

**MINUTES OF MEETING  
SILVERADO  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on April 22, 2022 at 10:00 a.m., at the New River Amenity Center, 5227 Autumn Ridge Drive, Wesley Chapel, Florida 33545.

**Present were:**

Christian Cotter  
Mary Moulton  
Ty Vincent

Chair  
Vice Chair  
Assistant Secretary

**Also present, were:**

Cindy Cerbone  
Jamie Sanchez  
Andrew Kantarzi  
Jere Earlywine (via telephone)  
Tonja Stewart (via telephone)  
Patty Desthers  
Tirria William  
Francisco Alexander  
Lisa Coleman  
Jim Rice (via telephone)  
Lavern Hogart (via telephone)  
Ross Halle

District Manager  
Wrathell, Hunt and Associates LLC (WHA)  
Wrathell, Hunt and Associates LLC (WHA)  
District Counsel  
District Engineer  
Access Difference  
Access Difference  
Resident/HOA President  
Resident  
Resident  
Resident  
Avalon Park West CDD Board Member

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:01 a.m. Supervisors Cotter, Moulton and Vincent were present, in person. Supervisors Zook and Demby were not present.

Ms. Cerbone briefly explained the public comments protocol and introduced herself, District Staff and the Board Members to the meeting attendees.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Acceptance of Resignation of Raymond Demby, Seat 4; Term Expires November 2024**

Ms. Cerbone presented Mr. Raymond Demby's resignation letter.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the resignation of Mr. Raymond Demby, was accepted.**

**FOURTH ORDER OF BUSINESS**

**Consider Appointment of Andre Carmack to Fill Unexpired Term of Seat 4**

Mr. Cotter nominated Mr. Andre Carmack to fill Seat 4. No other nominations were made.

**On MOTION by Mr. Vincent and seconded by Mr. Cotter, with all in favor, the appointment of Mr. Andre Carmack to Seat 4, was approved.**

**A. Administration of Oath of Office (*the following will be provided in a separate package*)**

Ms. Cerbone stated that, as Mr. Carmack was not present, the Oath of Office would be administered at the next meeting.

**Mr. Earlywine joined the meeting.**

- I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- II. Membership, Obligations and Responsibilities**
- III. Financial Disclosure Forms**
  - a. Form 1: Statement of Financial Interests**
  - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
  - c. Form 1F: Final Statement of Financial Interests**

**IV. Form 8B: Memorandum of Voting Conflict**

**B. Consideration of Resolution 2022-02, Appointing and Removing Officers of the Silverado Community Development District and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2022-02. She listed the existing slate of officers and noted that Mr. Carmack would replace Mr. Demby as an Assistant Secretary and Ms. Sanchez would be added as an Assistant Secretary. With these changes, the slate of officers will be as follows:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Craig Wrathell	Secretary
Andre Carmack	Assistant Secretary
Ryan Zook	Assistant Secretary
Ty Vincent	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

No other nominations were made.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-02, Appointing and Removing Officers of the Silverado Community Development District, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Update: Response from Code Enforcement Regarding Prescribed Burns Impacting the Amenity Area**

Ms. Desthers stated she contacted Mr. Mazzoni prior to the meeting for an update and there has been no response from Code Enforcement and no additional prescribed burns and, since she has been employed at Silverado, there have been no such instances.

Ms. Cerbone suggested taking this item off the agenda since there have been no recent complaints and no response from Code Enforcement.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-03, Approving a Proposed Budget for Fiscal Year 2022/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2022-03 and read the title. She reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes.

Ms. Cerbone stated the following changes would be made to the proposed Fiscal Year 2023 budget:

- “Insurance” line item: Increase to \$7,900
- “Landscaping” line item: Increase to \$243,470
- Increase the reserve amount and keep assessments the same.

The following change will be made to Resolution 2022-03:

- Public Hearing Location: Change to “New River Amenity Center, 5227 Autumn Ridge Drive, Wesley Chapel, Florida 33545”

Asked if she had any changes, Ms. Desthers voiced her opinion that the new landscaper is not doing a good job maintaining the community and has been unresponsive to emails. She conferred with Mr. Mazzoni and he indicated that the CDD could go through the Request for Proposals (RFP) process if there are challenges with LMP.

Discussion ensued regarding whether to go through the RFP process, increasing the landscaping line item, the ponds, terminating the existing contract and potential contractors.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-03, as amended, Approving a Proposed Budget for Fiscal Year 2022/2022, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 26, 2022 at 10:00 a.m. at the New River Amenity Center, 5227 Autumn Ridge Drive, Wesley Chapel, Florida 33545; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, authorizing District Staff to publicize a Request for Proposals for Landscaping Services, using the same format that was used in the last cycle, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date**

Ms. Carbone presented Resolution 2022-04. The following change was made to the Fiscal Year 2023 Meeting Schedule:

November 29, 2022: Add “Regular Meeting” after “Landowners’ Meeting”

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023, as amended, and Providing for an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-05, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections Begin Conducting the District’s General Election; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date**

Ms. Cerbone presented Resolution 2022-05. Seats 1 and 2, currently held by Mr. Cotter and Ms. Moulton, respectively, will be up for election at the November General Election. Candidates must be qualified electors of the CDD.

Ms. Cerbone will send a communication to the HOA or Property Manager and ask them to send an e-blast reminder to residents about the qualifying period, if they wish to run for a Board Seat.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-05, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Pasco County Supervisor of Elections Begin Conducting the District’s General Election; 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.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-06, Designating a Date, Time and Location for Landowners’ Meeting of the District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2022-06. The following change was made to Resolution 2022-06 and to all associated documents:

Time: Change “11:30” to “10:00”

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-06, as amended, Designating a Date, Time and Location of November 29, 2022 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545, for the Landowners’ Meeting of the District, and Providing for an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-07, Making Certain Findings; Waiving a Portion of Rule 1.3(1), Rules of Procedure; Providing for Reasonable Notice of Board Meetings; Providing a Severability Clause; and Providing an Effective Date**

Mr. Earlywine presented Resolution 2022-07.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-07, Making Certain Findings; Waiving a Portion of Rule 1.3(1), Rules of Procedure; Providing for Reasonable Notice of Board Meetings; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Clementi Environmental Consulting, LLC Proposal for Mitigation Areas A and B; Permit 26719.011 and .013 Mitigation Area Maintenance and Replanting and Annual Report**

Ms. Stewart presented the Clementi Environmental Consulting, LLC Proposal for Mitigation Areas A and B; Permit 26719.011 and .013 Mitigation Area Maintenance and Replanting and Annual Report.

Ms. Cerbone stated she included the proposal and its associated costs in the projected column for the remainder of 2022 and, in the proposed Fiscal Year 2023 budget, she budgeted \$600 per month for maintenance and \$1,000 annually for the annual report.

Mr. Earlywine would prepare an agreement.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the Clementi Environmental Consulting, LLC Proposal for Mitigation Areas A and B; Permit 26719.011 and .013 Mitigation Area Maintenance and Replanting and Annual Report, in substantial form, was approved.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-08, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2022-08.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-08, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-09, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2022-09.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-09, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-10, Authorizing and Approving Change of Registered Agent and Registered Office of the District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2022-10.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, Resolution 2022-10, Authorizing and Approving Change of Registered Agent and Registered Office of the District, and Providing for an Effective Date, was adopted.**

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Permit Related Items**



Ms. Stewart stated Staff was unclear of the number of irrigation wells in the community so the water use permit could not be transferred over to the CDD. Mr. Vincent stated there are three wells but he would confirm the number with the seller and email the information to Ms. Stewart.

This item will be kept on the agenda.

**SIXTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of March 31, 2022**

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2022.

**On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the Unaudited Financial Statements as of March 31, 2022, were accepted.**

**SEVENTEENTH ORDER OF BUSINESS**

**Approval of November 19, 2021 Regular Meeting Minutes**

Ms. Cerbone presented the November 19, 2021 Regular Meeting Minutes.

**On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the November 19, 2021 Regular Meeting Minutes, as presented, were approved.**

**EIGHTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

- **Discussion: Letter to Construction Contractor Regarding Construction Traffic**

Mr. Earlywine stated the Developer has yet to respond to his letter regarding construction traffic and street sweeping.

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

**I. Update: Geotechnical Report on Silverado Roadway**

Ms. Stewart stated there were no geotechnical issues. This item would be removed from future agendas.

**II. Project Update**

There was no update.

**C. Operations Manager: Access Management**

Ms. Cerbone reported the following:

- The Board approved going out to RFP for landscaping services.
- Staff recommended returning to the use of key fobs for access to the pool and amenity area.

Ms. Cerbone presented a key fob cost proposal.

**On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the DCSI proposal, in the amount of \$7,789, was approved.**

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

**I. Update: Potential Mailbox Covering**

There was no update; this item would be removed from future agendas.

**II. NEXT MEETING DATE: May 27, 2022 at 10:00 A.M.**

**• QUORUM CHECK**

The next meeting will be May 27, 2022, unless cancelled.

**NINETEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Discussion ensued regarding the mailbox cover.

**TWENTIETH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**TWENTY-FIRST 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 10:51 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair