



**CARIBE PALM  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
SPECIAL BOARD MEETING  
SEPTEMBER 11, 2023  
6:30 P.M.**

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

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**AGENDA**  
**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT**  
Silver Palms Mailbox Kiosk  
23020 SW 113<sup>th</sup> Passage  
Miami, Florida 33170  
**SPECIAL BOARD MEETING**  
September 11, 2023  
6:30 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. August 7, 2023 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Traffic Control Street Light Request
  - 2. Update Regarding Installation of LPR Cameras and Upgrades
- H. New Business
- I. Administrative & Operational Matters
- J. Board Member & Staff Closing Comments
- K. Adjourn

Publication Date  
2023-09-01

Subcategory  
Miscellaneous Notices

NOTICE OF SPECIAL BOARD MEETING OF  
THE CARIBE PALM COMMUNITY  
DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Caribe Palm Community Development District (the "District") will hold a Special Board Meeting (the "Meeting") of its Board of Supervisors (the "Board") on September 11, 2023, at 6:45 p.m. at the Silver Palms Mailbox Kiosk located at 23020 SW 113th Passage, Miami, Florida 33170. The purpose of the Special Board Meeting is for the Board to discuss ongoing District projects and any other business that may lawfully and properly come before it.

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or [asilva@sdsinc.org](mailto:asilva@sdsinc.org) (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT

[www.caribepalmcdd.org](http://www.caribepalmcdd.org)

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**CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
AUGUST 7, 2023**

**A. CALL TO ORDER**

The August 7, 2023, Regular Board Meeting of the Caribe Palm Community Development District (the “District”) was called to order at 6:53 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 Regular Board Meeting had been published in the *Miami Daily Business Review* on September 23, 2022, as part of the District’s fiscal year 2022/2023 meeting schedule, 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.

Others in attendance: Alicen & Mylah Gonzalez (faughters of Merlin Nicieza), Miami, FL; Hery Morales, Miami, FL; Alejandro Reutlinger, Owner of WAR Protection One, Inc., Miami, FL.

**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 5, 2023, Regular Board Meeting & Public Hearing**

The minutes of the June 5, 2023, Regular Board Meeting & Public Hearing 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 5, 2023, Regular Board Meeting & Public Hearing, as presented.

**G. OLD BUSINESS**

**1. Update Regarding Traffic Control Street Light Request – SW 232<sup>nd</sup> Street**

Mr. Silva provided the board with the following update:

- In reference to SW 113 Place and SW 232 Street, the collected traffic data revealed that this intersection does not meet warrant for the installation of a traffic signal as stipulated in the

Manual on Uniform Traffic Control devices (MUTCD). Regrettably, DTPW cannot accommodate the request at this time.

- The Board requested that Mr. Silva inquire regarding the possibility of the having the District pay for a traffic control signal.
- Regarding, the community board’s request for the potential installation of a street marking of “Do not Block”, they issued a work order for “Do Not Block”. DTPW stated that this was completed 6/27/2023 but as far as I’m aware there is no street marking there and just a sign.
  - Mr. Silva will inquire regarding the “DO Not Block” traffic markings.

## **2. Update Regarding Installation of LPR Cameras and Upgrades – WAR Services**

Mr. Silva introduced Alejandro Reutlinger of WAR Protection One, Inc., who provided the Board with information regarding the possibility of upgrading the current camera system in the District. Mr. Reutlinger presented his proposal and even connected a 180 ° angle camera to the current DVR system for the board to see what it would look like. A discussion ensued after which the Board consensus was to proceed with the proposal and then look into possibly adding a License Plate Recognition camera(s) to North and South side of SW 113<sup>th</sup> Passage/ 230<sup>th</sup> Terrace and SW 113<sup>th</sup> Place/232<sup>nd</sup> Street.

### **I. NEW BUSINESS**

#### **1. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy**

Resolution No. 2023-04 was presented, entitled:

#### **RESOLUTION 2023-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CARIBE PALM COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mr. Silva explained that the document provides for the authorization of the District’s records custodian to appoint a Records Management Liaison Officer. Mr. Silva further explained that this document provides that the electronic record shall be considered the official record and any paper originals are considered duplicates which may be disposed of unless required by any applicable statute, rule or ordinance, per section 668.50, Florida Statutes.

A **motion** was made by Ms. Martin, seconded by Ms. Maseda and unanimously passed adopting Resolution No. 2023-04; thereby adopting a Records Retention Policy

#### **2. Discussion Regarding Required Ethics Training**

Mr. Silva informed the Board members that starting in 2024, Board Members will be required to take an Ethics Training Course to comply with the Financial Disclosure requirements. More information regarding this topic will be presented in the future.

### **J. ADMINISTRATIVE & OPERATIONAL MATTERS**

Mr. Silva stated that there is a vacancy on the District's Board of Supervisors (Seat #1) and asked if there were any interested persons that meet the qualifications and who would like to serve on the District Board. A discussion ensued after which:

A **motion** was made by Ms. Maseda, seconded by Mr. Fox and unanimously passed appointing Hery Morales to fill the vacancy of the unexpired 4-year term of office in Seat #1, which term of office shall expire in November 2026.

Mr. Silva, Notary Public of the State of Florida, administered the Oath of Office to Hery Morales. In addition, Mr. Silva advised Mr. Morales of his duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2022 Form 1 must be completed and mailed to the Supervisor of Elections' Office in the County of residency within thirty {30} days of appointment; and the Code of Ethics for Public Officials.

**K. BOARD MEMBER & STAFF CLOSING COMMENTS**

Mr. Silva stated that the Board would meet again on September 11<sup>th</sup>, 2023, for a Special Meeting.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Martin, seconded by Ms. Maseda and unanimously passed adjourning the Regular Board Meeting at 7:59 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson