

***SILVERADO
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
Regular Meeting***

***Tuesday
March 6, 2018***

9:00 a.m.

***Residence Inn
2101 Northpointe Parkway
Lutz, Florida 33558***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

SILVERADO COMMUNITY DEVELOPMENT DISTRICT AGENDA

Residence Inn
2101 Northpoint Parkway
Lutz, Florida 33558

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano	DPFG
District Attorney	Vivek Barbar	Straley, Robin & Vericker
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of seven different sections:

The meeting will begin promptly with the first section which is called **Audience Questions and Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING. The second section is called **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The sixth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The seventh section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

SILVERADO COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: **Tuesday March 6, 2018**
Time: 9:00 a.m.
Location: Residence Inn
2101 Northpointe Parkway
Lutz, Florida 33558

Conference Call No.: (563) 999-2090
Code: 686859#

AGENDA

I. Roll Call

II. Audience Comments

III. Consent Agenda

- A. Approval of Minutes of February 6, 2018 Meeting Exhibit 1
- B. Acceptance of January 2018 Unaudited Financial Statements Exhibit 2

IV. Business Matters

- A. Consideration and Adoption of Resolution 2018-02 Designating Primary Administrative Office and Headquarters Exhibit 3

V. Staff Reports

- A. District Manager
 - 1. Grandview Landscape Maintenance Services Agreement Exhibit 4
- B. Attorney
- C. District Engineer

VI. Supervisors Requests

VII. Audience Questions and Comments on Other Items

VIII. Adjournment

EXHIBIT 1.

1
2
3 **MINUTES OF MEETING**
4 **SILVERADO**
5 **COMMUNITY DEVELOPMENT DISTRICT**

6 The Regular Meeting of the Board of Supervisors of the Silverado Community Development
7 District was held on Tuesday, February 6, 2018 at 9:00 a.m. at the Residence Inn, 2101 Northpointe
8 Parkway, Lutz, Florida 33558.

9 **FIRST ORDER OF BUSINESS – Roll Call**

10 Mr. Cusmano called the meeting to order.

11 Present and constituting a quorum were:

12 Mike Lawson	Board Supervisor, Chairman
13 Doug Draper	Board Supervisor, Vice Chairman
14 Lori Price	Board Supervisor, Assistant Secretary

15
16 Also present were:

17 Paul Cusmano	District Manager
18 Vivek Babbar	District Attorney (<i>via phone</i>)

19
20 *The following is a summary of the discussions and actions taken at the February 6, 2018 Silverado CDD*
21 *Board of Supervisors meeting.*

22
23 **SECOND ORDER OF BUSINESS – Audience Comments**

24 There being none, next item followed.

25 **THIRD ORDER OF BUSINESS – Consent Agenda**

26 **A. Approval of Minutes from October 3, 2017 Meeting**

27 **B. Acceptance of the December 2017 Unaudited Financial Statement**

28 Mr. Cusmano presented Items A & B and asked for any comments questions or corrections.

29 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
30 approved **Items A & B** for the Silverado Community Development District.

31
32 **FOURTH ORDER OF BUSINESS – Business Matters**

33 **A. Consideration and Adoption of Resolution 2018-02 Designating Primary Administrative**
34 **Office and Headquarters**

35
36 Mr. Cusmano presented Consideration and Adoption of Resolution 2018-02 Designating Primary
37 Administrative Office and Headquarters.

38 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted
39 Resolution **2018-02** Designating Primary Administrative Office and Headquarters for the Silverado
40 Community Development District.

41
42

43 **FIFTH ORDER OF BUSINESS – Staff Reports**

44 **A. District Manager**

45 Mr. Cusmano presented the District Manager Report and discussed the items listed below:

46 **1. LLS Arbitrage Report**

47 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
48 approved the Silverado Community Development District.

49

50 **B. Attorney**

51 There being none, next item followed.

52 **C. Engineer**

53 There being none, next item followed.

54 **SIXTH ORDER OF BUSINESS – Public Comments**

55 There being none, the next item followed.

56 **SEVENTH ORDER OF BUSINESS – Adjournment**

57 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board
58 adjourned the meeting for the Silverado Community Development District.

59

60 **Each person who decides to appeal any decision made by the Board with respect to any matter
61 considered at the meeting is advised that person may need to ensure that a verbatim record of the
62 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

63 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
64 meeting held on _____.**

65

66 _____
67 **Signature**

66 _____
67 **Signature**

68

69 _____
70 **Printed Name**

69 _____
70 **Printed Name**

71 **Title:** Secretary Assistant Secretary

71 **Title:** Chairman Vice Chairman

72

73

EXHIBIT 2.

Silverado Community Development District

Summary Financial Statements
(Unaudited)

Period Ending
January 31, 2018

SILVERADO CASH PROJECTIONS

Projections

January 31, 2018

ACTUAL

Cash	\$	45,276
Accounts Receivable/ Dev Funding	\$	-
Accounts Payable	\$	(26,163)
Due to Other funds	\$	(37,155)

Remaining Assessments To be Collected FY 2018

Budgeted Special Assessments/Developer Funding	\$	364,297
Actual year to date	\$	(124,203)

Remaining Expenditures FY 2018

Actual year to Date	\$	135,393
Budgeted Expenditures FY 2018	\$	(368,297)

PROJECTED CASH EOY FY 2018

\$ 10,827

Silverado Community Development District
Balance Sheet
Unaudited
January 31, 2018

	GENERAL FUND	2016A-1	2016A-2	2017A-1	2017A-2	CIP 2016	CIP 2017	TOTAL
ASSETS:								
CASH	\$ 45,276	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,276
INVESTMENTS:	-	-	-	-	-	-	-	-
ACCOUNTS RECEIVABLE	-	-	-	100,376	-	761	2,583	103,720
DEPOSITS	241	-	-	-	-	-	-	241
PREPAID EXPENSES	-	-	-	-	-	-	-	-
REVENUE FUND 2016A-1	-	43,760	-	-	-	-	-	43,760
RESERVE FUND 2016A-1	-	101,052	-	-	-	-	-	101,052
CAP INTEREST FUND 2016A-1	-	201	-	-	-	-	-	201
PREPAYMENT FUND 2016A-1	-	8,183	-	-	-	-	-	8,183
REVENUE FUND 2016A-2	-	-	765	-	-	-	-	765
CAP INTEREST FUND 2016A-2	-	-	39	-	-	-	-	39
COI 2017A-1	-	-	-	234	-	-	-	234
REVENUE FUND 2017A-1	-	-	-	10,423	-	-	-	10,423
RESERVE FUND 2017A-1	-	-	-	53,325	-	-	-	53,325
REVENUE FUND 2017A-2	-	-	-	-	573	-	-	573
RESERVE FUND 2017A-2	-	-	-	-	220,367	-	-	220,367
COI 2017A-2	-	-	-	-	1,066	-	-	1,066
CAP INTEREST FUND 2017A-2	-	-	-	-	220,882	-	-	220,882
PREPAYMENT FUND 2017A-2	-	-	-	-	416,000	-	-	416,000
ACQ-CONSTRUCTION 2016A-1	-	-	-	-	-	435,828	-	435,828
ACQ-CONSTRUCTION 2017A-1	-	-	-	-	-	-	853,731	853,731
DUE FROM GF	-	1,426	-	-	-	-	-	1,426
TOTAL ASSETS	\$ 45,517	\$ 154,622	\$ 804	\$ 164,358	\$ 858,888	\$ 436,589	\$ 856,314	\$ 2,517,092
LIABILITIES:								
ACCOUNTS PAYABLE	\$ 26,163	\$ -	\$ -	\$ -	\$ -	\$ 56	\$ 481,926	508,145
RETAINAGE PAYABLE	-	-	-	-	-	-	61,355	61,355
DUE TO CIP	1,426	-	-	-	-	-	-	1,426
FUND BALANCE:								
NONSPENDABLE:								
PREPAID AND DEPOSITS	-	-	-	-	-	-	-	-
RESTRICTED FOR:								
ASSIGNED:								
UNASSIGNED:	17,928	154,622	804	164,358	858,888	436,533	313,033	1,946,166
TOTAL LIABILITIES & FUND BALANCE	\$ 45,517	\$ 154,622	\$ 804	\$ 164,358	\$ 858,888	\$ 436,589	\$ 856,314	\$ 2,517,092

Silverado Community Development District
Statement of Revenue, Expenditures And Change In Fund Balance
For The Period Ending January 31, 2018

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
OFF ROLL FUNDING	364,297	182,149	\$ 68,706	\$ (113,443)
DEVELOPER FUNDING	-	-	69,549	69,549
MISCELLANEOUS REVENUE	-	-	-	-
TOTAL REVENUES	364,297	-	138,255	(43,894)
EXPENDITURES				
GENERAL ADMINISTRATIVE:				
SUPERVISOR COMPENSATION	12,000	4,000	600	3,400
PAYROLL TAXES	918	306	46	260
PAYROLL SERVICE FEE	600	200	214	(14)
MANAGEMENT CONSULTING SERVICES	25,000	8,333	8,333	0
CONSTRUCTION ACCOUNTING SERVICES	9,000	9,000	9,000	-
ADMINISTRATIVE SERVICES	3,600	1,200	1,200	-
BANKING FEES	175	175	-	175
MISCELLANEOUS	500	167	-	167
AUDITING SERVICES	4,500	1,500	-	1,500
TRAVEL PER DIEM	200	67	-	67
INSURANCE	10,000	10,000	5,610	4,390
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	3,000	1,000	-	1,000
ENGINEERING SERVICES	7,500	2,500	1,268	1,232
LEGAL SERVICES	7,500	2,500	897	1,603
PERFORMANCE & WARRANTY BOND PREMIUM			2,500	
WEBSITE HOSTING	720	240	240	-
ADMINISTRATIVE CONTINGENCY	4,500	1,500	-	1,500
TOTAL GENERAL ADMINISTRATIVE	125,888	28,228	30,083	(66,280)
DEBT ADMINISTRATION:				
DISSEMINATION AGENT	5,000	5,000	6,500	(1,500)
TRUSTEE FEES	4,377	4,377	-	4,377
TRUST FUND ACCOUNTING	3,600	3,600	1,200	2,400
ARBITRAGE	650	650	-	650
TOTAL DEBT ADMINISTRATION	13,627	13,627	7,700	5,927
PHYSICAL ENVIRONMENT EXPENDITURES				
PLANNING AND COORDINATING SERVICES	36,000	12,000	12,000	-
STREETPOLE LIGHTING	30,975	10,325	4,321	6,004
ELECTRICITY (IRRIGATION & POND PUMPS)	7,992	2,664	1,044	1,620
WATER	24,000	8,000	354	7,646
LANDSCAPING MAINTENANCE	89,000	29,667	48,735	(19,068)
LANDSCAPE REPLENISHMENT	5,000	1,667	20,240	(18,573)
IRRIGATION MAINTENANCE	5,000	1,667	-	1,667
POND MAINTENANCE	19,650	6,550	4,036	2,514
SOLID WASTE DISPOSAL	3,720	1,240	-	1,240
NPDES & STORMWATER	6,000	2,000	-	2,000
FIELD MANAGER	6,000	2,000	-	2,000
TRAVEL (FIELD)	-	-	238	(238)
POWERSWEEP	-	-	4,000	(4,000)
FIELD EXPENSES MISC.	-	-	2,642	(2,642)
TOTAL PHYSICAL ENVIRONMENT EXPENDITURES	197,337	65,779	97,610	(19,831)

Silverado Community Development District
Statement of Revenue, Expenditures And Change In Fund Balance
For The Period Ending January 31, 2018

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
AMENITY CENTER				
AMENITY CENTER (3 MONTHS)	1,800	1,800	-	1,800
POOL SERVICE CONTRACT	6,600	6,600	-	6,600
POOL MAINTENANCE & REPAIRS	1,250	1,250	-	1,250
POOL PERMIT	275	275	-	275
AMENITY CENTER CLEANING & MAINTENANCE	2,250	2,250	-	2,250
AMENITY CENTER INTERNET	1,500	1,500	-	1,500
AMENITY CENTER ELECTRICITY	4,500	4,500	-	4,500
AMENITY CENTER WATER	2,400	2,400	-	2,400
AMENITY CENTER PEST CONTROL	870	870	-	870
REFUSE SERVICE	1,000	1,000	-	1,000
LANDSCAPE MAINTENANCE	4,000	4,000	-	4,000
MISC. AMENITY CENTER REPAIRS & MAINT	5,000	5,000	-	5,000
TOTAL AMENITY CENTER (3 MONTHS)	31,445	31,445	-	31,445
TOTAL EXPENDITURES	368,297	89,745	135,393	(147,511)
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(4,000)	(89,745)	2,862	(147,511)
FUND BALANCE - BEGINNING	-	-	15,063	15,063
FUND BALANCE - ENDING	\$ (4,000)	\$ (89,745)	\$ 17,925	\$ (147,378)

Silverado Community Development District

2016A-1

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	ACTUAL YEAR-TO-DATE
REVENUES	
ON-ROLL ASSESSMENTS	\$ 44,914
OFF-ROLL ASSESSMENTS	8,258
INTEREST	225
TOTAL REVENUES	53,397
EXPENDITURES	
INTEREST EXPENSE	-
TRUSTEE FEES	-
TOTAL EXPENSE	-
TOTAL EXPENDITURES	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	53,397
TRANSFER IN	-
TRANSFER OUT	-
FUND BALANCE - BEGINNING	101,225
FUND BALANCE - ENDING	\$ 154,622

Silverado Community Development District

2016A-2

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUES	
OFF-ROLL ASSESSMENTS	\$ -
INTEREST	170
TOTAL REVENUES	<u>170</u>
EXPENDITURES	
REFUND OF LOT CLOSINGS	101,555
INTEREST EXPENSE	-
PREPAYMENT CALL	-
PRINCIPAL RETIREMENT	1,732,150
TOTAL EXPENSE	<u>1,833,705</u>
TOTAL EXPENDITURES	<u>1,833,705</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(1,833,535)
TRANSFER OUT	-
FUND BALANCE - BEGINNING	1,834,340
FUND BALANCE - ENDING	<u>\$ 805</u>

Silverado Community Development District

2017A-1

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUES	
DEVELOPER FUNDING	\$ 100,376
OFF-ROLL ASSESSMENTS	10,297
INTEREST	125
TOTAL REVENUES	<u>110,798</u>
EXPENDITURES	
MGMT. & CONSULTING FEES	-
TRUSTEE COUNSEL FEES	-
BANK TRUST FEES	-
ENGINEERING FEES	-
UNDERWRITERS FEES	-
BOND COUNSEL FEES	-
LEGAL FEES	-
TOTAL EXPENSE	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	110,798
TRANSFER IN	-
FUND BALANCE - BEGINNING	53,560
FUND BALANCE - ENDING	<u><u>\$ 164,358</u></u>

Silverado Community Development District

2017A-2

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	ACTUAL YEAR-TO-DATE
REVENUES	
BOND PROCEEDS	\$ -
OFF-ROLL ASSESSMENTS	390,000
INTEREST	710
TOTAL REVENUES	417,076
EXPENDITURES	
MGMT. & CONSULTING FEES	-
TRUSTEE COUNSEL FEES	-
BANK TRUST FEES	-
UNDERWRITERS FEES	-
BOND COUNSEL FEES	-
TOTAL EXPENSE	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	417,076
TRANSFER OUT	-
FUND BALANCE - BEGINNING	441,813
FUND BALANCE - ENDING	\$ 858,889

Silverado Community Development District

CIP 2016

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	<u>ACTUAL</u> <u>YEAR-TO-DATE</u>
REVENUES	
BOND PROCEEDS	\$ -
DEVELOPER FUNDING	4,165
INTEREST	312
TOTAL REVENUES	<u>5,096</u>
EXPENDITURES	
CONSTRUCTION IN PROGRESS	-
TOTAL EXPENSE	<u>-</u>
TOTAL EXPENDITURES	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	5,096
TRANSFER IN	-
FUND BALANCE - BEGINNING	431,436
FUND BALANCE - ENDING	<u><u>\$ 436,532</u></u>

Silverado Community Development District

CIP 2017

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending January 31, 2018

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUES	
BOND PROCEEDS	\$ -
DEVELOPER FUNDING	168,562
INTEREST	4,236
TOTAL REVENUES	<u>172,798</u>
EXPENDITURES	
FUNDING REQUESTS	991,107
REQUISITIONS	257,421
TOTAL EXPENSE	<u>1,248,528</u>
TOTAL EXPENDITURES	<u>1,248,528</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(1,075,730)
TRANSFER IN	-
FUND BALANCE - BEGINNING	1,388,763
FUND BALANCE - ENDING	<u><u>\$ 313,033</u></u>

**Silverado Community Development District
 General Fund - Bank Reconciliation
 Operating Account
 January 31, 2018**

	<u>BU</u>
Balance Per Bank Statement	\$ 145,669.67
Less: Outstanding AP Checks	(46,504.22)
<i>Adjusted Bank Balance</i>	<u><u>\$ 45,275.86</u></u>
Beginning Bank Balance Per Books	\$ 7,559.50
Deposits & Interest	137,816.18
Cash Disbursements	(46,210.23)
<i>Balance Per Books</i>	<u><u>\$ 45,275.86</u></u>

Silverado CDD
Check Register
Operating Account
FY 2018

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE BANK UNITED
9/30/2017		EOY	Beginning Balance	24,010.24	17,129.03	30,553.03
10/04/2017	2255	Egis Insurance Advisors, LLC	Ins. FY 2018		5,610.00	5,153.28
10/04/2017	2256	Duke Energy	8/17-9/18 - Streetlights		1,190.84	3,962.44
10/04/2017	2257	Pasco County Utilities Services Branch	Water		70.47	3,891.97
10/04/2017	2258	USA Services	Power Sweep - September		250.00	3,641.97
10/04/2017	2259	Stantec Consulting Services Inc.	Engineering Svcs thru 9/15/17		198.00	3,443.97
10/04/2017	2260	Straley Robin Vericker	Legal Svcs thru 9/15/17		301.23	3,142.74
10/06/2017		Developer Funding	2016-39 CF	17,670.00		20,812.74
10/06/2017	2261	Cornerstone Solutions Group	2016-39 CF		17,670.00	3,142.74
10/06/2017		Developer Funding	2016-38 CF	1,200.00		4,342.74
10/06/2017	2262	Hamilton Engineering	2016-38 CF		1,200.00	3,142.74
10/13/2017		Developer Funding	2016-37 CF	10,980.00		14,122.74
10/13/2017	2263	Cornerstone Solutions Group	2016-37 CF		10,980.00	3,142.74
10/20/2017	2264	Duke Energy	Electricity		218.22	2,924.52
10/20/2017	2265	USA Services	Power Sweep - September		250.00	2,674.52
10/27/2017	2266	Steve Faison	Travel		221.27	2,453.25
10/31/2017		EOM		29,850.00	38,160.03	2,453.25
11/01/2017	2267	Pasco County Utilities Services Branch	Water		63.86	2,389.39
11/02/2017	2268	Steve Faison			336.00	2,053.39
11/02/2017		Developer Funding	GF 2017-24, GF 2018-1,2	33,068.00		35,121.39
11/03/2017	2269	DPFG MANAGEMENT & CONSULTING, L	CDD Mgmt		17,183.00	17,938.39
11/03/2017	2270	Grandview Botanicals Landscape	Landscape		12,275.00	5,663.39
11/03/2017	2271	Statham Construction	Tree Remo		3,300.00	2,363.39
11/03/2017	2272	USA Services	Power Sweep - October		250.00	2,113.39
11/03/2017	2273	Venturesin.com, Inc.	Web Site Hosting - October		60.00	2,053.39
11/09/2017		Developer Funding	GF 2017-25, 26/GF 2018-03	16,995.62		19,049.01
11/10/2017	ACH1110201	Paychex	Paychex Fee		10.00	19,039.01
11/13/2017	2274	Duke Energy	Electricity		1,417.02	17,621.99
11/13/2017	2275	Grandview Botanicals Landscape	Sod Install - PH 2		4,750.00	12,871.99
11/13/2017	2276	ImageMaster, LLC	Bond Printing Svcs		1,250.00	11,621.99
11/13/2017	2277	Lerner Reporting Services, Inc.	Disemmination		6,500.00	5,121.99
11/13/2017	2278	Straley Robin Vericker	Legal Svcs thru 10/15/17		578.60	4,543.39
11/13/2017	2279	The Rogers Group	Install Fence/Gate/Roof		2,250.00	2,293.39
11/13/2017	2280	USA Services	Power Sweep - October		250.00	2,043.39
11/14/2017	2281	Metro Development Group, LLC	July-Sept - Cell Phone Reimbursement		55.54	1,987.85
11/14/2017	2282	Steve Faison	Travel - October		172.64	1,815.21
11/15/2017	2283	Dune FL	VOIDED		0.00	1,815.21
11/16/2017		Duke Energy	Work not completed	19,789.75		21,604.96
11/16/2017	2284	Silverado / US Bank			19,789.75	1,815.21
11/20/2017	2285	FLORIDA DEPT OF ECONOMIC OPPORT	Annual Filing - FY 2018		175.00	1,640.21
11/22/2017	2286	Duke Energy	9/29-10/31 - 6010 Silverado Ranch Blvd Irr		102.73	1,537.48
11/30/2017		Pasco County Tax Collector	Tax Collections	6,022.02		7,559.50
11/30/2017		EOM		75,875.39	70,769.14	7,559.50
12/01/2017	2287	Pasco County Utilities Services Branch	10/3-11/4 - 6270 Silverado Ranch Pump Station		9.37	7,550.13
12/01/2017	2288	Stantec Consulting Services Inc.	Engineering Svcs thru 11/10/17		185.60	7,364.53
12/01/2017	2289	USA Services	Power Sweep - November		250.00	7,114.53
12/05/2017	2290	Pasco County Utilities Services Branch	10/5-11/6 - 6390 Silverado Ranch Blvd		54.49	7,060.04
12/05/2017	2291	Venturesin.com, Inc.	Web Site Hosting - Nov		120.00	6,940.04
12/08/2017		Pasco County Tax Collector	Tax Collection	4,876.92		11,816.96
12/11/2017	2293	AQUATIC SYSTEMS, INC	Lake & Pond Maint - October		1,009.00	10,807.96
12/11/2017	2294	Duke Energy	10/17-11/15 - Streetlights		1,190.84	9,617.12
12/12/2017		Pasco County Tax Collector	11/21-11/27/17 - Tax Collections	3,011.01		12,628.13
12/14/2017		Developer Funding	GF 2018-05	5,933.00		18,561.13
12/15/2017	2295	DPFG MANAGEMENT & CONSULTING, L	CDD/Field Mgmt - November		5,683.00	12,878.13
12/15/2017	2296	USA Services	Power Sweep - October		250.00	12,628.13
12/15/2017	2297	Duke Energy	10/31-11/30 - Silverado Ranch Blvd Well		139.89	12,488.24
12/15/2017	2298	Straley Robin Vericker	Legal Svcs thru 11/15/17		30.50	12,457.74
12/18/2017		Shutts & Bowen	O & M (Shutts & Bowen)	12,549.45		25,007.19

**Silverado CDD
Check Register
Operating Account
FY 2018**

					BALANCE	
DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BANK UNITED
12/19/2017	2299	Silverado C/O US Bank	Tax Collection Disbursement c/o US Bank		6,232.94	18,774.25
12/20/2017		Pasco County	VOID: 12/1-12/6/17 - Tax Collections	0.00		18,774.25
12/20/2017		Pasco County Tax Collector	12/6-12/14/17 - Tax Collections	71,956.28		90,730.53
12/27/2017	2301	Duke Energy	Electricity		1,551.73	89,178.80
12/27/2017	2302	Pasco County Utilities Services Branch	11/4-12/6 - 6270 Silverado Ranch Pump Station		9.37	89,169.43
12/27/2017	2303	USA Services	Power sweep		1,500.00	87,669.43
12/27/2017		Developer Funding	GF 2018-04	28,527.84		116,197.27
12/28/2017	2304	DPFG MANAGEMENT & CONSULTING, L	CDD/Field Mgmt - December		5,683.00	110,514.27
12/28/2017	2305	Grandview Botanicals Landscape	Landscape Maint.		22,235.00	88,279.27
12/28/2017	2306	Straley Robin Vericker	Legal Svcs thru 12/15/17		75.50	88,203.77
Tax Collections 12/4-12/17/17						
12/29/2017		Pasco County Tax Collector	12/4-12/17/17 - Tax Collections	10,961.68		99,165.45
12/31/2017		EOM		138,482.18	46,876.23	99,165.45
01/01/2018	2307	DPFG MANAGEMENT & CONSULTING, L	CDD/Field Mgmt - January		5,683.00	93,482.45
01/19/2018		Pasco County Tax Collector	Tax Collections	3,406.53		96,888.98
01/19/2018	ACH0119201	Paychex	P/R Fees		203.99	96,684.99
01/19/2018	500036	IRA D. DRAPER	BOS Mtg - 10/3/17		184.70	96,500.29
01/19/2018	500038DD	Lori Price	BOS Mtg - 10/3/17		184.70	96,315.59
01/19/2018	500037	Michael Lawson	BOS Mtg - 10/3/17		184.70	96,130.89
01/19/2018	ACH0119201	Paychex	BOS Mtg - 10/3/17		91.80	96,039.09
01/25/2018	2312	AQUATIC SYSTEMS, INC	Lake & Pond Maint. Nov-Jan		3,027.00	93,012.09
01/25/2018	2313	Pasco County Utilities Services Branch	11/6-12/7 - 6390 Silverado Ranch Blvd		117.39	92,894.70
01/25/2018	2314	Patrick Larrabee	Travel - November		51.47	92,843.23
01/25/2018	2315	Venturesin.com, Inc.	Web Site Hosting - January		60.00	92,783.23
01/25/2018		Shutts & Bowen	O & M (Shutts & Bowen)	836.63		93,619.86
01/29/2018	2316	Duke Energy	Electricity		1,434.09	92,185.77
01/30/2018	2318	Silverado CDD c/o US Bank	Tax Collection Distribution c/o US Bank		37,254.91	54,930.86
01/30/2018	2319	Grandview Botanicals Landscape	Landscape Maint. Tree removal		7,822.50	47,108.36
01/30/2018	2320	Stantec Consulting Services Inc.	Engineering Svcs thru 12/8/17		1,082.50	46,025.86
01/30/2018	2321	USA Services	Power Sweep - Dec/Jan		750.00	45,275.86
1/31/2018		EOM		13,302.77	67,192.36	45,275.86

EXHIBIT 3.

Grandview Botanicals, Inc.

34720 Prospect Road
Dade City, Florida 33525

Email: grandviewb@aol.com
Phone: 813-997-1670

To: Silverado CDD

Project/Community: Silverado Ranch Community
Zephyrhills, Florida

Date: March 1, 2018

Landscape Maintenance Service Agreement

Service Description	Monthly Price	Yearly Price
Base Price for Standard Services listed below	\$4,700	\$56,400
Bedding Plants- changed out 3x	\$100	\$ 1,200
<u>Mowing of three retention ponds in ph 2</u>	<u>\$1,800</u>	<u>\$21,600</u>
Standard monthly fee	\$6,600	\$79,200
Fertilization w/ minor elements, insecticide and herbicide, see master schedule (6x /yr) Invoiced at time of application	\$4,300/application	\$25,800
Mulch-see attached schedule-Invoiced at time of application		\$10,835
Bush hog mowing of open field at main entrance- monthly when available	\$550 per application	\$500
Palm Tree Trimming		\$5,355
Heavy limb tree trimming every other year (2018, 2020, etc.)		

Grandview Botanicals, Inc.

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Dade City, Florida 33525

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Standard Scope of Work:

- Serviced weekly May thru October, twice monthly from November to April
- Contractor shall perform the planning and execution of all regularly recurring tasks during the hours of 7 am to 5 pm Monday to Friday. Well groomed, professional employees will make every effort to complete the work as planned in a neat and professional manor. Delays due to Acts of God or Others shall be made up at the earliest possible time.

Standard Service Package

1. Turf Maintenance

- A. Mowing- High powered rotary mowers will be used to provide a neat and clean appearance. Retention areas, and other areas to wet for proper mowing, will be mowed when the ground is firm enough to allow normal mowing procedures, so that tire ruts do not occur. Mowing and hand trimming of retention ponds will be to the edge where Bahia sod has been laid (not seeded). At no time under this contract will areas that are not sodded or are rutted up by erosion or other means, be mowed or hand trimmed without a written addendum to this contract.
- B. Edging and String Trimming- Shall be done on a weekly basis during standard mowing scheduled visits. A steel blade edger will be used for curbs, sidewalks and plant beds. A string trimmer will be used for all other surfaces requiring a neat and trim look.
- C. Blowing Clean- High powered blowers will be used to blow off all hard surfaces affected by mowing and trimming equipment during each site visit.
- D. Fertilization, Weed and Insect Control- see master schedule

Disclaimer: Grandview Botanicals will not be held responsible for sod loss due to lack of water (county restrictions) or over watering (flooded areas or excessive watering by ownership), infestations of post emergent grassy weeds like crabgrass and sedge, or infestations of chinch bugs, mole crickets or sod web worms, due to the absence of new chemical class of pesticides or herbicides to treat these problem areas.

2. Shrub Maintenance –

- A. Pruning of Shrubs- Done on a timely basis using a rotation schedule to ensure a neat and uniform appearance.
- B. Plant Beds- Weed control of planted beds will be done on weekly site visits using chemical applications.
- C. Fertilization- see master fertilizer schedule

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3. Tree Maintenance

- A. Minor limb maintenance (limbs under 1" caliper) that hinder pedestrian or vehicle traffic will be done as needed throughout the year and included in this price.
- B. Major tree and limb pruning (limbs larger than 1" caliper) done on a separate PO, and when required by ownership.

4. Irrigation service (multiple zones)

Once per month the irrigation system will be run manually by Grandview employees to ensure the proper maintenance of;

- Proper rotation of sprinkler rotors and spray heads
- All heads are clear of turf so they 'pop up' when system and zone is running
- Damaged sprinklers. If damage occurs from contractor's equipment it will be fixed at no charge. If damage to irrigation system occurs by any other events or persons not associated with Grandview Botanicals or due to Acts of God, it shall be fixed at cost of materials plus labor (\$50/mhr).
- Contractor is not responsible for turf or plant loss due to water restriction. Currently Pasco County/SWFWMDC restricts water use to 1 day per week. For new construction Pasco County allows watering every day for the first 30 days.

6. Mulch

- A. Apply approximately 1.5" top dressing over existing areas, between November and February to the following areas when approved by owner. Invoiced at time of application. Price good for 2017. Price increase may apply each year after 2017, based on current market prices

Trees along main blvd, 150 trees	\$2,650
Trees along main blvd of phase 2	\$1,000
Plant beds along main Blvd 11,165 sf	\$4,100
<u>Plant beds at front entrance facing Eiland Blvd 8200 sf</u>	<u>\$3,085</u>
	\$10,835

Master Fertilizer Schedule

Area: From Eiland Blvd inward to plant beds, from back of curb up to top of bank of retention ponds along main blvd

<u>Month</u>	<u>All Turf</u>
January	12-4-6
March	20-0-20
May	16-4-8
July	20-0-20
September	16-4-8
November	12-4-6

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- Minor elements included in fertilizer blends
- Herbicide and Insecticide dry formulation mixed during spring and summer months' applications
- These fertilizer blends and applications will control most issues that cause damage from weed infestation, fungus and insect populations.
- Spot spraying may be needed in certain areas at certain times in the event of excessive weeds or insects

Special Conditions

Contractor shall not be held responsible for any liability that the Owner may be exposed to due vandalism, floods, hurricanes, poor drainage, Acts of God (such as freezing temperatures), other sub-contractors, other personal not affiliated with Grandview Botanicals Inc, any past or present site conditions, whether or not it has been reported to the Owner or not.

Payment:

Contractor agrees to provide all of the above services for an annual fee of __see summary page_ to be paid in 12 equal installments of __see summary page__ unless otherwise agreed upon in writing. . Invoices will be emailed to Owners/owner representative at the beginning of each month. In order to avoid interruption in service, full payment shall be made no later than the 5th of the following month payment. If payment is not received by the 10th of that month, all work may cease until account is brought current

This Contract is for 12 months and will automatically renew on the anniversary date unless either party gives written notice of their intent for non-renewal 30 days prior to end of current agreement. A 5% increase in the new contract may apply. All notices shall be sent to the addresses indicated on this agreement.

This Contract is valid for 90 days from date of signature from authorized Grandview Botanicals representative.

Submitted by

Paul Finora
Grandview Botanicals

Approved by: _____ Date: _____

Purchase Order #: _____



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