

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT  
DISTRICT**

**June 1, 2022**

**BOARD OF SUPERVISORS**

**REGULAR MEETING**

**AGENDA**

**Silver Oaks Community Development District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

May 25, 2022

Board of Supervisors  
Silver Oaks Community Development District

Dear Board Members:

The Board of Supervisors of the Silver Oaks Community Development District will hold a Regular Meeting on June 1, 2022, at 11:00 a.m., at the offices of Culpepper & Terpening, Inc., 2960 South 25th Street, Fort Pierce, Florida 34981. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2022-31, Approving Proposed Budgets for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing an Effective Date
4. Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date
5. Consideration of Resolution 2022-32, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2022/2023 and Providing for an Effective Date
6. Discussion: Project Status
7. Consideration of Stormwater Management Needs Proposal
8. Acceptance of Unaudited Financial Statements as of April 30, 2022
9. Approval of March 21, 2022 Public Hearings and Regular Meeting Minutes
10. Staff Reports
  - A. District Counsel: *KE Law Group, PLLC*
  - B. District Engineer: *Michael B. Schorah and Associates, Inc.*
  - C. District Manager: *Wrathell, Hunt and Associates, LLC*

**ATTENDEES:**

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

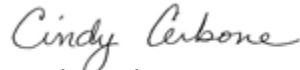
- NEXT MEETING DATE: TBD
  - QUORUM CHECK

<b>JON SEIFEL</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>MICHAEL CAPUTO</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>TIMOTHY SMITH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>CANDICE SMITH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>
<b>GREG MEATH</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>NO</b>

11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294.

Sincerely,



Cindy Cerbone  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

**CALL-IN NUMBER: 1-888-354-0094**

**PARTICIPANT PASSCODE: 801 901 3513**

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**3**

**RESOLUTION 2022-31**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Silver Oaks Community Development District (“**District**”) was recently established by the Board of County Commissioners of St. Lucie County, Florida, effective October 13, 2021 and

**WHEREAS**, the District Manager has prepared and submitted to the Board of Supervisors of the Silver Oaks Community Development District (“**Board**”) the proposed operating budgets for Fiscal Year 2022/2023; and

**WHEREAS**, the Board has considered the proposed budgets and desires to set the required public hearings thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The operating budgets proposed by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** are hereby approved as the basis for conducting public hearings to adopt said budgets.

**SECTION 2.** The public hearing on the approved budget are hereby declared and set for the following date, hour, and location:

**DATE:** \_\_\_\_\_  
**HOUR:** \_\_\_\_\_  
**LOCATION:** Offices of Culpepper & Terpening, Inc.  
2960 South 25th Street  
Fort Pierce, Florida 34981

**SECTION 3.** The District Manager is hereby directed to submit a copy of the proposed budgets to St. Lucie County at least sixty (60) days prior to the hearings set above.

**SECTION 4.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved budget on the District’s website at least two (2) days before the budget hearing date as set forth in Section 2. If the District does not have its own website, the District’s Secretary is directed to transmit the approved budget to the manager or administrator of St. Lucie County for posting on its website.

**SECTION 5.** Notice of the public hearing shall be published in the manner prescribed in Florida law.

**SECTION 6.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**SILVER OAKS COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**Exhibit A**

Fiscal Year 2022/2023 Budget

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
PROPOSED BUDGET  
FISCAL YEAR 2023**



**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
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**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND BUDGET  
FISCAL YEAR 2023**

	Fiscal Year 2022			Total Actual & Projected	Proposed Budget FY 2023
	Adopted Budget FY 2022	Actual through 3/31/2022	Projected through 9/30/2022		
<b>REVENUES</b>					
Landowner contribution	\$ 78,590	\$ 15,446	\$ 63,478	\$ 78,924	\$ 100,690
Total revenues	<u>78,590</u>	<u>15,446</u>	<u>63,478</u>	<u>78,924</u>	<u>100,690</u>
<b>EXPENDITURES</b>					
<b>Professional &amp; administrative</b>					
Supervisors	-	-	-	-	-
Management/accounting/recording	36,000	12,000	24,000	36,000	48,000
Legal	25,000	2,799	22,201	25,000	25,000
Engineering	2,000	-	2,000	2,000	5,000
Audit	-	-	-	-	4,075
Arbitrage rebate calculation*	-	-	-	-	750
Dissemination agent**	-	-	334	334	1,000
Trustee***	-	-	-	-	6,750
Telephone	150	50	100	150	150
Postage	500	-	500	500	500
Printing & binding	375	125	250	375	375
Legal advertising	6,500	472	6,028	6,500	2,000
Annual special district fee	175	-	175	175	175
Insurance	5,500	-	5,500	5,500	5,500
Contingencies/bank charges	500	-	500	500	500
Website					
Hosting & maintenance	1,680	-	1,680	1,680	705
ADA compliance	210	-	210	210	210
Total expenditures	<u>78,590</u>	<u>15,446</u>	<u>63,478</u>	<u>78,924</u>	<u>100,690</u>
Net increase/(decrease) of fund balance	-	-	-	-	-
Fund balance - beginning (unaudited)	-	-	-	-	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

\*This expense will be realized the year after the issuance of bonds.

\*\*This expense will be realized when bonds are issued

\*\*\*These items will be realized when the CDD takes ownership of the related assets.

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
DEFINITIONS OF GENERAL FUND EXPENDITURES**

**EXPENDITURES**

**Professional & administrative**

Management/accounting/recording	\$ 48,000
<p><b>Wrathell, Hunt and Associates, LLC</b> (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	25,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	5,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	4,075
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	750
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt &amp; Associates serves as dissemination agent.</p>	
Trustee	6,750
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	150
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	375
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	2,000
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	500
<p>Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	
Hosting & maintenance	705
ADA compliance	210
Total expenditures	<u><u>\$ 100,690</u></u>

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**4**

**RESOLUTION 2022-14**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2021/2022 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Silver Oaks Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2021/2022 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2021/2022 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2021/2022 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**EXHIBIT "A"**

<b>SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Offices of Culpepper &amp; Terpening, Inc., 2960 South 25<sup>th</sup> Street, Fort Pierce, Florida 34981</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>July __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>
<b>August __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>
<b>September __, 2022</b>	<b>Regular Meeting</b>	<b>__:__ AM/PM</b>

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2022-32**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS FOR FISCAL YEAR 2022/2023 AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Silver Oaks Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

**WHEREAS**, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

**WHEREAS**, the Board desires to adopt the Fiscal Year 2022/2023 meeting schedule attached as **Exhibit A**.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT:**

1. **ADOPTING FISCAL YEAR 2022/2023 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2022/2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 1st day of June, 2022.

ATTEST:

**SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors



**EXHIBIT "A"**

<b>SILVER OAKS COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Offices of Culpepper &amp; Terpening, Inc., 2960 South 25<sup>th</sup> Street, Fort Pierce, Florida 34981</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
October __, 2022	Regular Meeting	__:__ AM/PM
November __, 2022	Regular Meeting	__:__ AM/PM
December __, 2022	Regular Meeting	__:__ AM/PM
January __, 2023	Regular Meeting	__:__ AM/PM
February __, 2023	Regular Meeting	__:__ AM/PM
March __, 2023	Regular Meeting	__:__ AM/PM
April __, 2023	Regular Meeting	__:__ AM/PM
May __, 2023	Regular Meeting	__:__ AM/PM
June __, 2023	Regular Meeting	__:__ AM/PM
July __, 2023	Regular Meeting	__:__ AM/PM
August __, 2023	Regular Meeting	__:__ AM/PM
September __, 2023	Regular Meeting	__:__ AM/PM

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**8**

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
APRIL 30, 2022**

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
APRIL 30, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
	<u>          </u>	<u>          </u>	<u>          </u>
<b>ASSETS</b>			
Undeposited funds	\$ 21,767	\$ -	\$ 21,767
Due from Landowner	4,427	2,039	6,466
Due from general fund		321	321
Total assets	<u>\$ 26,194</u>	<u>\$ 2,360</u>	<u>\$ 28,554</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 19,873	\$ 2,360	\$ 22,233
Due to Landowner	-	2,360	2,360
Due to debt service fund	321	-	321
Landowner advance	6,000	-	6,000
Total liabilities	<u>26,194</u>	<u>4,720</u>	<u>30,914</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred receipts	4,427	-	4,427
Total deferred inflows of resources	<u>4,427</u>	<u>-</u>	<u>4,427</u>
Fund balances:			
Restricted for:			
Debt service	-	(2,360)	(2,360)
Unassigned	(4,427)	-	(4,427)
Total fund balances	<u>(4,427)</u>	<u>(2,360)</u>	<u>(6,787)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 26,194</u>	<u>\$ 2,360</u>	<u>\$ 28,554</u>

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED APRIL 30, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Landowner contribution	\$ -	\$ 15,446	\$ 78,590	20%
Total revenues	<u>-</u>	<u>15,446</u>	<u>78,590</u>	20%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	4,000	16,000	36,000	44%
Legal	319	3,118	25,000	12%
Engineering	-	-	2,000	0%
Telephone	17	67	150	45%
Postage	-	-	500	0%
Printing & binding	42	167	375	45%
Legal advertising	-	472	6,500	7%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,500	0%
Contingencies/bank charges	49	49	500	10%
Website				
Hosting & maintenance	-	-	1,680	0%
ADA compliance	-	-	210	0%
Total professional & administrative	<u>4,427</u>	<u>19,873</u>	<u>78,590</u>	25%
Excess/(deficiency) of revenues over/(under) expenditures	(4,427)	(4,427)	-	
Fund balances - beginning	-	-	-	
Fund balances - ending	<u>\$ (4,427)</u>	<u>\$ (4,427)</u>	<u>\$ -</u>	

**SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND  
FOR THE PERIOD ENDED APRIL 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 <b>EXPENDITURES</b>		
<b>Debt service</b>		
Cost of issuance	<u>2,039</u>	<u>2,360</u>
Total debt service	<u>2,039</u>	<u>2,360</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (2,039)	 (2,360)
 Fund balances - beginning	 <u>(321)</u>	 <u>-</u>
Fund balances - ending	<u><u>\$ (2,360)</u></u>	<u><u>\$ (2,360)</u></u>

# **SILVER OAKS**

**COMMUNITY DEVELOPMENT DISTRICT**

**9**

**DRAFT**

**MINUTES OF MEETING  
SILVER OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silver Oaks Community Development District held Multiple Public Hearings and a Regular Meeting on March 21, 2022, at 11:00 a.m., at the offices of Culpepper and Terpening, Inc., 2960 South 25th Street, Fort Pierce, Florida 34981.

**Present at the meeting were:**

Michael Caputo	Chair
Tim Smith	Vice Chair
Jon Seifel	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:13 a.m. Supervisors Caputo, Tim Smith, and Seifel were present, in person. Supervisors Candace Smith and Meath were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional**



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**Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Silver Oaks Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

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

No members of the public spoke.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2022-28.

**On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Silver Oaks Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the**

76 Financing and Securing of Certain Public  
77 Improvements  
78

79 • *Hear testimony from the affected property owners as to the propriety and advisability*  
80 *of making the improvements and funding them with special assessments on the*  
81 *property.*

82 • *Thereafter, the governing authority shall meet as an equalizing board to hear any and*  
83 *all complaints as to the special assessments on a basis of justice and right.*

84 These items were addressed below.

85 **A. Affidavit/Proof of Publication**

86 **B. Mailed Notice to Property Owner(s)**

87 Ms. Cerbone stated that Management sent the Mailed Notice to HNT Group LLC, which  
88 was the name and address listed on the Property Appraiser’s records at that time of mailing.  
89 Since then, Mr. Smith advised her that the sale to Cre-KI Silver Oaks, LLC closed. Mr. Earlywine  
90 stated that the Mailed Notice to the Landowner was accurate and that the new Landowner is  
91 aware of these proceedings and is present on the Board.

92 **C. Engineer’s Report (for informational purposes)**

93 **D. Master Special Assessment Methodology Report (for informational purposes)**

94 Items 4A, 4B, 4C and 4D were included for informational purposes.

95 • *Hear testimony from the affected property owners as to the propriety and advisability*  
96 *of making the improvements and funding them with special assessments on the*  
97 *property.*

98

99 **On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the**  
100 **Public Hearing was opened.**

101

102

103

No members of the public spoke.

104 • *Thereafter, the governing authority shall meet as an equalizing board to hear any and*  
105 *all complaints as to the special assessments on a basis of justice and right.*

106 The Board of Supervisors met as the Equalizing Board.

107 Mr. Caputo questioned the amount designated to amenities improvements. Mr.  
108 Earlywine stated that it is the estimated amount; the Board is setting the maximum assessment  
109 levels, based on \$15,249,428.40 and financing costs, for a total of \$19,750,000.

110

111 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
112 **Public Hearing was closed.**

113

114

115 The Equalizing Board, did not make any changes to the assessments, as proposed.

116 **E. Consideration of Resolution 2022-28, Making Certain Findings; Authorizing a Capital**  
117 **Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated Cost of**  
118 **Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming**  
119 **and Levying Debt Assessments; Addressing the Finalization of Special Assessments;**  
120 **Addressing the Payment of Debt Assessments and the Method of Collection; Providing**  
121 **for the Allocation of Debt Assessments and True-Up Payments; Addressing**  
122 **Government Property, and Transfers of Property to Units of Local, State and Federal**  
123 **Government; Authorizing an Assessment Notice; and Providing for Severability,**  
124 **Conflicts and an Effective Date**

125 Ms. Cerbone presented Resolution 2022-28 and read the title.

126 Mr. Earlywine stated that, sitting as the Equalizing Board, they are confirming that the  
127 findings in Resolution 2022-28 are legal and valid. Resolution 2022-28 accomplishes the  
128 following:

129 ➤ Sets forth that the Capital Improvement Plan (CIP) is feasible and that cost estimates are  
130 reasonable and in line with market conditions and are based on the representations in the  
131 Engineer’s Report.

132 ➤ Regarding the validation amount, sets forth the finding that the benefit is sufficient for  
133 the project and that the land being assessed is being fairly and reasonably allocated, based on  
134 the representations in the Methodology Report

135 ➤ A lien will be placed once bonds are issued.

136 Mr. Earlywine reviewed Sections 3 through 9 and indicated the balance of the provisions  
137 were administerial.

138

139 **On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor,**  
140 **Resolution 2022-28, Making Certain Findings; Authorizing a Capital**  
141 **Improvement Plan; Adopting an Engineer’s Report; Providing an Estimated**  
142 **Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving,**  
143 **Confirming and Levying Debt Assessments; Addressing the Finalization of**  
144 **Special Assessments; Addressing the Payment of Debt Assessments and the**  
145 **Method of Collection; Providing for the Allocation of Debt Assessments and**  
146 **True-Up Payments; Addressing Government Property, and Transfers of**  
147 **Property to Units of Local, State and Federal Government; Authorizing an**  
148 **Assessment Notice; and Providing for Severability, Conflicts and an Effective**  
149 **Date, was adopted.**

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152 **FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments  
and Objections to the Adoption of the  
Rules of Procedure, Pursuant to Sections  
120.54 and 190.035, Florida Statutes**

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156

157 **A. Affidavits of Publication**

The affidavits of publication were included for informational purposes.

158

159 **B. Consideration of Resolution 2022-29, Adopting Rules of Procedure; Providing a**  
160 **Severability Clause; and Providing an Effective Date**

161 The Rules of Procedure address a variety of topics, some are statutory required and  
162 some help facilitate greater efficiency in the operation of the CDD.

163

164 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
165 **Public Hearing was opened.**

166

167

168 No members of the public spoke.

169

170 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
171 **Public Hearing was closed.**

172

173 Ms. Cerbone presented Resolution 2022-29.

174

175 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor,**  
176 **Resolution 2022-29, Adopting Rules of Procedure; Providing a Severability**  
177 **Clause; and Providing an Effective Date, was adopted.**

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180 **SIXTH ORDER OF BUSINESS**

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

181

182

183 **A. Affidavit of Publication**

184 The affidavit of publication was included for informational purposes.

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

189 Ms. Cerbone stated that the Fiscal Year 2022 budget is the same as the version  
190 presented at the last meeting.

191

192 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
193 **Public Hearing was opened.**

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195

196 No members of the public spoke.

197

198 **On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the**  
199 **Public Hearing was closed.**

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201

202 Ms. Cerbone presented Resolution 2022-30.

203 In response to a question about the CDD website, Ms. Cerbone and Mr. Earlywine  
204 discussed the website expense, requirement for CDDs to create and post statutorily-related  
205 documents on its website, requirement for the CDD website to be compliant with the American

206 with Disabilities Act (ADA) requirements and the ADA seal on the homepage, which is necessary  
207 to obtain insurance for the CDD.

208

**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, Resolution 2022-30, 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, was adopted.**

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215

216 **SEVENTH ORDER OF BUSINESS**

**Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

217

218

219 **A. Affidavit of Publication**

220 **B. RFQ Package**

221 These items were included for informational purposes

222 **C. Respondent(s): Michael B. Schorah & Associates, Inc.**

223 Ms. Cerbone stated that Michael B. Schorah & Associates, Inc. (MBSA) was the sole  
224 respondent to the Request for Qualifications (RFQ) for Engineering Services and MBSA was  
225 deemed qualified. As there was only one respondent, the Board can waive ranking and proceed  
226 with negotiating a contract.

227 Mr. Caputo asked if one response to the RFQ is sufficient.

228 Ms. Cerbone and Mr. Earlywine replied affirmatively and explained that this is not  
229 unusual, as other Engineers are too busy to respond and recognized that a project Engineer is  
230 already on site.

231 **D. Competitive Selection Criteria/Ranking**

232 Ms. Cerbone recommended the following score and ranking:

233 #1 Michael B. Schorah & Associates, Inc 100 points

234 The Board accepted Ms. Cerbone’s ranking.

235 **E. Award of Contract**

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**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, accepting Management’s ranking recommendation to rank Michael B. Schorah & Associates, Inc., as the #1 qualified and responsive respondent for District Engineering Services, and authorizing District Staff to negotiate a scope of work and form of contract with rates, based upon the qualifications set forth in the RFQ, and for the Chair or Vice Chair to execute, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Responses to Request for Proposals (RFP) for Annual Audit Services**

- A. Affidavit of Publication**
- B. RFP Package**

These items were included for informational purposes

**C. Respondents**

Ms. Cerbone recapped the proposed amounts:

**I. Berger, Toombs, Elam, Gaines & Frank**

\$3,150 without bonds and \$4,075 with bonds.

**II. Carr, Riggs & Ingram, LLC**

\$4,900 without bonds and \$6,000 with bonds.

**III. Grau & Associates**

\$3,200 without bonds and \$4,700 with bonds.

**D. Auditor Evaluation Matrix/Ranking**

Ms. Cerbone recommended the following scores and rankings:

#1	Berger, Toombs, Elam, Gaines & Frank (BTEGF)	100 points
#2	Grau & Associates	99 points
#3	Carr, Riggs & Ingram, LLC (CRI))	98 points

The Board accepted Ms. Cerbone’s rankings. It was noted that WHA has worked with all three respondents and all are well-qualified and the rankings were determined by price.

**E. Award of Contract**

Ms. Cerbone was asked to make sure that a cancellation clause is included into the contract.

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**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, accepting Management’s scoring and ranking recommendations, ranking Berger Toombs, Elam, Gaines and Frank as the #1 ranked firm to provide Annual Audit Services and authorizing District Staff to negotiate a contract for a one-year term, with the option for three annual renewals, prepare an engagement letter and for the Chair or Vice Chair to execute, was approved.**

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**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

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This item was deferred.

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**TENTH ORDER OF BUSINESS**

**Ratification of Engagement with Regions Bank for Trustee Services**

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Ms. Cerbone presented the Regions Bank Engagement Letter and Fee Schedule.

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**On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, engagement of Regions Bank to serve as Trustee, Paying Agent and Registrar, was ratified.**

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**ELEVENTH ORDER OF BUSINESS**

**Consideration of Stormwater Management Needs Proposal**

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Ms. Cerbone would remind the District Engineer to submit a proposal and that a full report is not necessary and a letter would suffice since the CDD does not have a stormwater management system yet. She would copy Mr. Earlywine on the email.

303

**TWELFTH ORDER OF BUSINESS**

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

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307 Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2022.  
308 Funding requests were processed and payment to Management was expected soon.

309

310 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
311 **Unaudited Financial Statements as of January 31, 2022, were accepted.**

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313

314 **THIRTEENTH ORDER OF BUSINESS**

**Approval of Minutes**

315

316 Ms. Cerbone presented the following:

- 317 **A. January 10, 2022 Landowners' Meeting**  
318 **B. January 10, 2022 Organizational Meeting**

319

320 **On MOTION by Mr. Caputo and seconded by Mr. Smith, with all in favor, the**  
321 **January 10, 2022 Landowners' Meeting and the January 10, 2022**  
322 **Organizational Meeting Minutes, as presented, were approved.**

323

324

325 **FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

326

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

328 Mr. Earlywine stated that he would confirm in person attendance for the bond  
329 validation hearing on April 11, 2022 at 11:00 a.m. The follow items and schedules were  
330 discussed:

- 331 ➤ The 30-day appeal period would commence after the validation hearing and, upon  
332 receipt of the Certificate of Appeal expected mid-May, the CDD can issue bonds.  
333 ➤ Mr. Earlywine would issue an Assignment of Construction Contract.  
334 ➤ Construction was expected to commence in June.  
335 ➤ Authorizing the sale of the bonds will be addressed at the June meeting.  
336 ➤ The Bond Delegation and the Bond Issuance Resolutions for the Silver Oaks CDD and the  
337 Preserve at Savannah Lakes CDD would be presented at the May and June meetings,  
338 respectively.

- 339 **B. District Engineer [Interim]: *Michael B. Schorah and Associates, Inc.***

340 There was no report. "Interim" would be removed from future agendas.

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

342 • NEXT MEETING DATE: TBD

343 ○ QUORUM CHECK

344 The next meeting will be held in May 2022 on a date to be determined.

345

346 FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

347

348 There were no Board Members' comments or requests.

349

350 SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

351

352 Duplicate of the Fifteenth Order of Business.

353

354 SEVENTEENTH ORDER OF BUSINESS

Public Comments

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356 No members of the public spoke.

357

358 EIGHTEENTH ORDER OF BUSINESS

Adjournment

359

360 There being nothing further to discuss, the meeting adjourned.

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362 **On MOTION by Mr. Smith and seconded by Mr. Caputo, with all in favor, the**  
363 **meeting adjourned at 11:50 p.m.**

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367 [SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair