

***WATERLEAF
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Meeting***

***Tuesday
February 2, 2016
10:00 a.m.***

***At: 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

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 Meeting of the Board of Supervisors of the Waterleaf Community Development District is scheduled for **Tuesday February 2, 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,

Bruce St. Denis

Bruce St. Denis
District Manager

WATERLEAF COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Tuesday February 2, 2016
Time: 10:00 a.m.
Location: Metro Development Offices
2502 North Rocky Point Drive
Suite 1050
Tampa, Florida
Conference Call No: 712.432.1500
Code: 434537#

Business Meeting Agenda

	Exhibit(s)
I. Roll Call	
II. Audience Comments	
III. Administrative Matters	
a. Approval of Minutes of December 12, 2015 Meeting	1
b. Acceptance of December Financial Statement	2
IV. Business Matters	
a. Approval of Resolution 2016-1 Officers	3
V. Staff Reports	
a. Manager	
b. Attorney	
c. Engineer	

Exhibit(s)

VI. Public Comments

VII. Supervisor Requests

VIII. Adjournment

EXHIBIT 1

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**MINUTES OF MEETING
WATERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

10 The Regular Meeting of the Board of Supervisors of the Waterleaf Community Development
11 District was held on Tuesday, December 10, 2015 at 6:00 p.m. at the Panther Trace Clubhouse, 12515
12 Bramfield Drive, Riverview FL.

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FIRST ORDER OF BUSINESS - Roll Call

19 Mr. St. Denis called the meeting to order.

20 Present and constituting a quorum were:

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

24 Also present were:

25 Bruce St. Denis	District Manager
26 Mercedes Tutich	District Manager
27 Ted Sanders	Developer Representative

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SECOND ORDER OF BUSINESS – Audience Comments

- 35 ➤ Chantilly – funding sources, frequent annual change out, community occupancy
- 36 ➤ Robert – Mosquito control, junk in pond, entrance looks good, going out looks bad. Mr. Sanders
37 said the back would be fenced.
- 38 ➤ Chris – gate questions: can gate be programmed for multiple numbers for each unit? Should list
39 be first or last name? Also can a list of amenities be on CDD website? Ms. Tutich commented
40 that Amenity Rules will be on website soon. Any plans for holiday decorations? Answer was no,
41 will budget for next year. Any plans for fencing? When does the Architectural Committee start?

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THIRD ORDER OF BUSINESS – Administrative Matters

A. Approval of Minutes of August 4, 2015

51 Mr. St. Denis presented the August 4, 2015 meeting minutes and asked for comments, questions
52 or corrections.

53 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
54 approved the August 4, 2015 minutes of the Board of Supervisors' meeting for the Waterleaf Community
55 Development District.

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B. Approval of Minutes of August 20, 2015 Meeting

65 Mr. St. Denis presented the August 20, 2015 meeting minutes and asked for comments, questions
66 or corrections.

67 Correction to where meeting was held. Should be Panther Trace Clubhouse, 1251 Bramfield
68 Drive, Riverview, Florida

69 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
70 the August 20, 2015 minutes of the Board of Supervisors' meeting, as amended, for the Waterleaf
71 Community Development District.

C. Acceptance of October 2015 Financial Statements

Mr. St. Denis presented the October 2015 Financial Statements and asked for comments or questions.

On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board accepted the Unaudited Financial Statements as of October 2015 for the Waterleaf Community Development District.

FOURTH ORDER OF BUSINESS – Business Matters

A. Additional Matters

There being none, next item followed.

FIFTH ORDER OF BUSINESS – Staff Reports

A. Manager

There being none, the next item followed.

B. Attorney

There being none, the next item followed.

C. Engineer

There being none, the next item followed.

SIXTH ORDER OF BUSINESS – Public Comments

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS – Supervisor Requests

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS – Adjournment

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

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

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

Signature

Signature

Printed Name

Printed Name

Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman

EXHIBIT 2

Waterleaf Community Development District

Financial Statements
(Unaudited)

Period Ending
December 31, 2015

**Waterleaf CDD
Balance Sheet
December 31, 2015**

	GENERAL FUND	----- DS SERIES 2013A -----				CAP PROJ 2014	CONSOLIDATED TOTAL
		2013 A1	2013 A2	2013 A3	DS2014		
<u>ASSETS:</u>							
CASH	\$ 265,208						\$ 265,208
INVESTMENTS:							
REVENUE FUND	-	162,532	6	5	7,697	-	170,240
CAPITAL INTEREST FUND	-	-	-	50	-	-	50
RESERVE FUND	-	222,688	219,313	185,940	95,206	-	723,146
PREPAYMENT FUND	-	-	132,540	81,784	2,211	-	216,536
ACCOUNTS RECEIVABLE (TECO credit)	1,964	-	-	-	-	-	1,964
RECEIVABLE FROM DEVELOPER	760	-	-	-	-	84,887	85,647
ASSESSMENTS RECEIVABLE - ON ROLL	113,575	113,137	-	-	53,068	-	279,780
DUE FROM OTHER FUNDS	-	116,413	-	-	51,199	-	167,612
PREPAID EXPENSES	-	-	-	-	-	-	-
UTILITY DEPOSIT	10,190	-	-	-	-	-	10,190
TOTAL ASSETS	\$ 391,697	\$ 614,769	\$ 351,860	\$ 267,779	\$ 209,381	\$ 84,887	\$ 1,920,372
<u>LIABILITIES:</u>							
ACCOUNTS PAYABLE	\$ 27,578	\$ -	\$ -	\$ -	\$ -	\$ 84,887	\$ 112,464
DEFERRED REVENUE - ON ROLL	113,575	113,137	-	-	53,068	-	279,780
DUE TO OTHER FUNDS	167,612	-	-	-	-	-	167,612
<u>FUND BALANCE:</u>							
NONSPENDABLE:							
PREPAID AND DEPOSITS	10,190	-	-	-	-	-	10,190
RESTRICTED FOR:							
DEBT SERVICE		501,632	351,860	267,779	156,312		1,277,584
UNASSIGNED:	72,742	-	-	-	-	-	72,742
TOTAL LIABILITIES & FUND BALANCE	\$ 391,697	\$ 614,769	\$ 351,860	\$ 267,779	\$ 209,381	\$ 84,887	\$ 1,920,372

Waterleaf CDD
General Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
ASSESSMENTS - ON ROLL	\$ -	\$ -	\$ 109,575	\$ 109,575
DEVELOPER CONTRIBUTION - O&M	494,664	141,419	108,857	(32,562)
INTEREST	-	-	143	143
TOTAL REVENUES	494,664	141,419	218,575	77,156
EXPENDITURES				
ADMINISTRATIVE:				
BOARD OF SUPERVISORS PAYROLL	12,000	3,000	800	2,200
PAYROLL TAXES	918	230	61	168
PAYROLL SERVICES FEE	600	150	41	109
MANAGEMENT CONSULTING SERVICES	24,000	6,000	6,000	-
ACCOUNTING SERVICES - CONSTRUCTION	-	-	2,500	(2,500)
GENERAL ADMINISTRATIVE	3,600	900	900	-
BANKING FEES	225	56	25	31
MISCELLANEOUS	500	125	93	32
AUDITING	2,400	-	-	-
TRAVEL PER DIEM - MILEAGE	500	125	179	(54)
INSURANCE (Liability, Property & Casualty)	16,653	16,653	17,393	(740)
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	1,500	375	39	336
ENGINEERING SERVICES	5,000	1,250	1,000	250
LEGAL SERVICES	5,000	1,250	169	1,081
PERFORMANCE & WARRANTY BOND PREMIUM	5,000	-	-	-
WEBSITE HOSTING	1,995	438	438	-
TOTAL ADMINISTRATIVE	80,066	30,727	29,814	913
DEBT SERVICE:				
TRUST FUND ACCOUNTING	3,600	900	900	-
ARBITRAGE	500	-	-	-
DISSEMINATING AGENT	5,000	-	-	-
TRUSTEE FEES	11,315	11,315	11,314	1
TOTAL DEBT SERVICE	20,415	12,215	12,214	1
PHYSICAL ENVIRONMENT				
STREETPOLE LIGHTING	35,000	8,750	9,424	(674)
ELECTRICITY (IRRIG & POND PUMPS)	7,500	1,875	2,800	(925)
WATER	24,000	6,000	-	6,000
LANDSCAPE MAINTENANCE	72,108	18,027	44,479	(26,452)
LANDSCAPE REPLENISHMENT	96,916	24,229	30,272	(6,043)
IRRIGATION MAINTENANCE	4,320	1,080	1,575	(495)
POND MAINTENANCE	16,424	4,106	4,061	45
GATE MAINTENANCE	5,000	1,250	-	1,250
SOLID WASTE DISPOSAL	3,720	930	-	930
POND EROSION	5,000	1,250	-	1,250
PLANNING & COORDINATION SERVICES	36,000	9,000	9,000	-
FIELD MANAGER / SUPV	16,800	4,200	2,037	2,163
CONTINGENCY	7,500	1,875	1,797	78
NPDES	-	-	900	(900)
TOTAL PHYSICAL ENVIRONMENT	330,288	82,572	106,344	(23,772)

Waterleaf CDD
General Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
AMENITY CENTER OPERATIONS				
POOL MAINTENANCE CONTRACT	7,200	1,800	3,300	(1,500)
POOL MAINTENANCE & REPAIRS	3,500	875	150	725
POOL PERMITS	275	-	-	-
CH ELECTRIC UTILITY	14,400	3,600	1,434	2,166
CH WATER UTILITY	10,500	2,625	-	2,625
CH REFUSE SERVICE	2,100	525	-	525
CH CLEANING & MAINT	5,520	1,380	750	630
CH INTERNET	2,280	570	223	347
CH PEST CONTROL	1,020	255	435	(180)
CH LANDSCAPE MAINTENANCE	8,100	2,025	-	2,025
CH MISCELLANEOUS REPAIRS & MAINT	7,000	1,750	-	1,750
MISCELLANEOUS - CONTINGENCY	2,000	500	-	500
TOTAL FIELD OPERATIONS	63,895	15,905	6,292	9,613
TOTAL EXPENDITURES	494,664	141,419	154,663	(13,244)
OTHER REVENUE & (EXPENSES):				
FUNDING FOR CONSTRUCTION EXP	-	-	3,200	3,200
CONSTRUCTION RELATED EXPENSES	-	-	(3,200)	(3,200)
TOTAL OTHER	-	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	-	63,912	63,912
FUND BALANCE - BEGINNING	20,732	20,732	19,020	1,712
FUND BALANCE - ENDING	20,732	20,732	82,932	65,624

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
FY2016 - For The Period Ending December 31, 2015

	<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	\$ -	\$ -	\$ 109,151	\$ 109,151
SPECIAL ASSESSMENT OFF ROLL	242,052	39,726	39,726	-
INTEREST--INVESTMENT	-	-	5	5
LESS ASSESSMENTS DISCOUNT	(10,086)	-	-	-
TOTAL REVENUE	<u>231,967</u>	<u>39,726</u>	<u>148,883</u>	<u>109,157</u>
EXPENDITURES				
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	-	-	-
TOTAL EXPENDITURES	<u>230,462</u>	<u>97,688</u>	<u>97,688</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1,505	(57,961)	51,196	109,157
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	1,505	(57,961)	39,330	97,291
FUND BALANCE - BEGINNING			462,302	462,302
FUND BALANCE - ENDING	<u><u>\$ 1,505</u></u>	<u><u>\$ (57,961)</u></u>	<u><u>\$ 501,632</u></u>	<u><u>\$ 559,593</u></u>

Waterleaf CDD
DS -Series 2013 A-2
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	<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	48,806	48,806	-
INTEREST	-	-	6	6
LESS ASSESSMENTS DISCOUNT	(13,530)	-	-	-
TOTAL REVENUE	<u>311,199</u>	<u>48,806</u>	<u>48,812</u>	<u>6</u>
EXPENDITURES				
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
TOTAL EXPENDITURES	<u>273,780</u>	<u>54,938</u>	<u>204,938</u>	<u>150,000</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	37,419	(6,132)	(156,125)	(149,994)
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	(6,132)	(157,167)	(151,036)
FUND BALANCE - BEGINNING	-	-	509,027	509,027
FUND BALANCE - ENDING	<u><u>\$ 37,419</u></u>	<u><u>\$ (6,132)</u></u>	<u><u>\$ 351,860</u></u>	<u><u>\$ 357,991</u></u>

Waterleaf CDD
2013 A-3 DEBT SERVICE
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	<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	-	-	-
INTEREST--INVESTMENT	-	-	5	5
LESS ASSESSMENTS DISCOUNT	(8,421)	-	-	-
TOTAL REVENUE	<u>193,690</u>	<u>-</u>	<u>5</u>	<u>5</u>
EXPENDITURES				
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
TOTAL EXPENDITURES	<u>167,541</u>	<u>79,560</u>	<u>129,560</u>	<u>50,000</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	26,150	(79,560)	(129,555)	(49,995)
NET CHANGE IN FUND BALANCE	26,150	(79,560)	(129,555)	(49,995)
FUND BALANCE - BEGINNING			397,335	397,335
			-	-
FUND BALANCE - ENDING	<u>\$ 26,150</u>	<u>\$ (79,560)</u>	<u>\$ 267,779</u>	<u>\$ 347,339</u>

Waterleaf CDD
DS - Series 2014
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	FY2016 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENT ON ROLL	\$ -	\$ -	\$ 51,199	\$ 51,198.74
SPECIAL ASSESSMENT OFF ROLL	215,820	65,771	65,771	-
INTEREST--INVESTMENT	-	-	2	2
LESS ASSESSMENTS DISCOUNT	(8,993)	-	-	-
TOTAL REVENUE	206,827	65,771	116,972	51,200
EXPENDITURES				
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	-	-	-
TOTAL EXPENDITURES	200,335	78,683	78,683	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	6,493	(12,911)	38,289	51,200
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	(12,911)	51,197	64,108
FUND BALANCE - BEGINNING	-	-	-	-
FUND BALANCE APPROPRIATED FY15	-	-	105,115	105,115
FUND BALANCE - ENDING	\$ 6,493	\$ (12,911)	\$ 156,312	\$ 169,223

Waterleaf CDD
Series 2013 A & 2014 Capital Projects Fund
Statement of Revenues, Expenditures and Changes In Fund Balance
FY2016 - For The Period Ending December 31, 2015

	ACTUAL YEAR-TO-DATE
REVENUE	
INTEREST--INVESTMENT	
DEVELOPER CONTRIBUTION	182,869
TOTAL REVENUE	182,869
 EXPENDITURES	
CONSTRUCTION IN PROGRESS 2014	182,869
	-
TOTAL EXPENDITURES	182,869
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 -
 OTHER FINANCING SOURCES (USES)	
TRANSFER IN FROM ANOTHER FUND	-
PY ADJUSTMENTS	
TOTAL OTHER FINANCING SOURCES (USES)	-
 NET CHANGE IN FUND BALANCE	 -
FUND BALANCE - BEGINNING	-
 FUND BALANCE - ENDING	 \$ -

WATERLEAF CDD
BANK RECONCILIATION
December 31, 2015

BU

Balance Per Bank Statement	\$ 270,481.18
Less: Outstanding Checks	(5,273.27)
<i>Adjusted Bank Balance</i>	<u>\$ 265,207.91</u>

Beginning Cash Balance Per Books	\$32,256.95
Cash Receipts	251,193.89
Cash Disbursements & fees	(18,703.80)
Void Check #2145	460.87
<i>Balance Per Books</i>	<u>\$ 265,207.91</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, I	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 OPPORT	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, I	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
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
11/05/2015		Deposit	CF 2015-58	0.00		90,865.77
11/06/2015	2158	HEIDT DESIGN	Construction		913.40	89,952.37

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Date	Num	Name	Memo	Debit	Credit	Balance
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	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
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
12/09/2015	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
12/10/2015	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

**WATERLEAF CDD
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Date	Num	Name	Memo	Debit	Credit	Balance
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
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
TOTAL				251,193.89	18,703.80	265,207.91

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 February 2, 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>Bruce St.Denis</u>	Secretary
<u>Patricia Comings- Thibault</u>	Treasurer
<u>Bruce St. Denis & Maik Aagaard</u>	Assistant Treasurer
<u>Carolyn Stewart & 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 2nd day of January, 2016.

Signature

Signature

Printed Name

Printed Name

Title:

- Secretary
- Assistant Secretary

Title:

- Chairperson
- Vice Chairperson



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Portfolio Management Services
Economic Impact
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Orange County, CA

27127 Calle Arroyo, Suite 1910
San Juan Capistrano, CA 92675
P: (949) 388-9269
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