

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, November 6, 2023, at 1:00 p.m. located at 3805 Shimmering Oaks Drive, Parrish, FL 34219.** The following is the proposed agenda for this meeting.

Call in number: 1-844-621-3956

Passcode: 2538 286 6774 #

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]*

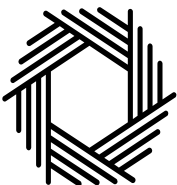
General Business Matters

1. Consideration of the Minutes of the October 2, 2023, Board of Supervisors Meeting
2. Consideration of Resolution 2024-01, Adopting an Amended Budget for FY 2023 *(provided under separate cover)*
3. Update on Wetland Credits
 - a. Consideration of Credit Purchase Agreement
4. Consideration of Drainage Proposals *(provided under separate cover)*
5. Consideration of FY 2023 Audit Engagement Letter
6. Ratification of Payment Authorization #198 – 200
7. Review of District Financial Statements

Other Business

- Staff Reports
 - District Counsel
 - District Engineer
 - District Manager
 - *Discussion Regarding HOA Maintenance of District Property*
 - *Update on Resident Concerns*
- Audience Comments
- Supervisors Requests

Adjournment



pfm

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Minutes of the October 2, 2023,
Board of Supervisors Meeting

MINUTES OF MEETING

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

Monday, October 2, 2023, 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	
Timothy Abramski	Assistant Secretary	
Jonathan Decker	Assistant Secretary	(via phone)

Also present via conference call or in person:

Venessa Ripoll	PFM Group Consulting LLC	
Vivian Carvalho	PFM Group Consulting LLC	(via phone)
Jorge Jimenez	PFM Group Consulting LLC	(via phone)
Rick Montejano	PFM Group Consulting LLC	(via phone)
Alan Rayl	Rayl Engineering	(via phone)
Caleb Wingo	Rayl Engineering	
Meredith Hammock	Kilinski Van Wyk	(via phone)
Molly Maggiano	Kilinski Van Wyk	
Various Audience Members		

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 1:01 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 public comments at this time.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of the Minutes of the
September 11, 2023, Board of
Supervisors Meeting**

The Board reviewed the Minutes of the September 11, 2023, Board of Supervisors' Meeting.

ON MOTION by Mr. Powell, seconded by Mr. Abramski, with all in favor, the Board approved the Minutes of the September 11, 2023, Board of Supervisors Meeting.

**Discussion Regarding HOA Maintenance
of District property**

Mr. Gressin suggested that the maintenance agreement between the CDD and HOA be suspended. Ms. Hammock explained that the HOA had accepted sole obligation and responsibility to operate and maintain the private improvements that are located within the District's boundaries, the association is required to cover the cost and expenses associated with the operation and maintenance responsibilities of the private improvements to be collected as assessments pursuant to the HOA's declarations and covenants. There was some discussion as to what the responsibilities of the HOA were which included irrigation and landscaping. Mr. Gressin believed the agreement to be pointless as the HOA is already responsible for maintaining the irrigation and landscaping. Ms. Ripoll volunteered to go through every tract and bring them back for the Board's review at the next meeting. This topic was tabled until the next meeting.

Update on Wetland Credits

Mr. Wingo stated that the meeting is scheduled for October 12 and once the meeting has concluded, they will be sending any notes that they have directly to the CDD manager.

**Consideration of Westcoast Proposals
for Drainage (provided under separate
cover)**

Mr. Wingo stated that they have not yet heard back from Westcoast recently, only hearing from them early last week confirming that they had looked at the swale regrating and were putting together a proposal for it. He is planning to continue to contact them for a response.

Ratification of Payment Authorization #197

The Board reviewed Payment Authorizations #197.

ON MOTION by Mr. Powell, seconded by Mr. Abramski, with all in favor, the Board ratified Payment Authorizations #197.

Review of District Financial Statements

The Board reviewed the District Financials as of August 2023.

ON MOTION by Mr. Gressin, seconded by Mr. Powell, with all in favor, the Board accepted the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel- No report.

District Engineer- No report.

District Manager- Ms. Ripoll mentioned that the next meeting is scheduled for November 6, 2023, at 1:00 p.m.

Supervisor Requests and Audience Comments

There were no supervisor requests at this time.

FOURTH ORDER OF BUSINESS

Adjournment

There were no additional comments from the Board.

ON MOTION by Mr. Powell, seconded by Mr. Abramski, with all in favor, the October 2, 2023, Meeting of the Board of Supervisors of the Silverleaf Community Development District was adjourned at 1:20 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Resolution 2024-01,
Adopting an Amended Budget for FY 2023
(provided under separate cover)

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Wetland Credits Update



SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT ENVIRONMENTAL RESOURCE PERMIT (ERP) MODIFICATION SHORT FORM

SUBMIT AN ORIGINAL AND TWO COPIES OF THIS FORM AND OTHER RELATED INFORMATION TO ONE OF THE DISTRICT OFFICES LISTED BELOW. NO FEE REQUIRED. PLEASE PRINT OR TYPE ALL TEXT. To qualify for a modification using this modification short form, the permittee must submit sufficient information with this application so that a request for additional information is not required to verify compliance with the permit rules and threshold qualifications for modification, and a separate Statement of Completion and As-built is not required to verify compliance with the permit.

Date

Bartow Regulation
170 Century Blvd.
Bartow, FL 33830-7700

Brooksville Regulation
2379 Broad St.
Brooksville, FL 34604-6899

Tampa Regulation
7601 US Hwy 301
Tampa, FL 33637-6759

Sarasota Regulation
6750 Fruitville Rd.
Sarasota, FL 34240-9711

Subject: Request for Modification of ERP No. _____ . _____ (rev #)
Project Name: _____
County/City: _____ / _____
Total Acreage/Project Acreage: _____ / _____
Sec(s)/Twp(s)/Rge(s): _____ / _____ / _____

To Whom It May Concern:

This is a request to modify the above-referenced District approved ERP construction permit pursuant to Section 40D-4.331(2)(b) 1. -6., Florida Administrative Code (F.A.C.). The requested modification does not: (1) expand or substantially alter the permit authorization (substantially alter means a change to the project that affects either the system design, construction or operation, which is reasonably expected to lead to substantially different water resource or environmental impacts and requires detailed permitting review and evaluation), (2) increase the authorized off site discharge, (3) impact the environmental features of the project, (4) decrease the required retention/detention, (5) decrease the required flood control elevations for roads or buildings, or (6) decrease pollution removal efficiency. Attached is documentation (plans, drawings, calculations, etc.) which addresses these requirements and supports the request for a modification. The undersigned Engineer certifies that the engineering features of this surface water management system have been:

(check one) designed by me or under my responsible charge,
 reviewed by me or under my responsible charge,

and in my professional opinion, this system conforms with sound engineering principles and all applicable rules and specifications.

Signature of Owner/Permittee (Applicant)
or Authorized Agent *

Engineer's Name FL Reg. No.

Owner/Permittee (Applicant) Company Name/Title (if applicable)

Affix Seal

Owner/Permittee (Applicant) Address, City, State Zip

(_____) _____
Owner/Permittee (Applicant) Phone No.

Engineer Signature Date

(_____) _____
Contact Name (for owner) and Phone No.

Engineer Company Name

Operation & Maintenance (O&M) Entity

Engineer Company Address, City, State Zip

(_____) _____
O&M Contact Name and Phone No.

(_____) _____
Engineer Company Phone No.

* Attach a signed letter of authorization from the owner, except for corporate officers.



OWNER AUTHORIZED AGENT AFFIDAVIT

I _____ (Owner) of
_____ (Property Address or Folio)
hereby grant authorization to the following persons, Rayl Engineering and Surveying, LLC and Alan L. Rayl
to act as my agent while conducting activities related to obtaining permits, inspections, and/or approvals related
to the following project _____.

The Authorized Agent(s) is to be considered an agent of my business and therefore the signature of said agent is binding and causes me to assume all responsibilities connected to or associated with the signature as they may relate to my property and the named project.

Owner Signature

Date

State of _____

County of _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____
by _____ who is personally known to me or produced
_____ as identification and who did _____ take an oath.

Signature of Notary Public

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Drainage Proposals
(provided under separate cover)

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

FY 2023 Audit Engagement Letter



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

August 30, 2023

To Board of Supervisors
Silverleaf Community Development District
3501 Quadrangle Blvd., Ste. 270
Orlando, FL 32817

We are pleased to confirm our understanding of the services we are to provide Silverleaf Community Development District, Manatee County, Florida ("the District") for the fiscal year ended September 30, 2023. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Silverleaf Community Development District as of and for the fiscal year ended September 30, 2023. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2023 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. The District will provide a statement describing corrective actions to be taken in response to each of our recommendations included in the audit report, if any, and relaying to us corrective actions

taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel.

Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

The auditor agrees and understands that Chapter 119, *Florida Statutes*, may be applicable to documents prepared in connection with the services provided hereunder and agrees to cooperate with public record requests made thereunder. In connection with this Agreement, the auditor agrees to comply with all provisions of Florida's public records laws, including but not limited to Section 119.0701, *Florida Statutes*, the terms of which are incorporated herein. Among other requirements, the auditor must:

- a. Keep and maintain public records required by the District to perform the service.
- b. Upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes* or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the auditor does not transfer the records to the District.
- d. Upon completion of this Agreement, transfer, at no cost, to the District all public records in possession of the auditor or keep and maintain public records required by the District to perform the service. If the auditor transfers all public records to the District upon completion of this Agreement, the auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the auditor keeps and maintains public records upon completion of the Agreement, the auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PFM GROUP CONSULTING LLC., 3501 QUADRANGLE BLVD., STE. 270, ORLANDO, FL 32817, 407-723-5900, RECORDREQUEST@PFM.COM.

Our fee for these services will not exceed \$4,700 for the September 30, 2023 audit unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, with the understanding that your employees will provide information needed to perform the audit on a timely basis. We acknowledge that the District must submit its annual Audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year. Accordingly, we will deliver a draft audit to the District no later than March 1st, 2024, with the final audit report to be completed by March 15th, 2024. All accounting records (including, but not limited to, trial balances, general ledger detail, vendor files, bank and trust statements, minutes, and confirmations) for the fiscal year ended September 30, 2023 must be provided to us no later than December 1, 2023, in order for us to deliver a draft audit to the District no later than March 1, 2024. If the draft is timely reviewed by management, the final audit will be provided no later than March 15th, 2024.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Silverleaf Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. This letter, with any addendum if applicable, constitutes the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Silverleaf Community Development District.

By: _____

Title: _____

Date: _____



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #198 – 200

SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #198

9/25/2023

Item No.	Payee	Invoice	General Fund
1	BrightView Tree Care Service Cut 2 Stumps	8584526	\$ 2,900.00
2	FPL Utility Payment 54780-86159	2023.0800	\$ 29.44
3	Kilinski Van Wyk, PLLC District Counsel Services as of 08/31/2023	7474	\$ 2,249.82
4	McClatchy Company Legal Advertising on 09/04/2023 (Ad: IPL01362260)	457652	\$ 72.54
5	PFM Group Consulting District Mgmt Fees - Sep 2023 Postage/FedEx - Jul. 2023 Postage/FedEx - Aug 2023 Qtr Dissemination Apr-Jun Series 2014, 2018, 2019 Re-amortization Services 2/1-8/1/2023	DM-09-2023-46 OE-EXP-08-2023-32 OE-EXP-09-2023-31 126996 126776	\$ 3,208.37 9.42 8.85 3,750.00 625.00
6	Rayl Engineering & Surveying, LLC Professional Services Aug 2023	RES 23-126-5	\$ 6,559.31
7	Supervisor Fees - 9/11/2023 Meeting Timothy Abramski Jonathan Decker Jackie Miller Paul Gressin Lawrence Powell	2023.09.11 2023.09.11 2023.09.11 2023.09.11 2023.09.11	\$ 200.00 200.00 200.00 200.00 200.00
8	VGlobalTech Quarterly ADA Website Maintenance - Jul 2023 Website Maintenance - Aug 2023 Website Maintenance - Sep 2023	5188 5248 5322 5411	\$ 300.00 135.00 135.00 135.00
		TOTAL	\$ 18,217.75

Secretary / Assistant Secretary

Chairman / Vice Chairman

Silverleaf CDD
c/o PFM Group Consulting
3501 Quadrangle Boulevard, Ste. 270
Orlando, FL 32817
MontejanoR@pfm.com // (407) 723-5951

Rick Montejano

From: Paul <paulgressin@gmail.com>
Sent: Friday, September 29, 2023 10:53 AM
To: Rick Montejano
Cc: Larry Powell; Maggie Cesnick Abramski; Venessa Ripoll; Jorge Orsini
Subject: Re: Payment

ALERT: This message is from an external source.BE CAUTIOUS before clicking any link or attachment

PA 198 approved

Sent from my iPhone

> On Sep 29, 2023, at 9:28 AM, Rick Montejano <montejanor@pfm.com> wrote:

>

> Hi Everyone -

>

> The checks are on PA 198 which was sent out for approval this past Monday. Although this payment authorization has yet to be approved, I went ahead and had the 5 checks processed for payment on Monday and cut for the Board Members on Tuesday.

>

> Paul, please approve PA 198.

>

> Happy Friday,

>

> Rick

>

> -----Original Message-----

> From: Paul <paulgressin@gmail.com>

> Sent: Thursday, September 28, 2023 3:29 PM

> To: Rick Montejano <MontejanoR@pfm.com>

> Cc: Larry Powell <imtazman@gmail.com>; Maggie Cesnick Abramski <mcesnick@comcast.net>

> Subject: Payment

>

> ALERT: This message is from an external source.BE CAUTIOUS before clicking any link or attachment

>

>

> On arrival back from out of state I had two board members question if I had signed off on payment requests and one was told no. This is not correct since I signed off by return email when it was received as I have done every single month prior. Please get the checks out

>

> Sent from my iPhone

>

SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #199
10/2/2023

Item No.	Payee	Invoice	General Fund
1	Egis Insurance Renewal FY24	19936	\$ 7,160.00
2	Supervisor Fees - 10/2/2023 Meeting Timothy Abramski Jonathan Decker Paul Gressin Lawrence Powell	2023.10.02 2023.10.02 2023.10.02 2023.10.02	\$ 200.00 200.00 200.00 200.00
		TOTAL	\$ 7,960.00

Secretary / Assistant Secretary

Chairman / Vice Chairman

Rick Montejano

From: Paul <paulgressin@gmail.com>
Sent: Monday, October 2, 2023 1:58 PM
To: Rick Montejano
Subject: Re: PA 199
Attachments: Silverleaf PA #199.pdf

ALERT: This message is from an external source.**BE CAUTIOUS** before clicking any link or attachment

Payment attached approved

Sent from my iPhone

On Oct 2, 2023, at 1:51 PM, Rick Montejano <montejanor@pfm.com> wrote:

Hi Paul –

Please review the latest payment authorization for review of payment.

Thanks,

Rick Montejano
District Accountant
PFM Group Consulting LLC
407.723.5900 ext. 5951
3501 Quadrangle Blvd., Suite 270 | Orlando, FL 32817
MontejanoR@pfm.com

SILVERLEAF COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #200

10/13/2023

Item No.	Payee	Invoice	General Fund
1	FPL Utility Payment 54780-86159	2023.09	\$ 29.70
2	McClatchy Company Legal Advertising on 09/25/23 (Ad: IPL01401320)	468043	\$ 72.54
3	Pond Professional, LLC Aquatic Plant Install	SL Plants1	\$ 1,600.00
	Lake Maintenance - Jan. 2023	SL Ponds30	1,663.55
	Lake Maintenance - Feb. 2023	SL Ponds31	1,663.55
	Lake Maintenance - Mar. 2023	SL Ponds32	1,663.55
	Lake Maintenance - Apr. 2023	SL Ponds33	1,663.55
	Lake Maintenance - May. 2023	SL Ponds34	1,663.55
	Lake Maintenance - Jun. 2023	SL Ponds35	1,663.55
	Lake Maintenance - Jul. 2023	SL Ponds36	1,663.55
	Lake Maintenance - Aug. 2023	SL Ponds37	1,663.55
	Lake Maintenance - Sept. 2023	SL Ponds38	1,663.55
	Lake Maintenance - Oct. 2023	SL Ponds39	1,663.55
	Lake Maintenance - Nov. 2023	SL Ponds40	1,663.55
	Lake Maintenance - Dec. 2023	SL Ponds41	1,663.55
	Quarterly Preserve Maintenance - Jan. 2023	SL Preserves16	3,037.38
	Quarterly Preserve Maintenance - Apr. 2023	SL Preserves18	3,037.38
	Quarterly Preserve Maintenance - Jul. 2023	SL Preserves19	3,037.38
4	Rayl Engineering & Surveying, LLC Professional Services Sep 2023	RES 23-126-6	\$ 4,160.61
5	VGlobalTech Quarterly ADA	5468	\$ 300.00
		TOTAL	\$ 35,237.59

Secretary / Assistant Secretary

Chairman / Vice Chairman

Rick Montejano

From: Paul <paulgressin@gmail.com>
Sent: Friday, October 13, 2023 11:59 PM
To: Rick Montejano
Subject: Re: PA 200

ALERT: This message is from an external source. **BE CAUTIOUS** before clicking any link or attachment

Payment requests attached are approved

Sent from my iPhone

On Oct 13, 2023, at 5:04 PM, Rick Montejano <montejanor@pfm.com> wrote:

Hi Paul –

Attached is the latest payment authorization for Silverleaf CDD for review of approval.

Thanks,

Rick Montejano
District Accountant
PFM Group Consulting LLC
407.723.5900 ext. 5951
3501 Quadrangle Blvd., Suite 270 | Orlando, FL 32817
MontejanoR@pfm.com

<Silverleaf PA #200.pdf>

**SILVERLEAF
COMMUNITY DEVELOPMENT DISTRICT**

District Financial Statements

Silverleaf CDD
Statement of Financial Position
As of 9/30/2023

	General Fund	Debt Service - 2014A1, 2019	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A,2019	Long Term Debt Group	Total
<u>Assets</u>							
<u>Current Assets</u>							
General Checking Account	\$265,470.19						\$265,470.19
Prepaid Expenses	4,781.39						4,781.39
Deposits	167.00						167.00
Debt Service Reserve 2014A1		\$23,187.50					23,187.50
Revenue Account 2014A		335,603.64					335,603.64
Revenue Account 2019A1		329,444.75					329,444.75
Prepayment Acct. 2019A2		87,852.31					87,852.31
Prepayment Acct. 2019A1		67,307.00					67,307.00
Debt Service Reserve 2019A1		82,496.87					82,496.87
Prepayment Acct. 2014A1		3,224.48					3,224.48
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				\$174,177.33			174,177.33
Prepayment 2018A1 Bond				1,081.43			1,081.43
Debt Service Reserve 2018A1 Bond				79,750.00			79,750.00
Prepayment 2018A2 Bond				79,503.40			79,503.40
Total Current Assets	<u>\$270,418.58</u>	<u>\$929,116.55</u>	<u>\$85,645.85</u>	<u>\$334,512.16</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,619,693.14</u>
<u>Investments</u>							
Amount Available in Debt Service Funds						\$1,349,274.56	\$1,349,274.56
Amount To Be Provided						5,735,725.44	5,735,725.44
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$7,085,000.00</u>	<u>\$7,085,000.00</u>
Total Assets	<u><u>\$270,418.58</u></u>	<u><u>\$929,116.55</u></u>	<u><u>\$85,645.85</u></u>	<u><u>\$334,512.16</u></u>	<u><u>\$0.00</u></u>	<u><u>\$7,085,000.00</u></u>	<u><u>\$8,704,693.14</u></u>
<u>Liabilities and Net Assets</u>							
<u>Current Liabilities</u>							
Accounts Payable	\$59,379.34						\$59,379.34
Total Current Liabilities	<u>\$59,379.34</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$59,379.34</u>
<u>Long Term Liabilities</u>							
Revenue Bonds Payable LongTerm						\$7,085,000.00	\$7,085,000.00
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>\$7,085,000.00</u>	<u>\$7,085,000.00</u>
Total Liabilities	<u><u>\$59,379.34</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$7,085,000.00</u></u>	<u><u>\$7,144,379.34</u></u>
<u>Net Assets</u>							
Net Assets, Unrestricted	(\$4,139.20)						(\$4,139.20)
Net Assets - General Government	286,934.37						286,934.37
Current Year Net Assets - General Government	(71,755.93)						(71,755.93)
Net Assets, Unrestricted		\$2,684,280.16					2,684,280.16
Current Year Net Assets, Unrestricted		(1,755,163.61)					(1,755,163.61)
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				40,082.38			40,082.38
Net Assets, Unrestricted					\$50,000.00		50,000.00
Net Assets - General Government					(50,000.00)		(50,000.00)
Total Net Assets	<u><u>\$211,039.24</u></u>	<u><u>\$929,116.55</u></u>	<u><u>\$85,645.85</u></u>	<u><u>\$334,512.16</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$1,560,313.80</u></u>
Total Liabilities and Net Assets	<u><u>\$270,418.58</u></u>	<u><u>\$929,116.55</u></u>	<u><u>\$85,645.85</u></u>	<u><u>\$334,512.16</u></u>	<u><u>\$0.00</u></u>	<u><u>\$7,085,000.00</u></u>	<u><u>\$8,704,693.14</u></u>

Silverleaf CDD
Statement of Activities
As of 9/30/2023

	General Fund	Debt Service - 2014A1, 2019	Debt Service - 2014A2	Debt Service - 2018A	Construction Fund - 2014A,2019	Long Term Debt Group	Total
Revenues							
On-Roll Assessments	\$134,432.76						\$134,432.76
Off-Roll Assessments	14,801.04						14,801.04
Other Income & Other Financing Sources	1,267.97						1,267.97
On-Roll Assessments		\$321,971.75					321,971.75
Off-Roll Assessments		174,824.44					174,824.44
Other Assessments		532,245.03					532,245.03
Inter-Fund Group Transfers In		(168,583.11)					(168,583.11)
Inter-Fund Group Transfers In			\$168,583.11				168,583.11
On-Roll Assessments				\$169,874.80			169,874.80
Off-Roll Assessments				20,505.96			20,505.96
Other Assessments				138,962.40			138,962.40
Total Revenues	\$150,501.77	\$860,458.11	\$168,583.11	\$329,343.16	\$0.00	\$0.00	\$1,508,886.15
Expenses							
Supervisor Fees	\$10,800.00						\$10,800.00
Public Officials' Insurance	3,098.00						3,098.00
Trustee Services	13,348.74						13,348.74
Management	38,500.00						38,500.00
Engineering	30,104.12						30,104.12
Disclosure Agent	15,000.00						15,000.00
District Counsel	27,180.64						27,180.64
Assessment Administration	12,500.00						12,500.00
Reamortization Schedules	2,250.00						2,250.00
Audit	4,600.00						4,600.00
Postage & Shipping	97.30						97.30
Legal Advertising	1,410.20						1,410.20
Office Supplies	390.00						390.00
Web Site Maintenance	2,820.00						2,820.00
Dues, Licenses, and Fees	175.00						175.00
Wetland Maintenance Reserve	51,523.79						51,523.79
Wetlands Monitoring	323.91						323.91
General Insurance	3,787.00						3,787.00
General Repair & Maintenance	2,900.00						2,900.00
Landscaping Maintenance & Material	300.00						300.00
Hardscape Maintenance	1,149.00						1,149.00
Principal Payment - 2019A1 Bond		\$200,000.00					200,000.00
Principal Payment - 2019A2 Bond		2,180,000.00					2,180,000.00
Interest Payments - 2014A1 Bond		30,700.00					30,700.00
Interest Payments - 2019A1 Bond		131,332.50					131,332.50
Interest Payments - 2019A2 Bond		73,640.00					73,640.00
Principal Payments - 2014A2 bond			\$40,000.00				40,000.00
Interest Payments - 2014A2 bond			128,587.50				128,587.50
Principal Payment - 2018A1 Bond				\$40,000.00			40,000.00
Principal Payment - 2018A2 Bond				100,000.00			100,000.00
Interest Payment - 2018A1 Bond				121,691.26			121,691.26
Interest Payment - 2018A2 Bond				27,582.50			27,582.50
Total Expenses	\$222,257.70	\$2,615,672.50	\$168,587.50	\$289,273.76	\$0.00	\$0.00	\$3,295,791.46
Other Revenues (Expenses) & Gains (Losses)							
Interest Income		\$50.78					\$50.78
Interest Income			\$4.00				4.00
Interest Income				\$12.98			12.98
Total Other Revenues (Expenses) & Gains (Losses)	\$0.00	\$50.78	\$4.00	\$12.98	\$0.00	\$0.00	\$67.76
Change in Net Assets	(\$71,755.93)	(\$1,755,163.61)	(\$0.39)	\$40,082.38	\$0.00	\$0.00	(\$1,786,837.55)
Net Assets At Beginning Of Year	\$282,795.17	\$2,684,280.16	\$85,646.24	\$294,429.78	\$0.00	\$0.00	\$3,347,151.35
Net Assets At End Of Year	\$211,039.24	\$929,116.55	\$85,645.85	\$334,512.16	\$0.00	\$0.00	\$1,560,313.80

Silverleaf CDD
 Budget to Actual
 For the Month Ending 9/30/2023

	Year To Date			
	Actual	Budget	Variance	FY 2023 Adopted Budget
<u>Revenues</u>				
On-Roll Assessments	\$134,432.76	\$150,275.00	\$(15,842.24)	\$ 150,275.00
Off-Roll Assessments	14,801.04	-	14,801.04	-
Other Income & Other Financing Sources	1,267.97	-	1,267.97	-
Carry Forward Revenue	153,309.61	153,309.61	-	153,309.61
Net Revenues	<u>\$303,811.38</u>	<u>\$303,584.61</u>	<u>\$226.77</u>	<u>\$ 303,584.61</u>
<u>General & Administrative Expenses</u>				
Supervisor Fees	\$10,800.00	\$12,000.00	\$(1,200.00)	\$ 12,000.00
Public Officials' Insurance	3,098.00	3,300.00	(202.00)	3,300.00
Trustee Services	13,348.74	13,350.00	(1.26)	13,350.00
Management	38,500.00	38,500.00	-	38,500.00
Engineering	30,104.12	15,000.00	15,104.12	15,000.00
Disclosure Agent	15,000.00	15,000.00	-	15,000.00
District Counsel	27,180.64	15,000.00	12,180.64	15,000.00
Assessment Administration	12,500.00	12,500.00	-	12,500.00
Reamortization Schedules	2,250.00	750.00	1,500.00	750.00
Audit	4,600.00	5,250.00	(650.00)	5,250.00
Arbitrage Calculation	-	1,000.00	(1,000.00)	1,000.00
Postage & Shipping	97.30	200.00	(102.70)	200.00
Legal Advertising	1,410.20	1,500.00	(89.80)	1,500.00
Bank Fees	-	180.00	(180.00)	180.00
Miscellaneous	-	500.00	(500.00)	500.00
Office Supplies	390.00	250.00	140.00	250.00
Web Site Maintenance	2,820.00	2,820.00	-	2,820.00
Dues, Licenses, and Fees	175.00	175.00	-	175.00
Wetland Maintenance Reserve	51,523.79	4,000.00	47,523.79	4,000.00
Wetlands Monitoring	323.91	-	323.91	-
Stormwater Management	-	107,316.73	(107,316.73)	107,316.73
General Insurance	3,787.00	4,000.00	(213.00)	4,000.00
General Repair & Maintenance	2,900.00	5,000.00	(2,100.00)	5,000.00
Landscaping Maintenance & Material	300.00	-	300.00	-
Hardscape Maintenance	1,149.00	45,992.88	(44,843.88)	45,992.88
Total General & Administrative Expenses	<u>\$222,257.70</u>	<u>\$303,584.61</u>	<u>\$(81,326.91)</u>	<u>\$ 303,584.61</u>
Total Expenses	<u>\$222,257.70</u>	<u>\$303,584.61</u>	<u>\$(81,326.91)</u>	<u>\$ 303,584.61</u>
Net Income (Loss)	<u>\$81,553.68</u>	<u>\$ -</u>	<u>\$81,553.68</u>	<u>\$ -</u>