

**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, May 13, 2014 at 3:19 p.m.** at the office of Fowler White Boggs, P.A. located at 501 E. Kennedy Blvd., Suite 1700, Tampa, Florida 33602.

Present and constituting a quorum:

Alex McLeod  
Doug South  
Maja Barnat

**Board Supervisor, Chairman**  
**Board Supervisor, Vice-Chairman**  
**Board Supervisor, Assistant Secretary**

Also present were:

Eric Dailey  
Erin McCormick  
Jamie Scarola

**District Manager, Rizzetta & Company, Inc.**  
**District Counsel, Fowler White Boggs, P.A.**  
**District Engineer, Scarola Associates**  
*(via phone)*

Kelly Evans  
John Toborg  
Darlene Blair  
Bradley Livingston

**Director, Rizzetta Amenity Services, Inc.**  
**Operations Manager, Rizzetta & Company, Inc.**  
**LCAM, Rizzetta & Company, Inc.**  
**Café Manager, Rizzetta Amenity Services, Inc.**

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Dailey 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 the Minutes of the Board  
of Supervisors' Regular Meeting held on  
April 8, 2014**

On a Motion by Mr. McLeod, seconded by Mr. South, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular meeting held on April 8, 2014 for Waterset North Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operation and Maintenance Expenditures for March and April 2014**

Mr. Dailey presented the expenditures to the Board for their review. Mr. McLeod asked about the G4S invoice dated November 25<sup>th</sup>, 2013 and why it was just being paid in April. Mr. Dailey stated it was most likely an invoice they never sent but he will verify and report back to Mr. McLeod.

On a Motion by Mr. South, seconded by Mr. McLeod with all in favor, the Board approved the Operation and Maintenance Expenditures for March 2014 (\$71,520.58) and April 2014 (\$50,144.49) for Waterset North Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of the Operation and Maintenance Expenditures for March and April 2014 – Waterset Café**

Mr. Dailey presented the expenditures to the Board for their review.

On a Motion by Mr. McLeod seconded by Ms. Barnat, with all in favor, the Board approved the Operation and Maintenance Expenditures for March 2014 – Waterset Café (\$12,465.04) and April 2014 Waterset Café (\$15,304.38) for Waterset North Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2007 Construction Requisitions #490-#497 (see recap)**

Mr. Dailey presented the requisitions to the Board for their review.

On a Motion by Mr. South, seconded by Ms. Barnat, with all in favor, the Board of Supervisors ratified the Series 2007 Construction Requisitions #490 - #497 for Waterset North Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Contracts for Construction Executed by Chairman per Resolution 2012-02 (see recap)**

Mr. Dailey presented the contracts to be ratified to the Board for their review.

On a Motion by Mr. South seconded by Mr. McLeod, with all in favor, the Board of Supervisors ratified the contracts for construction executed by the Chairman per Resolution 2012-02 for Waterset North Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Summer Concert Series Agreement**

Mr. Dailey reviewed the agreement for the Board stating the Chairman executed it based on the Board's prior approval of the concert dates at a previous meeting.

On a Motion by Mr. McLeod, seconded by Mr. South, with all in favor, the Board ratified the Summer Concert Series Agreement (concert series runs April 11, 2014 – July 4, 2014) for Waterset North Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Revised Cardno Entrix Lake Management Agreement**

Mr. Dailey reviewed the revised agreement, noting that the current contract covers 27 ponds in Phases 1 and 2 and the revised agreement covers 36 ponds in Phases 1 and 2 and a lift station. Ms. McCormick noted this proposal would need to be put into the standard CDD contract form prior to execution. A brief discussion ensued.

On a Motion by Mr. South, seconded by Mr. McLeod with all in favor, the Board approved the revised Cardno Entrix Lake Management Proposal (\$34,800.00) and authorized the Chairman to execute the agreement in standard CDD contract form for Waterset North Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Sunrise Landcare Contract Renewal**

Mr. Dailey reviewed the renewal letter from Sunrise Landcare for \$163,148.00 for 2014. He noted that the 2A parks also need to be added to this total. Ms. McCormick stated this renewal would need to be put into the standard CDD contract form prior to execution. A brief discussion ensued.

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the Sunrise Landcare Contract renewal for landscape and irrigation services (\$163,148.00) and authorized the Chairman to execute the agreement in standard CDD contract form for Waterset North Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Landscape Proposals**

Mr. Dailey reviewed the two proposals for mulch installation from Sunrise Landcare and ValleyCrest.

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the Sunrise Landcare proposal for mulch installation (\$37,050.00) for Waterset North Community Development District.

Mr. Toborg reviewed the proposal for the tree replacement and noted that the oval park area is visible to the roadway and it lacks a buffer area behind the homes. A brief discussion ensued. Mr. McLeod stated that resident tree replacement requests need to be reviewed on a case by case basis by the Board, also taking into consideration the District's budget.

On a Motion by Mr. South, seconded by Mr. McLeod with all in favor, the Board approved the Sunrise Landcare Oval Park tree proposal (\$440.00) for Waterset North Community Development District.

Mr. Toborg reviewed the proposal for the zoysia turf replacement for the Board.

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the Sunrise Landcare proposal for Zoysia turf repair (\$565.00) for Waterset North Community Development District.

Mr. McLeod stated he will review the Crepe Myrtles at the pool and get back to Mr. Toborg on the previously tabled proposal. Mr. Toborg asked that the magnolia trees be reviewed for replacement with palms. Mr. McLeod stated that they would be reviewed by the Developer.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Investment Banker Termination**

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the termination of Prager, Sealy & Co. as Investment Banker (with 90 day notice) for Waterset North Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Request for Commissioner's 2014 South County Job Fair**

This agenda item was tabled so that it may be discussed with the Developer and brought back to the board if necessary.

**FOURTEENTH ORDER OF BUSINESS**

**Presentation of Registered Voter Count**

Mr. Dailey stated that the registered voter count as of April 15, 2014 is 182 as reported by the Hillsborough County Supervisor of Elections. He stated that the District therefore did not meet the requirement of 250 voters for the General Election in November 2014. Mr. Dailey stated the District will hold a Landowner Election in November on a date to be determined by the Board.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of FitRev Proposals**

Mr. Dailey reviewed the proposals and stated this was a request by residents to add heavier dumbbells and a second bench to the fitness center. They agreed to table this item until the budget review at year end. Mr. McLeod requested that Ms. Evans inventory the current fitness equipment.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of ICS WiFi Proposal**

Mr. Dailey stated this request for a booster was made due to the Wi-Fi signal not being able to reach the pool area and maintenance storage facility. He also noted that the signal had been dropping off when being used in the Landing area. Mr. McLeod suggested a review of the current internet setup and noted that we need to provide quality internet service to residents and café customers.

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the ICS WiFi proposal (\$734.98) subject to review of the current internet setup for The Landing and pool area for Waterset North Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Update on Matters Related to Construction Services**

Mr. South updated the Board on various construction related matters. He reviewed the revised Phase 3A evaluation criteria for the Board.

On a Motion by Mr. McLeod, seconded by Mr. South with all in favor, the Board approved the revised Evaluation Criteria (Exhibit A) for the Phase 3A Improvements RFP (Personnel – 20 points to 15 points; Understanding Scope of Work -20 points to 15 points; Schedule – 15 points to 25 points) for Waterset North Community Development District.

Mr. South reviewed the project changes and change order for 2C1 from RIPA & Associates noting that they are currently working on site and this would save in mobilization costs for a new contract at a later date.

On a Motion by Mr. South, seconded by Ms. Barnat with all in favor, the Board approved the RIPA & Associates 2C1 Change Order (\$185,000.00) for Waterset North Community Development District.

Mr. South reviewed the proposal from Lee Tee Kim for landscape and irrigation installation in 2C3, noting the project would fall under the required public bidding threshold. He stated that the landscape portion was \$81,257.00 and the irrigation portion was \$63,595.00. He stated most the unit prices were in line with the current contract with Lee Tee Kim for another phase they are currently working on with a few changes.

On a Motion by Mr. South, seconded by Ms. Barnat with all in favor, the Board approved contracting with Lee Te Kim for 2C3 Landscape and Irrigation (\$81,257.00 and \$63,594.00, total of \$144,851.00) for Waterset North Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
- B. District Engineer  
Mr. Scarola stated that the plans for 3A are available for pick-up today. He noted that the pre-bid meeting would be held on May 22, 2014 and that bids are due June 17, 2014.
- C. District Manager  
Mr. Dailey noted that the next regularly scheduled Board of Supervisors' meeting will be held on June 10, 2014 at 3:00 p.m. at the office of Fowler White Boggs located at 501 E. Kennedy Blvd., Suite 1700, Tampa, Florida 33602.

Mr. Dailey handed out and reviewed the Action Item List for the Board.

Mr. Dailey stated that it was time for the District to go out for RFP for landscape and irrigation maintenance due to additional areas coming on for service, increasing the contract value and requiring public bidding. Mr. Toborg reviewed the RFP and the Evaluation Criteria (Exhibit B) for landscape and irrigation maintenance.

On a Motion by Mr. McLeod, seconded by Ms. Barnat with all in favor, the Board approved the evaluation criteria as being Personnel – 20 points; Experience – 25 points; Scope – 20 points; Price – 25 points; Reasonableness of All Numbers – 10 points and authorized staff to finalize the RFP package and advertise it with dates yet to be determined by staff for Waterset North Community Development District.

On a Motion by Mr. McLeod, seconded by Ms. Barnat with all in favor, the Board established the RFP Committee as being a representative of the landscape architect, Amanda King and a Board Supervisor for Waterset North Community Development District.

The Board directed District Staff to change the security hours for summer to start at 6:00 p.m.

- D. Clubhouse Manager  
Mr. Livingston reviewed the Café equipment exchange options for the Board and stated once he had final numbers and options he would report back to them.

Ms. Evans stated that a prorated RASI credit will be issued for April 2014 for staffing changes.

**NINETEENTH ORDER OF BUSINESS**

**Presentation of Monthly Inspection Reports**

Mr. Dailey reviewed the inspection reports for the Board. No Formal Board action was taken.

**TWENTIETH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor requests.

**TWENTY-FIRST ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Barnat, seconded by Mr. McLeod, with all in favor, at 4:56 p.m., the Board of Supervisors adjourned the meeting for Waterset North Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/ Vice Chairman