

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

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

Present were:

Thomas Smith	Vice 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 Kantarzhi	Wrathell Hunt and Associates LLC (WHA)
Meredith Hammock	District Counsel
Alex Gormley	Access Management
Kim Moratz	Breeze Management
Michael Sakellarides	Breeze Management
Matt Rush	Resident
Linda Rich	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 6:01 p.m.

Supervisors Chamoff, Alexander, Smith and O'Neal were present, in person. Supervisor Ozorowsky was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Amenity Center Related Proposals

Ms. Gormley distributed proposals. An urgent proposal was recently received from H2Pool Service for an issue with the electric panel near the pool equipment that is getting extremely hot. The proposal from the electrician, that was called out by the pool service provider, is in excess of \$4,000; This is seemingly an urgent repair item. She asked if the Board wants a second opinion from another electrician.

Discussion ensued regarding the electric panel, a recently-replaced pump, urgency of the repair, the vendor, the budget and funding source.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Mr. Electric Proposal for electric panel repair, was approved.

Ms. Gormley will contact the vendor for the repair date and apprise the Board.

Ms. Gormley reported the following:

- Juniper reported aggressive bees by the monument in the tree line in the front. All American Pest Control will manage the bees and previously treated the area.
- There were discussions about the Wi-fi password and distributing it; DCSI originally set it up as an open network but, at a recent Board meeting, she was informed that the Board wants a password; a password was circulated and tested.
- Regarding sign removal, a date-stamped photo is included in the documents that were distributed and there was a change in vendors. The company removing the “No Trespassing” signs started on July 24 and anticipates being finished this weekend, depending on the weather. Some signs have already been removed.
- Electrical work at the monument to install the outlet for the holiday lights will proceed soon; the vendor was awaiting compensation for the bridge project and were paid last week.

Discussion ensued regarding the installation costs, total costs, solar powered floodlights at the amenity and if it would be best to wait and proceed with the project later.

The consensus was that this is not a necessity. This item will be reconsidered for the next fiscal year.

Ms. Gormley recalled discussions about sidewalks, where the builder placed sidewalks according to their requirements but within the CDD area; there is an end cap where there is no sidewalk around the end of the green space. This was one of the discussion items with the Developer on the HOA side regarding turnover. There was talk of the Developer giving funds to the HOA where the deficit funding was underfunded or possibly funding some projects; projects considered during the negotiations were sidewalk construction and mailbox coverings. It was determined that mailbox coverings can be funded through the construction fund. Ultimately, the HOA settled for cash from the Developer. Ms. Gormley stated the discussions between Forestar and the CDD to add sidewalks stalled but the need still exists. She suggested adding this item to a to-do list and partnering with the HOA for funding.

Discussion ensued regarding prior discussions with Forestar, which entity is responsible for completing the sidewalk, funding options and timing of the project.

Ms. Hammock stated Staff will photograph the areas in question and, once transmitted to legal, she will work with District Management and Access Management to compile information and report the answer.

A. Clean Up

Regarding pool maintenance repairs and janitorial and waste removal, Ms. Gormley stated the current pool maintenance contract has service four days per week; at that level, the pool is not clean enough in appearance, attractiveness or to receive favorable comments from the inspector. Staff previously recommended considering alternate pool vendors with an increased scope of work because, at four days per week, the pool is not being cleaned enough. She asked the Board to consider increasing the service level. Staff will pursue additional contracts for the new budget year to have the pool cleaned more frequently.

Discussion ensued regarding the service of the current pool maintenance vendor, log books, increasing the scope of work, pool inspection reports, whether to engage a janitorial service for the pool area and seeking an alternate pool vendor.

This item will be included on the next agenda.

B. Motion Sensor Lighting

There are no proposals at this time; this will remain an open item.

C. Pool Tile Repairs

This item was presented after Item 4C.

FOURTH ORDER OF BUSINESS**Consideration of Proposals****A. Mailbox Coverings [With and Without Lighting]**

Ms. Gormley stated an updated proposal was provided today, with an option for solar lights and the addition of another post for the 23' expanse. The recommendation is to have the District Engineer prepare drawings, since they will be needed regardless. The current proposal is approximately \$26,000 but Engineering indicated that the project will range from \$50,000 to \$60,000. She thinks the CDD should start with drawings and then, quoting from those drawings, obtain multiple bids.

Discussion ensued regarding the vendor, project costs, the Engineer's fee, permit fees and the amount in the construction fund.

Ms. Sanchez will contact the District Engineer for a cost estimate for blueprints for mailbox coverings and apprise the Board at the next meeting.

B. Pet Waste Removal

Ms. Gormley stated the current pool maintenance vendor provided a proposal for janitorial services and pet waste removal. It might be possible to combine additional trash pickup with the pet waste removal schedule, which would be less costly than adding another janitorial day. Ms. Gormley presented a proposal from Florida Field Services for pet waste removal twice per week.

C. Additional Pet Waste Stations Proposals

Ms. Gormley stated the cost to install an additional pet waste station is \$400 to \$450 for a complete dog station with a bag holder and waste receptacle.

Discussion ensued regarding three locations in need of pet waste stations, maintenance, supply and installation costs.

A Board Member requested a proposal for the installation of three units by the next meeting. Ms. Hammock stated once the locations are identified, she will confirm if they are on CDD-owned property.

This item will be carried over to the next agenda.

▪ **Consideration of Amenity Center Related Proposals - Pool Tile Repairs**

This item, previously Item 3C, was presented out of order.

Ms. Gormley stated two recent pool repairs were made, costing \$2,500, and two more areas are in need of repair, with similar costs. It seems that the pool funds are depleted unless the Board authorizes repairs from another line item.

Discussion ensued regarding the pool tile repairs, lack of a proposal and authorizing a not-to-exceed amount.

Ms. Gormley will send a proposal to the District Manager and District Counsel as soon as a vendor is secured.

On MOTION by Mr. Alexander and seconded by Ms. O’Neal, with all in favor, authorizing a not-to-exceed amount of \$3,500 for pool tile repairs, was approved.

Ms. Sanchez reviewed open action items with Ms. Gormley and the Board. Items discussed included a resident complaint about the crack in the pool, a community awareness email regarding sprinkler heads and parking in the amenity area, an e-blast regarding Wi-fi availability at the amenity center, automated sprinkler controllers, mulch and tree trimming to minimize potential damage from a hurricane.

D. Automated Sprinkler Controller Proposals

E. Amenity Center Solar Lighting Proposals

Ms. Gormley presented a proposal for solar lighting for the amenity area; it is an all-in-one easy install available in a very short fixture. The same fixture is available in a tall light, if the Board wishes to have solar lighting immediately in the amenity before a mailbox structure is installed. The short fixtures are \$329 each and the 85” fixtures are \$495 each. Depending on how the project will be funded, the recommendation will be for the purchase of eight short fixtures approaching the two pool gates and an additional ten, with six running behind the mailboxes and four along the landscaping in the dark spots. These would eliminate the need to

run electrical and going solar is a green initiative. The materials will cost approximately \$9,500, excluding labor.

F. Clementi Environmental Consulting, LLC, Mitigation Areas A and B Maintenance

Ms. Sanchez presented the Clementi Environmental Consulting, LLC, proposal for maintenance of Mitigation Areas A and B, in the amount of \$600 per month.

Discussion ensued regarding the proposal, maintenance areas and monitoring reports.

On MOTION by Mr. Chamoff and seconded by Ms. O'Neal, with all in favor, the Clementi Environmental Consulting, LLC, proposal for Mitigation Areas A and B Maintenance, in the amount of \$600 per month, was approved.

▪ **Consideration of Breeze Connected, LLC, Agreement for Field Management Services**

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

Mr. Michael Sakellarides, of Breeze Management introduced himself and Ms. Kim Moratz, who will be the Community Director for the HOA. He stated although they will work closely in servicing both the CDD and the HOA, he will be the point of contact for all CDD-related items. Mr. Sakellarides presented the Agreement between the CDD and Breeze Connected, LLC for Field Management Services and discussed Breeze's fees, his good rapport with vendors, his strong security background, landscaping ideas and acquiring bids.

Ms. Hammock stated the CDD does not approve forms of agreements with exhibits that delineate the scope of work, the number of visits that would be anticipated by whom etc., and asked if Breeze is willing to negotiate the terms of the submitted proposal to make sure that the proper contacts for certain items are referenced that are not in line with the CDD's form of agreement. She noted the agreement does not have proposed site visits or staffing levels, which should be added.

Ms. Moratz discussed how Breeze would manage the pool vendor and janitorial services.

Mr. Sakellarides responded to questions regarding the services Breeze would provide for the amount proposed, fobs, communication and if public records would be retained appropriately.

The consensus was to switch from Access Management to Breeze Management.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, terminating the agreement with Access Management, providing 60-days written notice, was approved.

On MOTION by Ms. O’Neal and seconded by Mr. Alexander, with all in favor, the Breeze Connected, LLC, Agreement for Field Management Services proposal, subject to edits to the Agreement and providing an updated scope of services for Board review, was approved.

FIFTH ORDER OF BUSINESS

Presentation of Audited Financial Statements for Fiscal Year Ended September 30, 2022, Prepared by DiBartolomeo, McBee, Hartley & Barnes, P.A.

Ms. Cerbone presented the Audited Financial Statements for Fiscal Year Ended September 30, 2022 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, Resolution 2023-09, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2022, were adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Breeze Connected, LLC, Agreement for Field Management Services

This item was presented following the Fourth Order of Business.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

Ms. Sanchez presented the Unaudited Financial Statements as of June 30, 2023.

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, the Unaudited Financial Statements as of June 30, 2023, were accepted.

NINTH ORDER OF BUSINESS

Approval of June 22, 2023 Regular Meeting Minutes

Ms. Sanchez presented the June 22, 2023 Regular Meeting Minutes.

On MOTION by Mr. Smith and seconded by Mr. Alexander, with all in favor, the June 22, 2023 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk

Ms. Hammock stated the Florida Legislature recently approved a requirement for Board Supervisors to take four hours of ethics training every calendar year, starting in January 2024.

Ms. Hammock responded to questions regarding the training sessions, workshops, Fiscal Year 2024 meeting schedule, Supervisor compensation and non-resident annual user fee.

B. District Engineer: Stantec

There was no report.

C. Operations Manager: Access Management

There was nothing additional to report.

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

- **NEXT MEETING DATE: August 24, 2023 at 6:00 PM**
 - **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Public Comments

Resident Matt Rush commented on the condition of the mailbox coverings, wet mail, expectations for the pool inspector and the pool vendor.

Mr. Smith stated the Board has been working on resolving the mailbox coverings issue and earlier agreed to ask the District Engineer to prepare drawings of new coverings rather than engaging vendors.

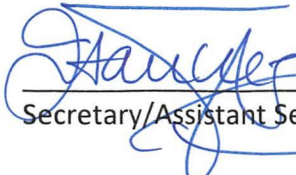
Discussion ensued regarding wet mail, US Postal Service and the pool inspector.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the meeting adjourned at 8:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair