

1 **MINUTES OF MEETING**

2 **WATERLEAF**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Waterleaf Community Development
5 District was held on Monday, May 9, 2022 at 6:00 p.m. at The Alley at Southshore Bay, 10221 Big Bend
6 Road, Riverview, Florida 33578.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. Krause called the meeting to order at 6:06 p.m. and conducted roll call.

9 Present were:

10	Bob Neal	Board Supervisor, Chairman
11	Rebecca Smith	Board Supervisor, Assistant Secretary
12	Bob Crespo (<i>via phone</i>)	Board Supervisor, Assistant Secretary
13	Bob Bernardo (<i>via phone</i> ,	Board Supervisor, Assistant Secretary
14	<i>joined in progress</i>)	

15 Also present were:

16	Larry Krause	District Manager, DPFG Management & Consulting
17	Neysa Borkert	District Counsel
18	Tonja Stewart	District Engineer
19	Steve Stafford	Artemis/Breeze
20	Angie Lynch	Breeze HOA
21	Lynda Davies	Breeze HOA
22	Bonnie Bishop	Resident
23	Robert Bishop	Resident
24	Alex Auld	Resident
25	Brenda McCrary	Resident

26 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

27 The Pledge of Allegiance was recited.

28 *The following is a summary of the discussions and actions taken at the May 9, 2022 Waterleaf CDD Board*
29 *of Supervisors Regular Meeting.*

30 **FOURTH ORDER OF BUSINESS – Guest Presentation and Discussion On-Street Parking and**
31 **Towing – Hillsborough County Deputy Sheriff Jeffrey Merry**

32 **This Order of Business was presented out of order due to lack of quorum.**

33 Mr. Merry explained that while on-street parking could be a nuisance, it was not illegal in the
34 state of Florida on public roads, as long as it was a minimum of 30 feet from an intersection,
35 parked in the direction of travel, and with the tires adjacent to the curb no more than 18 inches
36 from the curb. He suggested bringing up the issue with the owner. Mr. Merry noted that the police
37 department would not tow, with the exception of handicapped spots, but would write a citation if
38 a vehicle was parked illegally.

39 Mr. Merry additionally discussed speeding and understaffing issues, noting that the police
40 department focused on areas with high crash statistics. He stated that they would send someone
41 out if called and recommended speaking to the deputy who arrived to provide more information
42 on the problem. In response to a question from Ms. Smith, Mr. Merry stated that the police
43 department would be unlikely to ticket a vehicle blocking the sidewalk if the vehicle in question
44 was parked in the owner's driveway, as this was currently in the court system.

In response to a question from Mr. Neal, Ms. Borkert stated that CDD roads were not actually private roads. Mr. Merry concurred and explained that the District was required to let any citizens through the gate.

(Mr. Bernardo joined the meeting in progress at 6:24 p.m., which established a quorum.)

A resident inquired about the purpose of the gates. Mr. Merry explained that the gates served as a deterrent. Ms. Smith requested that Mr. Merry come out again to the pool, where more people could attend, to speak on the issues that had been discussed. Mr. Merry indicated that summer would be the best time for him to attend. Mr. Neal suggested that Mr. Merry speak at an HOA meeting .

THIRD ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for agenda items)

In response to an audience comment, Mr. Krause clarified that meeting dates were posted on the CDD website, as required by the state of Florida.

SIXTH ORDER OF BUSINESS – Business Matters

This Order of Business was presented out of order.

A. New Business

This item, originally Item B under the Sixth Order of Business, Business Matters, was presented out of order.

1. Exhibit 19: Consideration of Amenity Use Request for Veterans Day Community Event

Ms. Bishop stated that she would like to hold an event to honor Veterans and distributed papers to the Board with information on her plan. She provided an overview of the plan, noting that setup would begin at 9 a.m. in the field and that a brief ceremony would be held. She explained that the event would officially begin at 11 a.m. and expressed that she would like to put a box in front of the amenity center for donations for the soldiers.

In response to a question from Ms. Smith, Ms. Bishop confirmed the box would be supervised. Ms. Smith asked how many people Ms. Bishop expected. Mr. Neal recalled that Ms. Bishop had estimated 75 people in her email. Ms. Bishop indicated that she expected a higher attendance and asked if 125 to 150 people would be acceptable. Discussion ensued regarding capacity concerns. Ms. Borkert suggested limiting the number of attendees to 75% the allowable capacity for the amenity center and indicated that she would look into the exact number. Mr. Neal indicated that if the number of attendees approached 120, another area would need to be used. Ms. Borkert indicated that she would determine the capacity limitations within a week.

Mr. Neal stated that the Board was in favor of allowing the event but clarified that this would not be a Board-sponsored event and would be subject to the capacity of the facility. He stated that both sides of the facility and the field could be used for the lunch event from 9 a.m. to 2 p.m. He requested that Ms. Bishop inform the Board if there were any changes to the plan.

On a MOTION by Mr. Neal, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board approved the request for the Veterans Day Community Event, subject to capacity limits, for the Waterleaf Community Development District.

FIFTH ORDER OF BUSINESS – Staff Reports

This Order of Business was presented out of order.

A. District Engineer

1. Exhibit 1: Maintenance Map

Ms. Stewart explained that Pond 24 received draining from South Cove Phase 4 but was operated and maintained by the South Cove HOA. She pointed out that the 2 legal descriptions did not match the legal description in the plat and stated that she would send this to the survey department to have these delineated. She noted that 15 acres likely belonged to the South Cove HOA and indicated that she would look into this to confirm.

Mr. Neal asked if the CDD would be held responsible if the pond was no longer maintained. Ms. Stewart indicated that the CDD would not be held responsible as the pond was tied to a permit for Phase 4. Ms. Borkert added that there was a hold harmless clause. She explained that the CDD would be involved in a lawsuit but that South Cove would be held liable for control of the property. In response to a question from Mr. Neal, Ms. Stewart explained that SWFWMD would dictate required maintenance to the South Cove HOA, not the CDD.

Mr. Neal pointed out that Pond 12 was included on the maintenance map and requested that a note indicating that it was not maintained by the CDD to be included. Discussion ensued regarding property boundaries. Mr. Neal requested that Ms. Stewart confirm whether Pradera owned an existing fence along the boundary. Ms. Borkert mentioned that the developer had granted some encroachments.

Ms. Stewart brought up concerns regarding a creek that could become overgrown with trees, which would affect the flow of the creek. She recommended having landscapers look into this area. In response to a question from Mr. Neal, Ms. Stewart clarified that the creek was partially private property and partially owned by the CDD.

Mr. Neal recalled that the area south of Pond 7 was quit-claimed to the CDD years ago. He requested that Ms. Stewart add the pedestrian bridges to the maintenance map. Mr. Neal additionally requested that Ms. Borkert or Ms. Stewart verify the legal for the property to the east of Pond 29. Ms. Borkert indicated that she was waiting to hear back from Doug Draper from Metro on this matter.

Ms. Stewart stated that the CDD did not need to maintain the floodplain mitigation area but recommended having landscaping or the pond team assess the area and the creek.

2. Exhibit 2: Invoice Review and Service Forecast

Ms. Stewart stated that the CDD would not be charged for services by Stantec for the remainder of the year. She indicated that she would forward the stormwater mitigation information to Ms. Borkert. Mr. Stafford asked if the CDD needed to address the fence for South Cove. Ms. Stewart stated that she believed this was installed by Pradera and reiterated that she would double check on this matter. Mr. Stafford recalled that Pradera had only installed a section of the fence. Mr. Neal asked Ms. Stewart to include verbiage stating that the easement can be granted.

B. District Counsel

Ms. Borkert stated that as there were no rate changes for the Amenity Center rules, the rules could be adopted via resolution. She informed the Board that maximum capacity for all 3 amenity areas was 178 individuals, which would make 75% capacity set to 133 individuals. Mr. Neal expressed that he would want to have the capacity included in the reservation process.

Ms. Borkert provided the Board with an update regarding the conflict-of-interest form that they had requested for her to fill out. She explained that she had completed all work for the other

client, which meant there would be no conflict moving forward. She added that she was under a retainer agreement but that she would inform the Board if any issues arose.

A resident inquired about Brightview parking issues on Waterleaf Vista and explained that they took up a large amount of the road. Mr. Stafford stated that the landscapers needed to park in the street or the amenity center. He indicated that he would find the landscapers a better area to park.

Ms. Borkert recalled that she was asked to draft cease-and-desist letters regarding encroachment on Cinnamon Fern and stated that this was currently in process. She informed the Board that a survey would be needed to determine exactly where the fence was encroaching and to establish the District's property line. The Board reached a consensus to have Ms. Borkert send the letters and for Ms. Borkert to verify if there were any easements.

Ms. Borkert discussed the property encroachment issue at 12019 Cardinal Flower. She recommended erecting signage or installing a fence on CDD property to address this matter. She explained that if the issue continued, the individual could be taken to court but noted that a survey would need to be done for evidence. Ms. Borkert stated that this option may cost between \$7,000.00 to \$10,000.00 but noted that that this may be able to be recovered. Mr. Neal requested that Mr. Stafford look into signs as an option and to bring this back to the next meeting.

Ms. Borkert brought up the erosion invoice reimbursement for 13330 Waterleaf Garden Circle. She stated that she had sent another follow-up email to the resident but that she had not heard anything back. The Board reached a consensus to no longer pursue reimbursement.

Ms. Borkert informed the Board that she had drafted the easement agreement to allow the HOA access to the pond fountains in the Liberty Field Ponds. Mr. Krause recalled that the agreement had been approved a month prior and indicated that he would notarize the agreement.

Ms. Borkert brought up the fuel charge that had been added to an invoice for gate repair. The Board agreed to not pay the fuel charge. Mr. Krause was directed to confirm that this invoice was paid, with the exception of the fuel surcharge.

Ms. Borkert noted that she had given the incorrect capacity number for the amenity center and that the correct number was 100 individuals. Mr. Neal requested that Ms. Borkert locate the original approved plans for the building. Ms. Borkert indicated that she had made a public records request to Hillsborough County regarding the plans. Mr. Krause relayed an email from Mr. Daux, in which he recommended approving both sides of the amenity center and the field for community events. Mr. Daux additionally recommended not putting a number on capacity, as they could not omit residents.

C. District Manager

1. Exhibit 3: Pond Fountains Bill of Sale Recording

Mr. Krause indicated that the bill of sale had been recorded with the Hillsborough County Clerk of Court.

2. Reserve Fund Generating Interest

Mr. Krause stated that DPFG had put in the request with US Bank and that they were currently awaiting confirmation.

3. Exhibit 4: SWFWMD Permit #43019136.018 Approved Transfer to Operation Phase

Mr. Neal asked why this had been suddenly been brought up. Mr. Krause indicated that he would speak to Ms. Stewart about this matter.

D. Field Operations Report

1. Exhibit 5: Breeze Field Operations and Amenity Management Report

a. Amenity Center Sewage Lines

Mr. Stafford stated that it would be \$500.00 for up to 100 feet of sewage lines with an additional 75 cents a foot for beyond 100 feet. He relayed from the plumber that the backup was always around 50 feet and recommended having the line checked. The Board reached a consensus to proceed with the scoping of the sewage line up to \$600.00.

2. Exhibit 6: Sitex Pond Report

3. Exhibit 7: Brightview Landscape Report

SIXTH ORDER OF BUSINESS – Business Matters (continued)

A. Old Business

1. Discussion on Status of Existing Projects

a. Exhibit 8: Gate Pros Gate Arm Painting Status

Mr. Stafford informed the Board that this project was postponed, as the company was behind.

b. Exhibit 9: Vice Painting Removal of Crosswalk on Frost Aster

Mr. Stafford indicated that this project had been delayed. Ms. Smith stated that the resident needed to be given notice on when Vice Painting would be performing the work as soon as possible.

c. Exhibit 10: Arinton Fountain Repair

Mr. Stafford confirmed that Arinton had received their check and would start this project the week of June 8. He indicated that the repairs were expected to be completed within 60 days. Ms. Smith stated that she wanted to make sure that the artwork was complete and based off the newer images that she had provided.

d. Exhibit 11: Vice Painting Fountain Sign Painting

Mr. Stafford stated that he would let the painter know he could start working on the fountain after Arinton had completed the fountain repairs.

e. Exhibit 12: Brightview Walkway Area Beautification Along Climbing Fern Avenue

Mr. Stafford noted that the newer plants had not been replaced. He stated that John Cornelius would add more plants of the same size. Mr. Neal asked Mr. Stafford to relay the Board's disappointment in the beautification to Brightview.

f. Exhibit 13: Firm Foundations Asphalt and Concrete Sidewalk Repair

Mr. Stafford indicated that some of the work that had been performed was unsatisfactory and would need to be redone. Mr. Neal suggested that the members of the Board review the sidewalks to confirm the work was done properly.

g. Front Pedestrian Gate Lock Replacement

Mr. Stafford stated that a gate further east was broken apart. Mr. Neal suggested removing the lock from the broken gate to replace the front pedestrian gate lock.

Exhibit 15: Discussion of Renewed CDD Property Encroachment – 12019 Cardinal Flower – This item was discussed as part of District Counsel’s report.

Exhibit 16: Discussion on 13330 Waterleaf Garden Circle – Erosion Invoice Reimbursement - This item was discussed as part of District Counsel’s report.

2. Discussion of Repair Options for Washed-out Footer on Pedestrian Bridge

Mr. Stafford indicated that he was still in the process of acquiring bids for the footer.

3. Update on Entrance Gate Closures Process

This item was tabled, as Mr. Daux was not present to provide an update.

4. Discussion of Mailbox Lighting Options

Ms. Smith commented positively on the new lights on the mailbox and indicated that she would like 4 to 8 more lights installed. Mr. Stafford stated that he had discussed this matter with Mr. Neal previously; Mr. Stafford stated that he would look into acquiring 2 dozen lights to change out over time.

5. Discussion on Transferring Monitoring Service to DC Integration

Mr. Neal noted that a proposal still had not been received. Mr. Stafford indicated that he would follow up with Todd Hebel on this matter.

6. Exhibit 17: Discussion on Capacity for Amenity Center Areas, the Amenity Reservation process and Related Amenity Rules Update

This item was discussed as part of District Counsel’s report.

7. Exhibit 18: Update on Easement Agreement Allowing HOA to Access Pond Fountains in Liberty Field Ponds

This item was discussed as part of District Counsel’s report.

8. Discussion on Clicker Database Update

This item was tabled, as Mr. Daux was not present to provide an update.

9. Discussion on Back Gate Controller Box Replacement – *proposal pending*

Mr. Stafford stated that the box was damaged and that he had not received a proposal. He indicated that he would follow up with Gate Pros on the proposal.

B. New Business

1. Exhibit 20: Consideration and Approval of Arinton Pool and Fountain Repair Proposal - \$3,265.00

Mr. Stafford explained that he had sent this in as an observation and was not certain if all of the repairs were required. He indicated that he would check to determine if the handrail for the pool needed to be redone.

2. Exhibit 21: Consideration and Approval of Sign Solutions Proposal for Roundabout Sing Post Repair - \$475.00

The Board reached a consensus to proceed with this item.

3. Exhibit 22: Consideration of Fuel Charge Added to Invoice for Gate Repair - \$20

The Board reached a consensus to not pay the fuel surcharge. This item was discussed during District Counsel’s report.

254 4. Exhibit 23: Consideration and Approval of DC Integrations Invoice for 37 Clickers -
255 \$2,295.00

256 Mr. Neal provided background information on this item.

257 On a MOTION by Ms. Smith, SECONDED by Mr. Bernardo, WITH ALL IN FAVOR, the Board approved
258 the DC Integrations Invoice for 37 Clickers, in the amount of \$2,295.00, for the Waterleaf Community
259 Development District.

260 5. Exhibit 24: Consideration and Acceptance of Hillsborough Supervisor of Elections
261 Qualified Elector Count – 1,239

262 Mr. Krause noted that this number was as of April 15. In response to a question from Mr.
263 Neal, Mr. Krause indicated that he did not know how many people had moved out of the
264 community.

265 On a MOTION by Mr. Neal, SECONDED by Mr. Bernardo WITH ALL IN FAVOR, the Board
266 acknowledged the Hillsborough Supervisor of Election Qualified Elector Count of 1,239 for the Waterleaf
267 Community Development District.

268 6. Discussion on Installation of a Lending Library

269 Mr. Krause stated that information on the lending library was supposed to be submitted but
270 nothing had been received. Mr. Neal asked to remove this from the agenda moving forward
271 unless brought back by the individual who had requested the lending library.

272 7. Exhibit 25: Discussion on Clicker Replacement Form Update

273 Mr. Krause indicated that the “free” option had been removed from the form. He added
274 that individuals could call in if they felt they should receive a clicker free of charge.

275 8. Discussion on Adding a Pet Waste Station Along the Climbing Fern Avenue Path

276 Mr. Krause noted that Mr. Crespo had sent in mock-ups via email and that Mr. Daux had
277 emailed asking that the pet waste station be moved to the other side or closer to the center
278 of the path. Mr. Neal requested pricing for the pet waste station. This item was tabled.

279 9. Discussion on Adding a Bench Along the Climbing Fern Avenue Path

280 The Board and staff discussed the precise location and material options for the bench. Mr.
281 Neal requested pricing for the bench. This item was tabled.

282 10. Exhibit 26: Consideration of Brightview Irrigation 2-Wire Tracking and Repair Proposal -
283 \$2,456.55

284 Mr. Stafford noted that the broken wires were likely affecting irrigation.

285 On a MOTION by Ms. Smith, SECONDED by Mr. Neal, WITH ALL IN FAVOR, the Board approved the
286 Brightview Irrigation 2-Wire Tracking and Repair Proposal, in the amount of \$2,456.55, for the Waterleaf
287 Community Development District.

288 11. Exhibit 27: Consideration and Approval of Trimmers Holiday Lighting Invoice - \$5,000
289 (50% Deposit Due by June 1)

290 Mr. Neal indicated that the Chantilly Gamel-Rivera would organize and coordinate with
291 the vendor and that no changes were anticipated.

On a MOTION by Mr. Bernardo, SECONDED by Mr. Crespo, WITH ALL IN FAVOR, the Board approved the Trimmers Holiday Lighting Invoice, in the amount of \$5,000.00, for the Waterleaf Community Development District.

12. Exhibit 28: Consideration of Renewal of Auditor Service with DiBartolomeo, McBee, Hartley & Barnes, P.A.

Mr. Neal asked why the accelerators would increase by 5% the next year and 6.5% the following year. Mr. Krause indicated that he would look into this. This item was tabled to the next meeting.

13. Discussion on Amenity Center Rules

Mr. Neal discussed toys at the pool. He indicated that toys and floats for toddlers and infants were acceptable at the pool with direct supervision by parents. He mentioned that complaints were received regarding the music and indicated that the monitors needed to be consistent.

Ms. Smith stated that she found Mr. Neal's interim direction appropriate and noted that one of the pool monitors was not doing their job properly. She discussed a family of non-residents at the pool that had brought in toys and indicated that the pool monitor had not stopped them. Mr. Krause recommended not allowing toys for any age group. Discussion ensued regarding issues with residents not following the amenity center rules. Mr. Neal asked how the Board would like to address amending the amenity center rules going forward and indicated that he would like to continue this discussion at the next meeting.

14. Discussion on CDD Property Encroachment

This item was discussed as part of District Counsel's report.

- a. 11958 Cinnamon Fern
- b. 11964 Cinnamon Fern
- c. 11970 Cinnamon Fern
- d. 11972 Cinnamon Fern

15. Exhibit 29: Presentation of Proposed FY 2023 Budget

Mr. Neal indicated that he would like to engage with facilities management to receive their direct input. He stated that the high watermark gave a 5% increase for the O&M. Mr. Krause went over the known estimates, for items such as specific landscaping contracts, and unknown estimates, for items like engineering and attorney fees that were budgeted into their own buckets rather than specified tasks, with the Board. Mr. Neal pointed out that legal costs had increased, and the Board discussed the contract's pay structure and billable hours. Mr. Neal commented on landscape replenishment, urging the Board to consider the extent of replenishment they wanted to see in the community. Mr. Neal noted that having funds in signage would give the Board actual options if they decided to proceed with it. He expressed confusion over hog removal being included in the proposed budget, as the Board had reached a consensus to not pay to remove the hogs. He noted that the Board could spend less than what was budgeted but could not spend more, and suggested keeping funds in hardscape maintenance, though noted that he anticipated this figure could go down in subsequent discussions. Mr. Krause explained that individual line items could be adjusted in either direction, so long as the overall budget did not increase from the approved high watermark budget. Mr. Neal suggested approaching high watermark

budgets with some degree of caution, so as not to alarm residents with particularly high proposed assessment increases prior to adjustments.

Ms. Smith asked if \$5,000.00 for pressure cleaning the amenity center was necessary, as it had been recently painted. Mr. Neal indicated that he would like the amenity center area pressure cleaned on at least a monthly basis, noting that there was not currently a contract held by the District for this. He reviewed a number of budget items that could potentially be taken out. He noted that the audit was expected to come in around the time that the budget would be trued up.

Mr. Neal relayed that DPGF's rates would be increasing and indicated that he perceived the increase to be fair. He requested to bring back this item to the next meeting. Mr. Neal suggested that supervisors reach out to Mr. Krause in the meantime if they had any questions.

16. Exhibit 30: Consideration and Adoption of **Resolution 2022-05**, Approving Proposed FY 2023 Budget and Setting Public Hearing

This item was tabled to the next meeting. Mr. Krause noted that the Board would need to wait at least 60 days after approving the high watermark budget before the budget could be finalized.

SEVENTH ORDER OF BUSINESS – Administrative Matters

A. Exhibit 31: Consideration & Approval – The April 11, 2022 Regular Meeting Minutes

Mr. Krause stated that the Chairman had sent over a number of corrections on the Meeting Minutes and indicated that the corrected Meeting Minutes were available on the tablets as part of the Board packet. He asked for any additional comments from the other supervisors, to which there were none.

On a MOTION by Ms. Smith, SECONDED by Mr. Bernardo, WITH ALL IN FAVOR, the Board approved the April 11, 2022 Regular Meeting Minutes, as amended, for the Waterleaf Community Development District.

B. Exhibit 32: Consideration & Acceptance – The March 2022 Unaudited Financial Statements

Mr. Neal recalled that he had sent in a question on security monitoring but had not received a response. Mr. Krause explained that this had been under the incorrect line item and was meant to be under Pool Monitor. Mr. Neal requested a restatement of amenity management to be more accurate and descriptive.

On a MOTION by Mr. Neal, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board accepted the March 2022 Unaudited Financial Statements, as amended, for the Waterleaf Community Development District.

C. Exhibit 33: Consideration & Acceptance – The April 2022 Operations & Maintenance Expenditures

Mr. Neal noted that there was a bill under the O&M from IPMS and asked if Breeze was still due for anything. Mr. Stafford indicated that IPMS did not fulfill their last 30 days and had not replaced the janitorial supplies. Mr. Neal pointed out that IPMS did not power wash the amenity center, mailbox, or gates. He stated that IMPS did perform pool maintenance and about half of what was expected for the amenity center. He proposed paying half of the bill for a total of \$1,995.00 for the services rendered.

On a MOTION by Ms. Smith, SECONDED by Mr. Crespo, WITH ALL IN FAVOR, the Board approved a payment in the amount of \$1,995.00 to IPMS for services rendered, for the Waterleaf Community Development District.

Following the motion, Mr. Neal made a motion to approve the April 2022 Operations & Maintenance Expenditures with the correction of the bill from IPMS to be changed to \$1,995.000.

On a MOTION by Mr. Neal, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board accepted the April 2022 Operations & Maintenance Expenditures, as amended, for the Waterleaf Community Development District.

SEVENTH ORDER OF BUSINESS – Audience Comments – Non-Agenda Items / New Business
(limited to 3 minutes per individual for non-agenda items)

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS – Supervisor Requests

Mr. Neal provided an update on the leak at the pool, noting that water usage had gone down. He stated that the toilets and a leak in a pipe for the pump station had been repaired and indicated that these repairs may be the reason why the water usage levels had dropped. Mr. Neal additionally provided an update from Brightview, explaining that the plants had frost damage. He relayed that Brightview had recommended that the CDD replace these plantings. Mr. Neal requested that Mr. Krause acquire a proposal for the plantings.

NINTH ORDER OF BUSINESS – Action Items Summary

1. Ms. Borkert will provide the capacity account for the Amenity Center to Bonnie Bishop.
2. The District Engineer will identify areas on the maintenance map not maintained by the CDD.
3. The District Engineer will add a pedestrian path to the maintenance map.
4. The District Engineer will forward the stormwater mitigation information to Ms. Borkert.
5. The District Engineer will look up fencing between Waterleaf and Pradera property.
6. Mr. Stafford will assist the landscapers in finding a better place to park while working.
7. Ms. Borkert will send letters to the fence and property violators on Cinnamon Fern
8. Mr. Stafford will obtain the cost and placement of a sign behind 12019 Cardinal Flower Dr.
9. The District Manager will confirm payment of an invoice to Gate Pros, excluding the payment of the fuel surcharge.
10. Ms. Borkert will review plans and amenity center counts.
11. The District Manager will ask the District Engineer why SWFWMD sent a permit update.
12. Mr. Stafford will proceed with sewage line in an amount not to exceed \$600.00.
13. Mr. Stafford will follow up with Todd Hebel regarding a monitoring service proposal for Board review.
14. Mr. Stafford will follow up with Gate Pros regarding a back controller gate box.
15. Mr. Stafford will follow up with Arinton regarding a pool rail.
16. Ms. Conley will copy Mr. Stafford on all sign proposal to vendors for his follow ups.

17. The District Manager will ask DiBartolomeo why the cost accelerators increased exponentially.

18. Ms. Lynch will contact Brightview for a proposal to replace frost-damaged plants.

TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: Monday, June 13, 6:00 p.m.

Mr. Bernardo stated that he would not be present in person for the next 2 meetings. Mr. Neal indicated that he was not certain if he would be present for the next meeting. Mr. Crespo and Ms. Smith confirmed they would attend the next meeting. As Mr. Daux was not present, it was unknown if he would be able to attend the next meeting. Mr. Krause noted that the meeting could be moved, if needed.

NINTH ORDER OF BUSINESS – Adjournment

Mr. Neal asked for final questions, comments, or corrections before adjourning the meeting. There being none. Mr. Bernardo made a motion to adjourn the meeting.

On a MOTION by Mr. Bernardo, SECONDED by Mr. Neal, 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 June 6, 2022.

Signature

Signature

Printed Name

Printed Name

Title: ☒ Secretary ☐ Assistant Secretary

Title: ☒ Chairman ☐ Vice Chairman