

**MINUTES OF MEETING
SILVERADO
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on April 7, 2021 at 2:00 p.m., at the Residence Inn, 2101 Northpointe Parkway, Lutz, Florida 34638.

Present were:

Mary Moulton	Chair
Christian Cotter	Vice Chair
Raymond Demby III	Assistant Secretary
Ty Vincent	Assistant Secretary

Also present, were:

Cindy Cerbone	District Manager
Wes Haber (via telephone)	District Counsel
Tonja Stewart (via telephone)	District Engineer
Barry Mazzoni	Operations Manager
Cindy Garafolo (via telephone)	Resident
Takiyah Graham (via telephone)	Resident
Ashley Pollard (via telephone)	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 2:04 p.m. Supervisors Moulton, Demby and Vincent, were present. Supervisors Zook and Aiken were not present.

SECOND ORDER OF BUSINESS

Public Comments

Resident Ashley Pollard requested the following:

- Change the meeting time so working residents can participate and notify residents properly.
- Status of the request seeking reimbursement from the Builders or proceeding with litigation for the costs incurred by the CDD to repair common area sidewalks damaged by contractors throughout the community.

➤ Assurance that neither the District nor the residents would incur the cost to repair a large hole at the entrance to the community, owned by the City of Zephyrhills, where contractors were destroying the area.

➤ Address drainage issues at six homes on Saddle Palm Way.

Ms. Cerbone was asked to obtain additional information from the affected homeowners to provide to the District Engineer to determine the cause of the runoff.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Ryan Zook [Seat 3], Raymond Demby III, [Seat 4] and Ty Vincent [Seat 5] (*the following will also be provided in a separate package*)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Demby and Mr. Vincent. Board Members were already familiar with the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

Supervisors were instructed to file Form 1 with the Supervisors of Elections office within 30 days, in their County of residence. The Oath of Office would be administered to Mr. Zook at the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-01 and reported the following ballot tabulation, results and term lengths.

Seat 3	Ryan Zook	92 votes	4-year Term
Seat 4	Raymond Demby, III	92 votes	4-year Term
Seat 5	Ty Vincent	91 votes	2-year Term

On MOTION by Ms. Moulton and seconded by Mr. Demby, with all in favor, Resolution 2021-01, Canvassing and Certifying the Results of the Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Steve Aiken [Seat 2], Term Expires November, 2022

Ms. Cerbone presented Mr. Aiken’s resignation letter.

On MOTION by Ms. Moulton and seconded by Mr. Demby, with all in favor, the resignation of Mr. Steve Aiken, effective immediately, was accepted.

SIXTH ORDER OF BUSINESS

Consider Appointment to Christian Cotter to Fill Unexpired Term of Seat 2

Ms. Moulton nominated Mr. Christian Cotter to fill Seat 2. No other nominations were made.

On MOTION by Mr. Demby and seconded by Mr. Vincent, with all in favor, the appointment of Mr. Christian Cotter to fill the Unexpired Term of Seat 2, was approved.

- **Administration of Oath of Office**

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Christian Cotter. He was instructed to file Form 1. As he was already familiar with the documents in the Supervisor’s package, no further explanation was necessary.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Silverado Community Development District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-02. Ms. Moulton nominated the following slate of officers.

Chair	Mary Moulton
Vice Chair	Christian Cotter
Secretary	Craig Wrathell
Assistant Secretary	Ryan Zook
Assistant Secretary	Raymond Demby III
Assistant Secretary	Ty Vincent
Assistant Secretary	Cindy Cerbone
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

Ms. Moulton asked to keep this item on the agenda, as further changes may be made.

On MOTION by Mr. Demby and seconded by Mr. Vincent, with all in favor, Resolution 2021-02, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Silverado Community Development District, as nominated, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Amenity Rentals

- A. Recreational Facilities Policies**
- B. Bar & Seating Area Rental Policy & Rules**
- C. Resident – Bar & Seating Area Rental Form**

Ms. Cerbone distributed the latest draft versions of the above documents, which differed from those in the agenda package. The Board agreed to keep these items on the agenda for further discussion.

Mr. Haber stated that the documents were prepared based on residents inquiring about renting the facility. The documents included standard language, similar to those used by other CDDs. He highlighted certain portions of the Recreational Facilities Policy for consideration and noted that, since space is limited, the maximum rental duration was three hours, to allow others to use the facility.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the Recreational Facilities Policies, Bar & Seating Area Rental Policy & Rules and Resident – Bar & Seating Area Rental Form, as interim policies, were approved.

At the next meeting, the public hearing to adopt the Rules and Policies would be set on the same date as the public hearing to adopt the proposed Fiscal Year 2022 budget.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, to Designate the Date, Time, and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

- **Rule Notices**
 - **Notice of Rule Development**
 - **Notice of Rulemaking**

Ms. Cerbone recommended setting the public hearing at the next meeting and setting it for the same date as the public hearing to adopt the proposed Fiscal Year 2022 budget.

This item was deferred to the next meeting.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Designate Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2020/2021 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2021-04. She recommended scheduling meetings for the same days as the Avalon Park CDD and Summerstone CDD meetings, as some Board

Members also serve on those CDDs. Ms. Moulton decided against holding CDD meetings at the Amenity Center, due to constraints related to space, cell phone service and potential inclement weather concerns. Discussion ensued regarding the meeting dates, time and location.

On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, Resolution 2021-04, to Designate Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2020/2021, for the 4th Thursday of the month at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida, 33545, and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2021

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2021. She and Mr. Mazzoni would work on the proposed Fiscal Year 2022 budget. The following change was made:

Page 8, Title: Change “Debt Service Fund” To “Capital Projects Fund”

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the Unaudited Financial Statements as of February 28, 2021, as amended, were accepted.

TWELFTH ORDER OF BUSINESS

Consideration of Minutes

- A. September 25, 2020 Continued Telephonic Special Meeting**
- B. November 3, 2020 Landowners’ Meeting**
- C. November 24, 2020 Continued Landowners’ Meeting**

Ms. Cerbone presented the Meeting Minutes listed above.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the September 25, 2020 Continued Telephonic Special Meeting, November 3, 2020 Landowners’ Meeting and November 24, 2020 Continued Landowners’ Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

- **Termination of Dissemination Agent Agreement**

Mr. Haber stated that he sent a Notice to Terminate the prior Dissemination Agent, as Wrathell, Hunt & Associates, LLC, the new District Management company, would serve as the Dissemination Agent for the District.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Termination of the Dissemination Agent Agreement, and transmission to the former Dissemination Agent, was ratified.

- **Fiscal Year 2021/2022 Meeting Schedule**

Discussion of this item, previously the Tenth Order of Business, resumed.

Ms. Cerbone stated that the Avalon Park CDD and Summerstone CDD meetings are held on the 4th Friday of the month, not the 4th Thursday. Mr. Haber suggested a motion to amend the change in dates, instead of re-adopting Resolution 2021-04. The next meeting would be held on April 23, 2021.

On MOTION by Mr. Vincent and seconded by Mr. Cotter, with all in favor, amending the motion adopting Resolution 2021-04 to change the Fiscal Year 2021/2022 meeting dates to the 4th Friday of the month, instead of the 4th Thursday of the month, was approved.

B. District Engineer: Stantec

Ms. Stewart stated that, after reviewing the information, she identified some grading issues on CDD property that required reviewing topographic information to assess and determine the best course to redirect the water levels from CDD property and away from affected lots. Efforts were underway to obtain surveys from the affected residents and the original Developer but, if the surveys do not include the elevations of the CDD property, a survey would need to be done. The CDD did not fund any lot grading activity so any lot grading issues were specifically excluded from using bonds funds.

Mr. Haber stated that, until a determination is made, no further action from the Board was required; however, after further discussion, direction was given to obtain a survey of the CDD property, if the original survey did not include the elevation information needed to make a determination.

On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, authorizing Ms. Stewart to proceed with the activities needed for the elevation study and authorizing the Chair to approve the Work Authorization for such, was approved.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

Ms. Cerbone discussed a Wagon Trail Street property owner’s request for approval to install a fence on a portion of property that abuts the CDD conservation property line, as his property line is at an angle and he wanted the fence to be in a straight line. She advised him to submit a written request, including back up materials, for the District Engineer to review before the next meeting. The property owner planned to attend the next meeting. This matter was also discussed with District Counsel.

- **NEXT MEETING DATE:** _____, 2020 at ___:___ A.M./P.M.
- **QUORUM CHECK**

The next meeting will be held on April 23, 2021 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida, 33545

FOURTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There being no Board Members’ comments or requests, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Public Comments

Resident Takiyah Graham asked if the District meetings included public participation or if the meetings are strictly for the Board. Ms. Cerbone explained that the District is a governmental entity and, as such, all meetings are open to the public. The meeting schedule is on the CDD website and agendas are posted on the website seven days prior to the meeting date. Ms. Graham asked if residents could call into the meetings. Although the phone lines are

typically only open just for Board and Staff Members, the Board agreed to activate phone lines for public participation.

Mr. Pollard recalled that the area that was flooding was originally planned for a park but the City of Zephyrhills denied that plan. He suggested researching the City and County records for the original Master Plan. He observed that the property was flat during construction and was filled in with dirt and stated his belief that the elevations are 100% wrong. He offered to provide the information to Ms. Cerbone.

Mr. Pollard urged everyone to take his concerns about inspecting the sidewalk and drainage issues throughout the community seriously and to seek reimbursement or repairs from the Builders, as he believed the previous Board did not. He voiced his opinion that residents should not pay for someone else's negligence.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the meeting adjourned at 2:48 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Cindy Cebone
Secretary/Assistant Secretary

Mary Moulton Chair
Chair/Vice Chair