

# CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT

### **MIAMI-DADE COUNTY**

REGULAR BOARD MEETING & PUBLIC HEARING JUNE 6, 2022 6:45 P.M.

Special District Services, Inc. 8785 SW 165<sup>th</sup> 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 113<sup>th</sup> Passage Miami, Florida 33170

#### REGULAR BOARD MEETING & PUBLIC HEARING

June 6, 2022 6:45 p.m.

A. Call to Order
B. Proof of PublicationPage 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. May 2, 2022 Regular Board MeetingPage 2
G. Public Hearing
1. Proof of Publication
2. Receive Public Comments on Fiscal Year 2022/2023 Final Budget
3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget
H. Old Business
1. Update Regarding Main Entrance Project
2. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting SchedulePage 12
I. New Business
J. Administrative & Operational Matters
K. Board Member & Staff Closing Comments
L. 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 this advertisement for publication in securing newspaper.

Sworn to and subscribed before me this

TEMBER, A.D. 2021

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

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21-21/0000552698M

#### CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT REGULAR BOARD MEETING MAY 2, 2022

#### A. CALL TO ORDER

The May 2, 2022, Regular Board Meeting of the Caribe Palm Community Development District (the "District") was called to order at 6:54 p.m. at the Silver Palms Mailbox Kiosk located at 23020 SW 113<sup>th</sup> Passage, Miami, Florida 33170.

#### B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the May 2, 2022, Regular Board Meeting had been published in the *Miami Daily Business Review* on September 24, 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. April 19, 2022, Special Board Meeting

The minutes of the April 19, 2022, Special 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 April 19, 2022, Special Board Meeting, as presented.

#### G. OLD BUSINESS

#### 1. Update Regarding Main Entrance Pergola - Permitting

Mr. Silva informed the Board members that the permits relating to the front entrance beautification project are currently being processed by Miami-Dade County and are expected to be approved at the end of the week. If all goes according to plan, the demolition portion of the project will start towards the end of the following week.

#### H. NEW BUSINESS

There was no New Business to report at this time.

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There were no Administrative and Operational Matters.

#### J. **BOARD MEMBER & STAFF CLOSING COMMENTS**

There were no Board Member & staff closing comments.

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K. ADJOURNMENT	
	e the Board, a <b>motion</b> was made by Ms. Maseda, seconded urning the Regular Board Meeting at 7:03 p.m.
Secretary/Assistant Secretary	Chairperson/Vice Chairperson

#### Miscellaneous Notices

Published in Miami Daily Business Review on May 17, 2022

#### Location

Miami-Dade County, Florida

#### **Notice Text**

NOTICE OF PUBLIC HEARING AND REGULAR BOARD MEETING OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Caribe Palm Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 6, 2022, at 6:45 p.m., or as soon thereafter as the meeting can be heard, at the Silver Palms Mailbox Kiosk located at 23020 SW 113th Passage, Miami, Florida 33170.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2022/2023 Proposed Final Budget. A copy of the Proposed Final Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 6625 Miami Lakes Drive, Suite 374, Miami Lakes, Florida 33014, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any District business which may lawfully and properly come before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Board Members will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board Members may be fully informed of the discussions taking place. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at 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 meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Caribe Palm Community Development District www.caribepalmcdd.org 5/17-24 22-27/0000597639M

https://www.floridapublicnotices.com Page 4

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#### **RESOLUTION NO. 2022-02**

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

**WHEREAS**, the Caribe Palm Community Development District ("District") has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

**WHEREAS**, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

<u>Section 1</u>. The Final Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 attached hereto as Exhibit "A" is approved and adopted, and the assessments set forth therein shall be levied.

<u>Section 2</u>. The 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 6<sup>th</sup> day of June, 2022.

ATTEST:	CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
By:	By:
Secretary/Assistant Sec	cretary Chairperson/Vice Chairperson

# Caribe Palm Community Development District

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

### **CONTENTS**

I	FINAL BUDGET
II	DETAILED FINAL BUDGET
Ш	DETAILED FINAL DEBT SERVICE FUND BUDGET
IV	ASSESSMENT COMPARISON

#### **FINAL BUDGET**

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

	FISCAL YEAR 2022/2023
REVENUES	BUDGET
Administrative Assessments	79,60
Maintenance Assessments	58,53
Debt Assessments	161,61
Other Revenues	70
Interest Income	72
TOTAL REVENUES	\$ 300,469
EXPENDITURES	
Maintenance Expenditures	
Engineering/Inspections	2,80
Engineering - Special Projects	3,00
Community Security	6,00
Security Cameras/MTE/Upkeep	12,00
FP&L Meter/Mailbox Area	4,20
Street/Roadway Drainage Maintenance	4,20
Maintenance/Contingency	22,82
Total Maintenance Expenditures	\$ 55,020
Administrative Expenditures	
Supervisor Fees	8,00
Payroll Taxes (Employer)	61
Management	30,36
Secretarial And Field Operations	6,60
Legal	4,00
Assessment Roll	7,50
Audit Fees	3,60
Insurance	6,60
Legal Advertisements	65
Miscellaneous	1,50
Postage	25
Office Supplies	45
Dues & Subscriptions	17
Trustee Fees	3,15
Continuing Disclosure Fee	35
Website Management	1,75
Total Administrative Expenditures	\$ 75,54
TOTAL EXPENDITURES	\$ 130,56
REVENUES LESS EXPENDITURES	\$ 169,900
Rond Dovernote	(454.64)
Bond Payments	(151,91
BALANCE	\$ 17,98
County Appraiser & Tax Collector Fee	(5,999
Discounts For Early Payments	(11,99
EVOCES (CHORTEALL)	•
EXCESS/ (SHORTFALL)	\$ (1)
Carryover From Prior Year	
NET EXCESS/ (SHORTFALL)	\$ (0

#### **DETAILED FINAL BUDGET**

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

		T	1	
REVENUES	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
Administrative Assessments	80,481	79,869	79,603	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	\$ 300,469	
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		Supervisor Fees *7.65%
Management	29,952	30,360		No Change From 2021/2022 Budget
Secretarial And Field Operations	6,600	6,600		No Change From 2021/2022 Budget
Legal	0,000	4,000		No Change From 2021/2022 Budget
Assessment Roll	7,500	7,500		As Per Contract
Audit Fees	3,500	3,600		No Change From 2021/2022 Budget
Insurance	5,513	6,600		Insurance Estimate
Legal Advertisements	335	650		No Change From 2021/2022 Budget
Miscellaneous	777	1,700		\$200 Decrease From 2021/2022 Budget
Postage	175	275		\$25 Decrease From 2021/2022 Budget
Office Supplies	245	475		\$25 Decrease From 2021/2022 Budget
Dues & Subscriptions	175	175		No Change From 2021/2022 Budget
Trustee Fees	3,150	3,150		No Change From 2021/2022 Budget
Continuing Disclosure Fee	350	350		No Change From 2021/2022 Budget
Website Management	1,750	1,750		No Change From 2021/2022 Budget
Total Administrative Expenditures	\$ 66,481		\$ 75,547	No Change From 202 1/2022 Budget
TOTAL EXPENDITURES	\$ 97,727	\$ 131,617	\$ 130,567	
TOTAL EXILIBITIONES	<b>V</b> 01,121	<b>V</b> 101,011	¥ 100,001	
REVENUES LESS EXPENDITURES	\$ 204,815	\$ 169,969	\$ 169,902	
Bond Payments	(154,087)	(151,917)	(151,917)	2023 P & I Payments Less Earned Interest
BALANCE	\$ 50,728	\$ 18,052	\$ 17,985	
	(0.5==)	(0.0:=:	(5.000)	
County Appraiser & Tax Collector Fee	(2,903)	(6,017)	(5,995)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(11,107)	(12,035)	(11,990)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 36,718	\$ -	\$ (0)	
Commission Francisco Va		_		5 B: V
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 36,718	\$ -	\$ (0)	

#### **DETAILED FINAL 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	ę	25	25	Projected Interest For FY 2022/2023
NAV Tax Collection	154,087	7 151,917	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	(	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

	2 As	iscal Year 019/2020 ssessment ore Discount*	2 As	iscal Year 020/2021 ssessment ore Discount*	2 As	iscal Year 021/2022 ssessment ore Discount*	Fiscal Year 2022/2023 Projected Assessment Before Discount*		
Administrative For Twenty Three Foot Lots	\$	263.34	\$	269.99	\$	269.83	\$	268.93	
Maintenance For Twenty Three Foot Lots <u>Debt For Twenty Three Foot Lots</u>	\$ \$	207.81 493.08	\$ \$	200.62 493.08	\$ \$	200.62 493.08	\$ \$	197.75 493.08	
Total For Twenty Three Foot Lots	\$	964.23	\$	963.69	\$	963.53	\$	959.76	
Administrative For Fifty Foot Lots	\$	263.34	\$	269.99	\$	269.83	\$	268.93	
Maintenance For Fifty Foot Lots <u>Debt For Fifty Foot Lots</u>	\$ \$	207.81 604.96	\$ \$	200.62 604.96	\$ \$	200.62 604.96	\$ \$	197.75 604.96	
Total For Fifty Foot Lots	\$	1,076.11	\$	1,075.57	\$	1,075.41	\$	1,071.64	

\* 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
Fifty Foot Lots	<u>140</u>
Total Units	296

#### **RESOLUTION NO. 2022-03**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, it is necessary for the Caribe Palm Community Development District ("District") to establish a regular meeting schedule for fiscal year 2022/2023; and

**WHEREAS,** the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2022/2023 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The regular meeting schedule, time and location for meetings for fiscal year 2022/2023 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 6<sup>th</sup> day of June, 2022.

ATTEST:	CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT
By:	By:
Secretary/Assistant Secreta	Chairperson/Vice Chairperson

# CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2022/2023 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 113<sup>th</sup> Passage, Miami, Florida 33170, at **6:45 p.m.** on the following dates:

October 3, 2022 November 7, 2022 March 6, 2023 April 3, 2023 May 1, 2023 June 5, 2023 August 7, 2023

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 786-347-2711 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 786-347-2711 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

PUBLISH: MIAMI DAILY BUSINESS REVIEW XX/XX/22