

# **SALTLEAF**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**June 12, 2026**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA**

**LETTER**

**Saltleaf Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**  
<https://saltleafcdd.net/>

June 5, 2026

Board of Supervisors  
Saltleaf Community Development District

Dear Board Members:

The Board of Supervisors of the Saltleaf Community Development District will hold a Regular Meeting on June 12, 2026 at 3:00 p.m., at the Estero Community Church, 21115 Design Parc Ln., Estero, Florida 33928. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2026-12, Approving a Proposed Budget for Fiscal Year 2026/2027 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
4. Consideration of Saltleaf on Estero Bay Community Association, Inc. CDD / Association Maintenance Agreement
5. Acceptance of Unaudited Financial Statements as of April 30, 2026
6. Approval of May 8, 2026 Regular Meeting Minutes
7. Staff Reports
  - A. District Counsel: *Kutak Rock LLP*
  - B. District Engineer: *Barraco and Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*
    - 0 Registered Voters in District as of April 15, 2026
    - UPCOMING MEETINGS
      - July 10, 2026 at 3:00 PM
      - August 14, 2026 at 3:00 PM

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

➤ September 11, 2026 at 3:00 PM

○ QUORUM CHECK

SEAT 1	CRAIG KLINGENSMITH	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	TAYLOR MASIERO	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	AJ STAMOULIS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	RAYMOND PIACENTE	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	KELLY WILLS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

- Performance Measures/Standards & Annual Reporting Form *(for informational purposes)*


8. Board Members' Comments/Requests

9. Public Comments

10. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley E. Adams, Jr.  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 229 774 8903**

# **SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

**3**

## RESOLUTION 2026-12

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF SALTLEAF COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2026/2027 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Saltleaf Community Development District (“**District**”) prior to June 15, 2026, a proposed operating budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2026 and ending September 30, 2027 (“**Fiscal Year 2026/2027**”); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SALTLEAF COMMUNITY DEVELOPMENT DISTRICT:**

**1. PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2026/2027 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

**2. SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: August 14, 2026

HOUR: 3:00 p.m.

LOCATION: Estero Community Church  
21115 Design Parc Ln.  
Estero, Florida 33928

**3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit copy of the proposed budget to the local general purpose unit(s) of government at least sixty (60) days prior to the hearing set above.

**4. POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

**5. PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

**6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**7. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 12th day of June, 2026.

ATTEST:

**SALTLEAF COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A:** Fiscal Year 2026/2027 Budget

**Exhibit A: Fiscal Year 2026/2027 Budget**

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2027**

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
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**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2027**

	Fiscal Year 2026				Proposed Budget FY 2027
	Adopted Budget FY 2026	Actual through 03/31/2026	Projected through 09/30/2026	Total Actual & Projected	
<b>REVENUES</b>					
Assessment levy: off-roll	\$ -	\$ -	\$ -	\$ -	\$ 298,784
Landowner contribution	221,468	85,358	143,479	228,837	-
Total revenues	<u>221,468</u>	<u>85,358</u>	<u>143,479</u>	<u>228,837</u>	<u>298,784</u>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Management/accounting/recording	44,000	24,000	24,000	48,000	48,000
Legal	25,000	11,888	13,112	25,000	25,000
Engineering	10,000	5,298	4,702	10,000	10,000
Audit	4,500	5,000	-	5,000	7,500
Arbitrage rebate calculation	500	-	500	500	1,000
Dissemination agent	833	500	333	833	2,000
Trustee	5,500	-	5,500	5,500	8,800
Telephone	200	100	100	200	200
Postage	500	125	375	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,750	1,868	750	2,618	2,500
Annual special district fee	175	175	-	175	175
Insurance	6,350	5,512	-	5,512	6,063
Contingencies/bank charges	750	552	550	1,102	1,150
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	-	210	210	210
EMMA software services	-	2,500	-	2,500	3,500
Lake and pipe maintenance	-	-	-	-	10,000
Conservation area maintenance	99,395	49,310	50,085	99,395	105,982
Conservation area bridges	20,600	-	20,600	20,600	25,000
Property insurance	-	-	-	-	30,000
Contingency	-	-	-	-	10,000
Total expenditures	<u>221,468</u>	<u>107,078</u>	<u>121,772</u>	<u>228,850</u>	<u>298,785</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	(21,720)	21,707	(13)	(1)
Fund balance - beginning (unaudited)	-	13	(21,707)	13	-
Assigned					
Working capital	-	-	-	-	-
Unassigned	-	(21,707)	-	-	(1)
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ (21,707)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (1)</u>

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Management/accounting/recording	\$ 48,000
<p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	25,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	10,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	7,500
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	1,000
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	2,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>	
Trustee	8,800
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages</p>	
Legal advertising	2,500
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	6,063
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	1,150
<p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>	
Website hosting & maintenance	705
Website ADA compliance	210

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

<b>EXPENDITURES (continued)</b>	
EMMA software services	3,500
Lake and pipe maintenance	10,000
Covers the costs of maintaining 15 acres of stormwater ponds free of algae, nuisance grasses and submersed vegetation that if not maintained could have an adverse impact on the operation of the stormwater system. Also, includes annual review and cleaning as	
Conservation area maintenance	105,982
Intended to cover the cost of maintaining 25 +/- acres of first time high intensity maintenance Conservation Areas (4 events/ year) and 190 +/- acres of low intensity Conservation Areas (2 events/ year).	
Conservation area bridges	25,000
Intended to cover the cost of annual pressure washing and refinishing as well as inspection, hardware tightening and periodic board replacement.	
Property insurance	30,000
Covers the costs of insuring tangible assets such as gatehouse, monuments, docks, streetlights etc.	
Contingency	10,000
Intended to cover the costs of any unforeseen expenses.	
Total expenditures	<u><u>\$ 298,785</u></u>

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2024  
FISCAL YEAR 2027**

	Fiscal Year 2026			Total Actual & Projected	Proposed Budget FY 2027
	Adopted Budget FY 2026	Actual through 03/31/2026	Projected through 09/30/2026		
<b>REVENUES</b>					
Assessment levy: off-roll	\$ 868,191	\$ -	\$ 868,191	\$ 868,191	\$ 2,131,796
Interest	-	65,085	-	65,085	-
Total revenues	<u>868,191</u>	<u>65,085</u>	<u>868,191</u>	<u>933,276</u>	<u>2,131,796</u>
<b>EXPENDITURES</b>					
<b>Debt service</b>					
Principal	-	-	-	-	405,000
Interest	1,736,381	868,191	868,190	1,736,381	1,736,381
Total expenditures	<u>1,736,381</u>	<u>868,191</u>	<u>868,190</u>	<u>1,736,381</u>	<u>2,141,381</u>
Excess/(deficiency) of revenues over/(under) expenditures	(868,190)	(803,106)	1	(803,105)	(9,585)
Fund balance:					
Beginning fund balance (unaudited)	<u>4,129,432</u>	<u>4,217,856</u>	<u>3,414,750</u>	<u>4,217,856</u>	<u>3,414,751</u>
Ending fund balance (projected)	<u>\$ 3,261,242</u>	<u>\$3,414,750</u>	<u>\$ 3,414,751</u>	<u>\$ 3,414,751</u>	<u>3,405,166</u>
Use of fund balance:					
Debt service reserve account balance (required)					(2,219,735)
Interest expense - November 1, 2027					<u>(858,572)</u>
Projected fund balance surplus/(deficit) as of September 30, 2027					<u>\$ 326,859</u>

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2024 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>	
04/11/24						
05/01/24			-	-	30,000,000.00	
11/01/24			964,656.25	964,656.25	30,000,000.00	CAPI
05/01/25	-		868,190.63	868,190.63	30,000,000.00	CAPI
11/01/25			868,190.63	868,190.63	30,000,000.00	CAPI
05/01/26	-		868,190.63	868,190.63	30,000,000.00	CAPI
11/01/26			868,190.63	868,190.63	29,595,000.00	
05/01/27	405,000.00	4.750%	868,190.63	1,273,190.63	29,595,000.00	
11/01/27			858,571.88	858,571.88	29,175,000.00	
05/01/28	420,000.00	4.750%	858,571.88	1,278,571.88	29,175,000.00	
11/01/28			848,596.88	848,596.88	28,730,000.00	
05/01/29	445,000.00	4.750%	848,596.88	1,293,596.88	28,730,000.00	
11/01/29			838,028.13	838,028.13	28,265,000.00	
05/01/30	465,000.00	4.750%	838,028.13	1,303,028.13	28,265,000.00	
11/01/30			826,984.38	826,984.38	27,780,000.00	
05/01/31	485,000.00	4.750%	826,984.38	1,311,984.38	27,780,000.00	
11/01/31			815,465.63	815,465.63	27,265,000.00	
05/01/32	515,000.00	5.625%	815,465.63	1,330,465.63	27,265,000.00	
11/01/32			800,981.25	800,981.25	26,720,000.00	
05/01/33	545,000.00	5.625%	800,981.25	1,345,981.25	26,720,000.00	
11/01/33			785,653.13	785,653.13	26,145,000.00	
05/01/34	575,000.00	5.625%	785,653.13	1,360,653.13	26,145,000.00	
11/01/34			769,481.25	769,481.25	25,540,000.00	
05/01/35	605,000.00	5.625%	769,481.25	1,374,481.25	25,540,000.00	
11/01/35			752,465.63	752,465.63	24,895,000.00	
05/01/36	645,000.00	5.625%	752,465.63	1,397,465.63	24,895,000.00	
11/01/36			734,325.00	734,325.00	24,215,000.00	
05/01/37	680,000.00	5.625%	734,325.00	1,414,325.00	24,215,000.00	
11/01/37			715,200.00	715,200.00	23,495,000.00	
05/01/38	720,000.00	5.625%	715,200.00	1,435,200.00	23,495,000.00	
11/01/38			694,950.00	694,950.00	22,735,000.00	
05/01/39	760,000.00	5.625%	694,950.00	1,454,950.00	22,735,000.00	
11/01/39			673,575.00	673,575.00	21,930,000.00	
05/01/40	805,000.00	5.625%	673,575.00	1,478,575.00	21,930,000.00	
11/01/40			650,934.38	650,934.38	21,080,000.00	
05/01/41	850,000.00	5.625%	650,934.38	1,500,934.38	21,080,000.00	
11/01/41			627,028.13	627,028.13	20,180,000.00	
05/01/42	900,000.00	5.625%	627,028.13	1,527,028.13	20,180,000.00	
11/01/42			601,715.63	601,715.63	19,225,000.00	
05/01/43	955,000.00	5.625%	601,715.63	1,556,715.63	19,225,000.00	
11/01/43			574,856.25	574,856.25	18,215,000.00	
05/01/44	1,010,000.00	5.625%	574,856.25	1,584,856.25	18,215,000.00	
11/01/44			546,450.00	546,450.00	17,145,000.00	
05/01/45	1,070,000.00	6.000%	546,450.00	1,616,450.00	17,145,000.00	
11/01/45			514,350.00	514,350.00	16,010,000.00	
05/01/46	1,135,000.00	6.000%	514,350.00	1,649,350.00	16,010,000.00	
11/01/46			480,300.00	480,300.00	14,805,000.00	

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2024 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
05/01/47	1,205,000.00	6.000%	480,300.00	1,685,300.00	14,805,000.00
11/01/47			444,150.00	444,150.00	13,525,000.00
05/01/48	1,280,000.00	6.000%	444,150.00	1,724,150.00	13,525,000.00
11/01/48			405,750.00	405,750.00	12,165,000.00
05/01/49	1,360,000.00	6.000%	405,750.00	1,765,750.00	12,165,000.00
11/01/49			364,950.00	364,950.00	10,725,000.00
05/01/50	1,440,000.00	6.000%	364,950.00	1,804,950.00	10,725,000.00
11/01/50			321,750.00	321,750.00	9,195,000.00
05/01/51	1,530,000.00	6.000%	321,750.00	1,851,750.00	9,195,000.00
11/01/51			275,850.00	275,850.00	7,570,000.00
05/01/52	1,625,000.00	6.000%	275,850.00	1,900,850.00	7,570,000.00
11/01/52			227,100.00	227,100.00	7,570,000.00
05/01/53	1,725,000.00	6.000%	227,100.00	1,952,100.00	5,845,000.00
11/01/53			175,350.00	175,350.00	5,845,000.00
05/01/54	1,835,000.00	6.000%	175,350.00	2,010,350.00	4,010,000.00
11/01/54			120,300.00	120,300.00	4,010,000.00
05/01/55	1,945,000.00	6.000%	120,300.00	2,065,300.00	2,065,000.00
11/01/55			61,950.00	61,950.00	2,065,000.00
05/01/56	2,065,000.00	6.000%	61,950.00	2,126,950.00	-
11/01/56			-	-	-
<b>Total</b>	<b>30,000,000.00</b>		<b>38,319,734.50</b>	<b>68,319,734.50</b>	

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND BUDGET - SERIES 2026  
FISCAL YEAR 2027**

	Fiscal Year 2026				Proposed Budget FY 2027
	Adopted Budget FY 2026	Actual through 03/31/2026	Projected through 09/30/2026	Total Actual & Projected	
<b>REVENUES</b>					
Special assessment: off-roll	\$ -	\$ -	\$ -	\$ -	\$ 418,073
Total revenues	-	-	-	-	418,073
<b>EXPENDITURES</b>					
<b>Debt service</b>					
Interest	-	-	-	-	889,565
Total debt service	-	-	-	-	889,565
<b>Other fees &amp; charges</b>					
Costs of issuance	-	-	224,200	224,200	-
Underwriter's discount	-	-	293,100	293,100	-
Total other fees & charges	-	-	517,300	517,300	-
Total expenditures	-	-	517,300	517,300	889,565
Excess/(deficiency) of revenues over/(under) expenditures	-	-	(517,300)	(517,300)	(471,492)
<b>OTHER FINANCING SOURCES/(USES)</b>					
Bond proceeds	-	-	2,448,679	2,448,679	-
Total other financing sources/(uses)	-	-	2,448,679	2,448,679	-
Fund balance:					
Net increase/(decrease) in fund balance	-	-	1,931,379	1,931,379	(471,492)
Beginning fund balance (unaudited)	-	-	-	-	1,931,379
Ending fund balance (projected)	\$ -	\$ -	\$1,931,379	\$ 1,931,379	1,459,887
Use of fund balance:					
Debt service reserve account balance (required)					(1,041,814)
Principal and Interest expense - November 1, 2027					(418,073)
Projected fund balance surplus/(deficit) as of September 30, 2027					\$ -

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2026 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon Rate</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
11/01/26			471,492.88	471,492.88	14,655,000.00
05/01/27			418,072.50	418,072.50	14,655,000.00
11/01/27			418,072.50	418,072.50	14,655,000.00
05/01/28	210,000.00	4.125%	418,072.50	628,072.50	14,445,000.00
11/01/28			413,741.25	413,741.25	14,445,000.00
05/01/29	215,000.00	4.125%	413,741.25	628,741.25	14,230,000.00
11/01/29			409,306.88	409,306.88	14,230,000.00
05/01/30	225,000.00	4.125%	409,306.88	634,306.88	14,005,000.00
11/01/30			404,666.25	404,666.25	14,005,000.00
05/01/31	235,000.00	4.125%	404,666.25	639,666.25	13,770,000.00
11/01/31			399,819.38	399,819.38	13,770,000.00
05/01/32	245,000.00	4.625%	399,819.38	644,819.38	13,525,000.00
11/01/32			394,153.75	394,153.75	13,525,000.00
05/01/33	255,000.00	4.625%	394,153.75	649,153.75	13,270,000.00
11/01/33			388,256.88	388,256.88	13,270,000.00
05/01/34	270,000.00	4.625%	388,256.88	658,256.88	13,000,000.00
11/01/34			382,013.13	382,013.13	13,000,000.00
05/01/35	280,000.00	4.625%	382,013.13	662,013.13	12,720,000.00
11/01/35			375,538.13	375,538.13	12,720,000.00
05/01/36	295,000.00	4.625%	375,538.13	670,538.13	12,425,000.00
11/01/36			368,716.25	368,716.25	12,425,000.00
05/01/37	310,000.00	5.700%	368,716.25	678,716.25	12,115,000.00
11/01/37			359,881.25	359,881.25	12,115,000.00
05/01/38	330,000.00	5.700%	359,881.25	689,881.25	11,785,000.00
11/01/38			350,476.25	350,476.25	11,785,000.00
05/01/39	350,000.00	5.700%	350,476.25	700,476.25	11,435,000.00
11/01/39			340,501.25	340,501.25	11,435,000.00
05/01/40	370,000.00	5.700%	340,501.25	710,501.25	11,065,000.00
11/01/40			329,956.25	329,956.25	11,065,000.00
05/01/41	390,000.00	5.700%	329,956.25	719,956.25	10,675,000.00
11/01/41			318,841.25	318,841.25	10,675,000.00
05/01/42	415,000.00	5.700%	318,841.25	733,841.25	10,260,000.00
11/01/42			307,013.75	307,013.75	10,260,000.00
05/01/43	440,000.00	5.700%	307,013.75	747,013.75	9,820,000.00
11/01/43			294,473.75	294,473.75	9,820,000.00
05/01/44	465,000.00	5.700%	294,473.75	759,473.75	9,355,000.00
11/01/44			281,221.25	281,221.25	9,355,000.00
05/01/45	490,000.00	5.700%	281,221.25	771,221.25	8,865,000.00
11/01/45			267,256.25	267,256.25	8,865,000.00
05/01/46	520,000.00	5.700%	267,256.25	787,256.25	8,345,000.00
11/01/46			252,436.25	252,436.25	8,345,000.00

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
SERIES 2026 AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Coupon Rate</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Bond Balance</b>
05/01/47	550,000.00	6.050%	252,436.25	802,436.25	7,795,000.00
11/01/47			235,798.75	235,798.75	7,795,000.00
05/01/48	585,000.00	6.050%	235,798.75	820,798.75	7,210,000.00
11/01/48			218,102.50	218,102.50	7,210,000.00
05/01/49	620,000.00	6.050%	218,102.50	838,102.50	6,590,000.00
11/01/49			199,347.50	199,347.50	6,590,000.00
05/01/50	660,000.00	6.050%	199,347.50	859,347.50	5,930,000.00
11/01/50			179,382.50	179,382.50	5,930,000.00
05/01/51	700,000.00	6.050%	179,382.50	879,382.50	5,230,000.00
11/01/51			158,207.50	158,207.50	5,230,000.00
05/01/52	745,000.00	6.050%	158,207.50	903,207.50	4,485,000.00
11/01/52			135,671.25	135,671.25	4,485,000.00
05/01/53	790,000.00	6.050%	135,671.25	925,671.25	3,695,000.00
11/01/53			111,773.75	111,773.75	3,695,000.00
05/01/54	840,000.00	6.050%	111,773.75	951,773.75	2,855,000.00
11/01/54			86,363.75	86,363.75	2,855,000.00
05/01/55	895,000.00	6.050%	86,363.75	981,363.75	1,960,000.00
11/01/55			59,290.00	59,290.00	1,960,000.00
05/01/56	950,000.00	6.050%	59,290.00	1,009,290.00	1,010,000.00
11/01/56			30,552.50	30,552.50	1,010,000.00
05/01/57	1,010,000.00	6.050%	30,552.50	1,040,552.50	-
11/01/57			-	-	-
<b>Total</b>	<b>14,655,000.00</b>		<b>17,831,229.18</b>	<b>32,486,229.18</b>	

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
ASSESSMENT COMPARISON  
PROJECTED FISCAL YEAR 2027 ASSESSMENTS**

<b>Off-Roll Assessments</b>					
<b>Product/Parcel</b>	<b>Units</b>	<b>FY 2027 O&amp;M Assessment per Unit</b>	<b>FY 2027 DS Assessment per Unit</b>	<b>FY 2027 Total Assessment per Unit</b>	<b>FY 2026 Total Assessment per Unit</b>
Highrise Condominium	1,440	\$ 193.45	\$ 1,650.94	\$ 1,844.39	\$ 562.12
Attached Villa	92	193.45	1,650.94	1,844.39	562.12
Commerical (per 2,000 sq ft)	12.5	193.45	1,650.94	1,844.39	562.12
<b>Total</b>	<b>1,544.5</b>				

# **SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

**4**

## CDD / ASSOCIATION MAINTENANCE AGREEMENT

THIS CDD / ASSOCIATION MAINTENANCE AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between:

**Saltleaf Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and whose mailing address is c/o Wrathell Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("**District**"); and

**Saltleaf on Estero Bay Community Association, Inc.**, a Florida not-for-profit corporation, whose address is 2210 Vanderbilt Beach Rd, Suite 1300, Naples, FL 34109 ("**Association**").

### RECITALS

**WHEREAS**, the District was established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, as amended ("**Act**"), and is validly existing under the Constitution and laws of the State of Florida; and

**WHEREAS**, the District presently owns various systems, facilities and infrastructure including, but not limited to a public marina with public parking, marina basin, boat slips, and sewage pump; roads; public trails; stormwater management improvements and wetlands; perimeter landscaping; irrigation; hardscape; gatehouse; fencing; and other improvements; and

**WHEREAS**, the District desires to provide for the operation, maintenance and repair (both day-to-day and capital) of the improvements described in **Exhibit A** attached hereto ("**Work**"), across the lands owned by the District from time to time ("**Property**"); and

**WHEREAS**, the residents within the community that are served by the District benefit from the improvements and may be required to pay for the cost of the Work, regardless of whether such Work is conducted by the Association or the District; and

**WHEREAS**, for ease of administration, potential cost savings to property owners and residents and the benefits of full-time, on-site operation and maintenance personnel, the District desires to contract with the Association to provide the Work; and

**WHEREAS**, the Association represents that it is qualified, either in its own right or through its officers, employees, contractors and/or affiliates, to provide the Work and desires to contract with the District to do so in accordance with the terms of this Agreement.

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

**SECTION 1. RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

**SECTION 2. SCOPE OF WORK.**

- A. **Work.** Association shall be responsible for providing, or causing to be provided, the Work in an efficient, lawful and satisfactory manner. All Work, including the scope of the Work, shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. Association shall be responsible for all of its contractors or subcontractors that perform the Work as if the Association itself were performing such Work, which contractors or subcontractors shall be subject to District approval pursuant to Section 2.J. below.
- B. **Inspection.** Association shall conduct regular inspections of all Property and report any irregularities to the District Manager, or his designated representative, and shall correct any irregularities in accordance with the terms of this Agreement.
- C. **Repair and Maintenance.** Association shall make, or cause to be made, such routine repair work or normal maintenance to the Property as may be required for the operation or physical protection of the Property. Association shall promptly cause emergency repairs to be made when such repairs are necessary for the preservation and safety of persons and/or property, or when the repairs are required to be made to avoid the suspension of any Work. Association shall immediately notify the District Manager, or a designated representative, concerning the need for emergency repairs.
- D. **Investigation and Report of Accidents/Claims.** Association shall promptly investigate and provide a full written report to the District Manager as to all accidents or claims for damage relating to the improvements or the Work. Such report shall at a minimum include a description of any damage or destruction of property and the estimated cost of repair. Association shall cooperate and make any and all reports required by any insurance company or the District in connection with any accident or claim. Association shall not file any claims with the District's insurance company without the prior consent of the District's Board of Supervisors.
- E. **Adherence to District Rules, Regulations and Policies.** Association shall ensure that Association's officers, employees, contractors and affiliates are familiar with all District policies and procedures and are informed with respect to the rules, regulations and notices as may be promulgated by the District from time to time and Association shall ensure that said persons conform therewith. Association assures the District that all third parties will be dealt with at arm's length, and that the District's interest will be best served at all times.
- F. **Care of the District's Improvements.** Association shall use all due care to protect the property of the District, its residents and landowners from damage by Association or its officers, employees, contractors and affiliates. Association agrees to repair any damage resulting from the activities and work of the Association or its officers, employees, contractors and affiliates. The District is not responsible for the cost of repairs from damage resulting from the acts or omissions of the Association or its officers, employees, contractors and affiliates.
- G. **Billing.** Association, on behalf of the District, shall be solely responsible for the budgeting, financing, billing and collection of fees, assessments, service charges, etc., necessary to perform the Work.
- H. **Designation of District Representative.** The District shall designate in writing a person to act as the District's representative with respect to the Work. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements

and systems pertinent to the Work. The District hereby designates the District Manager to act as its representative.

I. **Reporting.**

- i. The Association agrees to meet with the District's representative at the District's request no less than one time per month to walk the Property to discuss conditions, schedules, and items of concern regarding this Agreement.
- ii. The Association shall provide to the District copies of all contracts and amendments thereto for the Work (e.g., aquatics maintenance contract, landscape maintenance contract, wetlands maintenance contract, etc.).
- iii. The Association shall require that contractors provide – and shall provide to the District – periodic reports (at least once per quarter) describing the Work being performed and the status of any items of concern.
- iv. The Association on an annual basis and prior to February 1 of each year shall provide a report to the District that: (a) describes the Work performed during the past year, (b) identifies all contractors used in the past year to perform the Work, (c) provides relevant invoices from and details the amounts spent to perform the Work during the past year, (d) provides the anticipated budget and the projected fee collection to support such budget, subject to the reasonable approval of the District, to perform the Work in the upcoming year, and (e) identifies any items of current or future concern reasonably known to the Association and related to the Work and/or the District's property.

- J. **Contractors and Subcontractors.** Association shall submit to the District for prior written review and approval any proposed contract or subcontract with any contractor, subcontractor, or other third-party service provider engaged to perform any portion of the Work ("**Subcontract**"). Association shall provide to the District a complete copy of each proposed Subcontract, including all exhibits, schedules, and attachments thereto, not less than fifteen (15) business days prior to the proposed execution date. No Subcontract shall be executed by Association, and no Subcontract shall be effective or binding, without the prior written approval of the District, which approval may be granted, conditioned, withheld, or withdrawn by the District in its sole and absolute discretion. The District may condition its approval upon modifications to the Subcontract terms, including but not limited to scope of work, performance standards, insurance requirements, indemnification provisions, termination rights, or compensation terms. Association shall incorporate into each approved Subcontract all relevant obligations, covenants, terms, and conditions from this Agreement, including but not limited to the insurance requirements set forth in Section 5, the compliance requirements set forth in Section 7, the indemnification obligations, the public records compliance requirements set forth in Section 23, and any other provisions that the District and Association reasonably determines should flow down to subcontractors. Association shall ensure that each Subcontract expressly provides that the District is a third-party beneficiary with the right to enforce the flow-down provisions directly against the subcontractor. The District's approval of any Subcontract, whether granted initially or after modification, shall not: (i) relieve Association of any of its obligations, responsibilities, or liabilities under this Agreement; (ii) create any direct contractual relationship between the District and any subcontractor; (iii) impose any obligation on the District to pay or reimburse any amounts to Association or any subcontractor; or (iv) constitute a waiver of any of the District's rights or remedies under this Agreement. Association shall remain fully responsible and liable for the acts, omissions, performance, and non-performance of its

contractors and subcontractors as if Association itself were performing such Work. The District reserves the right to revoke or withdraw its approval of any Subcontract at any time upon written notice to Association if the District determines, in its sole discretion, that such action is in the best interests of the District, and upon such revocation, Association shall terminate the affected Subcontract within thirty (30) days or such shorter period as the District may reasonably require under the circumstances.

**SECTION 3. COMPENSATION.** The Association shall provide the Work at no cost to the District. The Association shall not be entitled, for any reason, to reimbursement or refund of any funds expended in the performance of its obligations under this Agreement.

**SECTION 4. TERM.** This Agreement commences on the date first written above and continues through September 30, 2026 (“**Initial Term**”). This Agreement shall automatically renew for annual periods thereafter unless terminated pursuant to the terms of this Agreement.

**SECTION 5. INSURANCE.** The Association and its contractors performing any part of the Work shall maintain or cause to be maintained, at its / or their own expense throughout the term of this Agreement, industry standard Worker’s Compensation Insurance, Commercial General Liability Insurance and Automobile Liability Insurance. The District shall be an additional insured under all such insurance.

**SECTION 6. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, Florida Statutes, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

**SECTION 7. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Association shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances relating to the Property, including but not limited to any applicable permits or other regulatory approvals.

**SECTION 8. LIENS AND CLAIMS.** The Association shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Association shall keep the District property free from any materialmen’s or mechanic’s liens and claims or notices in respect to such liens and claims, which arise by reason of the Association’s performance under this Agreement, and the Association shall immediately discharge any such claim or lien.

**SECTION 9. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. Without intending to limit the foregoing, the District shall have a “self-help” remedy whereby, in the event of a default by the Association, the District may provide the Work and charge the cost of the Work to the Association, provided that the District first provide the Association with a reasonable opportunity to cure any default. Nothing contained in this Agreement shall limit or impair the District’s right to protect its rights from interference by a third party to this Agreement.

**SECTION 10. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that each party shall have the right at all times to enforce the conditions and agreements

contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the party seeking to enforce the conditions and agreements in refraining from so doing; and further, that the failure of a party at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 11. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the parties to this Agreement, except as expressly limited in this Agreement.

**SECTION 12. TERMINATION.** At any time, either party may terminate this Agreement for any reason in its sole discretion and by providing at least sixty (60) days written notice to the other party of its intent to terminate. In the event of termination by the Association, the Association shall be required to provide the District with sufficient funds to provide for the Work contemplated by this Agreement until the District can complete its next regular budget and assessment cycle to incorporate funding into its budget and collect any necessary assessment revenues. Regardless of which party terminates this Agreement, the Association and the District shall cooperate in effectuating – to the extent the District so elects in its sole discretion – a transfer of the obligations under this Agreement including the assignment of maintenance contracts and the transfer of all documentation associated with the provision of Work hereunder including warranty documentation.

**SECTION 13. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency for the operation and maintenance of the District's improvements shall be obtained and paid for by the District.

**SECTION 14. ASSIGNMENT.** No party may assign this Agreement without the prior written approval of the other. Any purported assignment without such written consent shall be void.

**SECTION 15. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Association shall be acting as an independent contractor. Neither the Association nor employees of the Association, if there are any, are employees of the District. The Association agrees to assume all liabilities or obligations imposed by any applicable laws with respect to employees of the Association, if there are any, in the performance of this Agreement. The Association shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Association shall have no authority to represent the District as an agent, employee, or in any other capacity.

**SECTION 16. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 17. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the District and Association relating to the subject matter of this Agreement.

**SECTION 18. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Association.

**SECTION 19. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Association, both the District and the Association have complied with all the requirements of law, and both the District and the Association have full power and authority to comply with the terms and provisions of this instrument.

**SECTION 20. NOTICES.** All notices, requests, consents and other communications under this Agreement (“**Notices**”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, certified/registered mail, or overnight delivery service, to the parties, at the addresses first set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Association may deliver Notice on behalf of the District and the Association, respectively. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

**SECTION 21. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the District and the Association and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Association any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Association and their respective representatives, successors and assigns.

**SECTION 22. APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue for any dispute shall be in a court of appropriate jurisdiction in the County in which the District is located.

**SECTION 23. PUBLIC RECORDS.** The Association understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Association agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Association acknowledges that the designated public records custodian for the District is its District Manager (“**Public Records Custodian**”). Among other requirements and to the extent applicable by law, the Association shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which 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 the contract term if the Association does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Association’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Association, the Association shall destroy any duplicate public

records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF THE Association HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ASSOCIATION’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT C/O CRAIG WRATHELL, WRATHELL, HUNT AND ASSOCIATES, LLC, 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431 PHONE (561) 571-0010, AND E-MAIL WRATHELLC@WHHASSOCIATES.**

**SECTION 24. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

**SECTION 25. ARM’S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the District and the Association as an arm's length transaction. The District and the Association participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**SECTION 26. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

**IN WITNESS WHEREOF,** the parties execute this Agreement to be effective the day and year first written above.

**SALTLEAF COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**SALTLEAF ON ESTERO BAY COMMUNITY ASSOCIATION, INC.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A:** Scope of Work

## EXHIBIT A SCOPE OF WORK

The Association shall operate, maintain and repair the District Improvements, including (1) stormwater improvements, (2) entry roads and gate houses, (3) preservation area, (4) conservation area, (5) marina conservation easement area, (6) Eco Park, (7) certain additional parking, (8) public marina parking, and (9) a public park, as shown in the map attached hereto as **Exhibit B**.

- **Lake Banks** - Common mowing of the District lake banks (every other week from March 1 through November 1, and once per month from November 1 through March 1). Weeding, edging and tree trimming will be done on an as needed basis.
- **Aquatics** - On a monthly basis, Association shall conduct any monitoring, treatment and maintenance of the stormwater ponds to meet permit requirements and ensure that the ponds are maintained in a manner consistent with community standards.
- **Stormwater Structures** - On an annual or more frequent basis, Association will hire a licensed engineer to conduct a visual inspection of stormwater improvements and to ensure that no dangerous conditions exist and that the system is operating in accordance with permit conditions. Association shall maintain and repair the improvements as needed.
- **Conservation** - On a schedule necessary to meet the applicable District permit requirements, Association shall conduct any monitoring and maintenance of any conservation / mitigation areas – including removal of nuisance / exotic species – to ensure that the District is in compliance with applicable permit requirements.
- **Roadways** - On an annual or more frequent basis, Association will hire a licensed engineer to conduct a visual inspection of roadway improvements and to ensure that no dangerous conditions exist, and Association shall maintain and repair the improvements as needed.
- **Hardscaping** - On an annual or more frequent basis, Association will hire a licensed engineer to conduct a visual inspection of hardscape improvements and to ensure that no dangerous conditions exist, and Association shall maintain and repair the improvements as needed. Also, on an annual or more frequent basis, Association shall conduct power washing of all hardscape improvements.
- **Landscaping/Irrigation**
  - Association shall conduct common mowing of the District common areas (every other week from March 1 through November 1, and once per month from November 1 through March 1).
  - Association shall conduct weeding, edging and tree trimming on an as needed basis.
  - Association shall provide pest control, fertilizer and mulch to all common area flower/tree beds and other landscaping on a schedule necessary to meet community standards.
  - Association shall inspect and maintain the irrigation system within the District common areas on an as-needed basis and to ensure that it is properly functioning.
  - Association shall also use its irrigation system to provide irrigation water for any District turf and landscaping.
- **Marina** - The Association shall operate, maintain, and repair the marina facility and associated improvements. Association shall conduct daily visual inspections for damage, safety hazards, and cleanliness. Weekly maintenance shall include deep cleaning of facilities, pressure washing, and inspection of electrical and water systems. On a monthly or more frequent basis, Association shall inspect all building structures, HVAC, plumbing, and fire suppression systems. On an annual basis,

Association shall hire a licensed engineer or qualified marine facility inspector to conduct a comprehensive inspection and ensure compliance with applicable building codes and environmental regulations. Association shall maintain and repair the improvements as needed.

- **Marina Basin** - The Association shall operate, maintain, and repair the marina basin and associated waterway improvements. Association shall conduct daily visual inspections for debris, contaminants, and navigation hazards. Weekly maintenance shall include comprehensive debris removal and inspection of basin walls and revetments. On a monthly basis, Association shall conduct water quality testing as required by applicable permits. On an annual basis, Association shall hire a licensed marine engineer to conduct bathymetric surveys, dredging operations as necessary, and verification of compliance with all applicable environmental permits. Association shall maintain and repair the improvements as needed.
- **Marina Boat Slips** - The Association shall operate, maintain, and repair the marina boat slips, docks, gangways, and associated improvements. Association shall conduct daily visual inspections for slip hazards, damaged decking, and electrical safety. Weekly maintenance shall include pressure washing of dock surfaces and inspection of dock hardware. On a monthly basis, Association shall inspect all decking materials, floatation systems, and electrical circuits. On an annual basis, Association shall hire a licensed marine engineer to conduct a comprehensive structural and underwater inspection and verification of compliance with U.S. Coast Guard and state regulations. Association shall maintain and repair the improvements as needed.
- **Marina Sewage Pump** - The Association shall operate, maintain, and repair the marina sewage pump-out system and associated equipment. Association shall conduct daily visual inspections for leaks, spills, and proper pump operation. Weekly maintenance shall include cleaning and sanitizing of pump-out equipment and testing of emergency shut-off systems. On a quarterly basis, Association shall have the pump systems professionally inspected and tested for compliance with U.S. Coast Guard Clean Vessel Act requirements. On an annual basis, Association shall hire a licensed plumber or marine sanitation specialist to conduct a comprehensive inspection and ensure compliance with all applicable environmental regulations. Association shall maintain and repair the improvements as needed.
- **Public Trails** - The Association shall operate, maintain, and repair all public trails and associated improvements within the District boundaries. Association shall conduct weekly visual inspections for erosion, tripping hazards, and unsafe conditions. Monthly maintenance shall include clearing of vegetation, mowing of trail shoulders, and inspection of drainage structures. On an annual basis, Association shall hire a qualified trail professional or licensed engineer to conduct a comprehensive inspection of bridges, boardwalks, and trail surfaces. All repairs shall conform to applicable Florida Department of Environmental Protection standards. Association shall maintain and repair the improvements as needed.
- **Gatehouse** - The Association shall operate, maintain, and repair the gatehouse facility. Association shall conduct daily inspections of gatehouse structure and gate operation. Weekly maintenance shall include cleaning of interior and exterior surfaces and inspection of security systems. On an annual basis, Association shall hire a licensed professional to conduct a comprehensive structural inspection and servicing of all gate operators. Association shall maintain and repair the improvements as needed.
- **Fencing** - The Association shall operate, maintain, and repair all fencing within the District boundaries. Association shall conduct weekly visual inspections for damage, deterioration, and safety hazards. Monthly maintenance shall include tightening of fasteners, lubrication of gate hardware, and trimming of encroaching vegetation. On an annual basis, Association shall conduct

a professional structural inspection of all fencing, with repainting or refinishing as needed. Association shall maintain and repair the improvements as needed.

- **Roads** - The Association shall operate, maintain, and repair all roadways within the District boundaries. Association shall conduct weekly visual inspections for potholes, cracking, and drainage issues. Monthly maintenance shall include sweeping, pothole patching, and inspection of street lighting. On an annual basis, Association shall hire a licensed engineer to conduct a professional pavement condition inspection. All repairs shall conform to applicable Florida Department of Transportation standards and local government requirements. Association shall maintain and repair the improvements as needed.

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**EXHIBIT B – MAINTENANCE MAP**

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# **SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

# **UNAUDITED FINANCIAL STATEMENTS**

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2026**

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2026**

	General Fund	Debt Service Fund 2024	Debt Service Fund 2026	Capital Projects Fund 2024	Capital Projects Fund 2026	Total Governmental Funds
<b>ASSETS</b>						
Cash	\$ 724	\$ -	\$ -	\$ -	\$ -	\$ 724
Investments						
Revenue	-	5,171	-	-	-	5,171
Reserve	-	2,310,438	1,041,814	-	-	3,352,252
Capitalized interest	-	1,072,643	889,565	-	-	1,962,208
Construction	-	-	-	893,377	12,206,321	13,099,698
Cost of issuance	-	45,696	9,700	-	-	55,396
Due from Landowner	7,836	-	-	-	-	7,836
Due from debt service fund	4,831	-	-	-	-	4,831
Due from other governments	15	-	-	-	-	15
Undeposited funds	21,624	-	-	-	-	21,624
Total assets	<u>\$ 35,030</u>	<u>\$ 3,433,948</u>	<u>\$ 1,941,079</u>	<u>\$ 893,377</u>	<u>\$ 12,206,321</u>	<u>\$ 18,509,755</u>
<b>LIABILITIES AND FUND BALANCES</b>						
Liabilities:						
Accounts payable	\$ 29,113	\$ -	\$ -	\$ -	\$ -	\$ 29,113
Due to Landowner	-	4,831	-	-	-	4,831
Due to general fund	-	4,831	-	-	-	4,831
Landowner advance	6,000	-	-	-	-	6,000
Total liabilities	<u>35,113</u>	<u>9,662</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>44,775</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Deferred receipts	7,836	-	-	-	-	7,836
Total deferred inflows of resources	<u>7,836</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,836</u>
Fund balances:						
Restricted for:						
Debt service	-	3,424,286	1,941,079	-	-	5,365,365
Capital projects	-	-	-	893,377	\$ 12,206,321	13,099,698
Unassigned	(7,919)	-	-	-	-	(7,919)
Total fund balances	<u>(7,919)</u>	<u>3,424,286</u>	<u>1,941,079</u>	<u>893,377</u>	<u>12,206,321</u>	<u>18,457,144</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 35,030</u>	<u>\$ 3,433,948</u>	<u>\$ 1,941,079</u>	<u>\$ 893,377</u>	<u>\$ 12,206,321</u>	<u>\$ 18,509,755</u>

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED APRIL 30, 2026**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Landowner contribution	\$ 21,624	\$ 106,982	\$ 221,468	48%
Total revenues	<u>21,624</u>	<u>106,982</u>	<u>221,468</u>	48%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	4,000	28,000	44,000	64%
Legal	397	12,286	25,000	49%
Engineering	3,095	8,393	10,000	84%
Audit	-	5,000	4,500	111%
Arbitrage rebate calculation	-	-	500	0%
Dissemination agent	83	583	833	70%
EMMA software services	-	2,500	-	N/A
Trustee	-	-	5,500	0%
Telephone	17	117	200	59%
Postage	41	165	500	33%
Printing & binding	42	292	500	58%
Legal advertising	66	1,934	1,750	111%
Annual special district fee	-	175	175	100%
Insurance	-	5,512	6,350	87%
Contingencies/bank charges	95	647	750	86%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Conservation area maintenance	-	49,310	99,395	50%
Conservation area bridges	-	-	20,600	0%
Total expenditures	<u>7,836</u>	<u>114,914</u>	<u>221,468</u>	52%
Excess/(deficiency) of revenues over/(under) expenditures	13,788	(7,932)	-	
Fund balances - beginning	<u>(21,707)</u>	<u>13</u>	<u>-</u>	
Fund balances - ending	<u>\$ (7,919)</u>	<u>\$ (7,919)</u>	<u>\$ -</u>	

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2024  
FOR THE PERIOD ENDED APRIL 30, 2026**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	% of Budget
<b>REVENUES</b>				
Assessment levy: off-roll	\$ -	\$ -	\$ 868,191	0%
Interest	9,536	74,621	-	N/A
Total revenues	<u>9,536</u>	<u>74,621</u>	<u>868,191</u>	9%
<b>EXPENDITURES</b>				
Interest	-	868,191	1,736,381	50%
Total expenditures	<u>-</u>	<u>868,191</u>	<u>1,736,381</u>	50%
Excess/(deficiency) of revenues over/(under) expenditures	9,536	(793,570)	(868,190)	
Fund balances - beginning	3,414,750	4,217,856	4,129,432	
Fund balances - ending	<u>\$ 3,424,286</u>	<u>\$ 3,424,286</u>	<u>\$ 3,261,242</u>	

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2026  
FOR THE PERIOD ENDED APRIL 30, 2026**

	Current Month	Year To Date
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
Cost of issuance	214,500	214,500
Underwriter's discount	293,100	293,100
Total expenditures	<u>507,600</u>	<u>507,600</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (507,600)	 (507,600)
 <b>OTHER FINANCING SOURCES/(USES)</b>		
Bond proceeds	2,448,679	2,448,679
Total other financing sources	<u>2,448,679</u>	<u>2,448,679</u>
 Net change in fund balances	 1,941,079	 1,941,079
Fund balances - beginning	-	-
Fund balances - ending	<u>\$ 1,941,079</u>	<u>\$ 1,941,079</u>

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2024  
FOR THE PERIOD ENDED APRIL 30, 2026**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 11,723	\$ 129,393
Total revenues	11,723	129,393
<b>EXPENDITURES</b>		
Capital outlay	-	7,290,967
Total expenditures	-	7,290,967
Excess/(deficiency) of revenues over/(under) expenditures	11,723	(7,161,574)
Fund balances - beginning	881,654	8,054,951
Fund balances - ending	\$ 893,377	\$ 893,377

**SALTLEAF  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2026  
FOR THE PERIOD ENDED APRIL 30, 2026**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ -	\$ -
Total revenues	-	-
<b>EXPENDITURES</b>		
Capital outlay	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
<b>OTHER FINANCING SOURCES/(USES)</b>		
Bond proceeds	12,206,321	12,206,321
Total other financing sources/(uses)	12,206,321	12,206,321
Fund balances - beginning	-	-
Fund balances - ending	\$ 12,206,321	\$ 12,206,321

# **SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

# **MINUTES**

**DRAFT**

**MINUTES OF MEETING  
SALTLEAF COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Saltleaf Community Development District held a Regular Meeting on May 8, 2026 at 3:00 p.m., at the Estero Community Church, 21115 Design Parc Ln., Estero, Florida 33928.

**Present:**

Ray Piacente	Chair
Craig Klingensmith	Vice Chair
Kelly Wills	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Shane Willis	Wrathell, Hunt and Associates, LLC
Jere Earlywine (via telephone)	District Counsel
Frank Savage (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 3:03 p.m. The Oath of Office was administered to Kelly Wills before the meeting.

Supervisors Piacente, Klingensmith, and Wills were present. Supervisors Stamoulis and Masiero were absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Kelly Wills (the following to be provided in a separate package)**

This item was addressed during the First Order of Business. Mr. Adams will review the following items with Ms. Wills after the meeting:

**A. Required Ethics Training and Disclosure Filing**

- **Sample Form 1 2025/Instructions**

- 40 **B. Membership, Obligations and Responsibilities**
- 41 **C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- 42 **D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local**
- 43 **Public Officers**

44

45 **FOURTH ORDER OF BUSINESS** **Ratification of Resolution 2026-11, Electing**  
 46 **and Removing Officers of the District and**  
 47 **Providing for an Effective Date**  
 48

49 Mr. Adams presented Resolution 2026-11. The slate was as follows:

50 Kelly Wills	Assistant Secretary
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51 This Resolution removes the following from the Board:

52 Brian Simper	Assistant Secretary
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53 The following prior appointments by the Board remain unaffected by this Resolution:

54 Ray Piacente	Chair
55 Craig Klingensmith	Vice Chair
56 AJ Stamoulis	Assistant Secretary
57 Taylor Masiero	Assistant Secretary
58 Chesley E. Adams, Jr.	Secretary
59 Craig Wrathell	Assistant Secretary
60 Craig Wrathell	Treasurer
61 Jeff Pinder	Assistant Treasurer

62 **On MOTION by Mr. Piacente and seconded by Mr. Klingensmith, with all in**  
 63 **favor, Resolution 2026-11, Electing, as nominated, and Removing Officers from**  
 64 **the District and Providing for an Effective Date, was ratified.**

65

66 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2026-12,**  
 67 **Approving a Proposed Budget for Fiscal**  
 68 **Year 2026/2027 and Setting a Public**  
 69 **Hearing Thereon Pursuant to Florida Law;**  
 70 **Addressing Transmittal, Posting and**  
 71 **Publication Requirements; Addressing**  
 72 **Severability; and Providing an Effective**  
 73 **Date**

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75 This item was deferred to the June 12, 2026 meeting.

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**SIXTH ORDER OF BUSINESS**

Consideration of Resolution 2026-13, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2026/2027 and Providing for an Effective Date

Mr. Adams presented Resolution 2026-13.

**On MOTION by Mr. Klingensmith and seconded by Mr. Piacente, with all in favor, Resolution 2026-13, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2026/2027 and Providing for an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

Consideration of Resolution 2026-14, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

**A. Rules of Procedure**

Mr. Adams presented Resolution 2026-14.

**On MOTION by Mr. Piacente and seconded by Mr. Klingensmith, with all in favor, Resolution 2026-14, to Designate August 14, 2026, at 3:00 p.m., at Estero Community Church, 21115 Design Parc Ln., Estero, Florida 33928, as the Date, Time and Place of the Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

Consideration of Resolution 2026-15, Ratifying, Confirming, and Approving the Sale of the Saltleaf Community Development District Capital Improvement Revenue Bonds, Series 2026; Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board;

Providing a Severability Clause; and  
Providing an Effective Date

Mr. Earlywine presented Resolution 2026-15.

**On MOTION by Mr. Klingensmith and seconded by Mr. Piacente, with all in favor, Resolution 2026-15, Ratifying, Confirming, and Approving the Sale of the Saltleaf Community Development District Capital Improvement Revenue Bonds, Series 2026; Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Bonds; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Saltleaf on Estero Bay  
Community Association, Inc. CDD /  
Association Maintenance Agreement**

This item was deferred.

**TENTH ORDER OF BUSINESS**

**Consideration of Temporary Construction  
Easement [Offsite Marina Parking]**

Mr. Earlywine presented the Temporary Construction Easement for the Offsite Marina Parking. The Easement will be approved in substantial form as there are pending adjustments. The following change was made:

Lines 2 through 3 and where necessary: Change "SALTLEAF INVESTMENTS I, LLC" to "SALTLEAF MARINA INVESTMENTS, LLC"

**On MOTION by Mr. Piacente and seconded by Mr. Klingensmith, with all in favor, the Temporary Construction Easement for the Offsite Marina Parking, as amended and in substantial form, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of March 31, 2026**

The financials were accepted.

**TWELFTH ORDER OF BUSINESS**

**Approval of April 10, 2026 Regular Meeting  
Minutes**

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**On MOTION by Mr. Piacente and seconded by Mr. Klingensmith, with all in favor, the April 10, 2026 Regular Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated the bonds were issued.

**B. District Engineer: Barraco and Associates, Inc.**

Discussion ensued regarding the Temporary Easement and exhibits needed.

**C. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: June 12, 2026 at 3:00 PM**
  - **QUORUM CHECK**
- **Performance Measures/Standards & Annual Reporting Form (for informational purposes)**

**FOURTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Piacente and seconded by Ms. Wills, with all in favor, the meeting adjourned at 3:16 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair

**SALTLEAF**

**COMMUNITY DEVELOPMENT DISTRICT**

**STAFF**

**REPORTS**

# WRATHELL, HUNT & ASSOCIATES LLC.

2300 GLADES RD, #410W  
BOCA RATON FL 33431

Lee County FL – Community Development Districts

04/15/2026

<b>NAME OF COMMUNITY DEVELOPMENT DISTRICT</b>	<b>NUMBER OF REGISTERED VOTERS AS OF 04/15/2026</b>
Babcock Ranch	206
Bay Creek	750
Bayside Improvement	2,971
Beach Road Golf Estates	1,327
Brooks I of Bonita Springs	2,180
Brooks II of Bonita Springs	1,503
Coral Bay	355
Duke Farm Stewardship District	0
East Bonita Beach Road	722
Mediterra	435
Parklands Lee	552
Parklands West	593
River Hall	3,370
River Ridge	1,447
Saltleaf CDD	0
Savanna Lakes	441
Stonewater	418
Stoneybrook	1,695
Verandah East	1,097
Verandah West	951
Waterford Landing	1,526
WildBlue	1,031

Send to: Daphne Gillyard [gillyardd@whhassociates.com](mailto:gillyardd@whhassociates.com) Phone: 561-571-0010

Tammy Lipa – Voice: 239-533-6329

Email: [tlipa@lee.vote](mailto:tlipa@lee.vote)

**SALTLEAF COMMUNITY DEVELOPMENT DISTRICT****BOARD OF SUPERVISORS FISCAL YEAR 2025/2026 MEETING SCHEDULE****LOCATION***Estero Community Church, 21115 Design Parc Ln., Estero, Florida 33928*

<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 10, 2025</b> <i>rescheduled to October 17, 2025</i>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>October 17, 2025</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>November 14, 2025</b> <i>rescheduled to November 21, 2025</i>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>November 21, 2025</b>	<b>Public Hearings and Regular Meeting</b> <i>Boundary Amendment Assessment Hearing and Uniform Method Hearing</i>	<b>3:00 PM</b>
<b>December 12, 2025 CANCELED</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>January 9, 2026</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>February 13, 2026 CANCELED</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>March 13, 2026 CANCELED</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>April 10, 2026</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>May 8, 2026</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>June 12, 2026</b>	<b>Regular Meeting</b> <i>Presentation of FY2027 Proposed Budget</i>	<b>3:00 PM</b>
<b>July 10, 2026</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>
<b>August 14, 2026</b>	<b>Public Hearings and Regular Meeting</b> <i>Adoption of FY2027 Budget and Revised Rules of Procedure</i>	<b>3:00 PM</b>
<b>September 11, 2026</b>	<b>Regular Meeting</b>	<b>3:00 PM</b>

**SALTLEAF COMMUNITY DEVELOPMENT DISTRICT**  
**Performance Measures/Standards & Annual Reporting Form**  
**October 1, 2025 – September 30, 2026**

**1. COMMUNITY COMMUNICATION AND ENGAGEMENT**

**Goal 1.1 Public Meetings Compliance**

**Objective:** Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

**Measurement:** Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

**Standard:** A minimum of two (2) regular board meetings was held during the fiscal year.

**Achieved:** Yes  No

**Goal 1.2 Notice of Meetings Compliance**

**Objective:** Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

**Measurement:** Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

**Standard:** 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

**Achieved:** Yes  No

**Goal 1.3 Access to Records Compliance**

**Objective:** Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

**Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

**Standard:** 100% of monthly website checks were completed by District Management.

**Achieved:** Yes  No

2. **INFRASTRUCTURE AND FACILITIES MAINTENANCE**

**Goal 2.1 District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

**Measurement:** A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

**Standard:** Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

**Achieved:** Yes  No

3. **FINANCIAL TRANSPARENCY AND ACCOUNTABILITY**

**Goal 3.1 Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes  No

### **Goal 3.2      Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: current fiscal year budget with any amendments, most recent financials within the latest agenda package; and annual audit via link to Florida Auditor General website.

**Measurement:** Previous years' budgets, financials and annual audit, are accessible to the public as evidenced by corresponding documents and link on the CDD's website.

**Standard:** CDD website contains 100% of the following information: most recent link to annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes  No

### **Goal 3.3      Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements, transmit to the State of Florida and publish corresponding link to Florida Auditor General Website on the CDD website for public inspection.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is transmitted to the State of Florida and available on the Florida Auditor General Website, for which a corresponding link is published on the CDD website.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were transmitted to the State of Florida and corresponding link to Florida Auditor General Website is published on CDD website.

**Achieved:** Yes  No