



Rizzetta & Company

# Waterset Central Community Development District

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## Board of Supervisors' Meeting February 8, 2018

District Office:  
9428 Camden Field Parkway  
Riverview, Florida 33578  
813.533.2950

[www.watersetcentralcdd.org](http://www.watersetcentralcdd.org)

**WATERSET CENTRAL  
COMMUNITY DEVELOPMENT DISTRICT  
AGENDA  
FEBRUARY 8, 2018 at 9:00 AM**

Office of Rizzetta & Company  
9428 Camden Field Parkway  
Riverview, FL 33578

<b>District Board of Supervisors</b>	Rob Bosarge Aaron Baker Maja Barnat Lynda McMorro Pete Williams	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Joseph Roethke	Rizzetta & Company, Inc.
<b>District Counsel</b>	Erin McCormick	Erin McCormick Law, PA
<b>District Engineer</b>	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 **9:00 AM** 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)533-2950 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)533-2950, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, 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 CENTRAL COMMUNITY DEVELOPMENT DISTRICT  
DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578**

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

January 31, 2018

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterset Central Community Development District will be held on **Thursday, February 8, 2018 at 9:00 AM** at the offices of Rizzetta & Company, located at 9428 Camden Field Parkway, Riverview, Florida 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Administration of Oath of Office to New Supervisor
  - B. Consideration of Minutes of the Board of Supervisors’ Regular Meeting Held on January 11, 2018 .....Tab 1
- 4. BUSINESS ITEMS**
  - A. Consideration of Audit Review Committee Recommendations
  - B. Consideration of Interlocal Agreement with Waterset North CDD Regarding Shared Use of Recreational Facilities and Waiver of Conflict of Interest for Erin McCormick Law, PA .....*under sep. cover*
  - C. Public Hearing to Consider the Imposition of Special Assessments Pursuant to Section 170.07, *Florida Statutes*/Public Hearing to Consider the Adoption of an Assessment Roll Pursuant to Section 197.3632, *Florida Statutes*, scheduled to take place on February 15, 2018
    - i. Consideration of Resolution 2018-31, A RESOLUTION OF THE WATERSET CENTRAL COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING DISTRICT PROJECTS FOR CONSTRUCTION AND/OR ACQUISITION OF INFRASTRUCTURE IMPROVEMENTS; EQUALIZING, APPROVING, CONFIRMING, AND LEVYING SPECIAL ASSESSMENTS ON PROPERTY SPECIALLY BENEFITED BY SUCH PROJECTS TO PAY THE COST THEREOF; PROVIDING FOR THE PAYMENT AND THE COLLECTION OF SUCH SPECIAL ASSESSMENTS BY THE METHODS PROVIDED FOR BY CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; CONFIRMING THE DISTRICT’S INTENTION TO ISSUE SPECIAL ASSESSMENT REVENUE BONDS; MAKING PROVISIONS FOR TRANSFERS OF REAL PROPERTY TO

GOVERNMENTAL BODIES; PROVIDING FOR THE RECORDING OF AN ASSESSMENT NOTICE; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE. ....to be considered on February 15, 2018 at 9:00 a.m.

- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 6 SUPERVISOR REQUESTS**
- 7. 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)533-2950.

Sincerely,

*Joseph Roethke*

Joseph Roethke  
District Manager

# **Tab 1**

**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 CENTRAL COMMUNITY DEVELOPMENT DISTRICT**

The public hearing and regular meeting of the Board of Supervisors of Waterset Central Community Development District was held on **Thursday, January 11, 2018 at 9:02 AM** at the office of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, Florida 33578.

Present and constituting a quorum were:

Rob Bosarge	<b>Board Supervisor, Vice Chair</b>
Pete Williams	<b>Board Supervisor, Assistant Secretary</b>
Maja Barnat	<b>Board Supervisor, Assistant Secretary</b>
Lynda McMorrow	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Rick Stevens	<b>Newland Communities</b>
Joseph Roethke	<b>Regional District Manager; Rizzetta &amp; Co.</b>
Christine Perkins	<b>District Manager; Rizzetta &amp; Co.</b>
Erin McCormick	<b>District Counsel; Erin McCormick Law</b>
Jamie Scarola	<b>Interim District Engineer; Scarola Associates</b>
Bre Parker	<b>Financial Analyst; Rizzetta &amp; Co.</b>
Misty Taylor	<b>Bond Counsel; Bryant Miller Olive</b>
Amanda King	<b>Newland Communities</b>

**FIRST ORDER OF BUSINESS**

**Call to Order and Roll Call**

The meeting was called to order and roll call performed, confirming that a quorum was present.

**SECOND ORDER OF BUSINESS**

**Administration of Oath of Office to New Board Supervisor**

Mr. Roethke administered the oath of office to Rob Bosarge. Mr. Bosarge replied in the affirmative. As a Board Supervisor Mr. Bosarge is entitled to compensation of \$200.00 per meeting, up to an annual maximum of \$4,800.00. Mr. Bosarge declined compensation.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2018-23, Canvassing and Certifying Election Results**

Mr. Roethke presented to the Board for consideration Resolution 2018-23, which serves to canvass and certify the landowner election results.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-23, Canvassing and Certifying Election Results, for Waterset Central Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-24,  
Designating Officers**

Mr. Roethke presented to the Board for consideration Resolution 2018-24, which serves to designate the officers of the Board. Mr. Bosarge was named chairman, Mr. Baker was named vice chairman, and the remaining Board members and Mr. Roethke were named assistant secretaries.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-24, Designating Officers, for Waterset Central Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of  
Supervisors' Regular Meeting Held on  
Dec. 14, 2017**

Mr. Roethke presented the minutes of the Board of Supervisors' regular meeting held on December 14, 2017 to the Board for consideration.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held December 14, 2017 for Waterset Central Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of the  
Landowner Election Meeting Held on  
January 4, 2018**

Mr. Roethke presented the minutes of the landowner election meeting held on January 4, 2018 to the Board for consideration.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors approved the minutes of the landowner election meeting held January 4, 2018 for Waterset Central Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Establishment of Audit  
Committee and Authorization for Audit  
RFP Process**

Mr. Roethke informed the Board that they need to establish a committee for the purpose of beginning the RFP process for annual auditing services.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors established the Audit Review Committee, to be comprised of the members of the current Board of Supervisors, and set the first committee meeting for 9:00 AM on February 8, 2018 at the office of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, FL 33578, for Waterset Central Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Public Hearing on Rules of Procedure**

On a Motion by Mr. Williams, seconded by Ms. Barnat, with all in favor, the Board of Supervisors opened the public hearing on Rules of Procedure for Waterset Central Community Development District.

**NINTH ORDER OF BUSINESS**

**Presentation of Rules of Procedure**

Mr. Roethke presented the draft Rules of Procedure to the Board for consideration. Ms. McCormick reviewed the details of the document with the Board and discussed two minor changes that were made. There were no questions from the Board and it was noted that no audience members were present for comments or questions.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors closed the public hearing on Rules of Procedure for Waterset Central Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-25,  
Adopting Rules of Procedure**

Mr. Roethke presented Resolution 2018-25, Adopting Rules of Procedure, to the Board for consideration.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-25, Adopting Rules of Procedure, for Waterset Central Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Public Hearing on Uniform Method of  
Collection**

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors opened the public hearing on adoption of uniform method of collection for Waterset Central Community Development District.



**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-26,  
Adopting Uniform Method of Collection**

Mr. Roethke presented to the Board for consideration Resolution 2018-26, which serves to adopt the uniform method of collection for the District. There were no questions from the Board and it was noted that no audience members were present for comments or questions.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-26, Adopting Uniform Method of Collection, for Waterset Central Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Presentation of Draft Report of District  
Engineer**

Mr. Scarola presented the draft District Engineer's Report to the Board for consideration. Mr. Scarola and Ms. McCormick discussed several changes to be made in the final version of the report. Ms. McCormick discussed the possible contraction of the District boundary.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors approved the District Engineer's Report in substantial form, to include a footnote regarding District boundary contraction of one acre parcel and any non-substantive typographical corrections, pending final review by District staff and signing off on by the District Board Chair, for Waterset Central Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Presentation of Draft Master Special  
Assessment Allocation Report**

Ms. Parker presented the draft Master Special Assessment Allocation Report to the Board for consideration and entertained several questions from the Board.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors approved as presented the Master Special Assessment Allocation Report for Waterset Central Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-27,  
Authorizing the Issuance of Special  
Assessment Bonds**

Mr. Roethke presented to the Board for consideration Resolution 2018-27, which serves to authorize the issuance of special assessment bonds. Ms. Taylor reviewed the details of the resolution with the Board. The par amount in this resolution and Master Trust Indenture will be revised to \$60 million.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-27, Authorizing the Issuance of Special Assessment Bonds, for Waterset Central Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-28,  
Declaring Special Assessments**

Mr. Roethke presented to the Board for consideration Resolution 2018-28, which serves to declare special assessments for the District. Ms. McCormick reviewed the details of the resolution with the Board.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-28, Declaring Special Assessments, for Waterset Central Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-29,  
Setting a Public Hearing Regarding  
Imposing Special Assessments**

Mr. Roethke presented to the Board for consideration Resolution 2018-29, which serves to set the date, time, and location for a public hearing on imposing special assessments.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-29, Setting a Public Hearing Regarding Imposing Special Assessments, declaring a public hearing to be held at 9:00 AM on February 15, 2018 at the office of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, Florida 33578, for Waterset Central Community Development District.

**EIGHTEENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2017-2018  
Budget**

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors opened the public hearing on adoption of the final budget for Fiscal Year 2017-2018 for Waterset Central Community Development District.

**NINETEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-30,  
Adopting Final Budget**

Mr. Roethke presented the final budget for Fiscal Year 2017-2018 to the Board for consideration. He also presented for consideration Resolution 2018-30, which serves to adopt the final budget.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors closed the public hearing on adoption of the final budget for Fiscal Year 2017-2018 for Waterset Central Community Development District.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board of Supervisors adopted Resolution 2018-30, Adopting Final Budget, for Waterset Central Community Development District.

**TWENTIETH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

No report.

**B. Interim District Engineer**

No report.

**C. District Manager**

Mr. Roethke reminded the Board that the next regularly scheduled meeting will be held on February 8, 2018 at 9:00 AM at the office of Rizzetta & Company located at 9428 Camden Field Parkway, Riverview, Florida 33578.

**TWENTY-FIRST ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

Mr. Bosarge requested a petition to remove a one-acre parcel from the District.

On a Motion by Mr. Williams, seconded by Mr. Bosarge, with all in favor, the Board authorized staff to begin the petition process for contracting a one-acre parcel from the District for Waterset Central Community Development District.

Mr. Williams asked about any paydowns on future assessments and if they will be shown by product type.

**TWENTY-SECOND ORDER OF BUSINESS      Adjournment**

On a Motion by Ms. Barnat, seconded by Mr. Bosarge, with all in favor, the Board adjourned the meeting at 9:33 AM for Waterset Central Community Development District.