

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on April 27, 2023 at 6:00 p.m., at the Zephyrhills Train Depot Museum, 39110 South Avenue, Zephyrhills, Florida 33542.

Present were:

Michael Ozorowsky	Chair
Francisco Alexander	Assistant Secretary
Martha O’Neal	Assistant Secretary
Lee Chamoff	Assistant Secretary

Also present were:

Jamie Sanchez	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates LLC (WHA)
Andrew Kantarzi	Wrathell, Hunt and Associates LLC (WHA)
Meredith Hammock	District Counsel
Alex Gormley	Access Management
Josh Burton & Angel Rivera	Juniper Landscaping of Florida, LLC (Juniper)
Edgar Caffyn	Resident
Bill Thagard	Resident
Ted Kaplan	Resident
Tom & Kelli Smith	Residents
Ron & Deb Manzione	Residents

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 6:00 p.m. Supervisors Ozorowsky, Chamoff, O’Neal and Alexander were present, in person. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

A resident reported that the sprinkler head near the mailboxes is broken.

Resident Ted Kaplan asked why the bridges broke down so quickly and if substandard materials were used by the previous developer to construct them.

Resident Ron Manzione reported that a retention pond and a grassy area behind his home need to be maintained. Ms. Gormley will inspect the areas.

**Consider Appointment of Qualified Elector
to Fill Unexpired Term of Seat 2; Term
Expires November 2026**

A. Candidates

I. Edgar (Ted) Caffyn

Mr. Caffyn cited the importance of keeping expenses down during difficult financial times and the opportunity to learn, participate and contribute to the Silverado community as his main reasons for wanting to serve on the CDD Board.

II. Thomas J. Smith

Mr. Smith cited prior experience serving on a Board, insurance industry familiarity, the importance of financial responsibility and his legal background as his main reasons for wanting to serve on the CDD Board.

Mr. Alexander nominated Mr. Smith to fill Seat 2. Ms. O'Neal nominated Mr. Caffyn to fill Seat 2. No other nominations were made.

On MOTION by Mr. Alexander and seconded by Mr. Chamoff, with Mr. Alexander, Mr. Chamoff and Mr. Ozorowsky in favor, and Ms. O'Neal dissenting, appointment of Mr. Thomas J. Smith to Seat 2, was approved. (Motion passed 3-1)

B. Administration of Oath of Office to Appointed Supervisor *(the following to be provided in a separate package)*

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Smith. The following items were provided and briefly explained:

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

C. Consideration of Resolution 2023-04, Designating Certain Officers of the District and Providing for an Effective Date

Ms. Sanchez presented Resolution 2023-04. Mr. Chamoff nominated the following slate:

Michael Ozorowsky	Chair
Thomas J. Smith	Vice Chair
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 Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Resolution 2023-04, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Update: Transition to Juniper Landscaping of Florida, LLC

- A. Annuals**
- B. Pine Straw/Mulch**
- C. Maintenance/Beautification Recommendations**

Discussion ensued regarding design plans for the entrance, perennials, pool area landscaping, debris, pond maintenance, silt fence, mowing/mulching, quarterly flower costs, broken sprinklers, irrigation inspections and installing a flower bed at the entrance.

Ms. Hammock recommended Supervisors who want to tour should do so individually with Staff/vendor, not alone, due to potential insurance/ liability issues. The Board can appoint a liaison to tour with the vendor and Ms. Gormley and give an update at the next meeting. Ms. Sanchez stated the flower rotation proposal should be sent to Ms. Gormley. This will be included on the next agenda.

Regarding well repairs, Ms. Sanchez stated, as part of its contract, Juniper already completed the inspection and is presenting a proposal for repairs. Ms. Hammock stated the

proposal is part of the Agreement with the CDD, that Juniper will perform those services. If the well is beyond Juniper’s ability to repair, Staff will seek repair proposals from other vendors but the landscape vendor would typically be able to handle well repairs for the CDD.

FIFTH ORDER OF BUSINESS

Consideration of Juniper Landscaping of Florida, LLC, Proposal 212949 for Initial Irrigation Inspection

Ms. Sanchez presented Juniper Proposal 212949. A Board Member asked if the CDD is covered if the pump and motor need to be replaced. Mr. Burton stated he does not have the details; those items are under the manufacturer’s warranty.

On MOTION by Mr. Alexander and seconded by Ms. O’Neal, with all in favor, Juniper Landscaping of Florida, LLC Proposal 212949 for Initial Irrigation Inspection, was approved.

SIXTH ORDER OF BUSINESS

Discussion/Consideration: Pool Area Action Items

• **Proposals for Hotel Grade Pool Furniture**

Ms. Gormley presented the pool furniture proposals and reviewed the options, costs, availability and warranties. For consistency, she recommended purchasing what the CDD can afford and replacing all the pool furniture at one time instead of piecemeal.

Discussion ensued regarding the options, number of chairs needed, cost, shipping costs and a not to exceed amount.

A motion was made to purchase 20 Omega sling chairs in a total amount of \$5,200. The motion died due to lack of a second.

This item was tabled.

SEVENTH ORDER OF BUSINESS

Consideration of Patriot Amenity Services Group, LLC Estimates

A. Bridge Repair

Ms. Gormley presented the Patriot Amenity Services Group, LLC Estimate for bridge repairs. The expense would be funded from the Construction Fund.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Patriot Amenity Services Group, LLC Estimate for bridge dismantling and removal, in the amount of for \$7,500, was approved.

B. Installation of Electrical Outlet for Entry Monument Lighting

On MOTION by Mr. Alexander and seconded by Ms. O’Neal, with all in favor, the Patriot Amenity Services Group, LLC Estimate to install an electrical outlet for lighting at the entry monument, in the amount of \$1,250, if able to use bond funds, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals/Estimates for Holiday Lighting

- A. Decorating Elves**
- B. Patriot Amenity Services Group, LLC**
- C. Trimmers Holiday Decor Tampa, Estimate #652**

A Board Member recalled discussion about appointing volunteers to decorate and creating a liability waiver. The Board Member suggested using the volunteers and reconsidering the proposals next year. The consensus was to approve using volunteers to decorate the CDD.

Ms. Sanchez stated every volunteer event must be on an agenda for Board approval and if a Board Member can volunteer, only one Board Member may attend a volunteer event.

This item will be temporarily removed from the agenda.

NINTH ORDER OF BUSINESS

Consideration of 2023 Proposed Community Event Approval Requests

Ms. Sanchez presented the 2023 Proposed Community Event Approval Requests, which were transmitted by Valerie Velazquez at Access Management.

Discussion ensued regarding the slate of community events, changing venues, occupancy requirements, noise ordinances, parking issues and golf cart rentals.

On MOTION by Mr. Alexander and seconded by Mr. Ozorowsky, with all in favor, the 2023 Proposed Community Event Requests, subject to finalizing the event details and meeting the terms of the agreements, were approved.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements

A. as of February 28, 2023

This item was removed.

B. as of March 31, 2023

Discussion ensued regarding the "Camera monitoring" and "Holiday decorations" line items, a 10% insurance increase, pet waste removal and surplus for road repairs.

On MOTION by Ms. O'Neal and seconded by Mr. Alexander, with all in favor, the Unaudited Financial Statements as of March 31, 2023, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

A. February 23, 2023 Regular Meeting

This item was removed.

B. March 23, 2023 Workshop

C. March 23, 2023 Regular Meeting

On MOTION by Ms. O'Neal and seconded by Mr. Chamoff, with all in favor, the March 23, 2023 Workshop and March 23, 2023 Regular Meeting Minutes, as presented, were approved.

▪ Fiscal Year 2024 Budget Discussion

This item was an addition to the agenda.

Ms. Cerbone stated the CDD's insurance carrier advised that there will be a 50% increase in insurance in 2024. She discussed the Field Ops amounts, Juniper, adding pool furniture and resurfacing line items, allotting \$1,500 to add wi-fi, bridge repairs, the Construction Fund and remaining bond funds. Board Members should email their budget requests to Management by May 15, 2023.

Discussion ensued regarding mailbox coverings, the Board's Wish List, engineering and legal fees, parking lot expansion, parking and towing rules, the HOA and "No Trespass" signage.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kilinski | Van Wyk*

B. District Engineer: *Stantec*

There were no District Counsel or District Engineer reports.

C. Operations Manager: *Access Management*

Ms. Gormley stated the CDD will be refunded \$1,916 for unwanted signage. Once received, Access Management will pay the vendor to remove “No Trespassing” signage. There will be a 20-year warranty on the remaining 24 alligator signs that the CDD already paid for.

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

- ___ Registered Voters in District as of April 15, 2023
- NEXT MEETING DATE: May 25, 2023 at 6:00 PM
 - QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

- Board Member Suggested CDD Projects “aka” Wish List
This item will remain on the agenda.
- Community Pool Concerns

FOURTEENTH ORDER OF BUSINESS

Public Comments

A resident asked about pool key fobs. Ms. O’Neal stated replacement fobs are being made available; when a property is rented, the anticipation is that the property owner will give their fobs to the tenant for the term of the lease.

Mr. Chamoff asked about changing the meeting start time from 6:00 p.m. to 5:00 p.m.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, changing the May meeting start time from 6:00 p.m. to 5:00 p.m., pending approval from the meeting location, was approved.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, the meeting adjourned at 8:23 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair