



Rizzetta & Company

# **Waterset Central Community Development District**

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**Board of Supervisors' Meeting  
September 13, 2022**

[www.watersetcentralcdd.org](http://www.watersetcentralcdd.org)

**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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October 6, 2022

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

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District will be held on **Thursday, October 13, 2022, at 9:00 AM** at the Office of Rizzetta & Company, located at 2700 S. Falkenburg Rd., Suite 2745, Riverview, FL 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.** Discussion of new maintenance map exhibit
  - B.** Review of Aquatics proposals
    1. Consideration of Sitex proposal ..... Tab 1
    2. Consideration of Admiral Environmental proposal  
(Under Separate Cover)
- 4. STAFF REPORTS**
  - A.** Landscape & Irrigation
    1. Presentation of Waterway Inspection Report
    2. Presentation of Field Inspection Report ..... Tab 2
    3. Landscape Contractor Update
    4. Irrigation Contractor Update
  - B.** District Counsel
  - C.** District Engineer
  - D.** Clubhouse Manager
    1. Presentation of Management Report ..... Tab 3
  - E.** District Manager
    1. Presentation of District Manager Report..... Tab 4
- 5. BUSINESS ADMINISTRATION**
  - A.** Consideration of Minutes of Board of Supervisors'  
meeting held on September 8, 2022 ..... Tab 5
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

Waterset Central Community Development District

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

## **Tab 1**



# Aquatic Management Agreement

*This agreement is between Sitex Aquatics, LLC. Hereafter called Sitex and Waterset Central CDD hereafter called "customer"*

**Customer:** Waterset Central CDD  
**C/O:** Rizzetta & Company  
**Contact:** Mr. Jerry Whited  
**Address:** 9428 Camden Field Pkwy Riverview, FL 33578  
**Email:** jwhited@rizzetta.com  
**Phone:** 813.533.2950

*Sitex agrees to provide aquatic management services for a period of 12 months in accordance with the terms and conditions of this agreement in the following sites:*

Twenty-Seven (28) Ponds (64 acres) at the Waterset Central community located in Apollo Beach, FL (see attached map)

*Customer agrees to pay Sitex the following amounts during the term of this agreement for the specific service:*

- |  |          |
|--|----------|
| 1. Shoreline Grass and Brush Control                   | Included |
| 2. Underwater, Floating and Algae Treatment            | Included |
| 3. Pond Dye As needed                                  | Included |
| 4. All Services Performed by State Licensed Applicator | Included |
| 5. Treatment Report Issued Monthly                     | Included |
| 6. Use of EPA Regulated Materials Only                 | Included |
| 7. Algae callback service as needed                    | Included |
| 8. Small trash items i.e cups, plastic bags, etc       | Included |

*Service shall consist of Twenty-Four (24) inspections with treatments as needed.*

*Customer agrees to pay Sitex the following amount during the term of this agreement which shall be 01/01/23 thru 01/01/24 Agreement will automatically renew as per Term and Conditions:*

Total Monthly Service Amount: \$3,600.00  
Total Annual Maintenance Cost: \$43,200.00

*Invoice is due and payable within 30 days. Overdue accounts may accrue a service charge.*

*Customer acknowledges that he/she has read and is familiar with the additional terms and conditions printed on the reverse side, which are incorporated in this agreement.*

*Joseph T. Craig*

*09/02/2022*

Accepted By

Date

President, Sitex Aquatics Ilc.

Date

# Terms & Conditions

Sitex agrees to provide all labor, supervision, and equipment necessary to carry out the work. There shall be no variance from these specifications unless expressly stated though an addendum.

The Annual Cost will be paid to Sitex in Twelve (12) equal payments, which are due and payable in advance of each month in which the service will be rendered and will be considered late on the 30th of that month. A surcharge of two percent (2%) per month will be added for delinquent payments. The Customer is responsible for any collection or attorney's fees required to collect on this agreement.

This Agreement will be for a twelve (12) month period. This Agreement shall be automatically renewed at the end of the twelve (12) months. The monthly service amount may be adjusted, as agreed upon by both Parties, and set forth in writing to Customer. Both parties agree that service shall be continuous without interruption.

Additional Services requested by the customer such as trash clean up, physical cutting or paint removal, and other additional services performed will be billed separately at the current hourly equipment and labor rates.

Cancellation by either the Customer or Sitex may terminate the Agreement without cause at any time. Termination shall be by written notice, received by either the customer or Sitex at least thirty (30) days prior to the effective date of the termination.

Neither party shall be responsible for damage, penalties or otherwise for any failure or delay in performance of any of its obligations hereunder caused by strikes, riots, war, acts of Nature, accidents, governmental orders and regulations, curtailment or failure to obtain sufficient material, or other force majeure condition (whether or not of the same class or kind as those set forth above) beyond its reasonable control and which, by the exercise of due diligence, it is unable to overcome. • Sitex agrees to hold Customer harmless from any loss, damage or claims arising out of the sole negligence of Sitex. However, Sitex shall in no event be liable to Customer or other for indirect, special or consequential damage resulting from any cause whatsoever.

It is agreed by both Parties that the work performed under this Agreement will be done on a schedule that is sensitive to the overall function of the property. Additionally, it is understood that all work will be performed during the normal business week (Monday-Friday) unless otherwise stipulated.

Sitex shall maintain the following insurance coverage and limits;

- (a) Workman's Compensation with statutory limits;
- (b) Automobile Liability;
- (c) Comprehensive General Liability including Property Damage, Completed Operations, and Product Liability.

A Certificate of insurance will be provided upon request. Customers requesting special or additional insurance coverage and/or language shall pay resulting additional premium to Sitex to provide such coverage. • This Agreement shall be governed by the laws of the state of Florida.

**WATERSET CENTRAL CDD**  
PARADISO DR  
APOLLO BEACH, FL 33572  
28 PONDS







# MONTHLY REPORT

SEPTEMBER 1, 2022





# **WATERSET CENTRAL CDD**

**Inspection Date:**

August 30, 2022

**Prepared For:**

Jerry Whited

**Prepared By:**

Bert Tony Smith

General Manager

P: 813.802.8204

E: bsmith@sitexaquatics.com

## **SUMMARY:**

In this area we would put a short summary of what's going on in the ponds & any treatment plans. We appreciate the opportunity to submit a bid & would be grateful if we could add your community to our local portfolio.

Best Regards,

Joe Craig



# WATERSET CENTRAL CDD

PARADISO DR  
APOLLO BEACH, FL 33572  
28 PONDS



Google Earth

Image © 2022 Maxar Technologies



1.



2.



3.



4.



5.



6.



7.



8.



9.



10.



11.



12.



13.



14.



15.





# POND TREATMENTS (EXAMPLES)

- 1: Was treated for Spike rush and shoreline vegetation.
- 2: Was treated for Hydrilla.
- 3: Was treated for Algae.
- 4: Was treated for Algae and shoreline vegetation.
- 5: Was treated for Algae and shoreline vegetation.
- 6: Was treated for Shoreline vegetation vegetation.
- 7: Was treated for Shoreline vegetation and Spike rush.
- 8: Was treated for Bladderwort.
- 9: Was treated for Algae and Spike rush.
- 10: Was treated for Spikerush.
- 11: Was treated for Algae and shoreline vegetation.
- 12: Was treated for Duckweed.
- 13: Was treated for Algae and shoreline vegetation.



# POND TREATMENTS

14: Was treated for Algae and shoreline vegetation.

15: Was treated for Spikerush and shoreline vegetation.

## **Tab 2**

# WATERSET CENTRAL

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## LANDSCAPE INSPECTION REPORT



September 21, 2022  
Rizzetta & Company  
John R. Toborg – Division Manager  
Landscape Inspection Services



Rizzetta & Company  
Professionals in Community Management



# Updates, Waterset Club

## General Updates, Recent & Upcoming Maintenance Events

- During the month of October, all Bahia turf shall receive an application of 1100 lbs. (22 – 50 lb. bags) of 16-0-8 fertilizer with a pre-emergent herbicide. Additionally, all ornamentals shall receive an application of 3550 lbs. (71 – 50 lb. bags) of 8-10-10 fertilizer.
- Per spec, Sunrise to notify me and Waterset Club staff at least five days prior to each application and check into the clubhouse on the day of application so on-site staff can verify quantities and type of fertilizer.

The following are action items for Sunrise to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Bold, underlined is info. or questions for the BOS.** **Orange** is for STAFF.

1. The Confederate Jasmine enhancement was to continue from the Waterset Club front door to the gate going into the beach. It stopped short. Sunrise to remove the existing Agapanthus and Crinum Lilies and fill this entire area with 3 Gal., FULL Confederate Jasmine. (Pic 1)



4. Remove palm fruits from the pool decks before they stain more.



2. Sunrise to apply more mulch to cover the exposed lavender drip lines in front of the Waterset Club **and at the south end of the lap pool where new Dw. Firebush has been installed.** (Pic 2>)



3. What is affecting our Crinum Lilies? These have declined rapidly in the past 3-4 months. Sunrise to diagnose and treat accordingly. (Pic 3>)





# Waterset Club, Milestone & Seaair, Paseo Al Mar

5. Sunrise to treat the insect infestation on the Alternanthera “Little Rubies” in the raised planters on the lap pool deck. (Pic 5)



6. The spreading ornamental grass bed near the beach area has been removed and replaced with mammy Croton. This area looks much better. (Pic 6)



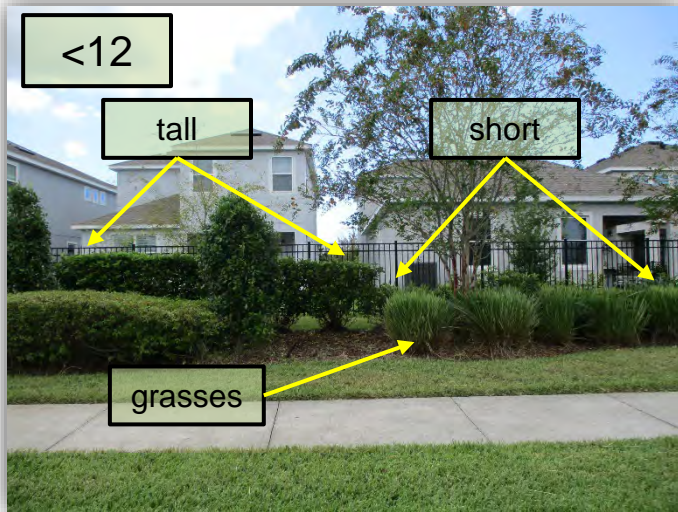
7. Sunrise to inspect the turf on the north ROW of PAM south of the open field of the Waterset Club. Diagnose and treat accordingly.
8. The Pringles Podocarpus has been planted at the Seaair Mail Kiosk and looks very nice. Lower the Silver Buttonwood on the back side of the mailboxes. (Pic 8>)

9. Remove weeds from the beds on the south side of PAM on either side of Paradiso.
10. Turf is beginning to encroach into tree rings again on the west ROW of Covington Garden Dr. (CGD) south of Paseo Al Mar.
11. Even though it may make the tree(s) appear odd due to their small sizes, we must keep the street side of the trees trimmed so as not to block any Pedestrian Crossing signs, especially in the area at the new school.
12. I know there has been a complaint regarding the shorter heights of the some of the Viburnum along the west side of CGD. However, I have pointed this out before – this tends to be where Sweet Viburnum are planted behind Fakahatchee Grasses (which tend to be water hogs) and it has an effect on the Sweet Viburnum. (Pic 12>)
13. There are a few trees on the back side of the triangular pond between CGD and the I-75 wall north of Wayfarer that need to be straightened.



# Covington Garden Drive Wall, Waterset Blvd. South

14. Restorative work, including a smooth transitional grade, still needs to be completed along the north end of the wall that was destroyed during the school construction. (Pic 14>)



15. A dead Sabal at the west end of Waterline on the north side will be removed and replaced by Sunrise. At the same time, they will remove a dead Sabal Palm on the WSBlvd. median (Suggs warranty) and revise their proposal to reflect “removal only”.
16. Remove dead Ixora on the next to last bed on the northbound lanes of WSBlvd. approaching PAM from the south.
17. Eradicate the Torpedograss in the second bed on PAM east of WSBlvd.





# Proposals

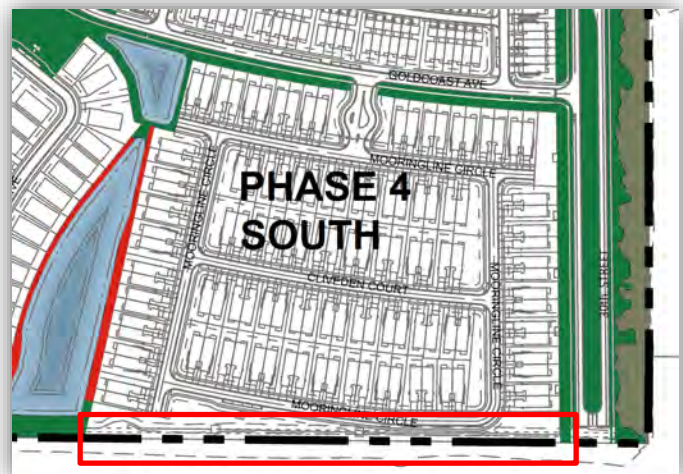
1. Sunrise to provide a proposal to remove the Alternanthera "Little Rubies" and install 3 Gal., FULL "Purple Queen" in the four raised planters on the lap pool deck. Plant on 18" centers.
2. Sunrise to provide a proposal to remove a failing Red Maple and replace with a 3" caliper Red Maple "Florida Flame". This is located on the west ROW of Paradiso between the Waterset Club driveway and Paseo Al Mar (PAM). (Pic 2)



3. On the north side of Seaair approaching the SW cul-de-sac, there is a bed of Variegated Ginger. This plant is not fond of full sun all day, which it gets, and was showing the effects. It has been cut to a rejuve height, but I am requesting a proposal from Sunrise to replace this plant with 3 Gal., FULL, Dw. Firebush, "firefly compacta" on 24" centers. (Pic 3>)

4. Sunrise to provide a proposal to create a mow path on the south side of the Villas at Waterset. This area was left off the maintenance exhibit . (Pic 4>)

5. Sunrise to provide a proposal to fill in the now empty west end of this second bed on the PAM median east of WS Blvd. with 3 Gal., FULL "**Helen Johnson**" Bougainvillea, 30 " centers. (Pic 5)



## **Tab 3**





Waterset Central Community Development District  
7281 Paradiso Drive Apollo Beach, FL 33572

**Community Director Report**  
**October 2022 Meeting**



*Unparalleled Property Services*

## **Administrative**

CDD Access Requests: No Requests this month.

Management has contacted Frontier several times regarding the Wi-Fi in the gym not working after the lightning strike. The 4 technicians that were on property were unable to determine what is preventing the signal from working. We are waiting for their service department to contact us back regarding the next steps.

Once Accurate Electronics receives the 50% deposit for the amenities repairs due to the lightning strike, the parts will be ordered. The deposit has already been requested.

Management has been in communications with City Wide, as the crew has not been cleaning the gym equipment per agreement. The Facilities Service Manager was under the impression that the equipment was not included. Additionally, the gym wipes were not being purchased. We have rectified the situation and management will continue to ensure that they are following the agreement.

Hurricane Ian caused minor damages to the exterior of the clubhouse. Management took pictures of the damages and sent it over to the CDD.

AtmosEffect Fitness has requested permission to provide their services to Waterset. She is a mobile fitness trainer and would like to offer an 8-week training Jan 16- March 9, 2023. They request Monday and Thursday evenings from 6-7 pm for training with an additional setup and breakdown time of 20 minutes. 5:40- 7:20 pm Mondays and Thursdays. They have provided their COI and license.

## **Maintenance**

The maintenance team provided management with a list of signs throughout the property that were damaged by Hurricane Ian. There are 74 signs that were damaged. Management will be sending the list over to Onsite.

The maintenance team did an amazing job cleaning up the club house amenities after Hurricane Ian.

The maintenance team will be pressure washing the clubhouse walls underneath the canopy area in the upcoming days as the hurricane brought a lot of debris towards the building. The team has already cleaned all the windows and glass doors.

Report Respectfully Submitted,

Katiria Parodi, LCAM



## Katiria Parodi

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**From:** Kelsey Bryant <kelsey@atmoseffect.com>  
**Sent:** Friday, September 16, 2022 11:07 AM  
**To:** Katiria Parodi  
**Subject:** Re: Business inquiry for Waterset  
**Attachments:** KAB Fitness Articles of Organization.pdf; Waterset Central.pdf

**Caution:** This email originated from outside the Castle Group organization. Please exercise caution when clicking on any links or attachments. When in doubt, contact the IT Department.

Hello Katiria,

AtmosEffect would like to start an 8-week training Jan 16- March 9, 2023. We request Monday and Thursday evenings from 6-7 pm for training with an additional setup and breakdown time of 20 minutes. Ideally, 5:40- 7:20 pm Mondays and Thursdays.

Our Business license, and COI are attached.

Please let me know if additional information is needed.

Sincerely,



**Kelsey Bryant** | Owner | Clinical Exercise Physiologist  
*AtmosEffect Fitness*

M: 813.682.9024

E: [kelsey@atmoseffect.com](mailto:kelsey@atmoseffect.com)

W: [www.AtmosEffect.com](http://www.AtmosEffect.com)



On Tue, Sep 13, 2022 at 2:27 PM Kelsey Bryant <[kelsey@atmoseffect.com](mailto:kelsey@atmoseffect.com)> wrote:

Thanks Katiria,

I'm working on securing the COI, what is the address/ addresses for the entities you mentioned?

Sincerely,

Kelsey

**To:** Katiria Parodi <[kparodi@castlegroup.com](mailto:kparodi@castlegroup.com)>

**Subject:** Business inquiry for Waterset

**Caution:** This email originated from outside the Castle Group organization. Please exercise caution when clicking on any links or attachments. When in doubt, contact the IT Department.

Good afternoon Kathy,

I received your email from the receptionist when I called Waterset HOA/ CDD.

I'd like to bring my business to your community. I'm a mobile personal trainer, I have a trailer fully stocked with equipment you would find at a brick and mortar gym. My trailer is unique as it's the only one in the region and the trailer is the gym! It houses 8 cable machines and provides fun group workouts.

I have brought my group training to other communities in the area like Ayrsworth, South Fork, and Mira Bay.

I'd like to be considered by your CDD for the upcoming year. We are fully insured and will gladly add your location to our Certificate of Liability Insurance if approved.

I want to come to Waterset to continue to support your community. To me, your community has it all, beautiful homes, in a great location, pools, trails, schools, and daycare. It is a community of convenience. My business brings exercise and personal training right to your doorstep. I believe I could provide your community with the convenience of a personal trainer.

I was envisioning a group setting in the common area of one of the clubhouses.

Please let me know how I can continue the application, or speak to those involved in making the decision.

I appreciate your time,

Kelsey Bryant



**Kelsey Bryant** | Owner | Clinical Exercise Physiologist  
*AtmosEffect Fitness*

M: 813.682.9024

E: [Kelsey@AtmosEffect.com](mailto:Kelsey@AtmosEffect.com)

W: [www.AtmosEffect.com](http://www.AtmosEffect.com)



**Electronic Articles of Organization  
For  
Florida Limited Liability Company**

L22000256966  
FILED 8:00 AM  
June 06, 2022  
Sec. Of State  
snchatham

**Article I**

The name of the Limited Liability Company is:

KAB FITNESS LLC

**Article II**

The street address of the principal office of the Limited Liability Company is:

16726 MOONER PLANK CIR  
WIMAUMA, FL. US 33598

The mailing address of the Limited Liability Company is:

16726 MOONER PLANK CIR  
WIMAUMA, FL. US 33598

**Article III**

The name and Florida street address of the registered agent is:

ANDREW S BRYANT  
16726 MOONER PLANK CIR  
WIMAUMA, FL. 33598

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: ANDREW S BRYANT

## Article IV

The name and address of person(s) authorized to manage LLC:

Title: MGR  
ANDREW S BRYANT  
16726 MOONER PLANK CIR  
WIMAUMA, FL. 33598 US

Title: MGR  
KELSEY BRYANT  
16726 MOONER PLANK CIR  
WIMAUMA, FL. 33598 US

L22000256966  
FILED 8:00 AM  
June 06, 2022  
Sec. Of State  
snchatham

Signature of member or an authorized representative

Electronic Signature: ANDREW S BRYANT

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/14/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|  |   |
|--|---|
| PRODUCER<br>L&M Insurance<br>9623 Mathog Road<br><br>Riverview<br>FL 33578                           | CONTACT NAME: Kelli Howard<br>PHONE (A/C, No, Ext): 813-672-4100<br>E-MAIL ADDRESS: kelli@insurancelm.com<br>FAX (A/C, No): 813-930-5530  |
| INSURED<br>KAB Fitness LLC Dba Atmosfeffect Fitness<br>16726 Mooner Plank Cir<br>Wimauma<br>FL 33598 | INSURER(S) AFFORDING COVERAGE<br>INSURER A: Hiscox Insurance Company<br>INSURER B: Progressive Express Insurance Company<br>INSURER C:<br>INSURER D:<br>INSURER E: Hiscox Insurance Company<br>INSURER F: |

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL SUBR INSD WVD                  | POLICY NUMBER      | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-------------------------------------|--------------------|-------------------------|-------------------------|--|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br>C.A.I.M.S.-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: | Y                                   | UDC-5183955-CGL-22 | 06/13/2022              | 06/13/2023              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP OP AGG \$ 1,000,000 |
| B        | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS<br>HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY   |                                     | 958904133          | 06/13/2022              | 06/13/2023              | COMBINED SINGLE LIMIT (Ea accident) \$ 300,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$  |
|          | UMBRELLA LIAB <input type="checkbox"/> OCCUR<br>EXCESS LIAB <input type="checkbox"/> C.A.I.M.S.-MADE<br>DED <input type="checkbox"/> RETENTION \$  |                                     |                    |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$   |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR PARTNER EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   | Y/N<br><input type="checkbox"/> N/A |                    |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$   |
| E        | Professional Liability   |                                     | UDC-5183955-EO-22  | 06/13/2022              | 06/13/2023              | Each Claim \$1,000,000<br>Aggregate \$1,000,000  |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

2006 Honda Ridgeline Vin 2HJYK16466H560375 ACV 500 comp/500 collision deductible

2019 360 Trailer Vin 6U9VSS00000149100 Stated amount \$28,000 including permanently attached equipment 500 comp/500 collision deductible

The certificate holder is listed as an additional insured.

## CERTIFICATE HOLDER

## CANCELLATION

Waterset Central, Waterset North, and Waterset HOA  
7281 Paradiso Drive  
Apollo Beach, FL 33572

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Fax: Email: © 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

WN

Castle Management, LLC.  
 12270 SW 3rd Street, Suite 200  
 Plantation FL 33325

| Unit                                | Resident                                     | Note Code            | Created    | Completed | Notes   |
|-------------------------------------|--|----------------------|------------|-----------|---|
| <b>WN-HCCT WNH - Cliveden ct</b>    |  |                      |            |           |   |
| 6302                                | 03 O'Neill, Robert<br>6302 Cliveden Ct       | WARR Warranty Deed   | 09/26/2022 |           | change title per deed, sent wl CW   |
| <b>WN-HDCD WNH- Del Coronado Dr</b> |  |                      |            |           |   |
| 5401                                | 02 Rushing, Michael<br>5401 Del Coronado Dr  | WARR Warranty Deed   | 09/02/2022 |           | Updated title per deed, sent wl ltr. Only received estoppel check in closing package. We did not rec a closing ck for the CC. PB                            |
| 5413                                | 02 Brown, Demikeca<br>5413 Del Coronado Dr   | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr T1547325 PB   |
| 5421                                | 02 Hilton, Leslie<br>5421 Del Coronado Dr    | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5425                                | 02 Freibert, Tara<br>5425 Del Coronado Dr    | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5427                                | 02 Adam, Patrick<br>5427 Del Coronado Dr     | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5439                                | 02 Paduano, Paul<br>5439 Del Coronado Dr     | WARR Warranty Deed   | 09/02/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5443                                | 02 Metellus, Tatum<br>5443 Del Coronado Dr   | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr T1545534 PB   |
|                                     |  | AR Miscellaneous A/R | 09/16/2022 |           | Received closing package, title co collected for MA and we do not collect a Monthly Maintenance for this unit type. A credit will remain on the account. PB |
| 5448                                | 02 Hujdic, Mark<br>5448 Del Coronado Dr      | WARR Warranty Deed   | 09/13/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5453                                | 02 Fields, Tameka<br>5453 Del Coronado Dr    | WARR Warranty Deed   | 09/29/2022 |           | Updated title per deed, sent wl ltr T1558470 PB   |
| 5511                                | 02 Parra, Lance<br>5511 Del Coronado Dr      | WARR Warranty Deed   | 09/22/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5529                                | 02 Fittipaldi, Frank<br>5529 Del Coronado Dr | WARR Warranty Deed   | 09/20/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5609                                | 02 Bundick, Ronald<br>5609 Del Coronado Dr   | WARR Warranty Deed   | 09/12/2022 |           | change title per deed, sent wl & coupon CW  |
| <b>WN-HLLD WNH - Limelight Dr</b>   |  |                      |            |           |   |
| 5402                                | 02 Leaf, Richard<br>5402 Limelight Dr        | WARR Warranty Deed   | 09/12/2022 |           | Updated title per deed, sent wl ltr PB  |
| 5416                                | 02 Criddle, Melissa<br>5416 Limelight Dr     | WARR Warranty Deed   | 09/29/2022 |           | Updated title per deed, sent wl ltr and coupons T1557201 PB   |
| 5427                                | 02 Velis, Felix<br>5427 Limelight Dr         | WARR Warranty Deed   | 09/16/2022 |           | Updated title per deed, sent wl ltr and coupons PB  |
| 5429                                | 02 Diaz, Anthony<br>5429 Limelight Dr        | WARR Warranty Deed   | 09/29/2022 |           | Updated title per deed, sent wl ltr T1559866 PB   |
| 5610                                | 02 Mays Jr, Stanley<br>5610 Limelight Dr     | WARR Warranty Deed   | 09/02/2022 |           | Updated title per deed, sent wl ltr T1537932 PB   |
| <b>WN-HLPA WNH-Lantern Pk Ave</b>   |  |                      |            |           |   |
| 7511                                | 04 Shull, Colby<br>7511 Lantern Pk Ave       | WARR Warranty Deed   | 09/12/2022 |           | changed title per deed T1542467 sent wl coupons --mr  |



WN

Castle Management, LLC.  
 12270 SW 3rd Street, Suite 200  
 Plantation FL 33325

| Unit                                | Resident  | Note Code          | Created                  | Completed | Notes  |
|-------------------------------------|---|--------------------|--------------------------|-----------|--|
| <b>WN-HMAW WNH - Madrigal Way</b>   |   |                    |                          |           |  |
| 5514                                | 02 Gyford, Steven<br>5514 Madrigal Way            | WARR Warranty Deed | 09/12/2022               |           | Updated title per deed, sent wl ltr PB   |
| <b>WN-HMLC WNH-Mooring Line Cir</b> |   |                    |                          |           |  |
| 6376                                | 02 Bartl, Christopher<br>6376 Mooring Line Circle | LGL Legal          | 09/19/2022               |           | Pd in full thru July-Owner made pymt to assoc in July and also pd atty for July as well, hence credit balance-tp   |
| <b>WN-HMSD WNH-Milestone Dr</b>     |   |                    |                          |           |  |
| 6011                                | 02 Elms, Caleb<br>6011 Milestone Dr               | LGL Legal          | 09/26/2022               |           | <p>Hi Kathy &amp; Teena,</p> <p>We received a check in the amount of \$668.10 from Mr. Elms to full pay this property through September 2022 (see attached payoff table). We will deposit the check and hold for 10 business days to ensure it clears our bank. Then we will disburse the funds to the Association and close our file. Let us know if you have any questions. Thanks.</p> <p>Steve Delach<br/>           Office Manager and Collections &amp; Foreclosure Supervisor<br/>           DAVID J. LOPEZ, P.A.</p> |
| <b>WN-HOBD WNH-Old Benton Dr</b>    |   |                    |                          |           |  |
| 6909                                | 01 Starowicz, Robert<br>6909 Old Benton Dr        | LGL Legal          | 09/16/2022               |           | Pstd pymt thru Aug-tp  |
| 7026                                | 02 SN Florida II LLC,<br>7026 Old Benton Dr       | WARR Warranty Deed | 09/02/2022               |           | changed title per deed sent wl --mr  |
| <b>WN-HPDD WNH-Paradiso Dr</b>      |   |                    |                          |           |  |
| 7416                                | 03 Sweeney, Laurel<br>7416 Paradiso Dr            | WARR Warranty Deed | 09/19/2022<br>09/19/2022 |           | Updated title per WD / sent WL - MRC.  |
| 7631                                | 03 Hogan, Jason<br>7631 Paradiso Dr               | WARR Warranty Deed | 09/09/2022               |           | Updated title per deed, sent wl ltr T1542636 PB  |
| <b>WN-HPSD WNH-Park Strand Dr</b>   |   |                    |                          |           |  |
| 6708                                | 03 Jeszenszki, Gabor<br>6708 Park Strand Dr       | WARR Warranty Deed | 09/27/2022               |           | changed title per deed T1550649 sent wl --mr   |
| 6818                                | 02 Johnson Living TR,<br>6818 Park Strand Dr      | WARR Warranty Deed | 09/20/2022               |           | Changed title per WD T#1545345/ sent WL/C - mrc.   |
| <b>WN-HRVC WNH - Reservoir Ct</b>   |   |                    |                          |           |  |
| 7051                                | 03 Williams Jr, Raymond<br>7051 Reservoir Ct      | WARR Warranty Deed | 09/02/2022               |           | changed title per deed sent wl --mr  |
| <b>WN-HSLC WNH-Sea Lilly Ct</b>     |   |                    |                          |           |  |
| 7514                                | 02 Burgoyne, Sarah<br>7514 Sea Lilly Ct           | WARR Warranty Deed | 09/26/2022               |           | change title per deed, sent wl CW  |
| <b>WN-HSSC WNH-Shadowlake Dr</b>    |   |                    |                          |           |  |

WN

Castle Management, LLC.  
12270 SW 3rd Street, Suite 200  
Plantation FL 33325

| Unit | Resident                                    | Note Code          | Created    | Completed | Notes                               |
|------|---|--------------------|------------|-----------|-------------------------------------|
| 6123 | 03 Schultz, Alexander<br>6123 Shadowlake Dr | WARR Warranty Deed | 09/02/2022 |           | changed title per deed sent wl --mr |

**WN-HSVD WNH - Silver Sun Dr**

|      |  |                    |            |  |  |
|------|--|--------------------|------------|--|--|
| 5822 | 04 Schutter, Keith<br>5822 Silver Sun Dr | WARR Warranty Deed | 09/26/2022 |  | change title per deed, sent wl & coupon CW |
|------|--|--------------------|------------|--|--|

**WN-HTPL WNH- Tagalong Place**

|      |   |                    |            |  |   |
|------|---|--------------------|------------|--|---|
| 5402 | 02 Melek Kozman, Sherif<br>5402 Tagalong Pl | WARR Warranty Deed | 09/28/2022 |  | Updated title per deed, sent wl ltr T1561609 PB |
| 5403 | 02 Li, Yuan<br>5403 Tagalong Place          | WARR Warranty Deed | 09/02/2022 |  | Updated title per deed, sent wl ltr PB          |

**WN-HWFA WNH - Wayfarer Ave**

|      |  |                    |            |  |   |
|------|--|--------------------|------------|--|---|
| 5422 | 02 Gutierrez, Javier<br>5422 Wayfarer Ave  | WARR Warranty Deed | 09/06/2022 |  | Updated title per deed, sent wl ltr PB          |
| 5456 | 02 Selmon Jr, Lee Roy<br>5456 Wayfarer Ave | WARR Warranty Deed | 09/12/2022 |  | Updated title per deed, sent wl ltr T1547008 PB |
| 5622 | 02 Bentley, Brandon<br>5622 Wayfarer Ave   | WARR Warranty Deed | 09/29/2022 |  | Updated title per deed, sent wl ltr T1556009 PB |

Waterset  
2022 ACTION LIST

| Activity Type | Location (HOA, NCDD, CCDD) | Original Date | Description  | Status  | Complete by Date | Open/Closed | Owner       |
|---------------|----------------------------|---------------|--|---|------------------|-------------|-------------|
| Maintenance   | CCDD                       | 8/22/2022     | Fire Extinguisher Inspection   | Completed on 8/31/22  | 31-Aug-22        | CLOSED      | Scott/Kathy |
| Admin         | CCDD                       | 8/22/2022     | Holiday Lighting   |   | 30-Sep-22        | CLOSED      | Kathy       |
| Maintenance   | CCDD                       | 8/22/2022     | Cleaning of Clubhouse carpet   | Stanley Steemer was on property on 8/30/22 and completed cleaning.      | 31-Aug-22        | CLOSED      | Kathy       |
| Maintenance   | CCDD                       | 8/22/2022     | meeting with citywide regarding cleaning crew  | Completed on 8/26/22  | 31-Aug-22        | CLOSED      | Kathy       |
| Maintenance   | CCDD                       | 8/30/2022     | Solicit quotes for interior painting of the clubhouse                                    | Contacted 2 vendors, awaiting quotes - received 1 quote awaiting 1 more | 30-Sep-22        | OPEN        | Kathy       |
| Maintenance   | CCDD                       | 9/29/2022     | Pressure wash clubhouse walls  |   | 14-Oct-22        | OPEN        | Scott/Kathy |
| Maintenance   | CCDD                       | 9/29/2022     | Clean/pressure wash Clubhouse windows  |   | 14-Oct-22        | OPEN        | Scott/Kathy |
| Maintenance   | CCDD                       | 9/29/2022     | Clean up clubhouse pool area after storm,  |   | 7-Oct-22         | CLOSED      | Kathy/Scott |
| Admin         | CCDD                       | 9/29/2022     | Take pictures of clubhouse after storm.  |   | 3-Oct-22         | CLOSED      | Kathy       |
| Admin         | CCDD                       | 9/29/2022     | Post Storm Property Inspection   |   | 3-Oct-22         | CLOSED      | Kathy       |
| Admin         | CCDD                       | 9/29/2022     | Follow up with Job Requisition for Administrative Assistant-front desk                   | Interviewed candidate and offered position.                             | 31-Oct-22        | OPEN        | Kathy       |
| Maintenance   | CCDD                       | 9/29/2022     | Make a list of signs on the property that were damaged due to storm to send to on sight. | In process  | 14-Oct-22        | OPEN        | Kathy       |
| Admin         | CCDD                       | 10/3/2022     | Karina's 90 day review   | In process  | 7-Oct-22         | OPEN        | Kathy       |
| Admin         | CCDD                       | 10/3/2022     | Josh 90 day review   | In process  | 21-Oct-22        | OPEN        | Kathy       |
| Admin         | CCDD                       | 10/3/2022     | Vendor for Clubhouse roof repairs  |   | 31-Oct-22        | OPEN        | Kathy       |

## Tab 4



Rizzetta & Company

#### UPCOMING DATES TO REMEMBER

- **Next Meeting:** November 10th, 2022
- **Seats & Terms:**
  - Seat 1 - Term: 11/20-11/24 – Lenny Woster
  - Seat 2 - Term: 11/20-11/22 – Lynda McMorrow
  - Seat 3 - Term: 11/20-11/24 – Pete Williams
  - Seat 4 - Term: 11/19-11/22 – Deneen Klenke
  - Seat 5 - Term: 11/18 –11/22 – Vacant

## District Manager's Report

October 13th

# 2022

#### FINANCIAL SUMMARY

07/31/2022

General Fund Balance: \$517,251.00

Reserve Fund Balance: \$100,600.00

**Total General & Reserve Fund  
Balances: \$617,851.00**

**General Fund Expense Variance: \$18,687.00 Under budget**

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Professionalism in Community Management



## **Tab 5**

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, September 8, 2022, at 9:02 AM at the Waterset Club located at 7821 Paradiso Dr. Apollo Beach, FL 33572.

Present and constituting a quorum:

|                |                                       |
|----------------|---------------------------------------|
| Lynda McMorrow | Board Supervisor, Assistant Secretary |
| Pete Williams  | Board Supervisor, Vice Chairman       |
| Lenny Wooster  | Board Supervisor, Assistant Secretary |
| Deneen Klenke  | Board Supervisor, Chairman            |

Also present were:

|                |   |
|----------------|---|
| Jerry Whited   | District Manager; Rizzetta & Company          |
| John Toborg    | Landscape Maintenance Manager; Rizzetta & Co. |
| Gail Huff      | Ballenger Irrigation                          |
| Erin McCormick | District Counsel, Erin McCormick, P.A.        |
| Alex Gonzalez  | Sunrise Landscape                             |
| Jay Grimaldi   | Sunrise Landscape                             |
| Jeff Cane      | Sunrise Landscape                             |
| Katiria Parodi | Castle Group                                  |

**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 an audience comment with regards to pond 59 and aquatics services.

There was an audience comment on landscape services and hedge height.



**THIRD ORDER OF BUSINESS**

**Presentation of new maintenance map exhibit**

The Board was presented with the new maintenance map exhibit by Mr. Plate who was on the line. The Board, Mr. Plate and Mr. Toborg discussed the maintenance map and best practices. The Board requested that the pond numbers be added to the map. The South boundary had a section of green missing that was noted to be corrected. The Board directed Mr. Whites to present to Waterset North the South ROW area as discussed to get feedback. The Board asked that an updated version of the exhibit be circulated upon completion.

**FOURTH ORDER OF BUSINESS**

**Review of Aquatics proposals**

The Board discussed the Solitude draft renewal agreement. A discussion took place about the agreement terms, the notice period for renewal was highlighted and the Board gave direction to bring the agreement back to Solitude with that item revised from Counsel. The Board directed for Aquatic Service Bids to be presented at the October 2022 meeting.

**FIFTH ORDER OF BUSINESS**

**Consideration of Addendum to Campus Suite Contract**

The Board reviewed the Campus Suite Addendum. The Board requested an excerpt Be added to the addendum to clarify that all existing services would remain the same outside of the details in the addendum.

On a motion by Mr. Williams, seconded by Ms. Klenke, the Board unanimously approved the Addendum to the Campus Suite Contract in substantial form, contingent upon Chairman approval when revised version is reviewed, for the Waterset Central Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Fifth Addendum to the Contract for Professional District Services**

On a motion by Mr. Williams, seconded by Mr. Woster, the Board unanimously approved the Fifth Addendum to the Contract for Professional District Services, for the Waterset Central Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape & Irrigation**

**1. Presentation of Waterway Inspection Report**

The Board considered the Aquatic Services report. A discussion about best practices took place.

88                   **2.     Field Inspection Report**

89  
90       The Board received the Field Inspection Report from Mr. Toborg who was on the  
91       phone. The sand volleyball court needs to be more effectively maintained. Tree rings  
92       in the community need to be cleaned up. There were some Brazilian Peppers behind  
93       a wall that was highlighted, Sunrise responded this was already cleaned up. Lenny  
94       with Sunrise will check into a possibly warranty on a dead pine tree on one of the  
95       newer phases.

96  
97                   **3.     Landscape Contractor Update**

98  
99       The Board received the Landscape Contractor Update. The Board discussed mulch  
100       frequency and best practices with Sunrise. Sunrise answered a resident question  
101       about hedges and some of the items that had already been completed that were  
102       noticed in the Field Inspection Report. The Board considered several landscape  
103       proposals. Once proposal for enhancement was tabled for revision.

104  
105       On a motion by Mr. Williams, seconded by Mr. Woseter, the Board unanimously  
      approved the Sunrise Proposal for an Oak replacement in the amount of \$1,235.00,  
      for the Waterset Central Community Development District.

106       On a motion by Mr. Williams, seconded by Ms. Klenke, the Board unanimously  
      approved the Sunrise Proposal for Crotons in the amount of \$1,256.25, for the  
      Waterset Central Community Development District.

107       On a motion by Mr. Williams, seconded by Ms. Klenke, the Board unanimously  
      approved the Sunrise Proposal for removal of Sycamore root ball and replace  
      Sycamore in the amount of \$1,526.30, for the Waterset Central Community  
      Development District.

108       On a motion by Mr. Williams, seconded by Ms. Klenke, the Board unanimously  
      approved the Sunrise Proposal for tree removal in the amount of \$595.00, for the  
      Waterset Central Community Development District.

109                   **4.     Irrigation Report**

110  
111       The Board received the irrigation contractor update.  
112  
113  
114  
115  
116  
117  
118  
119  
120

**B. Clubhouse Manager**

**1. Presentation of Management Report**

The Board received the Property Management Report from Ms. Parodi who was in attendance. The Board was given an update on property management and maintenance items. The amenity center was struck by lightning and there are many items in the process of being repaired, mostly electrical related. The Board considered a proposal for the "Snowball Trailer"

On a motion by Ms. Klenke, seconded by Mr. Williams, the Board unanimously approved the Snowball Trailer contingent upon inspection of insurance and the vendors commitment and execution of the contractor agreement, for the Waterset Central Community Development District.

The Board directed Mr. Whited to look into a two-line solution for phone management at the amenity center and for a square hardware device to accept payments.

**C. District Manager**

The Board received the District Manager's update.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on August 11, 2022**

The Board considered the Minutes of the Regular Meeting of the Board of Supervisors held July 14, 2022.

On a motion by Mr. Williams, seconded by Ms. Klenke, the Board unanimously approved the Minutes of the Board of Supervisors Meeting held on August 11, 2022, for the Waterset Central Community Development District.

**NINTH ORDER OF BUSINESS**

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

On a motion by Mr. Williams, seconded by Ms. McMorrow, the Board unanimously approved the Operations and Maintenance Expenditures of the District for July 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. Williams, seconded by Ms. Klenke, the Board unanimously approved to adjourn the meeting at 11:07 a.m., for the Waterset Central Community Development District.

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair