

**MINUTES OF MEETING  
SILVERADO COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverado Community Development District held a Regular Meeting on December 15, 2025 at 5:00 p.m., at Zephyrhills Train Depot Museum, 39110 South Avenue (Depot Park), Zephyrhills, Florida 33542.

**Present:**

Lee Chamoff	Chair
Thomas Smith	Vice Chair
Francisco Alexander	Assistant Secretary
Larry Conwill	Assistant Secretary

**Also present:**

Jamie Sanchez	District Manager
Patrick Collins	Kilinski   Van Wyk
Jerry Edwards	Kai Management (Kai)
Mateo Soto	Fieldstone

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 5:03 p.m.

Supervisors Chamoff, Alexander and Conwill were present. Supervisor Smith was not present at roll call. Supervisor Gonzalez was absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Updates**

- **Fan Down at Amenity Center**

Mr. Edwards stated two fans needed repair in the Amenity Center. H2Pools will replace the blades of the fan that is completely inoperable and restore two fans that are operable.

Discussion ensued regarding the scope of work and project completion time.

This item will remain on the agenda.

- **Camera Footage at Amenity Center**

Mr. Edwards stated attempts to obtain camera footage from the Amenity Center were unsuccessful. Regarding whom can access footage, Mr. Edwards stated Ms. Lynch has access to it.

This item will be removed from future agendas.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals, Estimates & Quotes**

Ms. Sanchez and Mr. Soto presented, and the Board considered the following:

**A. Florida Brothers Maintenance and Repair, LLC Estimate No. 1467 [Fence Repair]**

**On MOTION by Mr. Conwill and seconded by Mr. Alexander, with all in favor, the Florida Brothers Maintenance and Repair, LLC Estimate No. 1467, for fence repair, in the amount of \$645.38, was approved.**

**Mr. Smith arrived at the meeting at 5:08 p.m.**

**B. Fieldstone Tree Care Proposal [Tree Removal/Care Services]**

A Board Member recapped that the proposal was presented at the last meeting and Supervisors questioned if some of the work was within the scope of the base contract. After conferring with Fieldstone, it was disclosed that everything is outside of the scope and can be approved as additional services.

Mr. Soto discussed the difference between the tree care service listed in the proposal and the CDD’s other landscaping services, the threshold for placing trees on the tree care services list and whether Fieldstone is hurricane-proofing the trees.

Discussion ensued regarding an overlap of tree removal services from the original proposal, the items on Fieldstone Tree Care Proposal #1165196, the upcoming Hurricane season, and whether to approve the proposal.

**On MOTION by Mr. Conwill and seconded by Mr. Alexander, with all in favor, the Fieldstone Tree Care Proposal #1165196 for Tree Removal/Care Services in the amount of \$13,720, was approved.**

**C. Fieldstone Landscape Proposals**

- **# 22325 [Pressure Washing Services]**

Mr. Collins stated the front community sidewalk is owned by the City and permission is required from the City to proceed with this work.

Discussion ensued regarding the County map, City of Zephyrhills rights-of way (ROWS) and the areas and trees that the CDD is responsible for maintaining.

Mr. Collins will ask City officials about having dividing lines drawn on the roadway and about sidewalk maintenance and provide an update at the next meeting.

This item will be removed from future agendas.

- **# 22326 [Fallen Tree Removal near Lift Station]**

Discussion ensued regarding the exact location of the downed tree, why the tree needs to be removed and if there is a disruption to the irrigation in the area.

This item was deferred.

- **# 22327 [Jasmine Install]**

Discussion ensued regarding why this item is excluded from Proposal #1165196 that was just approved, establishing a long-term beautification plan for the front of the community, if a plant that is more vibrant than jasmine and in the same price range can be recommended, and the irrigation enhancement and repairs charge of \$172.

Staff will obtain additional proposals and present them at the February meeting.

This item was deferred.

- **# 22328 [Playground Drain]**

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, Fieldstone Proposal #22328 for a playground drain, in the amount of \$2,859.44, was approved.**

**D. Central Florida Water and Filtration LLC Quote No. 10673 [Pump Repair]**

The consensus was that this is an emergency repair item.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Central Florida Water and Filtration LLC Quote No. 10673 for Pump Repair, in the amount of \$1,915, was approved.**

**Mr. Soto left the meeting.**

**E. Fresh Coat Painters of Tampa [Two (2) Bathrooms - Ceilings, Walls and Floors]**

Asked if Florida Brothers was asked if they have painting services, Mr. Edwards stated yes; he is awaiting a response. He presented a walk-on proposal from Franklin Paint in the amount of \$2,640.

Discussion ensued regarding the vendors, scope of work and which proposal to approve.

**On MOTION by Mr. Alexander and seconded by Mr. Conwill, with all in favor, the Fresh Coat Painters of Tampa Proposal to paint ceilings, walls and floors of two (2) bathrooms, in the amount of \$1,249.99, was approved.**

**F. Ryman Roofing, Inc. Quote [Soffit Repair/Replacement]**

Base Price: \$1,998

▪ **Schaper Roofing Proposal [Soffit Repair/Replacement Six (6) Locations]**

**This item was an addition to the agenda.**

Estimated Base Price: \$1,371.43

Discussion ensued regarding the soffit repair work, pricing, and which proposal to approve.

**On MOTION by Mr. Conwill and seconded by Mr. Alexander, with all in favor, the Schaper Roofing proposal for Soffit Repair/Replacement, in the estimated amount of \$1,371.43, was approved.**

Ms. Sanchez emphasized that the CDD’s terms will be attached to all approved proposals/agreements.

**FIFTH ORDER OF BUSINESS**

**Presentation of Superior Water Services, Inc. Waterway Management Report**

Ms. Sanchez presented the Superior Water Services, Inc. Waterway Management Report for November 2025.

Discussion ensued regarding a pond with excessive overgrowth that is not on Superior’s list of ponds to maintain, why two ponds are not included in the current maintenance agreement with Superior, and the previous agreement with SOLitude.

Ms. Sanchez will check the Agreement to see if the CDD is responsible for maintaining the two ponds in question and report her findings.

**SIXTH ORDER OF BUSINESS**

**Discussion: Fieldstone Weekly Maintenance Report**

Ms. Sanchez presented the Fieldstone Maintenance Report dated December 8, 2025.

Discussion ensued regarding maintenance responsibility for the brick pavers, a dead pine tree that was hit by lightning that is close to a home, why Fieldstone did not present proposals for removal of the dead pine tree, the empty gaps in plant beds and sodding and mulching certain areas.

Ms. Sanchez will follow up on the dead pine tree near the home and report her findings.

Mr. Edwards will obtain proposals to remedy problem areas identified in the Maintenance Report and present them at the next meeting.

**SILVERADO CDD  
SEVENTH ORDER OF BUSINESS**

**December 15, 2025**

**Consideration of HOA Cost Share Agreement**

Ms. Sanchez presented the HOA Cost Share Agreement prepared by District Counsel.

Mr. Collins stated this is the form of agreement that the CDD will enter into with the HOA whereby the HOA reimburses the CDD for the hiring of a pool attendant. He recommended approval in substantial form.

Discussion ensued regarding the HOA and whether Kai will provide the pool monitor.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the HOA Cost Share Agreement, in substantial form, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04, Classifying Surplus Tangible Personal Property; Authorizing Disposition of Surplus Tangible Personal Property; Providing a Severability Clause; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2026-04 and read the title.

This is for the inventory that is being disposed of.

**On MOTION by Mr. Conwill and seconded by Mr. Chamoff, with all in favor, Resolution 2026-04, Classifying Surplus Tangible Personal Property; Authorizing Disposition of Surplus Tangible Personal Property; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Discussion/Consideration/Ratification: Performance Measures/Standards & Annual Reporting Form**

- A. **October 1, 2024 - September 30, 2025**
- B. **October 1, 2025 - September 30, 2026**

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Fiscal Year 2025 Goals and Objectives Reporting, was ratified, and the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of Kilinski | Van Wyk PLLC Fee Increase Letter**

Mr. Collins presented the Kilinski | Van Wyk PLLC Fee Increase Letter.

**On MOTION by Mr. Chamoff and seconded by Mr. Conwill, with all in favor, the Kilinski | Van Wyk PLLC Fee Increase Letter Agreement, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of October 31, 2025**

Ms. Sanchez presented the Unaudited Financial Statements as of October 31, 2025. Asked about the “Cleaning & maintenance” line item at 63%, Ms. Sanchez will check with Accounting and report her findings.

Discussion ensued regarding holiday decorations, pressure washing and daily invoices.

**On MOTION by Mr. Chamoff and seconded by Mr. Alexander, with all in favor, the Unaudited Financial Statements as of October 31, 2025, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of November 17, 2025 Public Hearing and Regular Meeting Minutes**

**On MOTION by Mr. Conwill and seconded by Mr. Alexander, with all in favor, the November 17, 2025 Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Board Member Comments**

A Board Member asked for an update on the permanent lighting and the new pool furniture. Mr. Edwards stated he had no update regarding the lighting at this time. The pool furniture has been ordered and will be delivered in six to eight weeks.

Discussion ensued regarding the permanent lighting agreement and Ms. Lynch, with regard to obtaining a password for the lights in the front.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

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

Mr. Collins reported the following:

- The County removed and re-installed the pump station fence earlier today.
- Board Members should complete the required four hours of ethics training by December 31, 2025; completion is an annual requirement.

Asked to discuss the plants and trees, Mr. Collins recalled previous discussions about potentially amending the PUD to reduce the tree requirement. It is possible but it will cost \$20,000 to \$25,000 for a boundary amendment. He discussed the original PUD plans being in compliance with City ordinances, how the petition would likely not be approved and the CDD’s current tree care plan. He suggested authorizing Staff to engage in formal discussions with the City regarding PUD amendments.

**B. District Engineer: Stantec**

There was no report.

**C. Operations Manager: Kai**

• **Safety Culture Report**

Mr. Edwards presented the Safety Culture Report, which was included for informational purposes. He presented a painting proposal from Florida Brothers for \$1,317.95, which is more affordable than the other two quotes. The consensus was to uphold the current paint proposal.

Discussion ensued regarding the Amenity Center gates, permanent lighting proposal and a dog waste station.

Mr. Edwards will ask Florida Brothers to refill a waste station along Silverado Boulevard.

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

• **NEXT MEETING DATE: February 16, 2026 at 5:00 PM**

○ **QUORUM CHECK**

**FIFTEENTH ORDER OF BUSINESS**

**District Maps/Reserve Study (for informational purposes)**

The district map and Reserve Study were included for informational purposes.

**SIXTEENTH ORDER OF BUSINESS**

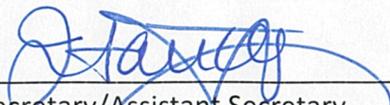
**Public Comments**

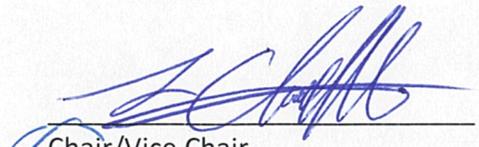
No members of the public spoke.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Chamoff and seconded by Mr. Conwill, with all in favor, the meeting adjourned at 6:44 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair