

**MINUTES OF MEETING
EAST HOMESTEAD
COMMUNITY DEVELOPMENT DISTRICT**

A special meeting of the Board of Supervisors of the East Homestead Community Development District was held on Friday, September 15, 2017 at 9:00 a.m. at the Oasis Community Clubhouse, 171 NE 30 Road, Homestead, FL 33033

Present and constituting a quorum were:

Susan Genther	Chairman
Laurie Weil	Vice Chairman
Raymond Harris	Assistant Secretary
Stephen Walker	Assistant Secretary
Saens Dorcely	Assistant Secretary (<i>by phone</i>)

Also present were:

Michael Pawelczyk	District Counsel
Luis Hernandez	District Manager
Juliana Duque	Governmental Management Services
Adrian Valverde	KW Property Management

FIRST ORDER OF BUSINESS

Roll Call and Pledge of Allegiance

Mr. Hernandez called the roll at 9:00 a.m. and stated all Supervisors were present, with the exception of Mr. Dorcely, who was not present at roll call. The Pledge of Allegiance was recited.

- **Hurricane Irma Report**

Mr. Walker thanked Ms. Valverde and staff for their hard work during the storm. Two residents helped put furniture away prior to the storm and reassembled after the storm.

Mr. Walker noted that two storm drains were uncovered and debris was removed from sidewalks on Tuesday by Tony's. The chipping and removing process should be completed by the end of the day. Mr. Harris asked if the bulk pickup company would

remove debris, because FEMA did not cover the individual communities. Mr. Hernandez stated that the CDD landscaping company would remove the debris. Discussion ensued.

Mr. Harris stated that several streetlights had hanging lenses and asked that the lenses be stabilized. Mr. Walker suggested contacting the police who could dispatch Homestead Electric.

Ms. Genter voiced concern about large fallen trees on sidewalks and whether the trees could be saved and sidewalks not being cleaned. Ms. Duque stated that BrightView would be able to save some trees, but their priority was to remove large trees from sidewalks and clearing storm drains. The first priority was to remove two royal palms leaning in the direction of two properties on SW 147th Avenue.

Mr. Hernandez and staff are meeting with BrightView this afternoon to discuss the cleanup process and their lack of employees in the District. They provided eight employees, which were not sufficient, according to the contract and the size of the District. Mr. Hernandez was disappointed with BrightView, because they did not return phone calls placed by Mr. Hernandez for additional services. GMS was registering the District as a disaster area, so the District could receive FEMA reimbursement. Mr. Hernandez estimated the process would take nine months to a year-and-a-half from application.

Ms. Genter suggested postponing any landscape decisions until after the cleanup. Mr. Pawelczyk recommended developing a plan first, because planting after a storm event was costly. Mr. Harris recalled that BrightView had a tree expert that could advise the District on the right trees to plant. Mr. Walker asked if the poinciana trees could be saved. Mr. Hernandez stated that BrightView had a list of all trees that could be saved. Mr. Hernandez felt that this was not the right meeting to discuss this matter; his biggest concern was to clean the sidewalks.

Mr. Hernandez would request a written timetable from BrightView of what needs to be done and when and provide to the Board. Mr. Harris requested an estimate of cleanup costs. Mr. Hernandez will send an email to the Board.

would be tabled. Ms. Duque felt that items could be resolved prior to the meeting and presented to the Board at the meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 11, 2017 Meeting

Mr. Hernandez asked for any additions, corrections or deletions to the August 11, 2017 minutes.

Ms. Genter stated that, on the bottom of page 41, the roads were owned by the CDD, according to the county website, and not by the Master Association. Mr. Hernandez stated that the county's website was incorrect and he was working with the District engineer to clarify this matter. Ms. Genter wanted to know when the roads were deeded to the Master Association and whether, as a member of the Master Association, she was entitled to drive on these roads.

Mr. Pawelczyk stated that "*George Kuper*" should be changed to "*George Graupera*".

Mr. Walker noted that there were several instances of "*Walter*", which should be changed to "*Walker*".

On MOTION by Ms. Genter, seconded by Mr. Walker, with all in favor, the Minutes of the August 11, 2017 Meeting, as amended, were approved.

- **Audience Comments**

A resident from 3120 NE 1st Drive, in Bimini, voiced concern about a leaning tree on her house. Ms. Duque advised the resident to contact Vesta.

Ms. Vicki Sergeant, stated that she had damaged roof tiles on her house, due to palm fronds from palm trees behind her house. Mr. Hernandez asked Ms. Duque to handle this matter and report back to the Board.

FOURTH ORDER OF BUSINESS Staff Reports

A. Attorney - Discussion of 2017 Legislative Session Memorandum

Mr. Pawelczyk reported on the 2017 legislative session. There were two amendments; one to the Public Records Law, regarding someone who makes a public records request and was denied, receiving attorney's fees. The other amendment limited what the District could include in construction contracts.

B. Engineer

Mr. Hernandez reported that the District engineer was speaking to Miami-Dade County regarding speed bumps on main roads. The city would abide by the county's decision; however, there was a question about why the roads were owned by the CDD instead of the city. Discussions were delayed due to the hurricane and the District engineer would report to the Board at the next meeting.

C. Club Manager - Monthly Report

Mr. Valverde provided the Club Manager Report. The pads in the gym were replaced. On August 18, a back to school dance party was held, which was successful. Over 120 people attended. The new shed survived the hurricane. Mr. Hernandez stated that the shed was made to withstand 180 mile-per-hour winds.

D. Field Manager

1) Monthly Report

Ms. Duque presented the monthly Field Manager Report.

2) Request for Fence Installation

Ms. Duque received a request from the Martinique HOA to install a fence on HOA property; however, District property may be used to access the area. Ms. Duque and Mr. Harris walked SW 147th Avenue and Canal Drive. Details would be provided to the Board at the next meeting.

3) Mowing Schedule

Ms. Duque presented BrightView mowing schedule, which was for weekly mowing; however, BrightView was charging for an additional mow, during months that had five weeks. According to the contract, the additional mow was included.

E. CDD Manager

1) Consideration of Proposed Fiscal Year 2018 Meeting Schedule

Mr. Hernandez presented the proposed Fiscal Year 2018 meeting schedule. The next meeting is October 13. The meeting schedule is the same as prior years, which was the second Friday, of each month, at 9:00 a.m., with the exception of the November meeting, which was moved to the first Friday, due to Thanksgiving.

On MOTION by Mr. Walker, seconded by Mr. Harris, with all in favor, the Fiscal Year 2018 Meeting Schedule, was approved.

2) Discussion of Financial Disclosure Report from the Commission on Ethics - *everyone has filed*

Mr. Pawelczyk stated that all Supervisors filed their Financial Disclosure Report.

3) Reminder that the Oasis Clubhouse will be used for Primary and General Elections

Mr. Pawelczyk stated the Oasis Clubhouse would be closed for primary and general elections. Mr. Valverde would post the appropriate notices.

4) Presentation of the Series 2013 Special Assessment Revenue Bonds Disbursements and Support Information

Mr. Hernandez stated that an email was sent with all documentation and expenses incurred for the Series 2013 Special Assessment Revenue Bonds. Page 2 of the financials shows what was spent. In order for the District to draw any funds on the construction account, a requisition must be prepared and signed by the District engineer, attaching all invoices, which would be forwarded to GMS, for signature by the Treasurer and sent to

the Trustee for payment. In response to Mr. Walker's question, cost of issuance was for the bond and clubhouse acquisition costs.

Mr. Walker requested a breakdown of what the \$140,000 covered. Mr. Hernandez would provide the breakdown at an additional cost. Ms. Genther explained that after the plans were prepared, the scope was out of District's price range. Mr. Pawelczyk asked Mr. Hernandez to provide the breakdown to Mr. Walker at a minimal cost. Ms. Weil asked why Ortiz Construction charged \$4,700. Mr. Hernandez would provide an explanation.

Mr. Pawelczyk explained the bond requisition process. The District engineer's estimate was conservative and the requisition was based on actual costs. The District engineer's report would show what infrastructure was paid for with bond funds.

Mr. Walker wanted to understand what residents assumed when the bonds were issued. Mr. Pawelczyk stated that residents were paying the cost per acre for public roads and stormwater, which would be no more than what the developer paid for the land, which was \$200,000 or the appraised value, whichever was less. Mr. Pawelczyk would provide the exact amount to Mr. Walker, prior to the next meeting.

Mr. Hernandez stated that, based on the hurricane, the clubhouse was closed and felt that employees should be paid for lost time.

On MOTION by Ms. Genther, seconded by Mr. Harris, with all in favor, paying Club employee salaries for lost time due to Hurricane Irma, was approved.

Mr. Hernandez reported that the gym expansion work started and presented a schematic and estimate. The county requested wide gym equipment slabs, which may increase the cost of the work, but the contractor was trying to include the cost within the contract amount. In response to Ms. Genther's question, the amount approved for the entire project was \$80,000.

At the last meeting, two Supervisors complained about the room temperature. Mr. Hernandez met with two vendors; one provided a quote of \$3,500 to apply a coating

to the windows to block sunlight, install ceiling fans and a digital thermostat. Mr. Pawelczyk suggested designating a Board member or staff to work with the contractor on the type of fan. Mr. Harris suggested setting a timeframe of completing the work no later than 60 days.

On MOTION by Mr. Walker, seconded by Mr. Harris, with all in favor, approving the invoice from Ortiz Construction for \$3,500 to apply a coating to the windows to block out sunlight, install ceiling fans and a digital thermostat, staff to work with Paula Villabonna on fan options, and completion of the work no later than 60 days, were approved.

Supervisor Dorcelly joined the meeting via telephone.

FIFTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

Ms. Genther requested summarized minutes.

On MOTION by Ms. Genther, seconded by Mr. Walker, with all in favor, changing the format of the minutes to summary, was approved.

Ms. Genther heard that there were root issues with mahogany trees at the clubhouse. Ms. Duque explained that the fallen mahogany trees could not be saved, and the mahogany trees by the pool deck should be removed because roots were close to the pool equipment.

Ms. Genther requested an explanation of the Board's obligation under the Sunshine Law. Mr. Pawelczyk stated that any item that could potentially come before the Board for a vote, could not be discussed outside of a meeting. Ms. Genther stated that Ms. Wald advised her differently. Mr. Pawelczyk would confer with Ms. Wald and report to the Board at the next meeting.

Mr. Walker asked if there were performance specifications for the splash pad and penalties in the event that timeframes were not met. Mr. Pawelczyk did not know if there were performance specifications in the splash pad contract, but would include performance criteria in future contracts for major projects.

Mr. Walker and Mr. Valverde met with the pool contractor regarding issues discussed at the last meeting. The pool would be closed for 15 minutes after treating the pool with chemicals and two to three hours to remove fecal matter. Response times would be within one hour. Mr. Valverde would instruct staff when an incident occurs and what to inform residents.

Mr. Walker suggested a policy for closing the pool to guests on holidays. The pool was not closed on Labor Day to guests. Ms. Duque recalled a motion at a prior meeting where no guests were allowed on the Fourth of July and Memorial Day, but not Labor Day.

There was Board consensus to close the pool to guests on the Fourth of July and Memorial Day, with one week notice.

On MOTION by Ms. Genther, seconded by Ms. Weil, with Mr. Harris, Ms. Weil, Ms. Genther and Mr. Dorcely voting aye, and Mr. Walker dissenting, clarifying the motion from the June 2017 meeting, to close the Clubhouse to guests on Memorial Day and the Fourth of July, was approved. (Motion Passed 4-1)

Mr. Harris requested a spreadsheet of all current projects, what was budgeted, spent to date and funds remaining.

SIXTH ORDER OF BUSINESS

Financial Reports

- A. Approval of Check Run Summary
- B. Balance Sheet and Income Statement

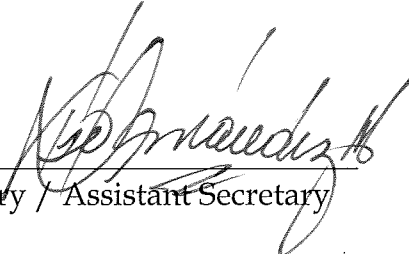
Ms. Genther asked why page 3 of the Check Register had a check for Christmas decorations that was not used. Mr. Hernandez explained that it was a voided check that could not be deleted from the system. Ms. Genther asked if the check on page 4, to

Florida CDI, LLC for light installation, was for Christmas lights. Ms. Duque replied affirmatively. Mr. Hernandez stated that they must be paid in advance.

On MOTION by Ms. Weil, seconded by Ms. Genther, with all in favor, the Check Run Summary and the Balance Sheet and Income Statement, were approved.

SEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Genther, seconded by Ms. Weil, with all in favor, the meeting was adjourned.


Secretary / Assistant Secretary


Chairman / Vice Chairman