

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on December 16, 2024 at 5:00 p.m., at the Zephyrhills Train Depot Museum, 39110 South Avenue (Depot Park), Zephyrhills, Florida 33542.

Present were:

Lee Chamoff
Thomas Smith
Luis Gonzalez
Francisco Alexander
Larry Conwill

Chair
Vice Chair
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present:

Jamie Sanchez
Meredith Hammock
Patrick Collins
Tyson Waag (via telephone)
Tanya Stewart (via telephone)
Angie Lynch
Chad Pridgen (via telephone)

District Manager
District Counsel
Kilinski I Van Wyk
District Engineer
Stantec
Breeze Management (Breeze)
Juniper

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 5:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisor Lee Chamoff [Seat 3] (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. Lee Chamoff. Mr. Chamoff was familiar with the following:

A. Memorandum Regarding Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**
- B. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- C. Membership, Obligations and Responsibilities**
- D. Form 8B: Memorandum of Voting Conflict**

Ms. Hammock stated Supervisors must complete four hours of ethics training every calendar year for every year they are in office.

FOURTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Seat 4; Term Expires November 2028

A. Candidate(s)

- **Richard H Gober, Jr.**

Ms. Sanchez stated Supervisor Gonzalez did not qualify to run for his seat during the candidate qualifying period so he was not on the ballot. Mr. Richard Gober submitted a letter of interest but is not present today. Mr. Gonzalez is interested in serving on the Board. The Board Members can re-appoint Mr. Gonzalez, appoint Mr. Gober or appoint someone else to Seat 4.

Mr. Alexander nominated Mr. Luis Gonzales to fill Seat 4.

No other nominations were made.

On MOTION by Mr. Alexander and seconded by Mr. Conwill, with all in favor, the appointment of Mr. Luis Gonzalez to Seat 4, was approved.

Ms. Stewart joined the call.

B. Administration of Oath of Office to Appointed Supervisor

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Luis Gonzalez.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-03. Mr. Alexander nominated the following:

Lee Chamoff	Chair
Thomas Smith	Vice Chair
Francisco Alexander	Assistant Secretary

Luis Gonzalez

Assistant Secretary

Larry Conwill

Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by the Resolution:

Craig Wrathell

Secretary

Jamie Sanchez

Assistant Secretary

Craig Wrathell

Treasurer

Jeff Pinder

Assistant Treasurer

On MOTION by Mr. Alexander and seconded by Mr. Gonzalez, with all in favor, Resolution 2025-03, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

▪ **Consideration of Consolidated Land Services, Inc., Estimates**

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

Mr. Waag stated CLS is on site and conducted repairs on Ponds H and J. Although Pond Q had a slight delay due to downed trees, CLS obtained approval to cut back and move to the wood line; those repairs will be completed this afternoon. After that, Ponds F and C will be repaired to finish the last few repairs. The vendor anticipates completing all pond repairs before the end of the year. Mr. Waag will schedule a tour with CLS after the work is completed to inspect every structure to ensure compliance with the ordinances.

Mr. Waag responded to questions regarding whether additional approvals for access were needed aside from the one for Pond Q, the two additional change orders/addendums and why the issues were not captured in the initial assessment.

Discussion ensued regarding CLS, approving Items 9B and 9C, the need for Staff to perform inspections before and after hurricane season and additional warranties.

A. #00000277 Addendum to Pond Q

On MOTION by Mr. Alexander and seconded by Mr. Smith, with all in favor, CLS Estimate #00000277 Addendum to Pond Q in the amount of \$1,803.89, was ratified.

B. #00000278 Addendum to Pond G

C. #00000279 Addendum to Pond C

On MOTION by Mr. Chamoff and seconded by Mr. Conwill, with all in favor, CLS Estimate #00000278, in the amount of \$5,997.22, and Estimate #00000279, in the amount of \$5,706.98, were approved.
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In response to a Board Member's question, Ms. Hammock stated Ponds J and Q were cited by the City, and City officials are aware of other failed structures within the CDD. She reported that, at an arraignment that she attended, the judge issued a final hearing date of January 3, 2025 for the CDD to provide certification that the work is complete. In the interim, she scheduled a call with the City Attorney on Thursday, at 10:00 a.m., to discuss exactly what the City wants. Ms. Hammock will coordinate with the District Engineer and CLS to obtain the documentation certifying completion of the repairs of not only the two structures at issue, but also of other ponds not yet cited that are undergoing repairs. She hopes to then enter into a joint stipulation wherein the City acknowledges that the structures were repaired and that the City will no longer pursue legal remedies against the CDD.

Ms. Stewart spoke of the excellent work that Mr. Waag and CLS are doing to bring the ponds into compliance. This work will play a role in the proper knowledge of what the Board wishes to do with the structures going forward. She discussed there being very little research data about weir construction, the field conditions that cause weir design failures, the City, the Southwest Florida Water Management District (SWFWMD), engaging a structural engineer for advice about permanent weir repairs, mapping and the need to develop a long-term maintenance plan for the structures.

Ms. Stewart stated the most economical approach to the structural issues to stay in compliance is to develop an annual plan wherein CLS makes sure the repair work is in place and is manageable. The goal, over time, through implementation of the correct maintenance program, is to stabilize the soil by installing the correct type of plants with the correct type of roots. The annual work will need to be done between the dry season and the wet season.

Ms. Stewart asked the Board to consider increasing the maintenance budget for the structures and allow Staff to provide descriptive information about wetland mitigation area maintenance during the budgeting process, which could lead to cost savings. She suggested inviting CLS representatives to the next meeting to hear their input on how much to appropriate for stormwater services in the general fund maintenance budget.

Ms. Stewart responded to questions regarding overgrowth around the levees, if CLS is capable of addressing all the issues that the CDD is projected to encounter, the structural engineer that identified a design defect several years ago, the annual maintenance plan and how much to increase the budget by to have a successful upkeep plan for the repairs.

Ms. Sanchez will invite a CLS representative to the next meeting and Staff will work with them regarding an annual budget. Mr. Waag will provide the certification documentations for the ponds before January 3, 2025.

Mr. Waag and Ms. Steward left the call.

▪ **Presentation of Juniper Proposals**

This was an addition to the agenda.

Juniper Proposal #313094 was distributed. Ms. Sanchez stated proposals need to be submitted at least seven days in advance for inclusion on the electronic agenda.

Mr. Pridgen, of Juniper, apologized for the late submittal. He presented Proposal #313094 for \$5,460 for tree trimming and removal in common areas and Proposal #310815 for 1,380.67 for irrigation repairs, which is Item 7F on the agenda.

Mr. Pridgen responded to questions regarding the irrigation repair proposal.

The Board and Staff discussed whether the CDD or homeowner is responsible for the tree work in Proposal #313094, the CDD's legal requirement to cut trees at the property line, the CDD potentially setting a precedent for the future by trimming trees encroaching on resident properties and the scope of work. The consensus was for Juniper to provide photos of the exact trees and more details before approving Proposal #313094.

Per the Board's request, Mr. Pridgen will provide a proposal to remove a large downed tree on Silverado Boulevard between two main ponds.

Ms. Sanchez expressed her frustration when Staff emails Juniper about agenda items but Juniper does not respond; the Board needs responsiveness from Juniper going forward.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Juniper Proposal #310815 for irrigation repairs, in the amount of \$1,380.67, was approved.
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Mr. Pridgen left the call.

Ms. Sanchez presented the Landscape & Irrigation Maintenance Services Project Manual.

Discussion ensued regarding an area that Juniper has been maintaining that is not CDD-owned, entering into a cost-share agreement with a neighboring community, the Request for Proposals (RFP) timeline and including workmanship in the form of agreement.

On MOTION by Mr. Chamoff and seconded by Mr. Gonzalez, with all in favor, approving the Project Manual for Landscape & Irrigation Maintenance Services, in substantial form, and authorizing Staff to proceed with the RFP process, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals, Quotes,
Estimates**

A. RedTree Landscape Systems [Large Oak Tree Pruning Proposal]

Asked why Juniper did not trim the large oak tree, Ms. Lynch stated she was asked to engage an Arborist.

Discussion ensued regarding proposal costs, whether to approve the proposal, the need for an Arborist and homeowner responsibility for trimming.

On MOTION by Mr. Gonzalez and seconded by Mr. Conwill, with all in favor, the RedTree Landscape Systems Proposal for Large Oak Tree Pruning, in the amount of \$3,850, was approved.

B. Clementi Environmental Consulting, LLC Proposal for Repair of Mitigation Areas A and B

Discussion ensued regarding the proposal and if CLS performs mitigation work.

For the next meeting, Ms. Sanchez will verify timelines with Mr. Waag.

This item was deferred.

C. REP Services, Inc. Proposal No. 15552.05 [Playground Project - Installation Only]

Discussion ensued regarding the proposal, service rates and a not-to-exceed amount.

On MOTION by Mr. Chamoff and seconded by Mr. Smith, with all in favor, REP Services, Inc. Proposal No. 15552.05 for the Playground Project - Installation Only, in the amount of \$4,300, was approved.

D. Breeze Estimate Number SCDD103124 [Road Signage]

E. Florida Brothers Maintenance & Repair, LLC Estimate no. 1372 [Road Signage]

Ms. Lynch confirmed that Items 7D and 7E are for the same scope of work.

This item will be removed from future agendas.

On MOTION by Mr. Chamoff and seconded by Mr. Gonzalez, with all in favor, Florida Brothers Maintenance & Repair, LLC Estimate No. 1372 for Road Signage, in the amount of \$3,458.95, with a stipulation for a completion date of January 31, 2025, was approved.

Ms. Hammock stated that, if the project is not completed before the next meeting, the contract can be cancelled and the CDD can engage Breeze, if Breeze has an agreeable timeline.

F. Juniper Proposal No. 310815 [Irrigation Repairs]

This item was addressed following the Fifth Order of Business.

G. Keeler Landscaping, Inc. Proposal KF111024 [Fencing Installation at 6270 Silverado Ranch Blvd.]

Discussion ensued regarding the fencing proposal.

This item will be removed from future agendas.

H. Lake Management Proposals

Referencing handouts, Ms. Lynch presented pond management proposals from Blue Water Aquatics and Steadfast. Ms. Sanchez stated Mr. Waag referred Cross Creek.

Discussion ensued regarding the proposed costs, if SOLitude's proposal is the same scope as the proposals under consideration, the number of ponds, if the CDD or the vendor dictates the scope of work and terminating the SOLitude Lake Management Agreement for poor service and the 60 to 90-day termination provision.

On MOTION by Mr. Conwill and seconded by Mr. Gonzalez, with all in favor, terminating the SOLitude Lake Management Agreement, subject to the terms of the Agreement, was approved.

Ms. Sanchez will coordinate with Mr. Waag regarding the correct number of ponds to be managed and include this item on the next agenda.

Referencing a handout, Ms. Lynch presented Florida Brothers Maintenance and Repair LLC Estimate #1389, in the amount of \$1,848.36, for monument repairs.

Discussion ensued regarding the scope of work and a warranty

This item was deferred and will be included on the next agenda.

EIGHTH ORDER OF BUSINESS**Update: SOLitude Lake Management, LLC
Service Reports**

Ms. Sanchez presented the SOLitude Lake Management, LLC Service Reports as of November 18, 2024 and December 3, 2024.

NINTH ORDER OF BUSINESS**Consideration of Consolidated Land
Services, Inc., Estimates**

This item was presented following the Fifth Order of Business.

TENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of October 31, 2024**

Ms. Sanchez presented the Unaudited Financial Statements as of October 31, 2024 and stated the expenditures are overbudget by \$65,000 due to the pond-related change orders, so a budget amendment will be necessary.

Discussion ensued regarding the O&M annual assessment and the special assessment levying process.

On MOTION by Mr. Chamoff and seconded by Mr. Smith, with all in favor, the Unaudited Financial Statements as of October 31, 2024, were accepted.

ELEVENTH ORDER OF BUSINESS**Approval of November 18, 2024 Regular
Meeting Minutes**

On MOTION by Mr. Smith and seconded by Mr. Chamoff, with all in favor, the November 18, 2024 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS**Board Member Comments**

Mr. Conwill asked about roofing proposals and “Do Not Block Intersection” signage. Ms. Lynch will obtain and present roofing and gutter cleaning proposals at the next meeting.

Mr. Gonzalez stated the Amenity Center holiday lights are out. Ms. Lynch notified the vendor, facilitated repairs and will obtain and present a lighting proposal at the next meeting.

Mr. Chamoff requested landscape lighting proposals for the front of the CDD and suggested starting future meetings with a discussion of what was accomplished at the previous meeting. Ms. Lynch will re-introduce an action items list.

Ms. Sanchez will obtain a reserve study proposal and present it at the next meeting.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kilinski | Van Wyk**

Ms. Hammock stated Staff will provide ethics training courses in March 2025.

B. District Engineer: Stantec

There was no report.

C. Operations Manager: Breeze Home

- **Safety Culture**

Ms. Lynch stated she will update the fence quote to only include the aluminum near the tot lot and the landscaping around the amenity center that needs to be addressed.

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

- **NEXT MEETING DATE: February 17, 2025 at 5:00 PM**

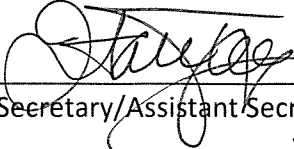
- **QUORUM CHECK**

FOURTEENTH ORDER OF BUSINESS**Public Comments**

There were no public comments.

FIFTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Conwill and seconded by Mr. Chamoff, with all in favor, the meeting adjourned at 7:28 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair