Waterford Special Dependent District

13317 Waterford Run Drive, Riverview, Florida 33569

Meeting Minutes

Monday, October 13, 2025

General Meeting

- **7:33PM-Convene / Open Meeting / Establish Quorum/Introduce guests**

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

Guest(s): N/A

- **Review / Revise / Approve Agenda**

N/A

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

Accept September meeting minutes:
Motion by Vince Grizio 2nd by Shawn Brown

- **Review of Financial Reports September** -

General expenses/account balances:

September Ck $ 16,277.93 Sv $ 205,208.38

Motion by Vince Grizio 2nd by Adam Lombardo

- **Old Business**
  1. 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
  2. Projected Maintenance actions
     a. Front Gate Maintenance. Two estimates. $8,500 and $12,700. On hold.
     b. Road to park, bridge, and tennis court light pole bulbs replacement and potential rewiring. Awaiting estimates. On hold.

c. Road to park easement curb remediation by homeowner fallen tree and TECO re-wiring. Results of research if WSDD responsibility vs. homeowner responsibility. On hold.
d. Road resurfacing completion should be considered now that last two lots have houses complete or pending completion. Received estimate for $30,400. On hold.

3. Auto-owners insurance. General liability. No changes. Paid no changes.
4. Baldwin Group. Property liability. Signed policy. Payment ETA 9 Oct.
    a. No changes.
    b. Flood would only cover Gate house.
    c. Policy requires a property inspection every three years. Awaiting inspection date notification.
5. Hamilton and Associates audit documentation submitted on 9 October.
6. After further research, Mr. Grizio may hold submitting old WSDD financial documentation to the Hamilton and Associates shred event on 25 October.
7. TBT ad for the FY2026 regular meeting time and location was published.
8. Review potential WSDD board trustee elections/nominations.

- **New Business**

1. FY26 County References
    a. FY26 Beginning Checklist
    b. FY26 Guide to Beginning the New Fiscal Year for Special Dependent Districts
2. Received Florida Commerce Special District annual registration renewal form. Mr. Grizio will confirm information and return the form. Annual fee is $175.
3. November submission requirements.
    a. TBT Ad for regular monthly meeting schedule for FY26
    b. Updated WSDD Contact List with email contact.
    c. Meeting minutes that approved the FY26 regular meeting schedule.
    d. FY25 Annual financial statement audit.

Move to adjourn: Vince Grizio 2nd Adam Lombardo Adjournment of Meeting @ 8:03 PM