$103.06	\$1,117.53	\$916.67	\$2,034.20
Single Family 50'	4 South	76	76	1.00	76.00	7.12%	\$8,799.20	\$115.78	1.00	\$68,300.30	\$898.69	1.00	\$10,041.49	\$132.13	\$1,146.60	\$1,145.83	\$2,292.43
Single Family 40'	5A-2	32	32	1.00	32.00	3.00%	\$3,704.93	\$115.78	1.00	\$28,758.02	\$898.69	0.80	\$3,382.40	\$105.70	\$1,120.17	\$916.67	\$2,036.84
Single Family 50'	5A-2	72	72	1.00	72.00	6.75%	\$8,336.09	\$115.78	1.00	\$64,705.55	\$898.69	1.00	\$9,512.99	\$132.12	\$1,146.59	\$1,145.83	\$2,292.42
Single Family 60'	5A-2	68	68	1.00	68.00	6.37%	\$7,872.97	\$115.78	1.00	\$61,110.80	\$898.69	1.20	\$10,781.39	\$158.55	\$1,173.02	\$1,375.00	\$2,548.02
Single Family 70'	5A-2	28	28	1.00	28.00	2.62%	\$3,241.81	\$115.78	1.00	\$25,163.27	\$898.69	1.40	\$5,179.30	\$184.97	\$1,199.44	\$1,604.17	\$2,803.61
Single Family 40'	5B-1	32	32	1.00	32.00	3.00%	\$3,704.93	\$115.78	1.00	\$28,758.02	\$898.69	0.80	\$3,382.40	\$105.70	\$1,120.17	\$916.67	\$2,036.84
Single Family 50'	5B-1	56	56	1.00	56.00	5.25%	\$6,483.62	\$115.78	1.00	\$50,326.54	\$898.69	1.00	\$7,398.99	\$132.12	\$1,146.59	\$1,145.83	\$2,292.42
Single Family 60'	5B-1	46	46	1.00	46.00	4.31%	\$5,325.83	\$115.78	1.00	\$41,339.66	\$898.69	1.20	\$7,293.29	\$158.55	\$1,173.02	\$1,375.00	\$2,548.02
Single Family 70'	5B-1	44	44	1.00	44.00	4.12%	\$5,094.28	\$115.78	1.00	\$39,542.28	\$898.69	1.40	\$8,138.89	\$184.97	\$1,199.44	\$1,604.17	\$2,803.61
Unplatted Units																	
Single Family 40'	5B-2	49	49	1.00	49.00	4.59%	\$5,673.17	\$115.78	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$115.78	\$916.67	\$1,032.45
Single Family 50'	5B-2	66	66	1.00	66.00	6.19%	\$7,641.41	\$115.78	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$115.78	\$1,145.83	\$1,261.61
Single Family 60'	5B-2	64	64	1.00	64.00	6.00%	\$7,409.85	\$115.78	0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$115.78	\$1,375.00	\$1,490.78
TOTAL		1067	1067		1067.00	100%	\$123,536.17			\$798,035.11			\$112,765.96				
Less: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%)							(\$7,412.17)		(\$47,882.11)			(\$6,765.96)					
Net Revenue to be Collected							\$116,124.00		\$750,153.00			\$106,000.00					

⁽¹⁾ Annual assessment that would appear on 2020 Hillsborough County property tax bill if budget adopted at this amount. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

RESOLUTION 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Waterset Central Community Development District ("**District**") prior to June 15, 2020, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 13, 2020

HOUR: 9:00 p.m.

LOCATION: Offices of Rizzetta & Company
9428 Camden Field Parkway
Riverview, Florida 33578

While it is anticipated that the public hearing will be held at the location above, in the event that the COVID-19 public health emergency prevents the hearing from occurring in-person, the hearing may be conducted remotely, via communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, as such orders may be extended, and pursuant to Section 120.54(5)(b)2., Florida Statutes. Information regarding participation in any remote hearing may be found

at the District's website, <https://www.watersetcentralcdd.org/>, or by contacting the District Manager at 813-533-2950.

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hillsborough County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14th DAY OF MAY, 2020.

ATTEST:

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Exhibit A

RESOLUTION 2020-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET
CENTRAL COMMUNITY DEVELOPMENT DISTRICT AMENDING
RESOLUTION 2018-01 DESIGNATING THE SECRETARY OF THE
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Waterset Central Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors of the District ("Board") previously adopted Resolution 2018-01 which designated Eric Dailey as the District's Secretary; and

WHEREAS, the Board desires to amend Resolution 2018-01 to remove Eric Dailey and designate Bob Schleifer as Secretary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
SUPERVISORS OF WATERSET CENTRAL COMMUNITY DEVELOPMENT
DISTRICT THAT:**

Section 1. Resolution 2018-01 is hereby amended to remove Eric Dailey and designate Bob Schleifer as District Secretary.

Section 2. All other provisions of Resolution 2018-01 shall remain unchanged and in full force and effect.

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

PASSED AND ADOPTED this 14th day of May, 2020.

ATTEST:

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman

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 CENTRAL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District was held on **Thursday, February 13, 2020 at 9:00 AM** at the offices of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum:

Amanda King	Board Supervisor, Chairman
Pete Williams	Board Supervisor, Assistant Secretary
Aaron Baker	Board Supervisor, Assistant Secretary
Lynda McMorrow	Board Supervisor, Assistant Secretary

Also present were:

Justin Croom	District Manager; Rizzetta & Company, Inc.
John Toborg	Field Service Manager; Rizzetta & Company, Inc.
Chuck Schulze	Clubhouse Manager
Gail Huff	Ballenger & Company, Inc.
Garth Rinnard	LMP
Paula Means	LMP

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present at this time.

THIRD ORDER OF BUSINESS

**Consideration of Clubhouse
Fitness Center Maintenance
Proposal**

Mr. Croom presented a proposal for the clubhouse fitness center maintenance for the Board to review. The Board would like to table this proposal.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Landscape & Irrigation

i. Aquatic Services Update

Mr. Croom reviewed the aquatics inspection reports with the board. Discussion ensued regarding several issues at specific pond sites 5 & 8. The Board would like solitude to begin reporting on every pond and be more consistent with inspections.

ii. Presentation of Field Inspection Report

Mr. Toborg reviewed the Field Inspection Reports with the Board. The Board discussed item #12 in the report and would like to see more irrigation in that area. A discussion ensued regarding Turf issues and what they would like LMP to address concerning soil testing. Mr. Toborg also informed the Board that a custom blend of fertilizer is being applied to match PH levels in the soil

iii. Presentation of Irrigation Report

The Board reviewed January 2020 Irrigation Reports. There was a discussion about the construction damage that was created near the new townhomes.

iv. Consideration of Landscape Maintenance Addendum

Mr. Croom reviewed the addendum to the landscape maintenance services agreement with the Board.

On a Motion by Mr. Williams, seconded by Ms. King, with all in favor, the Board approved the addendum increase of \$250.00 a month for the LMP landscape maintenance services agreement for the Waterset Central Community Development District.

B. District Counsel

No report.

C. District Engineer

Not present. No report was provided.

D. Clubhouse Manager

i. Presentation of Management Report

Mr. Schulze provided an update to the Board. There was a discussion regarding clubhouse rentals. The Board would like to see more structured hours for rentals and would like staff present during rental times. The also discussed rental costs and want the rates to be firm with no exceptions.

E. District Manager

Mr. Croom informed the Board that the next regular meeting will take place on Thursday, March 12, 2019 at 9:00 AM. There was a discussion regarding acoustic sound barrier installation.

FIFTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Regular
Meeting held on January 9, 2020**

On a Motion by Mr. Baker, seconded by Ms. King, with all in favor, the Board approved the minutes of Board of Supervisors' regular meeting held on January 09, 2020, for the Waterset Central Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for
December 2019**

On a Motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board ratified the Operations & Maintenance Expenditures for December 2019 in the amount of \$57,012.54, for the Waterset Central Community Development District.

SEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. King, seconded by Ms. McMorrow, with all in favor, the Board of Supervisors adjourned the meeting at 10:02 a.m. for the Waterset Central Community Development District.

Assistant Secretary

Chair / Vice Chair

Waterset Central Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures February 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2020 through February 29, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$71,391.75**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Accurate Electronics Inc	001556	94186	Service Access Control System & Install Gates 02/20	\$ 6,235.90
Ballenger & Company, Inc.	001535	20008	Irrigation Maintenance 01/20	\$ 2,530.00
BOCC	001551	7687161865 01/20	7281 Paradiso Avenue 01/20	\$ 274.42
Castle Management, LLC	001552	INS-0120-209	Insurance Reimbursement 01/20	\$ 145.25
Castle Management, LLC	001537	PREIM01-17-20-225	Payroll Pay Period 12/28/19-01/10/20	\$ 1,560.39
Castle Management, LLC	001545	PREIM01-31-20-227	Payroll Pay Period 01/11/20-01/24/20	\$ 1,875.37
Elizabeth Fernandez	001546	020120-Fernandez	Rental Deposit Refund	\$ 200.00
Florida Natural Gas	001547	323990ES	7281 Paradiso Drive Pool Heaters 01/20	\$ 550.87
Frontier	001553	813-741-0603-061118-5 02/20	Fios Internet 02/20	\$ 500.18
Innersync Studio, LTD	001554	17898	ADA Website Quarterly 10/19	\$ 384.38
Innersync Studio, LTD	001538	18214	ADA Website Quarterly 01/20	\$ 384.38
Karl J. Koudelka	001536	4001124	Access Cards 01/20	\$ 211.91

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Landscape Maintenance Professionals, Inc.	001539	149374	Monthly Ground Maintenance 01/20	\$ 13,031.20
Landscape Maintenance Professionals, Inc.	001539	149623	Install Plants - Amenity Center 01/20	\$ 82.50
Landscape Maintenance Professionals, Inc.	001557	149976	Monthly Ground Maintenance 02/20	\$ 13,031.20
Landscape Maintenance Professionals, Inc.	001557	150179	Pest Control 01/20	\$ 640.00
Municipal Asset Management, Inc.	001548	0617598	Lease Payment on Fitness Equipment 01/20	\$ 1,323.91
Municipal Asset Management, Inc.	001558	0617631	Lease Payment on Fitness Equipment 02/20	\$ 1,323.91
Nvirotect Pest Control Services	001559	198397	Monthly Pest Control #12545 02/20	\$ 185.00
Rebekah Rice	001555	020820-Rice	Rental Deposit Refund	\$ 200.00
Republic Services	001540	0696-00852241	(1) Waste & (1) Recycle Container Service 02/20	\$ 204.27
Rizzetta & Company, Inc.	001541	INV0000046458	District Management Fees 02/20	\$ 4,569.41
Rizzetta Technology Services	001542	INV0000005447	Email & Website Hosting Services 02/20	\$ 175.00
Solitude Lake Management, LLC	001543	PI-A00342881	Monthly Lake & Wetland Service 01/20	\$ 2,172.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2020 Through February 29, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Solitude Lake Management, LLC	001560	PI-A00356112	Monthly Lake & Wetland Service 02/20	\$ 2,172.00
Suncoast Pool Service	001544	5933	Monthly Pool Service 01/20	\$ 1,850.00
Suncoast Pool Service	001561	6008	Monthly Pool Service 02/20	\$ 1,850.00
TECO	001550	Summary Bill 01/20	Summary Bill 01/20	\$ 3,874.50
Waterset Central CDD	CD019	CD019	Debit Card Replenishment	\$ 363.87
Waterset North CDD	001562	013120	Payroll - Ann Caley Chevalier 10/19-12/19	<u>\$ 9,489.93</u>
Report Total				<u>\$ 71,391.75</u>

Waterset Central Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures March 2020 For Board Approval

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

The total items being presented: **\$50,860.79**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ballenger & Company, Inc.	001571	20043	Irrigation Maintenance 02/20	\$ 3,240.00
BOCC	001576	7687161865 02/20	7281 Paradiso Avenue 02/20	\$ 644.61
Castle Management, LLC	001577	INS-0220-211	Insurance Reimbursement 02/20	\$ 788.50
Castle Management, LLC	001585	JANIT-220-002	Janitorial Services 01/20 & 02/20	\$ 1,688.00
Castle Management, LLC	001563	PREIM02-14-20-227	Payroll Pay Period 01/25/20-02/07/20	\$ 3,077.85
Castle Management, LLC	001577	PREIM02-28-20-224	Payroll Pay Period 02/08/20-02/21/20	\$ 3,538.40
Danielle Snell	001580	030720-Snell	Rental Deposit Refund	\$ 200.00
Erin McCormick Law, PA	001564	10400	General Legal Services 01/20	\$ 1,386.54
F Peter Williams	001570	PW010920	Board of Supervisors Meeting 01/09/20	\$ 200.00
F Peter Williams	001570	PW021320	Board of Supervisors Meeting 02/13/20	\$ 200.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
F Peter Williams	001583	PW031220	Board of Supervisors Meeting 03/12/20	\$ 200.00
FitRev	001572	20518	Quarterly Maintenance 03/20	\$ 340.00
Hillary Reckenwald	001579	030720-Reckenwald	Rental Deposit Refund	\$ 200.00
Joseline Hardrick	001586	031820-Hardrick	Rental Cancellation	\$ 450.00
Juliet Solomon	001569	022220-Solomon	Rental Deposit Refund	\$ 200.00
Kimberly Henderson	001573	022920-Henderson	Rental Deposit Refund	\$ 200.00
Landscape Maintenance Professionals, Inc.	001587	150563	Monthly Ground Maintenance 03/20	\$ 13,031.20
Landscape Maintenance Professionals, Inc.	001587	150743	Addendum 5 - Covington Garden Dr. 03/20	\$ 250.00
Landscape Maintenance Professionals, Inc.	001587	150834	Irrigation Repair 02/20	\$ 35.00
Landscape Maintenance Professionals, Inc.	001587	150851	Fertilize Augustine, Bahia, Bermuda 02/20	\$ 4,470.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 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.	001587	150852	Pest Control 02/20	\$ 660.00
Linda Osterfeld	001588	031820-Osterfeld	Rental Cancellation	\$ 410.00
Nvirotect Pest Control Services	001578	200763	Monthly Pest Control #12545 03/20	\$ 185.00
Oluwatosin Adegbola	001584	031420-Adegbola	Rental Deposit Refund	\$ 200.00
Republic Services	001566	0696-00858109	(1) Waste & (1) Recycle Container Service 03/20	\$ 203.80
Rizzetta & Company, Inc.	001567	INV0000047313	District Management Fees 03/20	\$ 4,569.41
Rizzetta Technology Services	001568	INV0000005547	Email & Website Hosting Services 03/20	\$ 175.00
Rodney Ward	001582	030720-Ward	Rental Deposit Refund	\$ 160.00
Sean McCray	001565	022220-McCray	Rental Deposit Refund	\$ 200.00
Solitude Lake Management, LLC	001589	PI-A00370342	Monthly Lake & Wetland Service 03/20	\$ 2,172.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2020 Through March 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Suncoast Pool Service	001590	6091	Monthly Pool Service 03/20	\$ 1,850.00
TECO	001581	221007705355 DEP	30th Street - Deposit 02/20	\$ 640.00
TECO	001574	Summary Bill 02/20	Summary Bill 02/20	\$ 3,490.95
Waterset Central CDD	CD020	Debit Card - Increase Limit	Debit Card - Increase Limit	\$ 1,000.00
Waterset Central CDD	CD021	Debit Card Replenishment	Debit Card Replenishment	<u>\$ 604.53</u>
Report Total				<u><u>\$ 50,860.79</u></u>

Waterset Central Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operations and Maintenance Expenditures April 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2020 through April 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$89,914.59**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Accurate Electronics Inc	001617	94461	Service Call - Restore Card Printer 02/20	\$ 218.50
Alyson Sisman	001610	040320-Sisman	Rental Cancellation	\$ 350.00
Ballenger & Company, Inc.	001601	20082	Irrigation Maintenance 03/20	\$ 2,530.00
Ballenger & Company, Inc.	001601	20121	Milestone Main Repair 03/20	\$ 550.00
BOCC	001612	7687161865 03/20	Water Summary 03/20	\$ 1,760.92
BOCC Hillsborough County Public Utilities	001604	040920	7533 Paradiso Dr. Account #7687161865	\$ 520.00
Carol Shaw	001600	032720-Shaw	Rental Deposit Refund	\$ 200.00
Castle Management, LLC	001607	INS-0320-216	Insurance Reimbursement 03/20	\$ 1,194.75
Castle Management, LLC	001591	PREIM03-13-20-224	Payroll Pay Period 02/22/20-03/06/20	\$ 3,587.40
Castle Management, LLC	001613	PREIM03-27-20-226	Payroll Pay Period 03/07/20-03/20/20	\$ 3,703.78
Cycle Springs Power Sports	001602	040620 CSPS	New Golf Cart Purchase 04/20	\$ 13,910.00
Egis Insurance Advisors LLC	001605	10628	Florida Insurance Alliance 10/01/2019- 10/01/2020	\$ 326.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Erin McCormick Law, PA	001592	10410	General Legal Services 03/20	\$ 3,932.54
FitRev	001593	20669	Quarterly Maintenance 03/20	\$ 145.00
Florida Department of Revenue	001608	39-8017823354-9 04/20	Sales & Use Tax Payable Quarterly	\$ 525.66
Florida Natural Gas	001609	333217ES	7281 Paradiso Drive Pool Heaters 02/20	\$ 458.27
Frontier	001594	813-741-0603-061118-5 03/20	Fios Internet 03/20	\$ 500.18
Frontier	001619	813-741-0603-061118-5 04/20	Fios Internet 04/20	\$ 499.43
Innersync Studio, LTD	001603	18407	ADA Website Quarterly 04/20	\$ 384.38
Karl J. Koudelka	001618	4004206	Access Cards 04/20	\$ 323.08
Landscape Maintenance Professionals, Inc.	001620	151297	Monthly Ground Maintenance 04/20	\$ 13,281.20
Landscape Maintenance Professionals, Inc.	001620	151593	Fertilize Augustine, Bahia, Bermuda, Ornamental, Palm 03/20	\$ 5,405.00
Landscape Maintenance Professionals, Inc.	001620	151594	Pest Control 03/20	\$ 660.00
Maria Rendon	001596	031820 Rendon	Rental Deposit Refund	\$ 350.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Municipal Asset Management, Inc.	001595	0617670	Lease Payment on Fitness Equipment 03/20	\$ 1,323.91
Nina Zavatskiy	001616	041620-Zavatskiy	Rental Cancellation	\$ 350.00
Nvirotect Pest Control Services	001614	203216	Monthly Pest Control #12545 04/20	\$ 185.00
Payne Air Conditioning & Heating, Inc.	001615	C22302	Preventative Maintenance 04/20	\$ 356.00
Republic Services	001597	0696-000864414	(1) Waste & (1) Recycle Container Service 04/20	\$ 246.69
Rizzetta & Company, Inc.	001598	INV0000048067	District Management Fees 04/20	\$ 4,569.41
Rizzetta Technology Services	001599	INV0000005647	Email & Website Hosting Services 04/20	\$ 175.00
Solitude Lake Management, LLC	001621	PI-A00386913	Monthly Lake & Wetland Service 04/20	\$ 2,172.00
Suncoast Pool Service	001622	6174	Monthly Pool Service 04/20	\$ 1,850.00
TECO	001606	221007756598	Phase 4 South Streetlights 02/18/20-02/27/20	\$ 19,894.23
TECO	001606	221007756598 03/20	Phase 4 South Streetlights 03/20	\$ 2,202.70
TECO	001606	Summary Bill 02/20-2	Summary Bill 02/20-2	\$ 515.48

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	001611	Summary Bill 03/20	Summary Bill 03/20	\$ 359.83
Waterset Central CDD	CD022	CD022	Debit Card Replenishment	<u>\$ 398.25</u>
Report Total				<u>\$ 89,914.59</u>