

**MINUTES OF MEETING
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on September 28, 2023 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
Martha O’Neal	Assistant Secretary
Lee Chamoff	Assistant Secretary

Also present were:

Jamie Sanchez	District Manager
Lauren Gentry (via telephone)	District Counsel
Corey Roberts	Kilinski Van Wyk
Tonja Stewart (via telephone)	District Engineer
Gaby Arroyo	Community Director-Breeze Management
Angie Lynch	Breeze Management (Breeze)
Todd Hebel	DC Integrations (DCI)
Unidentified Public Member	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 6:09 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Amenity Center Related Proposals

Ms. Sanchez stated the proposals in the agenda were emailed to the Board prior to the meeting and are within budget.

Ms. Arroyo presented proposals for Agenda Items 3A, 3B and 3C.

A. Clean Up

Staff responded to questions regarding budget and frequency of pool readings. Multiple proposals are wanted for comparison. Ms. Sanchez reminded the Board that Ms. Arroyo was unable to obtain multiple proposals due to the timing, as the transition to Breeze just occurred on Tuesday.

Regarding 3A, the Board reviewed options and made changes to the scope of services. Items 3A through 3I are deferred while Breeze obtains more proposals for the next meeting.

B. Pool Service 5 Days/Week

Regarding individuals taking readings and adhering to the requirement to provide a seven-day log of pool chemicals and statistics, reports will be included on future agendas.

Discussion ensued regarding the schedule, cost, monthly expense exceeding budget, having a detailed scope of services and defining the contingency plan within the scope.

Ms. Sanchez recommended Ms. Arroyo review the current contract proposals and scope of services to ensure that the new bids are comparable and provide the same level of service.

C. Monthly Pest Control

Regarding why “rats” was unmarked under covered pests, Ms. Arroyo was asked to include traps and exterior inspections in the scope of services in the revised proposal.

D. Cellular Internet

E. Alarm Monitoring Services

F. Videofield System

G. Solar Camera Station

H. Access Data Management

I. CCTV Systems

Mr. Hebel, of DCI, gave an overview of his experience and his firm, which is based on managing systems. He presented proposals and a detailed scope of services for Items 3D through 3I, which was prepared after auditing the community. He pointed out differences in other vendors’ equipment, processes and scope of services.

Mr. Hebel responded to questions regarding Wi-Fi services, Spectrum, access data management process and upgrading to an infrared camera system since the current one is usable but antiquated.

Discussion ensued regarding the current budget, termination clause in current contracts, a request for Staff to compare the scopes of services of the current contracts and incoming proposals and the CDD Trespassing Agreement with the City.

Board Members asked Staff to compare all proposals with the current contract.

Discussion ensued regarding the need to budget incrementally to upgrade items, being proactive rather than reactive, deficiencies in current providers and life expectancy of existing equipment.

Ms. Sanchez was asked to request a reduction in cost from the current provider, due to deficiencies and because their cost is higher than the competitors.

Asked if it is possible to use funds from the Construction Account to fund the transition to a more unified system, Ms. Sanchez stated the District Engineer would have to confirm whether it is possible. She believes it was being used to fund the mail box coverings.

FOURTH ORDER OF BUSINESS

Consideration of Proposals

A. Mailbox Coverings

This item was presented following the Fifth Order of Business.

FIFTH ORDER OF BUSINESS

**Update: SOLitude Lake Management, LLC,
Service Report – September 2023**

Ms. Arroyo stated that, going forward, Breeze will present its own monthly report on the condition of CDD property, including ponds, Amenity Center restrooms and front entrance.

Mr. Ozorowsky asked Staff to research the costs for aeration systems and who handles mosquito control. It was noted that Pasco County has a Mosquito Management program. Ms. Sanchez recalled that the aeration systems were on the Board’s “Wish List” and the request to include SOLitude’s maintenance reports on the agenda, going forward.

▪ **Consideration of Proposals Mailbox Coverings**

This item, previously Item 4A, was presented out of order.

Mr. Alexander noted the Union Park HOA's proposal for mailbox coverings with leveled vinyl roof tops was about \$25,000, which is much less than the \$70,000 to \$80,000 for popped-up metal roofs; he is unsure if it includes the permit and licensing costs. Ms. Stewart stated that District Engineers typically reach out to contractors in the industry for advice about certain matters that are not their specialty. She discussed lighting options with the contractor today, as they are unsure if there is service nearby. She is happy to support it if the Board wants a liaison for the Board to reach out, research or provide knowledge about other vendors.

Mr. Alexander stated he will send photographs of the Wesley Chapel and Union Park structures to Ms. Sanchez to forward to Ms. Stewart. He thinks there are junction boxes in the area. As the Board wants a less expensive option, Ms. Stewart was asked to obtain proposals from the contractors for Wesley Chapel and Union Park and find out if the contractor can design a structure that is within the CDD's budget. Ms. Stewart confirmed that the Cornerstone proposal is based on turnkey operations.

Ms. Arroyo discussed another property that she manages and noted that the mail box structure cost there was \$15,000; regarding lighting options, they installed four lights at that property and, on her other property, they installed motion solar lighting for under \$500. She will obtain proposals and email them to Ms. Sanchez.

Mr. Ozorowsky asked if construction funds can be used to fund a videofied "security system" for the Amenity Center. Ms. Stewart stated she will research it and let him know.

Discussion ensued regarding the construction fund remaining balance of \$66,000, final cost for three separate and eight structures at two other properties being \$30,000 and \$80,000, respectively, and maintenance costs.

▪ **Consideration of Juniper Landscaping of Florida, LLC, (Juniper) Proposal**

This item was an addition to the agenda.

At Mr. Rivera's request, Ms. Sanchez presented Juniper proposal No. 213561 for new landscape enhancements at the main entrance, which was deferred at the May meeting. Mr. Alexander stated that, at its next meeting, the HOA plans to vote on whether to pay up to

\$15,000. There was confusion about the two proposals deferred at the May meeting and whether they need to decide on one or the other.

Mr. Rivera stated that today’s new landscape proposal is a one-time cost for the main entrance; the other proposal is for quarterly seasonal annual change out in front of the Clubhouse area.

Asked if he can the guarantee this cost until the next meeting, while the HOA votes, Mr. Rivera stated he will change the invoice to a not-to-exceed amount of \$15,000 but he will have to speak to Management about extending it to October 19, 2023. He will let Ms. Sanchez know tomorrow.

A Board Member pointed out that the original proposal for the annuals included the entrance and exit flowers beds in front of the neighborhood, the area in front of the Amenity Center and the small strip of landscaping in the parking spots in front of the mail boxes.

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, authorizing Ms. Sanchez and Staff to review and finalize revised Juniper Proposal No. 213561 with Mr. Rivera to ensure the scope includes building flower beds, in a not-to-exceed amount of \$15,000, and authorizing Mr. Alexander to present it to the HOA for approval and payment in a not-to-exceed amount of \$15,000 and, if not approved by the HOA, to return to the CDD Board for a decision at the following meeting, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of August 31, 2023

On MOTION by Ms. O’Neal and seconded by Mr. Alexander, with all in favor, the Unaudited Financial Statements as of August 31, 2023, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of August 24, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the August 24, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Board Member Comments

Mr. Ozorowsky asked Ms. Arroyo to review the last three sets of meeting minutes, as there are several approved requests that are outstanding, such as installing an electrical outlet at the front sign, researching ways to reduce electric costs and the cost for solar. Ms. Sanchez asked Ms. Arroyo to follow up on the recent email to the electrician. She agreed that the best route is to review prior meeting minutes and noted that she typically sent Access Management an action items list after each meeting.

A Board Member asked her to research the cost to install motion sensor lighting in the restrooms.

A Board Member reiterated a request to present a minimum of three proposals for services, work and projects and to not accept proposals that are over budget but instead ask the vendor for a reduction.

Mr. Ozorowsky voiced his opinion that it is time to initiate a volunteer group to donate and install the holiday lights. The HOA will send an e-blast, ask volunteers to attend the next CDD meeting and ensure that the CDD liability waiver is executed by each volunteer.

Discussion ensued regarding the holiday lighting estimate, considering allocating funds for lighting in case donations are lacking and a suggestion to purchase lighted wreaths.

The Board appointed Mr. Alexander as the holiday lighting volunteer liaison.

Mr. Ozorowsky reported that the lights directed at the Silverado sign are not working. He asked Staff to obtain proposals to enhance the lighting at the front entryway. Ms. Sanchez stated that Mr. Rivera will be on site Monday. She noted that the lights are old. Mr. Rivera will email a proposal.

Mr. Ozorowsky thanked Breeze for taking over. Ms. Arroyo stated the Board will receive detailed reports from Breeze, going forward.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk

Mr. Roberts stated the following items were reviewed and determinations were made, as follows:

- Additional Pet Waste Stations: There are no legal objections to proceeding with the proposed locations.
- Sidewalk projects: The sidewalks are built according to the actual design and the builder has no obligation to move further. Regarding the blind child residing on one of the corners without a sidewalk, the CDD would incur the costs for additional sidewalks. He would have to follow up on the Americans with Disabilities Act (ADA) requirements.

B. District Engineer: Stantec

There was no report.

C. Operations Manager: Breeze Home

Ms. Arroyo listed several CDD deficiencies identified during the on-site audit of the community. She will be presenting proposals at the next few meetings.

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

Ms. Sanchez stated she received the video of the incident at the pool today and will be forwarding it to Breeze to review for the next meeting.

- **NEXT MEETING DATE: October 26, 2023 at 6:00 PM**
 - **QUORUM CHECK**

Ms. Sanchez asked if the Board wants to cancel the December meeting, as it is scheduled during the holiday week. A decision will be made at the next meeting.

TENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Chamoff and seconded by Ms. O’Neal, with all in favor, the meeting adjourned at 8:44 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair