



Rizzetta & Company

Waterset Central Community Development District

Board of Supervisors' Meeting September 9, 2021

**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 |
| | Larry Woster | Assistant Secretary |
| | Lynda McMorrow | Assistant Secretary |
| | Pete Williams | Assistant Secretary |
| Interim District Manager | Jerry Whited | 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.

WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT
District Office · Riverview, Florida · (813) 533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

September 2, 2021

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

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District will be held on **Thursday September 9, 2021 at 9:00 AM** at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. 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 CDD Land Use Request.....Tab 1
 - B. Consideration of Landscape RFP Bid ResponsesTab 2
 - C. Consideration of Deed and Bill of Sale Phase 5B-2.....Tab 3
- 4. STAFF REPORTS**
 - A. Landscape & Irrigation
 - i. Presentation of Waterway Inspection Report.....Tab 4
 - ii. Presentation of Irrigation ReportTab 5
 - iii. Presentation of Field Inspection ReportUSC
 - B. District Counsel
 - C. District Engineer
 - D. Clubhouse Manager
 - i. Presentation of Management Report.....Tab 6
 - ii. Discussion Regarding Amenity Agreement
 - E. District Manager
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors'
Meeting held on August 12, 2021.....Tab 7
 - B. Ratification of Operations & Maintenance
Expenditures for July 2021Tab 8
- 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,

Jerry Whited

Jerry Whited
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 CENTRAL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District was held on **Thursday, August 12, 2021 at 9:05 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 |
| Lynda McMorrow | Board Supervisor, Assistant Secretary |
| Lennie Woster | Board Supervisor, Assistant Secretary |
| Pete Williams | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|----------------|--|
| Jerry Whited | District Manager; Rizzetta & Company |
| John Toborg | Field Service Manager; Rizzetta & Company |
| Erin McCormick | District Counsel |
| Gail Huff | Ballenger Irrigation |
| Gabby Davis | Castle Management |
| Paula Means | LMP |

FIRST ORDER OF BUSINESS**Call to Order**

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

SECOND ORDER OF BUSINESS**Audience Comments**

A resident had an audience comment where he explained his worry about future traffic issues and construction that is going on. District Management will reach out with construction/traffic plans.

THIRD ORDER OF BUSINESS**Public Hearing on FY 2021-2022
Budget & Imposing Special
Assessments**

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved to open the Public Hearing on the Fiscal Year 2021/2022 Budget for the Waterset Central Community Development District.

There were no audience comments during the Public Hearing.

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved to close the Public Hearing on the Fiscal Year 2021/2022 Budget for the Waterset Central Community Development District.

1. Presentation of FY 2021-2022 Budget

The Board considered the Fiscal Year 2021/2022 Budget. A discussion about the budget took place.

2. Consideration of Resolution 2021-10, Adopting FY 2021-2022 Budget

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously adopted Resolution 2021-10, Adopting the Fiscal Year 2021/2022 Budget for the Waterset Central Community Development District.

**3. Consideration of Resolution 2021-11, Imposing Special Assessments and
Certifying an Assessment Roll**

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved Resolution 2021-11, Imposing Special Assessments and Certifying the Assessment Roll for the Waterset Central Community Development District.

FOURTH ORDER OF BUSINESS**Consideration of Landscape RFP Bid
Responses**

The Board considered the Landscape RFP Bid Responses. Discussion ensued.

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved to table to ranking of the Landscape RFP Bid Responses to next meeting. for the Waterset Central Community Development District.

FIFTH ORDER OF BUSINESS**Consideration of Audit Committee
Recommendation**

The Board considered the Audit Committee recommendation. The Audit Committee recommended Grau & Associates with a total of 100/100 points

On a motion By Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved to award the bid to Grau and Associates for the Waterset Central Community Development District.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2021-12,
Adopting FY 2021-2022 Meeting
Schedule**

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved Resolution 2021-12 as presented, Adopting the Fiscal Year 2021/2022 Meeting Schedule. Meetings will take place the 2nd Thursday of each month at 9:00 a.m. at the offices of Rizzetta & Company for the Waterset Central Community Development District.

SEVENTH ORDER OF BUSINESS**Consideration of Professional District
Services Addendum**

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Rizzetta & Company Addendum to the Professional District Services Contract for the Waterset Central Community Development District.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

The Board received the District Counsel update from Erin McCormick who was in attendance and spoke on the special warranty deed, conveyances, and the contract negotiations with Castle.

1. Consideration of Special Warranty Deed Phases 5A-2B and 5B-1

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Special Warranty Deed and Bill of Sale for Phases 5A-2B and 5B-1 for the Waterset Central Community Development District.

2. Consideration of Deed and Bill of Sale of Phase 4A South Conveyance

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Special Warranty Deed and Bill of Sale for Phase 4A South for the Waterset Central Community Development District.

3. Consideration of Deed and Bill of Sale of Phase 4B South Conveyance

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Special Warranty Deed and Bill of Sale for Phase 4B South for the Waterset Central Community Development District.

4. Consideration of Deed and Bill of Sale Phase 5B-2

District Management was directed to add an item to the agenda for Phase 5B-2 at the next meeting.

B. Landscape & Irrigation

i. Presentation of Waterway Inspection Report

The Board reviewed the Waterway Inspection Report. A discussion took place.

ii. Consideration of Annual Lake Services Contract

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Annual Services Contract for Solitude with pending additions and revisions from District Counsel before final execution for the Waterset Central Community Development District.

iii. Presentation of Irrigation Report

The Board reviewed the Irrigation Report.

iv. Presentation of Field Inspection Report

The Board directed Mr. Toborg to email out his Field Inspection Report once available with any notes.

C. Clubhouse Manager

i. Presentation of Management Report

The Board received the Clubhouse Manager report from Ms. Leendertz who was in attendance. There is a new maintenance employee names James Ivey who is doing a great job. John is addressing the sod/turf issue in front of the clubhouse.

On a motion by Mr. Williams, seconded by Mr. Woster, the Board unanimously approved to set a 30-day suspension from amenity use for the resident involved in the

incident at the clubhouse as described for the Waterset Central Community Development District.

On a motion by Mr. Williams, seconded by Mr. Woster, the Board unanimously approved the Mix & Mingle event for November 6th from 7-10 p.m. in the gathering room for the Waterset Central Community Development District.

On a motion by Mr. Williams, seconded by Mr. Woster, the Board unanimously approved the Girls with Confidence events on October 8-9 & December 3-4 from 6-9 p.m. in the gathering room for the Waterset Central Community Development District.

On a motion by Mr. Williams, seconded by Mr. Woster, the Board unanimously approved the Men's Night with Cigar Roller event for the Waterset Central Community Development District.

D. District Engineer

Not present. No report.

E. District Manager

The Board received a report from District Manager Jerry Whited who was in attendance. The Next meeting will take place on September 9th, 2021.

NINTH ORDER OF BUSINESS

**Consideration of Minutes of the Board
of Supervisors' Regular Meeting held on
July 8, 2021**

On a motion by Mr. Williams, seconded by Ms. McMorrow, with all in favor, the Board approved the minutes, as amended of Board of Supervisors' regular meeting held on July 8, 2021, for the Waterset Central Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for June
2021**

On a Motion by Ms. Williams, seconded by Mr. McMorrow, with all in favor, the Board approved to ratify the payment of the invoices in the June 2021 (\$65,027.93) Operation and Maintenance Expenditures Report for the Waterset Central Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no additional supervisor requests.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Ms. King, seconded by Ms. McMorrow, the Board unanimously approved to continue the meeting for August 19th, 2021 at 10:00 a.m. for the Waterset Central Community Development District.

Assistant Secretary

Chair / Vice Chair

Waterset Central Community Development District

District Office · Riverview, Florida · (813)-533-2950
Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614
www.watersetcentralcdd.org

Operations and Maintenance Expenditures July 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2021 through July 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$104,902.95**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Wataset Central Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|-------------------------------|--------------|--------------------------------|--|----------------|
| Ballenger & Company, Inc. | 002047 | 21245 | Irrigation Maintenance 06/21 | \$ 5,481.00 |
| Beverly Walker | 002068 | 070921-Walker | Rental Cancellation | \$ 150.00 |
| Castle Management, LLC | 002070 | INS-0621-239 | Insurance Reimbursement 06/21 | \$ 594.00 |
| Castle Management, LLC | 002049 | PREIM06-18-273 | Payroll Pay Period 05/29/21-06/11/21 | \$ 5,915.70 |
| Castle Management, LLC | 002070 | PREIM07-21-21-280 | Payroll Pay Period 06/12/21-06/25/21 | \$ 5,777.58 |
| Daniel Ossenfort | 002058 | 070121-Ossenfort | Rental Deposit Refund | \$ 200.00 |
| Danielle Snell | 002063 | 061721-Snell | Rental Cancellation | \$ 450.00 |
| Egis Insurance Advisors LLC | 002051 | 13692 | Florida Insurance Alliance 07/08/21-10/01/21 | \$ 233.00 |
| Erin McCormick Law, PA | 002052 | 10516 | General Legal Services 06/21 | \$ 2,709.16 |
| Florida Department of Revenue | 002053 | 39-8017823354-9 06/21 | Sales & Use Tax Payable Quarterly | \$ 554.64 |
| Florida Natural Gas | 20210730-1 | 498892ES | 7281 Paradiso Drive Pool Heaters 05/21 | \$ 155.86 |
| Frontier | 20210730-2 | 813-741-0603-061118-5 07/21 | Fios Internet 07/21 | \$ 475.72 |

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|--------------|------------------|--|----------------|
| Hortencia Carbajal | 002048 | 061921-Carbajal | Rental Cancellation | \$ 350.00 |
| Innersync Studio, LTD | 002054 | 19615 | ADA Website Quarterly 07/21 | \$ 384.38 |
| Irene Sandbulte | 002061 | 062921-Sandbulte | Rental Deposit Refund | \$ 200.00 |
| Katherine Odum | 002057 | 061521-Odum | Rental Deposit Refund | \$ 200.00 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160364 | Replace Palm - South of Golden Sky 05/21 | \$ 767.90 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160525 | Monthly Ground Maintenance 06/21 | \$ 19,291.28 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160694 | Install Cordgrass - Play Area 06/21 | \$ 64.90 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160718 | Fertilize St. Augustine & Bermuda 05/21 | \$ 3,798.00 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160719 | Pest Control 05/21 | \$ 665.00 |
| Landscape Maintenance Professionals, Inc. | 002056 | 160854 | Install Mulch 06/21 | \$ 20,820.00 |
| Landscape Maintenance Professionals, Inc. | 002056 | 161044 | Irrigation Repairs 06/21 | \$ 67.00 |
| Landscape Maintenance Professionals, Inc. | 002056 | 161071 | Stake Slash Pine - Lift Station 06/21 | \$ 55.20 |

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|--------------|----------------|--|----------------|
| Landscape Maintenance Professionals, Inc. | 002056 | 161427 | Fertilize Bahia, Bermuda, Ornamental, Palm 06/21 | \$ 5,249.75 |
| Landscape Maintenance Professionals, Inc. | 002056 | 161428 | Pest Control 06/21 | \$ 665.00 |
| Municipal Asset Management, Inc. | 002071 | 0618199 | Lease Payment on Fitness Equipment 07/21 | \$ 1,323.91 |
| Nicole Konopua | 002055 | 070921-Konopua | Rental Cancellation | \$ 150.00 |
| Nvirotect Pest Control Services | 002072 | 239589 | Monthly Pest Control #12545 07/21 | \$ 185.00 |
| Nvirotect Pest Control Services | 002072 | 240182 | Additional Service - Pest Control 07/21 | \$ 135.00 |
| Republic Services | 002059 | 0696-000956627 | (1) Waste & (1) Recycle Container Service 07/21 | \$ 408.96 |
| Rizzetta & Company, Inc. | 002060 | INV0000059340 | District Management Fees 07/21 | \$ 4,688.50 |
| Rizzetta & Company, Inc. | 002073 | INV0000059674 | Mass Mail 07/21 | \$ 746.57 |
| Skyway Supply, Inc. | 002062 | 50332 | Dog Waste Bags 07/21 | \$ 119.90 |
| Suncoast Pool Service | 002074 | 7442 | Monthly Pool Service 07/21 | \$ 1,850.00 |
| Susanna Doyle | 002050 | 062921-Doyle | Rental Deposit Refund | \$ 200.00 |

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--------------------------------------|--------------|----------------------|--|----------------|
| TECO | 002065 | 211021571990 06/21 | 7008 Waterline Ct - Irrigation 06/21 | \$ 21.43 |
| TECO | 002065 | 221007928999 06/21 | 5701 Waterset Blvd. 06/21 | \$ 28.49 |
| TECO | 002065 | 221007962220 06/21 | Waterset Blvd. - Streetlights 06/21 | \$ 1,902.35 |
| TECO | 002065 | 221008097190 06/21 | Phase 5A2-2B - Streetlights 06/21 | \$ 789.94 |
| TECO | 002065 | 321000017137 Deposit | Deposit - Account #321000017137 | \$ 2,802.00 |
| TECO | 002065 | Summary Bill 06/21 | Summary Bill 06/21 | \$ 2,352.15 |
| The NIDY Sports Construction Company | 002066 | 12548 | (2) Tennis Nets 06/21 | \$ 382.08 |
| Times Publishing Company | 002075 | 0000167734 07/07/21 | Legal Advertising Account #173492 07/21 | \$ 336.12 |
| Times Publishing Company | 002075 | 0000170412 07/14/21 | Legal Advertising Account #173492 07/21 | \$ 2,393.28 |
| Times Publishing Company | 002064 | 167271 06/27/21 | Legal Advertising Account #173492 06/21 | \$ 1,042.96 |
| U.S. Bank | 002067 | 6170056 | Trustee Fees Series 2018 06/01/21 - 05/31/22 | \$ 4,040.63 |
| Waterset Central CDD | CD039 | CD039 | Debit Card Replenishment | \$ 1,741.20 |

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2021 Through July 31, 2021

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|---------------------------|---------------------|-----------------------|------------------------------------|-----------------------------|
| Welch Tennis Courts, Inc. | 002069 | 4439 | Deposit - Install Windscreen 06/21 | <u>\$ 1,987.41</u> |
| Report Total | | | | <u><u>\$ 104,902.95</u></u> |