

**MINUTES OF MEETING  
SILVERADO  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held Public Hearings and a Regular Meeting on August 27, 2021 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

**Present were:**

Mary Moulton	Chair
Christian Cotter	Vice Chair
Raymond Demby III	Assistant Secretary
Ty Vincent	Assistant Secretary
Ryan Zook (via telephone)	Assistant Secretary

**Also present, were:**

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates LLC
Jere Earlywine (via telephone)	District Counsel
Tonja Stewart (via telephone)	District Engineer
Barry Mazzoni	Operations Manager
Scott Carlson & Tyree Brown	Landscape Maintenance Professionals, Inc. (LMP)
Jon Souers	Yellowstone Landscape (Yellowstone)
Jason Chambrot & Jarrett Myers	Capital Land Management (CLM)
Takiyah Graham (via telephone)	Resident
Eric Martin (via telephone)	Public
Lauren Hogard	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:04 a.m. Supervisors Cotter, Vincent and Demby were present in person. Supervisor Zook was attending via telephone. Supervisor Moulton was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Mr. Jarrett Myers, of CLM, Mr. Jon Souers, of Yellowstone, and Mr. Scott Carlson of LMP introduced themselves and welcomed questions.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2021/2022 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2021-09, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone discussed the annual budget preparation processes and revenues and expenditures. She stated that the budget layout was different than the prior year. The CDD recently went through a change in Developer, District Management and Property and Operations Management. She reviewed the proposed Fiscal Year 2022 budget highlighting line item increases, decreases and adjustments, compared to the Fiscal Year 2021 budget and explained the reasons for any adjustments.

**Ms. Moulton joined the meeting at 10:09 a.m.**

Ms. Cerbone stated that three months working capital is typically established to cover expenses pending receipt of assessment revenue funds from the Tax Collector. She reviewed revenues and expenditures, use of unassigned funds and development of sufficient working capital. The “Definitions of General Fund Expenditures”, on Page 3, would be reviewed and updated as necessary.

**On MOTION by Mr. Cotter and seconded by Mr. Demby, with all in favor, the Public Hearing was opened.**

Resident Takiyah Graham asked who monitors the cameras in the pool area.

Mr. Mazzoni stated the cameras were installed this year and monitoring funds were used for installation. The monitors are passively monitored and reviewed if there is an incident; active monitoring may be implemented at the Board’s discretion.

Ms. Graham questioned the \$300 monthly charge. Mr. Mazzoni stated the monthly charge includes remote access to the cameras, remote camera service and setup via internet and the amenity area access system.

Ms. Graham asked if the \$122 internet charge is a double charge. Mr. Mazzoni stated it is not a double charge; it is related to camera maintenance processes. Active camera monitoring is not currently provided.

Ms. Graham asked if the CDD is being charged \$300 per month. Mr. Mazzoni stated that \$300 per month was budgeted but, while the Board may still choose to implement active monitoring it was not currently provided. Budgeted funds were used to install cameras in this budget year; in the next budget year, the Board might decide to add monitoring.

**Ms. Stewart joined the meeting at 10:23 a.m.**

**On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2021-09.

**On MOTION by Mr. Demby and seconded by Mr. Cotter, with all in favor, Resolution 2021-09, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022, as amended to update the Page 3 “Definitions of General Fund Expenditures”; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2021/2022, Pursuant to Florida Law**

- A. **Proof/Affidavit of Publication**
- B. **Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

- C. **Consideration of Resolution 2021-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2021-10.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the Public Hearing was opened.**

There were no public comments.

**On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2021-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Engagement with KE Law Group, PLLC., for District Counsel Services [Jere Earlywine]**

- **Consideration of Fee Agreement**

Mr. Earlywine presented the joint letter by Hopping Green & Same and KE Law Group and the KE Law Group Fee Agreement.

**On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, engagement of KE Law Group, PLLC, for District Counsel Services, and the KE Law Group Fee Agreement, were approved.**

**SIXTH ORDER OF BUSINESS**

**Update: RFP for Landscape and Irrigation Maintenance Services**

Ms. Cerbone stated that several representatives from responding firms were present. She recalled that the Board previously approved publication of a Request for Proposals (RFP) for Landscape and Irrigation Maintenance Services. The RFP was published, responses were received and Staff members reviewed the responses. There was quite a bit of variation in the responses so it was recommended that the Board consider rejecting all responses, publishing a new RFP, with an expanded scope of services requiring a mandatory on-site pre-bid meeting and.

Mr. Cotter asked for the timeline for making a change. Ms. Cerbone stated that the current provider would receive the required notice and the new firm would be consulted to provide adequate lead time to ensure staffing. The current budget is based upon the current expenses. Bids would be due a minimum of 30 days following publication of the RFP.

**On MOTION by Ms. Moulton and seconded by Mr. Demby, with all in favor, rejecting all responses to the Landscape and Irrigation Maintenance Services RFP, authorizing Staff to amend the RFP with an expanded scope of services including requiring attendance at a mandatory on-site pre-bid meeting and authorizing Staff to advertise, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of July 31, 2021**

Ms. Cerbone presented the Unaudited Financial Statements as of July 31, 2021.

**On MOTION by Mr. Demby and seconded by Mr. Vincent, with all in favor, the Unaudited Financial Statements as of July 31, 2021, were accepted.**

**EIGHTH ORDER OF BUSINESS**

**Approval of July 16, 2021 Regular Meeting Minutes**

Ms. Cerbone presented the July 16, 2021 Regular Meeting Minutes.

**On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the July 16, 2021 Regular Meeting Minutes, as presented, were approved.**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *KE Law Group, PLLC.***

There was no report.

**B. District Engineer: *Stantec***

There was no report.

**C. Operations Manager: *Access Management***

Mr. Mazzoni stated the sod and sidewalk repairs discussed at the last meeting were completed. Ruts at the front of the community were filled in. Sod would not be installed until more rainfall is received but the issue is being addressed.

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

- **NEXT MEETING DATE: September 24, 2021 at 10:00 A.M**
  - **QUORUM CHECK**

The next meeting will be held on September 24, 2021 at 10:00 a.m., unless canceled.

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Ms. Moulton asked for calendar invites to be sent to all Supervisors. Ms. Cerbone stated that calendar invites would be verified and invites for Fiscal Year 2022 would be sent in late September.

Ms. Moulton stated that, when possible, she should become the Vice Chair and Mr. Cotter should become the Chair.

**On MOTION by Mr. Demby and seconded by Mr. Vincent, with all in favor, Designating Mr. Christian Cotter as Chair and Ms. Mary Moulton as Vice Chair, and authorizing Staff to prepare an appropriate Resolution and for the Chair or Vice Chair to execute, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

Resident Lauren Hogard stated the black mailboxes get very hot in the sun and mail gets soaked when all the mailboxes are open during delivery. She asked for the Board to consider approving mailbox coverings to address this issue and noted that other communities have added structures. Mr. Cotter stated solutions implemented in other communities would be researched and this matter would be discussed at a future meeting. Ms. Cerbone stated she would forward the information to Mr. Cotter.

Resident Eric Martin felt that the landscape company does not cut behind the dog parks and the islands consistently. Mr. Mazzoni stated in some instances landscapers may make judgment calls due to concerns with water levels or the possibility of creating ruts in the grass. He stated if the CDD is notified of a specific issue the landscaping company will be contacted to address it. Mr. Cotter asked if the issue was consistent or sporadic. Mr. Martin stated it was sporadic but on several occasions the grass was not cut for two to three weeks. Mr. Mazzoni stated he would check with the vendor.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the meeting adjourned at 10:45 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

*Cindy Cochran*  
Secretary/Assistant Secretary

*Mary Norton*  
Chair/Vice Chair