



**CARIBE PALM  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
OCTOBER 3, 2022  
6:45 P.M.**

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

[www.caribepalmcdd.org](http://www.caribepalmcdd.org)  
786.303.3661 Telephone  
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**AGENDA**  
**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT**  
Silver Palms Mailbox Kiosk  
23020 SW 113<sup>th</sup> Passage  
Miami, Florida 33170  
**REGULAR BOARD MEETING**  
October 3, 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. September 12, 2022 Special Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Main Entrance Project
- H. New Business
  - 1. Discussion Regarding Traffic Control Street Light – SW 112th Ave or SW 232nd Street
  - 2. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget.....Page 4
  - 3. Consider Approval of Auditor Renewal.....Page 9
- I. Administrative & Operational Matters
- J. Board Member & Staff Closing Comments
- K. Adjourn



## Miscellaneous Notices

Published in Miami Daily Business Review on September 23, 2022

### Location

Miami-Dade County,

### Notice Text

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 113th 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](http://www.caribepalmcdd.org)

9/23 22-44/0000621241M

**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
SEPTEMBER 12, 2022**

**A. CALL TO ORDER**

The September 12, 2022, Special Board Meeting of the Caribe Palm Community Development District (the “District”) was called to order at 6:55 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 September 12, 2022, Special Board Meeting had been published in the *Miami Daily Business Review* on September 2, 2022, 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 included: 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. August 1, 2022, Regular Board Meeting**

The minutes of the August 1, 2022, 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 August 1, 2022, Regular Board Meeting, as presented.

**G. OLD BUSINESS**

**1. Update Regarding Main Entrance Project**

Mr. Silva advised that most of the concerns that were addressed during the previous Board Meeting relating to the Main Entrance Beautification Project had been addressed. The next portion of the project involves the installation of the electrical fixtures, which will illuminate a majority of the landscaping. Mr. Silva also went over the possible relocation of the camera pole in the front entrance and stated that the relocation to the back of the entrance feature would cause the connection to the DVR to be lost, unless a steady internet connection is established. A discussion ensued after which the consensus was to look into establishing an internet connection in the aforementioned area to allow for a good signal from the cameras to the DVR. An update regarding this item will be provided at an upcoming meeting.

## **2. Discussion Regarding CD Rates**

Mr. Silva provided the Board with the most recent CD rates provided by SouthState Bank:

- 25 Month CD with a APY & Rate of 1.00%
- 37 Month CD with a APY & Rate of 1.25%

A discussion ensued after which the Board directed Mr. Silva to proceed with investing \$50,000 into the 25 Month CD with an APY & Rate of 1.00%.

## **H. NEW BUSINESS**

### **1. Discussion Regarding Traffic Control Street Light – SW 112<sup>th</sup> Ave or SW 232<sup>nd</sup> Street**

Mr. Silva stated that the Field Operations' team had reached out to the Florida Department of Transportation ("FDOT") and the City of Homestead regarding the potential installation of a traffic control street light on either SW 112 Avenue & SW 230 Terrace or SW 113rd Place & SW 232 Street. FDOT has responded that they will look into the request by conducting a Traffic Study while the City of Homestead has yet to respond. More information regarding this item will be provided at an upcoming meeting.

## **I. ADMINISTRATIVE & OPERATIONAL MATTERS**

There were no Administrative and Operational Matters to come before the Board.

## **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. Nicieza and unanimously passed adjourning the Regular Board Meeting at 7:26 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

**RESOLUTION NO. 2022-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 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 2021/2022 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 3<sup>rd</sup> day of October, 2022.

**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 2021/2022  
October 1, 2021 - September 30, 2022**

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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 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 8/31/22
<b>REVENUES</b>			
Administrative Assessments	79,869	80,123	80,123
Maintenance Assessments	59,383	59,383	59,383
Debt Assessments	161,614	161,615	161,615
Other Revenues	0	0	0
Interest Income	720	60	53
<b>Total Revenues</b>	<b>\$ 301,586</b>	<b>\$ 301,181</b>	<b>\$ 301,174</b>
<b>EXPENDITURES</b>			
<b>Maintenance/Security Expenditures</b>			
Engineering/Inspections	2,800	1,500	340
Engineering - Special Projects	3,000	12,500	8,933
Community Security	6,000	3,000	0
Security Cameras/MTE/Upkeep	12,000	6,000	3,968
FP&L Meter/Mailbox Area	4,200	15,000	10,009
Street/Roadway Drainage Maintenance	4,200	2,000	850
Maintenance/Contingency (Arking Solutions)	23,620	75,000	58,868
<b>Total Maintenance Expenditures</b>	<b>\$ 55,820</b>	<b>\$ 115,000</b>	<b>\$ 82,968</b>
<b>Administrative Expenditures</b>			
Supervisor Fees	8,000	6,600	5,600
Payroll Taxes - Employer	612	508	428
Management	30,360	30,360	27,830
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	3,600	3,600	3,600
Insurance	6,600	5,706	5,706
Legal Advertisements	650	650	499
Miscellaneous	1,700	1,700	1,227
Postage	275	325	283
Office Supplies	475	375	336
Dues & Subscriptions	175	175	175
Trustee Fee	3,150	3,780	3,780
Continuing Disclosure Fee	350	350	0
Website Management	1,750	1,750	1,604
<b>Total Administrative Expenditures</b>	<b>\$ 75,797</b>	<b>\$ 70,979</b>	<b>\$ 57,118</b>
<b>Total Expenditures</b>	<b>\$ 131,617</b>	<b>\$ 185,979</b>	<b>\$ 140,086</b>
<b>Revenue Less Expenditures</b>	<b>\$ 169,969</b>	<b>\$ 115,202</b>	<b>\$ 161,088</b>
Bond Payments	(151,917)	(154,079)	(154,079)
<b>Balance</b>	<b>\$ 18,052</b>	<b>\$ (38,877)</b>	<b>\$ 7,009</b>
County Appraiser & Tax Collector Fee	(6,017)	(2,900)	(2,900)
Discounts For Early Payments	(12,035)	(11,132)	(11,132)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (52,909)</b>	<b>\$ (7,023)</b>
Carryover From Prior Year	0	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (52,909)</b>	<b>\$ (7,023)</b>

FUND BALANCE AS OF 9/30/21	\$545,201
FY 2021/2022 ACTIVITY	(\$52,909)
FUND BALANCE AS OF 9/30/22	\$492,292

**AMENDED FINAL BUDGET**  
**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	<b>FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22</b>	<b>AMENDED FINAL BUDGET 10/1/21 - 9/30/22</b>	<b>YEAR TO DATE ACTUAL 10/1/21 - 8/31/22</b>
<b>REVENUES</b>			
Interest Income	25	260	249
NAV Tax Collection	151,917	154,079	154,079
<b>Total Revenues</b>	<b>\$ 151,942</b>	<b>\$ 154,339</b>	<b>\$ 154,328</b>
<b>EXPENDITURES</b>			
Principal Payments	83,000	83,000	83,000
Interest Payments	63,978	65,430	65,430
Bond Redemption	4,964	0	0
<b>Total Expenditures</b>	<b>\$ 151,942</b>	<b>\$ 148,430</b>	<b>\$ 148,430</b>
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 5,909</b>	<b>\$ 5,898</b>

FUND BALANCE AS OF 9/30/21	\$136,175
FY 2021/2022 ACTIVITY	\$5,909
FUND BALANCE AS OF 9/30/22	\$142,084

Note\*: Reserve Fund Balance = \$79,782. Revenue Fund Balance = \$62,302  
Revenue Fund Balance To Be Used To Make 11/1/2022 Interest Payment Of \$31,263.  
\* 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 8/31/22 =	\$1,471,000	

October 3, 2022

RE: Caribe Palm Community Development District Auditor Renewal

At the October 7, 2019 Caribe Palm Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-2023 audits.

The fees for the 9-30-2019 audit were \$3,400. The fees for the 9-30-2020 audit were \$3,500. And the fees for the 9-30-2021 audit were \$3,600. The proposed fees for the 9-30-2022 audit is \$3,600, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. The proposed fee for the 9-30-2023 audit is \$3,600.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.