

***WATERLEAF
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Meeting***

***Tuesday
November 1, 2016***

10:00 a.m.

At:

***Metro Development
2502 North Rocky Point Drive Suite 1050
Tampa, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

Waterleaf Community Development District

Development Planning and Financing Group
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

Board of Supervisors
**Waterleaf Community
Development District**

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Waterleaf Community Development District is scheduled for Tuesday November 1, 2016 **at 10:00 a.m.** at the Metro Development Offices located at 2502 North Rocky Point Drive Suite 1050, Tampa, Fl.

The advanced copy of the agenda for the meeting is attached along with associated documentation. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. If you have any questions, please contact me.

Sincerely,

Paul Cusmano
District Manager

WATERLEAF COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday November 1, 2016
Time: 10:00 a.m.
Location: Metro Development
2502 North Rocky Point Drive Suite 1050
Tampa, Florida

Conference Call No.: (563) 999-2090
Code: 686859#

AGENDA

- I. Roll Call**
- II. Audience Comments**
- III. Organizational Matters**
 - A. Oath of Office of Newly Elected Supervisors
 - B. Consideration of Resolution 2017-1, Canvassing & Certifying Results Of the Landowners Election Exhibit 1
 - C. Compensation of Supervisors
 - D. Consideration of Resolution 2017-2 Elections of Officers Exhibit 2
- IV. Consent Agenda**
 - A. Approval of Minutes from October 4, 2016 Meeting Exhibit 3
 - B. Approval of Minutes from October 4, 2016 Audit Committee Exhibit 4
 - C. Acceptance of September 2016 Financial Statements Exhibit 5
- V. Business Matters**
 - A. Approval of Resolutions 2017-3 Prompt Payment Policy and Procedure Exhibit 6
 - B. Additional Matters
- VI. Staff Reports**
 - A. District Manager
 - B. Attorney
 - C. District Engineer

Waterleaf
November 1, 2016

VII. Supervisors Requests

VIII. Audience Questions and Comments on Other Items

IX. Adjournment

EXHIBIT 1

RESOLUTION 2017-01

A RESOLUTION CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES

WHEREAS, pursuant to Section 190.006(2), Florida Statute, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of a Community Development District for the purpose of electing three Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners meeting was held November 1, 2016, at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the Board of Supervisors by means of this Resolution desire to canvas the votes and declare and certify the results of said election;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT;

1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown, to wit:

<u>Doug Draper</u>	120 Votes
<u>Mike Lawson</u>	120 Votes
<u>Vacant</u>	0 Votes

2. In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following terms of office:

Doug Draper

four (4) year term

Mike Lawson

four (4) year term

Vacant

two (2) year term

3. Said terms of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED THIS 1st DAY OF NOVEMBER, 2016.

Chairman Mike Lawson

Secretary Paul Cusmano

EXHIBIT 2

RESOLUTION 2017-2

A RESOLUTION DESIGNATING OFFICERS OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Waterleaf Community Development District at the business meeting held on November 1, 2016 desires to appoint the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WATERLEAF COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

<u>Mike Lawson</u>	Chairman
<u>Doug Draper</u>	Vice Chairman
<u>Paul Cusmano</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Paul Cusmano & Maik Aagaard</u>	Assistant Treasurer
<u>Carolyn Stewart & Janet Johns</u>	Assistant Secretary
<u>Lori Price</u>	Assistant Secretary
<u>Ted Sanders</u>	Assistant Secretary
<u>Vacant</u>	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Waterleaf Community Development District and are hereby declared null and void.

Adopted this 1st day of November, 2016.

Chairman Mike Lawson

Secretary Paul Cusmano

EXHIBIT 3

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**MINUTES OF MEETING
WATERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

9 The Regular Meeting of the Board of Supervisors of the Waterleaf Community Development
10 District was held on Tuesday, October 4, 2016 at 10:00 a.m. at the offices of the Metro Development
11 Group, 2502 N. Rocky Point Drive, Suite 1050, Tampa, Florida.
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FIRST ORDER OF BUSINESS - Roll Call

19 Mr. Cusmano called the meeting to order.

20 Present and constituting a quorum were:

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Mike Lawson	Board Supervisor, Chairman
Doug Draper	Board Supervisor, Vice Chairman
Lori Price	Board Supervisor, Assistant Secretary

27 Also present were:

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Paul Cusmano	District Manager
Mark Straley	District Counsel (<i>via phone</i>)
Anthony Miller	Resident (<i>via phone</i>)
Mary Ann Simon	Resident (<i>via phone</i>)
Josh Marena	Resident (<i>via phone</i>)
Bob	Resident (<i>via phone</i>)
James	Resident (<i>via phone</i>)

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SECOND ORDER OF BUSINESS – Audience Comments

Mr. Marena read a list of issues for the community: gate times, lighting, pool repairs, retaining wall, ponds, trees, front gate, and entry and exit gate repairs.

THIRD ORDER OF BUSINESS – Consent Agenda

- A. **Approval of the Minutes of the August 2, 2016 Meeting**
- B. **Approval of the Minutes of the August 2, 2016 Audit Committee Meeting**
- C. **Approval of the Minutes of the August 23, 2016 Meeting**

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved Items A, B & C for the Waterleaf Community Development District.

D. Acceptance of the August 2016 Financial Statements

Mr. Cusmano presented the August 2016 Financial Statements and asked for comments or

48 questions.

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50 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
51 accepted the August 2016 Financial Statements for the Waterleaf Community Development District.

52

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54 **FOURTH ORDER OF BUSINESS – Business Matters**

55 **A. Acceptance of the Audit Committee Recommendation for Auditor**

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57 Mr. Cusmano stated that the Audit Committee’s Recommendation for Auditor was

58

59 DiBartolomeo and asked for comments or questions.

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61 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board accepted
62 the Audit Committee’s Recommendation of DiBartolomeo for Auditor for the Waterleaf Community
63 Development District.

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65 **B. Review of the 2015 Final Audit Report**

66 Mr. Cusmano presented the 2015 Final Audit Report and asked for comments or questions.

67

68 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
69 approved the 2015 Final Audit Report for the Waterleaf Community Development District.

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71 **C. Additional Business Matters**

72 There being none, next item followed.

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74 **FIFTH ORDER OF BUSINESS – Staff Reports**

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76 **A. Manager**

77 There being none, next item followed.

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79 **B. Attorney**

There being none, the next item followed.

80

81 **C. Engineer**

There being none, the next item followed.

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83 **SIXTH ORDER OF BUSINESS – Public Comments**

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85 There being none, the next item followed.

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87 **SEVENTH ORDER OF BUSINESS – Supervisor Requests**

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89 There being none, the next item followed.

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93 **EIGHTH ORDER OF BUSINESS – Adjournment**

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95 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
96 adjourned the meeting for the Waterleaf Community Development District.

97

98 **Each person who decides to appeal any decision made by the Board with respect to any matter*
99 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
100 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

101

102 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
103 meeting held on _____.

104

105

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107 _____
Signature

Signature

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110 _____
Printed Name

Printed Name

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112 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

EXHIBIT 4

53 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
54 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
55 *including the testimony and evidence upon which such appeal is to be based.*
56

57 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
58 **meeting held on _____.**
59

60 _____
61 **Signature**

_____ **Signature**

62 _____
63 **Printed Name**

_____ **Printed Name**

64 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

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EXHIBIT 5

Waterleaf Community Development District

Financial Statements
(Unaudited)

Period Ending
September 30, 2016

**Waterleaf CDD
Balance Sheet
September 30, 2016**

	<u>GENERAL FUND</u>	<u>----- DS SERIES 2013A -----</u>					<u>CAP PROJ 2014</u>	<u>CAP PROJ 2016</u>	<u>CONSOLIDATED TOTAL</u>
		<u>2013 A1</u>	<u>2013 A2</u>	<u>2013 A3</u>	<u>DS2014</u>	<u>DS2016A</u>			
ASSETS:									
CASH	\$ 3,805						\$ -		\$ 3,805
INVESTMENTS:									
REVENUE FUND	-	106,255	18	20	59,051		-		165,344
CAPITAL INTEREST FUND	-	-	-	-	-	68,170	-		68,170
RESERVE FUND	-	222,688	151,000	185,940	95,206	131,963	-		786,795
PREPAYMENT FUND	-	-	501,041	193,226	2,211		-		696,478
COST OF ISSUANCE (2016)	-	-	-	-	-	3,948	-		3,948
CONSTRUCTION FUND	-	-	-	-	-	-	0	3,279,776	3,279,777
RECEIVABLE FROM DEVELOPER	-	-	30,544.44	72,325	18,608		17,214	600	139,291
PREPAID EXPENSES	163.50	-	-	-	-	-	-		164
UTILITY DEPOSIT	9,898	-	-	-	-	-	-		9,898
TOTAL ASSETS	\$ 13,867	\$ 328,943	\$ 682,603	\$ 451,511	\$ 175,076	\$ 204,080	\$ 17,214	\$ 3,280,376	\$ 5,153,669
LIABILITIES:									
ACCOUNTS PAYABLE	\$ 25,858	\$ -	\$ -	\$ -	\$ -		\$ 17,214	\$ 677,249	\$ 720,321
DUE TO DEVELOPER	1,852	-	-	-	-	-	-	-	\$ 1,852
SALES TAX PAYABLE	84	-	-	-	-	-	-	-	\$ 84
									-
FUND BALANCE:									
NONSPENDABLE:									
PREPAID AND DEPOSITS	10,062	-	-	-	-	-	-		10,062
RESTRICTED FOR:									
DEBT SERVICE		328,943	682,603	451,511	175,076	204,080	0	2,603,128	4,445,340
UNASSIGNED:	(23,990)	-	-	-	-	-	-		(23,990)
TOTAL LIABILITIES & FUND BALANCE	\$ 13,867	\$ 328,943	\$ 682,603	\$ 451,511	\$ 175,076	\$ 204,080	\$ 17,214	\$ 3,280,376	\$ 5,153,669

Waterleaf CDD
General Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
ASSESSMENTS - ON ROLL	\$ -	\$ -	\$ 234,387	\$ 234,387
ASSESSMENTS OFF ROLL	494,664	494,664	251,807	(242,857)
ASSESSMENTS OFF ROLL - DEVELOPER	-	-	31,027	
ASSESSMENTS VIA LOT CLOSINGS	-	-	4,311	4,311
CH RENTAL REVENUE	-	-	566	566
MISCELLANEOUS REVENUE	-	-	10	10
INTEREST	-	-	193	193
GATE ACCESS CARDS	-	-	815	815
TOTAL REVENUES	494,664	494,664	523,116	(2,575)
EXPENDITURES				
ADMINISTRATIVE:				
BOARD OF SUPERVISORS PAYROLL	12,000	12,000	5,000	7,000
PAYROLL TAXES	918	918	383	536
PAYROLL SERVICES FEE	600	600	438	162
MANAGEMENT CONSULTING SERVICES	24,000	24,000	24,000	-
ACCOUNTING SERVICES - CONSTRUCTION	-	-	2,500	(2,500)
GENERAL ADMINISTRATIVE	3,600	3,600	3,600	-
BANKING FEES	225	225	80	145
MISCELLANEOUS	500	500	1,282	(782)
AUDITING	2,400	2,400	2,500	(100)
TRAVEL PER DIEM - MILEAGE	500	500	21	479
INSURANCE (Liability, Property & Casualty)	16,653	16,653	18,025	(1,372)
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	1,500	1,500	814	686
ENGINEERING SERVICES	5,000	5,000	9,295	(4,295)
LEGAL SERVICES	5,000	5,000	8,150	(3,150)
PERFORMANCE & WARRANTY BOND PREMIUM	5,000	5,000	-	5,000
WEBSITE HOSTING	1,995	1,995	1,001	994
TOTAL ADMINISTRATIVE	80,066	80,066	77,265	2,801
DEBT SERVICE:				
TRUST FUND ACCOUNTING	3,600	3,600	3,600	-
ARBITRAGE	500	500	1,950	(1,450)
DISSEMINATING AGENT	5,000	5,000	6,000	(1,000)
TRUSTEE FEES	11,315	11,315	11,314	1
TOTAL DEBT SERVICE	20,415	20,415	22,864	(2,449)
PHYSICAL ENVIRONMENT				
				597.13
STREETPOLE LIGHTING	35,000	35,000	44,709	(9,709)
ELECTRICITY (IRRIG & POND PUMPS)	7,500	7,500	10,723	(3,223)
WATER	24,000	24,000	828	23,172
LANDSCAPE MAINTENANCE	72,108	72,108	177,916	(105,808)
LANDSCAPE REPLENISHMENT	96,916	96,916	58,740	38,176
IRRIGATION MAINTENANCE	4,320	4,320	4,823	(503)
POND MAINTENANCE	16,424	16,424	12,744	3,680
MITIGATION MONITORING	-	-	920	(920)
GATE MAINTENANCE	5,000	5,000	1,666	3,334
SOLID WASTE DISPOSAL	3,720	3,720	-	3,720
POND EROSION	5,000	5,000	12,993	(7,993)
PLANNING & COORDINATION SERVICES	36,000	36,000	36,000	-
FIELD MANAGER / SUPV + TRAVEL EXP	16,800	16,800	15,032	1,768
CONTINGENCY	7,500	7,500	4,803	2,698
PET WASTE REMOVAL	-	-	1,523	(1,523)

Waterleaf CDD
General Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
STORMDRAIN MAINTENANCE	-	-	2,955	(2,955)
PAVEMENT REPAIRS	-	-	9,900	(9,900)
FOUNTAIN REPAIR & MAINTENANCE	-	-	3,000	(3,000)
SIGNAGE	-	-	896	(896)
SECURITY MONITORING	-	-	5,265	(5,265)
NPDES	-	-	4,200	(4,200)
TOTAL PHYSICAL ENVIRONMENT	330,288	330,288	409,636	(79,348)
			146,459	
AMENITY CENTER OPERATIONS				
POOL MAINTENANCE CONTRACT	7,200	7,200	10,200	(3,000)
POOL MAINTENANCE & REPAIRS	3,500	3,500	398	3,102
POOL PERMITS	275	275	275	-
CH POWER WASH	-	-	2,000	(2,000)
CH ELECTRIC UTILITY	14,400	14,400	5,502	8,898
CH WATER UTILITY	10,500	10,500	-	10,500
CH REFUSE SERVICE	2,100	2,100	-	2,100
CH CLEANING & MAINT	5,520	5,520	2,775	2,745
CH INTERNET	2,280	2,280	2,338	(58)
CH PEST CONTROL	1,020	1,020	1,502	(482)
CH MISCELLANEOUS- ACCESS CARDS	-	-	4,057	(4,057)
CH LANDSCAPE MAINTENANCE	8,100	8,100	-	8,100
CH MISCELLANEOUS REPAIRS & MAINT	7,000	7,000	1,453	5,547
MISCELLANEOUS - CONTINGENCY	2,000	2,000	-	2,000
TOTAL FIELD OPERATIONS	63,895	63,895	30,500	33,395
OTHER OPERATION EXPENSES				
C/O PARK BENCHES	-	-	1,200	(1,200)
C/O PARKING LOT	-	-	8,200	(8,200)
C/O FOUNTAIN - PUMPS	-	-	6,400	(6,400)
TOTAL OTHER OPERATION EXPENSES	-	-	15,800	(15,800)
TOTAL EXPENDITURES	494,664	494,664	556,064	(61,400)
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	(32,948)	(63,975)
FUND BALANCE - BEGINNING	20,732	20,732	19,020	1,712
FUND BALANCE - ENDING	20,732	20,732	(13,928)	(62,263)

Total Assessments budget at gross, budget to date at Net and Actuals are net.

Waterleaf CDD
DS - Series 2013 A-1
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUE				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ 233,481	\$ 233,481
SPECIAL ASSESSMENT OFF ROLL	242,052	242,052	46,187	(195,865)
INTEREST--INVESTMENT	-	-	22	22
LESS ASSESSMENTS DISCOUNT	(10,086)	-	-	-
TOTAL REVENUE	<u>231,967</u>	<u>242,052</u>	<u>279,691</u>	<u>37,639</u>
EXPENDITURES				
COUNTY ASSESSMENT COLLECTION FEES	10,086	-	-	-
INTEREST EXPENSE	195,375	195,375	195,375	-
PRINCIPAL EXPENSE	25,000	25,000	25,000	-
TOTAL EXPENDITURES	<u>230,461</u>	<u>220,375</u>	<u>220,375</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1,506	21,677	59,316	37,639
OTHER FINANCING SOURCES (USES)				
TRANSFERS-IN	-	-	7,074	7,074
TRANSFER -OUT (USES)	-	-	(18,940)	(18,940)
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>(11,866)</u>	<u>(11,866)</u>
NET CHANGE IN FUND BALANCE	1,506	21,677	47,450	25,773
FUND BALANCE - BEGINNING			281,493	281,493
FUND BALANCE - ENDING	<u>\$ 1,506</u>	<u>\$ 21,677</u>	<u>\$ 328,943</u>	<u>\$ 307,266</u>

Waterleaf CDD
DS -Series 2013 A-2
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>A2 ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUE				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENT OFF ROLL	324,729	324,729	748,028	423,299
INTEREST	-	-	32	32
LESS ASSESSMENTS DISCOUNT	(13,530)	-	-	-
TOTAL REVENUE	<u>311,199</u>	<u>324,729</u>	<u>748,059</u>	<u>423,330</u>
EXPENDITURES				
COUNTY ASSESSMENT COLLECTION FEES	13,530	-	-	-
INTEREST EXPENSE	130,125	104,250	104,250	-
INTEREST EXPENSE (Nov1, 2016)	130,125	-	-	-
PRINCIPAL PREPAYMENT	-	-	650,000	650,000
TOTAL EXPENDITURES	<u>273,780</u>	<u>104,250</u>	<u>754,250</u>	<u>650,000</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	37,419	220,479	(6,191)	(226,670)
OTHER FINANCING SOURCES (USES)				
TRANSFERS-IN	-	-	6,032	6,032
TRANSFER-OUT (USES)	-	-	(7,074)	(7,074)
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>(1,042)</u>	<u>(1,042)</u>
NET CHANGE IN FUND BALANCE	37,419	220,479	(7,233)	(227,712)
FUND BALANCE - BEGINNING			689,836	689,836
FUND BALANCE - ENDING	<u>\$ 37,419</u>	<u>\$ 220,479</u>	<u>\$ 682,603</u>	<u>\$ 462,124</u>

Waterleaf CDD
2013 A-3 DEBT SERVICE
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>A3 ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
REVENUE				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENT OFF ROLL	202,111	193,690	396,327	202,637
INTEREST--INVESTMENT	-	-	19	19
LESS ASSESSMENTS DISCOUNT	(8,421)			
TOTAL REVENUE	<u>193,690</u>	<u>193,690</u>	<u>396,346</u>	<u>202,656</u>
EXPENDITURES				
COUNTY ASSESSMENT COLLECTION FEES	8,421	-	-	-
INTEREST EXPENSE	159,120	159,120	157,170	(1,950)
PRINCIPAL EXPENSE	-	-	50,000	50,000
PRINCIPAL PREPAYMENT	-	-	135,000	135,000
TOTAL EXPENDITURES	<u>167,541</u>	<u>159,120</u>	<u>342,170</u>	<u>183,050</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	26,149	34,570	54,176	19,606
NET CHANGE IN FUND BALANCE	26,149	34,570	54,176	19,606
FUND BALANCE - BEGINNING			397,335	397,335
FUND BALANCE - ENDING	<u>\$ 26,149</u>	<u>\$ 34,570</u>	<u>\$ 451,511</u>	<u>\$ 416,941</u>

Waterleaf CDD
DS - Series 2014
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ 109,517	\$ 109,517
SPECIAL ASSESSMENT OFF ROLL	215,820	206,827	139,892	(66,935)
INTEREST--INVESTMENT	-	-	8	8
LESS ASSESSMENTS DISCOUNT	(8,993)	-	-	-
TOTAL REVENUE	206,827	206,827	249,418	42,591
EXPENDITURES				
COUNTY ASSESSMENT COLLECTION FEES	8,993	-	-	-
INTEREST EXPENSE	156,342	156,342	157,365	1,024
PRINCIPAL EXPENSE	35,000	35,000	35,000	-
TOTAL EXPENDITURES	200,335	191,342	192,365	1,024
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	6,493	15,486	57,053	41,567
OTHER FINANCING SOURCES (USES)				
TRANSFER IN	-	-	12,908	12,908
TRANSFER OUT (USES)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	12,908	12,908
NET CHANGE IN FUND BALANCE	6,493	15,486	69,960	54,475
FUND BALANCE - BEGINNING	-	-	-	-
FUND BALANCE APPROPRIATED FY15	-	-	105,115	105,115
FUND BALANCE - ENDING	\$ 6,493	\$ 15,486	\$ 175,076	\$ 159,590

Waterleaf CDD

DS - Series 2016

Statement of Revenues, Expenditures and Changes In Fund Balance For The Period Starting October 1, 2015 Ending September 30, 2016

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUE	
SPECIAL ASSESSMENT ON ROLL	\$ -
SPECIAL ASSESSMENT OFF ROLL	-
INTEREST--INVESTMENT	2
LESS ASSESSMENTS DISCOUNT	-
TOTAL REVENUE	<u>2</u>
EXPENDITURES	
COUNTY ASSESSMENT COLLECTION FEES	-
COST OF ISSUANCE	119,052
INTEREST EXPENSE	-
PRINCIPAL EXPENSE	-
TOTAL EXPENDITURES	<u>119,052</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(119,050)
OTHER FINANCING SOURCES (USES)	
TRANSFER IN	-
DEBT PROCEEDS	323,130
TRANSFER OUT (USES)	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>323,130</u>
NET CHANGE IN FUND BALANCE	204,080
FUND BALANCE - BEGINNING	-
FUND BALANCE APPROPRIATED FY15	-
FUND BALANCE - ENDING	<u><u>\$ 204,080</u></u>

Waterleaf CDD
Series 2013 A & 2014 Capital Projects Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	ACTUAL YEAR-TO-DATE
REVENUE	
INTEREST--INVESTMENT	
DEVELOPER CONTRIBUTION	426,445
TOTAL REVENUE	426,445
 EXPENDITURES	
 CONSTRUCTION IN PROGRESS 2014	 275,124
	-
TOTAL EXPENDITURES	275,124
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 151,321
 NET CHANGE IN FUND BALANCE	 151,321
FUND BALANCE - BEGINNING	(151,321)
 FUND BALANCE - ENDING	\$ 0

Waterleaf CDD
Series 2016 Capital Projects Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
For The Period Starting October 1, 2015 Ending September 30, 2016

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUE	
INTEREST--INVESTMENT	35
DEVELOPER CONTRIBUTION	1,916
TOTAL REVENUE	<u>1,951</u>
 EXPENDITURES	
CONSTRUCTION IN PROGRESS 2014	789,893
	-
TOTAL EXPENDITURES	<u>789,893</u>
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 (787,942)
 OTHER FINANCING SOURCES (USES)	
BOND PROCEEDS	3,391,070
TOTAL OTHER FINANCING SOURCES (USES)	<u>3,391,070</u>
 NET CHANGE IN FUND BALANCE	 2,603,128
 FUND BALANCE - BEGINNING	 -
 FUND BALANCE - ENDING	 <u><u>\$ 2,603,128</u></u>

WATERLEAF CDD
BANK RECONCILIATION
September 30, 2016

BU

Balance Per Bank Statement	\$ 30,159.15
Less: Outstanding Checks	(26,354.47)
<i>Adjusted Bank Balance</i>	<u>\$ 3,804.68</u>

Beginning Cash Balance Per Books	\$17,757.11
Cash Receipts	41,800.59
Cash Disbursements & fees	(55,753.02)
<i>Balance Per Books</i>	<u>\$ 3,804.68</u>

**WATERLEAF CDD
CHECK REGISTER
FY2016**

Date	Num	Name	Memo	Debit	Credit	Balance
EOY Balance 9-30-2015						4,690.35
10/01/2015		Deposit	O & M	1,480.00		6,170.35
10/01/2015		Deposit	GF 2015-14,15	49,069.52		55,239.87
10/01/2015		Deposit	CF 2015-38,48,49	28,310.76		83,550.63
10/01/2015	2121	Egis Insurance Advisors, LLC	Insurance FY 2016		17,393.00	66,157.63
10/02/2015	2122	BSB DESIGN	2015-49 CF		188.33	65,969.30
10/02/2015	2123	HEIDT DESIGN	CF 2015-48		2,051.72	63,917.58
10/02/2015	2124	DPFG	CDD/Field Mgmt - Oct		5,600.00	58,317.58
10/02/2015	2125	FLORIDA NATIVES NURSERY, INC.	Wetland Svcs		4,540.00	53,777.58
10/02/2015	2126	Genesis	Storm Drain		580.00	53,197.58
10/02/2015	2127	TAMPA ELECTRIC	Electricity		6,130.20	47,067.38
10/02/2015	2128	VALLEYCREST LANDSCAPE DEVEL	Landscape Maint - Sept		14,826.32	32,241.06
10/05/2015		Deposit	O & M	9,831.37		42,072.43
10/06/2015	2129	DPFG Field Services, Inc.	9/13-10/24 - Field P/R		1,080.00	40,992.43
10/06/2015	2130	TAMPA ELECTRIC	5/18-9/17 - Waterleaf PH 3 - SL		762.88	40,229.55
10/13/2015	2131	CRS Building Corp	2015-38 CF		26,070.71	14,158.84
10/15/2015		Deposit	CF 2015-50,52,53,54,55	74,302.40		88,461.24
10/16/2015	2132	Cistech, Inc.	Construction		9,748.21	78,713.03
10/16/2015	2133	GameTime	Construction		55,866.48	22,846.55
10/16/2015	2134	HAMILTON ENGINEERING SURVEYING, INC	2015-53 CF		8,112.71	14,733.84
10/16/2015	2135	Moore Art Expressions	2015-54 CF		575.00	14,158.84
10/19/2015	2136	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	Annual Filing Fee FY 2016		175.00	13,983.84
10/20/2015	2137	TAMPA ELECTRIC	Electricity		1,969.62	12,014.22
10/20/2015	2138	AQUATIC SYSTEMS, INC	Lake & Wetland - Oct		787.00	11,227.22
10/20/2015	2139	Atlas Professional Services, Inc.	Web Site		78.17	11,149.05
10/20/2015	2140	DPFG	Performance & Warranty Bond-Tracking		2,500.00	8,649.05
10/20/2015	2141	Genesis	Storm Drain Cleanout - Sept		575.00	8,074.05
10/22/2015	ACH102215	Deluxe Business Prod	Business Products - checks		68.22	8,005.83
10/22/2015		Deposit	CF 2015-18	1,912.63		9,918.46
10/22/2015		Deposit	CF 2015-51, 56, 57	15,600.55		25,519.01
10/23/2015	2142	Danielle Fence Mfg. Co., Inc.	Construction		11,995.00	13,524.01
10/23/2015	2143	HAMILTON ENGINEERING SURVEYING, INC	2015-57 CF		1,518.22	12,005.79
10/23/2015	2144	Onsight Signage & Visual Solutions	Construction		2,087.33	9,918.46
10/23/2015	2145	VOID	VOID		0.00	9,918.46
10/23/2015	2146	TAMPA ELECTRIC	Electricity		4,373.63	5,544.83
10/27/2015	2147	CRS Building Corp	2015-38 CF		1,912.63	3,632.20
10/28/2015	2148	STRALEY & ROBIN	Legal Svcs thru 10/15/15		105.00	3,527.20
10/28/2015		Deposit	2013A-1 DS Assessment	6,996.50		10,523.70
10/28/2015		Deposit	Deposit-Tax Coll	368.53		10,892.23
10/29/2015		Deposit	Deposit-Tax Coll	38.56		10,930.79
10/30/2015		Deposit	Series 2013A-1 DS Assessment	5,996.98		16,927.77
10/30/2015	W10302015	WATERLEAF CDD C/O US BANK	DS 2013A-1		5,996.98	10,930.79
10/31/2015		Bank United	WT Service Charge		25.00	10,444.92
EOM Balance				193,907.80	187,692.36	10,444.92
11/01/2015	2149	STEVE FAISON	Mileage - Oct		178.91	10,266.01
11/05/2015		Deposit	GF 2016-01, 02	64,036.36		74,302.37
11/05/2015		Deposit	CF 2015-58,60	16,563.40		90,865.77
11/06/2015	2158	HEIDT DESIGN	Construction		913.40	89,952.37
11/06/2015	2159	Lee & Sharon Jones	2015-60 CF		15,650.00	74,302.37
11/06/2015	2150	American Access Controls	Gate Repairs		2,819.29	71,483.08
11/06/2015	2151	AQUATIC SYSTEMS, INC	Lake & Wetland - Sept		221.00	71,262.08
11/06/2015	2152	DPFG	CDD Mgmt - Nov		5,600.00	65,662.08
11/06/2015	2153	Genesis	Storm Drain		845.00	64,817.08
11/06/2015	2154	GRANDVIEW BOTANICALS LANDSCAPE CO	Mow Retention Ponds- Oct		850.00	63,967.08
11/06/2015	2155	STRALEY & ROBIN	Legal Svcs thru 9/15/15		1,038.50	62,928.58
11/06/2015	2156	U S Bank - Trust Services	Trustee Fees		8,081.25	54,847.33
11/06/2015	2157	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Misc.		44,581.32	10,266.01
11/12/2015		Deposit	Deposit	1,809.50		12,075.51
11/13/2015	2160	Atlas Professional Services, Inc.	Web Site - Nov		60.00	12,015.51
11/13/2015		Deposit	CF 2015-59, 62	24,466.28		36,481.79
11/13/2015	2161	The Fishel Company	2015-62 CF		3,667.28	32,814.51
11/13/2015	2162	VALLEYCREST LANDSCAPE DEVELOPMENT	2015-59 CF		20,799.00	12,015.51
11/18/2015	2163	Michael Matthews	Fence Repairs		930.00	11,085.51
11/20/2015		Deposit	GF 2016-03	29,707.17		40,792.68
11/20/2015	2164	American Access Controls	Gate Transmitters		2,831.35	37,961.33
11/20/2015	2165	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Nov		787.00	37,174.33
11/20/2015	2166	DPFG Field Services, Inc.	9/26-11/21 - Field Admin		1,110.00	36,064.33
11/20/2015	2167	Dun Rite Construction Services Inc	Remove Sidewalk		3,200.00	32,864.33

**WATERLEAF CDD
CHECK REGISTER
FY2016**

Date	Num	Name	Memo	Debit	Credit	Balance
11/20/2015	2168	Earth Tech Property Solutions	Pest Control		145.00	32,719.33
11/20/2015	2169	GRANDVIEW BOTANICALS LANDSCAPE CO	Mowing Retention Ponds,Drainage		850.00	31,869.33
11/20/2015	2170	HALLELUJAH POOLS	Pool Maint		2,725.00	29,144.33
11/20/2015	2171	U S Bank - Trust Services	Trustee Fees - 2014A		3,232.50	25,911.83
11/20/2015	2172	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - Nov		14,826.32	11,085.51
11/20/2015		Deposit	CF 2015-63, 64	14,850.30		25,935.81
11/20/2015	2173	GameTime	2015-63 CF		1,185.15	24,750.66
11/20/2015	2174	Onsight Signage & Visual Solutions	2015-64 CF		13,665.15	11,085.51
11/25/2015		Deposit	CF 2015-65,66	7,697.50		18,783.01
11/25/2015	2175	VALLEYCREST LANDSCAPE DEVELOPMENT	2015-66 CF		6,952.50	11,830.51
11/25/2015	2176	WILLIS OF ALABAMA, INC	CF 2015-65		745.00	11,085.51
11/30/2015		Deposit	Tax Collections	21,171.44		32,256.95
TOTAL				180,301.95	158,489.92	32,256.95
12/01/2015	2177	DPFG	CDD Mgmt - Dec		5,600.00	27,117.82
12/01/2015	2178	DPFG Field Services, Inc.	11/22-12/19 - P/R		927.00	26,190.82
12/08/2015		Deposit	GF 2016-04	3,510.00		29,700.82
12/08/2015		Deposit	Tax Collections	74,160.52		103,861.34
12/08/2015		Deposit	CF 2015-68 & 69	14,595.00		118,456.34
	2179	Dun Rite Construction Services Inc	CF 2015-68		9,875.00	108,581.34
	2180	HEIDT DESIGN	CF 2015-69		4,720.00	103,861.34
12/09/2015	2181	Atlas Professional Services, Inc.	Web Site Set Up		240.00	103,621.34
12/09/2015	2182	Dun Rite Construction Services Inc	Sidewalks		3,000.00	100,621.34
12/09/2015	2183	VALLEYCREST LANDSCAPE DEVELOPMENT	Misc. Svcs		270.00	100,351.34
12/09/2015	2184	Bright House	12/2-1/1 - 13151 Waterleaf Vista Blvd		68.93	100,282.41
12/11/2015		Deposit	CF 2015-70	22,797.50		123,079.91
12/11/2015	2185	Permacast, LLC	CF 2015-70		22,797.50	100,282.41
12/10/2015	2186	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Dec		787.00	99,495.41
12/10/2015	2187	Earth Tech Property Solutions	Pest Control		145.00	99,350.41
12/10/2015	2188	Genesis	Storm Drain		480.00	98,870.41
12/10/2015	2189	Panther Trace CDD	Clubhouse Rental		25.00	98,845.41
12/10/2015	2190	TAMPA BAY TIMES	Legal Ad		38.72	98,806.69
12/10/2015	2191	TAMPA ELECTRIC	Electricity		5,545.00	93,261.69
12/10/2015	2192	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Enhancement		675.00	92,586.69
12/17/2015		Deposit	O & M (Builder)	740.00		93,326.69
12/18/2015		Deposit	Tax Collection	172,783.37		266,110.06
12/30/2015	ACH1230201	Paychex	BOS Mtg - 12/10/15 - Fees		40.95	266,069.11
12/30/2015	20000	IRA D. DRAPER	BOS Mtg - 12/10/15		183.87	265,885.24
12/30/2015	20002DD	Lori Price	BOS Mtg - 12/10/15		183.87	265,701.37
12/30/2015	20001	Michael Lawson	BOS Mtg - 12/10/15		184.70	265,516.67
12/30/2015	ACH1230201	Paychex	BOS Mtg - 12/10/15		124.06	265,392.61
12/30/2015	20003	THEODORE SANDERS	BOS Mtg - 12/10/15		184.70	265,207.91
TOTAL				288,586.39	56,096.30	265,207.91
01/01/2016	2193	DPFG	CDD/Field Mgmt - Jan		5,600.00	259,607.91
01/01/2016	2194	TAMPA ELECTRIC	Electricity		5,170.00	254,437.91
01/04/2016		Deposit	Rental	75.00		254,512.91
01/05/2016	2195	WATERLEAF CDD C/O US BANK	Tax Collection Distribution		167,611.59	86,901.32
01/05/2016	2196	Metro Development Group, LLC	Ph Reimbursement		40.91	86,860.41
01/05/2016	2197	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Jan		787.00	86,073.41
01/05/2016	2198	Bright House	1/1-2/2 - 13151 Waterleaf Vista Blvd		69.56	86,003.85
01/05/2016	2199	Genesis	Storm Drain		285.00	85,718.85
01/05/2016	2200	HALLELUJAH POOLS	Pool Maint - Dec		1,475.00	84,243.85
01/05/2016	2201	TAMPA ELECTRIC	Electricity		5,615.90	78,627.95
01/06/2016	2202	Poop 911	Pet Waste Removal - Dec		71.60	78,556.35
01/06/2016	2203	Earth Tech Property Solutions	Pest Control		145.00	78,411.35
01/07/2016		Deposit	Tax Collections	24,048.31		102,459.66
01/07/2016	2204	Atlas Professional Services, Inc.	Web Site Hosting - Dec		60.00	102,399.66
01/07/2016	2205	Bright House	12/16-1/15 - 13151 Waterleaf Vista Blvd		154.28	102,245.38
01/07/2016	2206	Genesis	Misc.		85.00	102,160.38
01/07/2016	2207	HALLELUJAH POOLS	Pool Maint - Jan		1,475.00	100,685.38
01/07/2016	2208	HAMILTON ENGINEERING SURVEYING, INC	Engineering Svcs - Nov		1,000.00	99,685.38
01/07/2016	2209	STRALEY & ROBIN	Legal Svcs thru 12/15/15		64.45	99,620.93
01/07/2016	2210	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape		15,973.32	83,647.61
01/07/2016	2211	Genesis	NPDES/Storm Drain		630.00	83,017.61
01/12/2016	2212	VOID	VOID		0.00	83,017.61
01/12/2016	2213	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - Jan		14,826.32	68,191.29
01/15/2016		Deposit	Tax Interest	14.39		68,205.68
01/19/2016	2214	Atlas Professional Services, Inc.	Web Site Hosting - Jan		60.00	68,145.68

**WATERLEAF CDD
CHECK REGISTER
FY2016**

Date	Num	Name	Memo	Debit	Credit	Balance
01/19/2016	2215	Bright House	1/16-2/15 - Cable/Internet		180.28	67,965.40
01/19/2016	2216	DPFG Field Services, Inc.	12/20-1/16 - P/R		948.00	67,017.40
01/19/2016		ADP	ADP fee		77.90	66,939.50
01/20/2016	2217	STEVE FAISON	Travel - Oct		222.95	66,716.55
01/20/2016	2218	STEVE FAISON	Travel - Nov		267.85	66,448.70
01/20/2016	2219	STEVE FAISON	Travel - Dec		256.01	66,192.69
01/21/2016	2220	Egis Insurance Advisors, LLC	Insurance		632.00	65,560.69
01/21/2016	2221	VOID	VOID		0.00	65,560.69
01/21/2016	243	Bank United	Wire transfer fee		25.00	65,535.69
01/21/2016		Deposit	CF 2015-71,74, 75, 76, 77	23,056.60		88,592.29
01/21/2016	2222	Danielle Fence Mfg. Co., Inc.	2015-74 CF		11,995.00	76,597.29
01/21/2016	2223	FAULKNER ENGINEERING SERVICES, INC	2015-77 CF		286.04	76,311.25
01/21/2016	2224	HEIDT DESIGN	2015-76 CF		201.25	76,110.00
01/21/2016	2225	Onsight Signage & Visual Solutions	2015-71 CF		3,239.75	72,870.25
01/21/2016	2226	The Fishel Company	2015-75 CF		7,334.56	65,535.69
01/21/2016		Deposit	CF 20415-79	8,566.20		74,101.89
01/21/2016	01212016WF	The Fishel Company	2015-79 CF		8,566.20	65,535.69
01/25/2016	2227	STRALEY & ROBIN	Legal Svcs thru 1/15/16		443.00	65,092.69
TOTAL				55,760.50	255,875.72	65,092.69
02/01/2016	2229	DPFG	CDD/Field Mgmt - Feb		5,600.00	59,492.69
02/01/2016		Deposit	Pool Fob	10.00		59,502.69
02/03/2016	2231	SITE MASTERS OF FLORIDA, LLC	Excavation/Erosion		7,200.00	52,302.69
02/05/2016		Deposit	Tax Collection	30,896.44		83,199.13
02/12/2016		Deposit	Key Fobs	10.00		83,209.13
02/15/2016	2232	Metro Development Group, LLC	Phone Reimbursement		33.02	83,176.11
02/15/2016	2233	STEVE FAISON	Travel - Jan		296.69	82,879.42
02/15/2016	2234	TAMPA ELECTRIC	Electricity		892.20	81,987.22
02/17/2016		Deposit	Rental	75.00		82,062.22
02/19/2016	2235	Atlas Professional Services, Inc.	Web Site Hosting - Feb		60.00	82,002.22
02/19/2016	2236	DPFG Field Services, Inc.	1/17-2/13 - Field P/R		960.00	81,042.22
02/19/2016	2237	DPFG	Mass Mailing		514.60	80,527.62
02/22/2016	2241	WATERLEAF CDD C/O US BANK	Tax Distribution		14,286.02	66,241.60
02/22/2016	2242	HAMILTON ENGINEERING SURVEYING, INC	Wetland Maint		460.00	65,781.60
02/22/2016	2243	AQUATIC SYSTEMS, INC	Lake & Pond Maint - Feb		787.00	64,994.60
02/22/2016	2244	Bright House	Cable/Internet		243.84	64,750.76
02/22/2016	2245	Earth Tech Property Solutions	Pest Control		145.00	64,605.76
02/22/2016	2246	Genesis	NPDES/Storm Drain		1,137.50	63,468.26
02/22/2016	2247	HALLELUJAH POOLS	Pool Maint - Feb		1,475.00	61,993.26
02/22/2016	2248	Poop 911	Pet Waste Removal - Jan		155.13	61,838.13
02/22/2016	2249	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Misc		423.00	61,415.13
02/29/2016	2250	Earth Tech Property Solutions	Pest Control		145.00	61,270.13
02/29/2016	2251	Genesis	NPDES/Storm Drain		1,285.00	59,985.13
02/29/2016	2252	Poop 911	Pet Waste Removal		185.20	59,799.93
02/29/2016	2253	STRALEY & ROBIN	Legal Svcs thru 2/15/16		251.60	59,548.33
02/29/2016	2254	TAMPA ELECTRIC	Electricity		4,626.91	54,921.42
02/29/2016		Bank United	Service Charge		30.00	54,891.42
TOTAL				30,991.44	41,192.71	54,891.42
03/01/2016	2255	DPFG	CDD/Field Mgmt - March		5,600.00	49,291.42
03/03/2016		Deposit	GF 2016-05	26,619.32		75,910.74
03/03/2016		Deposit	FOB	10.00		75,920.74
03/03/2016		Deposit	FOBS	65.00		75,985.74
03/03/2016	2256	Prager Sealey	Dissemination Agent - FY 2016 - GF 2016-05		6,000.00	69,985.74
03/03/2016	2257	SITE MASTERS OF FLORIDA, LLC	Pond Repairs - GF 2016-05		5,793.00	64,192.74
03/03/2016	2258	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - Feb - GF 2016-05		14,826.32	49,366.42
03/03/2016	2259	AQUATIC SYSTEMS, INC	Lake & Pond Maint - March		787.00	48,579.42
03/03/2016	2260	Atlas Professional Services, Inc.	Web Site Hosting - March		60.00	48,519.42
03/03/2016	2261	Bright House	3/2-4/1 - 13151 Waterleaf Vista Blvd		69.56	48,449.86
03/03/2016	2262	HALLELUJAH POOLS	Pool Maint - March		1,873.00	46,576.86
03/09/2016		Deposit	Tax Collections	12,094.18		58,671.04
03/10/2016	ACH0310201	Paychex	P/R Fees EOY		20.00	58,651.04
03/10/2016	2264	DPFG Field Services, Inc.	2/14-3/12 - Field P/R		1,218.00	57,433.04
03/10/2016	2265	STEVE FAISON	Travel - Feb		350.40	57,082.64
03/10/2016	2263	CRS Building Corp	2015-81 CF		40,588.62	16,494.02
03/11/2016	2266	TAMPA ELECTRIC	Electricity		4,626.91	11,867.11
03/14/2016		Deposit	CF 2015-89	5,265.00		17,132.11
03/14/2016	2267	Bright House	Internet		5,265.00	11,867.11
03/14/2016		Deposit	CF- 2015-81,83,84,85,86,87,88,90	71,107.61		82,974.72

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Date	Num	Name	Memo	Debit	Credit	Balance
03/15/2016		Deposit	FOB	10.00		82,984.72
03/16/2016	2274	Bright House	3/16-4/15 - Cable/Internet		174.28	82,810.44
03/16/2016		Deposit	CF 2015-81	40,588.62		123,399.06
03/16/2016	2268	American Access Controls	11WTRL01-237		3,089.00	120,310.06
03/16/2016	2269	Dun Rite Construction Services Inc	2269		3,350.00	116,960.06
03/16/2016	2270	HAMILTON ENGINEERING SURVEYING, INC	2270		1,250.00	115,710.06
03/16/2016	2271	HEIDT DESIGN	2015-85 CF		9,518.61	106,191.45
03/16/2016	2272	Onsight Signage & Visual Solutions	2272		6,400.00	99,791.45
03/16/2016	2273	The Rogers Group	2273		47,500.00	52,291.45
03/21/2016	2275	Dun Rite Construction Services Inc	2275		1,750.00	50,541.45
03/22/2016	2276	HAMILTON ENGINEERING SURVEYING, INC	Mitigation Maint/Mail Kiosk 2016-05		5,028.31	45,513.14
03/23/2016		Deposit	Key Fobs	30.00		45,543.14
03/24/2016		Deposit	CF 2015-92, 93	18,776.84		64,319.98
03/25/2016	2277	CRS Building Corp	2015-92 CF		18,276.84	46,043.14
03/25/2016	2278	HEIDT DESIGN	2015-93 CF		500.00	45,543.14
03/25/2016	2279	Cistech, Inc.	Key FOB's		958.34	44,584.80
TOTAL				174,566.57	184,873.19	44,584.80
04/01/2016	ACH0401201 ADP		fees (Requested refund 5/11/16)		0.00	44,584.80
04/04/2016	2281	DPFG	CDD Mgmt - April		5,600.00	38,984.80
04/04/2016	2282	Earth Tech Property Solutions	Pest Control		145.00	38,839.80
04/04/2016	2283	HALLELUJAH POOLS	Pool Maint/Misc		1,475.00	37,364.80
04/04/2016	2284	Poop 911	Pet Waste Removal		185.20	37,179.60
04/04/2016	2285	STRALEY & ROBIN	Legal Svcs thru 3/15/16		444.60	36,735.00
04/04/2016	2286	VALLEYCREST LANDSCAPE DEVELOPMENT	Sod		300.00	36,435.00
04/05/2016	2287	WATERLEAF CDD C/O US BANK	Tax Collection Distribution		25,538.80	10,896.20
04/05/2016		DEPOSIT	GF 2016-05	5,028.31		15,924.51
04/05/2016		DEPOSIT	Pool Access Keys	20.00		15,944.51
04/05/2016		DEPOSIT	CF 2015-82, 94	5,250.00		21,194.51
04/06/2016		DEPOSIT	O & M, DS (Hillsborough Title)	2,566.46		23,760.97
04/06/2016	2290	WATERLEAF CDD C/O US BANK	DS		1,520.97	22,240.00
04/06/2016	2288	HAMILTON ENGINEERING SURVEYING, INC	2015-82 CF		1,750.00	20,490.00
04/06/2016	2289	The Rogers Group	2015-94 CF		3,500.00	16,990.00
04/07/2016		DEPOSIT	Tax Collections	49,589.46		66,579.46
04/12/2016	2292	DPFG Field Services, Inc.	3/14-4/23 - P/R		1,310.00	65,269.46
04/12/2016	2293	WATERLEAF CDD C/O US BANK	Tax Collection Distribution		29,458.87	35,810.59
04/14/2016	2294	Atlas Professional Services, Inc.	Web Site Hosting - April		60.00	35,750.59
04/14/2016	2295	Bright House	4/2-5/1 - Cable/Internet		69.73	35,680.86
04/14/2016	2296	Metro Development Group, LLC	Cell Phone		25.59	35,655.27
04/14/2016	2297	TAMPA ELECTRIC	Electricity		728.96	34,926.31
04/14/2016		DEPOSIT	CF 2015-91	135.00		35,061.31
04/18/2016		DEPOSIT	Key Fobs	60.00		35,121.31
04/18/2016		DEPOSIT	Key Fob	10.00		35,131.31
04/19/2016	2299	STEVE FAISON	Travel - March		226.04	34,905.27
04/19/2016	2300	Bright House	4/16-5/15 - Cable/Internet		174.28	34,730.99
04/19/2016	2298	Onsight Signage & Visual Solutions	CF 2015-91		135.00	34,595.99
04/21/2016		DEPOSIT	GF 2015-97	807.54		35,403.53
04/22/2016	04222016 P-	HILLSBOROUGH COUNTY BOCC	Dep/Set up Fee		145.00	35,258.53
04/22/2016	2301	Onsight Signage & Visual Solutions	2015-97 CF		807.54	34,450.99
04/25/2016	2302	AQUATIC SYSTEMS, INC	Lake & Pond Maint - April		787.00	33,663.99
04/25/2016	2303	Genesis	NPDES/Storm Drain		650.00	33,013.99
04/25/2016	2304	GRANDVIEW BOTANICALS LANDSCAPE CO	Fence Around Fntn Equip		3,400.00	29,613.99
04/25/2016	2305	HAMILTON ENGINEERING SURVEYING, INC	Engineering Svcs		700.00	28,913.99
04/25/2016	2306	Metro Development Group, LLC	Cell Phone Reimbursement		33.16	28,880.83
04/25/2016	2307	Onsight Signage & Visual Solutions	Magnetic Sign		739.25	28,141.58
04/25/2016	2308	The Rogers Group	Fountain Repairs		6,800.00	21,341.58
04/27/2016	2309	WATERLEAF, LLC	Oct - March - Water Reimbursement (13151 Waterleaf Vista Blvd)		363.91	20,977.67
04/27/2016	2310	TAMPA ELECTRIC	Electricity		5,494.66	15,483.01
04/29/2016		DEPOSIT	CF 2015-98 & 99	5,910.15		21,393.16
04/30/2016		ADP	ADP refund	77.90		21,471.06
04/30/2016		Paychex	Payroll Service Fee		54.00	21,417.06
TOTAL				69,454.82	92,622.56	21,417.06
05/01/2016	2312	DPFG	CDD/Field Mgmt - May		5,600.00	15,817.06
05/02/2016	2313	GRANDVIEW BOTANICALS LANDSCAPE CO	2015-99 CF		400.00	15,417.06
05/02/2016	2314	HEIDT DESIGN	2015-98 CF		5,510.15	9,906.91
05/05/2016	2315	Atlas Professional Services, Inc.	Web Site Hosting - May		60.00	9,846.91
05/05/2016	2316	Bright House	Cable/Internet- May		69.73	9,777.18
05/05/2016	2317	Critical Intervention Services Inc	CCTV Monitoring - April		300.00	9,477.18

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Date	Num	Name	Memo	Debit	Credit	Balance
05/05/2016	2318	Poop 911	Pet Waste Removal		185.20	9,291.98
05/05/2016	2319	STEVE FAISON	Travel - April		289.69	9,002.29
05/06/2016		DEPOSIT	Tax Collections	165,271.94		174,274.23
05/06/2016	2320	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - March		14,826.32	159,447.91
05/06/2016	ACH0506201	Paychex	P/R Fees		52.25	159,395.66
05/06/2016	20004	IRA D. DRAPER	BOS Mtg - 4/5/16		183.45	159,212.21
05/06/2016	20006DD	Lori Price	BOS Mtg - 4/5/16		183.45	159,028.76
05/06/2016	20005	Michael Lawson	BOS Mtg - 4/5/16		184.70	158,844.06
05/06/2016	ACH0506201	Paychex	BOS Mtg - 4/5/16		94.30	158,749.76
05/09/2016	2321	AQUATIC SYSTEMS, INC	Lake & Pond Maint - May		787.00	157,962.76
05/09/2016	2322	Critical Intervention Services Inc	CCTV Monitoring - May		300.00	157,662.76
05/09/2016	2323	Earth Tech Property Solutions	Pest Control		145.00	157,517.76
05/09/2016	2324	Genesis	NPDES/Storm Drain		730.00	156,787.76
05/09/2016	2325	HALLELUJAH POOLS	Pool Maint/Misc		1,575.00	155,212.76
05/09/2016	2326	STANTEC CONSULTING SERVICES	Engineering Svcs thru 4/15/16		1,250.73	153,962.03
05/09/2016	2327	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - April		14,826.32	139,135.71
05/10/2016	ACH0511201	Paychex	P/R Fee (Refund Requested)		64.00	139,071.71
05/12/2016		Deposit	Tax Interest	11.83		139,083.54
05/13/2016		Deposit	Key Fobs	165.00		139,248.54
05/13/2016	20007	IRA D. DRAPER	BOS Mtg - 3/1/16		183.45	139,065.09
05/13/2016	20009DD	Lori Price	BOS Mtg - 3/1/16		183.45	138,881.64
05/13/2016	20008	Michael Lawson	BOS Mtg - 3/1/16		184.70	138,696.94
05/13/2016	ACH0513201	Paychex	BOS Mtg - 3/1/16		94.30	138,602.64
05/16/2016	2328	WATERLEAF CDD C/O US BANK	Tax Distribution		98,180.63	40,422.01
05/16/2016	2329	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - May		14,826.32	25,595.69
05/17/2016	2330	Bright House	5/16-6/15 - Internet Cable		174.28	25,421.41
05/18/2016	2331	GRANDVIEW BOTANICALS LANDSCAPE CO	Mow Retention Ponds - May		400.00	25,021.41
05/20/2016	ACH0520201	Paychex	BOS Mtg 2/2 & 5/3/16		50.50	24,970.91
05/20/2016	20010	IRA D. DRAPER	BOS Mtgs - 2/2 & 5/3/16		348.15	24,622.76
05/20/2016	20012DD	Lori Price	BOS Mtgs - 2/2 & 5/3/16		348.15	24,274.61
05/20/2016	20011	Michael Lawson	BOS Mtg - 5/3/16		184.70	24,089.91
05/20/2016	ACH0520201	Paychex	BOS Mtgs - 2/2 & 5/3/16		226.10	23,863.81
05/20/2016	20013	THEODORE SANDERS	BOS Mtg - 2/2/16		184.70	23,679.11
05/20/2016		Deposit	Key Fobs	35.00		23,714.11
05/20/2016		Deposit	Assessment(Hillsborough Title)	2,566.46		26,280.57
05/23/2016	2332	DPGF Field Services, Inc.	4/24-5/21 - Field P/R		926.00	25,354.57
05/23/2016	2333	WATERLEAF CDD C/O US BANK	Assessment		1,520.97	23,833.60
05/23/2016	2334	TAMPA ELECTRIC	Electricity		3,144.74	20,688.86
05/26/2016	2335	American Access Controls	Access Cards		3,099.00	17,589.86
05/26/2016	2336	Atlas Professional Services, Inc.	Domain Name (1 yr)		22.75	17,567.11
05/26/2016	2338	HILLSBOROUGH COUNTY BOCC	4/25-5/16 - 13151 Waterleaf Vista Blvd		68.10	17,499.01
05/26/2016	2339	Onsight Signage & Visual Solutions	Sign		157.00	17,342.01
05/26/2016	2340	STRALEY ROBIN VERICKER	Legal Svcs thru 5/15/16		1,167.20	16,174.81
05/27/2016		Deposit	CF 2015-100,101,102,103	7,004.42		23,179.23
05/31/2016	2341	Danielle Fence Mfg. Co., Inc.	2015-103 CF		2,800.00	20,379.23
05/31/2016	2342	HAMILTON ENGINEERING SURVEYING, INC	2015-100 CF		2,400.00	17,979.23
05/31/2016	2343	HEIDT DESIGN	2015-102 CF		1,554.08	16,425.15
05/31/2016	2344	The Fishel Company	2015-101 CF		250.34	16,174.81
05/31/2016	2345	Genesis	NPDES/Storm Drain		825.00	15,349.81
05/31/2016	2346	LLS Tax Solutions Inc.	Arbitrage		1,950.00	13,399.81
05/31/2016	2347	TAMPA ELECTRIC	Electricity		1,753.44	11,646.37
TOTAL				175,054.65	184,825.34	11,646.37
06/01/2016	2348	Critical Intervention Services Inc	CCTV Monitoring - June		300.00	11,346.37
06/01/2016	2349	DPFG	CDD/Field Mgmt - June		5,600.00	5,746.37
06/01/2016	2350	DPFG Field Services, Inc.	5/22-6/18 Field P/R		926.00	4,820.37
06/08/2016		HILLSBOROUGH COUNTY BOCC	Tax Collections	4,465.69		9,286.06
06/09/2016	ACH0609201	Paychex	P/R Fees		52.25	9,233.81
06/09/2016	20015DD	Lori Price	BOS Mtg - 5/16/16		183.45	9,050.36
06/09/2016	20014	Michael Lawson	BOS Mtg - 5/16/16		184.70	8,865.66
06/09/2016	ACH0609201	Paychex	BOS Mtg - 5/16/16		93.05	8,772.61
06/09/2016	20016	THEODORE SANDERS	BOS Mtg - 5/16/16		184.70	8,587.91
06/10/2016		HILLSBOROUGH COUNTY BOCC	Tax Collections	21,094.82		29,682.73
06/10/2016	2352	AQUATIC SYSTEMS, INC	Lake & Pond Maint - June		787.00	28,895.73
06/10/2016	2353	Atlas Professional Services, Inc.	Web Site Hosting - June		60.00	28,835.73
06/10/2016	2354	Bright House	6/2-7/1 - Cable/Internet		69.73	28,766.00
06/10/2016	2355	FLORIDA DEPT OF HEALTH IN HILLSBOROUGH	Pool Permit		275.00	28,491.00
06/10/2016	2356	HAMILTON ENGINEERING SURVEYING, INC	Engineering Svcs - May		496.43	27,994.57

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Date	Num	Name	Memo	Debit	Credit	Balance
06/10/2016	2357	Poop 911	Pet Waste Removal		185.20	27,809.37
06/10/2016		Deposit	Pool/Gate Keys	255.00		28,064.37
06/17/2016	2358	Bright House	6/16-7/15 - Cable/Internet		174.28	27,890.09
06/17/2016	2359	DIBARTOLOMEO, McBEE, HARTLEY & BARN	Audit FY 2015		2,500.00	25,390.09
06/17/2016	2360	GRANDVIEW BOTANICALS LANDSCAPE CO	Mow Retention Ponds - June		400.00	24,990.09
06/17/2016	2361	HALLELUJAH POOLS	Pool Maint - June		1,575.00	23,415.09
06/20/2016	2362	WATERLEAF CDD C/O US BANK	Tax Collection Distribution		15,184.35	8,230.74
06/20/2016	2363	VALLEYCREST LANDSCAPE DEVELOPMENT	Irrigation		675.00	7,555.74
06/22/2016		Deposit	Rental	75.00		7,630.74
06/23/2016		Deposit	GF 2016-08	3,465.00		11,095.74
06/23/2016	2364	American Access Controls	Access Keys		3,465.00	7,630.74
06/24/2016	2369	TAMPA ELECTRIC	Electricity		5,010.55	2,620.19
06/29/2016	2370	STEVE FAISON	Travel - May		275.02	2,345.17
06/29/2016	2371	DPFG Field Services, Inc.	6/19-7/16 - Field P/R		926.00	1,419.17
06/30/2016	2372	HILLSBOROUGH COUNTY BOCC	5/16-6/16 - 13151 Waterleaf Vista Blvd		65.74	1,353.43
06/30/2016		Deposit	GF 2016-07	14,826.32		16,179.75
06/30/2016		Deposit	DS/O & M (Hillsborough Title)	2,139.00		18,318.75
06/30/2016		Deposit	DS/ O & M (Hillsborough Title)	2,139.00		20,457.75
06/30/2016	275	Paychex	PAYCHEX Lori Price Eff 7/1 paid in 6/30		183.45	20,274.30
TOTAL				48,459.83	39,831.90	20,274.30
07/01/2016	2373	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - June		14,826.32	5,447.98
07/01/2016	ACH0701201	Paychex	P/R Fees		52.25	5,395.73
07/01/2016	20017	IRA D. DRAPER	BOS Mtg - 6/7/16		204.07	5,191.66
07/01/2016	20019DD	Lori Price	BOS Mtg - 6/7/16		183.45	5,008.21
07/01/2016	20018	Michael Lawson	BOS Mtg - 6/7/16		184.70	4,823.51
07/01/2016	ACH0701201	Paychex	BOS Mtg - 6/7/16		94.30	4,729.21
07/01/2016	280	Paychex	PAYCHEX Lori Price Eff 7/1 paid in 6/30	183.45		4,912.66
07/07/2016		Deposit	Pool Fobs/Rentals	220.00		5,132.66
07/07/2016	2374	WATERLEAF CDD C/O US BANK	Assessments		2,798.00	2,334.66
07/11/2016		Deposit	GF 2016-09	13,214.16		15,548.82
07/12/2016	2375	AIC Painting	Paint Gazebo		1,900.00	13,648.82
07/12/2016	2376	Dun Rite Construction Services Inc	Sidewalk Removal & Replacement (Handicap Ramp)		9,900.00	3,748.82
07/12/2016	2377	STRALEY ROBIN VERICKER	Legal Svcs thru 6/15/16		1,373.40	2,375.42
07/12/2016	2378	TAMPA BAY TIMES	Legal Ad		40.76	2,334.66
07/13/2016	2379	Atlas Professional Services, Inc.	Web Site Hosting - July		60.00	2,274.66
07/13/2016	2380	Critical Intervention Services Inc	Monitoring		300.00	1,974.66
07/13/2016	2381	Metro Development Group, LLC	April-June - Phone		33.16	1,941.50
07/13/2016	2382	Terminix	Pest Control - June		53.00	1,888.50
07/15/2016		Deposit	CF 2015-112	52,874.02		54,762.52
07/15/2016	2386	QGS DEVELOPMENT, INC	2015-112 CF		52,874.02	1,888.50
07/18/2016	2383	Poop 911	Pet Waste Removal - June		185.20	1,703.30
07/18/2016	2384	TAMPA BAY TIMES	Legal Ad		38.30	1,665.00
07/18/2016	2385	Terminix	Pest Control - May		53.00	1,612.00
07/19/2016	2387	Panther Trace CDD	Meeting Room Rental		25.00	1,587.00
07/19/2016	2388	Bright House	7/16-8/15 - Cable/Internet		174.28	1,412.72
07/19/2016	2389	STEVE FAISON	Travel - June		192.05	1,220.67
07/20/2016		HILLSBOROUGH COUNTY BOCC	Tax Interest	24.04		1,244.71
07/22/2016		Deposit	GF 2016-10,11	24,871.02		26,115.73
07/22/2016	2390	AQUATIC SYSTEMS, INC	Lake & Pond Maint - July		787.00	25,328.73
07/22/2016	2391	DPFG	CDD/Field Mgmt - July		5,600.00	19,728.73
07/22/2016	2392	HALLELUJAH POOLS	Pool Maint - July		1,575.00	18,153.73
07/22/2016	2393	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape		16,909.02	1,244.71
07/22/2016		Deposit	CF 2015-111	5,738.00		6,982.71
07/22/2016	2394	Danielle Fence Mfg. Co., Inc.	2015-111 CF		5,738.00	1,244.71
07/25/2016	2395	VALLEYCREST LANDSCAPE DEVELOPMENT	Irrigation Repairs		141.00	1,103.71
07/25/2016	2396	HILLSBOROUGH COUNTY BOCC	6/16-7/15 - 13151 Waterleaf Vista Blvd		76.61	1,027.10
TOTAL				97,124.69	116,371.89	1,027.10
08/01/2016	2397	Bright House	8/2-9/1 - Cable/Internet		69.73	957.37
08/05/2016		Deposit	GF 2016-12, 13	9,468.11		10,425.48
08/08/2016	2402	STRALEY ROBIN VERICKER	Legal Svcs thru 7/15/16		2,627.90	7,797.58
08/08/2016	2399	TAMPA ELECTRIC	Eectricity		5,257.95	2,539.63
08/08/2016	2403	TAMPA PRINT SERVICES, INC	Mass Mailing		554.26	1,985.37
08/08/2016	2404	Terminix	Pest Control - July		53.00	1,932.37
08/08/2016	2400	The Rogers Group	Lines on BB Court		525.00	1,407.37
08/10/2016	2405	Genesis	NPDES - June		450.00	957.37
08/10/2016	ACH0810201	Paychex	P/R Fee Qtrly		10.00	947.37
08/10/2016	081016DB	Deluxe Business Prod	Business Products - checks		95.16	852.21

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Date	Num	Name	Memo	Debit	Credit	Balance
08/16/2016		Deposit	GF 2016-14	9,651.00		10,503.21
08/16/2016		Deposit	Rentals/Misc	295.00		10,798.21
08/17/2016	2406	AQUATIC SYSTEMS, INC	Lake & Pond Maint - August		787.00	10,011.21
08/17/2016	2407	Atlas Professional Services, Inc.	Web Site Hosting - August		60.00	9,951.21
08/17/2016	2408	Critical Intervention Services Inc	CCTV Monitoring - August		300.00	9,651.21
08/17/2016	2409	DPFG	CDD/Field Mgmt - August		5,600.00	4,051.21
08/17/2016	2410	DPFG Field Services, Inc.	7/17-8/13 - Field P/R		1,329.00	2,722.21
08/17/2016	2411	HALLELUJAH POOLS	Pool Maint - August		1,575.00	1,147.21
08/18/2016	2412	Best Bee Removal in Florida, LLC	Bee Removal		275.00	872.21
08/23/2016		Deposit	Key Fobs	20.00		892.21
08/25/2016		Deposit	GF 2016-15	28,419.47		29,311.68
08/26/2016	2413	Bright House	8/16-9/15 - Cable/Internet		174.28	29,137.40
08/26/2016	2414	Burgess Civil, LLC	Parking Lot Striping		1,400.00	27,737.40
08/26/2016	2415	GRANDVIEW BOTANICALS LANDSCAPE CO	Irrigation/Landscaping		8,460.00	19,277.40
08/26/2016	2416	Poop 911	Pet Waste Removal - July		185.20	19,092.20
08/26/2016	2417	STANTEC CONSULTING SERVICES	Engineering Svcs thru 7/15/16		712.00	18,380.20
08/26/2016	2418	STEVE FAISON	Travel - July		209.07	18,171.13
08/26/2016	2419	TAMPA BAY TIMES	Legal Ad		522.60	17,648.53
08/26/2016		TAMPA BAY TIMES	Refund	108.58		17,757.11
TOTAL				47,962.16	31,232.15	17,757.11
09/02/2016	2422	DoorKing, Inc.	Gate Card Activation		87.40	17,669.71
09/06/2016		Deposit	GF 2016-16,17,18	10,738.88		28,408.59
09/08/2016	2423	Dun Rite Construction Services Inc	Remove Concrete Parking Lot		6,800.00	21,608.59
09/08/2016	2424	GRANDVIEW BOTANICALS LANDSCAPE CO	Mowing Retention Ponds		400.00	21,208.59
09/08/2016	2425	HAMILTON ENGINEERING SURVEYING, INC	Engineering		460.00	20,748.59
09/08/2016	2426	TAMPA BAY TIMES	Legal Ad		282.50	20,466.09
09/08/2016	2427	VALLEYCREST LANDSCAPE DEVELOPMENT			944.00	19,522.09
09/09/2016	2428	Atlas Professional Services, Inc.	Web Site Hosting - September		60.00	19,462.09
09/09/2016	2429	Bright House	9/2-10/1 - 13151 Waterleaf Vista Blvd		69.76	19,392.33
09/09/2016	2430	HILLSBOROUGH COUNTY BOCC	7/15-8/16 - 13151 Waterleaf Vista Blvd		152.48	19,239.85
09/14/2016		Deposit	O & M (Waterleaf LLC)	31,026.71		50,266.56
09/16/2016	2431	GRANDVIEW BOTANICALS LANDSCAPE CO	Mowing Retention - September		400.00	49,866.56
09/16/2016	2432	Poop 911	Pet Waste Removal - August		185.20	49,681.36
09/16/2016	2433	SAMNIK & BOLLARD	Fertilizer		1,800.00	47,881.36
09/16/2016	2434	STANTEC CONSULTING SERVICES	Engineering Svcs thru 8/26/16		108.00	47,773.36
09/16/2016	2435	STEVE FAISON	Travel - August		234.88	47,538.48
09/20/2016	2436	AQUATIC SYSTEMS, INC	Lake & Pond Maint - September		787.00	46,751.48
09/20/2016	2437	Bright House	9/16-10/15 - Cable/Internet		174.28	46,577.20
09/20/2016	2438	Critical Intervention Services Inc	CCTV Monitoring - September		300.00	46,277.20
09/20/2016	2439	DPFG	CDD/Field Mgmt - September		5,600.00	40,677.20
09/20/2016	2440	DPFG Field Services, Inc.	8/14-9/24 - Field P/R		1,287.00	39,390.20
09/20/2016	2441	Dun Rite Construction Services Inc	Misc.		650.00	38,740.20
09/20/2016	2442	HALLELUJAH POOLS	Pool Maint - September		1,575.00	37,165.20
09/20/2016	2443	SAMNIK & BOLLARD	Fertilizer		11,160.00	26,005.20
09/20/2016	2444	STRALEY ROBIN VERICKER	Legal Svcs thru 8/15/16		1,425.36	24,579.84
09/20/2016	2445	TAMPA ELECTRIC	Electricity		5,232.69	19,347.15
09/20/2016	2446	Terminix	Pest Control		53.00	19,294.15
09/20/2016	2447	VALLEYCREST LANDSCAPE DEVELOPMENT	Landscape Maint - August		14,826.32	4,467.83
09/20/2016	ACH0920201	Paychex	P/R Fees		52.25	4,415.58
09/20/2016	20020	IRA D. DRAPER	BOS Mtg - 8/24/16		183.45	4,232.13
09/20/2016	20022DD	Lori Price	BOS Mtg - 8/24/16		183.45	4,048.68
09/20/2016	20021	Michael Lawson	BOS Mtg - 8/24/16		184.70	3,863.98
09/20/2016	ACH0920201	Paychex	BOS Mtg - 8/24/16		94.30	3,769.68
09/28/2016		Deposit	Rental/Misc	35.00		3,804.68
TOTAL				41,800.59	55,753.02	3,804.68

Exhibit 6

MEMORANDUM

To: Board of Supervisors
Waterleaf CDD

From: Paul Cusmano

Date: November 1, 2016

Re: Prompt Payment Policies and Procedures

The purpose of this memorandum is to outline the Waterleaf Community Development District's ("District") responsibilities under the Local Government Prompt Payment Act (Chapter 218, Part VII, Florida Statutes) ("Act"). The Act requires districts to establish procedures for marking payment requests or invoices as "received" and to establish dispute resolution procedures in the event a dispute occurs between a district and a contractor.

The accompanying proposed resolution and policy ("Prompt Payment Policies and Procedures") sets forth specific policies and procedures to ensure timely payment to vendors or contractors providing goods or services to the District and to provide guidance in contracting matters. The Prompt Payment Policies and Procedures will provide more protection for the District by establishing a process to deny and resolve instances of improper invoices such as an invoice for goods or services that fail to meet the contract requirements. As required by the Act, the Prompt Payment Policies and Procedures delineate the procedure for accepting and calculating the date of payment for construction services and non-construction goods and services.

If you have questions regarding the Prompt Payment Act, or the attached proposed Resolution and Prompt Payment Policies and Procedures, please do not hesitate to contact me.

RESOLUTION 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES AND PROCEDURES PURSUANT TO CHAPTER 218, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Waterleaf Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Hillsborough County, Florida; and

WHEREAS, Chapter 218, Florida Statutes, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District (the “Board”) accordingly finds that it is in the best interests of the District to establish by resolution the Prompt Payment Policies and Procedures attached hereto as **Exhibit A** for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend them; provided, however, that as the provisions of Chapter 218, Florida Statutes, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect. All District resolutions, policies or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed, except as noted below.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 1st DAY OF NOVEMBER, 2016.

ATTEST:

**WATERLEAF COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

WATERLEAF COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures **In Accordance With the Local Government Prompt Payment Act** **Chapter 218, Part VII, Florida Statutes**

November 1, 2016

Waterleaf Community Development District **Prompt Payment Policies and Procedures**

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I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, Florida Statutes) (“PPA”), the purpose of the Waterleaf Community Development District (“District”) Prompt Payment Policies and Procedures (“Policies & Procedures”) is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method, which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the

Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is 85-8013697318C-7. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone 1-813-374-9104, email: paul.cusmano@dpg.com)

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date
4. Invoice number
5. The "Bill To" party must be the District or the Board, or other entity approved

- in writing by the Board of the District Manager
6. Project name (if applicable)
 7. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of goods should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
 8. In addition to the information required in Section IV.D.1-6 above, invoices involving the purchase of services should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
 9. Any applicable discounts
 10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV.A.-D., above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Contractor.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District's Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. **Mailing and Drop Off Address**
Development Planning and Financing Group
c/o Paul Cusmano
15310 Amberly Drive, Suite 175
Tampa, Florida 33647
2. **Email Address**
Paul.cusmano@dpfg.com

VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. **Receipt of Proper Invoice**
Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.
2. **Receipt of Improper Invoice**
If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:
 - a. On which delivery of personal property is fully accepted by the District;
 - b. On which services are completed and accepted by the District;
 - c. On which the contracted rental period begins (if applicable); or
 - d. On which the District and the Vendor agree in a written agreement that provides payment due dates.
3. **Rejection of an Improper Invoice**
The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the corrected invoice within the later of: (a) ten (10) business days after date

the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Contractor may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Contractor shall identify the Agent to which the Contractor shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Contractor's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.

b. The District's rejection of the Improper Payment Request must:

1. Be provided in writing;
2. Specify any and all known deficiencies; and
3. State actions necessary to correct the Improper Invoice.

c. If a Contractor submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in § 218.735, Fla. Stat., for Construction Services, and § 218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Contractor

If a dispute between the District and a Contractor cannot be resolved following resubmission of a payment request by the Contractor, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.
2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.

3. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
4. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
5. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.
6. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§ 218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, § 218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§ 218.74 (4), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month, or the rate specified by agreement, whichever is greater. The Contractor must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§ 218.735 (8)(i), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§ 218.78, Fla. Stat.).



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F: (602) 381-1203

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F: (512) 732-0297

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