

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

A regular meeting of the Board of Supervisors of the East Homestead Community Development District was held on Friday, January 12, 2018 at 9:00 a.m. at the Oasis Community Clubhouse, 171 NE 30<sup>th</sup> Road, Homestead, FL 33033

Present and constituting a quorum were:

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Susan Genther	Chairman
Laurie Weil	Vice Chairman
Raymond Harris	Assistant Secretary
Stephen Walker	Assistant Secretary

Also present were:

Michael Pawelczyk	District Counsel
Luis Hernandez	District Manager
Juliana Duque	Governmental Management Services
Milena Carino	Governmental Management Services
Adrian Valverde	KW Property Management
Paula Villabonna	D-Essentials
Adam Andrews	Envera (by phone)
Wayne Bell	Master HOA
Dwayne Hutchinson	Resident
Angel Quinapallo	Resident
Lawrence Lopez	Resident

**FIRST ORDER OF BUSINESS**

**Roll Call and Pledge of Allegiance**

Mr. Hernandez called the roll at 9:00 a.m. and stated that all Supervisors were present, with the exception of Mr. Dorcely. The Pledge of Allegiance was recited.

**SECOND ORDER OF BUSINESS**

**Audience and Supervisors Comments**

Mr. Harris requested police enforcement for speeding in the Isles of Oasis and noted that construction vehicles were still using District roads. Mr. Hernandez stated that according to the County, the main roads were arterial roads. The District engineer was

working with the County, to determine a way for pedestrians to safely cross to use the outdoor exercise equipment.

*Ms. Genther joined the meeting, in person*

Mr. Walker voiced concern about speeding along SW 147<sup>th</sup> Avenue towards Mediterranean Boulevard, where there was a blind curve. Ms. Weil noted no new information on the Traffic Study. Mr. Harris stated that police officers issuing tickets was an effective way to control speeding.

Mr. Walker requested landscape maintenance bids for comparison purposes to the current contractor. Mr. Hernandez stated that the Board must develop a scope of services and go out for sealed bids. Proposals would be provided at the next meeting.

Ms. Genther recommended to investigate a new vacuum, infrared sauna, staff windbreakers, discussing the 2018 banner schedule, having a budget workshop, lights in the parking lot by the bromeliads and scheduling a workshop for Supervisors to review the bonds.

Mr. Walker asked about land acquisition building costs for the clubhouse. Mr. Pawelczyk stated that before the trustee pays from bond proceeds, a certification must be signed by the District engineer, indicating that the improvements were included in the original project. The clubhouse was not part of the original project. A lengthy discussion ensued. Mr. Pawelczyk would provide a copy of the acquisition agreement to the Board.

Mr. Hernandez stated that a report on the sauna, banner schedule and quote for windbreakers would be presented at the next meeting by the club manager, and a workshop on the budget and bonds in March or April. Ms. Weil preferred early May.

Mr. Walker asked about the maintenance staff. Mr. Hernandez requested that any suggestions be handled by the management company or club manager. Ms. Genther preferred that clubhouse staff wear polo shirts. *There was Board consensus for Mr. Valverde to obtain prices.*

**THIRD ORDER OF BUSINESS**

**Update and Presentation from  
D-Essentials, Inc.**

- A. **Consideration of Lockers at the Gym Area**  
*This item would be discussed later in the agenda.*

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the  
November 3, 2017 Meeting and  
December 8, 2017 Meetings**

Mr. Pawelczyk asked for additions, corrections or deletions to the November 3, 2017 and December 8, 2017 minutes. Mr. Harris noted that the minutes were concise.

On MOTION by Ms. Genter, seconded by Ms. Weil, with all in favor, the Minutes of the November 3, 2017 and December 8, 2017 Meetings, were approved.

Mr. Bell pointed out that the lights along the walkway were installed, but never connected. Ms. Duque stated that the walkway was not owned by the CDD.

**FIFTH ORDER OF BUSINESS**

**Ratification of First Amendment to  
Small Project Agreement with Blue  
Magic Pool NIC Services**

Mr. Hernandez recalled that, at the last meeting, the Board approved an amendment to the contract, which included a timetable. Work was proceeding as scheduled.

Ms. Genter MOVED to ratify the First Amendment to the Small Project Agreement with Blue Magic Pool NIC Services, and Mr. Harris seconded the motion.

Mr. Harris requested that staff close off the pool area during construction. Mr. Valverde will confirm that all entrances and exits have the appropriate signage. Mr. Walker asked what happened if the work was not completed after five weeks. *There was Board consensus that contracts over \$50,000 have penalties for missing timetables.*

On VOICE VOTE with all in favor, ratification of the First Amendment to Small Project Agreement with Blue Magic Pool NIC Services, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal from  
Virtual Guard for Video  
Surveillance Monitoring**

Mr. Hernandez presented the following proposals from Virtual Guard:

- Proposal 1950-1: \$19,950 for installation and materials and \$1,450 for 12 hour of video monitoring to purchase, or \$480 per month and \$280 per month for maintenance under a lease.
- Proposal 1950-2: \$21,920 for installation and materials and \$1,450 for 12 hour of video monitoring to purchase, or \$545 per month and \$325 per month for maintenance under a lease.

Mr. Hernandez explained that the second proposal included upgraded cameras. Ms. Genther questioned the visual field range, which Mr. Andrews, of Envera, explained. A lengthy discussion ensued regarding infrared cameras. Mr. Hernandez will ask Virtual Guard and Envera to make presentations at the next meeting, with Envera including a proposal for infrared cameras for comparison purposes. Mr. Bell recommended camera lightning protection. Mr. Walker requested a reference check on each company. The Board will provide questions to Mr. Valverde to submit to Virtual Guard and Envera and include the answers in the next agenda package.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

*(This item was taken out of order)*

At the Board's request, Mr. Pawelczyk will ensure that all future agreements include liquidated damages.

**THIRD ORDER OF BUSINESS**

**Update and Presentation from  
D-Essentials, Inc. (Cont.)**

**A. Consideration of Lockers at the Gym Area**

Ms. Villabonna, of D-Essentials presented a revised floor plan, enclosing the open area in front of the bathrooms and including lockers. By removing the existing lockers, the

area could have an additional toilet or shower. *After further discussion, there was Board consensus to remove those from the revised plan.*

Ms. Genter asked if the additional wall to close the open area and lockers would keep the District under the \$300,000 threshold. Mr. Pawelczyk believed that it would because of the furniture and fixtures. The drafted agreement was sent to the District manager.

Ms. Weil suggested tabling the lockers until the gym renovation was completed and classes started. Ms. Villabonna will provide options for replacing the current lockers. Mr. Quinapallo suggested purchasing a six-tier digital access locker for \$2,126.

**EIGHTH ORDER OF BUSINESS**

**Discussion and Explanation of District's Financial Reports**

*(This item was taken out of order)*

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

Mr. Pawelczyk presented the Check Run Summary, Balance Sheet and Income Statement. At the Board's request, Mr. Hernandez explained the Balance Sheet, specifically the unassigned and capital projects funds. Discussion ensued.

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

**THIRD ORDER OF BUSINESS**

**Update and Presentation from D-Essentials, Inc. (Cont.)**

- A. Consideration of Lockers at the Gym Area**

Ms. Villabonna discussed the following concepts for the design of the facility:

- *Modern Coastal:* Simple, light and airy.
- *Tropical Modern:* Combining clean lines with exotic woods.
- *Eclectic Transitional:* Mixing old and new, inviting bold and subtle elements.
- *Modern Classic:* Classic and modern designs mixed together.

Three Board members preferred *Modern Coastal*, while one preferred *Tropical Modern*. Mr. Pawelczyk suggested the *Modern Coastal* design, incorporating *Modern Tropical* colors. Ms. Villabonna would bring furniture samples at the next meeting.

*Ms. Villabonna left the meeting*

**SEVENTH ORDER OF BUSINESS      Staff Reports (Cont.)**

**A.      Attorney**

There being nothing further, the next item followed.

**B.      Engineer**

There being none, the next item followed.

**C.      Field Manager**

*(This item was taken out of order)*

**1)      Monthly Report**

Ms. Duque presented the Monthly Report. Ms. Milena Carino was replacing Ms. Duque. Mr. Walker appreciated Ms. Duque and wished her well. Ms. Duque was working with FEMA on reimbursement to the District. Ortiz Construction removed the light near Fiji and would provide a proposal to replace other light posts and fixtures. According to the City of Homestead, the District was responsible for the lights.

The Board approved a proposal from People's Choice for \$18,350 to pressure clean and paint all guard rails and fences; however, it would be affected by the pool project. Ms. Genther suggested starting the pressure washing and painting, and during construction, remove the railing and re-install when it was completed.

Ms. Duque presented a fountain proposal and was waiting for two additional proposals. Another option was to use a wooden planter filled with aquatic plants. Mr. Pawelczyk suggested contacting Zoo Miami who recently restored three lakes. She asked BrightView to straighten a leaning ligustrum tree on 152<sup>nd</sup> Avenue; however, it uprooted and the cost to replace the tree was \$3,738. Ms. Duque would investigate options to save the tree. Mr. Harris believed that BrightView was negligent and should replace with a tree of similar size and quality; they were told several times to maintain the tree and failed to do so.

Ms. Genther stated that water draining from the hanging baskets were staining the front railings. Ms. Duque would move the baskets. Three trees were planted in the community on CDD property, on the north side of the entrance to Leeward II. Ms. Duque contacted the City of Homestead, BrightView and Leeward's II Management Company regarding the trees. Ms. Duque would provide recommendations at the next meeting. Mr. Walker voiced concern about the Board approving work in a not-to-exceed amount and staff not obtaining a second proposal. Mr. Pawelczyk suggested that Mr. Hernandez could provide the second proposal to the Board prior to starting the work.

**2) Discussion on Berm Walkway to Clubhouse**

Ms. Carino reported that the outside gym pathway was installed yesterday and the carpet slab was going to be installed. Once completed, the equipment would be ordered. Mr. Hernandez stated that half of the cost for the equipment was paid for and the other half would be paid upon delivery. The project would be finalized in three to four weeks. Mr. Harris requested a sign stating "*Your CDD dollars are at work*". Mr. Harris asked about exposed irrigation pipes. Mr. Hernandez stated that Ortiz was repairing the pipes, due to several breaks.

Ms. Genther requested a bicycle rack. *There was Board consensus for Mr. Hernandez to purchase the bicycle rack, if it did not exceed his spending authority.*

Ms. Genther reminded the Board of the berm at the northeast end of the parking lot that has been used for pedestrian access. Mr. Harris voiced concern about liability. Mr. Pawelczyk stated that the County must issue a permit. Mr. Hernandez would post a "*No Trespassing*" sign on a pole placed in concrete.

**3) Update on Streetlights - Status and Recommendation**

This item was discussed.

**4) Fountains Project**

This item was discussed.

**C. Club Manager**

**1) Monthly Report**

Mr. Valverde presented the Club Manager Report. Ms. Genter requested the same Santa for next year's Christmas event.

Issues with the sauna were discussed. People were breaking the timer. Mr. Hernandez proposed installing a button at the front desk to activate the timer.

**2) Discussion on the Rules**

Mr. Walker proposed revising the jacuzzi regulation to permit children from ages five to 16, with parents. Mr. Pawelczyk would include and provide a redlined copy to Mr. Hernandez to circulate to the Board. Mr. Bell asked about the room rental charge. Mr. Walker would get rental fees from other communities for comparison purposes. Ms. Genter asked about concealed weapons. Mr. Pawelczyk advised that guns could be carried into the clubhouse, but not to a public meeting. This item was tabled to the next meeting.

**3) FEMA Update**

There not being any, the next item followed.

**D. Field Manager**

**1) Monthly Report**

**2) Discussion on Berm Walkway to Clubhouse**

**3) Update on Streetlights - Status and Recommendation**

**4) Fountains Project**

*These items were discussed earlier at this meeting.*

**E. CDD Manager**

Mr. Hernandez stated that Dennis Baldis would become more active in Oasis while Ms. Duque deals with FEMA issues, and also that Victor was leaving his position. Mr. Hernandez stated that he and Ms. Duque would also be supervising Melina as well.

**EIGHTH ORDER OF BUSINESS**

**Discussion and Explanation of District's Financial Reports**

**A. Approval of Check Run Summary**

**B. Balance Sheet and Income Statement**

*These items were discussed earlier at this meeting.*



**NINTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Ms. Genther proposed that, <sup>ONCE</sup> every three months, a different Field Manager perform inspections.

Mr. Bell questioned the preferred method of communication with the District. Mr. Hernandez stated that all residents should send emails and call District Staff and the Board should email him prior to meetings, on any items to be discussed.

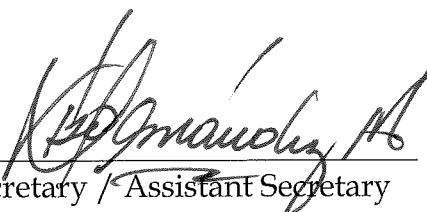
Mr. Quinapallo addressed items regarding Belize, weeds in the lakes and the fountains. Ms. Duque stated that the HOA was responsible for straightening trees and had until February 1, ~~but~~ <sup>ARE</sup> ficus trees <sup>NOT</sup> were maintained by the District. The weeds were aquatic plantings that were beneficial to the lakes. The fence repair and gate installation must be completed before the CDD would replace the tree. Mr. Quinapallo recommended an aesthetically pleasing radar to control speeding and a digital shared calendar for room rentals. Ms. Duque was meeting with the City of Homestead next week regarding the permitting, type of meter and piping. Discussion ensued. Mr. Walker wanted to make the clubhouse more environmentally friendly, such as recycling. This issue would be discussed at the next meeting.

Mr. Harris requested a cost breakdown at the February meeting on all projects against the budget regarding the total cost, what was spent to date and funds remaining from the \$1.8 million unassigned.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Walker, seconded by Mr. Harris, with all in favor, the meeting was adjourned.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman