

Silverleaf Community Development District

3501 Quadrangle Boulevard, Suite 270 | 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 **Monday, January 16, 2023, at 3:00 p.m. located at 3805 Shimmering Oaks Drive, Bradenton, FL 34202**. The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 792 560 599 #

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 December 5, 2022, Board of Supervisors Meeting
2. Discussion Pertaining to Annual Wetland Mitigation Services
3. Ratification of Payment Authorization #181-183
4. Review of District Financial Statements

Other Business

- Staff Reports
 - District Counsel
 - District Engineer
 - District Manager
- Audience Comments
- Supervisors Requests

Adjournment



**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Minutes of the December 5, 2022,
Board of Supervisors Meeting

MINUTES OF MEETING

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

**Wednesday, December 5, 2022, at 1:00 p.m.
3805 Shimmering Oaks Dr
Parrish, FL 34202**

Board Members in attendance via conference call or in person:

Paul Gressin	Chairperson
Lawrence Powell	Vice Chairperson
Jackie Miller	Assistant Secretary
Timothy Abramski	Assistant Secretary
Jonathan Decker	Assistant Secretary

Also present via conference call or in person:

Vivian Carvalho	District Manager - PFM Group Consulting LLC (via phone)
Venessa Ripoll	District Manager - PFM Group Consulting LLC
Jorge Jimenez	ADM - PFM Group Consulting LLC (via phone)
Jennifer Kilinski	KE Law Group
Grace Kobitter	KE Law Group

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

The Board of Supervisors' Meeting of the Silverleaf Community Development District was called to order at 1:00 p.m. Ms. Ripoll proceeded with roll call and confirmed quorum to proceed with the meeting. Those in attendance are outlined above either in person or via speakerphone.

Public Comment Period

There were no members of the public present.

Administer Oath of Office to Newly Elected Supervisors

Mr. Gressin, Mr. Abramski, and Mr. Powell were sworn into the Board. All of them opted to receive compensation. Ms. Kilinski reviewed the ethics of the Board.

Consideration of Resolution 2023-01, Election of Officers

The current slate of officers will remain as is with Mr. Abramski being added as an Assistant Secretary.

ON MOTION by Mr. Abramski, seconded by Mr. Powell, with all in favor, the Board approved Resolution 2023-01, Election of Officers with Paul Gressin as Chair, Lawrence Powell as Vice Chair, Vivian Carvalho as Secretary, Venessa Ripoll, Timothy Abramski, Jackie Miller, and Jonathan Decker as Assistant Secretaries, Jennifer Glasgow as Treasurer, and Amanda Lane as Assistant Secretary.

SECOND ORDER OF BUSINESS

General Business Matters

Consideration of the Minutes of the November 9, 2022, Board of Supervisors Meeting

The Board reviewed the Minutes of the November 9, 2022, Board of Supervisors' Meeting.

ON MOTION by Mr. Gressin, seconded by Mr. Decker, with all in favor, the Board approved the Minutes of the November 9, 2022, Board of Supervisors Meeting.

Review and Consideration of Request for Qualifications for District Engineering Services

Ms. Kilinski reviewed the process of requesting proposals for Engineering Services. The Board decided that the ad will run for the February Meeting.

ON MOTION by Ms. Miller, seconded by Mr. Decker, with all in favor, the Board approved the Request for Qualifications for District Engineering Services.

Discussion Pertaining to Annual Wetland Mitigation Services

Mr. Gressin expressed his concerns with the state of some of the ponds on the property. He requested that PFM get in contact with the ARC committee and have them notify the Board when an application has been requested if it will affect the state of the ponds. The person doing inspections prior to the construction of any ARC request will be determined at a later date. The CDD has notified Neal communities that the ponds need to be inspected. Ms. Ripoll stated that PFM is working with KE Law Group to determine what belongs to the CDD and what belongs to the HOA. She also stated that this item will remain on the next agenda.

**Ratification of Payment Authorization
#179 – 180**

The Board reviewed Payment Authorization #179 – 180

ON MOTION by Mr. Powell, seconded by Mr. Abramski, with all in favor, the Board ratified Payment Authorization #179 – #180.

Review of District Financial Statements

The Board reviewed the Financial Statements as of October 31, 2022.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel-

Ms. Kilinski provided an update on what was found during their full property due diligence and improvement conveyance status. She suggested updating the property appraiser site and stated that there may be fees with this action. The Board wanted to move forward and have KE Law Group address this action.

ON MOTION by Mr. Powell, seconded by Mr. Gressin, with all in favor, the Board approved the action of KE Law Group moving forward with the updates to the property appraiser site.

District Engineer-

No report.

District Manager-

Ms. Ripoll noted that the next meeting will be moved to January 16 at 3 p.m. at the same location.

Audience Comments and Supervisor Requests

There were no further comments.

FOURTH ORDER OF BUSINESS

Adjournment

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

ON MOTION by Mr. Gressin, seconded by Mr. Powell, with all in favor, the December 5, 2022, Meeting of the Board of Supervisors of the Silverleaf Community Development District was adjourned at 1:46 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Discussion Pertaining to Annual Wetland
Mitigation Services

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorizations #181 – 183

SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT
Payment Authorization #181-183

PA #	Description	Amount	Total
181	PFM Group Consulting	\$3,208.33	
		\$6.02	
	VGlobalTech	\$135.00	
	ZNS Engineering	\$247.50	
			\$3,596.85
182	KE Law	\$7,542.00	
	McClatchy Company	\$145.08	
	PFM Group Consulting	\$3,208.33	
	Supervisor Fees		
	Timothy Abramski	\$200.00	
	Jonathan Decker	\$200.00	
	Jackie Miller	\$200.00	
	Paul Gressin	\$200.00	
	Lawrence Powell	\$200.00	
			\$11,895.41
183	FPL	\$29.15	
	PFM Group Consulting	\$3,750.00	
	ZNS Engineering	\$3,176.25	
			\$6,955.40
		TOTAL	\$22,447.66

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #181

12/1/2022

Item No.	Payee	Invoice	General Fund
1	PFM Group Consulting		
	District Mgmt Fees - Nov 2022	DM-11-2022-43	\$ 3,208.33
	Postage/FedEx - Oct 2022	OE-EXP-11-2022-25	\$ 6.02
2	VGlobalTech		
	Website Maintenance - Nov 2022	4460	\$ 135.00
3	ZNS Engineering		
	Engineering Services Through 10/15/2022	146187	\$ 247.50
		TOTAL	\$3,596.85

Secretary / Assistant Secretary

Chairman / Vice Chairman

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #182

12/14/2022

Item No.	Payee	Invoice	General Fund
1	KE Law District counsel services as of 11/30/22	5081	\$ 7,542.00
2	McClatchy Company Legal Advertising on 11/28/2022 (Ad: IPL009529)	163251	\$ 145.08
3	PFM Group Consulting District Mgmt Fees - Dec 2022	DM-12-2022-44	\$ 3,208.33
4	Supervisor Fees - 12/05/2022 Meeting		
	Timothy Abramski	2022.12.05	\$ 200.00
	Jonathan Decker	2022.12.05	\$ 200.00
	Jackie Miller	2022.12.05	\$ 200.00
	Paul Gressin	2022.12.05	\$ 200.00
	Lawrence Powell	2022.12.05	\$ 200.00
		TOTAL	\$11,895.41

Secretary / Assistant Secretary

Chairman / Vice Chairman

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #183

12/28/2022

Item No.	Payee	Invoice	General Fund
1	FPL Aeration - Dec 2022	12.2022	\$ 29.15
2	PFM Group Consulting Q1 Dissemination Jan-Mar Series 2014, 2018, 20	123241	\$ 3,750.00
3	ZNS Engineering Stormwater Needs Analysis	145894	\$ 3,176.25
		TOTAL	\$6,955.40

Secretary / Assistant Secretary

Chairman / Vice Chairman

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Review of District Financial Statements

Silverleaf CDD
Statement of Financial Position
As of 11/30/2022

	General Fund	Debt Service - 2014A1, 2019	Debt Service - 2014A2	Debt Service - 2018	Construction Fund - 2014, 2019	Long Term Debt Group	Total
<u>Assets</u>							
<u>Current Assets</u>							
General Checking Account	\$244,465.32						\$244,465.32
Assessments Receivable	134,241.34						134,241.34
Deposits	167.00						167.00
Assessments Receivable		\$316,784.52					316,784.52
Debt Service Reserve 2014A1		23,187.50					23,187.50
Revenue Account 2014A		239,076.69					239,076.69
Revenue Account 2019A1		209,643.32					209,643.32
Prepayment Acct. 2019A2		44,090.64					44,090.64
Prepayment Acct. 2019A1		49,366.86					49,366.86
Debt Service Reserve 2019A1		88,385.63					88,385.63
Prepayment Acct. 2014A1		3,224.48					3,224.48
Sinking Fund 2019A1		0.02					0.02
Sinking Fund 2019A2		0.02					0.02
Debt Service Reserve 2014A2			\$84,318.75				84,318.75
Prepayment Account 2014A2			1,327.09				1,327.09
Sinking Fund 2014A2			0.01				0.01
Revenue 2018A Bond				\$82,271.85			82,271.85
Sinking Fund 2018A1 Bond				0.01			0.01
Prepayment 2018A1 Bond				807.68			807.68
Debt Service Reserve 2018A1 Bond				80,023.75			80,023.75
Prepayment 2018A2 Bond				2,745.77			2,745.77
Assessments Receivable				167,879.18			167,879.18
Total Current Assets	<u>\$378,873.66</u>	<u>\$973,759.68</u>	<u>\$85,645.85</u>	<u>\$333,728.24</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$1,772,007.43</u>
<u>Investments</u>							
Amount Available in Debt Service Funds						\$908,470.07	\$908,470.07
Amount To Be Provided						6,726,529.93	6,726,529.93
Total Investments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$7,635,000.00</u>	<u>\$7,635,000.00</u>
Total Assets	<u><u>\$378,873.66</u></u>	<u><u>\$973,759.68</u></u>	<u><u>\$85,645.85</u></u>	<u><u>\$333,728.24</u></u>	<u><u>\$ -</u></u>	<u><u>\$7,635,000.00</u></u>	<u><u>\$9,407,007.43</u></u>

Silverleaf CDD
Statement of Financial Position
As of 11/30/2022

	General Fund	Debt Service - 2014A1, 2019	Debt Service - 2014A2	Debt Service - 2018	Construction Fund - 2014, 2019	Long Term Debt Group	Total
<u>Liabilities and Net Assets</u>							
<u>Current Liabilities</u>							
Accounts Payable	\$3,596.85						\$3,596.85
Deferred Revenue	134,241.34						134,241.34
Deferred Revenue		\$316,784.52					316,784.52
Deferred Revenue				\$167,879.18			167,879.18
Total Current Liabilities	\$137,838.19	\$316,784.52	\$ -	\$167,879.18	\$ -	\$ -	\$622,501.89
<u>Long Term Liabilities</u>							
Revenue Bonds Payable LongTerm			-			\$7,635,000.00	\$7,635,000.00
Total Long Term Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$7,635,000.00	\$7,635,000.00
Total Liabilities	\$137,838.19	\$316,784.52	\$ -	\$167,879.18	\$ -	\$7,635,000.00	\$8,257,501.89
	-	-	-				
<u>Net Assets</u>							
Net Assets, Unrestricted	(\$4,139.20)						(\$4,139.20)
Net Assets - General Government	293,084.37						293,084.37
Current Year Net Assets - General Government	(47,909.70)						(47,909.70)
Net Assets, Unrestricted		\$2,684,280.16					2,684,280.16
Current Year Net Assets, Unrestricted		(2,027,305.00)					(2,027,305.00)
Net Assets, Unrestricted			\$85,646.24				85,646.24
Current Year Net Assets, Unrestricted			(0.39)				(0.39)
Net Assets, Unrestricted				\$294,429.78			294,429.78
Current Year Net Assets, Unrestricted				(128,580.72)			(128,580.72)
Net Assets, Unrestricted					\$50,000.00		50,000.00
Net Assets - General Government					(50,000.00)		(50,000.00)
Total Net Assets	\$241,035.47	\$656,975.16	\$85,645.85	\$165,849.06	\$ -	\$ -	\$1,149,505.54
Total Liabilities and Net Assets	\$378,873.66	\$973,759.68	\$85,645.85	\$333,728.24	\$ -	\$7,635,000.00	\$9,407,007.43

Silverleaf CDD
Statement of Activities
As of 11/30/2022

	General Fund	Debt Service - 2014A1, 2019	Debt Service - 2014A2	Debt Service - 2018	Construction Fund - 2014,2019	Long Term Debt Group	Total
Revenues							
On-Roll Assessments	\$1,227.44						\$1,227.44
Off-Roll Assessments	3,700.26						3,700.26
On-Roll Assessments		\$2,861.69					2,861.69
Off-Roll Assessments		43,706.11					43,706.11
Other Assessments		85,318.60					85,318.60
Inter-Fund Group Transfers In		(64,292.99)					(64,292.99)
Inter-Fund Group Transfers In			\$64,292.99				64,292.99
On-Roll Assessments				\$1,516.54			1,516.54
Off-Roll Assessments				5,126.49			5,126.49
Total Revenues	\$4,927.70	\$67,593.41	\$64,292.99	\$6,643.03	\$0.00	\$0.00	\$143,457.13
Expenses							
Supervisor Fees	\$1,400.00						\$1,400.00
Public Officials' Insurance	3,098.00						3,098.00
Trustee Services	4,796.12						4,796.12
Management	6,416.66						6,416.66
Engineering	247.50						247.50
Assessment Administration	12,500.00						12,500.00
Reamortization Schedules	1,625.00						1,625.00
Postage & Shipping	6.02						6.02
Legal Advertising	63.18						63.18
Office Supplies	125.00						125.00
Web Site Maintenance	270.00						270.00
Dues, Licenses, and Fees	175.00						175.00
Wetland Maintenance Reserve	18,299.05						18,299.05
Wetlands Monitoring	28.87						28.87
General Insurance	3,787.00						3,787.00
Principal Payment - 2019A1 Bond		\$55,000.00					55,000.00
Principal Payment - 2019A2 Bond		1,895,000.00					1,895,000.00
Interest Payments - 2014A1 Bond		15,350.00					15,350.00
Interest Payments - 2019A1 Bond		66,420.00					66,420.00
Interest Payments - 2019A2 Bond		63,140.00					63,140.00
Interest Payments - 2014A2 bond			\$64,293.75				64,293.75
Principal Payment - 2018A1 Bond				\$5,000.00			5,000.00
Principal Payment - 2018A2 Bond				55,000.00			55,000.00
Interest Payment - 2018A1 Bond				60,917.51			60,917.51
Interest Payment - 2018A2 Bond				14,307.50			14,307.50
Total Expenses	\$52,837.40	\$2,094,910.00	\$64,293.75	\$135,225.01	\$0.00	\$0.00	\$2,347,266.16
Other Revenues (Expenses) & Gains (Losses)							
Interest Income		\$11.59					\$11.59
Interest Income			\$0.37				0.37
Interest Income				\$1.26			1.26
Total Other Revenues (Expenses) & Gains (Losses)	\$0.00	\$11.59	\$0.37	\$1.26	\$0.00	\$0.00	\$13.22
Change In Net Assets	(\$47,909.70)	(\$2,027,305.00)	(\$0.39)	(\$128,580.72)	\$0.00	\$0.00	(\$2,203,795.81)
Net Assets At Beginning Of Year	\$288,945.17	\$2,684,280.16	\$85,646.24	\$294,429.78	\$0.00	\$0.00	\$3,353,301.35
Net Assets At End Of Year	\$241,035.47	\$656,975.16	\$85,645.85	\$165,849.06	\$0.00	\$0.00	\$1,149,505.54

Silverleaf CDD
Budget to Actual
For the Month Ending 11/30/2022

	Year To Date			FY 2023 Adopted Budget
	Actual	Budget	Variance	
<u>Revenues</u>				
On-Roll Assessments	\$1,227.44	\$25,045.84	\$(23,818.40)	\$150,275.00
Off-Roll Assessments	3,700.26	-	3,700.26	-
Other Income & Other Financing Sources	-	-	-	-
Carry Forward Revenue	293,602.46	25,551.60	268,050.86	153,309.61
Net Revenues	<u>\$298,530.16</u>	<u>\$50,597.44</u>	<u>\$247,932.72</u>	<u>\$303,584.61</u>
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$1,400.00	\$2,000.00	\$(600.00)	\$12,000.00
Public Officials' Insurance	3,098.00	550.00	2,548.00	3,300.00
Trustee Services	4,796.12	2,225.00	2,571.12	13,350.00
Management	6,416.66	6,416.66	-	38,500.00
Engineering	247.50	2,500.00	(2,252.50)	15,000.00
Dissemination Agent	-	2,500.00	(2,500.00)	15,000.00
District Counsel	-	2,500.00	(2,500.00)	15,000.00
Assessment Administration	12,500.00	2,083.34	10,416.66	12,500.00
Reamortization Schedules	1,625.00	125.00	1,500.00	750.00
Audit	-	875.00	(875.00)	5,250.00
Arbitrage Calculation	-	166.66	(166.66)	1,000.00
Postage & Shipping	6.02	33.34	(27.32)	200.00
Legal Advertising	63.18	250.00	(186.82)	1,500.00
Bank Fees	-	30.00	(30.00)	180.00
Miscellaneous	-	83.34	(83.34)	500.00
Office Supplies	125.00	41.68	83.32	250.00
Web Site Maintenance	270.00	470.00	(200.00)	2,820.00
Dues, Licenses, and Fees	175.00	29.16	145.84	175.00
Wetland Maintenance Reserve	18,299.05	666.66	17,632.39	-
Wetlands Monitoring	28.87	-	28.87	4,000.00
Stormwater Management	-	17,886.12	(17,886.12)	107,316.73
General Insurance	3,787.00	666.66	3,120.34	4,000.00
General Repair & Maintenance	-	833.34	(833.34)	5,000.00
Hardscape Maintenance	-	7,665.48	(7,665.48)	45,992.88
Total General & Administrative Expenses	<u>\$52,837.40</u>	<u>\$50,597.44</u>	<u>\$2,239.96</u>	<u>\$303,584.61</u>
Total Expenses	<u>\$52,837.40</u>	<u>\$50,597.44</u>	<u>\$2,239.96</u>	<u>\$303,584.61</u>
Net Income (Loss)	<u>\$245,692.76</u>	<u>\$ -</u>	<u>\$245,692.76</u>	<u>\$ -</u>