

**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 NORTH  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Waterset North Community Development District was held on **Tuesday, December 12, 2017 at 3:02 p.m.** at the offices of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, FL 33578.

Present and constituting a quorum:

Amanda King	<b>Board Supervisor, Chairman</b>
Doug South	<b>Board Supervisor, Vice-Chairman</b>
Pam Parisi	<b>Board Supervisor, Assistant Secretary</b>
TJ Pyche	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Joseph Roethke	<b>Regional District Manager, Rizzetta &amp; Co., Inc.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law</b>
Dana Even	<b>Clubhouse Manager, Castle Group (arrived at 3:14 p.m.)</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no Audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Regular Meeting held on November 14, 2017**

On a Motion by Ms. King, seconded by Mr. South, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' for the Regular Meeting held on November 14, 2017 and the for the Waterset North Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for October 2017**

On a Motion by Mr. South, seconded by Ms. King, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for October 2017 (\$98,425.23) for the Waterset North Community Development District.
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**FIFTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for October 2017 for Café**

On a Motion by Mr. South, seconded by Ms. King, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for October 2017 for Café (\$8,604.91) for the Waterset North Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2014 Construction Requisitions, if any**

There were none.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Change Orders, if any**

There were none.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Monthly Inspection Reports**

Mr. Roethke presented the monthly pond and landscape maintenance inspection reports to the Board. A discussion ensued regarding several maintenance issues.

Mr. Roethke distributed the landscaper's response for the current Field Inspection Report to the Board.

Mr. Roethke distributed a letter from Aquatic Systems which indicates that their prices will be increasing from (\$3,061.00) per month to (\$3,153.00) per month as of March 1, 2018.

On a Motion by Ms. King, seconded by Ms. Parisi, with all in favor, the Board of Supervisors approved the Aquatic Systems price increase to (\$3,153.00) for monthly pond maintenance services as of March 1, 2018 for the Waterset North Community Development District.

**NINTH ORDER OF BUSINESS**

**Landscaper's Response to the October 2017 Field Inspection Report**

Mr. Roethke Presented the landscaper's response for the October 2017 Field Inspection Report to the Board.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape Enhancements, if any**

Mr. Roethke presented landscape enhancement proposals to the Board.

On a Motion by Ms. King, seconded by Mr. South, with all in favor, the Board of Supervisors approved the landscape proposals from LMP at a total cost of not to exceed (\$1,563.00) pending confirmation that LMP can remove and replace the Latern Park elm for the Waterset North Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Clubhouse Furniture**

*(Ms. Even arrived at 3:14 p.m.)*

Mr. Roethke presented a proposal for furniture replacement to the Board.

A discussion ensued. The Board would like two sofas' and two lounge chairs'. The Board discussed giving away the existing furniture, since the Board determined it has no value.

On a Motion by Ms. King, seconded by Ms. Parisi, with all in favor, the Board of Supervisors approved to declare current furniture of no value for the Waterset North Community Development District.

On a Motion by Mr. South, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the proposal for clubhouse furniture (2 sofas and 2 lounge chairs) at a total cost of (\$3,865.00) for the Waterset North Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Proposal for Pool Heater**

Mr. Roethke presented proposal for Pool Heater to the Board.

Ms. Even reviewed the details of this proposal with the Board. The Board discussed only replacing one heater instead of both at this time.

On a Motion by Mr. South, seconded by Ms. King, with all in favor, the Board of Supervisors approved the proposal from Suncoast for pool heater replacement at a total cost of (\$3,400.00) for the Waterset North Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-04,  
Designating Primary Administrative Office**

Mr. Roethke presented the Resolution 2018-04, Designating Primary Administrative Office to the Board.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors motion to adopt Resolution 2018-04, Designating Primary Administrative Office for the Waterset North Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Public Hearing to Consider User Fee for  
Service Providers to Use District Facilities**

On a Motion by Ms. King, seconded by Mr. South, with all in favor, the Board of Supervisors motion to open the Public Hearing to Consider User Fee for Service Providers to Use District Facilities for the Waterset North Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-05, Adopting  
User Fee for Service Providers to Use District  
Facilities**

Mr. Roethke presented the Resolution 2018-05, Adopting User Fee for Service Providers to Use District Facilities.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors motion to adopt Resolution 2018-05, Adopting User Fee for Service Providers to Use District Facilities for the Waterset North Community Development District.

On a Motion by Ms. Parisi, seconded by Mr. South, with all in favor, the Board of Supervisors motion to close the Public Hearing to Consider User Fee for Service Providers to Use District Facilities for the Waterset North Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Public Hearing to Consider User Fee for Replacement of Access Badges**

On a Motion by Mr. South, seconded by Ms. King, with all in favor, the Board of Supervisors motion to open the Public Hearing to Consider User Fee for Replacement of Access Badges for the Waterset North Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-06, Adopting a Fee for Replacement of Access Badges**

Mr. Roethke presented the Resolution 2018-06, Adopting a Fee for Replacement of Access Badges.

On a Motion by Mr. South, seconded by Mr. Pyche, with all in favor, the Board of Supervisors motion to adopt Resolution 2018-06, Adopting a Fee for Replacement of Access Badges for the Waterset North Community Development District.

On a Motion by Mr. South, seconded by Ms. Parisi, with all in favor, the Board of Supervisors motion to close the Public Hearing to Consider User Fee for Replacement of Access Badges for the Waterset North Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Clubhouse Manager**

Ms. Even presented the Clubhouse Manager's Report to the Board. A discussion ensued regarding several maintenance items and staffing issues.

Ms. Even presented an events calendar to the Board for the first six months of 2018. A discussion ensued regarding the details of several events, including the Big Egg Hunt in March.

Ms. Even discussed updating clubhouse and café employee hours to more closely reflect the needs of the District. Ms. King will work with Ms. Even on this going forward.

**B. Café Sales Report**

Mr. Roethke presented a café sales report to the Board.

Ms. Even mentioned that they will continue to update the way the information is presented in this report going forward.

**C. District Counsel**

No report.

**D. District Engineer**

Not present.

**E. District Manager**

Mr. Roethke stated that the next regular meeting will take place on Tuesday, January 9, 2018 at 3:00 p.m. at Rizzetta & Company's Riverview Office located at 9428 Camden Field Parkway, Riverview, Florida 33578.

**1. Action Item List**

Mr. Roethke presented the Action Item List to the Board.

**NINETEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Pyche asked about dog park maintenance.

**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors adjourned the meeting at 4:23 p.m. for the Waterset North Community Development District.

  
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Secretary/Assistant Secretary

  
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Chairman/ Vice Chairman