

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, February 13, 2018 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	Board Supervisor, Chairman
Doug South	Board Supervisor, Vice-Chairman
TJ Pyche	Board Supervisor, Assistant Secretary

Also present were:

Joseph Roethke	Regional District Manager, Rizzetta & Co., Inc.
Erin McCormick	District Counsel; Erin McCormick Law
John Toborg	Senior Field Services Manager, Rizzetta & Co., Inc.
Dana Even	Clubhouse Manager, Castle Group
Marilyn Nieves	Castle Group
Anthony Milam	LMP
Garth Rinard	LMP
Dave Manfrin	LMP

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 January 9, 2018

On a Motion by Mr. South, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' for the Regular Meeting held on January 9, 2018 for the Waterset North Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for December 2017

On a Motion by Mr. Pyche, seconded by Mr. South, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for December 2017 (\$84,333.20) for the Waterset North Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for December 2017 for Café

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for December 2017 for Café (\$5,372.30) for the Waterset North Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Series 2014 Construction Requisitions #260

REQUISITION #	PAYEE	AMOUNT
CUS 260	Erin McCormick Law, PA	\$1,407.00

On a Motion by Ms. King, seconded by Mr. South, with all in favor, the Board of Supervisors ratified the Series 2014 Construction Requisition #260 for the Waterset North Community Development District.

SEVENTH ORDER OF BUSINESS

Ratification of Construction Contract No. 23408

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors ratified the Construction Contract No. 23408 for the Waterset North Community Development District.

EIGHTH ORDER OF BUSINESS

Ratification of Change Orders

There were none.

NINTH ORDER OF BUSINESS

Presentation of Monthly Inspection Reports

1. January 2018 Field Inspection Report
2. January 2018 Aquatics Waterway Inspection Report

Mr. Roethke Presented the monthly pond and landscape maintenance inspection reports to the Board. A discussion ensued regarding several maintenance issues, including palm removals and replacements.

(Dana Even and Marilyn Nieves arrived at 3:11 p.m.)

Mr. Toborg reviewed the details of the Field Inspection Report with the Board. Ms. King discussed an issue with a resident installing a pool and causing damage to adjacent CDD property. LMP will fix any damage and the District will bill the resident for the cost of repairs. The Board discussed repairs that are still needed at the dog park. The Board requested clubhouse staff to put a lock on the gate that separates the large and small dog parks and also asks for a proposal from LMP to re-sod the area adjacent to this gate.

TENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Enhancements

Mr. Roethke presented various proposals from LMP for landscape removals and replacements.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved proposals from LMP for landscape removals and replacements at a total cost of (\$7,237.25) for the Waterset North Community Development District.

Mr. Roethke presented a proposal for Irrigation Repairs.

The Board discussed the details of the proposal. Ms. King asked District staff to review contract language on irrigation repairs for future vendor turnover and any final payments as they relate to future irrigation audits.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved proposal from LMP for irrigation repairs at a not-to-exceed of (\$11,977.74) pending review by John Toborg, LMP, and Mark Ballenger for the Waterset North Community Development District.

Mr. Roethke presented a proposal for Irrigation Controller A Enhancements.

Mr. Roethke presented a proposal for Irrigation Controller C Enhancements.

Mr. Manfrin and Mr. Rinard informed the Board that these proposals go hand-in-hand with the irrigation repairs proposals previously approved.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved both Controller A and Controller C Irrigation enhancements, pending equipment to match the current system for the Waterset North Community Development District.

(Mr. Toborg, Mr. Rinard, Mr. Milam, and Mr. Manfrin left at 4:16 p.m.)

ELEVENTH ORDER OF BUSINESS

Presentation of Conflict of Interest Letter

Ms. McCormick presented a waiver of conflict of interest letter related to the Interlocal Agreement, since Ms. McCormick is District Counsel for both Waterset North CDD and Waterset Central CDD.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the Waiver of Conflict of Interest from District Counsel for the Waterset North Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Interlocal Agreement for Shared Use of Recreational Facilities

Mr. Roethke presented the Interlocal Agreement for Shared Use of Recreational Facilities. Ms. McCormick reviewed the details of this agreement with the Board, which will allow shared use of amenities by residents of Waterset North CDD and Waterset Central CDD.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved the Interlocal Agreement for the Waterset North Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of CDD Access for Residential Pool Installation

Mr. Roethke presented a request for CDD access for a residential pool installation.

On a Motion by Ms. King, seconded by Mr. Pyche, with all in favor, the Board of Supervisors approved to deny request to use CDD property for residential pool installation for the Waterset North Community Development District.

FOURTEENTH 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.

Ms. King clarified that residents should not be requesting to use CDD property for pool installations going forward.

Ms. Even mentioned that there have been requests for evening Board meetings. The Board is not in favor of changing meeting times at this time.

Ms. King requested to see reports for how many access cards are issued and on which days. Ms. Even will take care of this.

B. Café Sales Report

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

Ms. King reminded Ms. Even that anyone who steps behind the counter needs to be food certified. Ms. Even will ensure this taken care ASAP.

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, March 13, 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.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Pyche commented that there are street lights out. Ms. Even will report these to TECO.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. King, seconded by Mr. South, with all in favor, the Board of Supervisors adjourned the meeting at 4:46 p.m. for the Waterset North Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman