

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on January 25, 2024 at 6:00 p.m., at the Zephyrhills Train Depot Museum, 39110 South Avenue (Depot Park), Zephyrhills, Florida 33542.

Present were:

Michael Ozorowsky	Chair
Thomas Smith	Vice Chair
Francisco Alexander	Assistant Secretary
Lee Chamoff	Assistant Secretary

Also present:

Jamie Sanchez	District Manager
Meredith Hammock	District Counsel
Cory Roberts	Kilinski Van Wyk PLLC
Gaby Arroyo	Community Director, Breeze Management
Angie Lynch	Breeze Management (Breeze)
Angel Rivera	Juniper
Several Members of the public	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 6:03 p.m.

Supervisors Ozorowsky, Smith, Alexander and Chamoff were present. Supervisor O’Neal was not present.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Sanchez explained the protocols for public comments.

A resident stated he owns a power-washing company and voiced his interest in servicing the CDD. Mr. Rivera referenced a vendor document and noted a baseline.

THIRD ORDER OF BUSINESS

Discussion: Electric Bill Solar Options

Ms. Lynch provided the following update:

- She conferred with Duke Energy about the CDD’s solar options.
- Duke Energy opened a work ticket and is willing to come on site to evaluate the CDD’s lighting and consider changing the lights to solar.
- She also contacted a company that specializes in LED lighting and obtained a quote from another company regarding solar lights.
- She compiled her findings and distributed an informational sheet to the Board.
- Duke Energy would come on site and remove the existing lights and the other company would then install the solar lights, which are similar to the lighting in the lobbies of neighboring communities.

Discussion ensued regarding the informational sheet, light pole installation, electric usage, Illuminating Engineering Society (IES) standards and Duke Energy’s maintenance costs and cancellation policy.

Ms. Sanchez will coordinate with District Counsel regarding contract termination, examine if the CDD could be liable for any penalties and report her findings at the next meeting.

Ms. Lynch will request proposals from additional vendors and compare warranties and ask vendors to submit sample agreements.

This item will be carried over to the next agenda.

FOURTH ORDER OF BUSINESS

Consideration of Proposal(s)

A. Juniper Proposals

Mr. Rivera presented the following:

I. No. 216573 [Annual Season Change Out]

Discussion ensued regarding the proposal, labor, landscaping, the \$1,500 total cost, the mailbox covers and the budget.

The consensus was to remove this item from the agenda at this time.

II. No. 247060 [Installation of Rain Sensors on Clocks \$658.45]

Discussion ensued regarding the proposal, reclaimed water, the amount budgeted for irrigation maintenance and the budget.

This item would be removed from the agenda.

III. No. 250541 [Irrigation Maintenance Following Wet Check \$952.70]

Ms. Sanchez stated Juniper was asked to move five sprinklers 3' away from a new fence that a homeowner is installing and asked if the CDD is responsible. Ms. Hammock stated the homeowner should not be installing a fence within a CDD easement and questioned why the sprinklers need to be moved.

Discussion ensued regarding the location of the home and the sprinklers, if an Irrigation Specialist should be engaged and obtaining proposals and a vendor to perform the work.

Mr. Rivera will photograph the area and transmit the photos to Ms. Sanchez.

Ms. Sanchez will contact an Irrigation Specialist, schedule a conference call and invite them to attend the next meeting either in person or via telephone.

Ms. Hammock stated, in case this needs to be done and it is determined that sodding is necessary, the work is below the threshold so it can be approved outside of a meeting and the Chair can sign off on the project and it can be presented for ratification at a future meeting.

This item was tabled.

IV. No. 254716 [1 Year Fire Ant Control \$7,966.20]

Mr. Rivera presented Proposal No. 2544716 for the elimination of fire ants for one year.

The consensus was to remove this item from the agenda.

B. Catherine ProCleaners, LLC Proposal to Cleaning Amenity Center

Referencing handouts, Ms. Lynch presented proposals for canine waste station maintenance from Poop 911, Doodie Calls and Tampa Bay Poop Patrol.

Discussion ensued regarding the current maintenance contract, the proposals, pricing, affordability, homeowners taking bags from the stations and the cleanliness of the liners.

Ms. Lynch will obtain a fixed cost and report her findings.

Ms. Sanchez recalled that the Board previously asked to leave Item 4B on the agenda and stated that a few additional proposals were obtained. Ms. Lynch stated she is unfamiliar

with Catherine ProCleaners but was informed that Florida Brothers has a contract with a neighboring community and does a good job there.

C. Florida Brother's Maintenance & Repair, LLC Estimates

I. 1151 [Annual Janitorial Services \$14,984.55]

The Board and Staff compared the Catherine ProCleaners proposal for \$16,350 versus the Florida Brothers proposal for janitorial services.

Discussion ensued regarding the current pool service contract, whether to hire a new cleaning vendor and how that will impact the H2O contract, the Bandu LLC pool vendor proposal, the chemical balance of the pool, a Health Department requirement for pool maintenance seven days per week, shutting down the pool and withholding payment.

Ms. Lynch will contact H2O, request an updated proposal of the cost for pool service seven days per week all year long, seek additional cleaning proposals and report her findings.

II. 1195 [Paint Bathroom Floors \$1,275]

Ms. Lynch stated she obtained a quote to paint the floors but it is incorrect.

Ms. Sanchez stated this item will be deferred and a correct proposal will be presented at the next meeting.

D. Consolidated Land Services, Inc. Estimate #00000199 [Control Structure Repair \$5,874.91]

Ms. Sanchez presented Estimate #00000199 for control structure repairs. It is being presented because a bridge was removed and the control structure underneath shifted and is eroding.

A Board Member asked about the value. Ms. Hammock stated, if this item is part of the stormwater pond, the CDD must make the repairs because the stormwater pond must operate in accordance with the CDD's permits with jurisdictions having authority with the local Water Management District.

Ms. Hammock asked if the District Engineer is aware of this and stated her only concern is if this has any impact on the functionality of the stormwater management system and the CDD being out of its current compliance. She stated, if it is an emergency situation and there is potential damage to the stormwater pond or anything outside of compliance that will put the

CDD at risk, this expense would fall within the threshold for approval outside of a Regular Board Meeting.

Discussion ensued regarding repair costs, permits and a funding source.

This item was tabled.

E. Bandu, LLC EST0035 [Swimming Pool Maintenance and Cleaning]

This item was discussed during Item 4C1.

F. Pothole Heroes [Patch Repair \$1,900]

Ms. Sanchez stated that a pothole is growing in front of the mailboxes and the Board would like to guard against residents having damaged tires, so Ms. Lynch was asked to obtain proposals for pothole repairs.

Discussion ensued regarding the scope of work, roadway depressions, cost, a funding source and setting a not-to-exceed (NTE) amount for the pothole repairs.

Ms. Sanchez will confer with the District Engineer to determine if the pothole repairs qualify for usage of the construction funds.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, adopting a not-to-exceed amount of \$2,600 for repair of a 150-square-foot pothole, directing Staff to obtain additional proposals, and proceeding with the lowest bidder, was approved.

G. Breeze Estimate SHOA01222024 [Install Motion Lights at Mailbox Covering \$335]

Ms. Sanchez presented the Breeze estimate to install motion lights at the mailbox covering.

Discussion ensued regarding whether to approve the proposal, the installation process, and where to store the lights prior to installation.

Staff to order lights closer to project completion.

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Breeze Estimate SHOA01222024 to install motion lights at the mailbox covering, in the amount of \$335, was approved.

FIFTH ORDER OF BUSINESS

Update: SOLitude Lake Management, LLC, Service Reports [November 2023 – January 2024]

The SOLitude Lake Management, LLC, Service Reports from November 2023 to January 2024 were included for informational purposes.

Discussion ensued regarding the reports, the ponds and debris removal.

SIXTH ORDER OF BUSINESS

Discussion/Update: Egis Insurance and Risk Advisors Site Visit Report

Ms. Sanchez presented the Egis Insurance and Risk Advisors Site Visit Report and reviewed the “Important Recommendations” on Pages 3 through 9 of the Report.

The Board and Staff discussed pool signage, benches, dog park gate, tree swings, resurfacing the playground, removing the tree lighting protection cable, pool equipment storage, setting a NTE amount to level the diaper changing stations, the electrical outlets and the Volunteer Guidelines.

On MOTION by Mr. Ozorowsky and seconded by Mr. Smith, with all in favor, authorizing Staff to purchase two additional “No Lifeguard on Duty” signs, was approved.

District Staff was directed to:

- Obtain bench proposals/quotes ahead of the next meeting.
- Facilitate removal of the swings, obtain and present proposals for wood mulch and rubberizing the playground, send an e-blast to the community and have “swing at your own risk” signage installed.
- Obtain and present proposals to remove the tree cable.
- Ms. Sanchez will input the CDD’s information in the Volunteer Guidelines and transmit it to District Counsel for review and finalization.

On MOTION by Mr. Ozorowsky and seconded by Mr. Chamoff, with all in favor, authorizing Staff to purchase two diaper changing stations, in a not-to-exceed amount of \$1,000, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections begin Conducting the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date

Ms. Sanchez presented Resolution 2024-01 and read the title. Seats 3 and 4, currently held by Mr. Chamoff and Ms. O’Neal, respectively, will expire on November 5, 2024. Interested candidates should contact the Supervisor of Elections’ (SOE) Office and apply during the candidate qualifying period.

On MOTION by Mr. Chamoff and seconded by Mr. Ozorowsky, with all in favor, Resolution 2024-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections begin Conducting the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2023

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Unaudited Financial Statements as of December 31, 2023, were accepted.

NINTH ORDER OF BUSINESS

Approval of November 16, 2023 Regular Meeting Minutes

On MOTION by Mr. Chamoff and seconded by Mr. Ozorowsky, with all in favor, the November 16, 2023 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Board Member Comments

A Board Member asked for an update on the mailbox covers. Ms. Sanchez will follow up with the vendor about the estimated timing and report her findings at the next meeting.

The Board reconsidered the prior NTE amount for the changing stations.

On MOTION by Mr. Ozorowsky and seconded by Mr. Alexander, with all in favor, amending the prior motion to purchase two diaper changing stations, in a not-to-exceed amount of \$1,500, instead of the previously approved amount of \$1,000, was approved.

A Board Member voiced their opinion that the pool furniture covers need to be changed. Ms. Lynch will obtain proposals for pool furniture covers and present them at the next meeting.

Discussion ensued regarding an agreement to remove the bridge and install cam lights at the Amenity Center, the proposed Fiscal Year 2025 budget, potential date and time for a workshop to address the next budget, publicizing the workshop meeting and Zoom calls.

Ms. Sanchez will coordinate with Admin Staff to schedule a workshop in March.

In response to Mr. Ozorowsky’s comments regarding the parallel parking spaces at the Clubhouse and the pavers, Ms. Sanchez stated that, per the District Engineer, it would cost approximately \$20,000 to \$30,000 to construct five parallel parking spaces. As for the pavers, a site visit report from a surveyor would cost \$1,750.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk

- **Updates and Reminders: Required Ethics Training for Special District Supervisors and Form 1**

Ms. Hammock presented a Memorandum from her firm regarding the ethics training requirement for CDD Supervisors and filing Form 1.

B. District Engineer: Stantec

There was no report.

C. Operations Manager: Breeze Home

The Breeze Home Inspection Report was included for informational purposes.

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

- **NEXT MEETING DATE: February 22, 2024 at 6:00 PM**
 - **QUORUM CHECK**

The next meeting will be held on February 22, 2024.

TWELFTH ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the meeting adjourned at 8:15 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair