

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 Tuesday, October 13, 2020 at 6:15 p.m. via Zoom teleconference due to COVID-19,
6 Per Governor’s Executive Order 20-69.

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

8 Ms. Elliott-Moore called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mike Lawson	Board Supervisor, Chairman
11	Doug Draper	Board Supervisor, Vice Chairman
12	Lori Price	Board Supervisor, Assistant Secretary
13	Bob Neal	Board Supervisor, Assistant Secretary
14	Rich Gaines	Board Supervisor, Assistant Secretary

15 Also present were:

16 Tonya Elliott-Moore District Manager, DPFM Management & Consulting

17 *The following is a summary of the discussions and actions taken at the October 13, 2020 Waterleaf CDD*
18 *Board of Supervisors Regular Meeting.*

19 **SECOND ORDER OF BUSINESS – Audience Comments**

20 There being none, the next item followed.

21 **THIRD ORDER OF BUSINESS – Consent Agenda**

- 22 A. Exhibit 1: Consideration and Approval of the July 14, 2020 and August 11, 2020 Regular Meeting
23 Minutes
- 24 B. Exhibit 2: Acceptance of the July 2020 Unaudited Financial Statements

25 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved
26 Items A & B of the Consent Agenda, for the Waterleaf Community Development District.

27 **FOURTH ORDER OF BUSINESS – Business Matters**

- 28 A. Exhibit 3: Bridge Update – Replacement bids, County requirements
- 29 B. Exhibit 4: Pond Maintenance Contract – Sitex started last month
- 30 C. Exhibit 5: Public Hearing for Amenity Rules and Encroachment Agreement
- 31 1. Open Public Hearing

32 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved
33 the opening of the Public Hearing for Amenity Rules and Encroachment Agreement, for the Waterleaf
34 Community Development District.

- 35 2. Review Amenity Rules and Encroachment Agreement
- 36 3. Audience Comments
- 37 4. Close Public Hearing

38 On a MOTION by Mr. Lawson, SECONDED by Mr. Neal, WITH ALL IN FAVOR, the Board approved
39 the closure of the Public Hearing for Amenity Rules and Encroachment Agreement, for the Waterleaf
40 Community Development District.

41 D. Discuss and Approve Amenity Rules

42 On a MOTION by Mr. Neal, SECONDED by Mr. Lawson, WITH ALL IN FAVOR, the Board approved
43 the Amenity Rules for the Waterleaf Community Development District.

44 E. Discuss and Approve Encroachment Agreement

45 On a MOTION by Mr. Lawson, SECONDED by Mr. Neal, WITH ALL IN FAVOR, the Board approved
46 the Encroachment Agreement for the Waterleaf Community Development District.

47 **FIFTH ORDER OF BUSINESS – Administrative Matters**

48 A. Exhibit 6: Ratify PO's and Contracts #147-158

49 Ms. Elliott-Moore noted repair items for irrigation and hog damage from Brightview, as well as a
50 callbox sign from Sign Solutions and amenity center timer switches from Reed Electric.

51 On a MOTION by Mr. Neal, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved the
52 ratification of PO's and Contracts #147-158, for the Waterleaf Community Development District.

53 B. Exhibit 7: Ratify Quit Claim Deed dated August 13, 2020

54 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved
55 the ratification of the Quit Claim Deed dated August 13, 2020 for the Waterleaf Community Development
56 District.

57 C. Exhibit 8: Consider DPFM Memorandum and Approve revised content on the website

58 **SIXTH ORDER OF BUSINESS – Staff Reports**

59 A. District Manager

60 B. District Counsel

61 C. District Engineer

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

63 The Supervisors asked about formation of a formal lake committee and the district manager noted
64 this was not recommended as a formal committee would be subject to the same public laws as the
65 board. She suggested that residents concerned with the lakes stay active with the new vendor and
66 provide input during the board meeting public periods and said she would discuss this further with
67 the District Attorney. The supervisors asked for a status update on the school bus accessing
68 Waterleaf. The District Attorney noted he had been in touch with the school board attorney and
69 was waiting to hear back, he hoped to have an update for the November meeting. Bob Neal asked
70 that the replacement pump costs be taken from reserve funds. In addition, they noted that the dump
71 trucks going to the Freedom Homes section were going too fast and entering the community too
72 early. Both the Chair Mike Lawson and the District Manager assured the Supervisors that they
73 would ask the developers project team to reiterate to vendors that this was not appropriate and to
74 cease.

75 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business**

76 There being none, the next item followed.

77 **NINTH ORDER OF BUSINESS – Adjournment**

78 Ms. Elliott-Moore asked for final questions, comments, or corrections before requesting a motion
79 to adjourn the meeting. There being none, Mr. Lawson made a motion to adjourn the meeting.

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

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

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

87

Signature

Signature

Printed Name

Printed Name

88 **Title:** **Secretary** **Assistant Secretary**

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