

# Waterset North Community Development District

# Board of Supervisors' Meeting October 24, 2023

District Office: 2700 S. Falkenburg Rd. Ste 2745 Riverview, Florida 33578 813.533.2950

www.watersetnorthcdd.org

### WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT

Waterset Club, 7821 Paradiso Drive, Apollo Beach, FL 33572

**Board of Supervisors** Alex Wohlhueter Chairman

TJ Pyche Vice Chairman

Trish Cianci- Deckard Assistant Secretary
Mike Tobin Assistant Secretary
Paul Anderson Assistant Secretary

**District Manager** Ruben Durand Rizzetta & Company, Inc.

**District Counsel** Andrew Mai Fishback Dominic Law, PA

**District Engineer** Stephen Brletic BDI

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (voice), who can aid you in contacting the District Office.

decides who the person to appeal any decision made at with respect to meeting/hearing/workshop any matter considered meeting/hearing/workshop is advised that 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 NORTH COMMUNITY DEVELOPMENT DISTRICT

<u>District Office · Riverview, Florida · (813) 533-2950</u> <u>Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614</u>

www.WatersetNorthCDD.org

Board of Supervisors
Waterset North Community
Development District

October 23, 2023

### **REVISED FINAL AGENDA**

**Dear Board Members:** 

1.

The regular meeting of the Board of Supervisors of the Waterset North Community Development District will be held on **Tuesday, October 24, 2023, at 6:00 PM** at the Waterset Club, located at 7281 Paradiso Drive, Apollo Beach FL, 33572.

- 2. **AUDIENCE COMMENTS** 3. STAFF REPORTS **District Counsel** Α. **District Engineer** B. Landscape & Irrigation Presentation of Landscape Inspection Report .....(USC) i. Landscape Contractor Update ii. Landscape Contractor Responses **Aquatics Lake Management** i. Presentation of Waterway Inspection Report......Tab1 E. Clubhouse Manager Presentation of Café Sales Report ......Tab 2 Presentation of Property Management Report......Tab 3 District Manager
  - 4. BUSINESS ITEMS

**CALL TO ORDER** 

- A. Consideration of Sunrise Landscape Change Order ......Tab 5
- B. Discussion on Café at the Landing
- C. Discussion on Investment of Reserves
- **D.** Café Lease Update
- E. Consideration of Resolution 2023-12, Amending the FY 2022/2023 Budget and Providing an Effective Date......Tab 6
- 5. BUSINESS ADMINISTRATION
  - A. Consideration of Minutes of Board of Supervisors'
    Regular Meeting held on September 26, 2023 ......Tab 7
- 6. SUPERVISOR REQUESTS
- 7. ADJOURNMENT

We look forward to seeing you at the meeting. If you have any questions, please do not hesitate to call us at (813) 533-2950.

Sincerely,

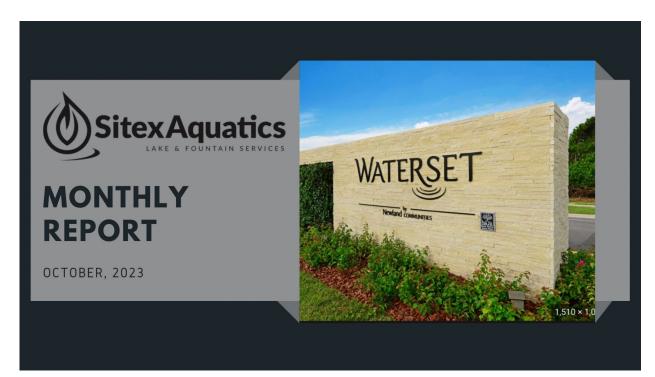
Ruben Durand

Ruben Durand District Manager

## Tab 1

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Prepared for: Matt Huber Prepared By: Devon Craig

### **SUMMARY:**

All ponds have been serviced this month. Hopefully we are moving into some cooler weather and as a result the lack of consistent rainfall wont be such a factor in the ponds. When water temperature reduces so does the ability for rapid growth. Until we notice a significant decrease, preventative service as well as aggressive applications to maintain aesthetics and function will continue to be consistent with this crazy summer we have had.



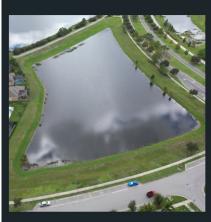
Pond #22 Treated for Shoreline Vegetation.



Pond #21 Treated for Algae and Shoreline Vegetation.



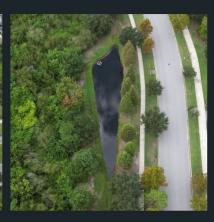
Pond #35 Treated for Algae and Shoreline Vegetation.



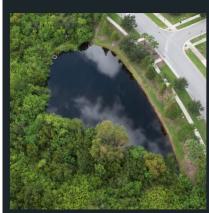
Pond #20 Treated for Algae and Shoreline Vegetation.



Pond #17 Treated for Shoreline Vegetation.



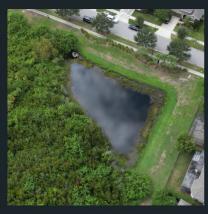
Pond #29 Treated for Shoreline Vegetation.



Pond #27 Treated for Shoreline Vegetation.



Pond #31 Treated for Shoreline Vegetation.



Pond #31 Treated for Shoreline Vegetation.



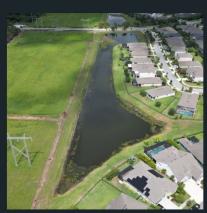
Pond #32 Treated for Algae and Shoreline Vegetation.



Pond #36 Treated for Algae and Shoreline Vegetation.



Pond #37 Treated for Shoreline Vegetation.



Pond #30 Treated for Algae and Shoreline Vegetation.



Pond #41 Treated for Algae and Shoreline Vegetation.



Pond #38 Treated for Algae and Shoreline Vegetation.

- 1: Shoreline vegetation has been treated.
- 2: Shoreline vegetation has been treated.
- 3: Shoreline vegetation and Algae has been treated.
- 4: Shoreline vegetation has been treated.
- 5: Shoreline vegetation and Algae has been treated.
- 6: Shoreline vegetation has been treated.
- 7: Shoreline vegetation has been treated.
- 8: Shoreline vegetation and Algae has been treated.
- 9: Shoreline vegetation and Algae has been treated.
- 10: Shoreline vegetation and Algae has been treated.
- 11: Shoreline vegetation has been treated.
- 12: Shoreline vegetation and Algae has been treated.
- 13: Shoreline vegetation and Spike rush has been treated.
- 14: Shoreline vegetation and Algae has been treated.
- 15: Shoreline vegetation and Algae has been treated.
- 16: Shoreline vegetation has been treated.
- 17: Shoreline vegetation has been treated.
- 18: Shoreline vegetation has been treated.
- 19: Shoreline vegetation has been treated.
- 20: Shoreline vegetation and Algae has been treated.
- 21: Shoreline vegetation and Algae has been treated.
- 22: Shoreline vegetation has been treated.
- 23: Shoreline vegetation and Algae has been treated.
- 24: Shoreline vegetation and Algae has been treated.
- 25: Shoreline vegetation has been treated.
- 26: Shoreline vegetation and Algae has been treated.

- 27: Shoreline vegetation has been treated.
- 28: Shoreline vegetation has been treated.
- 29: Shoreline vegetation has been treated.
- 30: Shoreline vegetation and Algae has been treated.
- 31: Shoreline vegetation has been treated.
- 32: Shoreline vegetation and Algae has been treated.
- 33: Shoreline vegetation and Algae has been treated.
- 34: Shoreline vegetation and Algae has been treated.
- 35: Shoreline vegetation and Pond Weed has been treated.
- 36: Shoreline vegetation and Algae has been treated.
- 37: Shoreline vegetation has been treated.
- 38: Shoreline vegetation and Algae has been treated.
- 39: Shoreline vegetation and Algae has been treated.
- 40: Shoreline vegetation and Algae has been treated.
- 41: Shoreline vegetation and Algae has been treated.
- 42: Shoreline vegetation has been treated.
- 43: Shoreline vegetation has been treated.
- 44: Shoreline vegetation has been treated.
- 45: Shoreline vegetation has been treated.
- 46: Shoreline vegetation and Algae has been treated.
- 47: Shoreline vegetation and Algae has been treated.
- 48: Shoreline vegetation and Algae has been treated.
- 49: Shoreline vegetation and Algae has been treated.
- 50: Shoreline vegetation has been treated.
- 51: Shoreline vegetation and Algae has been treated.

## Tab 2

10/1/2023

### Waterset North CDD Cafe Sales by Range Report

		From 09/01/23 04:00:00am to 10/01/23 03:59:59am, All Termi							
1:04 am	Units			0:00am to 10/0 VAT Tax	)1/23 03:59:59am Net	ı, All Termi % Total			
Description	Units	Gross	Disc/Cpn	VAITAX	Net	% TOtal			
Beer	166	\$761.00	\$5.00	\$0.00	\$756.00	12.53			
Beverages	454	\$1,209.50	\$23.12	\$0.00	\$1,186.38	19.66			
Specials (Beer)	28	\$247.00	\$0.00	\$0.00	\$247.00	4.09			
Wine	46	\$327.50	\$0.00	\$0.00	\$327.50	5.43			
Beverage Total	694	\$2,545.00	\$28.12	\$0.00	\$2,516.88	41.70			
Breakfast	82	\$591.25	\$4.13	\$0.00	\$587.12	9.73			
Flatbreads	40	\$356.50	\$0.00	\$0.00	\$356.50	5.91			
Food Mod	11	\$14.00	\$0.00	\$0.00	\$14.00	0.23			
Ice Cream	77	\$160.00	\$0.00	\$0.00	\$160.00	2.65			
Kids Food	31	\$217.00	\$0.00	\$0.00	\$217.00	3.60			
On The Run	108	\$399.80	\$2.32	\$0.00	\$397.48	6.59			
Salads	17	\$174.50	\$0.00	\$0.00	\$174.50	2.89			
Sandwiches	154	\$1,542.20	\$50.26	\$0.00	\$1,491.94	24.72			
Sides	73	\$120.50	\$0.63	\$0.00	\$119.87	1.99			
Food Total	593	\$3,575.75	\$57.34	\$0.00	\$3,518.41	58.30			
Miscellaneous Total	0	\$0.00	\$0.00	\$0.00	\$0.00	0.00			
HASH DEPARTMENTS									
TakeOut7	0	\$0.00	\$0.00	\$0.00	\$0.00	N/A			
Total Sales	1287	\$6,120.75	\$85.46	\$0.00	\$6,035.29	100.00			
Tax Total					\$453.04				
Tax					\$453.04				
Customer Payments	0				\$0.00				
Due Rounding					\$0.00				
Gift Cert Total	0				\$0.00				
House Tips					\$0.00				
ROA Total					\$0.00				
To Go Surcharges					\$0.00				
Zone Charges					\$0.00				
-Paid Outs					\$0.00				
-Emp Tipouts					\$0.00				
-Bank GC Cashouts	0				\$0.00				
T			:						

Total Accountable \$6,488.33

Media	Co	ount	Sale Amt	Hs Tips	Emp Tips	Emp Grats	Total Sales
Cash		111	\$646.64	\$0.00	\$0.00	\$0.00	\$646.64
Gift Card		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EMV		443	\$5,660.70	\$0.00	\$337.71	\$0.00	\$5,998.41
Newland		2	\$50.10	\$0.00	\$0.00	\$0.00	\$50.10
Skytab		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PAID ONLINE CC		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PD Online CC		5	\$130.89	\$0.00	\$16.04	\$0.00	\$146.93
Media Totals			\$6,488.33	\$0.00	\$353.75	\$0.00	\$6,842.08
House Total			\$6,488.33				
Charges Total			\$5,998.41				
Adjusted Cash			\$292.89				
ncelled Sales	2	\$12.	<u> </u>				
aining Mode Sales	0	\$0.	00				
funded Sales	2	\$75.	79				
-Opened Sales	0	\$0.	00				
ided Items	2	\$6.	25				
otal	6	\$94.	40				

Discount	Count	Amount
Employee Discount	3	\$30.69
Open Percent	3	\$12.27
Open Amount	2	\$42.50
Discount Total	8	\$85.46

Tax Description	Sales	Tax	Exempt	
Tax	\$6,035.29	\$453.04	\$0.00	
Order Type Summary	Count	Total	Avg Chk	
Here	555	\$5,913.54	\$10.66	
To Go	0	\$0.00	\$0.00	
Delivery	0	\$0.00	\$0.00	
To GO	0	\$0.00	\$0.00	
Phone	0	\$0.00	\$0.00	
Online Pickup	5	\$121.75	\$24.35	
Online Delivery	0	\$0.00	\$0.00	
Totals:	560	\$6,035.29	\$10.78	
Serving Period	# Cust's	Total	Avg Check	Avg Cust
Breakfast	95	\$947.96	\$9.98	\$9.98
Lunch	309	\$3,331.28	\$10.92	\$10.78
Dinner	160	\$1,756.05	\$10.98	\$10.98
Totals:	564	\$6,035.29	\$10.78	\$10.70

Customer Count 564

Non Taxable Total \$0.00

Non Tippable Sales \$0.00

Togo Count 0

Togo Total \$0.00

-Bank GC Cashouts

### **Waterset North CDD Cafe** Sales by Range Report

10/1/2022	Sales by Range Repor					rt
7:04 am		From			01/22 03:59:59an	*
Description	Units	Gross	Disc/Cpn	VAT Tax	Net	% Total
Beer	133	\$698.00	\$0.00	\$0.00	\$698.00	7.79
Beverages	742	\$2,068.25	\$37.48	\$0.00	\$2,030.77	22.67
Specials (Beer)	25	\$244.92	\$16.50	\$0.00	\$228.42	2.55
Wine	33	\$221.00	\$0.00	\$0.00	\$221.00	2.47
Beverage Total	933	\$3,232.17	\$53.98	\$0.00	\$3,178.19	35.48
Breakfast	109	\$773.75	\$6.75	\$0.00	\$767.00	8.56
Flatbreads	66	\$576.50	\$5.53	\$0.00	\$570.97	6.37
Food Mod	11	\$20.00	\$0.40	\$0.00	\$19.60	0.22
Ice Cream	123	\$366.00	\$0.00	\$0.00	\$366.00	4.09
Kids Food	62	\$372.00	\$3.00	\$0.00	\$369.00	4.12
On The Run	251	\$919.35	\$16.85	\$0.00	\$902.50	10.07
Salads	27	\$255.25	\$13.31	\$0.00	\$241.94	2.70
Sandwiches	258	\$2,509.40	\$91.67	\$0.00	\$2,417.73	26.99
Sides	90	\$126.50	\$0.75	\$0.00	\$125.75	1.40
Food Total	997	\$5,918.75	\$138.26	\$0.00	\$5,780.49	64.52
Miscellaneous Total	0	\$0.00	\$0.00	\$0.00	\$0.00	0.00
HASH DEPARTMENTS						
TakeOut7	0	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Total Sales	1930	\$9,150.92	\$192.24	\$0.00	\$8,958.68	100.00
Tax Total					\$672.37	
Tax					\$672.37	
Customer Payments	0				\$0.00	
Due Rounding					\$0.00	
Gift Cert Total	0				\$0.00	
House Tips					\$0.00	
ROA Total					\$0.00	
To Go Surcharges					\$0.00	
Zone Charges					\$0.00	
-Paid Outs					\$0.00	
-Emp Tipouts					\$0.00	

Total Accountable \$9,631.05

0

Media	Cou	ınt	Sale Amt	Hs Tips	Emp Tips	Emp Grats	Total Sales
Cash	1	92	\$1,402.88	\$0.00	\$0.00	\$0.00	\$1,402.88
Gift Card		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EMV	6	46	\$7,934.34	\$0.00	\$902.17	\$0.00	\$8,836.51
Newland		11	\$173.15	\$0.00	\$0.00	\$0.00	\$173.15
Skytab		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PAID ONLINE CC		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PD Online CC		7	\$120.68	\$0.00	\$17.23	\$0.00	\$137.91
Media Totals			\$9,631.05	\$0.00	\$919.40	\$0.00	\$10,550.45
House Total			\$9,631.05				
Charges Total			\$8,836.51				
Adjusted Cash			\$483.48				
ancelled Sales	13	\$12	<del></del> 9.85				
aining Mode Sales	0	\$	0.00				
efunded Sales	1	\$1	6.13				
e-Opened Sales	0	\$	0.00				
oided Items	1	\$	4.25				
Total	15	\$15	0.23				
						\$7,613	3.53 - Unreconcil

\$0.00

Discount	Count	Amount
Employee Discount	3	\$18.15
Open Percent	48	\$174.09
Discount Total	51	\$192.24

Tax Description	Sales	Tax	Exempt	
Tax	\$8,958.68	\$672.37	\$0.00	
Order Type Summary	Count	Total	Avg Chk	
Here	848	\$8,840.33	\$10.42	
To Go	0	\$0.00	\$0.00	
Delivery	0	\$0.00	\$0.00	
To GO	0	\$0.00	\$0.00	
Phone	1	\$6.10	\$6.10	
Online Pickup	7	\$112.25	\$16.04	
Online Delivery	0	\$0.00	\$0.00	
Totals:	856	\$8,958.68	\$10.47	
Serving Period	# Cust's	Total	Avg Check	Avg Cust
Breakfast	154	\$1,397.35	\$9.07	\$9.07
Lunch	500	\$5,349.41	\$10.72	\$10.70
Dinner	201	\$2,193.92	\$10.92	\$10.92
04:00:00 AM - 03:59:59 AM	2	\$18.00	\$9.00	\$9.00
Totals:	857	\$8,958.68	\$10.47	\$10.45

Customer Count 857

Non Taxable Total \$0.00

Non Tippable Sales \$0.00

Togo Count 0

Togo Total \$0.00

11/1/2022

### Waterset North CDD Cafe Sales by Range Report

11/1/2022		Sales by Range Report From 10/01/22 04:00:00am to 11/01/22 03:59:59am, All Termin							
7:04 am						•			
Description	Units	Gross	Disc/Cpn	VAT Tax	Net	% Total			
Beer	168	\$879.00	\$0.00	\$0.00	\$879.00	8.61			
Beverages	753	\$2,098.00	\$9.48	\$0.00	\$2,088.52	20.46			
Specials (Beer)	5	\$15.00	\$6.00	\$0.00	\$9.00	0.09			
Wine	70	\$375.00	\$0.00	\$0.00	\$375.00	3.67			
Beverage Total	996	\$3,367.00	\$15.48	\$0.00	\$3,351.52	32.84			
Breakfast	128	\$926.75	\$26.53	\$0.00	\$900.22	8.82			
Flatbreads	93	\$842.75	\$0.00	\$0.00	\$842.75	8.26			
Food Mod	26	\$40.00	\$0.00	\$0.00	\$40.00	0.39			
Ice Cream	115	\$330.00	\$0.00	\$0.00	\$330.00	3.23			
Kids Food	91	\$546.00	\$0.00	\$0.00	\$546.00	5.35			
Msc Food	2	\$6.00	\$0.00	\$0.00	\$6.00	0.06			
On The Run	246	\$890.10	\$4.62	\$0.00	\$885.48	8.68			
Salads	28	\$268.00	\$0.00	\$0.00	\$268.00	2.63			
Sandwiches	302	\$2,963.30	\$47.39	\$0.00	\$2,915.91	28.57			
Sides	84	\$120.00	\$0.06	\$0.00	\$119.94	1.18			
Food Total	1115	\$6,932.90	\$78.60	\$0.00	\$6,854.30	67.16			
Miscellaneous Total	0	\$0.00	\$0.00	\$0.00	\$0.00	0.00			
HASH DEPARTMENTS									
TakeOut7	0	\$0.00	\$0.00	\$0.00	\$0.00	N/A			
Total Sales	2111	\$10,299.90	\$94.08	\$0.00	\$10,205.82	100.00			
Tax Total					\$765.99				
Tax					\$765.99				
Customer Payments	0				\$0.00				
Due Rounding					\$0.00				
Gift Cert Total	0				\$0.00				
House Tips					\$0.00				
ROA Total					\$0.00				
To Go Surcharges					\$0.00				
Zone Charges					\$0.00				
-Paid Outs					\$0.00				
-Emp Tipouts					\$0.00				
-Bank GC Cashouts	0				\$0.00				

Total Accountable \$10,971.81

Media	С	ount	Sale Amt	Hs Tips	Emp Tips	Emp Grats	Total Sales
Cash		238	\$2,083.20	\$0.00	\$0.00	\$0.00	\$2,083.20
Gift Card		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EMV		657	\$8,486.46	\$0.00	\$1,025.27	\$0.00	\$9,511.73
Newland		9	\$107.68	\$0.00	\$0.00	\$0.00	\$107.68
Skytab		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PAID ONLINE CC		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PD Online CC		16	\$294.47	\$0.00	\$45.59	\$0.00	\$340.06
Media Totals			\$10,971.81	\$0.00	\$1,070.86	\$0.00	\$12,042.67
House Total			\$10,971.81				
Charges Total			\$9,511.73				
Adjusted Cash			\$1,012.34				
ncelled Sales	21	\$20	9.52				
ining Mode Sales	0	\$	0.00				
funded Sales	2	\$3	2.14				
Opened Sales	0	\$	0.00				
ded Items	2	\$	3.50				

Total	25	\$245.	16		
Discount	Count	Amou	unt		
Employee Discount	2	\$9.	<u> </u>		
Open Percent	21	\$80.	62		
Open Amount	1	\$4.	03		
Discount Total	24	\$94.	08		
Tax Description		Sales	Tax	Exempt	
Тах	\$10,2	05.82	\$765.99	\$0.00	
Order Type Summary	(	Count	Total	Avg Chk	
Here		901	\$9,922.17	\$11.01	
To Go		0	\$0.00	\$0.00	
Delivery		0	\$0.00	\$0.00	
To GO		1	\$9.75	\$9.75	
Phone		0	\$0.00	\$0.00	
Online Pickup		16	\$273.90	\$17.12	
Online Delivery		0	\$0.00	\$0.00	
Totals:		918	\$10,205.82	\$11.12	
Serving Period	#(	Cust's	Total	Avg Check	Avg Cust
Breakfast		164	\$1,456.24	\$8.88	\$8.88
Lunch		521	\$6,338.51	\$12.21	\$12.17
Dinner		235	\$2,411.07	\$10.26	\$10.26

920

\$10,205.82

\$11.12

\$11.09

Customer Count 920

Non Taxable Total \$0.00

Non Tippable Sales \$0.00

Togo Count 0

Togo Total \$0.00

Totals:



### JOIN US AT THE LANDING CAFE FOR

# KARAOKE ONTHE LAWN

SATURDAY NOVEMBER 18

3:00-6:00pm

\$3 wines • \$4 drafts \$5 smoothies • \$7 kids meals \$10 Italian sausage sandwiches

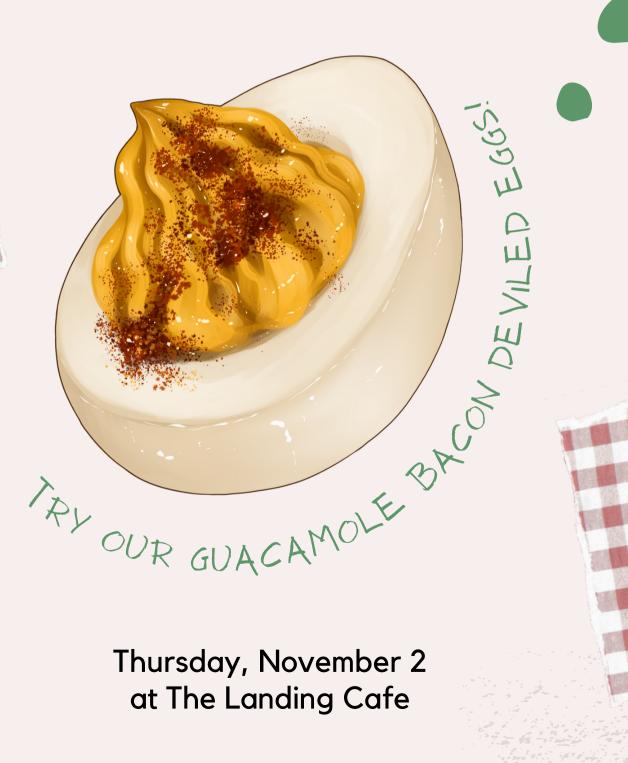








# NATIONAL DEVILED EGGS DAY





# TACOS &

# TRIVIA

Thursday, Nov. 16

Trivia starts at 6pm!

3 FOR \$10
TACOS
\$5 CORONAS
CHIPS +

\$5 QUESO

7012 Sail View Lane Apollo Beach, FL 33572

## Tab 3





Waterset North Community Development District 7012 Sail View Lane, Apollo Beach, FL 33572

Community Director Report
October 2023 Meeting



North Community Development District – Community Director Report

### **Administrative**

CDD Access Requests: No requests for North this month.

DCSI has installed the cameras at the Landing Pool for the Talk Down system. The system is now live. After hours activities at the Landing has decreased.

On Thursday, October 5<sup>th</sup> upon checking the cameras, management noticed that there were individuals who had jumped the Splash pad fence and were sitting down underneath the pavilion.

On Saturday, October 7<sup>th</sup>, management received a call from a Hillsborough County Deputy requesting any camera footage that may be available from the Landing café towards Scenic/ Sail View Lane due to a theft of a vehicle. Unfortunately the area in question was not visible from the café cameras.

The dog fountains for the dog park were delivered on Monday, October 16<sup>th</sup>. Alvarez Plumbing was scheduled to install the fountains on Tuesday, October 17<sup>th</sup>.

Management received an email from a resident regarding the trunk or treat event parking. The resident was concerned as vehicles were parked on both side of the streets. The resident requested that the board consider hiring a parking attendant for future events.

Management is awaiting a proposal from Onsight on signs that have been requested for straightening.

Management reached out to TECO on the status of the installation of the solar lights for the Splash Bowl. Management will be meeting with TECO to begin staking of the area where the lights will be installed.

Management has opened a job requisition for a part time café attendant.

### Maintenance

The maintenance team conducted their monthly playground inspection. Maintenance found 2 toddler swing seats at Lakeside that needed to be replaced due to a safety issue. Maintenance replaced one seat and management will be contacting playmore to order an additional seat.



The maintenance team repaired the Lakeside water coolers which were leaking.

The maintenance team replaced lighting in the Lakeside women's restroom.

The maintenance team treated the landing amenity for weeds.

The maintenance team replaced lighting at the Landing breezeway.



The maintenance team replaced lighting inside the Landing fitness center.

North Community Development District – Community Director Report



The maintenance team assisted Newland with the set up of the fall decorations at the Landing Café.



The maintenance team repaired a leak from the urinal in the men's restroom at Lakeside.

Respectfully Submitted, Katiria Parodi, LCAM



DCSI, Inc. "Security & Sound" P.O. Box 265 Lutz, FL 33548 (813)949-6500 info@dcsisecurity.com http://DCSlsecurity.com

### **Estimate**

#### **ADDRESS**

Waterset North CDD 3434 Colwell Ave. Suite #200 Tampa, FL 33614

### SHIP TO

Waterset North Splash Pad 7205 Parkshore Drive Apollo Beach, FL 33572

ESTIMATE #	DATE	EXPIRATION DATE
12140	06/20/2023	08/31/2023

SALES REP Nelson Butera ACCT#/LOT/BLK 7205 Parkshore Dr

DATE	ACTIVITY	QTY	RATE	AMOUNT
	This estimate is to install a four camera monitored system with two-way voice to communicate with our monitoring center when people are at the splashpad/playground area after hours. The monitoring station will attempt to get them to leave the area through two-way voice then after that per instructions will either call a person on the contact list or the authorities next to remove them from trespassing.			
	Included:			
	Camera installation (1) 8 channel 6TB 4K NVR (4) IPSTRVA- 5MP IP turret camera with people detecting advanced Analytics and spotlight deterrents (2) Exterior speakers and mics (1) 70v PA amplifier (4) Back boxes	1	3,099.00	3,099.00
	Includes labor, programming, activation and setup.			
	* 3-year manufacturer parts warranty on the NVR and cameras.			
	Interactive Talk Down Monitoring The monitoring station will notify you and/or the police if there are people at the splashpad/playground area when the area is closed. Interactive talk down monitoring \$199 Month (no contract)	1	199.00	199.00

Thank you for your time and this opportunity to do business with you!

TOTAL

\$3,298.00

\*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

Accepted By

Accepted Date

Resident Notes Report Waterset HOA-Common 09/01/2023 - 09/30/2023

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WN

Unit	Res	ident	Note C	ode	Created	Completed	Notes
WN-HE	3SP V	/NH-Bowspirit PI					
7103	04	Broxson, Jennifer 7103 Bowspirit PI	LGL	Legal	09/26/2023		Hi Kathy & Teena,  We received \$750.00 from Mr. Engle to full pay this property through September 2023 (see attached ledger). We will deposit the money and then disburse the funds to the Association and close our file. Let us know if you have any questions. Thanks.
							Steve Delach Office Manager and Collections & Foreclosure Supervisor DAVID J. LOPEZ, P.A. Community Association Lawyers 201 East Kennedy Boulevard, Suite 775 Tampa, FL 33602 Phone (813) 229-0160 Fax (813) 229-0165 E-mail: steve@davidlopezpa.com
WN-H	CDR V	VNH-Camino Drive					
6335	02	Green, Ashley 6335 Camino Dr	LGL	Legal	09/19/2023		Pstd pymt thru Aug-tp
WN-H	CLP V	VNH-Colmar PI					
6124	02	Mazzella, Andrew 6124 Colmar Pl	LGL	Legal	09/22/2023		Pstd pymt thru Aug-tp
6216	04	Hudson SFR Prpty Hlg, 6216 Colmar Pl	LGL	Legal	09/22/2023		Pstd pymt thru Jul-tp
6230	03	Krashna, Robert 6230 Colmar Pl	WARR	Warranty Deed	09/29/2023		updated ownership per t#1878222, WI&c - MM
WN-H	CUD V	VNH-Current Dr					
6656	02	Huntington, Bradley 6656 Current Dr	LGL	Legal	09/22/2023		Pd thru Sept-tp
WN-HI	DCD V	WNH- Del Coronado Dr					
5659	02	Hu, Kegang 5659 Del Coronado Dr	LGL	Legal	09/21/2023		Posted partial pymt-BJ-L
WN-H	GND \	WNH-Golden Nettle Dr					
5943	02	Ricenbaw, Marci 5943 Golden Nettle Dr	WARR	Warranty Deed	09/08/2023		Updated title per deed, sent wl ltr T1858126 PB
5953	02	Marshall, Lisa 5953 Golden Nettle Dr	WARR	Warranty Deed	09/25/2023		Updated title as per Hillborough County Prop appraiser site, sent WL, added recurring chg -tj
5972	02	Siracusa, Jodi 5972 Golden Nettle Dr	WARR	Warranty Deed	09/29/2023		Updated title per deed, sent wl ltr T1878199 PB
6015	02	Duke, Kyle 6015 Golden Nettle Dr	WARR	Warranty Deed	09/25/2023		Updated title per deed, sent wl ltr PB
6072	02	Okoro, Godsent 6072 Golden Nettle Dr	WARR	Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charges -tj
		3072 GUNGH NELIE DI	AR	Miscellaneous A/R	09/27/2023		I returned closing ck #170897, \$312.81. The title company included the \$299 Estoppel fee. Returned to Town Square Title 250 East Colonial Dr

Resident Notes Report Waterset HOA-Common 09/01/2023 - 09/30/2023 Page: 2

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Unit	Res	ident	Note C	ode	Created	Completed	Notes #301, Orlando FI 32801 PB
8086	02	Harper, Heather 6086 Golden Nettle Dr	WARR	Warranty Deed	09/21/2023		Updated title per deed, sent wl ltr T1861538 PB
097	02	Alberti, Michael	AR	Miscellaneous A/R	09/01/2023		Per T1828835, I advised we have not received a closing package and
		6097 Golden Nettle Dr					this closed November 2022 PB
115	02	Leal, Katelyn 6115 Golden Nettle Dr	WARR	Warranty Deed	09/05/2023		Updated title per deed, sent wl ltr 1837785 PB
135	02	Dickerson, Bradley 6135 Golden Nettle Dr	WARR	Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charge -tj
147	02	Roberts, Cartaz 6147 Golden Nettle Dr	WARR	Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charges -tj
169	02	Ochoa, Devvon 6169 Golden Nettle Dr	WARR	Warranty Deed	09/02/2023		Updated title per deed, sent wl ltr T1831101 PB
219	02	Fernandez, Guillermo 6219 Golden Nettle Dr	WARR	Warranty Deed	09/21/2023		Updated title per deed, sent wl ltr T1865802 PB
VN-HI	HBD V	NNH - Hidden Branch					
037	02	Burgoyne, Sarah 6037 Hidden Branch Dr	WARR	Warranty Deed	09/13/2023		Updated title per deed, sent wl ltr T1857158 PB
8053	02	Cerrachio, Getano 6053 Hidden Branch Dr	WARR	Warranty Deed	09/26/2023		Updated title as per HUD, sent WL, added charges -tj
061	02	Celko, Dustin 6061 Hidden Branch Dr	WARR	Warranty Deed	09/13/2023		Updated title per deed, sent willtr T1857074 PB
071	02	Rhodes Jr, Gene 6071 Hidden Branch Dr	WARR	Warranty Deed	09/27/2023		Updated title per deed, sent willtr T1873044 PB
6127	02	D'Onofrio, Anthony 6127 Hidden Branch Dr	WARR	Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charges -tj
146	02	Seaver, Kirsten 6146 Hidden Branch Dr	WARR	Warranty Deed	09/13/2023		Updated title per deed, sent willtr T1850068 PB
272	02	Kondapalli, Kaushik 6272 Hidden Branch Dr	WARR	Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charges -tj
3281	02	Rowland, Darren 6281 Hidden Branch Dr	WARR	Warranty Deed	09/13/2023		Updated title per deed, sent willtr T1857028 PB
<b>/</b> N-H	LVP V	VNH-Lantern Vw Pl					
6307	03	Invitation Homes 7, 6307 Lantern Vw Pl	WARR	Warranty Deed	09/13/2023		changed title per deed sent wlmr
<b>V</b> N-H	MLC '	WNH-Mooring Line Cir					§.
6262	03	Salman, Mona 6262 Mooring Line Cir	LGL	Legai	09/22/2023		We received a check in the amount of \$2,071.74 from Ms. Salman to full pay this property through September 2023 (see attached intent to lien letter). We will deposit the check and hold for 10 business days to ensure it clears our bank. Then we will disburse the funds to the Association and close our file. Let us know if you have any questions Thanks.
							Steve Delach Office Manager and Collections & Foreclosure Supervisor

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Resident Notes Report Waterset HOA-Common 09/01/2023 - 09/30/2023

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	Res	ident	Note Co	ode	Created	Completed	
							DAVID J. LOPEZ, P.A. Community Association Lawyers 201 East Kennedy Boulevard, Suite 775 Tampa, FL 33602
							Phone (813) 229-0160
							Fax (813) 229-0165
							E-mail: steve@davidlopezpa.com
							NOTICE: This e-mail message and any attachment to this e-mail message contains confidential information that may be legally privileged. If you are not the intended recipient, you must not review, retransmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it, If you have received this e-mail in error, please notify us immediately by return e-mail or by telephone at (813) 229-0160 and delete this message, Please note that if this e-mail message contains a forwarded message or is a reply to a prior message, some or all of the contents of this message or any attachments may not have been produced
6306	03	Mason, Kimberly 6306 Mooring Line Cir	WARR	Warranty Deed	09/19/2023		changed title per deed HUD sent wl/cmr
6352	02	Torres, Erika 6352 Mooring Line Circle	LGL	Legal	09/26/2023		Pstd pymt in full fr atty thru Sept-BJ-L
6427	03	Brown, Mary 6427 Mooring Line Circle	LGL	Legal	09/22/2023		Pstd pymt thru Aug-tp
6433	03	Santamaria, Rosemary 6433 Mooring Line Circle	WARR	Warranty Deed	09/25/2023		updated ownership per t#1874078. WI&C - MM
WN-HI	VISD V	VNH-Milestone Dr					
7206	03	Moerschbacher, Andrew 7206 Milestone Dr	WARR	Warranty Deed	09/22/2023		changed title per deed sent via email from TP sent wl couponsmr
7328	02	Cortopassi RIVTrst, 7328 Milestone Dr	LGL	Legal	09/21/2023		Removed flag_new owner-atty cannot proceed-tp
WN-H	OBD V	VNH-Old Benton Dr					
7032	02	Hooks, Walter 7032 Old Benton Dr	LGL	Legal	09/15/2023		Pd thru Sept-tp
WN-H	PKD V	VNH-Parkshore Dr					
7319	01	Diaz, Amanda 7319 Parkshore Dr	LGL	Legal	09/29/2023		Pd thru Aug-tp
7330	02	Johnson, Susan 7330 Parkshore Dr	WARR	Warranty Deed	09/13/2023		changed title per deed sent wl/cmr
WN-HI	RSC V	VNH-Rodstead Court					
	02	Rooney, Robbin 6224 Roadstead Ct	WARR	Warranty Deed	09/27/2023		Updated title per deed, sent wl ltr T1875061 PB
6224				Managh, Dand	09/27/2023		Updated title per deed, sent wl ltr This closed 06/29 and we have
6224 6230	02	Schimkus, Stephen 6230 Roadstead Ct	WARR	Warranty Deed			not received a closing package, T1866555 PB
				Warranty Deed	09/26/2023		Updated title as per deed, sent WL, added charges -tj
6230		6230 Roadstead Ct Hammond, Michael	WARR				

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Unit	Res	ident	Note Co		Created	Completed	Notes
6314	02	Lewis, James	WARR V	Varranty Deed	09/27/2023		Updated title per deed , sent wl Itr T1873043 PB
6323	02	6314 Roadstead Ct  Brown, Esther	WARR V	Varranty Deed	09/27/2023		Updated title per deed, sent wl ltr T1867028 PB
6350	02	6323 Roadstead Ct Healy, Megan	WARR V	Varranty Deed	09/13/2023		Updated title per deed, sent willtr T1861056 PB
6370	02	6350 Roadstead Ct Moore, Tyler	WARR V	Varranty Deed	09/28/2023		Updated title per deed, sent wl ltr T1872462 PB
		6370 Roadstead Ct			00/04/2022		Undeted title per deed, cost will be and atmt. Only Received deed and
6377	02	Linero, Franklin 6377 Roadstead Ct	WARR V	Varranty Deed	09/01/2023		Updated title per deed, sent wl ltr and stmt. Only Received deed and estoppel fee ck #2057, \$299,00. Did not receive closing check. PB
6392	02	Stein, Cherly 6392 Roadstead Ct	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, sent WL, added recurring chg -tj
6397	02	Rattan, Manav 6397 Roadstead Ct	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, sent WL, added recurring chg -tj
WN-HS	SAL V	/NH-Sea Amber Ln					
6220	02	Sklaver, Saya 6220 Sea Amber Ln	CHKR (	Check Request	09/20/2023		OVERPAYMENT REFUND REQUESTED FOR ROBERT SKLAVER FOR \$7045.24 TICKET NUMBER 1869181
							TOWNER 1000 TO
WN-HS	SMD \	VNH-Summer Sunset Dr					
5524	02	Swaby, Basil 5524 Summer Sunset Dr	WARR V	Varranty Deed	09/25/2023		Updated title per deed, sent willtr and stmt, Title co did not send HUD, only sent \\$ for CC, $\ PB$
5538	02	Tucker, Joseph 5538 Summer Sunset Dr	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, sent WL, added recurring chg -tj
5544	02	Martin, Randall 5544 Summer Sunset Dr	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, sent WL, added recurring chg -tj
5552	02	Garcia Esquilin, Josue 5552 Summer Sunset Dr	WARR V	Varranty Deed	09/02/2023		Updated title per deed, sent wl ltr T1832628 PB
5555	02	Stockton, Lucas 5555 Summer Sunset Dr	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, added recurring chg, sent WL -TJ
5556	02	Beznicki, Adam 5556 Summer Sunset Dr	WARR V	Vагтаnty Deed	09/07/2023		Updated title per deed, sent wl ltr T1845011 PB
5560	02	Smith, Brandie 5560 Summer Sunset Dr	WARR V	Varranty Deed	09/01/2023		Updated title per deed, sent wl ltr. I req a copy of the HUD, the prorate was negotiated at closing, but the title company did not collect for the balance on the developer side. T1828901 PB
5564	02	Bordash, Nathanael 5564 Summer Sunset Dr	WARR V	Varranty Deed	09/25/2023		Updated title as per deed, sent WL, added recurring charge -tj
5572	02	Elghamry, Maher 5572 Summer Sunset Dr	WARR V	Varranty Deed	09/02/2023		Updated title per deed, sent wl ltr T1831102 PB
5576	02	Makhoul, Anthony 5576 Summer Sunset Dr	WARR V	Varranty Deed	09/01/2023		Updated title per deed, sent wl ltr T1829056 PB
WN-HS	SSP V	/NH-Sunsail PI					
6310	01	Rustan, Dawn 6310 Sunsail Pl	LGL L	egal	09/22/2023		Pstd thru Aug-tp
WN-H\	/GP V	VNH-Voyagers PI					
6227	05	Fedorcea, Iurie 6227 Voyagers PI	WARR V	Varranty Deed	09/13/2023		updated per t#1856653, - MM

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Resident Notes Report Waterset HOA-Common 09/01/2023 - 09/30/2023 Page: 5

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Unit Resident Note Code Created Completed Notes
Tresident Note Gode Greated Stripleted Notes

#### Waterset 2023 ACTION LIST

Activity Type	Location (HOA, NCDD, CCDD)	Original Date	Description	Status	Complete by Date	Open/Closed	Owner
Admin	NCDD	8/5/2023	Cracked Concrete repair at Lakeside	Contacting vendors	1-Nov-23	OPEN	Kathy
Admin	NCDD	8/15/2023	Landing Pool Talk Down system	installation completed.	30-Sep-23	CLESED	Kathy
Admin	NCDD	8/1/2023	Follow up on High Dusting of Cafe	Completed 8/14/23	14-Aug-23	CAOSED	Kathy
Admin	NCDD	8/1/2023	Pressure wash dumpster area walls in North	Completed	12-Aug-23	CLOSED	Kathy
Admin	NCDD	8/11/2023	Pressure Wash lakeside	Completed 08/15/23	15-Aug-23	OLOSED	Kathy
Admin	NCDD	8/15/2023	Schedule cleaning of 2nd floor windows for Café	Scheduled for September 12th	15-Aug-23	CLOSED	Kalthy
Admin	NCDD	8/1/2023	Schedule Fire extinguisher inspections	Completed 8/14/23	15-Aug-23	CLOSED	Kathy
Admin	NCDD	9/5/2023	create new list of street signs that need straightening after Hurricane Idalia	List has been sent over to Onsight	1-Nov-23	OPEN	Kathy
Maintenance	NCDD	9/15/2023	Contact Alvarez plumbing for leaks in lakeside restrooms.	Alvarez scheduled for Tuesday, September 19th.	19-Sep-26	CLOSED	Scott
Maintenance	NCDD	9/15/2023	Contact Owens for lights bulbs out in Café	completed	22-Sep-23	CUOSEO	Scott
Maintenance	NCDD	9/15/2023	Follow up with Suncoast pools on status of landing pool ladder	Completed	22-Sep-23	CLOSED	Scott
Maintenance	NCDD	9/15/2023	Follow up with Suncoast pools on control for wgheelchair lift	Board has not yet arrived.	22-Sep-23	OPEN	Scott
Maintenance	NCDD	10/3/2023	lakeside bathrooms and the landing single stall	In progress	1-Nov-23	OPEN	Kathy
Maintenance	NCDD	10/13/2023	Order toddler swing seat for Lakeside		1-Nov-23	OPEN	Kathy
Admin	NCDD	10/13/2023	Follow up with Julianne on dates for holiday lighting installation		15-Nov-23	OPEN	Kalhy

## Tab 4



### **Quarterly Compliance Audit Report**

### **Waterset North**

**Date:** October 2023 - 3rd Quarter **Prepared for:** Scott Brizendine

**Developer:** Rizzetta **Insurance agency:** 



### **Preparer:**

Jason Morgan - Campus Suite Compliance ADA Website Accessibility and Florida F.S. 189.069 Requirements



## **Table of Contents**

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### **Compliance Audit Overview**

The Community Website Compliance Audit (CWCA) consists of a thorough assessment of Florida Community Development District (CDD) websites to assure that specified district information is available and fully accessible. Florida Statute Chapter 189.069 states that effective October, 2015, every CDD in the state is required to maintain a fully compliant website for reporting certain information and documents for public access.

The CWCA is a reporting system comprised of quarterly audits and an annual summary audit to meet full disclosure as required by Florida law. These audits are designed to assure that CDDs satisfy all compliance requirements stipulated in Chapter 189.069.

## **Compliance Criteria**

The CWCA focuses on the two primary areas – website accessibility as defined by U.S. federal laws, and the 16-point criteria enumerated in <u>Florida Statute Chapter</u> 189.069.



### **ADA Website Accessibility**

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines – WCAG 2.1, which is the international standard established to keep websites barrier-free and the recognized standard for ADA-compliance.



#### Florida Statute Compliance

Pursuant to F.S. <u>189.069</u>, every CDD is required to maintain a dedicated website to serve as an official reporting mechanism covering, at minimum, 16 criteria. The information required to report and have fully accessible spans: establishment charter or ordinance, fiscal year audit, budget, meeting agendas and minutes and more. For a complete list of statute requirements, see page 3.

### **Audit Process**

The Community Website Compliance Audit covers all CDD web pages and linked PDFs.\* Following the <u>WCAG 2.1</u> levels A, AA, and AAA for web content accessibility, a comprehensive scan encompassing 312 tests is conducted for every page. In addition, a human inspection is conducted to assure factors such as navigation and color contrasts meet web accessibility standards. See page 4 for complete accessibility grading criteria.

In addition to full ADA-compliance, the audit includes a 16-point checklist directly corresponding with the criteria set forth in Florida Statute Chapter 189.069. See page 5 for the complete compliance criteria checklist.

\* NOTE: Because many CDD websites have links to PDFs that contain information required by law (meeting agendas, minutes, budgets, miscellaneous and ad hoc documents, etc.), audits include an examination of all associated PDFs. PDF remediation and ongoing auditing is critical to maintaining compliance.



#### **Accessibility Grading Criteria**

Passed	Description
Passed	Website errors* <b>0</b> WCAG 2.1 errors appear on website pages causing issues**
Passed	<b>Keyboard navigation</b> The ability to navigate website without using a mouse
Passed	Website accessibility policy A published policy and a vehicle to submit issues and resolve issues
Passed	Colors provide enough contrast between elements
Passed	Video captioning Closed-captioning and detailed descriptions
Passed	PDF accessibility Formatting PDFs including embedded images and non-text elements
Passed	Site map Alternate methods of navigating the website

<sup>\*</sup>Errors represent less than 5% of the page count are considered passing

<sup>\*\*</sup>Error reporting details are available in your Campus Suite Website Accessibility dashboard



# Florida F.S. 189.069 Requirements Result: PASSED

### **Compliance Criteria**

Passed	Description
Passed	Full Name and primary contact specified
Passed	Public Purpose
Passed	Governing body Information
Passed	Fiscal Year
Passed	Full Charter (Ordinance and Establishment) Information
Passed	CDD Complete Contact Information
Passed	District Boundary map
Passed	Listing of taxes, fees, assessments imposed by CDD
Passed	Link to Florida Commission on Ethics
Passed	District Budgets (Last two years)
Passed	Complete Financial Audit Report
Passed	Listing of Board Meetings
Passed	Public Facilities Report, if applicable
Passed	Link to Financial Services
Passed	Meeting Agendas for the past year, and 1 week prior to next

### Accessibility overview

#### Everyone deserves equal access.

With nearly 1-in-5 Americans having some sort of disability – visual, hearing, motor, cognitive – there are literally millions of reasons why websites should be fully accessible and compliant with all state and federal laws. Web accessibility not only keeps board members on the right side of the law, but enables the entire community to access all your web content. The very principles that drive accessible website design are also good for those without disabilities.

of population has a disability.



Sight, hearing, physical, cognitive.

#### The legal and right thing to do

Several federal statutes (American Disabilities Act, Sec. 504 and 508 of the Rehabilitation Act of 1973) require public institutions to ensure they are not discriminating against individuals on the basis of a person's disability. Community websites are required to conform to web content accessibility guidelines, WCAG 2.1, the international standard established to keep websites barrier-free. Plain and simple, any content on your website must be accessible to everyone.



## **ADA Compliance Categories**

Most of the problems that occur on a website fall in one or several of the following categories.



#### **Contrast and colors**

Some people have vision disabilities that hinder picking up contrasts, and some are color blind, so there needs to be a distinguishable contrast between text and background colors. This goes for buttons, links, text on images – everything. Consideration to contrast and color choice is also important for extreme lighting conditions.

Contract checker: <a href="http://webaim.org/resources/contrastchecker">http://webaim.org/resources/contrastchecker</a>



#### Using semantics to format your HTML pages

When web page codes are clearly described in easy-to-understand terms, it enables broader sharing across all browsers and apps. This 'friendlier' language not only helps all the users, but developers who are striving to make content more universal on more devices.



#### Text alternatives for non-text content

Written replacements for images, audio and video should provide all the same descriptors that the non-text content conveys. Besides helping with searching, clear, concise word choice can make vivid non-text content for the disabled.

Helpful article: http://webaim.org/techniques/alttext



#### Ability to navigate with the keyboard

Not everyone can use a mouse. Blind people with many with motor disabilities have to use a keyboard to make their way around a website. Users need to be able to interact fully with your website by navigating using the tab, arrows and return keys only. A "skip navigation" option is also required. Consider using <a href="WAI-ARIA">WAI-ARIA</a> for improved accessibility, and properly highlight the links as you use the tab key to make sections.

Helpful article: www.nngroup.com/articles/keyboard-accessibility

Helpful article: <a href="http://webaim.org/techniques/skipnav">http://webaim.org/techniques/skipnav</a>

## Q

#### Easy to navigate and find information

Finding relevant content via search and easy navigation is a universal need. Alt text, heading structure, page titles, descriptive link text (no 'click here' please) are just some ways to help everyone find what they're searching for. You must also provide multiple ways to navigate such as a search and a site map.

Helpful article: <a href="http://webaim.org/techniques/sitetools/">http://webaim.org/techniques/sitetools/</a>



#### **Properly formatting tables**

Tables are hard for screen readers to decipher. Users need to be able to navigate through a table one cell at a time. In addition to the table itself needing a caption, row and column headers need to be labeled and data correctly associated with the right header.

Helpful article: <a href="http://webaim.org/techniques/tables/data">http://webaim.org/techniques/tables/data</a>



#### **Making PDFs accessible**

PDF files must be tagged properly to be accessible, and unfortunately many are not. Images and other non-text elements within that PDF also need to be ADA-compliant. Creating anew is one thing; converting old PDFs – called PDF remediation – takes time.

*Helpful articles:* <a href="http://webaim.org/techniques/acrobat/acrobat">http://webaim.org/techniques/acrobat/acrobat</a>



#### Making videos accessible

Simply adding a transcript isn't enough. Videos require closed captioning and detailed descriptions (e.g., who's on-screen, where they are, what they're doing, even facial expressions) to be fully accessible and ADA compliant.

Helpful article: <a href="http://webaim.org/techniques/captions">http://webaim.org/techniques/captions</a>



#### Making forms accessible

Forms are common tools for gathering info and interacting. From logging in to registration, they can be challenging if not designed to be web-accessible. How it's laid out, use of labels, size of clickable areas and other aspects need to be considered.

Helpful article: <a href="http://webaim.org/techniques/forms">http://webaim.org/techniques/forms</a>



#### Alternate versions

Attempts to be fully accessible sometimes fall short, and in those cases, alternate versions of key pages must be created. That is, it is sometimes not feasible (legally, technically) to modify some content. These are the 'exceptions', but still must be accommodated.



#### Feedback for users

To be fully interactive, your site needs to be able to provide an easy way for users to submit feedback on any website issues. Clarity is key for both any confirmation or error feedback that occurs while engaging the page.



#### Other related requirements

#### No flashing

Blinking and flashing are not only bothersome, but can be disorienting and even dangerous for many users. Seizures can even be triggered by flashing, so avoid using any flashing or flickering content.

#### **Timers**

Timed connections can create difficulties for the disabled. They may not even know a timer is in effect, it may create stress. In some cases (e.g., purchasing items), a timer is required, but for most school content, avoid using them.

#### Fly-out menus

Menus that fly out or down when an item is clicked are helpful to dig deeper into the site's content, but they need to be available via keyboard navigation, and not immediately snap back when those using a mouse move from the clickable area.

#### No pop-ups

Pop-up windows present a range of obstacles for many disabled users, so it's best to avoid using them altogether. If you must, be sure to alert the user that a pop-up is about to be launched.

## **Web Accessibility Glossary**

Assistive technology	Hardware and software for disabled people that enable them to perform tasks they otherwise would not be able to perform (eg., a screen reader)
WCAG 2.0	Evolving web design guidelines established by the W3C that specify how to accommodate web access for the disabled
504	Section of the Rehabilitation Act of 1973 that protects civil liberties and guarantees certain rights of disabled people
508	An amendment to the Rehabilitation Act that eliminates barriers in information technology for the disabled
ADA	American with Disabilities Act (1990)
Screen reader	Software technology that transforms the on-screen text into an audible voice. Includes tools for navigating/accessing web pages.
Website accessibility	Making your website fully accessible for people of all abilities
W3C	World Wide Web Consortium – the international body that develops standards for using the web

# Tab 5

# CHANGE ORDER NUMBER ONE BETWEEN SR LANDSCAPING, LLC, AND WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT FOR MODIFICATIONS TO AN AGREEMENT FOR LANDSCAPING AND MAINTENANCE SERVICES

This change order (the "Change Order") is made and effective this 1st day of October, 2023, by and between:

Waterset North Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Hillsborough County, Florida, whose address is 3434 Colwell Ave. Suite 200 Tampa, FL 33614-8390 ("District"), and

**SR Landscaping LLC**, a Florida limited liability company, whose mailing address is 5521 Baptist Church Road, Tampa, Fl 33610 ("Contractor").

#### **RECITALS**

WHEREAS, the District was established by ordinance of the Board of County Commissioners of Hillsborough County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including surface water management systems, landscaping, irrigation and other infrastructure; and

WHEREAS, September 1, 2021, the **District** and the **Contractor** entered into an agreement for landscaping and irrigation maintenance services ("Agreement"); and

WHEREAS, Contractor, who submitted the proposal attached hereto as Exhibit A ("Proposal"), has proposed transferring the turf mowing and complete maintenance responsibility of the south right of way of Paseo Al Mar between 41 and Covington Garden Drive, from the Waterset North CDD to the Waterset Central CDD; and

WHEREAS, the proposed change will result in an annual deduction of \$3832.87 from the **Agreement**; and

WHEREAS, District and Contractor warrant and agree that they have all right, power, and authority to enter and be bound by this Change Order.

**NOW, THEREFORE,** based upon good and valuable consideration and the mutual covenants of the **District** and **Contractor** (collectively, referred to as the "Parties"), the receipt of which and sufficiency of which is hereby acknowledged, the Parties agree as follows:

- **Section 1. Incorporation of Recitals.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this **Change Order**.
- **Section 2.** Change in Services. The services identified in the **Proposal** (Exhibit A) are hereby deducted from the **Agreement**. The **Agreement** is further modified to deduct \$3832.87 from the total annual cost of the **Agreement**.

**IN WITNESS WHEREOF,** the parties hereto have signed and sealed this **Change Order** on the day and year first written above.

ATTEST:	WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT, a community Development district established pursuant to Chapter 190, F.S.
Secretary Assistant Secretary	Signature:         Name:
WITNESSES:	SR Landscaping, LLC a Florida limited liability company
By:	Name: Title:
By:	

#### EXHIBIT A Proposal



#### **Amendment**

PROPOSAL SUBMITTED TO:

DATE: 05/10/2023

Waterset Central CDD 7281 Paradiso Drive Apollo Beach, FL 33572

Landscape Management Amendment will include: Beginning May 2023
Waterset Central will takeover maintenanceof the North side of the sidewalk along Paseo Al Mar.



Current Annual Contract: \$ 311,099.88 Additional Maintenance: \$ 3,832.87 Total Contract Cost: \$ 314,932.75

You are hereby authorized to furnish all materials and labor required to complete the services mentioned in the above agreement, for which I/we agree to pay the amount mentioned in said agreement and according to the terms thereof.

Start services as of: 06/01/2023

#### **CUSTOMER**

ACCEPTED By:



Signature of authorized representative	TITIE
	. Date
Print or type name	
SUNRISE LANDSCAPE	
Alex Gonzalez	Date 5/10/2023
Alex Gonzalez	
Account Manager	

# CHANGE ORDER NUMBER TWO BETWEEN SR LANDSCAPING, LLC, AND WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT FOR MODIFICATIONS TO AN AGREEMENT FOR LANDSCAPING AND MAINTENANCE SERVICES

This change order (the "Change Order") is made and effective this 1st day of October, 2023, by and between:

Waterset North Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Hillsborough County, Florida, whose address is 3434 Colwell Ave. Suite 200 Tampa, FL 33614-8390

**SR Landscaping LLC**, a Florida limited liability company, whose mailing address is 5521 Baptist Church Road, Tampa, Fl 33610 ("Contractor").

#### **RECITALS**

WHEREAS, the District was established by ordinance of the Board of County Commissioners of Hillsborough County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including surface water management systems, landscaping, irrigation and other infrastructure; and

WHEREAS, September 1, 2021, the District and the Contractor entered into an agreement for landscaping and irrigation maintenance services ("Agreement"); and

WHEREAS, Contractor, who submitted the proposal attached hereto as Exhibit A ("Proposal"), has proposed mowing red pond bank areas previously not maintained by the District, as depicted in the Proposal; and

WHEREAS, the proposed change will result in an annual increase of \$20,986.66 of the Agreement; and

WHEREAS, District and Contractor warrant and agree that they have all right, power, and authority to enter and be bound by this Change Order.

**NOW, THEREFORE,** based upon good and valuable consideration and the mutual covenants of the **District** and **Contractor** (collectively, referred to as the "Parties"), the receipt of which and sufficiency of which is hereby acknowledged, the Parties agree as follows:

**Section 1. Incorporation of Recitals.** The recitals so stated are true and correct and

by this reference are incorporated into and form a material part of this Change Order.

Section 2. Change in Services. The services identified in the Proposal (Exhibit A) are hereby added to the Agreement. The Agreement is further modified to increase the annual contract by \$20,986.99 as shown in the Proposal.

**IN WITNESS WHEREOF,** the parties hereto have signed and sealed this **Change Order** on the day and year first written above.

ATTEST:	WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT, a community Development district established pursuant to Chapter 190, F.S.
Secretary Assistant Secretary	Signature:         Name:
WITNESSES:	SR Landscaping, LLC a Florida limited liability company
By:	Name: Title:
By:	

#### EXHIBIT A Proposal



PROPOSAL SUBMITTED TO:	DATE: 03/27/2023
Waterset North CDD 7012 Sailview Lane Apollo Beach, FL 33572	
Landscape Management Amendment will include - Mowing red pond banks areas on mainte	: Beginning April 2023 nance map previously not maintained by CDD.
	Current Annual Contract: \$ 623,799.92  Additional Pond Mowing: \$ 20,986.99  Total Contract Cost: \$ 644,786.91
You are hereby authorized to furnish all materials and in the above agreement, for which I/we agree to pay taccording to the terms thereof.	·
Start services as of: 04/01/2023	
CUSTOMER	
ACCEPTED By:	
Gignature of authorized representative Title	
Date Print or type name	·
SUNRISE LANDSCAPE	
Date Alex Gonzalez Account Manager	

**Amendment** 

# Tab 6

#### **RESOLUTION 2023-12**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT AMENDING THE FISCAL YEAR 2022/2023 BUDGET; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the Waterset North Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, in accordance with Section 189.016(6)(C), Florida Statutes, the District wishes to amend the 2022-2023 budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT:

**SECTION 1. AMENDMENT TO THE BUDGET.** The Board of Supervisors hereby amends the 2022-2023 budget as indicated in the attached budget.

**SECTION 2. EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 24th DAY OF OCTOBER 2023.

AllESI:	DEVELOPMENT DISTRICT	
Name:	Name:	
Secretary/Assistant Secretary	Chair/Vice Chair of the Board of Supervisors	

#### Exhibit A

The Fiscal Year 2022-2023 Amended General Fund Budget



# Waterset North Community Development District

www.watersetnorthcdd.org

for Fiscal Year 2022/2023

# Amended Budget Waterset North Community Development District General Fund Fiscal Year 2022/2023

Chart of Accounts Classification		Adopted Budget FY 2022/2023		Change		Amended Budget FY 2022/2023
REVENUES						
Interest Earnings						
Interest Earnings	\$		\$			
Special Assessments	Ψ		Ψ			
Tax Roll*	\$ 1	,657,317	\$	19,000	\$	1,676,317
Off Roll*	\$	-	\$	-		, , , , , , , , , , , , , , , , , , , ,
Contributions & Donations from Private Sources						
Developer Contributions	\$	32,928	\$	-	\$	32,928
Miscellaneous						
TOTAL REVENUES	\$ 1	,690,245	\$	19,000	\$	1,709,245
Balance Forward from Prior Year			\$	299,000	\$	299,000
TOTAL REVENUES AND BALANCE FORWARD	\$ 1	,690,245	\$	318,000	\$	2,008,245
EXPENDITURES - ADMINISTRATIVE						
Legislative						
Supervisor Fees	\$	12,000			\$	12,000
Financial & Administrative						
Administrative Services	\$	5,304			\$	5,304
District Management	\$	26,918			\$	26,918
District Engineer	\$	15,000			\$	15,000
Disclosure Report	\$	6,000			\$	6,000
Trustees Fees	\$	6,000			\$	6,000
Assessment Roll	\$	5,304			\$	5,304
Financial & Revenue Collections	\$	5,304			\$	5,304
Accounting Services	\$	19,307			\$	19,307
Auditing Services Arbitrage Rebate Calculation	\$	3,370			\$	3,370
Public Officials Liability Insurance	\$	500 3,391			\$	500 3,391
Legal Advertising	\$	2,000			\$	2.000
Dues, Licenses & Fees	\$	550			\$	550
Miscellaneous Fees	\$	500			\$	500
Website Hosting, Maintenance, Backup (and	\$	4,000			\$	4.000
Legal Counsel	Ψ.	1,000			Ψ	1,000
District Counsel	\$	20,000			\$	20,000
Administrative Subtotal	\$	135,448			\$	135,448
EXPENDITURES - FIELD OPERATIONS						
Equipment Lease						
Equipment Lease	\$	13,529			\$	13,529
Electric Utility Services						
Utility Services	\$	13,000			\$	13,000
Street Lights	\$	1,500			\$	1,500
Utility - Recreation Facilities	\$	20,000			\$	20,000
Gas Utility Services						
Utility - Recreation Facilities	\$	18,000			\$	18,000
O	1					
Garbage/Solid Waste Control Services	•	0.500			^	0.500
Garbage - Recreation Facility	\$	6,500			\$	6,500
	\$	6,500 9,000			\$	9,000

# Amended Budget Waterset North Community Development District General Fund Fiscal Year 2022/2023

Chart of Accounts Classification		Adopted Budget FY 2022/2023		Change		Amended Budget FY 2022/2023	
Stormwater Control							
Aquatic Maintenance	\$	51,480			\$	51,480	
Lake/Pond Bank Maintenance	\$	3,000			\$	3,000	
Wetland Maintenance	\$	2,500			\$	2,500	
Wetland Area Monitoring	\$	4,000			\$	4,000	
Aquatic Plant Enhancement	\$	-			•	,	
Other Physical Environment	Ť						
General Liability Insurance	\$	5,087			\$	5,087	
Property Insurance	\$	24,862			\$	24,862	
Entry & Walls Maintenance	\$	2,500			\$	2,500	
Landscape Maintenance	\$	750,000			\$	750,000	
Holiday Decorations	\$	15,000			\$	15,000	
Irrigation Repairs	\$	20,000			\$	20,000	
Landscape - Mulch	\$	81,000			\$	81,000	
Landscape Replacement Plants, Shrubs, Trees	\$	35,000			\$	35,000	
Field Services	\$	9,600			\$	9,600	
Fire Ant Treatment	\$	5,000			\$	5,000	
Road & Street Facilities	1	0,000			_	0,000	
Sidewalk Repair & Maintenance	\$	1,000			\$	1,000	
Street Sign Repair & Replacement	\$	4,500			\$	4,500	
Parks & Recreation	Ψ.	1,000			Ψ	1,000	
Management Contract	\$	214,950			\$	214,950	
Pool Permits	\$	500			\$	500	
Vehicle Maintenance	\$	1,500			\$	1,500	
Pest Control	\$	6,700			\$	6,700	
Computer Support, Maintenance & Repair	\$	500			\$	500	
Fitness Equipment Maintenance & Repairs	\$	1,000			\$	1,000	
Clubhouse - Facility Janitorial Supplies	\$	3,500			\$	3,500	
Pool Service Contract	\$	18,000			\$	18,000	
Pool Repairs	\$	8,000			\$	8,000	
Security System Monitoring & Maintenance	\$	3,000			\$	3,000	
Facility A/C & Heating Maintenance & Repair	\$	5,000			\$	5,000	
Maintenance & Repairs	\$	33,000			\$	33,000	
Telephone Fax, Internet	\$	5,000			\$	5,000	
Office Supplies	\$	500			\$	500	
Furniture Repair/Replacement	\$	7,500			\$	7,500	
Playground Equipment and Maintenance	\$	5,000			\$	5,000	
Access Control Maintenance & Repair	\$	3,500			\$	3,500	
Athletic/Park Court/Field Repairs	\$				Ψ	3,300	
Window Cleaning	\$	5,400			\$	5,400	
Clubhouse Miscellaneous Expense	\$	7,500			\$	7,500	
Trail/Bike Path Maintenance	\$	1,500			\$	1,500	
Facility Funding	\$	98,000			\$	98,000	
Contingency	φ	30,000			ψ	90,000	
Miscellaneous Contingency	\$	5,689	\$	318,000	\$	323,689	
		-	Ψ			·	
Field Operations Subtotal	\$	1,554,797	\$	318,000	\$	1,872,797	
TOTAL EXPENDITURES	\$	1,690,245	\$	318,000	\$	2,008,245	
EXCESS OF REVENUES OVER	\$	-	\$	-	\$	-	

# Tab 7

1 2 MINUTES OF MEETING 3 Each person who decides to appeal any decision made by the Board with respect to any 4 matter considered at the meeting is advised that the person may need to ensure that a 5 verbatim record of the proceedings is made, including the testimony and evidence upon 6 which such appeal is to be based. 7 8 WATERSET NORTH 9 COMMUNITY DEVELOPMENT DISTRICT 10 11 The regular meeting of the Board of Supervisors of the Waterset North Community 12 Development District was held on Tuesday, September 26, 2023, at 6:02 p.m. at the 13 Waterset Club, located at 7281 Paradiso Drive, Apollo Beach FL, 33572. 14 15 Present and constituting a quorum: 16 17 Alex Wohlhueter Chairman 18 19 Paul Anderson **Assistant Secretary** Trish Cianci-Deckard Assistant Secretary 20 Mike Tobin **Assistant Secretary (Via conf. call)** 21 22 Also present were: 23 24 25 Ruben Durand District Manager; Rizzetta & Co., Inc. Kathy Parodi Castle Group; Clubhouse Manager 26 John Toborg Landscape Inspect. Services, Rizzetta & Co., Inc. 27 Gail Huff Representative, Ballenger Irrigation 28 Tony Smith Representative, Sitex 29 Andrew Mai Fishback Dominic (Via conference call) 30 31 Audience Present 32 33 On a motion by Mr. Wohlhueter, seconded by Mr. Anderson, the Board of Supervisors, approved to allow Mr. Tobin to vote via conf. call, for the Waterset North Community Development District. 34 35 FIRST ORDER OF BUSINESS 36 Call to Order 37 Mr. Durand called the meeting to order at 6:02 p.m. and confirmed a quorum. 38 39 40

SECC	OND ORDER OF BUSINESS	Audience Comments
	There was a comment made on the pebeing covered with algae and that por	ond in Covington Garden/Lantern Park nd 34 has midge flies.
	oved the Aqua Fitness pool proposal, for	y Mr. Wohlhueter, the Board of Supervisor the Waterset North Community Developme
THIRE	O ORDER OF BUSINESS	Staff Reports
A.	District Counsel	
	District Counsel provided updates to the	e Board.
В.	District Engineer	
	Present. No report.	
C.	Landscape & Irrigation	
	1. Presentation of Landscape Inspe	ction Report
	Mr. Toborg presented the report to	the Board.
	2. Landscape Contractor Update	
	Not present, no report.	
	3. Contractor Responses	
	Ms. Huff provided updates to the B	oard.
D.	Aquatics Lake Management	
	1. Presentation of Waterway Inspec	tion Report
	Mr. Smith presented the report to the	ne Board.
E.	Clubhouse Manager	
	1. Presentation of Café Sales Report	t
	Ms. Parodi presented the Café Sale	es Report to the Board.

#### WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT September 26, 2023, Minutes of Meeting Page 3

2. Presentation of Property Management Report 90 91 Ms. Parodi reviewed the Property Management report with the Board. 92 93 On a motion by Mr. Anderson, seconded by Ms. Cianci-Deckard, the Board of Supervisors, unanimously approved to allow Chairman to approve NTE \$8,000 for mulch installation in playground, between Playmore and American Mulch, for the Waterset North Community Development District. 94 F. District Manager 95 96 97 Mr. Durand presented his report and announced that the next regular meeting will be held on October 24, 2023, at 6:00 p.m. at the Waterset Club, located at 7281 98 Paradiso Drive, Apollo Beach FL. 33572. 99 100 **FOURTH ORDER OF BUSINESS Discussion on Interlocal** 101 **Agreement for Recreational** 102 **Facilities** 103 104 On a motion by Mr. Wohlhueter, seconded by Ms. Cianci-Deckard, with all in favor, the Board approved the Interlocal Agreement for Recreational Facilities, for the Waterset North Community Development District. 105 FIFTH ORDER OF BUSINESS Consideration of Decorative 106 **Lighting for Amenities** 107 108 On a motion by Mr. Wohlhueter, seconded by Mr. Pyche, with all in favor, the Board approved the Decorative Lighting for Amenities proposal, with changes to some signs, in the amount of \$15,000, for the Waterset North Community Development District. 109 SIXTH ORDER OF BUSINESS Consideration of Minutes of 110 **Board of Supervisors Regular** 111 Meeting held on August 22, 2023 112 113 On a motion by Mr. Anderson, seconded by Ms. Cianci-Deckard, with all in favor, the Board approved as amended, the Minutes of Board of Supervisors Regular Meeting held on August 22, 2023, for the Waterset North Community Development District. 114 SEVENTH ORDER OF BUSINESS **Consideration of Operations** 115 & Maintenance Expenditures 116 for District for August 2023 117 118 On a motion by Mr. Anderson, seconded by Mr. Pyche, with all in favor, the Board approved the Operations & Maintenance Expenditures for District for August 2023, for the Waterset North Community Development District.

#### WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT September 26, 2023, Minutes of Meeting Page 4

121 122 123 124	EIGHTH ORDER OF BUSINESS	Consideration of Café Operations & Maintenance Expenditures for August 2023						
	On a motion by Mr. Wohlhueter, seconded by Mr. Anderson, with all in favor, the Board approved the Café Operations & Maintenance Expenditures for August 2023, for the Waterset North Community Development District.							
125 126 127	NINTH ORDER OF BUSINESS	Supervisor Requests						
128 129 130	There was a discussion on what to do with reserves.	the café and a discussion on investments of						
131 132	TENTH ORDER OF BUSINESS	Adjournment						
132		Mr. Wohlhueter, with all in favor, the Board I p.m., for the Waterset North Community						
133 134 135								
136 137 138 139 140 141 142	Assistant Secretary	Chair / Vice Chair						
143 144								
145 146 147								
148 149 150								
151 152 153								
154 155								
156 157 158								
159 160 161								

#### WATERSET NORTH COMMUNITY DEVELOPMENT DISTRICT September 26, 2023, Minutes of Meeting Page 5