

# Waterford Special Dependent District

13317 Waterford Run Drive, Riverview, Florida 33569

## Meeting Minutes

Monday, January 13, 2024

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### General Meeting

- **7:42PM-Convener / Open Meeting / Establish Quorum**

Vince Grizio, Shawn Brown, Adam Lombardo, John Chung, Jennifer Miller

- **Review / Revise / Approve Agenda/Introduce guests**

N/A

- **Review/Approve December Monthly Meeting Minutes-**

Accept Dec meeting minutes: Motion by Vince Grizio      2<sup>nd</sup> by Jennifer Miller

- **Review of Financial Reports December -**

General expenses/account balances:

Ck \$ 77,441.24

Sv \$ 205,147.00

Acknowledge Dec financial reports: Motion by Vince Grizio      2<sup>nd</sup> by John Chung

Financial Report acceptance pending for February WSDD meeting.

- **Old Business**

1. Receive update on Bell Creek erosion mitigation activities. Construction is imminent. WPOA President-Jennifer to engage Hecker logistics for construction details.
2. Recommendation for Goals and Objectives implementation and monitoring schedule. No objections from the board.
3. Mary Mahoney acknowledged receipt of submission but with two updates needed.
  - a. Provided Meeting minutes to update Dawn Wilson's departure from 2023.
  - b. Provided updated WSDD Information Contact info aligned to County Database seat assignments.
4. Review and comment on draft WSDD Duties and Responsibilities handbooks and budget
  - a. WSDD Handbook
  - b. WSDD Handbook Supplement – Pertinent Statutes, Ordinances and Laws
  - c. WSDD Handbook Supplement – Code of Ethics

- d. WSDD End of Life Budget and tabs  
Discussion held on the WSDD handbook. Table duties and responsibilities and processes discussion for Feb meeting. WSDD Secretary will develop an initial process map for dividing future maintenance duties and responsibilities.
- 5. Projected Maintenance actions, timing and responsibility for completion.
  - a. Replacement of palm trees from Hurricane Milton. Estimated cost \$2,000.
  - b. Park bridge railing and floorboard replacement. Cost TBD. Not in estimate for rip/rap erosion mitigation. Proposal to request estimates.
  - c. New park fencing. Cost TBD. Need to make determination if chain link or more open fencing is desirable given creek flooding issues. Proposal to request estimates.
- 6. Vince Grizio has assumed acting responsibilities as the Treasurer until a new Treasurer is elected to the role. Adam Lombardo remains a Trustee on the District Board. Acknowledge.
- 7. Annual Record Management Compliance Statement was sent to the state on 20 December.
- **New Business**
  - 1. The District Financial report also requires filing with the state. Suspense for this online filing is 30 June 2025 but early submission is recommended.
  - 2. Remediation expectations from TECO for exposed underground cable/wire along community park easement exposed by tree falling down on homeowners property during Hurricane Milton. Homeowner is aware and is awaiting insurance before TECO will action further action.
  - 3. John Chung has notified the WSDD President that he will be moving in about six months but intends to serve as Secretary for long as he can. Acknowledge.
  - 4. Recommendation for new monthly park trash pick-up service provider. Proposal to increase the service reimbursement to \$40.  
Motion to increase amount from \$35 to \$40: Jennifer Miller 2<sup>nd</sup> Vince Grizio
  - 5. Recommendation to re-look all (TECO, Frontier, etc) WSDD account registration information.

Move to adjourn: Vince Grizio    2<sup>nd</sup> Shawn Brown    Adjournment of Meeting @ 7:47 PM