

## 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.

### WATERLEFE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Waterlefe Community Development District was held on **Monday, August 21, 2017 at 2:00 p.m.** at the Waterlefe River Club, located at 995 Fish Hook Cove Bradenton, FL 34212.

Present and constituting a quorum were:

Ken Bumgarner	<b>Board Supervisor, Chairman</b>
Alan Haibach	<b>Board Supervisor, Vice Chairman</b>
Bill Strollo	<b>Board Supervisor, Assistant Secretary</b>
Jim Davis	<b>Board Supervisor, Assistant Secretary</b>

Joining as new Board Member  
Ruth Harenchar

**Board Supervisor, Assistant Secretary**  
*(joined at 2:18 p.m.)*

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Andy Cohen	<b>District Counsel, Persson &amp; Cohen</b>
Chris Kolb	<b>District Engineer, Schappacher Engineering</b>
John Crawford	<b>Field Services Manager, Rizzetta &amp; Company, Inc.</b>
Steve Dietz	<b>GM, Waterlefe Golf Club</b>
Jeff Dieter	<b>Property Management</b>
Representative	<b>MPOA Committee</b>
Representative	<b>Erosion Committee</b>
Representative	<b>Landscape &amp; Irrigation Committee</b>
Representative	<b>Golf Committee</b>

Audience

**Present**

#### **FIRST ORDER OF BUSINESS**

#### **Call to Order**

Mr. Cox called the meeting to order at 2:00 p.m. and conducted roll call.

#### **SECOND ORDER OF BUSINESS**

#### **Public Comments**

No audience comments.

#### **THIRD ORDER OF BUSINESS**

**Consideration of the Regular Meeting  
Minutes from the Board Supervisors'  
Meeting held on July 17, 2017**

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved the Minutes from the Regular Meeting of the Board Supervisors held on July 17, 2017, as amended, for the Waterlefe Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operations and Maintenance Expenditures for July 2017**

Mr. Cox presented the July 2017 Operations and Maintenance expenditures report totaling \$76,709.06 and explained its contents. The Board discussed various topics to include water bills and invoices for scaffolding. Mr. Stollo inquired if solar irrigation controllers had been installed. Mr. Crawford provided an explanation as to how the solar powered valves are used.

On a motion by Mr. Haibach, seconded by Mr. Bumgarner, with all in favor, the Board ratified the payment of the Operations & Maintenance expenditures for the month of July 2017, for the Waterlefe Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Candidates for Vacant Board Supervisor Seat #3**

Mr. Cox informed the Board that Ms. Ruth Harenchar and Mr. Art Miller were present and both had expressed interest in being appointed to the vacant seat #3 on the Board of Supervisors. Each of the candidates were provided an opportunity to speak to the Board and provide their backgrounds and qualifications. The Board members expressed their appreciation for each candidate's interest and acted to elect one candidate.

By a show of hands vote the results were as follows:

With the first round of votes:

Ms. Ruth Harenchar received four votes.

On a motion by Mr. Davis, seconded by Mr. Bumgarner, the Board appointed Ms. Ruth Harenchar as Board Supervisor to Vacant Seat #3 for the term of 2014-2018 for Waterlefe Community Development District.

Mr. Cox, a notary public in the State of Florida, administered the oath of office to Ruth Harenchar for Board Supervisor Seat #3 and Ms. Harenchar swore and affirmed to the oath and executed the oath. Mr. Cox informed Ms. Harenchar that as a Board Supervisor she is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800.00 per year. Ms. Harenchar agreed to accept the authorized compensation.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-10; Designating Officers**

Mr. Cox presented Resolution 2017-10 to the Board and explained the process for selecting the Board Chairman and Vice-Chairman. Mr. Stollo nominated Ken Bumgarner as Chairman and

there were no other nominations. Mr. Davis nominated Alan Haibach as Vice Chairman and there were no other nominations. Mr. Cox noted that along with these two positions, the remaining Board members along with Greg Cox and Matthew Huber would be appointed as Assistant Secretaries in the Resolution.

On a motion by Mr. Bumgarner, seconded by Mr. Bill Stollo, the Board adopted Resolution 2017-10; Designating Officers for Waterlefe Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-09;  
Adopting Fiscal Year 2017-2018 Meeting  
Schedule**

Mr. Cox presented Resolution 2017-09; Adopting Fiscal Year 2017-2018 Meeting Schedule.

On a motion by Mr. Haibach, seconded by Mr. Davis, the Board adopted Resolution 2017-09; Adopting Fiscal Year 2017-2018 Meeting Schedule for Waterlefe Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Field Inspection Report**

Mr. Crawford presented his most recent field inspection report and addressed questions by the Board. Mr. Stollo indicated that he will work with John Crawford to verify the completion of Yellowstone's work during this last month of service. Mr. Cox provided an update of all the Yellowstone invoices being held and which ones were being paid.

**NINTH ORDER OF BUSINESS**

**Aquatic Report**

Mr. Josh McGarry provided an update regarding invasive water lettuce issues. The Board also reviewed an analysis of Pond 16 and Mr. McGarry indicated that Aquatic Systems will do an alum treatment of this pond at no cost to the District. Mr. McGarry indicated that Pond #28 is being worked on. Mr. McGarry presented a proposal for an analysis of Pond #18.

On a motion by Mr. Haibach, seconded by Mr. Davis, with all in favor, the Board approved the Aquatic Systems proposal for an analysis of Pond #18 in the amount of \$921.00 for the Waterlefe Community Development District.

**TENTH ORDER OF BUSINESS**

**Staff Report – District Counsel**

Mr. Cohen provided an update on the status of the contract for ArtisTree Landscaping.

Mr. Bumgarner provided the Board with a concept of a landscape management group to oversee the work with the new contractor (Exhibit). Mr. Bumgarner stated that Mr. Crawford would be on site twice per month to oversee the landscaping contractor. Mr. Bumgarner requested that all communication regarding landscaping be routed through the Rizzetta Field Service Manager or District Manager.

Mr. Cohen informed the Board that the trademark violation regarding the Copperlefe

community has been resolved and they have made changes to their signage.

**ELEVENTH ORDER OF BUSINESS**

**Staff Report – District Engineer**

Mr. Chris Kolb and the Board members discussed the status of the UMRR maintenance by the County. Mr. Davis asked the District Engineer to inspect the drainage area near the back gate where a “pond” has formed.

Mr. Kolb indicated that he had requested that Gator Grading and Paving replace the pavers by the Shores. Mr. Cohen stated the contract has been executed for the paving work.

Mr. Bumgarner informed the Board that the grand opening for the new bridge has been delayed towards the end of September.

Ms. Harenchar asked if the county was going to put a sidewalk on the Waterlefe side of the street at the back gate. Mr. Bumgarner indicated that what is there now is what they are doing, but he will follow-up with the Manatee County on this item.

Mr. Bumgarner stated that their County Commissioner did come out for a site visit and they walked the District together and that the commissioner was impressed.

Mr. Haibach asked the District Engineer to consider performing an assessment of the potential impact in the future of the impact on Waterlefe from increasing water levels over the next 15 years.

**TWELFTH ORDER OF BUSINESS**

**Staff Report – Property Manager**

Mr. Jeff Dieter provided his report to the Board. Mr. Dieter stated the back-gate fencing improvements should be starting that day and he would be getting a proposal for the front entrance lighting of the monuments to present to the Board at the next meeting. Mr. Dieter informed the Board that Jose was no longer with the MPOA, and that they had hired his replacement.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Report – Director of Golf Course Operations**

Mr. Dietz provided an update to the Board on the Golf Course financials. Mr. Dietz presented the Golf Course 2017-2018 Budget to the Board.

<p>On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved the Fiscal Year 2017-2018 Golf Course Budget for the Waterlefe Community Development District.</p>
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**FOURTEENTH ORDER OF BUSINESS**

**Staff Report – Golf Course Committee**

Mr. Dietz provided an update on the acoustics issues in the Grille Room.

Mr. Dietz requested a motion to authorize staff to begin working on a Request for Proposals (RFP) for leasing of Golf Course equipment expected to take place in June 2018.

On a motion by Ms. Harenchar, seconded by Mr. Bumgarner, with all in favor, the Board authorized staff to work with Mr. Dietz to initiate a Request for Proposals (RFP) for the Leasing of Golf Course Equipment for the Waterlefe Community Development District.

Mr. Dietz informed the Board that the residents living near hole #8 will once again take up the clearing of vegetation issue with the CDD funding the work and the residents will be reimbursing the CDD for the cost.

**FIFTEENTH ORDER OF BUSINESS**

**Staff Report – Erosion & Waterways Committee**

Mr. Haibach stated the next Erosion and Waterways committee meeting will be September 19, 2017. Mr. Haibach stated the erosion repair work has been completed.

**SIXTEENTH ORDER OF BUSINESS**

**Staff Report – Landscape Committee**

Mr. Cox presented the Landscape Committee meeting minutes held on June 16, 2017.

On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board accepted and filed the June 16, 2017 Landscape Committee Meeting Minutes for the Waterlefe Community Development District.

Ms. Dona Lassiter provided a landscape update to the Board. Ms. Lassiter provided a plan to the Board for the landscape design for the traffic circle (Exhibit). The Board requested staff to set up a special Waterlefe CDD BOS meeting for September 8, 2017 to consider the new landscape design for the traffic circle to be held at the Golf Club in the Lefe Room.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Report – MPOA Update**

No report was provided. Mr. Davis discussed the former MPOA survey and requested the Board consider splitting the cost with the MPOA to have a professional service assist with the development of a survey.

On a motion by Mr. Davis, seconded by Mr. Strollo, with all in favor, the Board authorized the Chairman approve a proposal with a not-to-exceed amount of \$2,500.00 for the District's portion of shared survey preparation expenses for the Waterlefe Community Development District.

Mr. Chuck Gregory explained that a new Spectrum contract was being considered by the MPOA for the community.

**EIGHTEENTH ORDER OF BUSINESS**

**Staff Report – District Manager**

Mr. Cox reminded the Board that the next regular CDD meeting was scheduled for September 18, 2017 at 2:00 p.m. and that a special meeting would be held on September 8, 2017 at 2:00 p.m.

Mr. Cox reviewed the current financials with the Board.

Mr. Cox reviewed the current action item list with the Board.

Mr. Davis discussed information regarding solar power opportunities. He requested to have the Board consider investing in solar power for the Golf Club maintenance buildings and other areas. He requested that that this topic will be added to the action item list.

**NINETEENTH ORDER OF BUSINESS**

**Supervisor Requests**

Mr. Bumgarner requested that the Board approve a contribution of \$2,500.00 to assist with a community marketing effort being assembled by Janice Reed. This item was opened to the floor for comments as this was an off-agenda item.

On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved a contribution of \$2,500.00 for community marketing for the Waterlefe Community Development District.

Mr. Bumgarner welcomed Ms. Harenchar to the Board.

**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board adjourned the meeting at 3:57 p.m. for the Waterlefe Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman

PROPOSED LANDSCAPE MANAGEMENT GROUP  
August 2017

This proposal is to establish a new Landscape Management Group to oversee and manage the landscape operations for the Waterlefe CDD.

**Participants—**

Rizzetta Field Services representative, Waterlefe Property Management representative, Landscape Committee representative, the CDD liaison, and the Landscape Contractor.

**Duties and responsibilities—**

**Rizzetta—**oversees the landscape contract and is responsible for site visits to Waterlefe a minimum of 2 times each month to review work that has been done and submits a monthly written report to the CDD. These site visits can coincide with the monthly CDD meeting and the monthly Landscape Committee meetings. A monthly report will be provided to the CDD during its monthly meeting.

**Property Management—**the Property Management representative will assist with the weekly work effort by the contractor and will do follow up site reviews of weekly work reports submitted by the contractor. These reviews will be transmitted to the Rizzetta field service rep weekly identifying any deficiencies in work performed.

**CDD Landscape Committee—**The landscape committee will focus primarily on projects for the common areas of Waterlefe and will identify any needs for support as well as problems with irrigation and plant material to the Rizzetta rep and the CDD rep. They will meet with the Rizzetta rep monthly and the CDD rep.

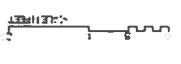
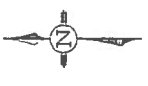
**CDD Liaison—**This Board member oversees the entire landscape operation with the help and support of the other participants on this document.

**Landscape Contractor—**The contractor will meet with members of the Management Group regularly and other times as needed. The contractor will provide daily/weekly/monthly reports of work accomplished and work that is planned for each period. The contractor will meet with the Landscape Committee monthly and attend the monthly CDD meetings. Work deficiencies will be noted during meetings or via phone/email communications and will be communicated primarily by the Rizzetta Field Services rep.

**Communications—**

**All communications regarding issues with the landscape contractor will be through the Rizzetta Field Services person or District Manager.**





Project # PCLAP 95 APT  
Landscape # PCLAP 95 APT

Customer Signature



Mulch- Coco Broun



Foxtail Palm Triple



Croton Magnificent



Ribbon Palms



Egyptian Papyrus



Firecracker



BL - 300 Fixture



Imperial Bromeliad



Liriope

**Removal, Prep, Grading, Electrical and Irrigation Notes-**

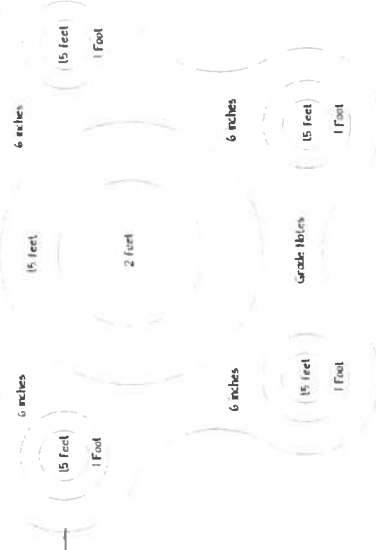
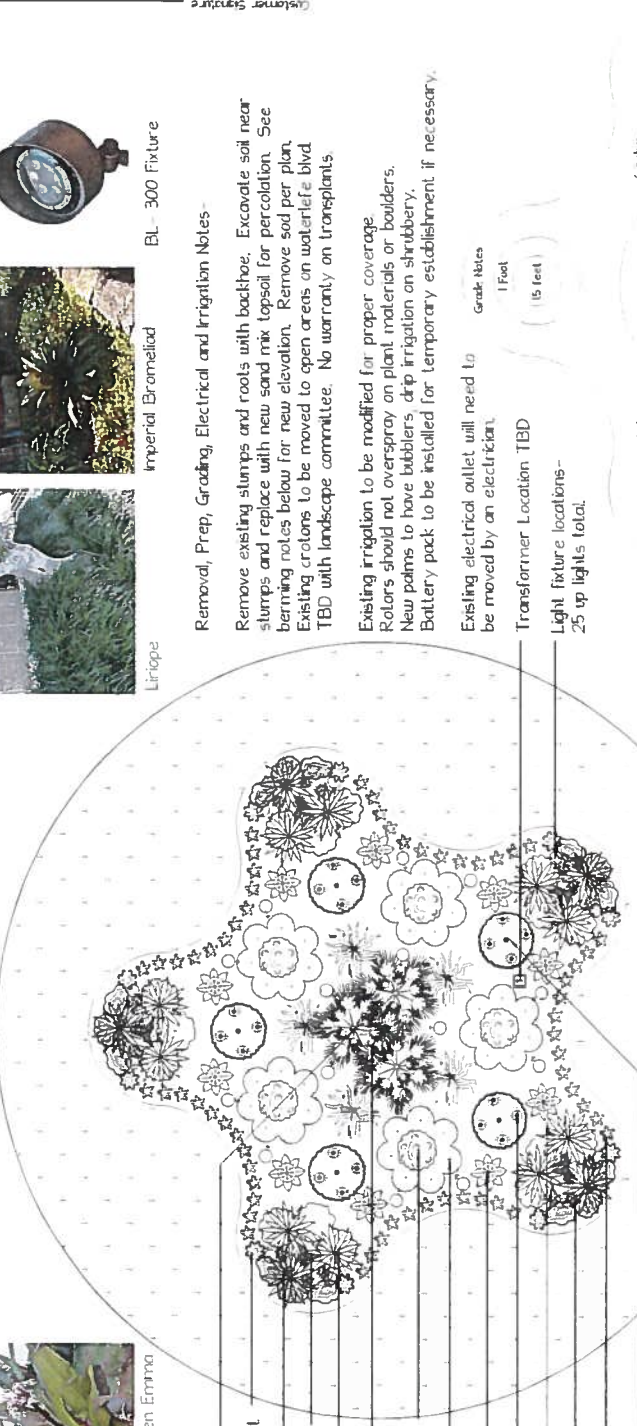
Remove existing slumps and roots with backhoe. Excavate soil near slumps and replace with new sand mix topsoil for percolation. See bearing notes below for new elevation. Remove sod per plan. Existing rotors to be moved to open areas on waterlefe blvd. TBD with landscape committee. No warranty on transplants.

Existing irrigation to be modified for proper coverage. Rotors should not overspray on plant materials or boulders. New palms to have bubblers drip irrigation on shrubbery. Battery pack to be installed for temporary establishment if necessary.

Existing electrical outlet will need to be moved by an electrician.

Transformer Location TBD

Light fixture locations- 25 up lights total.



Fishhook Cove



Boulders



Alopecia Portulaca



Copperleaf Macalena



Bridal Bouquet



Crinum Lily Queen Emma



Bougainvillea

- 3 Ribbon Palm Fg 18'-20' OA
- 10 Imperial Bromeliad 'Purple' 10" pot
- 25 Egyptian Papyrus 1 GAL
- 5 Foxtail Palm (TP) Fg 14' 1/2' OA
- 15 Croton 'Magnificent' 30 GAL
- 6 Alopecia 'Portulaca' 15 GAL
- 5 Bougainvillea 'New River' 30 GAL
- 30 Copperleaf 7 GAL
- 10 Crinum 'Queen Emma' 15 GAL
- 20 Firecracker 3 GAL
- 350 Coco Braun Mulch 2 Cu.
- 15 Boulders (X-Large)- 3x5'
- 65 Liriope 3 GAL
- 5 Bridal Bouquet 7 GAL
- 125 Cubic Yards Topsoil



Waterlefe Blvd





