

**MINUTES OF MEETING
SILVERLAKE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Silverlake Community Development District held a Community Workshop on February 3, 2025, immediately following the adjournment of the Regular Meeting, scheduled to commence at 5:00 p.m., at Mackay Gardens and Lakeside Preserve, 945 Mackay Boulevard, Lake Alfred, Florida 33850.

Present:

Brady Lefere	Chair
Melisa Sgro	Assistant Secretary
Connor Gallagher	Assistant Secretary
Kristen Suit	District Manager
Kate John (via telephone)	Kutak Rock LLP
Brandon Mudget	Resident
Tiffany Gonzalez	Resident
Kalena Saunders	Resident

**NO DECISIONS OR ACTIONS WILL BE MADE OR TAKEN
BY THE BOARD DURING THE WORKSHOP**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the workshop to order at 5:30 p.m.

SECOND ORDER OF BUSINESS

Introduction of Board Members/Staff

Mr. Lefere discussed his professional background and stated, once 90% of the homes close, the Developer will transition control of the HOA and CDD to the residents. He explained the process of transitioning CDD Landowner-elected CDD seats to the General Election process.

Mr. Lefere introduced the Board Members and District Staff and identified their responsibilities, as listed below. Mr. Aponte and Ms. Diggs were not present.

Ms. Suit stated the slate of officers changed at the Regular Meeting held just before this workshop. As a result, Ms. Sgro is now the Vice Chair and Mr. Aponte is an Assistant Secretary.

District Counsel Alyssa Willson, who attended the prior meeting via telephone was not present.

- **Brady Lefere, Chair**
- **Ray Aponte, Vice Chair**

- **Kat Diggs, Assistant Secretary**
- **Melisa Sgro, Assistant Secretary**
- **Connor Gallagher, Assistant Secretary**
- **Kristen Suit, District Manager**
- **Kate John, District Counsel**

THIRD ORDER OF BUSINESS**Presentation: CDD 101**

Mr. Lefere gave the PowerPoint presentation contained in the agenda and explained the purposes and benefits of CDDs.

FOURTH ORDER OF BUSINESS**Questions**

In response to questions, comments, etc., Mr. Lefere and Ms. Suit noted the following:

- The City of Lake Alfred (the City) required the CDD to maintain the amenities that the HOA typically maintains, which is why the CDD structured an upfront fee that non-residents must pay in order to use the amenities.
- The CDD entered into an agreement with the HOA's Property Management Company to serve as the CDD's Field Operations Manager. Residents should contact Jennifer or Denise for CDD-related issues.
- The public roads and the lift station are owned by the City or Polk County. The CDD should be contacted about safety concerns that the City or County is not addressing.
- The CDD owns everything in Silverlake CDD except the homes, lots, roads, right-of-ways and the lift station.
- The CDD owns the pool parking spaces and the City owns the parking on public roads.
- Resident should contact Jennifer for information about the pool cleaning schedule or have an issue, etc. She oversees the CDD's amenities and can determine whether something is a CDD or HOA matter. She is the Field Operations Manager for both entities. Typically, the HOA does not handle maintenance issues.
- Homeowners do not need approval to rent their homes but there are rules in the HOA Declarations stating it does not allow renting homes as an Airbnb or vacation rental; Invitation Homes are authorized to lease their 100 lots.

- Regarding why residents/homeowners were not officially “invited” to the Landowners Meeting/Election, it was noted that the CDD’s Annual Meeting Schedule is advertised in the local newspaper as required and it is also on the CDD website at <https://silverlakecdd.net>. Those who wish to attend should check the website the day of the meeting to ensure the meeting was not cancelled, as the majority of the CDD meetings are cancelled if there is no business to discuss, which is a cost saving to the CDD.
- A public records request must be submitted to obtain items not statutorily required to be on the CDD website. Requests can be submitted to Ms. Suit or District Management’s office.
- Meetings are not held based on resident attendance. A quorum comprised of at least three Board Members attending in person must be established to proceed with a meeting. CDD meetings are recorded and transcribed.
- Regarding restrictions on pool parties and playing loud music, residents should review the CDD Rules of Procedure regarding pool usage and noise matters. The Rules of Procedure are on the CDD website. If something illegal is happening, the police should be called and the District Manager should be informed.
- Wrathell, Hunt and Associates, LLC is the CDD District Management firm. The Developer Board must engage a District Manager, District Counsel and District Engineer for the CDD.
- Regarding whom to contact to request signage warning of handicapped children in the area, Mr. Lefere stated the HOA should be contacted if signage is being installed on their property. He is in favor of the CDD obtaining approval from the City, if installation is on the road. The CDD Fiscal Year begins on October 1 and ends on September 30 each year. The proposed Fiscal Year 2026 budget must be filed with the County by June 15, 2025 and adopted at a budget public hearing and filed with the County by September 15th or 30th, 2025. Property owners will be notified of any assessment increase.

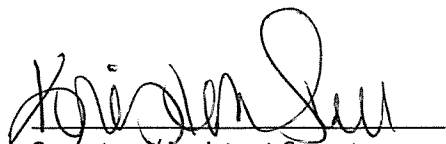
FIFTH ORDER OF BUSINESS

**Next Board Meeting Date: March 3, 2025
at 5:00 PM**

The March 3, 2025 meeting will be cancelled.

SIXTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Lefere and seconded by Ms. Sgo, with all in favor, the meeting adjourned at 6:18 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair