

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, November 19, 2018 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	Board Supervisor, Chairman
Alan Haibach	Board Supervisor, Vice Chairman
Bill Stollo	Board Supervisor, Assistant Secretary
Jim Davis	Board Supervisor, Assistant Secretary
Ruth Harenchar	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager, Rizzetta & Company, Inc.
Jordan Lansford	District Manager, Rizzetta & Company, Inc.
Andy Cohen	District Counsel, Persson, Cohen & Mooney, P.A..
Rick Schappacher	District Engineer, Schappacher Engineering (via. conf. call)
John Toborg	Field Services Manager, Rizzetta & Company, Inc.
Steve Dietz	GM, Waterlefe Golf Club
Representative	MPOA Committee
Representative	Erosion Committee
Representative	Landscape & Irrigation Committee
Representative	Golf Committee
John Ziegler	Representative ArtisTree
Josh McGarry	Representative, Aquatic Systems

Audience	Present
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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

**District Counsel – Sunshine/Public
Records Law Review**

Mr. Cohen provided the Board and Committee members with a review of the Florida Sunshine, Public Records and Ethics Laws.

51 **THIRD ORDER OF BUSINESS** **Aquatic Report & Update**
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53 The Board discussed the Hydrilla in pond #2, Carp stocking, and the turbidity in
54 pond # 4. Mr. McGarry indicated he will have his staff conduct some minor alum
55 treatments in pond #4.
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57 The Board tabled a proposal for the removal of vegetation from pond #18.
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On a motion by Mr. Haibach, seconded by Mr. Stollo, with all in favor, the Board approved a proposal for the cleanup of pond # 20, 21 and 26 for \$3,500 using the water tractor but is not limiting the work to these three ponds, for the Waterlefe Community Development District.

59 **FOURTH ORDER OF BUSINESS** **District Counsel – Sunshine/Public**
60 **Records Law Review**
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63 Mr. Cohen finished his discussion and addressed the Board and Committee
64 Members questions.
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66 **FIFTH ORDER OF BUSINESS** **Audience Comments**
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68 There were no audience comments.
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70 **SIXTH ORDER OF BUSINESS** **Consideration of the Regular Meeting**
71 **Minutes from the Board of**
72 **Supervisors' Meeting held October 15,**
73 **2018**
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75 The Board members reviewed and made minor amendments to the minutes.
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On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on October 15, 2018 as amended, for the Waterlefe Community Development District.

77 **SEVENTH ORDER OF BUSINESS** **Consideration of the Operation and**
78 **Maintenance Expenditures for October**
79 **2018**
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On a motion by Ms. Harenchar, seconded by Mr. Bumgarner, with all in favor, the Board ratified the October 2018 Operation and Maintenance invoice payments for the Waterlefe Community Development District.

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88 **EIGHTH ORDER OF BUSINESS** **Public Hearing on Golf Course Rules**
89 **& Rate Change**
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On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board opened the Public Hearing on the Golf Course Rules & Rate Changes, for the Waterlefe Community Development District.

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92 There were no audience comments.
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On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board closed the Public Hearing on the Golf Course Rules & Rate Changes, for the Waterlefe Community Development District.

94 **NINTH ORDER OF BUSINESS** **Consideration of Resolution 2019-01;**
95 **Approving Golf Course Rules & Rate**
96 **Changes**
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On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board adopted Resolution 2019-01; Approving Golf Course Rules & Rate Changes, for the Waterlefe Community Development District.

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100 **TENTH ORDER OF BUSINESS** **Consideration of Termination of**
101 **Historical MPOA Management**
102 **Agreement**
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104 Mr. Cohen explained the agreement to terminate the agreement.
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On a motion by Mr. Bumgarner, seconded by Mr. Strollo, with all in favor, the Board approved to terminate the Historical MPOA Management Agreement, for the Waterlefe Community Development District.

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107 The Board requested that Mr. Cohen work to memorialize the new management
108 arrangement with a new agreement.
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110 **ELEVENTH ORDER OF BUSINESS** **Consideration of the Minutes from**
111 **Landscape Committee Meeting held**
112 **on October 5, 2018**
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On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved to accept and file the minutes from the Landscape Committee meeting held on October 5, 2018 for the Waterlefe Community Development District.

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119 **TWELFTH ORDER OF BUSINESS**

119 **Staff Report - Landscape Committee**
120 **Update**

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122 The Board received a landscape update from Ms. Lasseter, Chairman of the
123 Landscape Committee. She noted work that had been accomplished and informed the
124 Board that the new annuals count should be 3200 annuals versus the contract bid
125 number of 2500 when using 4 to 4 ½ inch pots. She also explained that the contract
126 needed to be amended to change the wording regarding the fertilizers required. Ms.
127 Lasseter and Mr. Toborg discussed the contract cost increases that would occur as a
128 result of these amendments.

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130 Ms. Lasseter and Mr. Stollo discussed the need for the members of the
131 Landscape Committee to communicate their landscape issues and requirements to Mr.
132 Dietz as opposed to going directly to Mr. Toborg or ArtisTree representatives. It was
133 explained that this would improve communications regarding taskings and help avoid
134 confusion.

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136 Mr. Davis requested that the Landscape Committee and District Engineer work
137 on a project to have the entrance monuments modified so that the full name of the
138 Community is not blocked by vegetation.

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140 Ms. Lasseter and Mr. Dietz explained a project / proposal to have Juniper and
141 Oleanders removed and replaced initially with mulch and that the project was estimated
142 to be an approximate 80 man-hour project.

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144 The Chairman provided guidance to all the Committee members and staff to
145 work harder at ensuring proposals and other documents are presented to the staff in
146 enough time to be included in the agenda document and not introduced at the meetings
147 for the first time.

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On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board authorized the Chairman to approve a proposal for the removal of the Juniper and Oleanders with a NTE amount of \$4,000.00 sometime during the week of December 10, 2018, for the Waterlefe Community Development District.

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150 The Board heard, from Mr. Jacobs, the initial introduction of the Landscape
151 Committee's 2-year vision/plan.

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153 **THIRTEENTH ORDER OF BUSINESS**

153 **Staff Report - Field Inspection Report**

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155 The Board received an update from Mr. Toborg regarding his November 2, 2018
156 landscape inspection. Mr. Toborg explained his plan to revise his inspection
157 scheduling and reporting to help ensure that his reports and the landscape contractor's
158 follow up report will be timed so as to make it into the agenda packet.

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160 Mr. Toborg presented Addendum #2 and Addendum #3 to the Board to the
161 Landscape and Irrigation contract.

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On a motion by Ms. Harenchar, seconded by Mr. Davis, with all in favor, the Board approved Addendum #2 increasing \$1,400 annually for the mowing area addition and #3 for increasing the annuals and amending the language in the contract for the use of fertilizers, for the Waterlefe Community Development District.

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FOURTEENTH ORDER OF BUSINESS **Consideration of the Minutes from Golf Course Committee Meeting held on September 13, 2018**

On a motion by Mr. Davis, seconded by Mr. Strollo, with all in favor, the Board approved to accept and file the minutes from the Golf Course Committee meeting held on September 13, 2018 for the Waterlefe Community Development District.

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FIFTEENTH ORDER OF BUSINESS **Staff Reports- Director of Golf Course Operations**

The Board received an update from Mr. Dietz for the Golf Committee and the Golf Course Operations.

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SIXTEENTH ORDER OF BUSINESS **Staff Report – Property Manager**

Mr. Dietz provided a property management update to the Board.

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SEVENTEENTH ORDER OF BUSINESS **Staff Report – MPOA Liason Update**

Mr. Griswold provided an update to the Board.

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EIGHTEENTH ORDER OF BUSINESS **Staff Report – District Counsel**

Mr. Cohen provided an update to the Board.

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NINETEENTH ORDER OF BUSINESS **Staff Report – District Engineer**

Mr. Schappacher provided update information regarding the Shores roadway work; the assisted living facility in the Medallion plan; and the pond bank restoration work. Mr. Bumgarner requested the Medallion plan be resent to all the Board members and to Mr. Griswold.

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TWENTIETH ORDER OF BUSINESS **Staff Report – District Management**

Mr. Cox informed the Board that the next Board of Supervisors' meeting would be held at 2:00 p.m. on Monday, December 17, 2018 and he reviewed the end of the fiscal year financials with the Board.

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TWENTY-FIRST ORDER OF BUSINESS **Supervisor Requests**

Ms. Harenchar proposed the Board consider leaving the holiday decoration white

203 lights up year round.
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205 Mr. Davis requested that Rizzetta work closely with Mr. Tierno, with the Golf
206 Course Committee, to make sure that Rizzetta accounting and the Golf Course
207 accounting processes were in sync.
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209 Mr. Haibach discussed the process for changing the meeting dates for
210 Committees.
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212 Mr. Bumgarner, as a reminder, requested the Medallion map from Mr.
213 Schappacher be sent out to all Board Members and Mr. Bob Griswold.
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215 **TWENTY-SECOND ORDER OF BUSINESS Adjournment**
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On a Motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board adjourned the meeting at 4:34 p.m. for the Waterlefe Community Development District.

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Secretary / Assistant Secretary


Chairman / Vice Chairman

Golf Committee Minutes

September 13, 2018

Present: Tony Tierno – Chairperson, Ted Cole - Vice Chairperson, Bill Gratsch, Bill Stasiuk, Bill Vernal, Audrey Bilotti, Bill Shopovick, Herb Krasow, and Jeri Haibach.

Absent: Tom Conrad, Tony Maddaloni, Scott Ellsworth, Barbie Brand, and. A quorum was established.

Other Attendees: Steve Dietz (Golf Course GM), and Janice Reed (Golf Course Director of Membership & Marketing)

Call to Order: Meeting was called to order @ 12:00 PM by Mr. Tierno.

Minutes: The July Meeting was cancelled therefore there were no minutes to approve.

Public Comments: There were no public comments.

Golf Course Operations:

Financials (reported by Dietz):

- July's, 2018 EBITDA was reported to be a negative of \$34,011 versus a budgeted EBITDA of a negative \$35,604. The resulting favorable variance was \$1,593.
- Though July, 2018, EBITDA is favorable compared to budget by \$19,140.
- Through July, 2018, total memberships were 139 versus a budget of 140.
- As of July 31, 2018, our cash balance was \$342,544. This was a reduction of \$26,210 for July. This reduction is mainly due to negative operating results, which are normal, for this period.
- **A copy of the Monthly Financial Summary for July, 2018 and year to date financial data are located at the Waterlefe Community Website.**
- The year-end (9/30/2018) cash balance is now projected to be approximately \$110,000. This is a decrease from prior estimates of \$125,000. The decrease is related to capital projects that are being conducted.
- As of the date of these minutes, August's rounds and revenues were favorable to budget.
- As of the date of these minutes, September's rounds and revenues were even to budget.

Marketing & Sales (reported by Reed):

- Passport Membership dropped to 139 as expected. One of our members moved from the community. We continue to maintain 38 non-resident Passport Memberships.
- The new permanent golf sign for motorist driving south on Upper Manatee River Road has been installed.
- Janice is continuing to work with the Pittsburgh Pirates regarding a possible marketing arrangement. Unfortunately, the CDD and the MPOA have decided not to participate in this marketing effort.
- Drone photos are scheduled for the week of October 8th.

Pro Shop/Grille Room (reported by Dietz):

- NFL football is being offered in the Grille Room. The response from the community has been limited.

Maintenance (reported by Dietz):

- Work continues on the bunkers. This work will continue through the end of September. To date, no major issues have developed.
- Work continues on the Driving Range. This project will be completed in late September.

Golf Committee Minutes

September 13, 2018

- Drainage work will soon be done on the 17th fairway.
- The Golf Course Maintenance responsibility for CDD community maintenance issues has started. No major issues to report.

Financial Subcommittee (reported by Tierno):

- The adjustments recorded by Rizzetta related to last year's external audit continue to cause problems in developing internal financial reports for the Golf Club. Steve Dietz and Tony Tierno are working with Rizzetta to resolve this matter.

Legal Subcommittee (reported by Krasow):

- No report

Fact Finding Subcommittee (reported by Tierno):

- Work on the Golf Course nonprofit foundation is currently on hold.
- The CDD Board has agreed to finance 10 Toro pieces of machinery that are currently been leased by the Golf Course. The Golf Course will repay the CDD monthly, over the remaining term of the existing lease.

Communications Subcommittee (reported by Stasiuk):

- No report.

Golf Operations Subcommittee (reported by Stasiuk):

- The Committee has developed a list of potential maintenance projects for the next fiscal year. It was suggested that the estimated costs and timing for each project be developed so that these projects can be placed in the 2018/2019 Financial Forecast and a determination made regarding the availability of cash to complete each project.

WMGA (reported by Ellsworth):

- No Report

WWGA (reported by Bilotti):

- No report.

It was moved and agreed to adjourn the meeting @ 2:15 P.M.

Respectively submitted on October 10, 2018 by:

Tony Tierno, Chairperson