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 17, 2020 at 2:00 p.m**. by means of communications media technology.

Present and constituting a quorum were:

Ken Bumgarner	**Board Supervisor, Chairman**
Alan Haibach	**Board Supervisor, Vice-Chairman**
Jim Davis	**Board Supervisor, Assistant Secretary**
Dick Carroll	**Board Supervisor, Assistant Secretary**
Ruth Harenchar	**Board Supervisor, Assistant Secretary**

Also present were:

Greg Cox	**District Manager, Rizzetta & Company, Inc.**
Gary Moore	**District Manager, Rizzetta & Company, Inc.**
Andy Cohen	**District Counsel, Persson, Cohen & Mooney, P.A.**
Steve Dietz	**GM, Waterlefe Golf Club**
Representative	**MPOA**
Representative	**Landscape Committee**
Representative	**Golf Committee**
Alex Johnson	**Representative, Solitude**
Eric Cerda	**Representative, ArtisTree**
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 **Audience Comments**

Ms. Barb Lee suggested that the Board consider if there is investment value with the installation of signage at Watercolor Place.

THIRD ORDER OF BUSINESS **Consideration of the Regular Meeting Minutes from the Board of Supervisors' Meeting held July 20, 2020**

On a motion by Ms. Harenchar, seconded by Mr. Carroll, with all in favor, the Board approved the minutes from the regular meeting of the Board of Supervisors held on July 20, 2020, for the Waterlefe Community Development District.

FOURTH ORDER OF BUSINESS **Consideration of the Operation and Maintenance Expenditures for July 2020**

The Board asked staff to verify where expenses for Rapid Security Solutions were coded. Mr. Cox informed the Board that it was coded to Gate & Guard Facility Maintenance and he would have the charges re-coded to the Reserve Budget. The Board discussed that the RSS warranty had expired and took no action to renew. Additionally, the Board requested that MCSO Off-Duty Deputy reports be more detailed when submitted.

On a motion by Mr. Davis, seconded by Mr. Haibach, with all in favor, the Board approved to ratify the payment invoices in the July 2020 Operation and Maintenance report for the Waterlefe Community Development District.

FIFTH ORDER OF BUSINESS **Consideration of ArtisTree Contract**

The Board members considered the renewal contract for ArtisTree Landscaping and requested that the Scope of Work be revised and that the fertilization schedule be brought up to date.

On a motion by Mr. Davis, seconded by Ms. Harenchar, with all in favor, the Board authorized the Chairman to execute the completed contract contingent upon staff review and agreement modifications, for the Waterlefe Community Development District.

SIXTH ORDER OF BUSINESS **Consideration of Golf Course Fiscal Year 2020-2021 Budget**

Mr. Dietz presented the Fiscal Year 2020-2021 Golf Course budget to the Board for their consideration.

On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved the Golf Course Fiscal Year 2020-2021 Budget, for the Waterlefe Community Development District.

SEVENTH ORDER OF BUSINESS **Public Hearing on Fiscal Year 2020-2021 Final Budget**

Mr. Cox provided a summary of the budgeting process to the Board and requested that they open a noticed public hearing for the proposed budget.

> On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved to open the Public Hearing, for the Waterlefe Community Development District.

There were no public comments provided.

> On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved to close the Public Hearing, for the Waterlefe Community Development District.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2020-10; Approving Fiscal Year 2020-2021 Final Budget**

The Board discussed the amount budgeted for roadway repairs in the Reserve Budget and noted that they will be seeking roadway repair estimates from the District Engineer in the future to determine if funds will need to be reallocated. The Board adjusted the Property Management line item up from $50,000 to $75,000 and made a corresponding reduction to the bridge repair maintenance line item down to $125,000.

> On a motion by Mr. Davis, seconded by Mr. Bumgarner, with all in favor, the Board approved to adopt Resolution 2020-10, Approving Fiscal Year 2020-2021 Final Budget, for the Waterlefe Community Development District.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2020-11; Imposing Special Assessments**

> On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved to adopt Resolution 2020-11, Imposing Special Assessments, for the Waterlefe Community Development District.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2020-09; Setting Fiscal Year 2020-2021 Meeting Schedule**

> On a motion by Mr. Davis, seconded by Mr. Carroll, with all in favor, the Board approved to adopt Resolution 2020-09, Setting Fiscal Year 2020-2021 Meeting Schedule, for the Waterlefe Community Development District.

ELEVENTH ORDER OF BUSINESS **Aquatic Report and Update**

The Board received a pond maintenance update from Alex Johnson, with Solitude. He described the algae issues which were common normal this time of year. He summarized a meeting held regarding possible aeration solutions for Pond 18 and that Solitude would be preparing aeration proposals for the September meeting. Ms. Liz Rocque, with Solitude, addressed Board questions regarding the brown color of pond 4 and the Board discussed the possibility of the issue being caused by White Diamond on-going work and requested the District Engineer to assess the area. Ms. Rocque noted she would review the pond 10 planting schedule with Mr. Dietz. Mr. Cox provided the Board with the information in the latest Midge Fly survey report and Mr. Johnson indicated that treatments had been applied and would continue monitoring. Board members discussed their concern regarding the monitoring process and how it continued to delay progress with resolving this issue.

TWELFTH ORDER OF BUSINESS **Consideration of Landscape Committee Meeting Minutes of June 5, 2020**

> On a motion by Mr. Bumgarner, seconded by Mr. Haibach, with all in favor, the Board approved to accept and file the Landscape Committee Meeting minutes for June 5, 2020, for the Waterlefe Community Development District.

THIRTEENTH ORDER OF BUSINESS **Consideration of Mossy Branch Gate Landscape Proposal**

The Board requested a clearer, more defined view of what needs to be done on the corner of Mossy Branch gate landscaping project.

> On a motion by Mr. Bumgarner, seconded by Mr. Carroll, with all in favor, the Board approved a not-to-exceed amount of $20,000.00 for the Landscape and Monument project, for the Waterlefe Community Development District.

FOURTEENTH ORDER OF BUSINESS **Staff Report – Field Inspection Report**

There was no report available for this meeting.

FIFTEENTH ORDER OF BUSINESS **Staff Report – Landscape Committee Chairman Update**

The Board received Landscape Committee Chairman update from Mike Jacobs. He informed the Board that annuals were to be installed on August 28, 2020, December 2020 and then again in March 2021 which meets their goal of three rotations per year. He noted that the Mossy Branch Landscape project will come in at a lower cost overall than originally projected. He explained that the Phase 1 of the inside-the-gate project is complete, but they encountered a $2,500 dollar overrun and request Board approval of the overrun cost. He also described that a mini monument proposal is being prepared

for the Mossy Branch and southeast corner location. Mr. Jacobs noted that the Winding Stream Gate monument was to be installed that week and the Board requested that the light for the monument be controlled by photocell sensor that limits operation from dusk to dawn only. Mr. Jacobs informed the Board that Ms. Becky Kutska had joined the Landscape Committee.

> On a motion by Mr. Haibach, seconded by Mr. Carroll, with all in favor, the Board approved to authorize a $2,500 additional cost for the Mossy Branch Gate Landscape Project, for the Waterlefe Community Development District.

SIXTEENTH ORDER OF BUSINESS **Staff Report – Landscape Contractor Report**

No report was provided.

SEVENTEENTH ORDER OF BUSINESS **Staff Reports- Golf Committee Chairman Update**

The Board received Golf Course Committee Chairman Update from Mr. Tony Tierno. He noted that Mr. Bill Shopovick had resigned from Golf Course Committee and that no replacement for that position had been identified. He explained that the Committee was contemplating a restructuring and would advise the Board later. Mr. Tierno reminded the Board of the pending workshop scheduled for Friday, August 21, 2020 regarding the Golf Course Consultant recommendations for the Golf Course.

> On a motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved to accept the resignation of Mr. Bill Shopovick from the Golf Committee, for the Waterlefe Community Development District.

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

The Board received a Golf Course Operations update from Mr. Steve Dietz. He noted that revenue was up in June by $26,000 with public rounds up to 581 and up in July. He informed the Board that the increased demand has been somewhat of a challenge with regards to the number of carts available. He explained that the current COVID restrictions, with carts being assigned to a single person, has impacted the availability, and lessened the number of scheduled rounds. He explained that 19 carts will be added through current lease program with Easy-Go on a 38-month commitment which aligns with renewal of the 72 carts they currently have. At lease end, the need for the extra carts will be re-evaluated. He added a reminder that rate changes have been proposed in the budget and requires authorization for staff to initiate rate making process.

> On a motion by Mr. Bumgarner, seconded by Ms. Harenchar, with all in favor, the Board approved to authorize staff to initiate rate making process for the Golf Course Operations, for the Waterlefe Community Development District.

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

The Board received a Property Management update from Mr. Dietz. He explained that repairs were made to a broken line in one of the Condo communities and that the repairs fall under the responsibility of the CDD, as confirmed by Mr. Schappacher.

TWENTIETH ORDER OF BUSINESS **Staff Report – MPOA Liaison Update**

The Board received an MPOA update from Mr. Bob Griswold. He informed that that the River Club dining area, fitness center, and pool were open. He explained that the gates will be locked, and residents would be required to use key fobs for entry to allow for better tracking of use. Mr. Griswold informed the Board that the next MPOA meeting would be held August 26, 2020 at 2:00 p.m. during which electronic voting would be proposed for the MPOA committee.

TWENTY-FIRST ORDER OF BUSINESS **Staff Report – District Counsel**

Mr. Andy Cohen presented the Board of Supervisors with a District Counsel update. He opened a discussion regarding the resident complaint of unauthorized fishing on the ponds and the Board's interest in pursuing trespass violations against violators. Mr. Bumgarner and Mr. Cohen explained what actions had been taken to date and that information was being put together regarding the incident which could be sent out to the community. Mr. Richard Carroll noted that he was receiving correspondence from the State Attorney's office regarding the incident, although he did not have an opportunity to read it prior to this meeting. The Board members indicated they would like to have the ability to pursue charges against all unauthorized use and District Counsel advised that the State Attorney would make the final decision as to whether charges would be filed.

TWENTY-SECOND ORDER OF BUSINESS **Staff Report – District Engineer**

Mr. Rick Schappacher provided the Board of Supervisors with a District Engineer update. He informed the Board that two bids had been received regarding lake bank restoration work. Being that Crosscreek Environmental had performed several projects within the District, Mr. Schappacher indicated he would recommend accepting their bid for $192,465 without a performance bond. The Board members indicated they would proceed without a bond and that a control measure be put in place to verify work prior to invoice approval. The Board also requested that seven or eight thousand be set aside to cover cost should work not be performed properly.

Mr. Schappacher informed the Board that the guardrail / fencing install had commenced at the round-a-bout and that the Port Harbor Parkway gate signage had been installed. On a final note, Mr. Schappacher explained that based on County expansion/development, the Winding Stream gate would probably need to be redesigned to accommodate traffic flow in about ten years.

On a motion by Mr. Haibach, seconded by Ms. Harenchar, with all in favor, the Board approved to award the Crosscreek Environmental lake bank restoration as proposed without a performance bond, for the Waterlefe Community Development District.

TWENTY-THIRD ORDER OF BUSINESS **Staff Report – District Management**

Mr. Cox reminded the Board that the next CDD meeting will be held on September 21, 2020 at 2:00 p.m. via Media Technology. He noted that the Governor's Executive Order allowing a quorum to be formed without being present in person has been extended to October 1, 2020. Mr. Cox also presented the Board of Supervisors with a financial update of the July 2020 financials and he also reviewed the current action item list.

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

Ms. Harenchar requested that approved minutes be posted on website without objection from the Board.

TWENTY-FIFTH ORDER OF BUSINESS **Adjournment**

On a Motion by Mr. Bumgarner, seconded by Mr. Davis, with all in favor, the Board approved to adjourn the meeting at 5:37 p.m. for the Waterlefe Community Development District.

Secretary / Assistant Secretary

Chairman / Vice Chairman