

WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

**BOARD OF SUPERVISORS' MEETING
AUGUST 1, 2014**

**WATERSET NORTH
COMMUNITY DEVELOPMENT DISTRICT
AGENDA
AUGUST 1, 2014 at 11:30 a.m.**

Buchanan Ingersoll & Rooney, PC.
501 E. Kennedy Boulevard, Suite 1700
Tampa, FL 33602

District Board of Supervisors	Alex McLeod Doug South Pam Parisi Maja Barnat	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Eric Dailey Christine Hanlon	Rizzetta & Company, Inc. Rizzetta & Company, Inc.
District Counsel	Erin McCormick	Buchanan Ingersoll & Rooney, PC
District Engineer	Jamie Scarola	Scarola Associates

All Cellular phones and pagers must be turned off while in the meeting room.

The District Agenda is comprised of five different sections:

The meeting will begin promptly at **11:30 a.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fourth section is called **Business Items**. The Business Items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 933-5571 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 NORTH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614**

July 31, 2014

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

AGENDA

Dear Board Members:

The special meeting of the Board of Supervisors of the Waterset North Community Development District will be held on **Friday, August 1, 2014 at 11:30 a.m.** at the office of Buchanan Ingersoll & Rooney, PC located at 501 E. Kennedy Blvd., Suite 1700, Tampa, Florida 33602. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Clubhouse Manager
 - D. District Manager
 - i. Consideration of Proposals for Concrete Trail Repair..... Tab 1
 - ii. Consideration of Tool Purchases Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of RFP Review & Committee Recommendations for Phase 2C-1 Landscape and Irrigation Construction (*under separate cover*)
 - B. Consideration of Form of Temporary Access Easement with lot owners for pool construction, and Authorize Chairman/Vice Chairman to approve and execute requests (*under separate cover*)
 - C. Consideration of Lakeside Park Construction RFP – advertisement (*under separate cover*)
 - D. Consideration of Resolution 2014-05, Setting the Meeting Schedule for Fiscal Year 2014/2015 Tab 3
 - E. Update on Matters Related to Construction Services
- 5. SUPERVISOR REQUESTS**
- 6. 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) 933-5571.

Sincerely,

Christine Hanlon

Christine Hanlon
District Manager

Tab 1

**Waterset North
Cracked Concrete Trail
Located behind Pond #15**

Repair Proposals



VENDOR	PRICE
Driveway Maintenance	\$1,465.00
Asphalt & Concrete Parking Lot Maintenance (ACPLM)	\$1,594.00
Central Concrete Products, Inc.	\$1,990.00



PROPOSAL

19-142024

Yard: 1901 N 57th Street Mail to: P.O. Box 5985
Tampa, FL 33675-5985
Tampa: (813) 228-6826
Clearwater/St. Petersburg: (727) 896-3799
Fax (813) 228-0940

7/23/2014

Rizzetta & Company
3434 Colwell Avenue Suite 200
Tampa, FL 33614

Waterset North CDD
7012 Sail View Drive
Apollo Beach, FL 33572

(813)-933-5571

ATTENTION: Christine Hanlon

As per directions to perform the following work:

CONCRETE SIDEWALKS: Approximately 45 Square Feet

1. Excavate area where new sidewalks are to be installed.
2. Place forms for new sidewalks.
3. Install 3000 P.S.I. concrete reinforced with fiber mesh.
4. Apply rough broom finish.
5. Strip and remove forms.
6. Remove and haul away any related debris from site.

*DUE TO INCREASES IN THE COSTS OF MATERIALS, THIS PRICE CAN ONLY BE GUARANTEED FOR 30 DAYS.

*PERMIT FEES, PROCUREMENT FEES AND ANY ADDITIONAL WORK REQUIRED BY THE PERMIT WILL BE AN EXTRA COST TO THE CUSTOMER.

WE PROPOSE to furnish labor and material - complete in accordance with above specifications, and subject to conditions stated herein, for the sum of:

** ONE THOUSAND FOUR HUNDRED SIXTY FIVE DOLLARS AND 00 CENTS **

WITH PAYMENTS TO BE MADE AS FOLLOWS:

NET UPON COMPLETION

- Not responsible for any damage to underground utilities. •
- A Certificate of Insurance will be issued upon request prior to commencement of work. •

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTANCE OF PROPOSAL

DATE OF ACCEPTANCE

PRINT NAME

SIGNATURE

TITLE

X

Pat Gilligan

DRIVEWAY MAINTENANCE INC.



All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Our workers are covered by Workmen's Compensation Insurance.

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CENTRAL CONCRETE PRODUCTS, INC.
2271 S.R. 60 East Bartow, FL 33830
PH (863) 537-5119
FX (863) 537-5643

DATE: 7/18/14
ATTENTION: Christine Hanlon
CUSTOMER: Waterset North CDD
PROJECT: Concrete trail repair pond # 15.
LOCATION: Apollo Beach , Hillsborough County.
ENGINEER: **N/A**

The following is our proposal on the above referenced project.

MISC SITE WORK	\$ 1,990.00
TOTAL BASE BID	\$ 1,990.00

Terms: Payment due within 15 days from date of invoice

Please refer to the following page for the itemization for our proposal. If you should have any questions or comments, please do not hesitate to call me @ 813-927-1861.

Please note that prices quoted are only valid for 30 days following the date of proposal.

Thank you,

David Lewis

TERMS AGREED TO BY:

Waterset North CDD :

Central Concrete Products, Inc.

David Lewis - Vice President

CENTRAL CONCRETE PRODUCTS, INC.
2271 S.R. 60 East Bartow, FL. 33830
PH (863) 537-5119
FX (863) 537-5643

DATE: 7/18/14
ATTENTION: Christine Hanlon
CUSTOMER: Waterset North CDD
PROJECT: Concrete trail repair pond # 15.
LOCATION: Apollo Beach , Hillsborough County.
ENGINEER: N/A

The following is our proposal on the above referenced project.

MISC SITE WORK

ITEM #	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1	Mobilization	1	LS	\$ 500.00	\$ 500.00
1	Remove and haul off broken concrete trail 8' +/-	1	LS	\$ 490.00	\$ 490.00
3	Form and pour new 4" concrete trail section 8' +/-	1	LS	\$ 1,000.00	\$ 1,000.00
MISC SITE WORK					\$ 1,990.00

OTHERS RESPONSIBLE FOR:

Notification of work in progress to residents.

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July 25 , 2014

Proposal #1892714

Contact

Christine Hanlon
Phone: 813-933-5571
chanlon@rizzeta.com

Customer

Rizzeta & Company
5844 Old Pasco Road
Wesley Chapel, FL 33544

Job

Waterset North
7012 Sail View Lane
Apollo Beach, FL 33572

CONCRETE TRAIL REPAIR

Concrete Repair

1. Demo and remove 60 square feet of damaged concrete pavement in 1 area.
2. Excavate area to a depth of 4" below the existing pavement elevations.
3. Haul off debris, prep areas and set forms.
4. Pour 1 new area of concrete in pavement totaling approximately 60 square feet with approximately 4" of 3,000 psi concrete reinforced with commercial fiber mesh.

Labor and Material for Asphalt Repair - \$1,594.00

Notes:

- *WORK TO BE DONE IN ONE MOBILIZATIONS. ADDITIONAL MOBILIZATIONS WILL BE AN EXTRA CHARGE.
- *IN ORDER TO ENSURE PROPER STRUCTURAL STRENGTH TO THE NEWLY POURED CONCRETE, IT IS RECOMMENDED THAT ALL TRAFFIC STAY OFF NEW CONCRETE AREAS FOR A MINIMUM OF 7 DAYS.
- *NEW CONCRETE IS SUSCEPTIBLE TO SCUFFING AND MARKS UNTIL IT HAS PROPERLY CURED.
- *THIS CONTRACTOR IS NOT RESPONSIBLE FOR DAMAGE TO UNDERGROUND UTILITIES.
- *CUSTOMER WILL BE RESPONSIBLE FOR TOWING AS A RESULT OF ANY VEHICLE OBSTRUCTING THE JOB SITE.
- *DUE TO THE EXISTING TRAIL ELEVATIONS, THIS CONTRACTOR CANNOT GUARANTEE THAT STANDING WATER WILL BE 100% ELIMINATED.
- *BARRICADES WILL BE PROVIDED TO CLOSE OFF WORK AREAS. ACPLM IS NOT RESPONSIBLE FOR PERSONS ENTERING AREAS CLOSED OFF WITH BARRICADES, DAMAGE TO PROPERTY OR INJURY TO PERSONS ENTERING THE AREA.
- *PERMIT FEES AND PROCUREMENT FEES ARE NOT INCLUDED. ANY ADDITIONAL WORK REQUIRED BY THE PERMIT WILL BE AN EXTRA COST TO THE CUSTOMER.
- *MATERIAL AND WORKMANSHIP ARE GUARANTEED FOR 12 MONTHS.



July 25 , 2014

Proposal #1892714

Contact

Christine Hanlon
Phone: 813-933-5571
chanlon@rizzeta.com

Customer

Rizzeta & Company
5844 Old Pasco Road
Wesley Chapel, FL 33544

Job

Waterset North
7012 Sail View Lane
Apollo Beach, FL 33572

CONCRETE PAVEMENT REPAIRS AND CRACK FILL

Terms - Net Upon Completion

ACPLM Authorized Signature _____
John Bluffstone

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. All payments later than 30 days after due date shall bear interest at 18% per annum.

Date of Acceptance _____

Customer’s Authorized Signature _____

Terms and Condition: Payment is due in NET 30 days unless prior arrangements have been made in advance. If any legal action arises out of this agreement or breach thereof, the customer will be responsible for all attorney fees and incurred late fees. Any alteration or deviation from the above specifications involving extra costs of material or labor will be an additional charge outside of the scope listed in this proposal. Sprinkler systems on the property are to be off for the duration of the project. Customer assumes responsibility for removing all vehicles from the area outlined above.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standards practices. Any alteration or authorized deviation from the original specifications, involving extra cost, to be executed only upon receiving written change orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents, weather or delay beyond our control. Owner to carry fire, tornado and other necessary insurance. Our employees are fully covered by Workers Compensation Insurance.

Proposal Amount - \$1,594.00

Tab 2

Estimate on tools needed by WSN as of July 31, 2014

Item	Cost
13 amp circular saw	69.99
10 amp Orbital recip saw (Craftsman)?	79.99
6.9 amp corded drill (Craftsman)	69.99
Knife (utility) Ace med. Duty	4.99
Tape measure Stanley 30'	11.99
Screw driver set Craftsman	26.99
Saw all blades?	15.00
Circular saw blade (Dewalt)	15.99
Misc clamps (Craftsman)	40.00
Generic Giant ladder (Home Depot)	119.00
Totals with saws all/without saws all	\$453.93/\$358.94

Tab 3

RESOLUTION 2014-05

A RESOLUTION OF THE WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2014/2015

WHEREAS, the Waterset North Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings; and

WHEREAS, the Board has proposed the Fiscal Year 2014/2015 annual meeting schedule as attached in **Exhibit A**;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

1. The Fiscal Year 2014/2015 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.
2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 1st day of August, 2014.

ATTEST:

WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

Chairman, Board of Supervisors

EXHIBIT "A"
BOARD OF SUPERVISORS' MEETING DATES
WATERSET NORTH
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2014/2015

October 14, 2014

November 11, 2014

December 9, 2014

January 13, 2015

February 10, 2015

March 10, 2015

April 14, 2015

May 12, 2015

June 9, 2015

July 7, 2015

August 11, 2015

September 8, 2015

All meetings will convene at 3:00 p.m. at the office of Buchanan, Ingersoll & Rooney, PC located at 501 E. Kennedy Blvd., Suite 1700, Tampa, Florida 33602.