

Silverleaf Community Development District

12051 Corporate Blvd., Orlando, FL 32817

Phone: 407-723-5900, Fax: 407-723-5901

www.silverleafcdd.com

The meeting of the Board of Supervisors for the **Silverleaf Community Development District** will be held **Wednesday, March 10, 2021 at 1:00 p.m. located at 8141 Lakewood Main Street, Bradenton, FL 34202**. The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 790 562 990 #

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- Call to Order
- Roll Call
- Public Comment Period *[for any members of the public desiring to speak on any proposition before the Board]*

General Business Matters

1. Consideration of the Minutes of the February 10, 2021 Board of Supervisors' Meeting
2. Ratification of Payment Authorizations 123-124
3. Review of District Financial Statements

Other Business

- Staff Reports
 - District Counsel
 - District Engineer
 - District Manager
 - Review of Maintenance Reports
- Audience Comments
- Supervisors Requests

Adjournment



**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Consideration of the Minutes of the February 10,
2021 Board of Supervisors' Meeting

MINUTES OF MEETING

**SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES**

Wednesday, February 10, 2021

1:00 p.m.

**8141 Lakewood Main Street,
Bradenton, FL 34202**

Board Members in attendance via conference call or in person:

Joshua Holley	Assistant Secretary
Dale Weidemiller	Vice Chairperson
Paul Gressin	Chairperson
Jonathan Decker	Assistant Secretary
Larry Powell	Assistant Secretary

Also present via conference call or in person:

Vivian Carvalho	District Manager- PFM Group Consulting LLC
Venessa Ripoll	Assistant District Manager- PFM Group Consulting LLC (via phone)
Ed Vogler	District Counsel- Vogler Ashton (via phone)
Jeb Mulock	District Engineer- ZNS Engineering (via phone)
Pam Curran	Neal Communities (via phone)
Jim Schier	Neal Communities
John Leinaweaver	Neal Communities

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

Ms. Carvalho called to order at 1:10 p.m. the meeting of the Board of Supervisors of the Silverleaf Community Development District and proceeded with roll call. The persons in attendance are outlined above.

Public Comment Period

There were no public comments at this time.

**Administer Oath of Officer to Newly
Appointed Board Member Joshua Holley**

Ms. Carvalho stated that Mr. Joshua Holley had taken the oath prior to today's meeting. Ms. Carvalho asked Mr. Holley if he would like to receive compensation at this time. Mr. Holley stated he would like to receive compensation.

SECOND ORDER OF BUSINESS

General Business Matters

Consideration of the Minutes of the January 13, 2021 Board of Supervisors' Meeting

The Board reviewed the Minutes of the January 13, 2021 Board of Supervisors' Meeting.

On MOTION by Mr. Powell, seconded by Mr. Gressin, with all in favor, the Board approved the Minutes of the January 13, 2021 Board of Supervisors' Meeting.

Ratification of E-Verification Application for the District

The Board reviewed the E-Verification Application. Ms. Carvalho explained that this is a process that has gone into effect per statute and the District Manager has filled out this application online for the District. She added that all contracts moving forward will need to have a provision about e-verification and the vendor will be required to comply with the e-verification.

On MOTION by Mr. Weidemiller, seconded by Mr. Decker, with all in favor, the Board ratified the E-Verification Application for the District.

Consideration of Resolution 2021-04, Adopting an Internal Controls Policy Consistent with Section 218.33

The Board reviewed Resolution 2021-04. Ms. Carvalho explained that there are new statute changes that went into effect last year as it relates to internal controls that the District Management company has to take into consideration.

On MOTION by Mr. Powell, seconded by Mr. Holley, with all in favor, the Board approved Resolution 2021-04, Adopting an Internal Controls Policy Consistent with Section 218.33.

Discussion Regarding the Condition of the Silverleaf Roads

Mr. Gressin stated that this item was partially addressed at the last meeting. He noted that the cracks in the roads are acceptable as it has to do with the type of base coat and does not affect the life of the roads which is expected to last for 25 years. He asked where it shows that the blacktop is the responsibility of the HOA and the curbs and drains are the responsibility of the CDD. Mr. Vogler responded that the plats can be reviewed for these items and who is responsible

for which. He added that the Declaration of Covenants, Conditions and Restrictions for the HOA will also detail the HOA responsibilities.

**Ratification of Payment Authorizations
119-122**

The Board reviewed Payment Authorizations 119-122.

On MOTION by Mr. Weidemiller, seconded by Mr. Gressin, with all in favor, the Board ratified Payment Authorizations 119-122.

Review of District Financial Statements

The Board reviewed the District's Financial Statements through January 31, 2021.

On MOTION by Mr. Gressin, seconded by Mr. Holley, with all in favor, the Board accepted the District's Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel- No Report

District Engineer- No Report

District Manager- Ms. Carvalho stated that the latest maintenance reports were included in the agenda packet.

Ms. Carvalho noted the next meeting is scheduled for March 10, 2021 at 1:00 p.m.

Audience Comments and Supervisor Requests

Mr. Gressin asked about the curbs being black throughout the community. Mr. Leinaweaver stated that the cleaning schedule can be accelerated and a proposal for pressure washing services at different frequencies can be brought back to the Board.

FOURTH ORDER OF BUSINESS

Adjournment

There was no additional business to discuss. Ms. Carvalho requested a motion to adjourn.

On MOTION by Mr. Weidemiller, seconded by Mr. Decker, with all in favor, the February 10, 2021 Meeting of the Board of Supervisors of the Silverleaf Community Development District was adjourned at 1:25 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Ratification of Payment Authorizations 123-124

SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization 123-124

PA #	Description	Amount	Total
123	PFM Group Consulting		
	DM-Fee January	\$2,916.67	
	Reimbursables December 2020	\$21.46	
			\$2,938.13
124	Performance Driven Landscaping	\$152.25	
	PFM Group Consulting	\$30.86	
	January Reimbursables		
	Supervisor Fee - 2/10/21 Meeting	\$1,000	
	VGlobalTech	\$125.00	
	February Website Maitenance		
	ZNS Engineering	\$1,031.25	
			\$2,339.36
		TOTAL	\$5,277.49

Amanda Lane

From: Paul Gressin <paulgressin@icloud.com>
Sent: Saturday, January 30, 2021 2:01 PM
To: Amanda Lane
Cc: paul Gressin
Subject: Re: Silverleaf - PA 123 - review and approval requested

EXTERNAL EMAIL: Use care with links and attachments.

Payment 123 approved. Paul Gressin, chairman

Sent from my iPhone

On Jan 30, 2021, at 10:50 AM, Amanda Lane <lanea@pfm.com> wrote:

Paul,

Please see attached for Payment Authorization(s) #123 for Silverleaf. Please provide authorization to pay (via email or signed cover sheet). If you have any questions, please let me know.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
LaneA@pfm.com | web pfm.com
phone 407.723.5900 (direct phone 407.723.5925) | fax 407.723.5901
12051 Corporate Blvd. | Orlando, FL 32817

<Silverleaf PA #123.pdf>

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #123

1/29/2021

Item No.	Payee	Invoice	General Fund
1	PFM Group Consulting		
	DM Fee: January 2021	DM-01-2021-0041	\$ 2,916.67
	Reimbursables: December 2020	OE-EXP-01-40	\$ 21.46
		TOTAL	\$ 2,938.13

Secretary / Assistant Secretary

Chairman / Vice Chairman

Amanda Lane

From: Paul Gressin <paulgressin@icloud.com>
Sent: Friday, February 12, 2021 5:39 PM
To: Amanda Lane
Subject: Re: Silverleaf - PA 124 - review and approval requested

EXTERNAL EMAIL: Use care with links and attachments.

I authorize payment as outlined in this report. Paul Gressin. Chairman

Sent from my iPhone

On Feb 12, 2021, at 5:33 PM, Amanda Lane <lanea@pfm.com> wrote:

Paul,

Please see attached for Payment Authorization(s) #124 for Silverleaf. Please provide authorization to pay (via email or signed cover sheet). If you have any questions, please let me know.

Amanda Lane
Assistant Chief District Accountant

PFM Group Consulting LLC
LaneA@pfm.com | web pfm.com
phone 407.723.5900 (direct phone 407.723.5925) | fax 407.723.5901
12051 Corporate Blvd. | Orlando, FL 32817

<Silverleaf PA #124.pdf>

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #124

2/12/2021

Item No.	Payee	Invoice	General Fund
1	Performance Driven Landscaping		
	Irrigation Labor Associated with Plant Replacement	15899	\$ 13.75
	Irrigation Labor Associated with Plant Replacement	15900	\$ 99.00
	Irrigation Labor Associated with Plant Replacement	15901	\$ 39.50
2	PFM Group Consulting		
	January Reimbursables	OE-EXP-02-43	\$ 30.86
3	Supervisor Fee - 02/10/2021 Meeting		
	Paul Gressin	--	\$ 200.00
	Lawrence Powell	--	\$ 200.00
	Jonathan Decker	--	\$ 200.00
	Dale Weidemiller	--	\$ 200.00
	Joshua Holley	--	\$ 200.00
4	VGlobalTech		
	February Website Maintenance	2391	\$ 125.00
5	ZNS Engineering		
	Engineering Services Through 12/31/2020	140658	\$ 1,031.25
		TOTAL	\$ 2,339.36

Secretary / Assistant Secretary

Chairman / Vice Chairman

Silverleaf CDD
c/o PFM Group Consulting
12051 Corporate Boulevard
Orlando, FL 32817
LaneA@pfm.com // 407-723-5925

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Review of District Financial
Statements

Silverleaf CDD
Statement of Financial Position
As of 2/28/2021

	General Fund	Debt Service - 2014A1	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A1&A2	Long Term Debt Group	Total
<u>Assets</u>							
<u>Current Assets</u>							
General Checking Account	\$269,858.47						\$269,858.47
Assessments Receivable	2,126.58						2,126.58
Deposits	67.00						67.00
Assessments Receivable		\$3,571.55					3,571.55
Debt Service Reserve 2014A1		25,287.50					25,287.50
Revenue Account 2014A		392,843.73					392,843.73
Revenue Account 2019A1		299,647.43					299,647.43
Interest Account 2019A1		0.03					0.03
Prepayment Acct. 2019A2		315,543.08					315,543.08
Prepayment Acct. 2019A1		135,385.93					135,385.93
Debt Service Reserve 2019A1		49,728.47					49,728.47
Interest Account 2019A2		0.06					0.06
Prepayment Acct. 2014A1		5,670.34					5,670.34
Debt Service Reserve 2014A2			\$88,893.75				88,893.75
Interest Account 2014A2			0.03				0.03
Prepayment Account 2014A2			16,575.24				16,575.24
Revenue 2018A Bond				\$241,631.03			241,631.03
Interest 2018A1 Bond				0.03			0.03
Prepayment 2018A1 Bond				2,359.43			2,359.43
Debt Service Reserve 2018A1 Bond				103,471.76			103,471.76
Interest 2018A2 Bond				0.02			0.02
Prepayment 2018A2 Bond				162,590.51			162,590.51
Assessments Receivable				2,079.08			2,079.08
Acquisition/Construction 2014A					\$14,865.63		14,865.63
Acquisition/Construction 2019A					3,689,476.18		3,689,476.18
Total Current Assets	\$272,052.05	\$1,227,678.12	\$105,469.02	\$512,131.86	\$3,704,341.81	\$0.00	\$5,821,672.86

Silverleaf CDD
Statement of Financial Position
As of 2/28/2021

	General Fund	Debt Service - 2014A1	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A1&A2	Long Term Debt Group	Total
<u>Investments</u>							
Amount Available in Debt Service Funds						\$1,839,628.37	\$1,839,628.37
Amount To Be Provided						11,230,371.63	11,230,371.63
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,070,000.00</u>	<u>\$13,070,000.00</u>
Total Assets	<u><u>\$272,052.05</u></u>	<u><u>\$1,227,678.12</u></u>	<u><u>\$105,469.02</u></u>	<u><u>\$512,131.86</u></u>	<u><u>\$3,704,341.81</u></u>	<u><u>\$13,070,000.00</u></u>	<u><u>\$18,891,672.86</u></u>
<u>Liabilities and Net Assets</u>							
<u>Current Liabilities</u>							
Accounts Payable	\$4,218.67						\$4,218.67
Deferred Revenue	2,126.58						2,126.58
Deferred Revenue		\$3,571.55					3,571.55
Deferred Revenue				\$2,079.08			2,079.08
Total Current Liabilities	<u>\$6,345.25</u>	<u>\$3,571.55</u>	<u>\$0.00</u>	<u>\$2,079.08</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11,995.88</u>
<u>Long Term Liabilities</u>							
Revenue Bonds Payable LongTerm						\$13,070,000.00	\$13,070,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,070,000.00</u>	<u>\$13,070,000.00</u>
Total Liabilities	<u><u>\$6,345.25</u></u>	<u><u>\$3,571.55</u></u>	<u><u>\$0.00</u></u>	<u><u>\$2,079.08</u></u>	<u><u>\$0.00</u></u>	<u><u>\$13,070,000.00</u></u>	<u><u>\$13,081,995.88</u></u>

Silverleaf CDD
Statement of Financial Position
As of 2/28/2021

	General Fund	Debt Service - 2014A1	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A1&A2	Long Term Debt Group	Total
<u>Net Assets</u>							
Net Assets, Unrestricted	(\$4,139.20)						(\$4,139.20)
Net Assets - General Government	160,692.89						160,692.89
Current Year Net Assets - General Government	109,153.11						109,153.11
Net Assets, Unrestricted		\$786,923.82					786,923.82
Current Year Net Assets, Unrestricted		437,182.75					437,182.75
Net Assets, Unrestricted			\$118,741.72				118,741.72
Current Year Net Assets, Unrestricted			(13,272.70)				(13,272.70)
Net Assets, Unrestricted				\$606,303.93			606,303.93
Current Year Net Assets, Unrestricted				(96,251.15)			(96,251.15)
Net Assets, Unrestricted					\$7,421,129.53		7,421,129.53
Current Year Net Assets, Unrestricted					(3,666,787.72)		(3,666,787.72)
Net Assets - General Government					(50,000.00)		(50,000.00)
Total Net Assets	<u>\$265,706.80</u>	<u>\$1,224,106.57</u>	<u>\$105,469.02</u>	<u>\$510,052.78</u>	<u>\$3,704,341.81</u>	<u>\$0.00</u>	<u>\$5,809,676.98</u>
Total Liabilities and Net Assets	<u><u>\$272,052.05</u></u>	<u><u>\$1,227,678.12</u></u>	<u><u>\$105,469.02</u></u>	<u><u>\$512,131.86</u></u>	<u><u>\$3,704,341.81</u></u>	<u><u>\$13,070,000.00</u></u>	<u><u>\$18,891,672.86</u></u>

Silverleaf CDD
Statement of Activities
As of 2/28/2021

	General Fund	Debt Service - 2014A1	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A1&A2	Long Term Debt Group	Total
<u>Revenues</u>							
On-Roll Assessments	\$140,223.03						\$140,223.03
Off-Roll Assessments	34,491.40						34,491.40
On-Roll Assessments		\$220,146.72					220,146.72
Off-Roll Assessments		260,487.26					260,487.26
Other Assessments		774,238.01					774,238.01
Inter-Fund Group Transfers In		(66,212.50)					(66,212.50)
Other Assessments			\$71,727.75				71,727.75
Inter-Fund Group Transfers In			72,222.14				72,222.14
On-Roll Assessments				\$128,153.49			128,153.49
Off-Roll Assessments				53,919.94			53,919.94
Other Assessments				220,249.59			220,249.59
Inter-Fund Transfer				(6,009.64)			(6,009.64)
Total Revenues	<u>\$174,714.43</u>	<u>\$1,188,659.49</u>	<u>\$143,949.89</u>	<u>\$396,313.38</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,903,637.19</u>
<u>Expenses</u>							
Supervisor Fees	\$5,000.00						\$5,000.00
Public Officials' Insurance	2,785.00						2,785.00
Trustee Services	4,781.39						4,781.39
Management	14,583.35						14,583.35
Engineering	3,781.75						3,781.75
Dissemination Agent	3,750.00						3,750.00
District Counsel	2,059.00						2,059.00
Assessment Administration	12,500.00						12,500.00
Reamortization Schedules	625.00						625.00
Postage & Shipping	82.39						82.39
Legal Advertising	497.25						497.25
Miscellaneous	197.10						197.10
Web Site Maintenance	925.00						925.00
Dues, Licenses, and Fees	175.00						175.00
Electric	259.09						259.09
General Insurance	3,404.00						3,404.00
General Repair & Maintenance	191.50						191.50
Irrigation	152.25						152.25
Landscape Improvements	9,632.25						9,632.25
Hardscape Maintenance	180.00						180.00

Silverleaf CDD
Statement of Activities
As of 2/28/2021

	General Fund	Debt Service - 2014A1	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A1&A2	Long Term Debt Group	Total
Principal Payment - 2014A1 Bond		\$20,000.00					20,000.00
Principal Payment - 2019A2 Bond		495,000.00					495,000.00
Interest Payments - 2014A1 Bond		17,006.26					17,006.26
Interest Payments - 2019A1 Bond		77,103.75					77,103.75
Interest Payments - 2019A2 Bond		142,380.00					142,380.00
Principal Payments - 2014A2 bond			\$85,000.00				85,000.00
Interest Payments - 2014A2 bond			72,225.00				72,225.00
Principal Payment - 2018A1 Bond				\$10,000.00			10,000.00
Principal Payment - 2018A2 Bond				375,000.00			375,000.00
Interest Payment - 2018A1 Bond				63,616.25			63,616.25
Interest Payment - 2018A2 Bond				43,955.00			43,955.00
Contingency					\$3,666,904.62		3,666,904.62
Total Expenses	<u>\$65,561.32</u>	<u>\$751,490.01</u>	<u>\$157,225.00</u>	<u>\$492,571.25</u>	<u>\$3,666,904.62</u>	<u>\$0.00</u>	<u>\$5,133,752.20</u>
<u>Other Revenues (Expenses) & Gains (Losses)</u>							
Interest Income		\$13.27					\$13.27
Interest Income			\$2.41				2.41
Interest Income				\$6.72			6.72
Interest Income					\$116.90		116.90
Total Other Revenues (Expenses) & Gains (Losses)	<u>\$0.00</u>	<u>\$13.27</u>	<u>\$2.41</u>	<u>\$6.72</u>	<u>\$116.90</u>	<u>\$0.00</u>	<u>\$139.30</u>
Change In Net Assets	\$109,153.11	\$437,182.75	(\$13,272.70)	(\$96,251.15)	(\$3,666,787.72)	\$0.00	(\$3,229,975.71)
Net Assets At Beginning Of Year	<u>\$156,553.69</u>	<u>\$786,923.82</u>	<u>\$118,741.72</u>	<u>\$606,303.93</u>	<u>\$7,371,129.53</u>	<u>\$0.00</u>	<u>\$9,039,652.69</u>
Net Assets At End Of Year	<u><u>\$265,706.80</u></u>	<u><u>\$1,224,106.57</u></u>	<u><u>\$105,469.02</u></u>	<u><u>\$510,052.78</u></u>	<u><u>\$3,704,341.81</u></u>	<u><u>\$0.00</u></u>	<u><u>\$5,809,676.98</u></u>

Silverleaf CDD
Budget to Actual
For the Month Ending 02/28/2021

	Year To Date			FY 2021 Adopted Budget
	Actual	Budget	Variance	
<u>Revenues</u>				
On-Roll Assessments	\$ 140,223.03	\$ 86,228.33	\$ 53,994.70	\$ 206,948.00
Off-Roll Assessments	34,491.40	-	34,491.40	-
Carry Forward Revenue	154,991.66	12,500.00	142,491.66	30,000.00
Net Revenues	\$ 329,706.09	\$ 98,728.33	\$ 230,977.76	\$ 236,948.00
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 12,000.00
Public Officials' Insurance	2,785.00	1,185.83	1,599.17	2,846.00
Trustee Services	4,781.39	2,708.33	2,073.06	6,500.00
Management	14,583.35	14,583.33	0.02	35,000.00
Engineering	3,781.75	2,083.33	1,698.42	5,000.00
Dissemination Agent	3,750.00	6,250.00	(2,500.00)	15,000.00
District Counsel	2,059.00	6,250.00	(4,191.00)	15,000.00
Assessment Administration	12,500.00	5,208.33	7,291.67	12,500.00
Reamortization Schedules	625.00	312.50	312.50	750.00
Audit	-	2,187.50	(2,187.50)	5,250.00
Postage & Shipping	82.39	83.33	(0.94)	200.00
Legal Advertising	497.25	416.67	80.58	1,000.00
Miscellaneous	197.10	208.35	(11.25)	500.00
Web Site Maintenance	925.00	1,125.00	(200.00)	2,700.00
Dues, Licenses, and Fees	175.00	72.92	102.08	175.00
Electric	259.09	1,041.67	(782.58)	2,500.00
Wetlands Maintenance Reserve	-	2,083.33	(2,083.33)	5,000.00
Wetlands Monitoring	-	5,416.67	(5,416.67)	13,000.00
70% to Stormwater	-	8,750.00	(8,750.00)	21,000.00
Lake Repair	-	1,837.50	(1,837.50)	4,410.00
General Insurance	3,404.00	1,449.58	1,954.42	3,479.00
General Repair & Maintenance	191.50	2,083.33	(1,891.83)	5,000.00
Irrigation	152.25	2,000.00	(1,847.75)	4,800.00
Lake Maintenance	-	8,900.00	(8,900.00)	21,360.00
Landscaping Maintenance & Material	9,632.25	11,657.50	(2,025.25)	27,978.00
Landscape Improvements	-	2,083.33	(2,083.33)	5,000.00
30% to Hardscape	180.00	3,750.00	(3,570.00)	9,000.00
Total General & Administrative Expenses	\$ 65,561.32	\$ 98,728.33	\$ (33,167.01)	\$ 236,948.00
Total Expenses	\$ 65,561.32	\$ 98,728.33	\$ (33,167.01)	\$ 236,948.00
Net Income (Loss)	\$ 264,144.77	\$ -	\$ 264,144.77	\$ -

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Review of Maintenance Reports