

***WATERLEAF
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Regular Meeting and Budget Public Hearing***

***Wednesday
August 24, 2016***

6:30 p.m.

***Office of: Panther Trace II Clubhouse
11518 Newgate Crest Drive
Riverview, 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 and Budget Public Hearing of the Board of Supervisors of the Waterleaf Community Development District is scheduled for **Wednesday August 24, 2016 at 6:30 p.m. at the Panther Trace II Clubhouse located at 11518 Newgate Crest Drive Riverview, Florida.**

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: **August 24, 2016**
Time: 6:30 p.m.
Location: PTII Clubhouse
11518 Newgate Crest Drive
Riverview, Florida

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

AGENDA

I. Roll Call

II. Audience Comments

III. Business Matters

- A. Consideration and Approval of Officers Resolution 2016- 06 Exhibit 1
- B. Consideration and Approval of the Fiscal Year 2017 Meeting Schedule Exhibit 2
- C. **2016-2017 Budget Public Hearing**
 - 1. Open Public Hearing
 - 2. Review of the 2016/2017 Budget Exhibit 3
 - 3. Public Comment & Testimony
 - 4. Close Public Hearing
- D. Consideration and Adoption of Resolution 2016-07 Annual Appropriation Resolution Adopting the Fiscal Year 2016/2017 Budget Exhibit 4
- E. Consideration and Approval of Resolution 2016-08 Imposing Assessments to Fund Fiscal Year 2016/2017 Budget Exhibit 5
- F. Additional Items

IV. Staff Reports

- A. District Manager
- B. Attorney
- C. District Engineer

V. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1

RESOLUTION 2016-06

A RESOLUTION DESIGNATING OFFICERS OF THE
WATERLEAF COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Waterleaf Community Development District during the business meeting held on August 24, 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>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
_____	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 24th day of August, 2016.

Signature

Signature

Printed Name

Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairperson
- Vice Chairperson

EXHIBIT 2

**Notice of Meetings
Fiscal Year 2017
Waterleaf
Community Development District**

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2017 regular meetings of the Board of Supervisors of the Waterleaf Community Development District are scheduled to be held on the first Tuesday of every month at 10:00 a.m. at the offices of Metro Development Group, 2502 North Rocky Point Drive, Suite 1050, Tampa, Florida. The meeting dates are as follows [exceptions are noted below]:

October 4, 2016
November 1, 2016
December 6, 2016
January 3, 2017
February 7, 2017
March 7, 2017
April 4, 2017
May 2, 2017
June 6, 2017
July 7, 2017
August 1, 2017
September 5, 2017

The meeting is open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meeting may be continued with no additional notice to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for the meetings listed above, may be obtained from Development Planning and Financing Group [DPFG], 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 at (813) 374-9105, one week prior to the meeting.

There may be occasions when one or more Supervisors will participate by telephone.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact DPFG at 813-374-9105. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and meeting.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

DPFG, District Management

EXHIBIT 3

WATERLEAF COMMUNITY DEVELOPMENT DISTRICT



**PROPOSED OPERATING BUDGET
OCTOBER 1, 2016 – SEPTEMBER 30, 2017**

**STATEMENT 1
WATERLEAF CDD
FY 2016 PROPOSED BUDGET
GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ADOPTED	FY 2016 YTD- MARCH	FY 2017 PROPOSED	VARIANCE 2016 TO 2017
REVENUE						
ASSESSMENT ON ROLL	\$ -	\$ 27,422	\$ -	\$ 136,789	553,662	\$ 553,662
OFF ROLL FUNDING	102,780	-	494,664	-	-	(494,664)
ASSESSMENTS- DEVELOPER	3,942	199,342	-	740	-	-
CONSTRUCTION FUNDING	-	-	-	153,831	-	-
PREPAID ASSESSMENTS	-	40,859	-	-	-	-
MISCELLANEOUS	-	572	-	285	-	-
INTEREST	-	61	-	157	-	-
TOTAL REVENUE	106,722	268,256	494,664	291,802	553,662	58,998
EXPENDITURES						
GENERAL ADMINISTRATIVE:						
SUPERVISORS COMPENSATION	5,400	5,200	12,000	800	8,000	(4,000)
PAYROLL TAXES	446	429	918	61	612	(306)
PAYROLL SERVICES	472	376	600	139	457	(143)
MEETING ROOM RENTAL	-	-	-	-	200	200
MANAGEMENT CONSULTING SERVICES	21,000	24,000	24,000	12,000	24,000	-
CONSTRUCTION ACCOUNTING SERVICES	3,000	9,000	-	2,500	9,000	9,000
PLANNING AND COORDINATING SERVICES	36,000	36,000	36,000	18,000	36,000	-
ADMINISTRATIVE SERVICES	4,500	3,600	3,600	1,800	3,600	-
BANK FEES	-	143	225	80	225	-
MISCELLANEOUS	203	223	500	608	500	-
AUDITING SERVICES	2,500	2,400	2,400	-	5,500	3,100
SUPERVISOR TRAVEL PER DIEM	110	-	500	-	250	(250)
INSURANCE	-	14,803	16,653	18,025	18,517	1,864
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	588	1,296	1,500	39	1,200	(300)
ENGINEERING SERVICES	8,357	5,341	5,000	6,568	5,000	-
LEGAL SERVICES	5,394	3,867	5,000	1,309	5,000	-
PERFORMANCE & WARRANTY BOND PREMIUM	-	-	5,000	-	5,000	-
WEBSITE HOSTING	-	-	1,995	618	720	(1,275)
TOTAL GENERAL ADMINISTRATIVE	88,145	106,853	116,066	62,722	123,956	7,890
DEBT ADMINISTRATION:						
DISSEMINATION AGENT	-	-	5,000	6,000	6,000	1,000
TRUSTEE FEES	-	8,081	11,315	11,314	11,315	-
TRUST FUND ACCOUNTING	-	3,000	3,600	1,800	3,600	-
ARBITRAGE	-	-	500	-	2,000	1,500
TOTAL DEBT ADMINISTRATION	-	11,081	20,415	19,114	22,915	2,500
PHYSICAL ENVIRONMENT EXPENDITURES:						
STREETPOLE LIGHTING	-	40,058	35,000	21,154	50,400	15,400
ELECTRICITY (IRRIGATION & POND PUMPS)	-	6,038	7,500	5,592	14,400	6,900
WATER (purchase from well)	-	-	24,000	-	24,000	-
LANDSCAPING MAINTENANCE	-	59,305	72,108	88,958	177,960	105,852
LANDSCAPE REPLINISHMENT	-	14,976	96,916	30,782	7,500	(89,416)
MITIGATION MONITORING & MAINTENANCE	-	-	-	920	3,240	3,240
PET WASTE REMOVAL	-	-	-	597	2,232	2,232
STORMWATER DRAIN & MAINTNANCE	-	-	-	2,498	6,000	6,000
IRRIGATION MAINTENANCE	-	540	4,320	1,788	5,400	1,080
POND MAINTENANCE	1,132	11,213	16,424	6,422	19,644	3,220
NPDES	-	600	-	2,250	5,400	5,400
GATE MAINTENANCE	-	-	5,000	-	2,000	(3,000)
SOLID WASTE DISPOSAL	-	-	3,720	-	-	(3,720)
POND EROSION	-	-	5,000	12,993	10,000	5,000
FIELD MANAGER	-	9,196	16,800	5,237	18,000	1,200
FIELD MANAGER TRAVEL	-	-	-	1,573	3,000	3,000
CONTINGENCY	-	5,516	7,500	2,680	5,000	(2,500)
TOTAL PHYSICAL ENVIRONMENT EXPENDITURES	1,132	147,442	294,288	183,444	354,176	59,888

**STATEMENT 1
WATERLEAF CDD
FY 2016 PROPOSED BUDGET
GENERAL FUND (O&M)**

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ADOPTED	FY 2016 YTD- MARCH	FY 2017 PROPOSED	VARIANCE 2016 TO 2017
AMENITY CENTER OPERATIONS						
POOL SERVICE CONTRACT	-	-	7,200	6,600	13,200	6,000
POOL MAINTENANCE AND REPAIRS	-	4,085	3,500	398	2,500	(1,000)
POOL PERMIT	-	275	275	-	275	-
AMENITY CENTER CLEANING & MAINT	14,698	-	5,520	1,425	4,500	(1,020)
AMENITY CENTER INTERNET	-	-	2,280	1,030	3,000	720
AMENITY CENTER ELECTRICITY	-	1,890	14,400	2,845	9,000	(5,400)
AMENITY CENTER WATER	-	-	10,500	-	2,400	(8,100)
AMENITY CENTER PEST CONTROL	-	-	1,020	870	1,740	720
REFUSE SERVICE	-	-	2,100	-	2,000	(100)
LANDSCAPE MAINTENANCE	420	450	8,100	-	8,000	(100)
MISC. AMENITY CENTER REPAIRS & MAINT.	-	-	7,000	1,558	5,000	(2,000)
CONTINGENCY	-	-	2,000	-	1,000	(1,000)
TOTAL AMENITY CENTER OPERATIONS	15,118	6,700	63,895	14,726	52,615	(11,280)
CONSTRUCTION EXPENSES:						
CONSTRUCTION EXPENSES:	-	-	-	3,200	-	-
TOTAL EXPENDITURES	104,395	272,076	494,664	283,206	553,662	58,998
CONSTRUCTION EXPENDITURES						
FUNDING FOR CONSTRUCTION EXP	-	945,888	-	-	-	-
CONSTRUCTION PROJECT EXPENSES	-	(945,888)	-	-	-	-
PY ADJUSTMENTS	-	(8,661)	-	-	-	-
TOTAL CONSTRUCTION EXPENDITURES	-	(8,661)	-	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	2,327	(12,481)	-	8,596	0	0
FUND BALANCE - BEGINNING	19,334	21,661				
FUND BALANCE - ENDING	\$ 21,661	\$ 9,180	\$ -			

GROSS ASSESSMENTS:	
SPECIAL ASSESSMENTS - ON ROLL	\$ 601,807
DISCOUNT 4%	\$ (24,072)
COLLECTION FEES 4%	\$ (24,072)
NET ASSESSMENTS:	\$ 553,662

STATEMENT 2

FY 2017

GENERAL FUND (O&M) ASSESSMENT ALLOCATION

1. ERU Assignment, Ranking and Calculation /(a)

Lot Width	Units	ERU	Total ERU	% ERU
50'	179	1.00	179.00	24.86%
60'	200	1.20	240.00	33.33%
70'	215	1.40	301.00	41.81%
Total	594		720.00	100.00%

2. O&M Assessment Requirement ("AR")

AR = Total Expenditures:	553,662	<< from STMT 1
Plus: Early Payment Discount:	24,072	
Plus: County Collection Charges:	24,072	
Total Assessment - GROSS:	601,807	
Total ERU:	720.00	<< from Table 1. ab
Total AR / ERU:	\$768.98	
Total Assessment / ERU - gross:	\$835.84	

3. FY 2017 Allocation of AR (Difference Due to Rounding) & O&M Assmt. Per Unit /(a)

Lot Width	Units	ERU	Net Assmt./Unit	Total Net Assmt.
50'	179	1.00	\$768.98	\$137,646.53
60'	200	1.20	\$922.77	\$184,554.00
70'	215	1.40	\$1,076.57	\$231,461.48
Total	594			\$553,662.00

4. FY 2016 Allocation of AR (Difference Due to Rounding) & O&M Assmt. Per Unit /(a)

Lot Width	Units	ERU	Assmt/Unit	Total Assmt
50'	179	1.00	\$687.03	\$122,978.37
60'	200	1.20	\$824.44	\$164,888.00
70'	215	1.40	\$961.85	\$206,797.75
Total	594			\$494,664.12

5. Difference between FY 2016 and FY 2017

Lot Width	Units	ERU	Difference	Total Difference
50'	179	1.00	\$81.95	\$14,668.16
60'	200	1.20	\$98.33	\$19,666.00
70'	215	1.40	\$114.72	\$24,663.73
Total	594			\$58,997.88

Footnote:

(a) The land within the CDD will be developed in multiple phases for a projected total of 594 lots.

STATEMENT 3						
WATERLEAF - 594 UNITS						
PROPOSED FY 2017 CONTRACT SUMMARY						
FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	SERVICE PROVIDED	CONTRACT AGREEMENT	ANNUAL AMOUNT OF CONTRACT	PAYMENT SCHEDULE	COMMENTS (SCOPE OF SERVICE)
EXPENDITURES ADMINISTRATIVE:						
SUPERVISORS COMPENSATION				8,000	MONTHLY	5 supervisors @ 8 meetings
PAYROLL TAXES				612	MONTHLY	7.65% of total payroll
PAYROLL SERVICES				457	MONTHLY	Approximately \$54 per month plus \$25 EOY processing
MEETING ROOM	Panther Trace			200	VARIES	ROOM RENTAL \$25 PER MEETING
MANAGEMENT CONSULTING SRVS	DPFG	DISTRICT MGMT.	YES	24,000	MONTHLY	District Mgmt. - \$2,000 monthly
CONSTRUCTION ACCOUNTING	DPFG	CONSTRUCTION ACCT.	YES	9,000	ANNUALLY	Related to the 2016/2017 bond issuance
PLANNING AND COORDINATING SERVICES		COORDINATE SVCS		36,000	MONTHLY	Consulting Service
ADMINISTRATIVE SERVICES	DPFG	OFFICE EXPENSES	YES	3,600	MONTHLY	general office expense
BANK FEES	BANK UNITED			225	MONTHLY	Bank United
MISCELLANEOUS				500	QUARTERLY	
AUDITING	Debartelemeo	ANNUAL AUDIT	YES	5,500	ANNUALLY	STATUTE REQUIRED
SUPERVISOR TRAVEL PER DIEM				250	MONTHLY	
INSURANCE (Liability, Property, Casualty, Bridge)	EGIS	INSURANCE	YES	18,517	ANNUALLY	
REGULATORY AND PERMIT FEES	Florida	ANNUAL FILING FEE	REQUIRED	175	ANNUALLY	
LEGAL ADVERTISEMENTS	TAMPA BAY TIMES		AS NEEDED	1,200		
ENGINEERING SERVICES	STANTEC	DISTRICT ENGINEER	YES	5,000	RANDOM	
LEGAL SERVICES	STRALEY & ROBIN	DISTRICT ATTORNEY	YES	5,000	RANDOM	
PERFORMANCE & WARRANTY BOND PREMIUM				5,000		1.75% OF BOND AMOUNT
WEBSITE HOSTING	ATLAS PROFESSIONAL	WEBSITE		720	MONTHLY	\$60 per month
EXPENDITURES DEBT ADMINISTRATION:						
DISSEMINATION AGENT	Prager Sealy			6,000	ANNUAL	
TRUSTEE FEES	US BANK			11,315	ANNUAL	US BANK
TRUST FUND ACCOUNTING	DPFG			3,600		Maintain accounting for trust funds
ARBITRAGE				2,000		\$500 PER DEBT ISSUANCE, (2013 A1, A2, A3 and 2014)
PHYSICAL ENVIRONMENT EXPENDITURES:						
STREETPOLE LIGHTING	TECO			50,400	MONTHLY	Phase 1 (51 poles) Phase 2 (43 poles) Phase 3 (22 poles) Total poles = 116. Increase in lighting poles of 54 poles
ELECTRICITY (IRRIGATION & POND PUMPS)	TECO			14,400	MONTHLY	\$1,200 mo - Electric utilities to maintain irrigaiton system & pond pumps
WATER (purchase from well)				24,000	MONTHLY	Reclaimed and potable - \$2,000 monthly
LANDSCAPING	Valleycrest			177,960	MONTHLY	Valleycrest Contract for base service, annuals, pine straw, zoysia and pine strawoverseeding
LANDSCAPE REPLINISHMENT	Valleycrest			7,500		Replinish landscape materials outside of contract scope
MITIGATION MONITORING & MAINTNANCE	Hamilton Engineering			3,240	Quarterly	Mitigation Monitoring - \$460 per quarterly site visit & \$700 for semi-annual monitoring
PET WASTE REMOVAL	POOP 911			2,232	Monthly	Removal of Pet Waste - approximately \$186 per month
STORMWATER DRAIN & MAINTNANCE	GENESIS			6,000	Monthly	Monthly drain clean out, replacement of rock bags, and protection replacement. Average of \$500 monthly
IRRIGATION MAINTENANCE	Valleycrest			4,800	RANDOM	Miscellaneous expenditures related to the repair of the irrigation system - Average \$400 mo.
POND MAINTENANCE	AQUATIC SYSTEMS			19,644	MONTHLY	Aquatic Weed Control - 11 ponds - \$787 mo. and botanical gardens is \$850

STATEMENT 3

WATERLEAF - 594 UNITS

PROPOSED FY 2017 CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	SERVICE PROVIDER (VENDOR)	SERVICE PROVIDED	CONTRACT AGREEMENT	ANNUAL AMOUNT OF CONTRACT	PAYMENT SCHEDULE	COMMENTS (SCOPE OF SERVICE)
NPDES	GENISIS			5,400	MONTHLY	\$450 PER MONTH (National Pollutant Discharge Elimination System) related to the stormwater system
GATE MAINTENANCE	MISC			2,000	RANDOM	As needed
SOLID WASTE DISPOSAL	NA			-	MONTHLY	MOVED TO AMENITY CENTER
POND EROSION	VARIOUS	POND EROSION		10,000	RANDOM	BASED ON NECESSARY EROSION CONTROL MEASURES
FIELD MANAGER	DPFG			18,000	AS NEEDED	FIELD MAINTENANCE PERSONNEL
FIELD TRAVEL EXPENSE	DPFG			3,000	VARIES	Travel expense for Field Manager
CONTINGENCY	MISC			5,000		Miscellaneous expenditures not accounted for in the above lines
AMENITY CENTER OPERATIONS:						
POOL SERVICE CONTRACT	Hallelujah Pools			13,200	MONTHLY	\$850 mo for 3x weekly & servicing water fountain 2x weekly - \$250
POOL MAINTENANCE AND REPAIRS	Hallelujah Pools			2,500	AS NEEDED	As needed
POOL PERMIT	State of Florida			275		Required
AMENITY CENTER CLEANING & MAINT	Hallelujah Pools			4,500		Cleaning of clubhouse facilities - 3x weekly-\$225 monthly . Powerwas common area \$150 monthly
AMENITY CENTER INTERNET	Brighthouse			3,000		Internet and cable for gate house and amenity center
AMENITY CENTER ELECTRICITY	TECO			9,000		Electric Utility for clubhouse
AMENITY CENTER WATER	Hillsborough County			2,400		Amenity Center Water Averages \$200 monthly
AMENITY CENTER PEST CONTROL	Earth Tech			1,740		Pest control of amenity center - \$145 monthly
REFUSE SERVICE				2,000		Estimated from Waste Management
LANDSCAPE MAINTENANCE				8,000		As needed
MISC. AMENITY CENTER REPAIRS & MAINT.	As needed			5,000		As needed
CONTINGENCY				1,000		As needed

EXHIBIT 4

RESOLUTION 2016-07

THE ANNUAL APPROPRIATION RESOLUTION OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2016, submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the Waterleaf Community Development District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget (the “Proposed Budget”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set August 24, 2016, at 6:30 p.m., as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

Section 1. Budget

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s

Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. That the Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2015/2016 and/or revised projections for fiscal year 2016/2017.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the Budget for the Waterleaf Community Development District for the Fiscal Year Beginning October 1, 2016, and Ending September 30, 2017, as adopted by the Board of Supervisors on August 24, 2016.
- d. The final adopted budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the Waterleaf Community Development District, for the fiscal year beginning October 1, 2016, and ending September 30, 2017, the sum of \$ _____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board of Supervisors to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
TOTAL DEBT SERVICE FUNDS	\$ _____
TOTAL ALL FUNDS	\$ _____*

*Not inclusive of any collection costs.

Section 3. Supplemental Appropriations

The Board may authorize by resolution, supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the fiscal year as follows:

- a. The Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.

- b. The Board may authorize an appropriation from the unappropriated balance of any fund.
- c. The Board may increase any revenue or income budget amount to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpected balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand (\$10,000) Dollars or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Other transfers may be approved by the Board of Supervisors. The District Manager or Treasurer must establish administrative procedures which require information on the request forms proving that such transfer requests comply with this section.

Introduced, considered favorably, and adopted this 24th day of August, 2016.

ATTEST:

**WATERLEAF COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Michael Lawson
Chair of the Board of Supervisors

Exhibit A: 2016/2017 Budget

EXHIBIT 5

RESOLUTION 2016-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WATERLEAF COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; 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 established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Hillsborough County, Florida (the “County”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2016/2017 (“Operations and Maintenance Budget”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Operation and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“Uniform Method”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the County Property Appraiser and County Tax Collector to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operation and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Waterleaf Community Development District (the "Assessment Roll") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the County Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the County Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits "A" and "B"**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

B. Direct Bill Assessments. The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with

Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2016; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2016, 25% due no later than February 1, 2017 and 25% due no later than May 1, 2017. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2016/2017, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the County Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the Hillsborough County property roll by the County Property Appraiser after the date of this Resolution, and shall amend the Districts Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 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.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Waterleaf Community Development District.

PASSED AND ADOPTED this 24th day of August, 2016.

ATTEST:

**WATERLEAF COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Michael Lawson
Chair of the Board of Supervisors

Exhibit "A" – Fiscal Year 2016/2017 Budget
Exhibit "B" – Assessment Roll



Real Estate Consulting Services:

Land Secured Public Financing
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Reimbursement and Credit
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Municipal District Services
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Las Vegas, NV 89120
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F: (702) 629-5497

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