

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**April 28, 2022**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

# Waterford Landing Community Development District

## OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Fax: (561) 571-0013 • Toll-Free: (877) 276-0889

April 21, 2022

Board of Supervisors  
Waterford Landing Community Development District

**ATTENDEES:**  
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Waterford Landing Community Development District will hold a Regular Meeting on April 28, 2022 at 11:00 a.m., at the offices of Barraco and Associates, 2271 McGregor Boulevard, Suite 100, Fort Myers, Florida 33901. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Appointed Supervisor, Donna Accardo, SEAT 5 (*the following will be provided in a separate package*)
  - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
  - B. Membership, Obligations and Responsibilities
  - C. Financial Disclosure Forms
    - I. Form 1: Statement of Financial Interests
    - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
    - III. Form 1F: Final Statement of Financial Interests
  - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Resolution 2022-01, Designating Certain Officers of the District, and Providing for an Effective Date
5. Update: Status of Utility Turnover Punch List to City of Fort Myers
6. Update: City Request to Finalize all City Permits Post-Developer
7. Consideration of Resolution 2022-02, Approving Proposed Budgets for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date

8. Consideration of Resolution 2022-03, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Lee County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date
9. Update: Traffic Light at Winkler Avenue and Alderman’s Walk Boulevard
  - Discussion: Letter of CDD’s Support for the City of Ft. Myers Challenger Blvd. Extension Project
10. Update: Lake Bank Erosion Inspections
11. Acceptance of Unaudited Financial Statements as of March 31, 2022
12. Approval of January 27, 2022 Regular Meeting Minutes
13. Other Business
14. Staff Reports
  - A. District Counsel: *Straley & Robin*
  - B. District Engineer: *Barraco and Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - 1,490 Registered Voters in District as of April 15, 2022
    - NEXT MEETING DATE: August 25, 2022 at 11:00 A.M.

○ QUORUM CHECK

JOYCE L. HEIN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
ROBERT E. STILLMAN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
CHARLES COX	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
MARCINA STRANG	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
DONNA ACCARDO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

15. Supervisors’ Requests
16. Public Comments
17. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at 561-909-7930.

Sincerely,



Daniel Rom  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL IN NUMBER: 1-888-354-0094**

**PARTICIPANT CODE: 528 064 2804**

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2022-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

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

**WHEREAS**, the Board of Supervisors of the District desires to designate certain Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** \_\_\_\_\_ is appointed Chair.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chair.

**SECTION 3.** **Craig Wrathell** is appointed Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

**Daniel Rom** is appointed Assistant Secretary.

**SECTION 4.** This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

**SECTION 5.** This Resolution shall become effective immediately upon its adoption.

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**PASSED AND ADOPTED** this 28th day of April, 2022.

ATTEST:

**WATERFORD LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT DISTRICT**

**7**



**RESOLUTION 2022-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Waterford Landing Community Development District (“**District**”) prior to June 15, 2022, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 25, 2022

HOUR: 11:00 A.M.

LOCATION: Barraco and Associates  
2271 McGregor Boulevard, Suite 100  
Fort Myers, Florida 33901

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Fort Myers and Lee County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 28TH DAY OF APRIL, 2022.**

ATTEST:

**WATERFORD LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

## Exhibit A

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2023**

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
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**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2023**

	Fiscal Year 2022			Total Actual & Projected	Adopted Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022		
<b>REVENUES</b>					
Assessment levy: on-roll	\$ 133,010				\$ 322,057
Allowable discount (4%)	(5,320)				(12,882)
Assessment levy - net	127,690	\$ 126,149	\$ 1,541	\$ 127,690	309,175
Interest and miscellaneous	6	79	79	158	6
<b>Total Revenues</b>	<b>127,696</b>	<b>126,228</b>	<b>1,620</b>	<b>127,848</b>	<b>309,181</b>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Supervisors	4,308	-	3,660	3,660	4,306
Management & accounting	48,960	24,480	24,480	48,960	50,429
Audit	6,400	6,200	200	6,400	6,600
Dissemination agent	1,000	500	500	1,000	1,000
Arbitrage rebate calculation	750	-	750	750	750
Trustee	4,760	4,760	-	4,760	4,760
Legal	10,000	3,915	2,000	5,915	10,000
Engineering	24,000	19,610	4,390	24,000	27,000
Lift station water meter	-	25	-	25	1,000
Engineering - CFM utility turn over	-	-	-	-	10,000
Repairs to utility system	-	-	-	-	179,108
Postage	750	-	750	750	750
Insurance	6,840	6,436	-	6,436	7,300
Printing & reproduction	500	250	250	500	500
Legal advertising	1,500	494	1,006	1,500	1,500
Other current charges	500	-	500	500	500
Annual district filing fee	175	175	-	175	175
Telephone	200	100	100	200	200
Website hosting	705	705	-	705	705
Website ADA	210	-	210	210	210
<b>Total professional &amp; administrative</b>	<b>111,558</b>	<b>67,650</b>	<b>38,796</b>	<b>106,446</b>	<b>306,793</b>
<b>Other fees and charges</b>					
Tax collector	953	1,382	-	1,382	953
Property appraiser	1,430	953	477	1,430	1,430
<b>Total other fees &amp; charges</b>	<b>2,383</b>	<b>2,335</b>	<b>477</b>	<b>2,812</b>	<b>2,383</b>
<b>Total expenditures</b>	<b>113,941</b>	<b>69,985</b>	<b>39,273</b>	<b>109,258</b>	<b>309,176</b>
Net increase/(decrease) of fund balance	13,755	56,243	(37,653)	18,590	5
Fund balance - beginning (unaudited)	64,598	59,252	115,495	59,252	77,842
Fund balance - ending					
Assigned: lake bank project	24,000	30,000	30,000	30,000	24,000
Assigned: public facilities report	5,000	4,000	4,000	4,000	5,000
Assigned: 3 months working capital	33,615	30,521	30,521	30,521	30,000
Unassigned	15,738	50,974	13,321	13,321	18,847
<b>Fund balance - ending (projected)</b>	<b>\$ 78,353</b>	<b>\$ 115,495</b>	<b>\$ 77,842</b>	<b>\$ 77,842</b>	<b>\$ 77,847</b>

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

Supervisors	\$ 4,306
Statutorily set at \$200 (plus applicable taxes) for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. Currently the District anticipates four meetings for the fiscal year.	
Management & accounting	50,429
<b>Wrathell, Hunt and Associates, LLC</b> , specializes in managing community development districts in the State of Florida by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all governmental requirements of the District, develop financing programs, oversee the issuance of tax exempt bonds, and operate and maintain the assets of the community.	
Audit	6,600
The District is required to complete annual, independent examinations of its accounting records and procedures. This audit is conducted pursuant to Florida Law and the Rules of the Auditor General.	
Dissemination agent	1,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934.	
Arbitrage	750
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate arbitrage rebate liability.	
Trustee	4,760
Annual fees paid for services provided as trustee, paying agent and registrar.	
Legal	10,000
Fees for on-going general counsel and legal representation on behalf of the District. The firm of Straley Robin & Williams serves as the District's general counsel.	
Engineering	27,000
Barraco and Associates, Inc., provides an array of engineering and consulting services to the District, in addition to offering advice on bids for yearly contracts, operating policy and compliance with regulatory permits.	
Lift station water meter	1,000
Engineering - CFM utility turn over	10,000
Repairs to utility system	179,108
Postage	750
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Insurance	7,300
The District carries Public Officials and General Liability Insurance with policies. The limit of liability is set at \$2,000,000.	
Printing & reproduction	500
Envelopes, copies, automated AP routing, etc.	
Legal advertising	1,500
The District advertises in The Fort Meyers News Press for monthly meetings, special meetings, public hearings, bidding, etc. This estimate is based on prior fiscal year's advertising expense.	
Other current charges	500
Annual district filing fee	175
Annual fee paid to the Department of Economic Opportunity.	
Telephone	200
Website hosting	705
Website ADA	210
<b>Other fees &amp; charges</b>	
Tax collector	953
Fees are \$1.00 per parcel on which the assessment is levied.	
Property appraiser	1,430
Fees are \$1.50 per parcel on which the assessment is levied.	
<b>Total expenditures</b>	<b>\$ 309,176</b>

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2014  
FISCAL YEAR 2023**

	Fiscal Year 2022				Adopted Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022	Total Actual & Projected	
<b>REVENUES</b>					
Assessment levy: on-roll - gross	\$ 755,624				\$ 755,624
Allowable discounts (4%)	(30,225)				(30,225)
Assessment levy: on-roll - net	725,399	\$ 708,681	\$ 16,718	\$ 725,399	725,399
Interest and miscellaneous	-	20	-	20	-
Total revenues	725,399	708,701	16,718	725,419	725,399
<b>EXPENDITURES</b>					
Principal	205,000	-	205,000	205,000	215,000
Principal prepayment	-	5,000	5,000	10,000	-
Interest	524,163	262,081	261,938	524,019	512,313
Total expenditures	729,163	267,081	471,938	739,019	727,313
Net change in fund balances	(3,764)	441,620	(455,220)	(13,600)	(1,914)
Beginning fund balance (unaudited)	661,161	662,402	1,104,022	662,402	648,802
Ending fund balance (projected)	\$657,397	\$1,104,022	\$ 648,802	\$ 648,802	646,888
Use of fund balance					
Debt service reserve account balance (required)					(362,700)
Interest expense - November 1, 2023					(250,244)
Projected fund balance surplus/(deficit) as of September 30, 2023					\$ 33,944



**WATERFORD LANDING**  
Community Development District  
Series 2014  
\$9,835,000

**Debt Service Schedule**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>
11/01/2022	-		256,156.25	256,156.25
05/01/2023	215,000.00	5.500%	256,156.25	471,156.25
11/01/2023	-		250,243.75	250,243.75
05/01/2024	230,000.00	5.500%	250,243.75	480,243.75
11/01/2024	-		243,918.75	243,918.75
05/01/2025	240,000.00	5.500%	243,918.75	483,918.75
11/01/2025	-		237,318.75	237,318.75
05/01/2026	255,000.00	5.500%	237,318.75	492,318.75
11/01/2026	-		230,306.25	230,306.25
05/01/2027	270,000.00	5.500%	230,306.25	500,306.25
11/01/2027	-		222,881.25	222,881.25
05/01/2028	285,000.00	5.500%	222,881.25	507,881.25
11/01/2028	-		215,043.75	215,043.75
05/01/2029	300,000.00	5.500%	215,043.75	515,043.75
11/01/2029	-		206,793.75	206,793.75
05/01/2030	315,000.00	5.500%	206,793.75	521,793.75
11/01/2030	-		198,131.25	198,131.25
05/01/2031	335,000.00	5.500%	198,131.25	533,131.25
11/01/2031	-		188,918.75	188,918.75
05/01/2032	355,000.00	5.500%	188,918.75	543,918.75
11/01/2032	-		179,156.25	179,156.25
05/01/2033	375,000.00	5.500%	179,156.25	554,156.25
11/01/2033	-		168,843.75	168,843.75
05/01/2034	395,000.00	5.500%	168,843.75	563,843.75
11/01/2034	-		157,981.25	157,981.25
05/01/2035	420,000.00	5.750%	157,981.25	577,981.25
11/01/2035	-		145,906.25	145,906.25
05/01/2036	445,000.00	5.750%	145,906.25	590,906.25
11/01/2036	-		133,112.50	133,112.50
05/01/2037	470,000.00	5.750%	133,112.50	603,112.50
11/01/2037	-		119,600.00	119,600.00
05/01/2038	495,000.00	5.750%	119,600.00	614,600.00
11/01/2038	-		105,368.75	105,368.75
05/01/2039	525,000.00	5.750%	105,368.75	630,368.75
11/01/2039	-		90,275.00	90,275.00
05/01/2040	560,000.00	5.750%	90,275.00	650,275.00
11/01/2040	-		74,175.00	74,175.00
05/01/2041	590,000.00	5.750%	74,175.00	664,175.00
11/01/2041	-		57,212.50	57,212.50
05/01/2042	625,000.00	5.750%	57,212.50	682,212.50
11/01/2042	-		39,243.75	39,243.75
05/01/2043	665,000.00	5.750%	39,243.75	704,243.75
11/01/2043	-		20,125.00	20,125.00
05/01/2044	700,000.00	5.750%	20,125.00	720,125.00
<b>Total</b>	<b>9,065,000.00</b>		<b>7,081,425.00</b>	<b>16,146,425.00</b>

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
PROJECTED ASSESSMENTS  
GENERAL FUND AND DEBT SERVICE FUND**

<b>On-Roll Payment*</b>
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Number of Units	Unit Type	Projected Fiscal Year 2023			FY 22 Assessment
		GF	DSF	GF & DSF	
160	35' SDA	\$ 337.94	\$ 792.89	\$1,130.83	\$ 932.46
82	40' SFA	337.94	792.89	1,130.83	932.46
345	50' SFD	337.94	792.89	1,130.83	932.46
130	60' SFD	337.94	792.89	1,130.83	932.46
<u>236</u>	TH	<u>337.94</u>	<u>792.89</u>	<u>1,130.83</u>	<u>932.46</u>
953					

\*Includes property appraiser, tax collector fees and 4% discount.

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT DISTRICT**

**8**

**RESOLUTION 2022-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), FLORIDA STATUTES, AND REQUESTING THAT THE LEE COUNTY SUPERVISOR OF ELECTIONS BEGIN CONDUCTING THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the Waterford Landing Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Lee County, Florida; and

WHEREAS, the Board of Supervisors of Waterford Landing Community Development District ("Board") seeks to implement section 190.006(3), Florida Statutes, and to instruct the Lee County Supervisor of Elections ("Supervisor") to conduct the District's general election ("General Election").

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT:**

1. **GENERAL ELECTION SEATS.** Seat 3, currently held by Charles Cox, Seat 4, currently held by Marcina Strang, and Seat 5, currently held by John Campo, are scheduled for the General Election in November, 2022. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Lee County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November, 2022, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

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

**PASSED AND ADOPTED THIS 28TH DAY OF APRIL, 2022.**

**WATERFORD LANDING COMMUNITY  
DEVELOPMENT DISTRICT**

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**CHAIR/VICE CHAIR, BOARD OF SUPERVISORS**

**ATTEST:**

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**SECRETARY/ASSISTANT SECRETARY**

## Exhibit A

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Waterford Landing Community Development District will commence at noon on June 13, 2022, and close at noon on June 17, 2022. Candidates must qualify for the office of Supervisor with the Lee County Supervisor of Elections located at 2480 Thompson Street, Third Floor, Fort Myers, Florida 33901, (239) 533-8683. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a qualified elector of the District, as defined in Section 190.003, Florida Statutes. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Lee County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes.

The Waterford Landing Community Development District has three (3) seats up for election, specifically seats 3, 4 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 8, 2022, in the manner prescribed by law for general elections.

For additional information, please contact the Lee County Supervisor of Elections.

**District Manager**  
**Waterford Landing Community Development District**

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT DISTRICT**

**11**



**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
MARCH 31, 2022**

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
MARCH 31, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
	<u>          </u>	<u>          </u>	<u>          </u>
<b>ASSETS</b>			
Cash	\$ 129,723	\$ -	\$ 129,723
Investments			
Revenue 2014	-	737,190	737,190
Reserve 2014	-	362,369	362,369
Prepayment 2014	-	332	332
Due from general fund	-	4,131	4,131
Total assets	<u>\$ 129,723</u>	<u>\$1,104,022</u>	<u>\$ 1,233,745</u>
 <b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Developer advance	2,500	-	2,500
Due to debt service	4,131	-	4,131
Due to Developer	7,597	-	7,597
Total liabilities	<u>14,228</u>	<u>-</u>	<u>14,228</u>
 <b>Fund balances</b>			
Restricted for:			
Debt service	-	1,104,022	1,104,022
Assigned:			
Lake bank project	24,000	-	24,000
Public facilities report	5,000	-	5,000
3 Months working capital	33,615	-	33,615
Unassigned	52,880	-	52,880
Total fund balances	<u>115,495</u>	<u>1,104,022</u>	<u>1,219,517</u>
 Total liabilities and fund balances	<u>\$ 129,723</u>	<u>\$ 1,104,022</u>	<u>\$ 1,233,745</u>

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED MARCH 31, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ 727	\$ 126,149	\$ 127,690	99%
Interest and miscellaneous	7	79	6	1317%
Total revenues	<u>734</u>	<u>126,228</u>	<u>127,696</u>	99%
<b>EXPENDITURES</b>				
<b>Professional</b>				
Lift station water meter	10	25	-	N/A
Supervisor's fees	-	-	4,308	0%
Management	4,080	24,480	48,960	50%
Audit fees	3,200	6,200	6,400	97%
Dissemination agent fees	83	500	1,000	50%
Trustee fees	-	4,760	4,760	100%
Arbitrage rebate calculation	-	-	750	0%
Legal	566	3,915	10,000	39%
Telephone	17	100	200	50%
Engineering	5,469	19,610	24,000	82%
Postage	-	-	750	0%
Insurance	-	6,436	6,840	94%
Printing and reproduction	42	250	500	50%
Legal advertising	-	494	1,500	33%
Other current charges	-	-	500	0%
Annual district filing fee	-	175	175	100%
Website				
Website hosting	-	705	705	100%
ADA website compliance	-	-	210	0%
Total professional	<u>13,467</u>	<u>67,650</u>	<u>111,558</u>	61%
<b>Other fees &amp; charges</b>				
Property appraiser	-	953	1,430	67%
Tax collector	-	1,382	953	145%
Total other fees & charges	<u>-</u>	<u>2,335</u>	<u>2,383</u>	98%
Total expenditures	<u>13,467</u>	<u>69,985</u>	<u>113,941</u>	61%
Excess/(deficiency) of revenues over/(under) expenditures	(12,733)	56,243	13,755	
Fund balances - beginning	128,228	59,252	64,598	
Assigned:				
Lake bank project	24,000	24,000	24,000	
Public facilities report	5,000	5,000	5,000	
3 Months working capital	33,615	33,615	33,615	
Unassigned	52,880	52,880	15,738	
Fund balances - ending	<u>\$ 115,495</u>	<u>\$ 115,495</u>	<u>\$ 78,353</u>	

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2014  
FOR THE PERIOD ENDED MARCH 31, 2022**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Special assessment - on roll	\$ 4,131	\$ 708,681	\$ 725,399	98%
Interest	5	20	-	N/A
Total revenues	<u>4,136</u>	<u>708,701</u>	<u>725,399</u>	98%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	-	205,000	0%
Prepayment	-	5,000	-	N/A
Interest	-	262,081	524,163	50%
Total expenditures	<u>-</u>	<u>267,081</u>	<u>729,163</u>	37%
Excess/(deficiency) of revenues over/(under) expenditures	4,136	441,620	(3,764)	
Fund balances - beginning	<u>1,099,886</u>	<u>662,402</u>	<u>661,161</u>	
Fund balances - ending	<u>\$ 1,104,022</u>	<u>\$ 1,104,022</u>	<u>\$ 657,397</u>	

# **WATERFORD LANDING**

**COMMUNITY DEVELOPMENT DISTRICT**

**12**

**DRAFT**

**MINUTES OF MEETING  
WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Waterford Landing Community Development District held a Regular Meeting on January 27, 2022 at 11:00 a.m., at the offices of Barraco and Associates, 2271 McGregor Boulevard, Suite 100, Fort Myers, Florida 33901.

**Present were:**

Charles Cox	Chair
Marcina Strang	Vice Chair
Joyce Hein	Assistant Secretary
Robert Stillman	Assistant Secretary

**Also present, were:**

Daniel Rom	District Manager
Dana Crosby-Collier (via telephone)	District Counsel
Carl Barraco	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 11:03 a.m. Supervisors Cox, Strang, Stillman and Hein were present. One seat was vacant.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired  
Term of Seat 5 (*Term Expires November  
2022*)**

This item was presented following the Twelfth Order of Business.

- **Administration of Oath of Office to Newly Appointed Supervisor (*the following will be provided in a separate package*)**

- 39           A.     **Guide to Sunshine Amendment and Code of Ethics for Public Officers and**  
40                    **Employees**
- 41           B.     **Membership, Obligations and Responsibilities**
- 42           C.     **Financial Disclosure Forms**
- 43                 I.       **Firm 1: Statement of Financial Interests**
- 44                 II.       **Firm 1X: Amendment to Form 1, Statement of Financial Interests**
- 45                 III.       **Firm 1F: Final Statement of Financial Interests**
- 46           D.     **Form 8B – Memorandum of Voting Conflict**

47

48 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-01,  
Designating Certain Officers of the District,  
and Providing for an Effective Date**

49

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51

52           This item was deferred to the next meeting.

53

54 **FIFTH ORDER OF BUSINESS**

**Status of Utility Turnover Punch List to City  
of Fort Myers**

55

56

57           Mr. Barraco stated transferring ownership and operations of water and sewer systems  
58 would typically have been done years ago; however, the City changed the terms to commence  
59 transfers once 90% of the homes in the entire subdivision are completed.

60           Mr. Barraco distributed and presented a proposal from Haleakala Construction, Inc. The  
61 proposal addresses the City of Fort Myers' lengthy punch list items for not only the utility  
62 system but also cleaning the storm sewers and provides a one-year warranty.

63           Mr. Barraco expressed his opinion that the items are not reasonable and suggested  
64 approaching the City Engineer to work through this and, if necessary, elevate the matter to a  
65 higher-ranking City Representative. He responded to a question about pro-rating certain costs  
66 and stated that he was on-site with the City Representatives as the as-built plans were  
67 reviewed. He reiterated that further conversation with the City Engineer is necessary, as he felt  
68 that a percentage of responsibility is with the City, since they inspected and placed the systems  
69 into service years ago and should have accepted conveyance then. He thought the City should

70 deem the current punch list items as maintenance items, since the City should have been  
71 monitoring the systems once they went into service.

72

73 **On MOTION by Ms. Strang and seconded by Ms. Hein, with all in favor,**  
74 **authorizing Mr. Barraco, Ms. Crosby-Collier, Mr. Rom and the Chair to meet**  
75 **with the City of Fort Myers Engineer and other Representatives to discuss the**  
76 **Rule Change and review the Utility Turnover Punch List items to further the**  
77 **utility dedication to the City, was approved.**

78

79

80 Mr. Barraco suggested using the CDD’s Easement Agreement to the City as leverage to  
81 resolve the Utility Turnover. Discussion ensued to clarify the purpose of the Agreement, which  
82 was for the Eldon Road location. It was noted that the Chair executed it but the District  
83 Engineer delayed submitting it to the City.

84 Mr. Barraco asked if the Board was aware of a separate issue with the City concerning  
85 how they are using the easements by the canal.

86 Mr. Cox stated the City’s response to his request for an apology for closing Aldermans  
87 Walk Boulevard for 30 minutes, without prior notification, and request for assurances that this  
88 would not happen again, was unprofessional.

89 Discussion ensued about whether this is a safety issue. Assurances from the City that it  
90 would monitor traffic so residents would not be inconvenienced for more than five minutes was  
91 recalled. Mr. Cox stated that the City’s response included the Access Agreement, which  
92 highlighted the statement that “they would use customary and reasonable efforts not to block  
93 the intersection unnecessarily and that it does not owe the CDD an explanation”. The Board’s  
94 consensus was for the CDD’s designated parties to address this with the City Engineer as well.

95

96 **SIXTH ORDER OF BUSINESS**

**Discussion: City Request to Finalize all City  
Permits Post-Developer**

97

98

99 Mr. Barraco suggested and the Board agreed to the CDD’s designated parties discussing  
100 the CDD’s position on this matter with the City. The CDD’s position is that the City needs to



101 review the punch list, as some items are not associated with utilities and, therefore, not a CDD  
102 issue but rather a Ronco or Berkshire issue.

103 Mr. Barraco stated that stormwater structures are clearly not utilities and, although the  
104 CDD is responsible for maintaining them, they are not responsible for its original construction  
105 to convey over to the City. Mr. Baracco stated he would schedule a meeting with the City  
106 Engineer and, depending on the outcome, the CDD might need to elevate this to higher-ranking  
107 City Representatives.

108

**On MOTION by Ms. Hein and seconded by Mr. Stillman, with all in favor, authorizing Mr. Barraco, Ms. Crosby-Collier, Mr. Rom and the Chair to meet with the City of Fort Myers Engineer and other Representatives to discuss the City’s Request to Finalize all City Permits Post-Developer, was approved.**

113

114

**SEVENTH ORDER OF BUSINESS**

**Update: Lake Bank Erosion Inspections**

116

117 This item was presented following the Eighth Order of Business.

118

**EIGHTH ORDER OF BUSINESS**

**Ratification of Barraco and Associates, Inc. Work Order No. 1 for Stormwater Needs Analysis**

120

121

122

123 Mr. Rom presented Work Authorization No. 1, in the amount of \$5,000, that was  
124 previously executed by the Chair due to the upcoming deadline. Due to recent legislation, it  
125 was necessary to engage the District Engineer to prepare and submit a 20-Year Stormwater  
126 Management Needs Analysis Report by June 30, 2022.

127 Mr. Rom and Ms. Crosby-Collier considered the \$5,000 fee standard. It was noted that  
128 unassigned fund balance will be used for this unbudgeted expense; a new budget line item will  
129 be added to future budgets.

130 Mr. Barraco stated, since this is the first report, he expected the subsequent reports,  
131 required every five years, to be easier to complete and cost less.

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**On MOTION by Ms. Strang and seconded by Mr. Cox, with all in favor, Barraco and Associates, Inc., Work Order No. 1, to prepare the Stormwater Management Needs Analysis Report, in the not-to-exceed amount of \$5,000, was ratified.**

▪ **Update: Lake Bank Erosion Inspections**

**This item, previous the Seventh Order of Business, was presented out of order.**

Mr. Barraco reviewed two sets of maps. One identified areas of lake bank erosion and another included the slope conditions. Slopes steeper than 4:1 will require mitigation. He explained the difference between linear erosion, which is due to wind and wave action, and localized erosion, which is typically due to broken gutters between residences, broken sprinkler heads or pool discharge.

Mr. Barraco stated he would continue the process and present steps at the next meeting that may include a recommendation to have the hazardous localized erosion areas addressed now. That would involve providing homeowners with the steps to proceed with installing a pipe on their property into the lake. Mr. Cox reported that some homeowners already voiced their opinion that this is not their problem.

**NINTH ORDER OF BUSINESS**

**Ratification of Water Treatment Plant Source Water Project Temporary Right of Entry**

Mr. Rom presented the Temporary Right of Entry. The Chair was previously authorized to work with the City to ensure all items the Board requested from the City are in the document, including language specifying that once the project is completed, the City will incur costs to correct any damage to the CDD owned right-of-way (ROW). Mr. Cox stated that he observed a damaged solar trail light but there was not much damage to the landscaping yet, as they just started the horizontal boring to install the pipe line. Mr. Rom stated he received the pre-construction video of all the areas where the City will be working.

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**On MOTION by Mr. Stillman and seconded by Ms. Hein, with all in favor, the Water Treatment Plant Source Water Project Temporary Right of Entry with the City of Fort Myers, was ratified.**

- **Update: Traffic Light at Winkler Avenue and Aldermans Walk Boulevard**  
**This item was an addition to the agenda.**

Ms. Strang asked if there was any update on the City working with the hospital to install a traffic light at Aldermans Walk Boulevard and Winkler Avenue. Mr. Barraco stated there was no official update but he heard that the City awarded a contract for the public relations work at the Winkler corner, which included holding the public meetings for lights at School House Road, Aldermans, etc.; when installation would occur was unknown.

Discussion ensued regarding traffic patterns, multiple accidents, safety concerns. It was noted that City Staff has not presented this matter to the new City Manager. Mr. Cox noted the potential that it could be installed late in the fourth quarter. This item will remain an ongoing agenda item.

**On MOTION by Ms. Strang and seconded by Ms. Hein, with all in favor, adding a traffic light discussion to the agenda for the meeting with the City, Mr. Barraco, Ms. Crosby-Collier, Mr. Rom and the Chair, was approved.**

**TENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial Statements as of December 31, 2021**

Mr. Rom presented the Unaudited Financial Statements as of December 31, 2021.

**On MOTION by Mr. Cox and seconded by Ms. Strang, with all in favor, the Unaudited Financial Statements as of December 31, 2021, were accepted.**

**ELEVENTH ORDER OF BUSINESS** **Approval of September 23, 2021 Special Meeting Minutes**

199 Mr. Rom presented the September 23, 2021 Special Meeting Minutes.

200

201

**On MOTION by Ms. Strang and seconded by Mr. Stillman, with all in favor, the September 23, 2021 Special Meeting Minutes, as presented, were approved.**

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205 **TWELFTH ORDER OF BUSINESS**

**Other Business**

206

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There was no other business.

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Ms. Strang asked if it is possible to reschedule the April meeting to May. Mr. Rom stated rescheduling would require incurring additional advertising costs. Ms. Strang stated that she would attend the April meeting via telephone.

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216

Ms. Strang asked when the terms of certain Seats would expire. Mr. Rom stated Seats 3 and 4, currently held by Supervisors Cox and Strang, and vacant Seat 5, will be up for election at the November 2022 General Election. If Board Members wish to run again, he instructed them, as well as any other candidates interested in running for a Seat, to contact the Lee County Supervisor of Election's (SOE) office or website to obtain information about the candidate qualifying period and election process. The link to the SOE's website will be email to the Board.

217

- **Consider Appointment to Fill Unexpired Term of Seat 5 (*Term Expires November 2022*)**

218

**This item, previously the Third Order of Business, was presented out of order.**

219

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221

Mr. Rom stated he contacted candidates Donna Accardo and Don Walsh, who previously expressed interest in being appointed to the Board. They decided not attend today's meeting, in order for the Board Members to discuss the candidates openly.

222

223

224

Mr. Stillman voiced his opinion that each candidate is competent. It was agreed that fair representation from the three HOAs is needed but it should not be the primary reason someone is appointed.

225

226

227

Regarding each candidate's motivation, Mr. Rom recalled that each candidate had similar answers, in that they live in the community, believe they can bring value to the Board based on their backgrounds and find that CDD business discussions are interesting.

228

Ms. Hein and Ms. Strang discussed Mr. Walsh's email.

229 Mr. Cox stated he was responsible for Mr. Walsh's name being submitted as a  
230 candidate; he asked another resident if they knew anyone from Phase 3 who would do well on  
231 this Board. He felt that Mr. Walsh is a good candidate.

232 Mr. Rom read Mr. Walsh's email to the Board, which notes that Mr. Walsh already holds  
233 an HOA Board position. Discussion ensued about having fair representation from all phases of  
234 the community.

235 Ms. Strang nominated Ms. Donna Accardo to fill Seat 5.

236 No other nominations were made.

237

238 **On MOTION by Mr. Stillman and seconded by Ms. Hein, with all in favor,**  
239 **appointment of Ms. Donna Accardo to fill the unexpired term of Seat 5, was**  
240 **approved.**

241

242

243 Mr. Rom would notify the candidates of the Board's decision and announce the  
244 qualifying period dates at the next meeting. The Oath of Office will be administered to Ms.  
245 Accardo at the next meeting.

246 Discussion ensued regarding the appointment process and, going forward, interviewing  
247 candidates separately at times of an open Board seat.

248

249 **THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

250

251 **A. District Counsel: *Straley & Robin***

252 There was no report.

253 **B. District Engineer: *Barraco and Associates, Inc.***

254 There was nothing further to report.

255 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

- 256 • **NEXT MEETING DATE: April 28, 2022 at 11:00 A.M.**

- 257 ○ **QUORUM CHECK**

258 Supervisors Hein, Stillman and Cox confirmed their in-person attendance at the April 28,  
259 2022 meeting. Supervisor Strang would attend via telephone.

260 **FOURTEENTH ORDER OF BUSINESS** **Supervisors' Requests**

261

262 There were no Supervisors' requests.

263

264 **FIFTEENTH ORDER OF BUSINESS** **Public Comments**

265

266 There were no public comments.

267

268 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

269

270 There being no further business to discuss, the meeting adjourned.

271

272 **On MOTION by Ms. Strang and seconded by Ms. Hein, with all in favor, the**  
273 **meeting adjourned at 12:29 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

**WATERFORD LANDING  
COMMUNITY DEVELOPMENT DISTRICT**

**14C**



# WRATHELL, HUNT & ASSOCIATES LLC.

2300 GLADES RD, #410W  
BOCA RATON FL 33431

Lee County FL – Community Development Districts

04/15/2022

<b>NAME OF COMMUNITY DEVELOPMENT DISTRICT</b>	<b>NUMBER OF REGISTERED VOTERS AS OF 04/15/2022</b>
Babcock Ranch	0
Bayside Improvement	3,061
Bay Creek	756
Beach Road Golf Estates	1,220
Bonita Landing	361
Brooks I of Bonita Springs	2,298
Brooks II of Bonita Springs	1,523
East Bonita Beach	315
Mediterra	447
Parklands Lee	545
Parklands West	589
River Hall	1,888
River Ridge	1,488
Stonewater	0
Stoneybrook	1,770
Verandah East	840
Verandah West	982
University Square	0
University Village	0
Waterford Landing	1,490
WildBlue	503

Send to: Daphne Gillyard [gillyardd@whhassociates.com](mailto:gillyardd@whhassociates.com) Phone: 561-571-0010

Tammy Lipa – Voice: 239-533-6329

Email: [tlipa@lee.vote](mailto:tlipa@lee.vote)

**WATERFORD LANDING COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE**

**LOCATION**

*offices of Barraco and Associates, 2271 McGregor Boulevard, Suite 100, Fort Myers, Florida 33901*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>November 18, 2021 CANCELED</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>January 27, 2022</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>April 28, 2022</b>	<b>Regular Meeting</b>	<b>11:00 AM</b>
<b>August 25, 2022</b>	<b>Public Hearing &amp; Regular Meeting</b>	<b>11:00 AM</b>