



**CARIBE PALM
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
OCTOBER 4, 2021
6:45 P.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

www.caribepalmcdd.org
786.303.3661 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
Silver Palms Mailbox Kiosk
23020 SW 113th Passage
Miami, Florida 33170
REGULAR BOARD MEETING
October 4, 2021
6:45 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resignation of Odel Torres – Seat #1.....Page 2
- E. Consider Resolution No. 2021-07– Election of Officers.....Page 3
- F. Additions or Deletions to Agenda
- G. Comments from the Public for Items Not on the Agenda
- H. Approval of Minutes
 - 1. August 2, 2021 Regular Board Meeting.....Page 4
- I. Old Business
 - 1. Update Regarding Main Entrance Pergola – Landscaping
- J. New Business
 - 1. Consider Resolution No. 2021-08 – Adopting a Fiscal Year 2020/2021 Amended Budget.....Page 6
- K. Administrative & Operational Matters
 - 1. Consider Resolution No. 2021-09- Authorizing Electronic Approvals and Check Signers.....Page 11
 - 2. Staff Report as Required
- L. Board Member & Staff Closing Comments
- M. Adjourn

Publication Date
2021-09-24

Subcategory
Miscellaneous Notices

CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2021/2022
REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Caribe Palm Community Development District will hold Regular Meetings in the Silver Palms Mailbox Kiosk located at 23020 SW 113th Passage, Miami, Florida 33170, at 6:45 p.m. on the following dates:

October 4, 2021

November 1, 2021

March 7, 2022

April 4, 2022

May 2, 2022

June 6, 2022

August 1, 2022

The purpose of the meetings is to conduct any business coming before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT

www.caribepalmcdd.org

9/24 21-21/0000552698M

Tricia Lascasas

From: odeltorres@aol.com
Sent: Thursday, August 5, 2021 9:33 AM
To: Armando Silva
Cc: CaribePalmSeat2@gmail.com; madeline67@yahoo.com; caribepalmseat4@gmail.com; merlin0723@gmail.com; rfoxgroup@bellsouth.net; kartin@bmlaw.com; Armando Silva
Subject: Re: Resignation Letter: Odel Torres Caribe Palm CDD member and Chairperson positions

Follow Up Flag: Follow up
Flag Status: Completed

Team,

As I mentioned to the association board, finally closed on my property and left Silver Palms for good, it was a sad moment, leaving so many friends and good neighbors, but mostly great moments and wonderful memories. My goal as your first Chairperson was always the security and the improvement of the community, keeping the cost down without sacrificing the quantity of the service. We went through some rough times, 2008 hit us hard, but We never lost focus on reaching our goals. Our community flourish and came out of the darkest moments of our history. The deficit was huge, the foreclosures were high, but we kept with the service and raised the fees enough to cover the cost for improvements. We must recognize the tremendous work that Neil and later Armando's team has done helping us reach our present position, and yes there is room for continuing with improvements, but if you work as a team, things will get much better. While we worked well as a team, whoever steps forward and take over the leadership role can continue taking the CDD to the next level. This is not a good bye, just un hasta luego, if you guys need anything, I am just a phone call away.

Until later,
Odel Torres

RESOLUTION NO. 2021-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) ELECTING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 190.006(6), *Florida Statutes*, as soon as practicable after each election or appointment to the Board, the Board shall organize by electing one (1) of its members as chairperson and by electing a secretary, and such other officers as the Board may deem necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, THAT:

1. The following persons are elected to the offices shown, to wit:

| | |
|-------|---------------------|
| _____ | Chairperson |
| _____ | Vice Chairperson |
| _____ | Secretary/Treasurer |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |
| _____ | Assistant Secretary |

2. This Resolution shall become effective immediately upon its adoption.

PASSED, ADOPTED and BECOMES EFFECTIVE this 4th day of October, 2021.

ATTEST:

**CARIBE PALM COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
AUGUST 2, 2021**

A. CALL TO ORDER

Armando Silva, the District Manager, called the August 2, 2021, Regular Board Meeting to order at 6:46 p.m. at the Silver Palms Mailbox Kiosk located at 23020 SW 113th Passage, Miami, Florida 33170.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the August 2, 2021, Regular Board Meeting had been published in the *Miami Daily Business Review* on September 25, 2021, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairman Odel Torres, Vice-Chairperson Merlin Nicieza and Supervisors Madeline Martin, Carmen Maseda and Robert Fox constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were District Manager Armando Silva of Special District Services, Inc.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. June 7, 2021, Regular Board Meeting

The minutes of the June 7, 2021, Regular Board Meeting were presented and the Board was asked if there were any changes. There being no changes, a **motion** was made by Ms. Maseda, seconded by Ms. Martin and unanimously passed approving the minutes of the June 7, 2021, Regular Board Meeting, *as presented*.

G. OLD BUSINESS

1. Update Regarding Main Entrance Pergola

Mr. Silva informed the Board that he had obtained a revised quote from Arking Solutions in the amount of \$13,900 which outlined services pertaining to landscape architecture plans for the front entrance to the District (plans will include landscaping, landscape lighting, hardscaping and irrigation system repairs). A motion ensued after which;

A **motion** was made by Mr. Fox, seconded by Ms. Maseda, and unanimously passed approving an amount not to exceed \$15,000 for landscape architecture plans for the redesign of the front entrance to the District.

H. NEW BUSINESS

1. Consider Resolution No. 2021-06 – Adopting a Fiscal Year 2021/2022 Meeting Schedule

Mr. Silva shared an email from ERSC (Surveillance Cameras Contractor) regarding the potential addition of a surveillance camera system on the north-westernmost part of the District. The surveillance camera system would need to be installed on the exterior of a home for which the concept has been conceptually approved by the property owner. A discussion ensued after which;

A **motion** was made by Ms. Maseda, seconded by Ms. Nicieza and unanimously passed approving an amount not to exceed \$2,500 for the installation of a surveillance camera system on the north-westernmost portion of the District; and thereby authorizing District Management execute a License Agreement with the property owner on behalf of the Board.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no staff report, as required.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member or Staff closing comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Torres, seconded by Ms. Maseda and unanimously passed to adjourn the Regular Board Meeting at 7:21 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2021-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2020/2021 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Caribe Palm Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2020/2021 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 4th day of October, 2021.

ATTEST:

**CARIBE PALM COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Caribe Palm
Community Development District

**Amended Final Budget For
Fiscal Year 2020/2021
October 1, 2020 - September 30, 2021**

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- I AMENDED FINAL OPERATING FUND BUDGET
- II AMENDED FINAL DEBT SERVICE FUND BUDGET

AMENDED FINAL BUDGET
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

| | FISCAL YEAR 2020/2021 BUDGET 10/1/20 - 9/30/21 | AMENDED FINAL BUDGET 10/1/20 - 9/30/21 | YEAR TO DATE ACTUAL 10/1/20 - 8/31/21 |
|--|---|---|--|
| REVENUES | | | |
| Administrative Assessments | 79,913 | 80,474 | 80,474 |
| Maintenance Assessments | 59,383 | 59,383 | 59,383 |
| Debt Assessments | 161,614 | 161,614 | 161,614 |
| Other Revenues | 0 | 0 | 0 |
| Interest Income | 720 | 1,060 | 1,059 |
| Total Revenues | \$ 301,630 | \$ 302,531 | \$ 302,530 |
| EXPENDITURES | | | |
| Maintenance/Security Expenditures | | | |
| Engineering/Inspections | 2,800 | 1,590 | 1,590 |
| Engineering - Special Projects | 3,000 | 1,500 | 0 |
| Community Security | 6,000 | 0 | 0 |
| Security Cameras/MTE/Upkeep | 12,000 | 12,000 | 10,131 |
| FP&L Meter/Mailbox Area | 4,200 | 2,500 | 1,658 |
| Street/Roadway Drainage Maintenance | 4,200 | 1,850 | 850 |
| Maintenance/Contingency | 23,620 | 26,000 | 16,278 |
| Total Maintenance Expenditures | \$ 55,820 | \$ 45,440 | \$ 30,507 |
| Administrative Expenditures | | | |
| Supervisor Fees | 8,000 | 6,000 | 6,000 |
| Payroll Taxes - Employer | 612 | 459 | 459 |
| Management | 29,952 | 29,952 | 27,456 |
| Secretarial And Field Operations | 6,600 | 6,600 | 6,050 |
| Legal | 4,000 | 1,000 | 0 |
| Assessment Roll | 7,500 | 7,500 | 0 |
| Audit Fees | 3,500 | 3,500 | 3,500 |
| Insurance | 6,800 | 5,513 | 5,513 |
| Legal Advertisements | 650 | 650 | 232 |
| Miscellaneous | 2,000 | 1,500 | 670 |
| Postage | 300 | 175 | 165 |
| Office Supplies | 500 | 250 | 217 |
| Dues & Subscriptions | 175 | 175 | 175 |
| Trustee Fee | 3,150 | 3,150 | 3,150 |
| Continuing Disclosure Fee | 350 | 350 | 0 |
| Website Management | 1,750 | 1,750 | 1,604 |
| Total Administrative Expenditures | \$ 75,839 | \$ 68,524 | \$ 55,191 |
| Total Expenditures | \$ 131,659 | \$ 113,964 | \$ 85,698 |
| Revenue Less Expenditures | \$ 169,971 | \$ 188,567 | \$ 216,832 |
| Bond Payments | (151,917) | (154,087) | (154,087) |
| Balance | \$ 18,054 | \$ 34,480 | \$ 62,745 |
| County Appraiser & Tax Collector Fee | (6,018) | (2,882) | (2,882) |
| Discounts For Early Payments | (12,036) | (11,128) | (11,128) |
| EXCESS/ (SHORTFALL) | \$ - | \$ 20,470 | \$ 48,735 |
| Carryover From Prior Year | 0 | 0 | 0 |
| Net Excess/ (Shortfall) | \$ - | \$ 20,470 | \$ 48,735 |

| | |
|----------------------------|-----------|
| FUND BALANCE AS OF 9/30/20 | \$508,483 |
| FY 2020/2021 ACTIVITY | \$20,470 |
| FUND BALANCE AS OF 9/30/21 | \$528,953 |

AMENDED FINAL BUDGET
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

| | FISCAL YEAR 2020/2021 BUDGET 10/1/20 - 9/30/21 | AMENDED FINAL BUDGET 10/1/20 - 9/30/21 | YEAR TO DATE ACTUAL 10/1/20 - 8/31/21 |
|----------------------------|---|---|--|
| REVENUES | | | |
| Interest Income | 200 | 8 | 7 |
| NAV Tax Collection | 151,917 | 154,087 | 154,087 |
| | | | |
| Total Revenues | \$ 152,117 | \$ 154,095 | \$ 154,094 |
| | | | |
| EXPENDITURES | | | |
| Principal Payments | 85,000 | 85,000 | 85,000 |
| Interest Payments | 66,918 | 68,405 | 68,405 |
| Bond Redemption | 199 | 0 | 0 |
| | | | |
| Total Expenditures | \$ 152,117 | \$ 153,405 | \$ 153,405 |
| | | | |
| EXCESS/ (SHORTFALL) | \$ - | \$ 690 | \$ 689 |

| | |
|----------------------------|-----------|
| FUND BALANCE AS OF 9/30/20 | \$135,485 |
| FY 2020/2021 ACTIVITY | \$690 |
| FUND BALANCE AS OF 9/30/21 | \$136,175 |

Note*: Reserve Fund Balance = \$79,640. Revenue Fund Balance = \$56,535
Revenue Fund Balance To Be Used To Make 11/1/2021 Interest Payment Of \$32,715.
* Approximate Amounts

Series 2017 Bond Refunding Information

| | | |
|----------------------------|-------------|--------------------------------|
| Original Par Amount = | \$1,870,000 | Annual Principal Payments Due: |
| Interest Rate = | 3.5% - 4.5% | May 1st |
| Issue Date = | July 2017 | Annual Interest Payments Due: |
| Maturity Date = | May 2035 | May 1st & November 1st |
| Par Amount As Of 8/31/21 = | \$1,554,000 | |

RESOLUTION NO. 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Caribe Palm Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Armando Silva and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 4th day of October, 2021.

ATTEST:

**CARIBE PALM
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson