

**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, February 9, 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:

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

Also present were:

Ginger Wald	District Counsel
Luis Hernandez	District Manager
Milena Carino	Governmental Management Services
Adrian Valverde	KW Property Management
Paula Villabonna	D-Essentials
Adam Andrews	Envera

**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. Harris who was not present at roll call. The Pledge of Allegiance was recited.

**SECOND ORDER OF BUSINESS**

**Audience and Supervisors  
Comments**

Mr. Hernandez received an email from Mr. Harris asking why the agreement with KW Property Management included salaries, noting that the CDD would receive money from the new neighborhood without adding additional expenses, and that the community be notified on Nextdoor. Mr. Harris provided corrections to the proposed rule to District counsel.

Mr. Hernandez stated the salaries were a public record and that the annexed parcel was in the process of being included in the District and was not finalized. Once it was finalized, Mr. Hernandez would come back to the community.

Ms. Genther did not like how the hanging baskets were installed and proposed hiring someone to help Mr. Valverde with tasks. Ms. Genther asked why the monument lights were blue. Ms. Carino will check the lights.

As a certified community response team member, Ms. Genther wanted to post a notice in the lobby about a three-day training in Palmetto Bay on February 22.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the  
January 12, 2018 Meeting**

Ms. Wald asked for additions, corrections or deletions to the minutes of the January 12, 2018 meeting. Ms. Weil and Ms. Genther submitted comments, which were incorporated.

On MOTION by Ms. Genther, seconded by Ms. Weil, with all in favor, the Minutes of the January 12, 2018 Meeting, as amended, were approved.
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**FOURTH ORDER OF BUSINESS**

**Ratification of First Amendment  
to Club Management Agreement  
with KW Property Management**

Mr. Hernandez presented the First Amendment to the Club Management Agreement with KW Property Management, noting that the purpose of the amendment was to increase salaries.

Mr. Walker asked about the extension, on Page 2, paragraph B. Mr. Hernandez indicated that the extension related to salaries for two years, until KW modified the amendment. Ms. Wald stated that the agreement was extended until September 30, 2020. Mr. Walker requested a 30-day termination provision.

A lengthy discussion ensued regarding the management and reimbursable fees. Ms. Weil requested that reimbursable expenses be separate. Ms. Wald would have

separate sections in future agreements and suggested that the Board negotiate with KW on the provisions of the agreement.

On MOTION by Ms. Genter, seconded by Ms. Weil, with all in favor, ratification of the First Amendment to the Club Management Agreement with KW Property Management, was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Small Project Agreement with People’s Choice Pressure Cleaning, Inc.**

On MOTION by Ms. Weil, seconded by Mr. Dorcely, with all in favor, ratification of the Small Project Agreement with People’s Choice Pressure Cleaning, was approved.

• **Presentations** *(This item was added)*

Mr. Adam Andrews, of Envera presented a proposal for a virtual guard system, which was \$19,475.83 for the virtual guard and 12 cameras. The cost per month would be the same that the District was currently paying for video cameras at the pool, clubhouse and parking lot. Virtual Guard proposed \$19,950 for a virtual guard and 14 cameras, which could be paid in monthly installments of \$1,730.

*Due to a technical issue with the audio, this portion of the meeting could not be transcribed and was based on District Manager notes.*

*Mr. Harris joined the meeting, in person*

**SIXTH ORDER OF BUSINESS**

**Discussion on Rules**

- A. **Proposed Revisions to Club Oasis Rules and Regulations**
- B. **Example from Club Malibu Bay – Rules and Regulations**
- C. **Example from Montecito CDD – Resolution #2015-05 Adopting Rules, Policies and Fees**
- D. **Example from Tison’s Landing CDD – Resolution #2013-03 Adopting the Amended and Restated Policies**

*These items would be discussed later in the meeting.*

- **Discussion on Antillean Isles of Oasis Hedge Replacement and Consideration of Proposal** (*This item was taken out of order*)

Mr. Harris voiced privacy and safety issues on Mediterranean Boulevard, due to the removal of hedges. A lengthy discussion ensued regarding screening material. Ms. Genther stated that if Mr. Harris and his neighbors received screening, it must be retroactively provided for the townhomes in Caribbean Isles along Pacific Boulevard. Mr. Harris noted that it would take six months to get a sustainable thick hedge.

Ms. Carino presented proposals from BrightView to install two rows of shade cloth for \$1,137, and from Ortiz Construction for the same work in the amount of \$900. Ms. Genther requested a guarantee in writing from the vendor to reuse the shade cloth for areas around the community. Discussion ensued regarding the size of the shade cloth. Mr. Hernandez suggested that the Board define the amount of shade cloth needed. Ms. Genther stated that, if the Board was going to provide shade cloth for privacy issues, it should be factored into the cost of the plant replacement and considered a recurring cost. This matter was tabled.

- **Field Manager – Monthly Report** (*This item was taken out of order*)

Ms. Carino presented the Monthly Report and highlighted the following:

- The mowing was performed as scheduled. BrightView was spraying for weeds throughout the community.
- Drains throughout the community were sprayed.
- New annuals were ordered and should arrive by the end of February.
- Sod replacements were completed. BrightView was watering areas that were dry. Ms. Genther noted issues with fungus. There were patches where BrightView sprayed the grass. She liked the annuals.
- There was a proposal for new mulch to cover areas that had sand, due to the hurricane. A second proposal would be provided for comparison purposes. Mr. Harris asked if BrightView was marking where the trees had been. Ms. Carino noted that BrightView took pictures of the mulched areas.

- The CDD was meeting with the HOA next Tuesday to define areas of responsibility at the front entrance. Ms. Genther met with the Windward HOA several times regarding this matter.
- There was an area in Martinique with high trees by the canal on SW 320<sup>th</sup> Street. A site visit would be scheduled with the Water Management District to discuss which pipe was responsible for watering it.
- There was concern about the perimeter fence that was installed in Martinique. The District engineer will determine if the fence encroached a CDD perimeter.
- Caribbean Isles asked the CDD to trim trees by the lake, but they were not part of the CDD. Mr. Harris stated that it was not CDD property. Discussion ensued.
- BrightView trimmed ficus trees in area encroaching the perimeter of the CDD in Belize.
- District staff was following up with Lennar regarding a pending irrigation repair. A line was capped during construction of a new community.
- The lake maintenance contractor was servicing all lakes per the contract.
- Ortiz provided a streetlight repair proposal. Mr. Hernandez noted an issue with the City to define whether the City or the CDD was the rightful owner. Ms. Carino stated that the City needs additional details regarding the part that needed to be replaced.
- Traffic speeding signs were installed around the community. Mr. Harris stated that they helped, but drivers were speeding after passing the signs.
- According to a site inspection, there are gaps in the berms. The District engineer was inspecting them and would provide an opinion. Ms. Genther noted several gaps.
- Benches are cleaned once a year. BrightView was asked to provide a quote for bench cleaning every three months. Ortiz proposed cleaning the

benches for \$35 per bench or a total of \$975. More detail would be provided at the next meeting.

- BrightView provided a proposal for the installation of 725 pallets of Bahia grass for \$28 per pallet or a total of \$1,600. Mr. Hernandez recommended approval as BrightView's proposal was extremely low. Mr. Harris stated that BrightView corrected issues at no additional cost.

On MOTION by Ms. Genter, seconded by Mr. Harris, with all in favor, Order #6549027 with BrightView, for sod replacements, in the amount of \$2,803.81, was approved.

- The banner schedule was being followed. Spring and summer banners were recently installed.

Mr. Hernandez requested that the Board approve \$4,550 for 195 7 gallon plants to be installed in Martinique, Antillean and Caribe Isles for screening. The District would receive a credit of \$485 for the existing plants. With the credit, the District would be paying \$4,100.

On MOTION by Ms. Genter, seconded by Ms. Weil, with all in favor, authorizing the District Manager to expend a not-to-exceed amount of \$4,500, for 7 gallon plants for screening Martinique, Antillean and Caribe Isles, was approved.

- Sidewalks throughout the community were repaired.
- Staff met with the City of Homestead and Ortiz to determine what conduits could be used for the fountains. This information would be provided by the electrician.
- The concrete slab for the outdoor gym equipment was installed. The City approved the project. Staff was working on a delivery date for the equipment. Mr. Harris asked about sod. Mr. Hernandez stated that the equipment must be installed first.

- As requested by the Board at the last meeting, a “No Trespassing” sign was placed by the open area on the berm by the parking lot of the clubhouse. Both signs would cost \$1,000. A generic sign would cost \$80. Another option would be to close the gap for \$675. Ms. Genther recommended allowing the hedge on the berm between Pacific Boulevard and Clubhouse parking lot to grow in.

Ms. Genther stated that an Agronomist on retainer with BrightView and an expert in the State of Florida for weeds and sod, was inspecting the sod next Tuesday.

Mr. Harris thanked Ortiz for repairing the non-working three street lights on Mediterranean Boulevard within a week. Ms. Genther complimented Ortiz on how they handled the fountains.

## **SEVENTH ORDER OF BUSINESS      Staff Reports**

### **A.      Attorney**

Ms. Wald filed the petition to expand the boundaries of the District with the property that Lennar presented. She was waiting for County staff’s initial review of the petition and all exhibits. In order for the County Commission to consider it, since the District was within the City of Homestead, a resolution was required. Discussion ensued.

### **B.      Engineer**

Mr. Hernandez stated that the District engineer was preparing an engineer’s report for the annexation process and would present it at the next meeting.

### **B.      Club Manager - Monthly Report**

#### **1)      Monthly Report**

Mr. Valverde stated that the pool fence was being repainted. The front of the fence was painted today. The painting should be completed by this weekend and the

pool was planned to re-open Monday of next week. Christopher Sosa replaced Victor. Discussion ensued regarding the pool renovations. Mr. Hernandez stated that the main pump at the pool died and the cost for replacement was \$3,800.

Ms. Genter **MOVED** to replace the pump motor, in the amount of \$3,800, and Ms. Weil seconded the motion.

In response to Mr. Walter's question, Mr. Hernandez stated that there would not be a delay in the pool re-opening, as the pump was ordered and would be installed by the opening date.

On **VOICE VOTE** with all in favor, replacement of the pump motor, in the amount of \$3,800, was approved.

Ms. Genter thanked Mr. Valverde for getting skirts for the tables.

**1) Discussion on Fiscal Year 2017-2018 Banner Schedule**

*This item was discussed.*

**2) Discussion on Floating Structures for Lakes**

Ms. Carino presented options for floating structures on the lakes.

A request was received for Little Swimmers to use the pool Monday through Friday, subject to not playing any music.

On **MOTION** by Ms. Weil, seconded by Mr. Harris, with all in favor, allowing Little Swimmers use of the pool from Monday to Friday, subject to not playing music, was approved.

**3) Discussion on Ligustrum on Kingman Road and Consideration of Proposal**

*This item was discussed.*



**4) Discussion on Antillean Isles of Oasis Hedge Replacement and Consideration of Proposal**

*This item was discussed.*

**C. Field Manager**

*This item was discussed.*

**E. CDD Manager**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Financial Reports**

**A. Approval of Check Run Summary**

**B. Balance Sheet and Income Statement**

Mr. Hernandez presented the Check Run Summary, Balance Sheet and Income Statement.

On MOTION by Ms. Genter, seconded by Ms. Weil, with all in favor, the Check Run Summary and the Balance Sheet and Income Statement, were approved.
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- **Discussion on Rules** (*This item was taken out of order*)
  - A. Proposed Revisions to Club Oasis Rules and Regulations**
  - B. Example from Club Malibu Bay - Rules and Regulations**
  - C. Example from Montecito CDD - Resolution #2015-05 Adopting Rules, Policies and Fees**
  - D. Example from Tison's Landing CDD - Resolution #2013-03 Adopting the Amended and Restated Policies**

Ms. Weil proposed that the Supervisors review the rules and provide comments to GMS by February 23, 2018 at 5:00 p.m. *There was Board consensus.* Mr. Hernandez would provide a redlined version with the changes to the Board. Discussion ensued.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests and  
Audience Comments**

Ms. Genter suggested a barbecue area.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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



Secretary / Assistant Secretary



Chairman / Vice Chairman