

# **WATERGRASS COMMUNITY DEVELOPMENT DISTRICT I**

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**May 19, 2016 Minutes of the Regular Meeting**

## **Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for WaterGrass Community Development District I was held on **Thursday, May 19, 2016 at 11:00 a.m.** at the WaterGrass Club, located at 32711 Windelstraw Drive., Wesley Chapel, FL 33545.

### **1. CALL TO ORDER/ROLL CALL**

Brian Howell called the Regular Meeting of the Board of Supervisors of the WaterGrass Community Development District I to order on **Thursday, May 19, 2016 at 11:00 a.m.**

Board Members Present and Constituting a Quorum:

Tiffany Randolph	Chairman
William Wright	Vice Chairman
Christin Behrens	Supervisor
Robert Landgraf	Supervisor

Staff Members Present:

Brian Howell	District Manager
Nicole Chamberlain	Meritus
John Vericker	District Counsel
Phil Chang	District Engineer

Kevin Hiller	Luke Brothers
Ronald Marquez	Luke Brothers

One (1) Audience Member

### **2. AUDIENCE QUESTIONS AND COMMENTS ON AGENDA ITEMS**

There were no audience questions or comments.

### **3. VENDOR AND STAFF REPORTS**

#### **A. District Counsel**

Mr. Vericker stated there was no new information to discuss.

#### **B. District Engineer**

##### **1. Sidewalk Review Memo**

Mr. Chang stated he wanted to go over the trip hazard locations. He met with contractors and is waiting on a quote. Mr. Lamb asked what is the high side of the quotes. Mr. Chang stated that it is around \$12,000. Supervisor Wright asked if prices include the repair and who is responsible to replace the trees that are removed. Supervisor Landgraf stated that he would rather not set precedence for replacing the trees. Supervisor Wright said all estimates should be thoroughly itemized. The board agreed not to replace the trees.

##### **2. Easement Map**

47 **3. CDD Boundary Map**

48 **C. Luke Brothers Proposals**

49 Mr. Marquez went through the various proposals with pictures and pricing. The total for all  
50 proposals was \$9,724. Supervisor Behrens asked about adding color to the main entrance.  
51 Supervisor Wright asked for a copy of the landscaping map for billing purposes.

52 MOTION TO:	Approve Landscaping Proposals with a Max Budget
53	of \$10,000.
54 MADE BY:	Supervisor Randolph
55 SECONDED BY:	Supervisor Behrens
56 DISCUSSION:	None Further
57 RESULT:	Called to Vote: Motion PASSED
58	4/0 - Motion Passed Unanimously

59  
60  
61 **4. BUSINESS ITEMS**

62 **A. Consideration of Resolution 2016-05; Approving Proposed Fiscal Year 2017**  
63 **Budget & Setting Public Hearing**

64 Mr. Lamb went over the budget process and the importance to be fiscally responsible. Mr. Lamb  
65 explained balancing the budget and how the process works with CDD II. Supervisor Wright  
66 stated that communication between the two boards is critical. Supervisor Randolph stated that  
67 she would just like to have a conversation with CDD II to ensure everyone is on the same page.  
68 Supervisor Landgraf asked if it is a good idea to put more money in the budget. Mr. Lamb  
69 suggested starting out with a small increase of 5 percent which would come out to around  
70 \$20,000. Mr. Lamb explained that a mailing would have to go out notifying the residents. Mr.  
71 Lamb stated it would be important to have a reserve study complete in August to explain the  
72 increase to residents. The board agreed on the 5 percent increase.  
73

74 MOTION TO:	Approve Proposed Fiscal Year 2017 Budget with
75	Exhibit A as Amended and Setting Public Hearing.
76 MADE BY:	Supervisor Landgraf
77 SECONDED BY:	Supervisor Randolph
78 DISCUSSION:	None Further
79 RESULT:	Called to Vote: Motion PASSED
80	4/0 - Motion Passed Unanimously

81  
82  
83 **B. Annual Disclosure of Qualified Electors**

84 Mr. Lamb stated that there are 756 qualified electors.

85 **C. 2016 Election Process**

86 Mr. Lamb explained that seats 1,2 and 3 are up for election this year. Mr. Lamb then went through  
87 the process for running for election.

**D. General Matters of the District**

**5. CONSENT AGENDA**

**A. Consideration of Board of Supervisors Meeting Minutes April 21, 2016**

Supervisor Wright asked for Mr. Lamb's recommendation regarding adding fish or plantings to the ponds. Mr. Lamb discussed his suggestion for adding fish and the timing. Mr. Lamb also stated that he is sure the ponds will need aeration.

MOTION TO:	Approve April 21, 2016 Board of Supervisors Meeting Minutes.
MADE BY:	Supervisor Landgraf
SECONDED BY:	Supervisor Behrens
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**B. Review of Financial Statements from WaterGrass CDD II**

Mr. Lamb stated that we are setting up a meeting with CDD II's accounting department.

**C. Consideration of Operations and Maintenance Expenditures May 2016**

MOTION TO:	Approve Operations & Maintenance Expenditures May 2016.
MADE BY:	Supervisor Landgraf
SECONDED BY:	Supervisor Wright
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

**D. Review of Financial Statements Month Ending March 31, 2016**

**6. MANAGEMENT REPORTS**

**A. District Manager**

**1. Staff Task List**

**2. Community Inspection Reports**

**7. SUPERVISORS REQUESTS**

8. AUDIENCE QUESTIONS, COMMENT AND DISCUSSION FORUM

9. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor
SECONDED BY:	Supervisor
DISCUSSION:	None Further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

*\*Please note the entire meeting is available on disc.*

*\*These minutes were done in summary format.*

*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

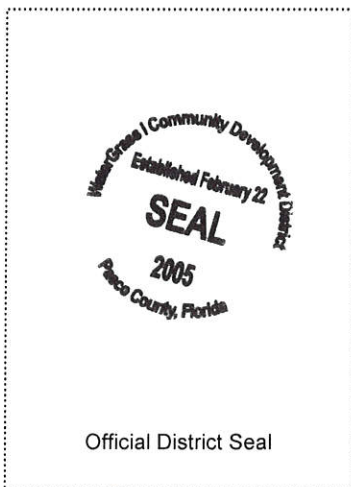
Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on June 23, 2016.

Tiffany S. Randolph  
Signature  
TIFFANY S. RANDOLPH  
Printed Name

Title:  
☒ Chairman  
☐ Vice Chairman

Ben Healy  
Signature  
Ben Healy  
Printed Name

Title:  
☐ Secretary  
☒ Assistant Secretary



Recorded by Records Administrator

[Signature]  
Signature  
June 28, 2016  
Date