

**WATERCHASE
COMMUNITY DEVELOPMENT
DISTRICT**

FEBRUARY 12, 2019

AGENDA PACKAGE

Waterchase Community Development District

Inframark, Infrastructure Management Services

210 North University Drive Suite 702, Coral Springs, Florida 33071 Phone: 954-603-0033 Fax: 954-345-1292

February 5, 2019

Board of Supervisors
Waterchase Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Waterchase Community Development District is scheduled for **Tuesday, February 12, 2019 at 6:00 p.m.** at the Waterchase Clubhouse, 14401 Waterchase Boulevard, Tampa, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Audience Comments**
- 3. Consent Agenda**
 - A. Approval of the Minutes of the January 8, 2019 Meeting
 - B. Financial Report
 - C. Acceptance of the FY 2018 Audit
- 4. Manager's Report**
 - A. Vertex: Pond #6 Proposal
 - B. Star Electric Pond Proposals
 - C. Vote on Pond Aerator Installation
 - D. ASI Contract Discussion
- 5. Attorney's Report**
- 6. Engineer's Report**
- 7. Supervisor Requests**
- 8. Audience Comments**
- 9. Adjournment**

Any supporting material for the items listed above, not included in the agenda package, will be provided as soon as available or they will be distributed at the meeting. I look forward to seeing you at the meeting, but in the meantime if you have any questions, please contact me.

Sincerely,

Bob Nanni

Bob Nanni
District Manager

Third Order of Business

3A.

**MINUTES OF MEETING
WATERCHASE
COMMUNITY DEVELOPMENT DISTRICT**

1 The regular meeting of the Board of Supervisors of the Waterchase Community
2 Development District was held Tuesday, January 8, 2019 at 6:08 p.m. at the Waterchase
3 Clubhouse, 14401 Waterchase Boulevard, Tampa, Florida.

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6 Present and constituting a quorum were:

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8	G. Arnie Daniels	Chairman
9	Salvatore Mancini	Vice-Chairman
10	Rick D. Wintheiser	Assistant Secretary
11	Mike Acheson	Assistant Secretary
12	Ian Watson	Assistant Secretary

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15 Also present were:

16	Bob Nanni	District Manager
17	Tonja Stewart	District Engineer
18	Chris Byrne	A&B Aquatics
19	Chris Cipolina	Aquatic Systems
20	Residents	

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23 *The following is a summary of the discussions and actions taken at the Board of*
24 *Supervisors meeting.*

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27 **FIRST ORDER OF BUSINESS**

Roll Call

28 Mr. Nanni called the meeting to order and called the roll. A quorum was established.

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30 **THIRD ORDER OF BUSINESS**

Organizational Matters

31 **A. Oath of Office**

32 *Mr. Nanni, being a Notary Public of the State of Florida, administered the Oath of Office*
33 *to Mr. Watson and Mr. Acheson.*

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35 **B. Resolution 2019-01 Designating Officers**
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January 8, 2019

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On MOTION by Mr. Acheson seconded by Mr. Daniels with all in favor Resolution 2019-1 Designating Mr. Daniels Chairman, Mr. Mancini Vice Chairman, Mr. Nanni Secretary, Mr. Bloom Treasurer, Mr. Baldwin Assistant Treasurer and Mr. Wintheiser, Mr. Watson and Mr. Acheson Assistant Secretaries was adopted. 5-0

SECOND ORDER OF BUSINESS **Audience Comments**

- o A resident requested an update on the cleanup.

FOURTH ORDER OF BUSINESS **Consent Agenda**

- A. Approval of the Minutes of the November 13, 2018 Meeting**
- B. Financial Report Dated November 30, 2018**

- o Mr. Mancini inquired about the tax payments.

On MOTION by Mr. Mancini seconded by Mr. Watson with all in favor the Consent Agenda was approved. 5-0

FIFTH ORDER OF BUSINESS **Manager’s Report**

A. Aquatic Systems Wetland Services Proposal

Mr. Cipolina from Aquatic Systems, Inc. reported on the following:

- o Midge fly testing was performed in six different waterways.
- o It was determined that the midge fly population is thriving in areas of low oxygen, especially on Site 4.
- o Ponds 11 and 12 are low on oxygen, as well as Sites 8, 4, 23 and 6.
- o Midge fly treatment program will be implemented on Sites 6, 4, 8, 23 and 19.
- o Initial treatment costs \$3,250 and consists of extensive treatment of waterways.
- o Midge treatment will begin around April or May.
- C. Discussion of Aerator – Pond 14**
- o Site 13 was signed off on.
- o A report was provided to the Board detailing the work to be completed.
- o Prices were reviewed.
- o Relocation of the cabinet one lot over was recommended regarding the Pond 14 issue.
- o The electrical problem that was thought to be on Pond 14 was on Pond 13.
- o Discussion of Sites, 8, 19 and 18 ensued.

January 8, 2019

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B. Aquatics Systems Special Services Proposal

Mr. Byrne reported the following:

- A report was provided to the Board and discussion ensued.
- Each waterway was surveyed.
- Adding electrical bundling options to the proposal will be considered.

SIXTH ORDER OF BUSINESS

Attorney's Report

None.

SEVENTH ORDER OF BUSINESS

Engineer's Report

A. Discussion of Canal Cleaning

Ms. Stewart reported the following:

- Flow in creek will be monitored.
- Discussion of CDD and HOA responsibilities ensued.
- GPR testing notice letter was mailed to residents.
- Information regarding GPR testing will be posted on CDD website.
- Discussion regarding ADA Compliance ensued.

NINTH ORDER OF BUSINESS

Audience Comments

- A resident commented on ADA Compliance.
- A resident commented on lights. Star Electric was contacted.
- A resident commented on Pond 14.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

- Mr. Watson encouraged residents to report any issues that arise.
- Mr. Daniels proposed a minimum of one monthly meeting, and workshops up to 24 times per year.
- Discussion of meetings and workshops ensued.
- Additional meetings and workshops will be advertised.
- Sidewalk and lightbulb painting discussion will take place at workshops.

TENTH ORDER OF BUSINESS

Adjournment

January 8, 2019

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On MOTION by Mr. Mancini seconded by Mr. Watson with all in favor the meeting was adjourned. 5-0

Chairperson/Vice-Chairperson

3B.

WATERCHASE
Community Development District

Financial Report

December 31, 2018

Prepared by



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WATERCHASE
Community Development District

Financial Statements

(Unaudited)

December 31, 2018

Balance Sheet
December 31, 2018

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2017 DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>			
Cash - Checking Account	\$ 968,841	\$ -	\$ 968,841
Due From Other Funds	-	619,318	619,318
Investments:			
Certificates of Deposit - 12 Months	205,827	-	205,827
Certificates of Deposit - 18 Months	181,881	-	181,881
Money Market Account	359,281	-	359,281
Reserve Fund	-	67,816	67,816
Revenue Fund	-	83,381	83,381
Utility Deposits - TECO	200	-	200
TOTAL ASSETS	\$ 1,711,032	\$ 775,513	\$ 2,486,545
<u>LIABILITIES</u>			
Accounts Payable	\$ 2,778	\$ -	\$ 2,778
Accrued Expenses	3,000	-	3,000
Due To Other Funds	619,318	-	619,318
TOTAL LIABILITIES	625,096	-	625,096
<u>FUND BALANCES</u>			
Nonspendable:			
Deposits	200	-	200
Restricted for:			
Debt Service	-	775,513	775,513
Assigned to:			
Operating Reserves	64,439	-	64,439
Reserves- Lake Embank/Drainage	653,057	-	653,057
Reserves - Streetlights	150,000	-	150,000
Unassigned:	218,240	-	218,240
TOTAL FUND BALANCES	\$ 1,085,936	\$ 775,513	\$ 1,861,449
TOTAL LIABILITIES & FUND BALANCES	\$ 1,711,032	\$ 775,513	\$ 2,486,545

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-18 ACTUAL
REVENUES				
Interest - Investments	\$ 3,500	\$ 3,254	92.97%	\$ 2,275
Interest - Tax Collector	-	10	0.00%	-
Special Assmnts- Tax Collector	338,248	302,084	89.31%	249,223
Special Assmnts- Discounts	(13,530)	(12,097)	89.41%	(9,940)
Other Miscellaneous Revenues	-	250	0.00%	-
TOTAL REVENUES	328,218	293,501	89.42%	241,558

EXPENDITURES

Administration

P/R-Board of Supervisors	9,000	3,800	42.22%	1,000
FICA Taxes	689	291	42.24%	77
ProfServ-Arbitrage Rebate	600	-	0.00%	-
ProfServ-Dissemination Agent	1,000	-	0.00%	-
ProfServ-Engineering	9,000	1,500	16.67%	-
ProfServ-Legal Services	8,000	7,854	98.18%	400
ProfServ-Mgmt Consulting Serv	56,100	14,025	25.00%	4,675
ProfServ-Special Assessment	9,000	9,000	100.00%	9,000
ProfServ-Trustee Fees	4,337	4,337	100.00%	-
ProfServ-Web Site Development	1,000	250	25.00%	83
Auditing Services	4,823	2,000	41.47%	2,000
Postage and Freight	900	32	3.56%	7
Insurance - General Liability	9,390	7,488	79.74%	-
Printing and Binding	1,500	129	8.60%	34
Legal Advertising	1,500	552	36.80%	278
Misc-Bank Charges	200	-	0.00%	-
Misc-Assessmnt Collection Cost	6,764	5,800	85.75%	4,786
Misc-Contingency	1,000	100	10.00%	-
Office Supplies	100	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	125,078	57,333	45.84%	22,340

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-18 ACTUAL
Field				
Contracts-Wetland Mitigation	5,400	1,350	25.00%	450
Contracts-Lakes	21,012	5,253	25.00%	1,751
Contracts-Canal Maint/Cleaning	6,468	1,617	25.00%	539
Contracts-Aquatic Midge Mgmt	12,870	2,145	16.67%	-
Contracts-RTR Landscaping	9,070	2,267	24.99%	756
Electricity - Streetlighting	30,000	4,907	16.36%	1,500
R&M-Fountain	1,000	-	0.00%	-
R&M-Irrigation	3,000	-	0.00%	-
R&M-Lake	20,000	-	0.00%	-
R&M-Streetlights	14,400	4,830	33.54%	2,100
R&M-Landscape Pond Areas	1,200	-	0.00%	-
Misc-Contingency	78,720	2,800	3.56%	-
Total Field	203,140	25,169	12.39%	7,096
TOTAL EXPENDITURES	328,218	82,502	25.14%	29,436
Excess (deficiency) of revenues				
Over (under) expenditures	-	210,999	0.00%	212,122
Net change in fund balance	\$ -	\$ 210,999	0.00%	\$ 212,122
FUND BALANCE, BEGINNING (OCT 1, 2018)	874,937	874,937		
FUND BALANCE, ENDING	\$ 874,937	\$ 1,085,936		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	DEC-18 ACTUAL
REVENUES				
Interest - Investments	\$ -	\$ 154	0.00%	\$ 34
Special Assmnts- Tax Collector	737,129	658,319	89.31%	543,121
Special Assmnts- Discounts	(29,485)	(26,362)	89.41%	(21,661)
TOTAL REVENUES	707,644	632,111	89.33%	521,494
EXPENDITURES				
Administration				
Misc-Assessmnt Collection Cost	14,743	12,639	85.73%	10,429
Total Administration	14,743	12,639	85.73%	10,429
Debt Service				
Debt Retirement Series A	446,000	-	0.00%	-
Interest Expense Series A	238,607	119,304	50.00%	-
Total Debt Service	684,607	119,304	17.43%	-
TOTAL EXPENDITURES	699,350	131,943	18.87%	10,429
Excess (deficiency) of revenues Over (under) expenditures	8,294	500,168	6030.48%	511,065
OTHER FINANCING SOURCES (USES)				
Contribution to (Use of) Fund Balance	8,294	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	8,294	-	0.00%	-
Net change in fund balance	\$ 8,294	\$ 500,168	6030.48%	\$ 511,065
FUND BALANCE, BEGINNING (OCT 1, 2018)	275,345	275,345		
FUND BALANCE, ENDING	\$ 283,639	\$ 775,513		

WATERCHASE
Community Development District

Supporting Schedules

December 31, 2018

