

***SILVERADO
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Board Package

***Board of Supervisors
Regular Meeting***

***Tuesday
April 4, 2017***

9:00 a.m.

At:

***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

DPFG Management & Consulting, LLC
15310 Amberly Drive, Suite 175, Tampa, Florida 33647
Phone: 813-374-9105

Board of Supervisors
Silverado Community Development District

Dear Board Members:

The Regular Meeting of the Silverado Community Development District is scheduled for **Tuesday, April 4, 2017 at 9:00 a.m.** at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida, 33558.

The advanced copy of the agenda for the meeting is attached along with associated documentation for your consideration. Any additional support material will be forwarded to you under separate cover or distributed at the meeting.

The balance of the agenda is routine in nature and staff will present their reports at the meeting. In the meantime if you have any questions, please contact me.

Sincerely,

Paul Cusmano
District Manager

SILVERADO COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: **Tuesday April 4, 2017**
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 March 7, 2016 Meeting Exhibit 1
- B. Acceptance of February 2017 Unaudited Financial Statement Exhibit 2

IV. Business Matters

- A. Ratification of District Management Services Contract Assignment Exhibit 3
- B. Additional Items

Staff Reports

- A. District Manager
- C. Attorney
- D. District Engineer

V. Supervisors Requests

VI. Audience Questions and Comments on Other Items

VII. Adjournment

EXHIBIT 1.

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**MINUTES OF MEETING
SILVERADO
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Silverado Community Development District was held on Tuesday, March 7, 2017 at 10:00 a.m. at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida 33558.

FIRST ORDER OF BUSINESS – Roll Call

Mr. Cusmano called the meeting to order.

Present and constituting a quorum were:

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

Also present were:

Paul Cusmano	District Manager
Mark Straley	District Counsel (<i>via phone</i>)
Tonja Stewart	District Engineer (<i>via phone</i>)

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS – Consent Agenda

A. Approval of Minutes from November 1, 2016 Meeting

Ms. Price commented that the location on these minutes should be changed to the Lutz, Florida meeting address.

B. Approval of Minutes from November 1, 2016 Landowners Meeting

C. Acceptance of the January 2017 Unaudited Financial Statements

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

FIFTH ORDER OF BUSINESS – Business Matters

A. Ratification

1. Silverado Cost Sharing Agreement

Mr. Cusmano presented the Silverado Cost Sharing Agreement and asked for comments or questions.

On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board ratified the Silverado Cost Sharing Agreement for the Silverado Community Development District.

2. Grandview Botanicals Landscape Maintenance Service Agreement Addendum #2

40 Mr. Cusmano presented Grandview Botanicals Landscape Maintenance Service
41 Agreement Addendum #2 and asked for comments or questions.

42 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board ratified
43 the Grandview Botanicals Landscape Maintenance Service Agreement Addendum #2 for the Silverado
44 Community Development District.

- 45
46 **3. Grandview Botanicals Clean Up Fence Area Phase 2 (\$900)**
47 **4. Grandview Botanicals Well Pump Repair (\$2,700)**
48 **5. Grandview Botanicals Tree Trimming (\$2,800)**
49

50 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board ratified
51 **Items 3 thru 5** for the Silverado Community Development District.

52
53 **B. Consideration and Approval of the DPFG District Management Services Contract**

54 Mr. Cusmano presented Consideration and Approval of the DPFG District Management Services
55 Contract, explaining that DPFG is changing from Inc. to LLC.

56 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
57 approved the DPFG District Management Services Contract for the Silverado Community Development
58 District.

59
60 **SIXTH ORDER OF BUSINESS – Staff Reports**

61
62 **A. Manager**

63
64 There being none, next item followed.

65
66 **B. Attorney**

67
68 There being none, next item followed.

69
70 **C. Engineer**

71
72 There being none, next item followed.

73
74 **SEVENTH ORDER OF BUSINESS – Public Comments**

75
76 There being none, the next item followed.

77
78 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

79
80 There being none, the next item followed.

81
82 **NINTH ORDER OF BUSINESS – Adjournment**

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

84

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

88

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

91

92

93

94 _____
Signature

94 _____
Signature

95

96

97 _____
Printed Name

97 _____
Printed Name

98 **Title:** **Secretary** **Assistant Secretary**

98 **Title:** **Chairman** **Vice Chairman**

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EXHIBIT 2.

Silverado Community Development District

Summary Financial Statements
(Unaudited)

Period Ending
February 28, 2017

SILVERADO CASH PROJECTIONS

Projections

February 28, 2017

ACTUAL

Cash	\$	2,121
Accounts Receivable/ Dev Funding	\$	25,200
Accounts Payable	\$	(24,888)

Remaining Assessments To be Collected FY 2017

Budgeted Special Assessments/Developer Funding	\$	364,297
Actual year to date	\$	(65,956)

Remaining Expenditures FY 2017

Actual year to Date	\$	77,777
Budgeted Expenditures FY 2017	\$	(364,297)

PROJECTED CASH EOY FY 2017

\$ 14,253

**Silverado Community Development District
Balance Sheet
Unaudited
February 28, 2017**

	GENERAL FUND	2016A-1	2016A-2	CAPITAL PROJECTS	CIP 2016A - 2016A2	TOTAL
<u>ASSETS:</u>						
CASH	\$ 2,121	\$ -	\$ -	\$ -	\$ -	\$ 2,121
ACCOUNTS RECEIVABLE	25,200	-	-	104,324	437,878	567,402
PREPAID EXPENSES	-	-	-	-	-	-
REVENUE FUND 2016A-1	-	11,657	-	-	-	11,657
RESERVE FUND 2016A-1	-	57,460	-	-	-	57,460
CAP INTEREST FUND 2016A-1	-	47,174	-	-	-	47,174
REVENUE FUND 2016A-2	-	-	40	-	-	40
RESERVE FUND 2016A-2	-	-	169,200	-	-	169,200
PREPAYMENT FUND 2016A-2	-	-	456,998	-	-	456,998
CAP INTEREST FUND 2016A-2	-	-	169,441	-	-	169,441
ACQ-CONSTRUCTION 2016A	-	-	-	-	400,260	400,260
ACQ-CONSTRUCTION 2016A-1	-	-	-	-	17,469	17,469
DEPOSIT	240	-	-	-	-	240
TOTAL ASSETS	\$ 27,561	\$ 116,291	\$ 795,679	\$ 104,324	\$ 855,607	\$ 1,899,222
<u>LIABILITIES:</u>						
ACCOUNTS PAYABLE	\$ 24,888	\$ -	\$ -	\$ 104,324	\$ 443,811	\$ 573,023
<u>FUND BALANCE:</u>						
NONSPENDABLE:						
UNASSIGNED:	2,672	116,291	795,679	-	411,796	\$ 1,326,439
TOTAL LIABILITIES & FUND BALANCE	\$ 27,561	\$ 116,291	\$ 795,679	\$ 104,324	\$ 855,607	\$ 1,899,462

Silverado Community Development District
Statement of Revenue, Expenditures And Change In Fund Balance
For The Period Ending February 28, 2017

	FY2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
OFF ROLL FUNDING	-	-	\$ 14,360	\$ 14,360
DEVELOPER FUNDING	364,297	151,790	65,956	(85,835)
MISCELLANEOUS REVENUE	-	-	-	-
TOTAL REVENUES	364,297	151,790	80,316	(71,475)
EXPENDITURES				
GENERAL ADMINISTRATIVE:				
BOARD OF SUPERVISORS PAYROLL	12,000	5,000	1,200	3,800
PAYROLL TAXES	918	383	92	291
PAYROLL SERVICE FEE	600	250	62	188
MANAGEMENT CONSULTING SERVICES	21,000	8,750	8,750	-
MISCELLANEOUS	500	208	-	208
CONSTRUCTION ACCOUNTING SERVICES	9,000	9,000	9,000	-
PLANNING AND COORDINATING SERVICES	36,000	15,000	15,000	-
ADMINISTRATIVE SERVICES	3,600	1,500	-	1,500
BANKING FEES	175	175	175	-
AUDITING	4,500	1,875	46	1,829
TRAVEL PER DIEM	200	83	-	83
REGULATORY AND PERMIT FEES	175	73	-	73
LEGAL ADVERTISEMENTS	3,000	1,250	133	1,117
ENGINEERING SERVICES	7,500	3,125	1,038	2,087
LEGAL SERVICES	7,500	3,125	1,572	1,553
WEBSITE HOSTING	720	300	317	(17)
INSURANCE	10,000	5,100	5,100	-
ADMINISTRATIVE CONTINGRNCY	4,500	1,875	-	1,875
TOTAL GENERAL ADMINISTRATIVE	121,888	55,197	42,485	12,712
DEBT ADMINISTRATION:				
DISSEMINATION AGENT	5,000	5,000	5,000	-
TRUSTEE FEES	4,377	-	-	-
TRUST FUND ACCOUNTING	3,600	-	-	-
ARBITRAGE	650	-	-	-
TOTAL DEBT ADMINISTRATION	13,627	5,000	5,000	-
PHYSICAL ENVIRONMENT EXPENDITURES				
STREETPOLE LIGHTING	30,975	12,906	1,191	11,716
ELECTRICITY (IRRIGATION & POND PUMPS)	7,992	3,330	240	3,090
WATER	24,000	10,000	31	9,969
LANDSCAPING MAINTENANCE	89,000	37,083	23,400	13,683
LANDSCAPE REPLENISHMENT	5,000	2,083	-	2,083
IRRIGATION MAINTENANCE	5,000	2,083	3,675	(1,592)
POND MAINTENANCE	19,650	8,188	855	7,333
SOLID WASTE DISPOSAL	3,720	1,550	-	1,550
NPDES & STORMWATER	6,000	2,500	-	2,500
FIELD MANAGER	6,000	2,500	-	2,500
FIELD EXPENSES MISC.	-	-	900	(900)
TOTAL PHYSICAL ENVIRONMENT EXPENDITURES	197,337	82,224	30,292	51,932
TOTAL EXPENDITURES	364,297	142,421	77,777	64,644
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	9,370	2,539	(6,830)
FUND BALANCE - BEGINNING	-	-	133	133
FUND BALANCE - ENDING	\$ -	\$ 9,370	\$ 2,672	\$ (6,697)

Silverado Community Development District

2016A-1

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending February 28, 2017

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUES	
OFF-ROLL ASSESSMENTS	\$ 11,656
INTEREST	53
TOTAL REVENUES	<u>11,709</u>
EXPENDITURES	
INTEREST EXPENSE	16,747
TRUSTEE FEES	-
TOTAL EXPENSE	<u>16,747</u>
TOTAL EXPENDITURES	<u>16,747</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(5,038)
TRANSFER IN	-
TRANSFER OUT	(3,327)
FUND BALANCE - BEGINNING	124,656
FUND BALANCE - ENDING	<u>\$ 116,291</u>

Silverado Community Development District

2016A-2

Statement of Revenue, Expenditures And Changes In Fund Balance

For The Period Ending February 28, 2017

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUES	
OFF-ROLL ASSESSMENTS	\$ 456,998
INTEREST	206
TOTAL REVENUES	<u>457,203</u>
EXPENDITURES	
INTEREST EXPENSE	60,160
TRUSTEE FEES	-
TOTAL EXPENSE	<u>60,160</u>
TOTAL EXPENDITURES	<u>60,160</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	397,043
TRANSFER OUT	-
FUND BALANCE - BEGINNING	398,636
FUND BALANCE - ENDING	<u><u>\$ 795,679</u></u>

Silverado Community Development District
CIP 2016A - 2016A-2
Statement of Revenue, Expenditures And Changes In Fund Balance
For The Period Ending February 28, 2017

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUES	
DEVELOPER FUNDING	\$ 687,124
INTEREST	219
TOTAL REVENUES	<u>687,343</u>
 EXPENDITURES	
CONSTRUCTION IN PROGRESS	<u>701,117</u>
TOTAL EXPENSE	<u>701,117</u>
 TOTAL EXPENDITURES	<u>701,117</u>
 EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	 (13,774)
TRANSFER IN	3,327
FUND BALANCE - BEGINNING	422,243
 FUND BALANCE - ENDING	 <u><u>\$ 411,796</u></u>

Silverado Community Development District
General Fund - Bank Reconciliation
Operating Account
February 28, 2017

	<u>BU</u>
Balance Per Bank Statement	\$ 55,055.19
Less: Outstanding AP Checks	(52,934.44)
<i>Adjusted Bank Balance</i>	<u>\$ 2,120.75</u>
Beginning Bank Balance Per Books	\$ 8,773.65
Deposits & Interest	123.50
Cash Disbursements	(6,776.40)
<i>Balance Per Books</i>	<u>\$ 2,120.75</u>

**Silverado CDD
Check Register
Operating Account
FY 2017**

DATE	CK NO.	PAYEE	TRANSACTION	DEPOSIT	DISBURSMT	BALANCE BANK UNITED
9/30/2016		EOM	Beginning Balance			1,065.44
10/14/2016		Developer Funding	GF 2016-13, 2017-01	20,127.04		21,192.48
10/14/2016	2098	DPFG			13,750.00	7,442.48
10/14/2016	2099	Egis Insurance Advisors, LLC	Insurance FY 2017		5,100.00	2,342.48
10/14/2016	2100	Straley Robin Vericker	Legal Svcs thru 9/15/16		547.80	1,794.68
10/14/2016	2101	Venturesin.com, Inc.	Domain Name		16.99	1,777.69
10/21/2016	ACH1021201	Paychex	P/R Fees		83.15	1,694.54
10/21/2016	500015	IRA D. DRAPER	BOS Mtg - 9/6/16		183.45	1,511.09
10/21/2016	500017DD	Lori Price	BOS Mtg - 9/6/16		183.45	1,327.64
10/21/2016	500016	Michael Lawson	BOS Mtg - 9/6/16		183.45	1,144.19
10/21/2016	ACH1021201	Paychex	BOS Mtg - 9/6/16		95.55	1,048.64
10/31/2016		EOM	Beginning Balance	20,127.04	20,143.84	1,048.64
11/04/2016		Paychex	EIB Refund	20.90		1,069.54
11/22/2016		Developer Funding	GF 2016-14, 2017-02	6,989.13		8,058.67
11/23/2016	2106	AQUATIC SYSTEMS, INC	Lake Pond Maint. - Oct, Nov		342.00	7,716.67
11/23/2016	2107	DPFG	CDD/Field Mgmt - Nov		4,750.00	2,966.67
11/23/2016	2108	Stantec Consulting Services Inc.	Engineering Services		1,197.33	1,769.34
11/23/2016	2109	Straley Robin Vericker	Legal Svcs thru 10/15/16		453.00	1,316.34
11/23/2016	2110	TAMPA BAY TIMES	Legal ad		126.80	1,189.54
11/23/2016	2111	Venturesin.com, Inc.	Web Site Hosting - Oct, Nov		120.00	1,069.54
11/23/2016	2112	FLORIDA DEPT OF ECONOMIC OPPOR	Annual Filing Fee		175.00	894.54
11/30/2016		EOM	Beginning Balance	7,010.03	7,164.13	894.54
12/19/2016		Developer Funding	GF 2017-03	903.60		1,798.14
12/21/2016	2114	Duke Energy	Lift Station - October		240.00	1,558.14
12/21/2016	2115	Straley Robin Vericker	Legal Svcs thru 11/15/16		488.60	1,069.54
12/21/2016		Shutts & Bowen	O & M (Shutts & Bowen)	7,977.80		9,047.34
12/27/2016	2116	Grandview Botanicals Landscape	Mowing Retention Ponds		450.00	8,597.34
12/27/2016	2117	Straley Robin Vericker	Legal Svcs thru 12/15/16		327.72	8,269.62
12/28/2016	2118	Pasco County Utilities Services Branch	9/16-11/16 - 6270 Silverado Ranch Pump		7.83	8,261.79
12/28/2016	2119	Stantec Consulting Services Inc.	Engineering Svcs thru 11/11/16		126.00	8,135.79
12/28/2016	2120	TAMPA BAY TIMES	Legal Ad		133.12	8,002.67
12/28/2016	2121	Venturesin.com, Inc.	Web Site Hosting - December		60.00	7,942.67
12/28/2016	2122	Pasco County Utilities Services Branch	11/16-12/13 - 6270 Silverado Ranch Pump Station		7.83	7,934.84
12/28/2016	2123	Stantec Consulting Services Inc.	Engineering Svcs thru 12/9/16		250.00	7,684.84
12/31/2016		EOM	Beginning Balance	8,881.40	2,091.10	7,684.84
01/10/2017		Shutts & Bowen	GF 2016-15, 2017-04,05	9,183.80		16,868.64
01/11/2017	2127	AQUATIC SYSTEMS, INC	Land & Pond Maint - December		171.00	16,697.64
01/11/2017	2128	DPFG	CDD/Field Mgmt - December		4,750.00	11,947.64
01/11/2017	2129	Grandview Botanicals Landscape	Mowing Retention Areas		3,150.00	8,797.64
01/11/2017	2130	AQUATIC SYSTEMS, INC	Lake & Pond Maint - January		171.00	8,626.64
01/11/2017	2131	DPFG	CDD/Field Mgmt - January		4,750.00	3,876.64
01/11/2017	2132	Grandview Botanicals Landscape	Mowing Retention Areas		1,000.00	2,876.64
01/11/2017	2133	Venturesin.com, Inc.	Web Site Hosting - January		60.00	2,816.64
01/19/2017		Shutts & Bowen	O & M (Shutts & Bowen)	6,382.24		9,198.88
01/20/2017	2135	Duke Energy	6285 Silverado Ranch Blvd Well - Deposit		240.00	8,958.88
01/23/2017		Developer Funding	GF 2017-07	5,000.00		13,958.88
01/24/2017	2136	Lerner Reporting Services, Inc.	Dissemination		5,000.00	8,958.88
01/27/2017	2137	Pasco County Utilities Services Branch	12/13-1/10 - 6270 Silverado Ranch Pump Station		7.83	8,951.05
01/27/2017	2138	Straley Robin Vericker	Legal Svcs thru 1/15/17		177.40	8,773.65
1/31/2017		EOM	Beginning Balance	20,566.04	19,477.23	8,773.65
02/10/2017	ACH2102017	Paychex	Paychex EIB Invoice		123.50	8,650.15
02/17/2017	500018	IRA D. DRAPER	BOS Mtg - 11/1/16		183.87	8,466.28
02/17/2017	500020DD	Lori Price	BOS Mtg - 11/1/16		183.87	8,282.41
02/17/2017	500019	Michael Lawson	BOS Mtg - 11/1/16		183.87	8,098.54
02/17/2017	ACH0217201	Paychex	BOS Mtg - 11/1/16		94.29	8,004.25
02/17/2017	2142	DPFG	CDD/Field Mgmt - February		4,750.00	3,254.25
02/17/2017	2143	AQUATIC SYSTEMS, INC	Lake & Pond Maint - February		171.00	3,083.25
02/17/2017	2144	Stantec Consulting Services Inc.	Engineering Svcs thru 1/13/17		126.00	2,957.25
02/17/2017	2145	Venturesin.com, Inc.	Web Site Hosting - February		60.00	2,897.25
02/17/2017	2146	Grandview Botanicals Landscape	Clean Fence - (received inv 2/16/17)		900.00	1,997.25
02/23/2017		Paychex	Refund	123.50		2,120.75
2/28/2017		EOM	Beginning Balance	123.50	6,776.40	2,120.75

EXHIBIT 3.

District Management Services Contract Assignment

DPFG, Inc. (the "Assignor") entered into a management services contract with the Silverado Community Development District (the "District"), dated 1/9/2015 (the "Contract"), as amended. Assignor wishes to assign and transfer all of its interests, rights and obligations to DPFG Management and Consulting, LLC (the Assignee").

The Assignee hereby accepts the assignment of all the Assignors obligations, responsibilities, and duties under the Contract. It is the intention of the parties that upon assignment there will no change in the level of services to the District.

Signed this February 27, 2017.

ASSIGNEE:

DPFG Management and Consulting, LLC, a Florida limited liability company

By: 

Name: Maik Aagaard

Title: President

ASSIGNOR:

DPFG, Inc., a Delaware corporation

By: 

Name: John Foreman

Title: President and CEO

DISTRICT:

By: 

Title: Chairman



Real Estate Consulting Services:

Land Secured Public Financing
School District
Reimbursement and Credit
Fiscal Impact
Service Districts
Municipal District Services
Development Impact Fee
Redevelopment District
Affordable Housing Financing
Other Public Financing
Compliance
Entitlement Analysis
Cash Flow Feasibility Analysis

Disclosure Services
Engineering Services
Project Management Services
Capital Markets Group
Property Tax Appeals
CDD Management Services
Look Back Diagnostic Review
Lender Services
Asset Management Services
Portfolio Management Services
Economic Impact
Market Analysis

www.dpfg.com

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Las Vegas, NV

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Las Vegas, NV 89120
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Boise, ID

950 West Bannock, 11th Floor
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Orlando, FL

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Suite 340
Maitland, FL 32751
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F: (321) 263-0136

Tampa, FL

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Research Triangle, NC

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Charleston, SC

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