

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, July 11, 2022 at 6:05 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 and conducted roll call.

9 Present were:

10	Bob Neal	Board Supervisor, Chairman
11	John Daux	Board Supervisor, Vice Chairman
12	Rebecca Smith	Board Supervisor, Assistant Secretary
13	Bob Crespo	Board Supervisor, Assistant Secretary

14 Also present were:

15	Larry Krause	District Manager, DPFG Management & Consulting
16	Neysa Borkert <i>(via phone)</i>	District Counsel
17	Tonja Stewart <i>(via phone)</i>	District Engineer
18	Steve Stafford	Artemis/Breeze
19	Angie Lynch	Breeze HOA
20	James Vereen	Resident
21	Cindy Secura	Resident
22	Chantilly Gamel-Rivera	Resident

23 *The following is a summary of the discussions and actions taken at the July 11, 2022 Waterleaf CDD Board*  
24 *of Supervisors Regular Meeting.*

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

26 The Pledge of Allegiance was recited.

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

29 Mr. Vereen requested reimbursement in the amount of \$351.00 for his truck that had been towed  
30 without notification. Mr. Neal noted that this had not been not a Board decision. Mr. Krause  
31 explained that the vehicle had not been stickered, as it had appeared to be abandoned and was a  
32 safety concern. Mr. Crespo, Mr. Daux, and Mr. Neal indicated that they would be in favor of  
33 reimbursing Mr. Vereen, as the stickering process had not been followed. The Board reached a  
34 consensus to reimburse Mr. Vereen. Mr. Vereen was directed to send the towing information to  
35 Mr. Krause for reimbursement.

36 Ms. Secura stated that she had requested a copy of the previous agenda's meeting back but did  
37 not receive a response.

38 **FOURTH ORDER OF BUSINESS – Staff Reports**

39 A. District Engineer

40 1. Exhibit 1: Maintenance Map

41 Ms. Stewart stated that she had an update for the maintenance map but indicated she had  
42 been unable to include this in time for the agenda. Mr. Neal requested that the update be  
43 included on the agenda for the next meeting. Ms. Borkert stated that she had confirmed

that there was a 10-foot drainage easement along Fawn Lily Dr. and no drainage easement along Waterleaf Garden Cir. Ms. Stewart stated that she was not certain if the easement would be adequate for a pedestrian path, to which Ms. Borkert agreed. Mr. Neal requested clarification on what was different between the previous and the updated maintenance map. Ms. Stewart explained that the path and Ponds 18 and 19 were different between the 2 versions of the map.

B. District Counsel

1. Exhibit 24: Update on CDD Property Encroachment at Cinnamon Fern

**This item, originally Item B7 under the Fifth Order of Business, Business Matters, was presented out of order.**

Ms. Borkert informed the Board that she had received a survey and fence plan from Mr. Alvarez, one of the property owners involved in the fence encroachment issue. She stated that the information received showed that the fence was built off the property and that approval had been received from the HOA but not the CDD. She relayed that Mr. Alvarez had stated in his email that he had attempted to reach the CDC but did not receive a response.

Mr. Neal noted that 4 residents had extended their property without CDD approval and stated that he felt the fences should be returned to the proper areas. The Board reached a consensus to have the property owners return the fences to the proper areas. Ms. Borkert stated that she would send follow-up letters to the other property owners who had not responded.

2. Exhibit 20: Defaced Wall Behind 1372 Green Violet

**This item, originally Item B11 under the Fifth Order of Business, Business Matters, was presented out of order.**

Ms. Borkert stated that she had sent a letter to the homeowner at 13172 Green Violet and requested that they repaint their fence a different color.

Ms. Borkert proceeded to provide an update on the capacity for the Amenity Center and stated that she had verified that the occupancy load was 167 individuals. In response to a question from Ms. Smith, Ms. Borkert clarified that this did not include the field.

C. District Manager

1. 2022 Candidate Status

Mr. Krause briefly reviewed the qualified candidates for Seats 2, 3, and 5.

Seat 2:

Alex Auld – Qualified

Bob Neal – Qualified

Seat 3:

Bob Bishop – Qualified

Bob Crespo – Qualified

Seat 5:

Bob Bernardo – Qualified

James Ciciora - Qualified

2. Interest Bearing Account for Reserve Funds

Mr. Krause asked how much money the Board would like to move to the money market account. The Board agreed to wait for the updated financials and the completion of the annual audit before making a decision on this matter.

3. Amenity Center Reservation Deposit Procedure

Mr. Krause requested confirmation on whether the Board was charging for events and rentals. Mr. Neal clarified that the CDD would start charging for the use of the Amenity Center for parties of 8 or more individuals.

4. Insured Assets Update Based on Egis Site Visit

Mr. Krause indicated that the SOV had been emailed to the Board. Ms. Stafford stated that he had reached out to Rogers Group for valuations on how much amenity centers cost to rebuild. He mentioned that bridges were significantly more expensive than they had been in the past and that many items were likely to be more expensive as well. Mr. Neal requested that Mr. Stafford send the valuations feedback he had received from Rogers Group to Mr. Krause.

Before moving on to the next item, Mr. Krause noted that a resolution regarding the meeting schedule would be presented at the next meeting. He asked if the Board was interested in changing the meeting times, dates, or location. Ms. Smith suggested changing the meeting dates to the second Tuesday of the month. Following discussion, the Board agreed to continue to hold the meetings on the third Tuesday of the month at 6:00 p.m. at the Alley until another location could be decided upon.

D. Field Operations Report

1. Exhibit 2: Breeze Field Operations and Amenity Management Report

Mr. Stafford asked for any questions on his report. Ms. Smith requested an update on the fountain.

2. Exhibit 10: Arinton Fountain Repair

**This item, originally Item B1b under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that the vendor was unable to cut the wall and indicated that he had reached out to concrete cutting companies. Ms. Smith noted that the vendor was installing the sconces too low and asked if the caps would still be used. Mr. Stafford confirmed that the caps would be used. Mr. Daux asked if cutting through the concrete was an expense the CDD would incur. Ms. Stafford indicated that he did not think the CDD would incur this expense but that he was not certain. Mr. Neal stressed the importance of having this project completed quickly. Ms. Smith volunteered to meet with the vendor onsite.

3. Exhibit 9: Vice Painting Removing of Crosswalk on Frost Aster

**This item, originally Item B1a under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that the crosswalk project had been completed and that the sidewalk repairs were in the process of being redone. A resident noted that the vendor had not repaired his sidewalk and requested guidance. Ms. Smith indicated that she would reach out to the vendor on behalf of the residents whose sidewalk slabs had still not been addressed. Mr. Stafford stated that he would not recommend continuing to work with this vendor in the future.

4. Exhibit 16: Amenity Sewage Line Scope

**This item, originally Item B1h under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford explained that the lines by the gate near the men's room needed to be removed and that some sections of pipe needed to be cut out. In response to a question from Ms. Smith, Mr. Stafford clarified that this was unrelated to the gutters flooding the kitchen.

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

**This item, originally Item B1d under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that Breeze had installed new plants installed along Climbing Fern Ave. A resident commented that the vegetation appeared to be dying. Mr. Neal requested that the resident email Breeze to inform them of the dying vegetation. Mr. Daux added that he would look at the vegetation and follow-up with Breeze.

6. Discussion on Front Gate Vehicle Impact Damage

**This item, originally Item A9 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Neal provided an update on the damage to the front gate. He stated that he had shown the video of the car that had caused the damaged to a deputy and that the deputy had confirmed that the resident responsible had insurance. He indicated that Mr. Krause had sent the resident's information to the insurance company.

7. Exhibit 17: Sign Solutions Roundabout Signpost Repair

**This item, originally Item B1i under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that the decorative poles and signs for the pool were delayed. He noted that the poles were still on backorder.

8. Discussion on Amenity Center Gutters

**This item, originally Item A6 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford relayed that the vendor did not find anything in the gutters at the Amenity Center.

9. Discussion on Amenity Center Tiles

**This item, originally Item A7 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford and Ms. Lynch indicated that they were in the process of attempting to acquire bids for the tiles for the Amenity Center.

10. Discussion on Rubberized Playground Surface

**This item, originally Item A8 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that he had calls out regarding the playground surface. Mr. Neal noted that a decision would need to be made for the budget by the next month.

11. Discussion on Reoccurring Pressure Washing of Amenity Center

**This item, originally Item A10 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford indicated that he had received 1 proposal for pressure washing the Amenity Center but that he felt it was too high. He stated that he anticipated having more proposals by the next meeting.

12. Discussion on Back Gate Call Box Elimination and Signage Revision

**This item, originally Item A11 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford indicated that it may not be possible to remove the call box feature from the back gate but stated that the sign could be removed. In response to a question from Mr. Daux, Mr. Stafford confirmed that first responders would still be able to access the community from this gate. Mr. Crespo noted that residents had commented on needing to get very close to the gate in order for the clicker to work for the back gate. Mr. Neal explained that using the clickers before reaching the callbox would be more successful in opening the gate.

13. Exhibit 8: Discussion on Pool Maintenance and Health Department Inspection

**This item, originally Item A12 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that the inspector closed the pool due to chemical issues and that the center pump had been clogged. Mr. Neal noted that the pool vendor had provided his notice. Mr. Stafford confirmed this but clarified that the vendor would stay until a new pool vendor was found. In response to a question from Ms. Smith, Mr. Neal clarified that none of the potential options included janitorial services.

14. Exhibit 11: Vice Painting Fountain Sign Painting

**This item, originally Item B1c under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that this project would not begin until the fountain construction was completed.

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

**This item, originally Item B1e under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that this project was ongoing.

16. Exhibit 14: Front Pedestrian Gate Lock Replacement

**This item, originally Item B1f under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Neal indicated that the vendor was in the process of looking for parts.

17. Exhibit 15: Arinton Pool and Fountain Repair

**This item, originally Item B1g under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford indicated that the District would hold off on this project. In response to a question from Mr. Neal, Mr. Stafford confirmed that the list of violations from the health department were in the process of being addressed. Mr. Neal noted that the signs needed

to be updated and expressed that he felt vendor's prices were too high. He mentioned that the depth markers needed to be reposted at the pool as well.

18. Exhibit 18: Brightview Frost Damage Landscape Replenishment

**This item, originally Item B1j under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Daux confirmed that this project had been completed.

19. Exhibit 19: CDD Property Encroachment – 12019 Cardinal Flower

**This item, originally Item B1k under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Neal recalled that signs were supposed to be posted in this area. Mr. Stafford indicated that he had been unable to find the verbiage that needed to be used.

20. Exhibit 20: Defaced Wall Behind 13172 Green Violet

**This item, originally Item B1l under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that Ms. Borkert was working on resolving this issue.

21. Pool "Swim at Own Risk" Signs

**This item, originally Item B1m under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford indicated that this was still being worked on.

22. Mailbox Lighting

**This item, originally Item B1n under the Fifth Order of Business, Business Matters, was presented out of order.**

In response to a question from Mr. Krause, Mr. Stafford explained that the old lights had not been not responsive to motion but indicated that he had not received any complaints regarding the new lights.

23. Traffic Line of Sight Improvement at Bee Blossom Amenity Entrance and Frost Aster Front Entrance

**This item, originally Item B1o under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that Brightview was non-responsive on this project.

24. Benches at Basketball Courts

**This item, originally Item B1p under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford stated that the benches had been removed to be scavenged for parts. Ms. Smith noted that something had been damaged at the dog park. Mr. Stafford indicated this would be addressed.

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

**This item, originally Item B2 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford indicated that he was still in the process of locating a vendor for the repairs.

26. Exhibit 21: Update on Entrance Gate Closures Process

**This item, originally Item B3 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Daux stated that the process had been completed and that he was waiting on a date, along with communication to the community on the date. Discussion ensued regarding the gates and the letter. Mr. Daux recalled that the Board had discussed leaving the gates open during high-traffic time periods. Mr. Neal and Ms. Smith indicated that they would be in favor of having the gates open during peak hours.

27. Discussion on Clicker Database Update

**This item, originally Item B4 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Daux explained that the database needed to be deleted and re-entered, which he stated would be costly. He suggested checking with estoppels and the HOA to clean out some of the expired codes. Mr. Neal proposed assigning codes using the last 5 numbers of residents' HOA account numbers. Mr. Neal asked how difficult it would be to move from a 4-digit to a 5-digit code. Mr. Daux indicated that he would ask the DC Integrations representative. Discussion ensued regarding codes for renters.

28. Exhibit 3: Pond 10 Access

**This item, originally Item D1a under the Fourth Order of Business, Staff Reports, was presented out of order.**

Mr. Stafford indicated that the aquatics team and landscapers were using a homeowner's property through the easements. He stated that the homeowner had removed the signs that CDD had installed. The Board and staff reviewed the map provided.

29. Discussion on Plan for Storm Damage Response

**This item, originally Item B8 under the Fifth Order of Business, Business Matters, was presented out of order.**

Mr. Stafford recalled that he had been copied on an email regarding a plan for storm damage response. Mr. Krause indicated that he would check the emails.

30. Exhibit 4: Sitex Pond Report

**This item, originally Item D2 under the Fourth Order of Business, Staff Reports, was presented out of order.**

A resident commented that the water levels of the ponds were low but appeared to be in good condition overall. Mr. Neal agreed that the ponds were in good condition, with the exception of Pond 22.

**FIFTH ORDER OF BUSINESS – Business Matters**

A. New Business

1. Discussion on Fence Ownership

This item was tabled to the next meeting.

2. Exhibit 5: Ratification of Gate Pros Balm Riverview Entrance TES (Call Box) Enclosure Replacement Proposal - \$1,250.00

On a MOTION by Mr. Neal, SECONDED by Mr. Daux, WITH ALL IN FAVOR, the Board approved the Ratification of the Gate Pros Balm Riverview Entrance TES Call Box Enclosure Replacement Proposal, in the amount of \$1,250.00, for the Waterleaf Community Development District.

3. Exhibit 6: Consideration of Sign Solutions Bent Sign Repair Proposal - \$220.00

On a MOTION by Mr. Neal, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board approved the Sign Solutions Bent Sign Repair Proposal, in the amount of \$220.00, for the Waterleaf Community Development District.

4. Discussion on Parking/Towing Policy

Mr. Krause stated that all vehicles would be stickered prior to towing moving forward.

5. Exhibit 7: Consideration and Adoption of Resolution **2022-06, Amending the Amenity Rules**

Mr. Neal explained that the Board had previously waived fees for events but would like to charge for parties comprised of 8 or more individuals going forward. He explained that there would be a \$25.00 per hour fee that would be used to cover cleaning costs. Ms. Smith clarified that this would not affect community events. In response to a resident question, Mr. Neal clarified that having reservation would not prevent others from using the reserved area and noted that the pool could not be reserved. He reviewed the proposed changes to the Amenity Rules, including requiring insurance for larger events and allowing pool noodles in certain cases. He stated that the multipurpose field would require a deposit of \$50.00 and that the covered patio would require a deposit of \$100.00.

Mr. Neal discussed community events and stated that approval must be received from the District no less than 90 days prior to the event. He stated that events of 75 people or more would be considered large events and mentioned that food trucks would fall under the event category.

On a MOTION by Mr. Daux, SECONDED by Mr. Crespo, WITH ALL IN FAVOR, the Board adopted **Resolution 2022-06, Amending the Amenity Rules**, for the Waterleaf Community Development District.

Following the motion, Mr. Neal stated that the new rules would go into effect on August 1. He requested that Mr. Krause coordinate an e-blast with Breeze to inform residents of the changes and asked that he send the draft to Mr. Crespo for review.

The Board circled back to the update on the entrance gate closures process. Mr. Neal stated that the Board would email Mr. Krause any additional feedback on the communication to be sent out of the residents by July 14. He requested that Mr. Krause make the requested revisions and send the draft to Mr. Daux for review. In response to a question from Mr. Krause, Mr. Neal stated that the letter needed to go out by July 18.

B. Old Business

1. Exhibit 22: Discussion on Adding a Pet Waste Station Along the Climbing Fern Avenue Path

Mr. Stafford stated that the bench would face Medira and that the pet waste station would be installed across from the bench, further down on the sidewalk. He noted that a slab would be needed under the bench. This item was tabled to the next meeting.

2. Exhibit 23: Discussion on Adding a Bench Along the Climbing Fern Avenue Path



333 This item was tabled to the next meeting.

334 3. Exhibit 24: Update on CDD Property Encroachment at Cinnamon Fern

335 This item was tabled to the next meeting.

336 **SIXTH ORDER OF BUSINESS – Administrative Matters**

337 A. Exhibit 25: Consideration for Approval – The June 6, 2022 Regular Meeting Minutes

338 Ms. Smith provided a correction for Line 119. She clarified that the blind spot was at the exit for  
339 the Amenity Center and Bee Blossom, not Crossvine.

340 On a MOTION by Ms. Smith, SECONDED by Mr. Crespo, WITH ALL IN FAVOR, the Board accepted  
341 the June 6, 2022 Regular Meeting Minutes, as amended, for the Waterleaf Community Development  
342 District.

343 B. Exhibit 26: Consideration for Acceptance – The May 2022 Unaudited Financial Statement

344 Mr. Neal noted that he had sent a small number of items to Shirley Conley to address. Mr. Daux  
345 requested clarification on a pump that had been replaced and water feature maintenance. Mr. Neal  
346 indicated that these were 2 of the items he had emailed to Ms. Conley to come out of the reserve  
347 fund. He stated that he would email Mr. Krause or Mr. McGaffney to correct the reserve and general  
348 funds.

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

352 C. Exhibit 27: Consideration for Acceptance – The June 2022 Operations and Maintenance  
353 Expenditures

354 Mr. Neal noted that there had been a late charge for the insurance premium and indicated that Mr.  
355 McGaffney had corrected the issue to ensure late charges would be not reoccur in the future.

356 On a MOTION by Mr. Neal, SECONDED by Mr. Daux, WITH ALL IN FAVOR, the Board accepted the  
357 June 2022 Operations and Maintenance Expenditures for the Waterleaf Community Development District.

358 Following the motion, the Board circled back to the pool vendor discussion. Mr. Neal reviewed the  
359 list of pool vendor options and their individual attributes. Mr. Stafford noted that he would need to  
360 check for differences between pool maintenance and pool repair licensing. Mr. Daux and Mr.  
361 Crespo spoke in favor of using a small company as the vendor. Following discussion, Mr. Neal  
362 made a motion to select Galaxy Pro as the District's pool vendor.

363 On a MOTION by Mr. Neal, SECONDED by Mr. Crespo, WITH ALL IN FAVOR, the Board approved  
364 the selection of Galaxy Pro as the Pool Vendor for the Waterleaf Community Development District.

365 Following the motion, Mr. Neal requested that Ms. Borkert draft the contract for Galaxy Pro for  
366 pool maintenance. He asked if the rest of the Board would be in favor of using J-Mac for janitorial  
367 services.

368 On a MOTION by Mr. Neal, SECONDED by Ms. Smith, WITH ALL IN FAVOR, the Board approved the  
369 selection of J-Mac for janitorial services for the Amenity Center for the Waterleaf Community  
370 Development District.

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

Ms. Gamel-Rivera discussed a suggestion for a community event for children with games and bounce houses. She stated that she had received confirmation of interest from approximately 89 individuals and indicated that the number of people at the event could be limited or the event could be held on 2 separate days. She noted that donations may be received from residents and that the event would last 2 hours. Following discussion, the Board reached a consensus to approve the event. Mr. Neal reminded Ms. Gamel-Rivera that the event would need to be reserved through Breeze.

**EIGHTH ORDER OF BUSINESS – Supervisor Requests**

Mr. Neal discussed the original reserve study and indicated that the Board was in a good position financially. He noted that Mr. Krause would need to be ready for the budget for the next meeting and indicated that he would send items to Mr. Krause to be added to the budget.

Mr. Neal suggested adding 4 inches of mulch to the playground. The Board reached a consensus to add 4 inches of mulch to the playground immediately.

**NINTH ORDER OF BUSINESS – Action Items Summary**

1. Mr. Krause will reimburse Mr. Vereen for towing expenses after Mr. Vereen provides receipts and emails his request to Mr. Krause.
2. Mr. Krause will follow up with Egis on gate repairs.
3. Mr. Krause will check on ownership of homes behind the Freedom section.
4. Mr. Krause will check and process emails from Brightview regarding storm prep.
5. Mr. Krause will reach out to Lori Dann regarding reservation and payment processing for events at the Amenity Center.
6. Mr. Krause will send an e-blast to residents regarding the August 1 gate closure.
7. Mr. Krause will receive comments from the Board members by Thursday, make revisions, and send the revisions to Mr. Daux on Friday for his review. Mr. Daux will return comments by Monday. Mr. Krause will finalize and send this to Mr. Stafford and Breeze via email by July 18.
8. Mr. Krause will send an e-blast to residents regarding reservations and direct residents to the reservation area on the CDD website. Mr. Krause will send a draft to Mr. Crespo for his review prior to sending to Mr. Stafford and Breeze for distribution.
9. Ms. Krause and Mr. Stafford will work on valuations and SOV for Egis.
10. Mr. Stafford will check on pool signs and markers.
11. Mr. Stafford will work on acquiring signage to install behind the home at 12019 Cardinal Flower on CDD property to advise that mowing is not permitted.
12. Mr. Stafford will work on pet waste stations, the park bench, and slab between the ferns.
13. Mr. Stafford and Ms. Smith will work with Firm Foundations on remaining sidewalk repairs.
14. Mr. Daux will provide a layout of next steps for the clicker database update.
15. Ms. Lynch will acquire and share proposals for cushions for pool furniture.
16. Ms. Borkert will send letters to four (4) residents whose fences are protruding onto CDD property at Cinnamon Fern.
17. Ms. Borkert and Mr. Krause will prepare the contract for Galaxy Pro pool cleaning services.

18. Ms. Borkert and Mr. Krause will prepare the contract for J-Mac janitorial services.

**TENTH ORDER OF BUSINESS – Next Meeting Agenda Items**

Mr. Krause indicated that the list of next meeting agenda items would be emailed to the Board.

**ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: Monday, August 8, 6:00 p.m.**

All Board members confirmed that they would be physically present for the meeting, which would establish a quorum.

**TWELFTH ORDER OF BUSINESS – Adjournment**

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

On a MOTION by Mr. Daux, SECONDED by Ms. Smith, 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 August 8, 2022.

Signature

Signature

Printed Name

Printed Name

Title: ☒ Secretary ☐ Assistant Secretary

Title: ☒ Chairman ☐ Vice Chairman