



Rizzetta & Company

Waterset Central Community Development District

**Board of Supervisors' Meeting
May 12, 2022**

**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	Vacant	Chairman
	Doug South	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

May 4, 2022

**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 May 12, 2022 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 Resignation of Amanda KingTab 1
 - B.** Consideration of New BOS Supervisors
 - C.** Administer Oath of Office to Newly Appointed Supervisor
 - i. Consideration of Compensation*
 - ii. Review of Chapter 190 FL Statutes*
 - iii. Review of Sunshine Laws and Code of Ethics for Public Employees*
 - D.** Consideration of Resolution 2022-02, Designating Officers of the District.....Tab 2
 - E.** Discussion for District Security Services
 - F.** Presentation of Voter Count Registration Letter.....Tab 3
 - G.** Consideration of Independent Contractor Agreement.....Tab 4
 - H.** Presentation of American Council on Exercise Certification LetterTab 5
 - I.** Presentation Markel Insurance Company Member CertificationTab 6
 - J.** Consideration of Resident Inquiry LetterTab 7
- 4. STAFF REPORTS**
 - A.** Landscape & Irrigation
 - i. Presentation of Waterway Inspection ReportTab 8*
 - ii. Presentation of Irrigation ReportTab 9*
 - iii. Presentation of Field Inspection ReportTab 10*
 - B.** District Counsel
 - C.** District Engineer
 - D.** Clubhouse Manager
 - i. Presentation of Management ReportTab 11*

ii. Discussion Regarding Resident Incident Report Tab 12
 iii. Consideration of CDD Access Request..... Tab 13
 E. District Manager
5. BUSINESS ADMINISTRATION
 A. Consideration of Minutes of Board of Supervisors’
 Meeting Held on March 10, 2022 Tab 14
 B. Ratification of Operations & Maintenance Expenditures
 for February 2022 & March 2022 Tab 15
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

RESOLUTION 2022-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET
CENTRAL COMMUNITY DEVELOPMENT DISTRICT APPOINTING [AND
REMOVING] OFFICERS OF THE DISTRICT, 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 Board of Supervisors of the District desires to appoint [and remove] Officers of the District.

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

Section 1. _____ is appointed Chairman.

Section 2. _____ is appointed Vice Chairman.

Section 3. _____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

Section 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman. _____, _____ and _____ are hereby removed as Assistant Secretaries.]

Section 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12th DAY OF May 2022.

**WATERSET CENTRAL COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN / VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

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, March 10, 2022 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
Doug South	Board Supervisor, Vice Chairman
Lynda McMorrow	Board Supervisor, Assistant Secretary
Pete Williams	Board Supervisor, Assistant Secretary
Lenny Wooster	Board Supervisor, Assistant Secretary

Also present were:

Jerry Whited	District Manager; Rizzetta & Company
John Toborg	Field Service Manager; Rizzetta & Company
Gail Huff	Ballenger
Erin McCormick	District Counsel
Gabby Leendertz	Castle Management
Jeff Crane	Sunrise
Jay Grimaldi	Sunrise

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 were no audience comments.

THIRD ORDER OF BUSINESS

**Administer Oath of Office to newly
Appointed Supervisor**

Doug South, who was appointed to the Board via motion at the last meeting, was administered the oath of office and joined the Board.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-01,
Designating Officers of the District**

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved Resolution 2022-01, designating officers of the District as discussed for the Waterset Central Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Landscape
Maintenance Agreement**

On a motion by Mr. Williams, seconded by Ms. King, the Board unanimously approved the completed Landscape Maintenance Agreement for the Waterset Central Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Special Warranty
Deed and Bill of Sale Phase 5B-2**

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

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Landscape & Irrigation

i. Field Inspection Report

The Board received the Field Inspection Report. March 1st starts weekly mowing. There we're a few proposals requested.

The Board received the landscape contractor responses to the Field Inspection Report. The Board reviewed a few proposals from Sunrise.

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved the proposal to remove lodge poles from trees in the amount of \$1,124.99 for the Waterset Central Community Development District.

The Board directed district management to review the revised proposal request for the live oak on CGB. The Board directed Sunrise to provide a proposal to remove the tree and let turf fill in.

The Board discussed mulch. Ms. King will send an exhibit for areas requested for mulch to provide to Sunrise.

On a motion by Mr. Williams, seconded by Mr. South, the Board unanimously approved for Ms. King to review and approve a mulch proposal not to exceed \$56.25 per cubic ft for mulch for the Waterset Central Community Development District.

ii. Irrigation Report

The Board received the Irrigation Report.

iii. Presentation of Waterway Inspection Report

The Board reviewed the Waterway Inspection Report. 3/9 is scheduled for vegetation removal. Warmer than typical temperatures and some algae growth being treated.

B. District Counsel

The Board received the District Counsel update. Erin will provide Strom water Reporting Template to Tim for the annual stormwater reporting initiative.

C. Clubhouse Manager

i. Presentation of Management Report

The Board received the Clubhouse Manager update. The Board discussed pickleball courts, no trespassing signs and a CDD access request.

On a motion by Mr. Williams, seconded by Ms. King, the Board unanimously approved the residents at 5603 Del Coronado Dr. preliminarily for CDD access pending approval from the County for the Waterset Central Community Development District.

D. District Manager

The Board received the District Management report from Mr. Whited who was in attendance. Mr. Whited informed the Board that the next regular meeting will be on April 11, 2022 at 9:00 a.m.

E. District Engineer

Not present. No report.

**of Supervisors' Regular Meeting held on
February 10, 2022**

On a motion by Ms. King, seconded by Mr. Williams, the Board unanimously approved the Minutes of the Board of Supervisors meeting held February 10th, 2022 as revised for the Waterset Central Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Operations &
Maintenance Expenditures for January
2022**

On a motion by Mr. King, seconded by Ms. Williams, the Board unanimously approved ratification of the Operations & Maintenance expenditures of the district for January 2022 for the Waterset Central Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor Requests.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. South, seconded by Ms. King, the Board unanimously approved to adjourn the meeting at 10:49 a.m. for the Waterset Central Community Development District.

Assistant Secretary

Chair / Vice Chair

Waterset Central Community Development District

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Mailing Address · 3434 Colwell Avenue, Suite 200 · Tampa, Florida 33614

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Operations and Maintenance Expenditures February 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2022 through February 28, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$151,278.30**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Accurate Electronics Inc	002276	106783	Service Call -Basketball Court 12/21	\$ 323.34
Accurate Electronics Inc	002268	107579	Service Call - Gates 01/22	\$ 235.00
BCI Entities, LLC	002281	221077	Irrigation Maintenance 02/22	\$ 5,481.00
Camay Polarchy	002294	021322-Polarchy	Rental Deposit Refund	\$ 200.00
Castle Management, LLC	002288	INS-0122-252	Insurance Reimbursement 01/22	\$ 297.00
Castle Management, LLC	002288	MISC-0122-026	Janitorial Service 01/22	\$ 1,120.00
Castle Management, LLC	002269	PREIM01-14-22-288	Payroll Pay Period 12/25/21-01/07/22	\$ 5,103.12
Castle Management, LLC	002288	PREIM01-28-22-284	Payroll Pay Period 01/08/22-01/21/22	\$ 7,244.17
Catherine Cardona Salazar	002295	020222-Salazar	Rental Deposit Refund	\$ 200.00
Dina Montgomery	002271	010422-Montgomery	Rental Deposit Refund	\$ 200.00
Erin McCormick Law, PA	002289	10565	General Legal Services 02/22	\$ 2,806.78
Esther Torres	002298	021222-Torres	Rental Deposit Refund	\$ 200.00
FitRev	002283	24829	Quarterly Maintenance 02/22	\$ 340.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Florida Natural Gas	002290	605146ES	7281 Paradiso Drive Pool Heaters 12/21	\$ 744.76
Frontier	002291	813-741-0603-061118-5	Fios Internet 02/22	\$ 481.23
Hillsborough County BOCC	002277	2201006325	Annual Inspection 01/22	\$ 405.00
Madison Caputi	002282	012922-Caputi	Rental Deposit Refund	\$ 200.00
Michelle Kopchinsky	002270	012222-Kopchinsky	Rental Deposit Refund	\$ 200.00
Municipal Asset Management, Inc.	002292	0618390	Lease Payment on Fitness Equipment 02/22	\$ 1,323.91
Nvirotect Pest Control Services	002293	256603	Monthly Pest Control #12545 02/22	\$ 185.00
Nvirotect Pest Control Services	002293	257143	Additional Service - Pest Control 02/22	\$ 135.00
OnSight Industries LLC	002272	006-22-311161-1	Straighten Street Signs 01/22	\$ 235.00
Payne Air Conditioning & Heating Inc	002278	C33799	Preventative Maintenance 01/22	\$ 396.00
Republic Services	002273	0696-001001605	(1) Waste & (1) Recycle Container Service 02/22	\$ 310.44
Rizzetta & Company, Inc.	002274	INV0000065360	District Management Fees 02/22	\$ 4,863.50
Solitude Lake Management, LLC	002285	PI-A00753040	Monthly Lake & Wetland Service 02/22	\$ 3,497.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2022 Through February 28, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Suncoast Pool Service	002296	8042	Monthly Pool Service 02/22	\$ 1,850.00
Sunrise Landscape	002297	2827	Monthly Landscape Maintenance 10/21	\$ 25,925.00
Sunrise Landscape	002297	2893	Fertilize Palms 10/21	\$ 3,122.00
Sunrise Landscape	002297	2894	Pest Control 10/21	\$ 380.00
Sunrise Landscape	002297	2998	Monthly Landscape Maintenance 11/21	\$ 25,925.00
Sunrise Landscape	002297	3452	Monthly Landscape Maintenance 12/21	\$ 25,925.00
Sunrise Landscape	002297	4353	Monthly Landscape Maintenance 02/22	\$ 25,925.00
Susanna Moore	002284	020222-Moore	Rental Deposit Refund	\$ 150.00
TECO	ACH20220215-1	Summary Bill 01/22	Summary Bill 01/22	\$ 3,578.57
Waterset Central CDD	CD051	CD051	Debit Card Replenishment	\$ 809.71
Waterset HOA Social Committee	002279	020122	Reimburse Waterset HOA - Tables & Chairs 02/22	\$ 760.77
Yennifer Vasquez	002286	020222-Vasquez	Rental Deposit Refund	<u>\$ 200.00</u>
Report Total				<u><u>\$ 151,278.30</u></u>

Waterset Central Community Development District

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Operations and Maintenance Expenditures

March 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2022 through March 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$148,272.11**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Accurate Electronics Inc	002316	108546	Service Call - Pickle Ball Court 03/22	\$ 505.19
BCI Entities, LLC	002324	221137	Irrigation Maintenance 03/22	\$ 5,481.00
BOCC	ACH20220308-1	7687161865 01/22	Summary 01/22	\$ 872.01
BOCC	ACH20220308-1	7687161865 02/22	Summary 02/22	\$ 1,027.76
Castle Management, LLC	002312	INS-0222-255	Insurance Reimbursement 02/22	\$ 297.00
Castle Management, LLC	002312	MISC-0222-029	Prorate February Service 02/1/22 - 02/14/22	\$ 614.40
Castle Management, LLC	002306	MISC-1221-038	Janitorial Service 12/21	\$ 1,120.00
Castle Management, LLC	002299	PREIM02-11-22-290	Payroll Pay Period 01/22/22-02/04/22	\$ 8,432.07
Castle Management, LLC	002312	PREIM02-25-22-286	Payroll Pay Period 02/05/22-02/18/22	\$ 8,619.28
Castle Management, LLC	002326	PREIM03-11-22-287	Payroll Pay Period 02/19/22-03/04/22	\$ 9,579.91
Egis Insurance Advisors LLC	002315	15360	Policy #BOND - Surety, LLC 03/16/22-03/16/23	\$ 197.14
Erin McCormick Law, PA	002313	10572	General Legal Services 03/22	\$ 2,519.78
F Peter Williams	002310	PW021022	Board of Supervisors Meeting 02/10/22	\$ 200.00
F Peter Williams	002323	PW031022	Board of Supervisors Meeting 03/10/22	\$ 200.00

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
FitRev	002317	25109	Service Call - Fitness Equipment 03/22	\$ 402.00
Florida Natural Gas	002318	622184ES	7281 Paradiso Drive Pool Heaters 01/22	\$ 823.72
Frontier	002319	813-741-0603-061118-5	Fios Internet 03/22	\$ 483.48
Giella Designs, LLC	002300	402112	Holiday Lighting 01/22	\$ 4,950.00
Jason Orlich	002314	020522-Orlich	Rental Deposit Refund	\$ 300.00
Karl J. Koudelka	002325	4106266	Access Cards 06/21	\$ 255.21
Landscape Maintenance Professionals, Inc.	002311	162576	Monthly Ground Maintenance 09/21	\$ 22,945.70
Landscape Maintenance Professionals, Inc.	002311	163042	Plant Replacement - Golden Sky Mail Kiosk 09/21	\$ 657.50
Marjorie Nazaire	002327	031022-Nazaire	Rental Deposit Refund	\$ 200.00
Municipal Asset Management, Inc.	002320	0618423	Lease Payment on Fitness Equipment 03/22	\$ 1,323.91
Nvirotect Pest Control Services	002328	258996	Monthly Pest Control #12545 03/22	\$ 185.00
Nvirotect Pest Control Services	002328	259506	Additional Service - Pest Control 03/22	\$ 135.00
Republic Services	002302	0696-001008672	(1) Waste & (1) Recycle Container Service 03/22	\$ 316.70
Rizzetta & Company, Inc.	002303	INV0000066276	District Management Fees 03/22	\$ 4,863.50

Waterset Central Community Development District

Paid Operation & Maintenance Expenditures

March 1, 2022 Through March 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Rizzetta Technology Services	002307	INV0000007661	Email & Website Hosting Services 07/21	\$ 175.00
Robbin McGowan	002301	021922-McGowan	Rental Deposit Refund 02/22	\$ 200.00
Skyway Supply, Inc.	002308	53337	Dog Waste Bags 02/22	\$ 135.90
Solitude Lake Management, LLC	002329	PI-A00770974	Monthly Lake & Wetland Service 03/22	\$ 3,741.79
Solitude Lake Management, LLC	002329	PI-A00776419	Remove Torpedo Grass - Pond 03/22	\$ 2,250.00
Suncoast Pool Service	002321	8122	Monthly Pool Service 03/22	\$ 1,850.00
Sunrise Landscape	002304	3939	Monthly Landscape Maintenance 01/22	\$ 25,925.00
Sunrise Landscape	002309	4505	Fertilize St Augustine & Bahia 02/22	\$ 4,031.00
Sunrise Landscape	002309	4506	Pest Control 02/22	\$ 380.00
Sunrise Landscape	002322	4623	Monthly Landscape Maintenance 03/22	\$ 25,925.00
TECO	ACH20220316-1	Summary Bill 02/22	Summary Bill 02/22	\$ 3,658.51
Waterset Central CDD	CD052	CD052	Debit Card Replenishment	<u>\$ 2,492.65</u>
Report Total				<u><u>\$ 148,272.11</u></u>