

***WATERLEAF  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Board of Supervisors  
Meeting***

***Tuesday  
May 3, 2016***

***10:00 a.m.***

***Office of: Metro Development Group  
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

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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, May 3, 2016 at 10:00 a.m. at the Metro Development Offices located at 2502 North Rocky Point Drive, Suite 1050 Tampa, 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,

*Nandra Ramnarine*

Nandra Ramnarine  
District Manager

## **WATERLEAF COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: **Tuesday, May 3, 2016**  
Time: 10:00 a.m.  
Location: Metro Development Group  
2502 North Rocky Point Drive, Suite 1050  
Tampa, Florida 33607

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

### ***AGENDA***

#### **I. Roll Call**

#### **II. Audience Comments**

#### **III. Administrative Matters**

- A. Approval of Minutes of April 5, 2016 Meeting Exhibit 1
- B. Acceptance of March 2016 Summary Financial Statements Exhibit 2

#### **IV. Business Matters**

- A. Ratification of Development Acquisition and Promissory Note –  
*Delivered Under Separate Cover*
- B. Ratification of Budget Funding Agreement and Promissory Note–  
*Delivered Under Separate Cover*
- C. Acceptance of Resolution 2016-1 - Designating Officers Exhibit 3
- D. Hillsborough County Trespass Authorization Form Exhibit 4
- E. Supervisor of Elections Registered Voter Count – 124
- F. Review and Discussion of Engineer’s Report
- G. Review and Discussion of Assessment Methodology Report
- H. Approval of Delegated Award Resolution - 2016-2
- I. Fourth Supplemental Indenture
- J. Continuing Disclosure Agreement
- K. PLOM

L. Bond Purchase Contract

**V. Staff Reports**

A. District Manager

B. Attorney

C. District Engineer

**VI. Supervisors Requests**

**VII. Audience Questions and Comments on Other Items**

**VII. Adjournment**

# EXHIBIT 1



44 **FOURTH ORDER OF BUSINESS – Business Matter**

45 **A. Ratification of the Development Acquisition Agreement and Promissory Note**

46 No action was taken on this item.

47 **B. Budget Funding Agreement and Promissory Note.**

48 No action was taken on this item.

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

50 **A. Manager**

51 There being none, the next item followed.

52 **B. Attorney**

53 There being none, the next item followed.

54 **C. Engineer**

55 There being none, the next item followed.

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

57 There being none, the next item followed.

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

59 There being none, the next item followed.

60 **EIGHTH ORDER OF BUSINESS – Adjournment**

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

63

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

67

68 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
69 **meeting held on \_\_\_\_\_.**

70

71

72

73 \_\_\_\_\_  
74 **Signature**

\_\_\_\_\_

**Signature**

74

75 \_\_\_\_\_

76 **Printed Name**

\_\_\_\_\_

**Printed Name**

77

78 **Title:**  **Secretary**       **Assistant Secretary**

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

79

# EXHIBIT 2



# Waterleaf Community Development District

Financial Statements  
(Unaudited)

Period Ending  
March 31, 2016

**Waterleaf CDD  
Balance Sheet  
March 31, 2016**

	<u>GENERAL FUND</u>	<u>----- DS SERIES 2013A -----</u>			<u>DS2014</u>	<u>CAP PROJ 2014</u>	<u>CONSOLIDATED TOTAL</u>
		<u>2013 A1</u>	<u>2013 A2</u>	<u>2013 A3</u>			
<b><u>ASSETS:</u></b>							
CASH	\$ 44,585						\$ 44,585
INVESTMENTS:							
REVENUE FUND	-	108,487	13	10	63,459	-	171,969
CAPITAL INTEREST FUND	-	-	-	50	-	-	50
RESERVE FUND	-	222,688	219,313	185,940	95,206	-	723,146
PREPAYMENT FUND	-	-	503,016	138,655	2,211	-	643,882
CONSTRUCTION FUND	-	-	-	-	-	0	0
RECEIVABLE FROM DEVELOPER	19,855	-	-	-	-	22,599	42,453
ASSESSMENTS RECEIVABLE - ON ROLL	86,361	86,028	-	-	40,352	-	212,741
DUE FROM OTHER FUNDS	-	17,384	-	-	8,154	-	25,539
UTILITY DEPOSIT	10,190	-	-	-	-	-	10,190
<b>TOTAL ASSETS</b>	<b><u>\$ 160,991</u></b>	<b><u>\$ 434,587</u></b>	<b><u>\$ 722,342</u></b>	<b><u>\$ 324,655</u></b>	<b><u>\$ 209,383</u></b>	<b><u>\$ 22,599</u></b>	<b><u>\$ 1,874,555</u></b>
<b><u>LIABILITIES:</u></b>							
ACCOUNTS PAYABLE	\$ 18,274	\$ -	\$ -	\$ -	\$ -	\$ 22,599	\$ 40,873
DEFERRED REVENUE - ON ROLL	86,361	86,028	-	-	40,352	-	212,741
DUE TO OTHER FUNDS	25,539	-	-	-	-	-	25,539
<b><u>FUND BALANCE:</u></b>							
NONSPENDABLE:							
PREPAID AND DEPOSITS	10,190	-	-	-	-	-	10,190
RESTRICTED FOR:							
DEBT SERVICE		348,559	722,342	324,655	169,030	0	1,564,586
CAPITAL PROJECTS							
UNASSIGNED:	20,626	-	-	-	-	-	20,626
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 160,991</u></b>	<b><u>\$ 434,587</u></b>	<b><u>\$ 722,342</u></b>	<b><u>\$ 324,655</u></b>	<b><u>\$ 209,383</u></b>	<b><u>\$ 22,599</u></b>	<b><u>\$ 1,874,555</u></b>

**Waterleaf CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes In Fund Balance**  
**For The Period Starting October 1, 2015 Ending March 31, 2016**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
ASSESSMENTS - ON ROLL	\$ -	\$ -	\$ 136,789	\$ 136,789
ASSESSMENTS OFF ROLL & DEVELOPER CONTRIBUTION	494,664	261,937	154,571	(107,365)
CH RENTAL REVENUE	-	-	150	150
INTEREST	-	-	157	157
MISCELLANEOUS REVENUE	-	-	135	135
<b>TOTAL REVENUES</b>	<b>494,664</b>	<b>261,937</b>	<b>291,803</b>	<b>29,866</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
BOARD OF SUPERVISORS PAYROLL	12,000	6,000	800	5,200
PAYROLL TAXES	918	459	61	398
PAYROLL SERVICES FEE	600	300	139	161
MANAGEMENT CONSULTING SERVICES	24,000	12,000	12,000	-
ACCOUNTING SERVICES - CONSTRUCTION	-	-	2,500	(2,500)
GENERAL ADMINISTRATIVE	3,600	1,800	1,800	-
BANKING FEES	225	113	80	33
MISCELLANEOUS	500	250	608	(358)
AUDITING	2,400	-	-	-
TRAVEL PER DIEM - MILEAGE	500	250	-	250
INSURANCE (Liability, Property & Casualty)	16,653	16,653	18,025	(1,372)
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	1,500	750	39	711
ENGINEERING SERVICES	5,000	2,500	6,568	(4,068)
LEGAL SERVICES	5,000	2,500	1,309	1,191
PERFORMANCE & WARRANTY BOND PREMIUM	5,000	-	-	-
WEBSITE HOSTING	1,995	618	618	-
<b>TOTAL ADMINISTRATIVE</b>	<b>80,066</b>	<b>44,368</b>	<b>44,722</b>	<b>(354)</b>
<b>DEBT SERVICE:</b>				
TRUST FUND ACCOUNTING	3,600	1,800	1,800	-
ARBITRAGE	500	-	-	-
DISSEMINATING AGENT	5,000	5,000	6,000	(1,000)
TRUSTEE FEES	11,315	11,315	11,314	1
<b>TOTAL DEBT SERVICE</b>	<b>20,415</b>	<b>18,115</b>	<b>19,114</b>	<b>(999)</b>
<b>PHYSICAL ENVIRONMENT</b>				
				597.13
STREETPOLE LIGHTING	35,000	17,500	21,154	(3,654)
ELECTRICITY (IRRIG & POND PUMPS)	7,500	3,750	5,592	(1,842)
WATER	24,000	12,000	-	12,000
LANDSCAPE MAINTENANCE	72,108	36,054	88,958	(52,904)
LANDSCAPE REPLENISHMENT	96,916	48,458	30,782	17,676
IRRIGATION MAINTENANCE	4,320	2,160	1,788	372
POND MAINTENANCE	16,424	8,212	6,422	1,790
MITIGATION MONITORING	-	-	920	(920)
GATE MAINTENANCE	5,000	2,500	-	2,500
SOLID WASTE DISPOSAL	3,720	1,860	-	1,860
POND EROSION	5,000	5,000	12,993	(7,993)
PLANNING & COORDINATION SERVICES	36,000	18,000	18,000	-
FIELD MANAGER / SUPV + TRAVEL EXP	16,800	8,400	6,810	1,590
CONTINGENCY	7,500	3,750	2,680	1,070
PET WASTE REMOVAL	-	-	597	(597)
STORMDRAIN MAINTENANCE	-	-	2,498	(2,498)
NPDES	-	-	2,250	(2,250)
<b>TOTAL PHYSICAL ENVIRONMENT</b>	<b>330,288</b>	<b>167,644</b>	<b>201,444</b>	<b>(33,800)</b>
<b>AMENITY CENTER OPERATIONS</b>				

**Waterleaf CDD**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes In Fund Balance**  
**For The Period Starting October 1, 2015 Ending March 31, 2016**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
POOL MAINTENANCE CONTRACT	7,200	3,600	6,600	(3,000)
POOL MAINTENANCE & REPAIRS	3,500	1,750	398	1,352
POOL PERMITS	275	-	-	-
CH POWER WASH	-	-	600	(600)
CH ELECTRIC UTILITY	14,400	7,200	2,845	4,355
CH WATER UTILITY	10,500	5,250	-	5,250
CH REFUSE SERVICE	2,100	1,050	-	1,050
CH CLEANING & MAINT	5,520	2,760	1,425	1,335
CH INTERNET	2,280	1,140	1,030	110
CH PEST CONTROL	1,020	510	870	(360)
CH MISCELLANEOUS SUPPLIES	-	-	958	(958)
CH LANDSCAPE MAINTENANCE	8,100	4,050	-	4,050
CH MISCELLANEOUS REPAIRS & MAINT	7,000	3,500	-	3,500
MISCELLANEOUS - CONTINGENCY	2,000	1,000	-	1,000
<b>TOTAL FIELD OPERATIONS</b>	<b>63,895</b>	<b>31,810</b>	<b>14,727</b>	<b>17,083</b>
<b>TOTAL EXPENDITURES</b>	<b>494,664</b>	<b>261,937</b>	<b>280,006</b>	<b>(18,070)</b>
<b>OTHER REVENUE &amp; ( EXPENSES):</b>				
FUNDING FOR CONSTRUCTION EXP	-	-	3,200	3,200
CONSTRUCTION RELATED EXPENSES	-	-	(3,200)	(3,200)
<b>TOTAL OTHER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>11,796</b>	<b>11,796</b>
FUND BALANCE - BEGINNING	20,732	20,732	19,020	1,712
<b>FUND BALANCE - ENDING</b>	<b>20,732</b>	<b>20,732</b>	<b>30,816</b>	<b>13,508</b>

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 March 31, 2016**

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ 136,260	\$ 136,260
SPECIAL ASSESSMENT OFF ROLL	242,052	40,347	40,347	-
INTEREST--INVESTMENT	-	-	12	12
LESS ASSESSMENTS DISCOUNT	(10,086)	-	-	-
<b>TOTAL REVENUE</b>	<u><b>231,967</b></u>	<u><b>40,347</b></u>	<u><b>176,619</b></u>	<u><b>136,272</b></u>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	10,086	-	-	-
INTEREST EXPENSE	97,688	97,688	97,688	-
INTEREST EXPENSE (FY17 : Nov1. 2016)	97,688	-	-	-
PRINCIPAL EXPENSE	25,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<u><b>230,462</b></u>	<u><b>97,688</b></u>	<u><b>97,688</b></u>	<u><b>-</b></u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>1,505</b>	<b>(57,341)</b>	<b>78,932</b>	<b>136,272</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
TRANSFERS-IN	-	-	7,074	7,074
TRANSFER -OUT (USES)	-	-	(18,940)	(18,940)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>(11,866)</b></u>	<u><b>(11,866)</b></u>
NET CHANGE IN FUND BALANCE	1,505	(57,341)	67,066	124,406
FUND BALANCE - BEGINNING			281,493	281,493
<b>FUND BALANCE - ENDING</b>	<u><u><b>\$ 1,505</b></u></u>	<u><u><b>\$ (57,341)</b></u></u>	<u><u><b>\$ 348,559</b></u></u>	<u><u><b>\$ 405,899</b></u></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 March 31, 2016**

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>A2 ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENT OFF ROLL	324,729	238,472	238,472	-
INTEREST	-	-	13	13
LESS ASSESSMENTS DISCOUNT	(13,530)	-	-	-
<b>TOTAL REVENUE</b>	<u><b>311,199</b></u>	<u><b>238,472</b></u>	<u><b>238,486</b></u>	<u><b>13</b></u>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	13,530	-	-	-
INTEREST EXPENSE	130,125	54,938	54,938	-
INTEREST EXPENSE (Nov1, 2016)	130,125	-	-	-
PRINCIPAL PREPAYMENT	-	-	150,000	150,000
<b>TOTAL EXPENDITURES</b>	<u><b>273,780</b></u>	<u><b>54,938</b></u>	<u><b>204,938</b></u>	<u><b>150,000</b></u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>37,419</b>	<b>183,535</b>	<b>33,548</b>	<b>(149,987)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
TRANSFERS-IN	-	-	6,032	6,032
TRANSFER-OUT (USES)	-	-	(7,074)	(7,074)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>(1,042)</b></u>	<u><b>(1,042)</b></u>
<b>NET CHANGE IN FUND BALANCE</b>	<b>37,419</b>	<b>183,535</b>	<b>32,506</b>	<b>(151,029)</b>
FUND BALANCE - BEGINNING	-	-	689,836	689,836
<b>FUND BALANCE - ENDING</b>	<u><u><b>\$ 37,419</b></u></u>	<u><u><b>\$ 183,535</b></u></u>	<u><u><b>\$ 722,342</b></u></u>	<u><u><b>\$ 538,807</b></u></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 March 31, 2016**

	<u>ADOPTED BUDGET</u>	<u>BUDGET YEAR-TO-DATE</u>	<u>A3 ACTUAL YEAR-TO-DATE</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<b>REVENUE</b>				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ -	\$ -
SPECIAL ASSESSMENT OFF ROLL	202,111	56,871	56,871	-
INTEREST--INVESTMENT	-	-	9	9
LESS ASSESSMENTS DISCOUNT	(8,421)			
<b>TOTAL REVENUE</b>	<b><u>193,690</u></b>	<b><u>56,871</u></b>	<b><u>56,880</u></b>	<b><u>9</u></b>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	8,421	-	-	-
INTEREST EXPENSE	79,560	79,560	79,560	-
INTEREST EXPENSE (Nov 2016)	79,560	-	-	-
PRINCIPAL EXPENSE	-	-	50,000	50,000
<b>TOTAL EXPENDITURES</b>	<b><u>167,541</u></b>	<b><u>79,560</u></b>	<b><u>129,560</u></b>	<b><u>50,000</u></b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>26,150</b>	<b>(22,689)</b>	<b>(72,680)</b>	<b>(49,991)</b>
NET CHANGE IN FUND BALANCE	26,150	(22,689)	(72,680)	(49,991)
FUND BALANCE - BEGINNING			397,335	397,335
<b>FUND BALANCE - ENDING</b>	<b><u>\$ 26,150</u></b>	<b><u>\$ (22,689)</u></b>	<b><u>\$ 324,655</u></b>	<b><u>\$ 347,344</u></b>

**Waterleaf CDD**  
**DS - Series 2014**  
**Statement of Revenues, Expenditures and Changes In Fund Balance**  
**For The Period Starting October 1, 2015 Ending March 31, 2016**

	<b>FY2016 ADOPTED BUDGET</b>	<b>BUDGET YEAR-TO-DATE</b>	<b>ACTUAL YEAR-TO-DATE</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUE</b>				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ 63,915	\$ 63,914.56
SPECIAL ASSESSMENT OFF ROLL	215,820	65,771	65,771	-
INTEREST--INVESTMENT	-	-	3	3
LESS ASSESSMENTS DISCOUNT	(8,993)	-	-	-
<b>TOTAL REVENUE</b>	<b>206,827</b>	<b>65,771</b>	<b>129,689</b>	<b>63,918</b>
<b>EXPENDITURES</b>				
COUNTY ASSESSMENT COLLECTION FEES	8,993	-	-	-
INTEREST EXPENSE (FY2016)	78,683	78,683	78,683	-
INTEREST EXPENSE (Nov 2016)	77,659	-	-	-
PRINCIPAL EXPENSE	35,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>200,335</b>	<b>78,683</b>	<b>78,683</b>	<b>-</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<b>6,493</b>	<b>(12,911)</b>	<b>51,007</b>	<b>63,918</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
TRANSFER IN	-	-	12,908	12,908
TRANSFER OUT (USES)	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>12,908</b>	<b>12,908</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>6,493</b>	<b>(12,911)</b>	<b>63,915</b>	<b>76,826</b>
FUND BALANCE - BEGINNING	-	-	-	-
FUND BALANCE APPROPRIATED FY15	-	-	105,115	105,115
<b>FUND BALANCE - ENDING</b>	<b>\$ 6,493</b>	<b>\$ (12,911)</b>	<b>\$ 169,030</b>	<b>\$ 181,941</b>



**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 March 31, 2016**

	<b>ACTUAL YEAR-TO-DATE</b>
<b>REVENUE</b>	
INTEREST--INVESTMENT	
DEVELOPER CONTRIBUTION	334,064
<b>TOTAL REVENUE</b>	<b>334,064</b>
 <b>EXPENDITURES</b>	
 CONSTRUCTION IN PROGRESS 2014	 334,064
	-
<b>TOTAL EXPENDITURES</b>	<b>334,064</b>
 <b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	 -
 <b>OTHER FINANCING SOURCES (USES)</b>	
TRANSFER IN FROM ANOTHER FUND	-
PY ADJUSTMENTS	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	-
 NET CHANGE IN FUND BALANCE	 -
FUND BALANCE - BEGINNING	0
<b>FUND BALANCE - ENDING</b>	<b>\$ 0</b>

**WATERLEAF CDD  
BANK RECONCILIATION  
March 31, 2016**

BU

<b>Balance Per Bank Statement</b>	\$ 64,319.98
Less: Outstanding Checks	(19,735.18)
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 44,584.80</u></b>

<b>Beginning Cash Balance Per Books</b>	\$54,891.42
Cash Receipts	174,566.57
Cash Disbursements & fees	(184,873.19)
<b><i>Balance Per Books</i></b>	<b><u>\$ 44,584.80</u></b>

**WATERLEAF CDD  
CHECK REGISTER  
FY2016**

Date	Num	Name	Memo	Debit	Credit	Balance
<b>EOY Balance 9-30-2015</b>						<b>4,690.35</b>
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, II	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 OPPORTL	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	ACH10221	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, II	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	W1030201	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
<b>EOM Balance</b>				<b>193,907.80</b>	<b>187,692.36</b>	<b>10,444.92</b>
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

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<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
11/06/2015	2153	Genesis	Storm Drain		845.00	64,817.08
11/06/2015	2154	GRANDVIEW BOTANICALS LANDSCAPE	(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 DEVELOPM	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 DEVELOPM	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
11/20/2015	2168	Earth Tech Property Solutions	Pest Control		145.00	32,719.33
11/20/2015	2169	GRANDVIEW BOTANICALS LANDSCAPE	(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 DEVELOPM	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 DEVELOPM	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
<b>TOTAL</b>				<b>180,301.95</b>	<b>158,489.92</b>	<b>32,256.95</b>
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 DEVELOPM	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 DEVELOPM	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	ACH12302	Paychex	BOS Mtg - 12/10/15 - Fees		40.95	266,069.11

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Date	Num	Name	Memo	Debit	Credit	Balance
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	ACH12302	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
<b>TOTAL</b>				<b>288,586.39</b>	<b>56,096.30</b>	<b>265,207.91</b>
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, II	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
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	01212016	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
<b>TOTAL</b>				<b>55,760.50</b>	<b>255,875.72</b>	<b>65,092.69</b>
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

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<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
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, II	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
<b>TOTAL</b>				<b>30,991.44</b>	<b>41,192.71</b>	<b>54,891.42</b>
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	ACH03102	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
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, II	2270		1,250.00	115,710.06

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<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
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, II 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
<b>TOTAL</b>				<b>174,566.57</b>	<b>184,873.19</b>	<b>44,584.80</b>

# EXHIBIT 3



RESOLUTION 2016-1

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 May 3, 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:

- |  |                     |
|--|---------------------|
| _____                                    | Chairman            |
| _____                                    | Vice Chairman       |
| <u>Nandra Ramnarine</u>                  | Secretary           |
| <u>Patricia Comings- Thibault</u>        | Treasurer           |
| <u>Maik Aagaard</u>                      | Assistant Treasurer |
| <u>Carolyn Stewart &amp; Janet Johns</u> | Assistant Secretary |
| _____                                    | Assistant Secretary |
| _____                                    | 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 3rd day of May, 2016.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Title:  
 Secretary  
 Assistant Secretary

Title:  
 Chairperson  
 Vice Chairperson

# EXHIBIT 4



Hillsborough County Sheriff's Office  
**Trespass Authorization Form**



In accordance with Florida Statute 810.09, completion of this form authorizes the Hillsborough County Sheriff's Office, through its duly appointed personnel, to issue and enforce trespass warnings on behalf of the owner or agent of the listed property.

Property Address: Waterleaf Community Clubhouse / Pool Facility  
13151 Waterleaf Vista Blvd.  
Riverview, FL 33579

Phone Number: 813-482-5857 (cell) 813-374-9104 (office)

I, Mercedes Tutich (Manager, DPF&G, Inc.) as owner/agent (circle one) of the above listed property, do  
(Print Name)

hereby authorize sworn personnel of the Hillsborough County Sheriff's Office (HCSO) to issue trespass warnings on my behalf. In doing so, I have read and understood the following:

[Signature]  
(Please Initial) Owners or their agents are responsible for issuing trespass warnings during hours of operation and at any other times when they are present. This authorization does not alter an owner/agent's ability to issue warnings as they deem appropriate.

[Signature]  
(Please Initial) HCSO will only issue trespass warnings under this authority upon the determination that an individual presents a threat to public safety or welfare.

[Signature]  
(Please Initial) Issuance of trespass warnings by the HCSO, will be at the sole discretion of the investigating deputy or his/her supervisor.

[Signature]  
(Please Initial) HCSO shall not be held liable for any expenses or damages incurred by the property owner as a result of a deputy's decision not to issue a trespass warning.

[Signature]  
(Please Initial) This authorization is valid for no more than one year from the date signed.

[Signature]  
(Please Initial) Change in ownership or agency requires new authorization.

Owner/Agent Signature: Mercedes Tutich, Manager DPF&G, Inc. Date: 4/18/16

Deputy Signature: \_\_\_\_\_ ABN: \_\_\_\_\_ Date: \_\_\_\_\_

District: \_\_\_\_\_ CRD Area: \_\_\_\_\_

**Sheriff's Office Only:** The original form shall be kept on file at the respective district. Deputies testifying in court need to provide a certified copy of the original authorization form to the court. When deputies request a copy of the form, desk deputies shall make a copy of the original form and sign on the line below to indicate the document is a true copy of the original authorization form.

Desk Deputy Signature: \_\_\_\_\_



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San Juan Capistrano, CA 92675  
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F: (949) 388-9272

**Sacramento, CA**

4380 Auburn Blvd.  
Sacramento, CA 95841  
P: (916) 480-0305  
F: (916) 480-0499

**Las Vegas, NV**

3277 E. Warm Springs Road,  
Suite 100  
Las Vegas, NV 89120  
P: (702) 478-9277  
F: (702) 629-5497

**Boise, ID**

950 West Bannock, 11th Floor  
Boise, ID 83702  
P: (208) 319-3576  
F: (208) 439-7339

**Phoenix, AZ**

3302 East Indian School Road  
Phoenix, AZ 85018  
P: (602) 381-3226  
F: (602) 381-1203

**Austin, TX**

8140 Exchange Drive  
Austin, TX 78754  
P: (512) 732-0295  
F: (512) 732-0297

**Orlando, FL**

1060 Maitland Center Commons,  
Suite 340  
Maitland, FL 32751  
P: (321) 263-0132  
F: (321) 263-0136

**Tampa, FL**

15310 Amberly Drive, Suite 175  
Tampa, FL 33647  
P: (813) 374-9104  
F: (813) 374-9106

**Research Triangle, NC**

1340 Environ Way, Suite 328  
Chapel Hill, NC 27517  
P: (919) 321-0232  
F: (919) 869-2508

**Charleston, SC**

4000 S. Faber Place Drive, Suite 300  
N. Charleston, SC 29405  
P: (843) 277-0021  
F: (919) 869-2508