

# Waterford Special Dependent District

13317 Waterford Run Drive, Riverview, Florida 33569

## Meeting Minutes

Monday, February 10, 2025

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### General Meeting

- **7:37PM-Convvene / Open Meeting / Establish Quorum**

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

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

N/A

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

Changed header date from 2024 to 2025

Corrected Acknowldge to Acknowledge

Accept Jan meeting minutes: Motion by Vince Grizio                      2<sup>nd</sup> by Adam Lombardo

- **Review of Financial Reports December and January -**

General expenses/account balances:

**Dec Ck \$ 77,441.24**

**Sv \$ 205,147.00**

**Jan Ck \$ 94,586.76**

**Sv \$ 205,153.97**

Motion by Vince Grizio

2<sup>nd</sup> by Shawn Brown

- **Old Business**

1. Receive update on Bell Creek erosion mitigation activities.
  - a. Community side rip rap complete. Completed walk around inspection. Recommend District support Hecker invoicing for ½ of remaining estimate. ~25k due to Hecker for completed work.
  - b. Far side rip rap pending authorization from Nature reserve to access property from far side. Barring flooding or heavy rainfall, rip rap in good standings. No contractor economic adjustment from the initial quote two years ago, resulting in no additional cost incurred to the community.
  - c. Proposal to sod or seed community side to strengthen top soil erosion mitigation.
    - i. 4 pallets of sod will do 1,600sf (full length of the creek, about 4 ft. off the bank, nothing on the right side of the bridge) - \$2,000

- ii. 8 pallets of sod will do 3,200sf (full length of the creek, about 6 ft. off the bank, nothing on the right side of the bridge) - \$3,000
- iii. 16 pallets of sod (full semi-truck) will do 6,400sf (should cover all current dirt areas, and the left and right side of the bridge ramp) - \$4,404 pallets 1,600 sf \$2K
- iv. Grass roll. 100 sf, \$41 roll.

Motion to accept 8 pallet option by Vince Grizio 2<sup>nd</sup> Shawn Brown

- 2. Review and comment on draft WSDD Duties and Responsibilities handbooks and budget. Work in progress to add additional details to the handbook (e.g. end of life budget collateral duties and respective board continuity of operation duties turnover book.
  - 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
- 3. Projected Maintenance actions, timing and responsibility for completion. No action is required at this time.
  - 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.
- 4. Awaiting TECO remediation for exposed underground cable/wire along community park easement exposed by tree falling down on homeowners' property during Hurricane Milton. Homeowners are waiting for insurance claim before tree mediation will occur. No overall update/change.
- 5. WSDD profile accounts updated for (TECO, Frontier, etc) complete.
- 6. Annual financial audit submission to State Loger required no later than June.

- **New Business**

- 1. Received notification from The Baldwin Group that our Commercial Property Policy will not cover Electronic Data loss, damage, or destruction. Need to confirm this coverage is not needed otherwise we will need to seek coverage. No requirements for insurance coverage.
- 2. Front Gate Maintenance. Push to the next meeting pending contractor availability.

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3. Quote 1: Pressure wash entry way, fix all cracks, paint walls outside the gate and inside up to the tree (1st house), columns, and foam, paint black metal (oil-based paint) on right side and gates, paint guard house doors and foam, materials (Sherwin Williams Duration Exterior Satin) and labor \$8,500.00
4. Quote 2: Pressure wash entry way, fix all cracks, paint walls outside the gate and inside up to the tree (1st house), columns, and foam, paint black metal (oil-based paint) on right side and gates, paint guard house doors and foam, materials (Sherwin Williams Duration Exterior Satin) and labor \$12,700.00
5. Annual budget preparation glide path will start in March.

Move to adjourn: Vince Grizio    2<sup>nd</sup> Shawn Brown    Adjournment of Meeting @ 8:06 PM