



**CARIBE PALM
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 7, 2022
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
March 7, 2022
6:45 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. December 1, 2021 Special Board Meeting.....Page 2
- G. Old Business
 - 1. Update Regarding Main Entrance Pergola - Permitting
- H. New Business
 - 1. Consider Resolution No. 2022-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget.....Page 4
 - 2. Discussion Regarding Electrical Bill – Front Entrance Tracts (RF)
- I. Administrative & Operational Matters
 - 1. Discussion Regarding General Election Qualifying Period (Seat #1, #2 & #5): **Noon, Monday, June 13, 2022 through Noon, Friday, June 17, 2022**
- J. Board Member & Staff Closing Comments
- K. Adjourn

MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
Miami, Miami-Dade County, Florida

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

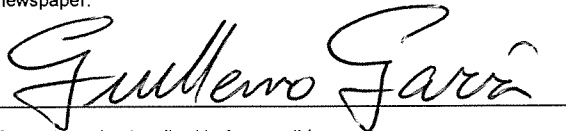
Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

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

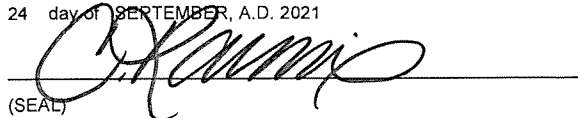
in the XXXX Court,
was published in said newspaper in the issues of

09/24/2021

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to and subscribed before me this
24 day of SEPTEMBER, A.D. 2021



(SEAL)
GUILLERMO GARCIA personally known to me



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

**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
SPECIAL BOARD MEETING
DECEMBER 1, 2021**

A. CALL TO ORDER

The December 1, 2021, Special Board Meeting of the Caribe Palm Community Development District (the “District”) was called to order at 7:00 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 December 1, 2021, Special Board Meeting had been published in the *Miami Daily Business Review* on November 23, 2021, as legally required.

C. ESTABLISH A QUORUM

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

Staff present: 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. October 4, 2021, Regular Board Meeting

The minutes of the October 4, 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. Nicieza and unanimously passed approving the minutes of the October 4, 2021, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update Regarding Main Entrance Pergola - Landscaping

Mr. Silva presented an updated set of landscape architectural plans, which included the revisions to the landscaping design for the front entrance of the community. A discussion ensued after which the Board consensus was to proceed with the updated landscape architecture plans.

Mr. Silva stated that the demolition process of the project was in progress, as the permit had been submitted to Miami-Dade County. A discussion ensued after which;

A **motion** was made by Mr. Fox, seconded by Ms. Martin and unanimously passed approving an amount not to exceed \$10,000 for any work related to the demolition of the columns at the front entrance.

H. NEW BUSINESS

There was no New Business.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

There were no Administrative or Operational Matters.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member & staff closing comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Maseda, seconded by Ms. Martin and unanimously passed adjourning the Regular Board Meeting at 7:33 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Caribe Palm Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2022/2023 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for June 6, 2021 at 6:45 p.m. in the Silver Palms Mailbox Kiosk located at 23020 SW 113th Passage, Miami, Florida 33170, for the purpose of receiving public comments on the Proposed Fiscal Year 2022/2023 Budget.

PASSED, ADOPTED and EFFECTIVE this 7th day of March, 2022.

ATTEST:

**CARIBE PALM
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Caribe Palm Community Development District

**Proposed Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET
REVENUES	
Administrative Assessments	80,667
Maintenance Assessments	58,532
Debt Assessments	161,614
Other Revenues	0
Interest Income	720
TOTAL REVENUES	\$ 301,533
EXPENDITURES	
Maintenance Expenditures	
Engineering/Inspections	2,800
Engineering - Special Projects	3,000
Community Security	6,000
Security Cameras/MTE/Upkeep	12,000
FP&L Meter/Mailbox Area	4,200
Street/Roadway Drainage Maintenance	4,200
Maintenance/Contingency	22,820
Total Maintenance Expenditures	\$ 55,020
Administrative Expenditures	
Supervisor Fees	8,000
Payroll Taxes (Employer)	612
Management	31,260
Secretarial And Field Operations	6,600
Legal	4,000
Assessment Roll	7,500
Audit Fees	3,700
Insurance	6,600
Legal Advertisements	650
Miscellaneous	1,500
Postage	250
Office Supplies	450
Dues & Subscriptions	175
Trustee Fees	3,150
Continuing Disclosure Fee	350
Website Management	1,750
Total Administrative Expenditures	\$ 76,547
TOTAL EXPENDITURES	\$ 131,567
REVENUES LESS EXPENDITURES	\$ 169,966
Bond Payments	(151,917)
BALANCE	\$ 18,049
County Appraiser & Tax Collector Fee	(6,016)
Discounts For Early Payments	(12,033)
EXCESS/ (SHORTFALL)	\$ (0)
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ (0)

DETAILED PROPOSED BUDGET
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	80,481	79,869	80,667	Expenditures Less Interest/ .94
Maintenance Assessments	59,383	59,383	58,532	Expenditures/.94
Debt Assessments	161,614	161,614	161,614	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	1,064	720	720	Interest Estimated At \$60 Per Month
TOTAL REVENUES	\$ 302,542	\$ 301,586	\$ 301,533	
EXPENDITURES				
Maintenance Expenditures				
Engineering/Inspections	1,590	2,800	2,800	No Change From 2021/2022 Budget
Engineering - Special Projects	0	3,000	3,000	No Change From 2021/2022 Budget
Community Security	0	6,000	6,000	No Change From 2021/2022 Budget
Security Cameras/MTE/Upkeep	10,239	12,000	12,000	No Change From 2021/2022 Budget
FP&L Meter/Mailbox Area	1,719	4,200	4,200	No Change From 2021/2022 Budget
Street/Roadway Drainage Maintenance	850	4,200	4,200	No Change From 2021/2022 Budget
Maintenance/Contingency	16,848	23,620	22,820	\$800 Decrease From 2021/2022 Budget
Total Maintenance Expenditures	\$ 31,246	\$ 55,820	\$ 55,020	
Administrative Expenditures				
Supervisor Fees	6,000	8,000	8,000	Supervisor Fees
Payroll Taxes (Employer)	459	612	612	Supervisor Fees *7.65%
Management	29,952	30,360	31,260	CPI Adjustment (Capped At 3%)
Secretarial And Field Operations	6,600	6,600	6,600	No Change From 2021/2022 Budget
Legal	0	4,000	4,000	No Change From 2021/2022 Budget
Assessment Roll	7,500	7,500	7,500	As Per Contract
Audit Fees	3,500	3,600	3,700	Accepted Amount For 2021/2022 Audit
Insurance	5,513	6,600	6,600	Insurance Estimate
Legal Advertisements	335	650	650	No Change From 2021/2022 Budget
Miscellaneous	777	1,700	1,500	\$200 Decrease From 2021/2022 Budget
Postage	175	275	250	\$25 Decrease From 2021/2022 Budget
Office Supplies	245	475	450	\$25 Decrease From 2021/2022 Budget
Dues & Subscriptions	175	175	175	No Change From 2021/2022 Budget
Trustee Fees	3,150	3,150	3,150	No Change From 2021/2022 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2021/2022 Budget
Website Management	1,750	1,750	1,750	No Change From 2021/2022 Budget
Total Administrative Expenditures	\$ 66,481	\$ 75,797	\$ 76,547	
TOTAL EXPENDITURES	\$ 97,727	\$ 131,617	\$ 131,567	
REVENUES LESS EXPENDITURES	\$ 204,815	\$ 169,969	\$ 169,966	
Bond Payments	(154,087)	(151,917)	(151,917)	2023 P & I Payments Less Earned Interest
BALANCE	\$ 50,728	\$ 18,052	\$ 18,049	
County Appraiser & Tax Collector Fee	(2,903)	(6,017)	(6,016)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(11,107)	(12,035)	(12,033)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 36,718	\$ -	\$ (0)	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 36,718	\$ -	\$ (0)	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2020/2021	2021/2022	2022/2023	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	9	25	25	Projected Interest For FY 2022/2023
NAV Tax Collection	154,087	151,917	151,917	Maximum Debt Service Collection
Total Revenues	\$ 154,096	\$ 151,942	\$ 151,942	
EXPENDITURES				
Principal Payments	85,000	83,000	87,000	Principal Payment Due In 2023
Interest Payments	68,405	63,978	61,003	Interest Payments Due In 2023
Bond Redemption	0	4,964	3,940	Bond Redemption
TOTAL EXPENDITURES	\$ 153,405	\$ 151,942	\$ 151,942	
EXCESS/ (SHORTFALL)	\$ 691	\$ -	\$ -	

Series 2017 Bond Refunding Information

Original Par Amount =	\$1,870,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.5% - 4.5%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	July 2017		
Maturity Date =	May 2035		
Par Amount As Of 1/1/22 =	\$1,554,000		

Caribe Palm Community Development District Assessment Comparison

	Fiscal Year 2019/2020 Assessment Before Discount*	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Projected Assessment Before Discount*
Administrative For Twenty Three Foot Lots	\$ 263.34	\$ 269.99	\$ 269.83	\$ 272.53
Maintenance For Twenty Three Foot Lots	\$ 207.81	\$ 200.62	\$ 200.62	\$ 197.75
<u>Debt For Twenty Three Foot Lots</u>	<u>\$ 493.08</u>	<u>\$ 493.08</u>	<u>\$ 493.08</u>	<u>\$ 493.08</u>
Total For Twenty Three Foot Lots	\$ 964.23	\$ 963.69	\$ 963.53	\$ 963.36
Administrative For Fifty Foot Lots	\$ 263.34	\$ 269.99	\$ 269.83	\$ 272.53
Maintenance For Fifty Foot Lots	\$ 207.81	\$ 200.62	\$ 200.62	\$ 197.75
<u>Debt For Fifty Foot Lots</u>	<u>\$ 604.96</u>	<u>\$ 604.96</u>	<u>\$ 604.96</u>	<u>\$ 604.96</u>
Total For Fifty Foot Lots	\$ 1,076.11	\$ 1,075.57	\$ 1,075.41	\$ 1,075.24

* Assessments Include the Following :

4% Discount for Early Payments
1% County Tax Collector Fee
1% County Property Appraiser Fee

Community Information:

Twenty Three Foot Lots	156
<u>Fifty Foot Lots</u>	<u>140</u>
Total Units	296