

**MINUTES OF MEETING  
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on March 28, 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
Grace Kobitter	Kilinski   Van Wyk PLLC
Gaby Arroyo	Community Director, Breeze Management
Angie Lynch	Breeze Management (Breeze)
Luis Gonzalez	Resident
Jim Rice	Resident
Other members of the public	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 6:08 p.m. Supervisors Ozorowsky, Smith, Alexander and Chamoff were present. Supervisor O’Neal was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Resident Jim Rice discussed pond easements and fences preventing access to the ponds. He commented about avoiding violating the Sunshine Law when individuals serve on both the HOA and CDD Boards. He asked the Board to consider Juniper’s size and ability to service the CDD before terminating its contract. He reported that two concrete bags at a property next to 35908 Morris Willow are hindering mowing. Ms. Sanchez stated Staff will follow up on that. Regarding pond access, Ms. Lynch stated fences on CDD access easements are common. Homeowners can install a gate that remains unlocked on the front and back sides to maintain access.

Regarding dual Board membership and the Sunshine Law, Ms. Sanchez stated it is fairly common. Staff typically advises CDD Board Members to address CDD-related questions after the meeting or ask other CDD Board Members to temporarily exit the meeting room so a question can be addressed. Ms. Hammock stated, District Counsel strongly recommends advertising HOA meetings as a CDD workshop when two or more CDD Board Members also serve on the HOA so they are properly noticed and conducted as publicly noticed meetings.

Discussion ensued regarding differences between Juniper and LMP, nefarious feedback about Juniper, excessive costs and number of proposals that Juniper presents at each meeting and engaging a third party to address sprinkler issues.

The consensus was that, although the cost is higher, it is beneficial for Juniper to bring the problems they discover to the Board’s attention.

**THIRD ORDER OF BUSINESS**

**Acceptance of Resignation of Supervisor Martha O’Neal [Seat 4]**

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the resignation of Supervisor Martha O’Neal from Seat 4, was accepted.**

**FOURTH ORDER OF BUSINESS**

**Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2024**

Ms. Sanchez stated the Board can leave the seat vacant until the General Election, appoint someone or direct Staff to send an eblast asking interested candidates to forward resumes for consideration.

Mr. Gonzalez confirmed his interest in filling the vacant seat. In his opinion, as the first resident-controlled Board, its members should be stewards for the future. He wants to join the Board to help build reserves, promote resident involvement and help improve the community.

Mr. Rice deferred interest in the vacant seat; he will wait for the General Election.

Mr. Ozorowsky stated his only issue with candidates serving on more than one board is that it causes confusion and conflict, which he would rather avoid.

Mr. Smith nominated Mr. Luis Gonzalez Jr. to fill Seat 4.

**On MOTION by Mr. Smith and seconded by Mr. Alexander, with Mr. Alexander Mr. Smith and Mr. Chamoff in favor and Mr. Ozorowsky dissenting,**

**appointment of Mr. Luis Gonzalez Jr. to Seat 4, was approved. (Motion passed 3-1)**

Mr. Gonzalez stated he will make sure the HOA follows the Sunshine Law and will not communicate any CDD business discussed at CDD a meeting during any HOA meeting.

- **Administration of Oath of Office (the following will also 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. Luis Gonzalez. She provided and briefly described the following:

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

Ms. Hammock discussed the ethics training requirement.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-02, Appointing and Removing Officers of the District and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2024-02. The slate of officers is as follows:

Michael Ozorowsky	Chair
Thomas J. Smith	Vice Chair
Lee Chamoff	Assistant Secretary
Francisco Alexander Jr.	Assistant Secretary
Luis Gonzalez Jr.	Assistant Secretary

No other nominations were made. This Resolution removes Ms. Martha O’Neal from the Board. Prior appointments by the Board for Secretary, Treasurer, Assistant Treasurer, and Assistant Secretary Jamie Sanchez, remain unaffected by this Resolution.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Resolution 2024-02, Appointing as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Discussion Items**

In response to Mr. Chamoff’s questions about the mailbox coverings, street signs and previously-approved pool lights, Ms. Sanchez stated, per Tampa Bay Awning, the permitting for the mailbox coverings is delayed pending markings on a site map and a geotechnical report. She is coordinating with the District Engineer on a resolution of this matter. Ms. Lynch will follow up on the street signs and lighting for the pool area and provide an update at the next meeting.

The Board and Staff discussed geotechnical report costs and obtaining proposals for additional vendors for the mailbox coverings by the next meeting.

Ms. Sanchez will contact Tampa Bay Awning and Ms. Lynch will contact other vendors.

Ms. Lynch presented the following:

**A. Electric Bill Solar Options**

Discussion ensued regarding the Duke Energy lighting estimate, number of lights and poles in the various phases of the CDD, cancellation policy, lease versus the buy option, cost savings and LED conversion. The consensus was that more clarity is needed.

Ms. Lynch will contact the vendor and obtain an updated proposal with the appropriate information. This item will remain on the agenda.

**B. Relocation of Sprinkler Heads**

Discussion ensued regarding whether to approve the proposal, engaging a surveyor, survey costs, blocked irrigation and reimbursement from the City.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Juniper Proposal #250541, in the amount of \$952.70, with a stipulation that Juniper install sod and restore the community, was approved.**

**C. Mowing Services**

Ms. Sanchez stated Juniper emailed informing that, since they started the contract, they have been mowing property that is not CDD property, it is County property. She asked if Juniper should be instructed to stop maintaining the area. The consensus was to thank Juniper for bringing this to the Board’s attention, advise that the Board is actively working to resolve this matter and tell Juniper to continue maintaining the area in the meantime.

**A. Juniper Landscaping of Florida, LLC Proposals**

- I. No. 256224 [January 2024 Wet Check Diagnostic \$360]**
- II. No. 256224 [February Wet Check Repairs Needed \$678.74]**

These items were deferred to the next meeting.

**B. Janitorial Services**

- I. Catherine ProCleaners, LLC Proposal [Cleaning Amenity Center \$16,350]**
- II. Florida Brother's Maintenance & Repair, LLC Estimate 1151 [Annual Janitorial Services \$14,984.55]**
- III. H2 Lagoon Solutions Proposal 11022023 B [Janitorial Services \$7,680]**

The consensus was to remove all amenity cleaning proposals for now.

**C. Pressure Washing**

- I. Florida Brother's Maintenance & Repair, LLC Estimate 1157 [Pressure Wash Clubhouse \$4,915]**
- II. Breeze Home Estimate #SCDD382024 [Pressure Wash Clubhouse \$4,250]**

The consensus was to defer and remove all proposals from future agendas.

**D. Amenity Improvements**

- I. Florida Brother's Maintenance & Repair, LLC Estimates**
  - a. 1268 [Remove/Replace Damaged Entrance Roof Pillars \$2,318.72]**
  - b. 1243 [Repair Street Sign \$75]**
  - c. 1237 [Sign Installation \$184]**

Ms. Lynch will obtain two additional proposals. This item will remain on the agenda.

- II. Sign Solutions of Tampa Bay, Inc. Estimate 24246 [Sign Installation \$305]**

This item to be removed from the agenda for now.

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

Ms. Lynch will obtain two additional proposals; approval may occur outside of meetings.

- IV. Breeze Home Estimate #SCDD013024C [Replace and Install Bench \$1,200]**

**On MOTION by Mr. Ozorowsky and seconded by Mr. Chamoff, with all in favor, Breeze Home Estimate #SCDD013024C to replace and install a bench, in the amount of \$1,200, was approved.**

Ms. Sanchez stated this falls under the “miscellaneous repairs & maintenance” line item.

**V. Roadway Concepts Estimate #BH 2.0 [Top Patch \$4,800]**

This item will be removed from the agenda.

**VI. Roadway Concepts Estimate #320CP [Top Patch \$1,427.50]**

Ms. Lynch will obtain two additional proposals. This item will remain on the agenda.

**VII. Streetleaf Lighting Design Technical Proposal**

This item will be removed from the agenda.

**E. Holiday Lighting**

**I. Anthony’s Tampa Bay Pressure Washing DBA Trimmers Holiday Decor Tampa Estimate #652 [Entrance and Clubhouse \$5,625]**

**II. American Illuminations & Decor Estimate #344 [Entrance and Clubhouse \$5,500]**

An American Illuminations representative responded to questions regarding the scope of work, creating a “wow” factor, materials and the cost. The Board expressed interest and requested a visual example of the decorations.

These items were deferred and will be removed from the agenda for now.

**F. Reserve Study Proposals**

**I. Dreux Isaac & Associates, Inc. [First Time \$8,400]**

**II. Reserve Advisors, LLC [Level I \$6,200]**

Discussion ensued regarding updating costs and creating a reserve study fund.

Ms. Sanchez will budget \$10,000 for a reserve study.

These items will be removed from the agenda for now.

**G. Painting of Bathrooms**

**I. Breeze Homes Estimate SCDD3202024**

- Floors \$1,125
- Walls \$975

**II. Vice Painting, LLC**

- Floors \$1,285

- Walls \$975

**III. Florida Brother’s Maintenance & Repair, LLC**

- Estimate 1245 Floors \$1,355
- Estimate 1261 Walls \$1,110

Discussion ensued about prioritizing Amenity Center and pool furniture upgrades.

These items will be removed from all future agendas.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03, Designating the Primary Administrative Office of the District and Providing an Effective Date**

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Resolution 2024-03, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, as the Primary Administrative Office of the District and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-04, Designating the Location of the Local District Records Office and Providing an Effective Date**

**On MOTION by Mr. Alexander and seconded by Mr. Chamoff, with all in favor, Resolution 2024-04, Designating the Amenity Center at 6378 Silverado Ranch Boulevard as the Location of the Local District Records Office and Providing an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Update: SOLitude Lake Management, LLC Service Reports**

Ms. Sanchez presented the SOLitude Lake Management, LLC Service Reports.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of February 29, 2024**

Ms. Sanchez stated, in response to a previous question regarding where surplus/excess funds go, they are added to the “Unassigned” line item.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of January 25, 2024 Regular Meeting Minutes**

**On MOTION by Mr. Smith and seconded by Mr. Alexander, with all in favor, the January 25, 2024 Regular Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Board Member Comments**

**• Easter Egg Hunt**

Mr. Alexander presented the HOA requests for the following events:

- Easter Egg Hunt at the playground on March 30, 2024.
- A 5k fundraiser event for Autism on April 7, 2024.

Asked if the roadway would be closed, Mr. Alexander replied affirmatively; he will contact Chief Brewer.

- Usage of the pool area for an Asian Pacific Month celebration on May 18, 2024 from 6:00 p.m. to 9:00 p.m. If not feasible, holding the event in the back of the dead-end area.

Mr. Alexander presented a Certificate of Insurance (COI) for the entertainment.

Ms. Hammock stated a license agreement to use CDD property is needed.

**On MOTION by Mr. Chamoff and seconded by Mr. Smith, with all in favor, the proposed HOA events and authorizing District Counsel to coordinate with an HOA representative to prepare and approve license agreements for the events on CDD property, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kilinski | Van Wyk**

**• Settlement Agreement**

Ms. Hammock requested ratification of the Settlement Agreement between Smith & Company, Inc., the CDD and Dune FL Land I Sub LLC. This involves a lawsuit between two private parties and a contractor who worked on CDD-owned property. It was settled and,



although the CDD was a party in the litigation, it is not liable for attorney fees or a settlement payment. The Vice Chair to execute all settlement documents on behalf of the CDD.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Settlement Agreement between Smith & Company, Inc., the CDD and Dune FL Land I Sub LLC., was ratified.**

**B. District Engineer: Stantec**

There was no report.

**C. Operations Manager: Breeze Home**

**• Inspection Report**

Ms. Lynch presented the Breeze Home Inspection Report and stated Access Management failed to turn over all the pool fobs; 600 are unaccounted for. She requested permission to deactivate 100 at a time and reactivate them when residents call and confirm the fob number. Ms. Lynch to send an e-blast regarding the fobs.

Ms. Lynch stated that the Amenity Center has two Wi-Fi accounts; one is open access for residents and the other is for Staff use with a password. She suggested removing the password to accommodate residents. Mr. Ozorowsky stated passwords reduce the chance of non-resident use of CDD Wi-Fi. Ms. Lynch will e-blast the Wi-Fi password to residents.

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

**• Sunshine Law Refresher**

Ms. Sanchez stated Staff must provide a Sunshine Law refresher annually. She noted that she provided a refresher earlier after administering the Oath of Office to Mr. Gonzalez.

**• NEXT MEETING DATE: April 25, 2024 at 6:00 PM**

**○ QUORUM CHECK**

The next meeting will be held on April 25, 2024. Staff will present a proposed budget.

A Board Member asked Staff to obtain proposals for softer playground mulch.

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

A resident stated he is not a proponent of solar lighting, as he believes there is a cost escalation for leasing and a potential safety hazard. He asked about the insurance carrier’s view

of solar lighting. He asked the Board to consider the \$5,875 Consolidated estimate for land services for control structure repairs.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Chamoff and seconded by Mr. Ozorowsky, with all in favor, the meeting adjourned at 9:05 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair