

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on November 29, 2022, immediately following the adjournment of the Landowners' Meeting scheduled to commence at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present were:

Michael Ozorowsky	Chair
Thaddeus Money	Vice Chair
Francisco Alexander	Assistant Secretary
Lee Chamoff	Assistant Secretary
Martha O'Neal	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates LLC (WHA)
Andrew Kantarzhi	Wrathell, Hunt and Associates LLC (WHA)
Meredith Hammock	District Counsel
Tirria Williams	Access Difference
Chris Gullion	Access Difference
Colette Fuller	Access Difference
Jon Souers	Yellowstone Landscape

Also present, were residents:

Robert Tabone	Jefson Louis	Lauren Hogard	Robert Fabricius
Mike Newsome	James Rice	Eriq Beese	Alisha Deighton
James McIntyre	Felix Laporte	Kay McIntyre	Jeanne Ferencak

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 11:06 a.m.

SECOND ORDER OF BUSINESS

Public Comments

This item occurred following the Eighth Order of Business.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [Seats 1, 2 & 5] (the

following will be provided in a separate package)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Michael Ozorowsky, Mr. Thaddaeus Money, and Mr. Francisco Alexander.

The following items were explained later in the meeting.

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Financial Disclosure Forms**
 - I. **Form 1: Statement of Financial Interests**
 - II. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. **Form 1F: Final Statement of Financial Interests**
- D. **Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2023-01, read the title and recapped the results of the Landowners’ Election, as follows:

Seat 5	Francisco Alexander	48 votes	4-year Term
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On MOTION by Mr. Ozorowsky and seconded by Mr. Money, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Ryan Zook [SEAT 3], Term Expires November 2024

Ms. Cerbone presented the resignation of Mr. Ryan Zook from Seat 3.

On MOTION by Mr. Alexander and seconded by Mr. Money, with all in favor, the resignation of Mr. Ryan Zook, dated November 29, 2022, was accepted.

- **Acceptance of Resignation of Supervisor Andre Carmack [SEAT 4], *Term Expires November 2024***

This item, previously the Seventh Order of Business, was presented out of order.

Ms. Cerbone presented the resignation of Mr. Andre Carmack from Seat 4.

On MOTION by Mr. Ozorowsky and seconded by Mr. Alexander, with all in favor, the resignation of Mr. Andre Carmack, dated November 29, 2022, was accepted.

SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 3

Regarding the two vacated Seats, Ms. Cerbone stated the Board can publicize the open seats and fill them at the next meeting or make two appointments in today’s meeting.

Mr. Ozorowsky nominated Mr. Lee Chamoff to fill Seat 3.

On MOTION by Mr. Ozorowsky and seconded by Mr. Alexander, with all in favor, the appointment of Mr. Lee Chamoff to Seat 3, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor (*to be provided in a separate package*)**

This item occurred during the Eighth Order of Business.

SEVENTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Andre Carmack [SEAT 4], *Term Expires November 2024*

This item was presented following the Fifth Order of Business.

EIGHTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4

Mr. Alexander nominated Mr. Eriq Beese to fill Seat 4. The motion failed for lack of a second.

Mr. Ozorowsky nominated Ms. Martha O’Neal to fill Seat 4.

No other nominations were made.

On MOTION by Mr. Ozorowsky and seconded by Mr. Money, with Mr. Money and Mr. Ozorowsky in favor and Mr. Alexander dissenting, the appointment of Ms. Martha O’Neal to Seat 4, was approved. (Motion passed 2-1)

- **Administration of Oath of Office to Newly Appointed Supervisors (*to be provided in a separate package*)**

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Lee Chamoff and Ms. Martha O’Neal. She explained and provided the items in the Supervisor package. Ms. Hammock discussed penalties for violating the Sunshine and Florida Ethics Laws and public records. Board Members were urged to contact District Counsel with any questions regarding these items.

Ms. Sanchez recapped the completed Action Items from the last meeting, including streetlight installations, stop sign installation on Bellington Boulevard, pool fob replacements and trees trimmed at the entrance. Mr. Ozorowsky stated the streetlights were not installed. Mr. Kantarzhi will check the status of the streetlights.

- **Public Comments**

This item, previously the Second Order of Business, was presented out of order.

Resident Lauren Hogard asked about the mailbox coverings. Ms. Cerbone stated the mailbox coverings were not in the Developer’s plan and a decision was made to defer it to the resident Board; it can be an open item for Board discussion and a decision.

Resident James McIntyre asked the Board to consider changing the pool water.

Mr. Jon Souers, of Yellowstone Landscaping (Yellowstone), congratulated the new Board Members and stated that Yellowstone submitted a proposal last August in response to the Landscape Request for Proposals (RFP). He welcomed questions from the Board.

Resident Robert Fabricius expressed concern about the lack of police jurisdiction in the neighborhood, unless it is a criminal matter.

SILVERADO CDD

November 29, 2022

Discussion ensued regarding CDD roads being considered private although they are public, the City of Zephyrhills Police Department, HOA rules, CDD Rules and Policies, entering into an agreement with the police department and conducting a traffic study in an attempt to lower the speed limit.

Resident James Rice asked for an investigation of the items that were part of the Development Plan that were not implemented. He hopes the Board Members will listen to one another and asked for the meetings to be held in the evenings, when more residents can attend. Ms. Cerbone stated the meeting dates, times and location will be considered later in the meeting.

Mr. Ozorowsky asked for Ms. Cerbone’s assistance in creating a master plan to address CDD open items and make changes.

A resident noted that the CDD budget is \$754,000 and the average property owners, most of whom are on fixed incomes, pay \$2,500 per year in assessments. He asked the Board to be cognizant of that and to be fiscally-responsible.

A resident asked if Staff can investigate what items and how much funding was pulled from this CDD and given to Epperson when the community was developed and what can be done to retrieve those funds. Ms. Cerbone stated no CDD fee funds were given to anybody unless they were a vendor providing a service to the CDD; the bond funds were expended by the time Management was engaged and it would have been against the law and a violation of the Trust Indenture to divert any funds away from Silverado CDD improvements. Mr. Ozorowsky stated this item has to do with the prior Developer, not Forestar, and requests for the development planning documents must be made to the City Council.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Silverado Community Development District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2023-02. Mr. Ozorowsky nominated himself as Chair.

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, designating Mr. Ozorowsky as Chair, was approved.

Mr. Money nominated himself as Vice Chair.

On MOTION by Mr. Ozorowsky and seconded by Ms. O’Neal, with all in favor, designating Mr. Money as Vice Chair, was approved.

The slate of officers is as follows:

Michael Ozorowsky	Chair
Thaddeus Money	Vice Chair
Craig Wrathell	Secretary
Lee Chamoff	Assistant Secretary
Martha O’Neal	Assistant Secretary
Francisco Alexander Jr.	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Money and seconded by Ms. O’Neal, with all in favor, Resolution 2023-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Silverado Community Development District, as nominated, and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Update: CDD Resident Feedback to District Management

A. Golf Carts/ATVs on Paved Roads

Ms. Hammock stated, by Statute, unless a road is specifically designated for ATV use and golf carts, they are not permitted on CDD roads. In response to a question regarding violators, Ms. Hammock stated local law enforcement should be contacted.

Discussion ensued regarding creating an ordinance to allow usage of other types of motorized vehicles on CDD roads, City and County positions on this, District Counsel’s billable hours for researching CDD matters, contracting law enforcement, social media, HOA Board and City Council meetings.

B. Pool Area

- **Furniture/Equipment Updates and Replacements**

Ms. Sanchez stated, per Ms. Fuller's research, it will take six to eight weeks to have new pool furniture delivered and similar furniture sets with darker cushions will cost \$460 to \$500.

The consensus was to hold off on purchasing pool furniture.

Discussion ensued regarding pool area security, hiring a full-time employee for the pool area, modifying the Amenity Rental Policy, installing Wi-Fi at the pool, Statutes regarding security camera access, CDD procedure rules, incident notification process, trespassing laws and emailing blind copies to other Board Members.

Ms. Cerbone urged the Board Members to notify Ms. Fuller's office of any pool area incidents and email copies of the incident and the response from Access Difference to District Management's office. Ms. Hammock cautioned Board Members not to "reply all" to any emails from fellow Board Members and to report incidents via telephone or email, rather than text.

Ms. Cerbone listed the following Action Items:

- Ms. Fuller was asked to provide a proposal for an on-site Access employee to work 40 hours per work at the pool and include the scope of work.
- Mr. Ozorowsky will coordinate with District Staff to modify the rental policy.
- Management will obtain proposals for Wi-Fi at the pool the next meeting.
- Staff will obtain proposals for hotel grade pool furniture by the next meeting.

- **Rules/Signage**

Ms. Sanchez stated the Pool Rules were reviewed by District Counsel and were deemed compliant but there is no "Lifeguard Not On Duty" signage. The signs were ordered and installation is pending. In response to question, Mr. Ozorowsky stated that there is no "No Smoking" signage in the pool area but the CDD Guidelines prohibit smoking and e-cigarettes.

The meeting recessed briefly and reconvened.

Asked if "No smoking" signs are a requirement, Ms. Hammock stated it is not a requirement but cost proposals can be obtained and presented at the next meeting. Ms. Fuller will obtain proposals for "No Smoking" signage.

C. Street/No Entry Signage [Wagon Trail Street]

Ms. Sanchez stated that she and Mr. Kantarzhi obtained construction plans from the District Engineer and it was determined that there should be a "Stop" sign, a "Dead End" sign

and a street sign in that location. A proposal was received. The anticipated time for placement of the signage is two to three weeks.

D. Holiday Decorations License Agreement

Ms. Sanchez presented a sample Holiday Decorations License Agreement. Mr. Ozorowsky voiced his opinion that the front entrance needs holiday lighting. Ms. Hammock stated, regarding decorations on CDD property, the License Agreement in the agenda is a sample that can be used by the CDD to grant a very limited license to the HOA, authorizing the HOA to install holiday decorations. The Agreement specifies the dates of installation and take-down and what items can and cannot be installed. The Board can approve the License Agreement, in substantial form, and authorize District Staff to coordinate with the HOA to put an agreement in place to install holiday lighting.

Asked if the CDD can place an emergency order for holiday light installation within the next few weeks, Ms. Hammock stated the CDD does not have a specific line item in the Fiscal Year 2023 budget for holiday decorations so the Board would need to examine the budget and approve a not-to-exceed amount and authorize Staff to engage a vendor to install the lights.

Discussion ensued regarding an appropriate amount, finding a responsive vendor so late in the season, the tower, minimal decoration options, allocating funds for holiday decorations in the Fiscal Year 2024 budget and the wording of the motion.

On MOTION by Ms. O’Neal and seconded by Mr. Money, with all in favor, authorizing the Operations Manager to obtain applicable and available holiday decorations, to be installed no later than December 13, 2022 and taken down by January 15, 2023, in a not-to-exceed amount of \$750, was approved.

Ms. Fuller stated there will likely be an initial electricity setup fee in the proposal in the first. Ms. Cerbone recommended adding “Electric Availability in the Entryway Related to Holiday Decorations” as a budget discussion item on an upcoming agenda and for the Board to create and email an improvements wish-list to Management and Ms. Fuller by early January.

E. Community Events

Ms. Sanchez presented a “Checklist for Community Events on CDD Property” that she previously emailed to Mr. Alexander, including a rental application, license or rental agreement, insurance requirements and parking. Ms. Cerbone stated the Chair can make any edits, deletions and/or additions to the checklist and email it to Management for finalization.

Ms. Sanchez presented the following:

- A. Invoice #1 - Hole Dig**
- B. Invoice #2 - Hole Dig and Concrete**

Ms. Fuller recommended choosing the invoice that includes concrete installation.

Discussion ensued regarding the signage, trails in the neighborhood, ponds, restricting residents and the need for additional invoices.

The consensus was to proceed with “No Trespassing” signage at the pool.

This item was deferred to the next meeting.

TWELFTH ORDER OF BUSINESS

**Consideration of Responses to RFP for
Landscape and Irrigation Maintenance
Services**

- A. RFP Package**
- B. Affidavit/Proof of Publication**
- C. Respondents**
 - I. Juniper Landscaping**
 - II. Landscape Maintenance Professionals, Inc.**
 - III. Yellowstone Landscape**
- D. Ranking**
- E. Authorization to Award Contract**

Ms. Hammock stated, when the RFP was issued, it had a price proposal guarantee time period that will expire if no action is taken on this item today.

Ms. Cerbone suggested allowing District Counsel to ask each vendor if they will honor their prices through the end of February. If amenable, the RFP package will be in the next meeting agenda but, if not, Staff will ask the Board to re-advertise the RFP.

On MOTION by Mr. Ozorowsky and seconded by Ms. O’Neal, with all in favor, authorizing Staff to re-advertise the RFP for Landscape and Irrigation Maintenance Services, was approved.

Ms. Cerbone stated Staff suggested adopting recurring meeting dates.

Preferred meeting dates, times and potential locations, were discussed.

- **Consideration of Resolution 2023-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

The following will be inserted into the Fiscal Year 2023 Meeting Schedule:

DATES: Fourth Thursday of the month starting January 26, 2023

TIME: 6:00 PM

LOCATION: To be determined

On MOTION by Mr. Money and seconded by Mr. Alexander, with all in favor, Resolution 2023-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2022

This item was deferred.

FIFTEENTH ORDER OF BUSINESS

Approval of August 26, 2022 Public Hearings and Regular Meeting Minutes

This item was deferred.

Ms. Cerbone will contact the Board Members individually to the Unaudited Financial Statements and Meeting Minutes.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *KE Law Group, PLLC.***

There was no report.

- B. District Engineer: *Stantec***

There was no report.

- C. Operations Manager: *Access Management***

- **Consideration of Proposals**

Ms. Sanchez presented a \$365 proposal to repair a crack in the bottom of the pool.

On MOTION by Mr. Alexander and seconded by Ms. O’Neal, with all in favor, the proposal to repair a crack in the pool, in the amount of \$365, was approved.

Ms. Sanchez presented two granite replacement proposal options; the prices differ significantly for the two options.

Discussion ensued regarding the two options, cost, safety issues, Staff contacting the insurance carrier, obtaining another vendor and closing off the area in the short term.

The consensus was to close off the area until the granite issue is resolved.

Ms. Fuller will obtain proposals for repair and replacement of the granite countertops and present them at the next meeting.

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

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

SEVENTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comment or requests.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

NINETEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Money and seconded by Mr. Alexander, with all in favor, the meeting adjourned at 1:58 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair