



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
December 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 McMorro	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

December 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 December 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 Waste Collection Services Proposals.....USC
 - B. Ratification of Phase 4A South Deed and Bill of SaleTab 1
 - C. Ratification of Phase 4B South Deed and Bill of SaleTab 2
 - D. Ratification of Construction Requests CUS2-3.....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 Report.....Tab 6
 - B. District Counsel
 - C. District Engineer
 - D. Clubhouse Manager
 - i. Presentation of Management Report.....USC
 - E. District Manager
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors'
Meeting held on November 11, 2021Tab 7
 - B. Ratification of Operations & Maintenance
Expenditures for October 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, November 11, 2021 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
Lynda McMorrow	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
Gabby Leendertz	Castle Management

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

There was no audience in attendance for the meeting.

One audience comment was read from email with a request for additional security at the amenity center. A discussion followed. The Board directed district management to add shifts to the security schedule to max out the current budget and come back with the results at the next meeting for how many of the shifts we're filled.

THIRD ORDER OF BUSINESS

Ratification of Amenity Management Agreement

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved ratification of the Amenity Management Agreement with Castle for the Waterset Central Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Rizzetta Technology Services Agreement

On a motion by Mr. Williams, seconded by Ms. King, the Board unanimously approved the Rizzetta & Company Technology Services Agreement for the Waterset Central Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Yoga Services Proposal

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved the proposal for Yoga Services at Waterset for the Waterset Central Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Fitness Equipment Repair Proposal

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved the proposal from FitRev for Fitness Equipment repair for the Waterset Central Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Signage Proposals

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved Signage Proposal for the area at Milestone / Gold Coast for the Waterset Central Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Landscape & Irrigation

i. Presentation of Waterway Inspection Report

The Board consider the Waterway Inspection report. The Board directed district management to work on the scope with Solitude to ensure the Southernmost ponds are being addressed in the management agreement.

79 **ii. Presentation of Irrigation Report**

80
81 The Board reviewed the Irrigation Report.

82
83 **iii. Presentation of Field Inspection Report**

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85 The Board received the Field Inspection report from Mr. Toborg who was in
86 attendance.

87
88 **A. District Counsel**

89
90 The Board received the District Counsel update from Ms. McCormick who was in
91 attendance and gave an update on the districts requirements for 2022 and
92 beyond stormwater reporting. Ms. McCormick to provide Ms. King with the
93 template for the stormwater report to pass on to the district engineer.

94
95 **B. Clubhouse Manager**

96
97 **i. Presentation of Management Report**

98
99 The Board received the presentation of the clubhouse management report from Ms.
100 Davis who was in attendance. The Board gave direction that the quilting club can
101 use the gathering room. The Board directed that Castle can use the gathering room
102 for their annual party.

103
104 On a motion by Ms. King, seconded by Mr. Williams, the Board approved the
105 resident party request for Reservoir Park with stipulations cited for property manager

106
107 **C. District Engineer**

108
109 Not present. No report.

110
111 **D. District Manager**

112
113 The Board received the District Management report from Mr. Whited who was in
114 attendance.

115
116 **NINTH ORDER OF BUSINESS**

117 **Consideration of Minutes of the Board**
118 **of Supervisors' Regular Meeting held on**
119 **September 20, 2021**

<p>On a motion by Mr. Williams, seconded by Ms. King, the Board unanimously approved the Minutes of the Board of Supervisors meeting held September 20th, 2021 for the Waterset Central Community Development District.</p>
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TENTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for August
& September 2021**

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved the Operations and Maintenance expenditures of the District for August & September 2021 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 Mr. Williams, the Board unanimously approved to adjourn the meeting at 10:15 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

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Operations and Maintenance Expenditures October 2021 For Board Approval

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

The total items being presented: **\$63,906.15**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Accurate Electronics Inc	002149	103824	Install Mag Lock - Gym Door 08/21	\$ 625.16
Accurate Electronics Inc	002149	103888	Service Call - Gym & Pedestrian Gates 08/21	\$ 685.50
Accurate Electronics Inc	002149	104102	Install Mag Lock - Fitness Center 08/21	\$ 833.67
Ballenger & Company, Inc.	002150	21329	Irrigation Maintenance 08/21	\$ 4,701.00
Ballenger & Company, Inc.	002139	21368	Irrigation Maintenance 09/21	\$ 4,701.00
BOCC	20211005-1	7687161865 08/21	Summary 08/21	\$ 1,467.60
BOCC	002151	7687161865 09/21	Summary 9/21	\$ 1,427.11
Castle Management, LLC	002165	MISC-0921-033	Janitorial Service 09/21	\$ 1,164.80
Castle Management, LLC	002152	PREIM09-24-21-277	Payroll Pay Period 09/04/2021-09/17/2021	\$ 5,590.19
Danielle O'Neil	002143	092521-O'Neil	Rental Deposit Refund	\$ 200.00
Eizaleth Vega-McCall	002148	092521-VegaMcCall	Rental Deposit Refund	\$ 200.00
Erin McCormick Law, PA	002141	10534	General Legal Services 09/21	\$ 4,953.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Department of Revenue	002158	39-8017823354-9 09/21	Sales & Use Tax Payable Quarterly	\$ 375.35
Frontier	002166	813-741-0603-061118-5 10/21	Fios Internet 10/21	\$ 483.79
Heidt Design, LLC	002153	41870	Engineering Services 09/21	\$ 337.50
Hillsborough County Sheriff's Office	002159	42589	Admin Fees 07/21/21 - 08/23/21	\$ 108.00
Innersync Studio, LTD	002142	19874	ADA Website Quarterly 10/21	\$ 384.38
Karl J. Koudelka	002140	4109195	Access Cards 09/21	\$ 641.25
Landscape Maintenance Professionals, Inc.	002160	162789	Pest Control 08/21	\$ 660.50
Landscape Maintenance Professionals, Inc.	002160	162890	Relocate Plants - Amenity Center to Waterset Blvd. 09/21	\$ 90.00
Landscape Maintenance Professionals, Inc.	002160	163320	Remove Juniper - Reservoir Bridge 09/21	\$ 55.20
Landscape Maintenance Professionals, Inc.	002160	163402	Fertilize Bermuda, Palm & St Augustine 09/21	\$ 3,834.00
Landscape Maintenance Professionals, Inc.	002160	163403	Pest Control 09/21	\$ 661.75
Landscape Maintenance Professionals, Inc.	002160	163550	Install Plants - Raised Lap Pool Planters 10/21	\$ 192.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Municipal Asset Management, Inc.	002167	0618282	Lease Payment on Fitness Equipment 10/21	\$ 1,323.91
OnSight Industries LLC	002161	006-21-305994-1	Install Mailbox 10/21	\$ 95.00
Republic Services	002144	0696-000975243	(1) Waste & (1) Recycle Container Service 10/21	\$ 302.73
Rizzetta & Company, Inc.	002145	INV0000061803	District Management Fees 10/21	\$ 4,688.50
Rizzetta & Company, Inc.	002162	INV0000061955	Assessment Roll Preparation FY21/22	\$ 5,150.00
Rizzetta Technology Services	002146	INV0000007943	Email & Website Hosting Services 10/21	\$ 175.00
Skyway Supply, Inc.	002163	51599	Dog Waste Bags 10/21	\$ 109.90
Solitude Lake Management, LLC	002164	PI-A00691790	Monthly Lake & Wetland Service 08/21-10/21	\$ 7,731.00
Tasha Wright	002157	100221-Wright	Rental Cancellation	\$ 150.00
TECO	002154	211019514606 05/21	6350 Camino Dr. - Irrigation 05/21	\$ (61.23)
TECO	002154	211019514606 06/21	6350 Camino Dr. - Irrigation 06/21	\$ 19.19
TECO	002154	211019514606 07/21	6350 Camino Dr. - Irrigation 07/21	\$ 19.11

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2021 Through October 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
TECO	002154	211019514606 08/21	6350 Camino Dr. - Irrigation 08/21	\$ 19.18
TECO	002154	211019514606 09/21	6350 Camino Dr. - Irrigation 09/21	\$ 19.29
TECO	002154	211021571990 09/21	7008 Waterline Ct - Irrigation 09/21	\$ 21.61
TECO	002154	221008097190 09/21	Phase 5A2-2B - Streetlights 09/21	\$ 794.66
TECO	002154	53100221007962220 09/21	Waterset Blvd. - Streetlights 09/21	\$ 1,858.98
TECO	002154	Summary Bill 09/21	Summary Bill 09/21	\$ 3,471.77
Times Publishing Company	002147	0000182915 09/22/21	Legal Advertising Account #173492 09/21	\$ 401.10
Waterset Central CDD	CD044	CD044	Debit Card Replenishment	\$ 1,146.40
Waterset North CDD	002155	100521	Reimburse Skyway Supply Invoice #51149	\$ 109.90
Welch Tennis Courts, Inc.	002156	4595	Balance Due - Install Windscreen 10/21	<u>\$ 1,987.40</u>
Report Total				<u>\$ 63,906.15</u>