

**MINUTES OF MEETING
PALM GLADES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Palm Glades Community Development District was held on Tuesday, August 14, 2018 at 6:30 p.m. at the Silver Palms by Lennar Clubhouse, 23770 SW 115th Avenue, Miami, Florida.

Present and constituting a quorum were:

Barbara Kraus	Chairman
Mauricio Pelaez	Vice Chairman
Jesus (Jay) Vazquez	Assistant Secretary
Edwin Lugo	Assistant Secretary

Also present were:

Juliana Duque	District Manager
Luis Hernandez	Governmental Management Services
Scott Cochran	District Counsel
Yadira Hernandez	HOA/Clubhouse Property Manager
Nick Krittel	KW Property Management
Jose Zepeda	BrightView
Bryant Xavier	Resident

FIRST ORDER OF BUSINESS

Roll Call and Pledge of Allegiance

Ms. Duque called the meeting to order at 6:30 p.m., called the roll and the Pledge of Allegiance was recited by all who attended the meeting. All Supervisors were present, with the exception of Mr. Baluja.

SECOND ORDER OF BUSINESS

Approval of Minutes of the June 12, 2018, June 19, 2018 and July 10, 2018 Meetings

Ms. Duque: The next item is the approval of minutes of the June 12, 2018, June 19, 2018 and July 10, 2018 meetings. This would be the time to make any additions, corrections or deletions. For the July 10, 2018 minutes, the attorney made us aware that his

August 14, 2018

Palm Glades CDD

last name ^{is} ~~was~~ Cochran, not Clark. If there are no other comments, a motion to approve all minutes, would be in order.

Mr. Lugo: There has been some confusion with this set of minutes and past minutes, with some of the dialogue. I think they are confusing my statements with Mr. Pelaez' on several occasions. There are numerous corrections. I don't know how we can correct that going forward, to help the transcriber.

Mr. Hernandez: At the beginning, when you are speaking, state your first and last name. That will help the transcriber identify you. By saying your name, she will be able to transcribe who you are, and therefore, be able to distinguish you.

Mr. Lugo: I figured as much. We might have to do that. The minutes for approval are from the last three meetings. At the last meeting, we didn't approve the minutes. Don't we usually approve the prior month's minutes?

Ms. Duque: Yes. If you recall, we started our meeting on June 12, and recessed it to reconvene on June 19.

Mr. Hernandez: Because of the three meetings being so close together, the recording department got swamped. It's only until now that they are able to provide us with all of the minutes for those meetings.

On MOTION by Mr. Pelaez, seconded by Mr. Vazquez, with all in favor, the Minutes of the June 12, 2018, June 19, 2018 and July 10, 2018 Meetings, as amended, were approved.

THIRD ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2019 Budget

A. Motion to Open the Public Hearing

Ms. Duque: A motion to open the public hearing would be in order.

On MOTION by Mr. Pelaez, seconded by Mr. Vazquez, with all in favor, opening the public hearing to adopt the Fiscal Year 2019 Budget, was approved.

B. Public Comments and Discussion

Ms. Duque: Are there any public comments or discussion?

Mr. Hernandez: I want to let the Board know, that the Proposed Budget that you are receiving today, doesn't contain any type of increase, compared to the prior year. The reason that we don't have many people in attendance at today's meeting, is because there's no increase in District fees, compared to the prior year.

C. Consideration of Resolution #2018-09 Annual Appropriation Resolution

Ms. Duque: Resolution #2018-09, relates to the annual appropriation and adopts the budget for the fiscal year beginning October 1, 2018, and ending on September 30, 2019. A motion to adopt Resolution #2018-09 would be in order.

On MOTION by Mr. Lugo, seconded by Mr. Vazquez, with all in favor, Resolution #2018-09, Annual Appropriation Resolution was adopted.

D. Consideration of Resolution #2018-10 Levy of Non-Ad Valorem Assessments

Ms. Duque: Resolution #2018-10, levies the non-ad valorem maintenance assessment for the General Fund, and adopts the assessment roll for the District. A motion to adopt Resolution #2018-10 would be in order.

On MOTION by Mr. Vazquez, seconded by Mr. Lugo, with all in favor, Resolution #2018-10, Levy of Non-Ad Valorem Assessments, was adopted.

E. Motion to Close the Public Hearing

Ms. Duque: A motion to close the public hearing would be in order.

On MOTION by Mr. Lugo seconded by Mr. Pelaez with all in favor, closing the public hearing to adopt the Fiscal Year 2019 Budget, was approved.

**FOURTH ORDER OF BUSINESS Ratification of Second Amendment
to Agreement with CDI
Enterprises, LLC**

Ms. Duque: This is the second amendment to the agreement with CDI Enterprises. You may recall, during our last meeting, a proposal from CDI Enterprises for the holiday decorations for the clubhouse, was presented. A motion to ratify would be in order.

On MOTION by Mr. Pelaez, seconded by Mr. Lugo, with all in favor, approving the second amendment to the CDI Enterprises Agreement, for holiday decorations, was approved.

Ms. Duque: We are now recessing to commence with the workshop.

Segment II: Workshop Section:

(The Board had a workshop meeting at this time to discuss the following items.)

- A. Discussion on Landscape
 - 1) Hurricane Program
 - 2) Porter Services

- B. KW Items
 - 1) Discussion of Correspondence from Paul Kaplan
 - 2) Discussion on Proposed Events

- C. Defining and Prioritizing Enhancements and Projects
 - 1) Rubber Mulch for Kids Playground
 - 2) Kids Playroom - Updates and Improvements
 - 3) Furniture and Umbrellas at Pool Area
 - 4) Water Fountains
 - 5) Chain Link Fence around Basketball Court to be increased to Six Feet

- D. Discussion on FDR System
- E. Discussion on Clubhouse Improvements and Other Workshop Items

Segment III:

FIFTH ORDER OF BUSINESS

**Authorization or Approvals Requiring
Board Action for Items Discussed
During Workshop**

Ms. Duque: Coming back to the regular meeting, the first item from the workshop, is the Hurricane Preparedness Plan from BrightView. I need a motion to approve the Hurricane Preparedness Plan with changes. The first change is to have a map with a detailed specification and cleaning procedure, as well as the final communication between BrightView and Miami-Dade County, if we are badly hit with a hurricane. We might need a statement on the Hurricane Preparedness Plan about photo documentation, as well as the minimum main power that we will have during that time. A motion to approve the Hurricane Preparedness Plan, is in order.

On MOTION by Mr. Pelaez, seconded by Mr. Vazquez, with all in favor, the Hurricane Preparedness Plan from BrightView, as amended, was approved.

Ms. Duque: The next item is to amend the BrightView Porter Service Agreement. We will work with District counsel to amend the agreement. They will provide two full-time porters, at a total of 80 hours, Monday to Wednesday, Friday and Saturday. The porters will be divided into two sections. The exhibit will be provided to the District by BrightView. The total amount of the new agreement is \$28,600. A motion to amend the Porter Service Agreement is in order.

On MOTION by Mr. Pelaez, seconded by Ms. Kraus, with all in favor, the amendment to the agreement with BrightView for porter services, was approved.

Mr. Hernandez: If you don't mind, I would like to have clear understanding. I would rather be working with District counsel to make sure that we have an agreement that includes the additional 22 hours in one contract, with a clear total amount of what's

being paid. By doing that, it will provide a complete separation with any other contracts. If in the future, something needs to be completed, we already have a full description of what is being done, and we can stop depending on a particular vendor.

Mr. Vazquez: Good.

Ms. Duque: Regarding the presentation from KW, Nick will work on the clean version of the agreement. As was mentioned to the Board of Supervisors, we are currently working on it. The Clubhouse Director, Yadira, will be working on a couple of items; the proposal to clean the pool furniture, installation of a water fountain, as well as a chain link fence on the basketball court, increasing it to six feet on both sides with protective padding on each post. Nicolas will be working with Edwin, as directed by the Board, to meet the new Clubhouse Director. I need a motion to approve the proposal from Cliff Berry to clean all of the drainage systems, in the amount of \$21,850.

On MOTION by Ms. Kraus, seconded by Mr. Pelaez, with all in favor, the proposal from Cliff Berry to clean all of the drainage systems, in the amount of \$21,850, was approved.

Mr. Hernandez: Do you need to appoint Edwin Lugo to meet with the candidate for the Club Management position?

Ms. Duque: I did that already.

Mr. Hernandez: You need to have a motion appointing him.

Ms. Duque: I need a motion to appoint Edwin to work with Nicolas and the new Clubhouse Director.

On MOTION by Ms. Kraus, seconded by Mr. Pelaez, with all in favor, appointing Edwin Lugo to work with Nicolas Krittel for the new Clubhouse Director position, was approved.

Mr. Krittel: To add to that, we are working on setting up September events, which are the food trucks and Bingo.

Ms. Duque: Let's add those two items.

Mr. Hernandez: The District will be sending a letter to Lennar, to ask them to remove any signs other than the Silver Palms signs, and any attachment of those signs to the ground. At the same time, we are asking that they remove all the television screens and sales material that is currently in the club's main room, and inform them that any use of the main rooms needs to be coordinated as any other member. At the same time, Lennar will be informed that no use of the parking is permitted, under the current rules that the club has. A motion authorizing District counsel to draft the letter would be in order.

Ms. Kraus: They need to remove the signage.

Mr. Hernandez: All signs will be removed, along with the TV screens.

Mr. Pelaez: The entire unit is coming out, and then they are going to repair the wall, so it looks like a regular wall again.

On MOTION by Mr. Vazquez, seconded by Ms. Kraus, with all in favor, authorizing District Counsel to send a letter to Lennar, as stated above, was approved.

Mr. Hernandez: Next, we need to authorize the closing of the main room, so that use of the room will be fully controlled by the Silver Palms Club.

On MOTION by Ms. Kraus, seconded by Mr. Pelaez, with all in favor, authorizing the closing of the main room of the Silver Palms Clubhouse, was approved.

Mr. Hernandez: The next item is to declare as surplus, all of the cabinets that were removed from the first office, and allowing the District to use the surplus for the community's needs.

On MOTION by Mr. Lugo, seconded by Mr. Pelaez, with all in favor, declaring all of the cabinets as surplus, was approved.

Mr. Hernandez: The last item is a motion to authorize the donation of those cabinets to the City of Homestead.

On MOTION by Ms. Kraus, seconded by Mr. Pelaez, with all in favor, authorizing the donation of the cabinets to the City of Homestead, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Cochran: We are still working on the agreement with KW. We already discussed the Club Use Agreement. I don't have anything specific to report, unless the Supervisors have any questions.

Ms. Duque: Thank you Scott.

B. Engineer

Ms. Duque: There is nothing to report, at this time.

C. Clubhouse

Ms. Duque: Do you have anything else to report, Luis?

Mr. Hernandez: No.

Ms. Duque: I received a call from a homeowner, regarding an incident, which was reported by a Supervisor that happened to be here that day. The incident was regarding two kids in the splash pad on Sunday. I reached out to clubhouse staff on Monday and asked what took place. They sent me an Incident Report. It seems that one of the kids that used the slide of the splash pad, scratched her back. I don't think it was bigger than a scratch. Nothing else was reported to the District, but I think it was important to mention to the Supervisors that we need to be on top of that and follow up, by going back to the vendors to see if anything needs to be repaired. I encourage club staff to be on top of those

items, because that can become a liability to the District. The slide was inspected and didn't seem to have any issues. The kid probably jumped on the slide, and one of the screws was a little loose, which was tightened. As of today, we haven't heard anything else.

Ms. Kraus: They were supposed to take pictures of the screw and the child's back.

Ms. Hernandez: I did not take pictures of the child's back, only the slide. Alfredo inspected the slide.

Mr. Pelaez: Did we do a recent inspection?

Ms. Kraus: Yes.

Mr. Pelaez: I'm wondering why the issue of a screw is coming up now, when we had a company come out and perform an inspection.

Mr. Hernandez: They tightened up a screw, but they didn't find anything of concern.

Ms. Duque: We assume that's the reason.

Mr. Hernandez: I was told that big kids should not be jumping onto the slide and use it as it was meant for. They never saw anything that would create any harm to anyone, just the way that it is being meant to be used.

Ms. Duque: Maybe staff could be encouraged to look at who is using that facility. I know that sometimes big kids go with small kids. I don't know if they are using the slide, but they shouldn't.

Mr. Pelaez: Do we have any age cap that we can set?

Ms. Duque: I think it says 12 on the rules that are posted on the sign. Maybe that's something to look at.

Mr. Hernandez: If anything needs to be changed, they need to let us know. Staff needs to assist us with finding exactly what took place, because we have three slides and we don't know which one of the three is the one where the incident took place. I asked the person who checked the slide, to check all of them, just to be safe, and they didn't find anything.

D. Field Manager

1) Discussion of Correspondence Related to Pump Repairs

Ms. Duque: This is more for your information. This is one of the cases, when we asked the Supervisors to authorize a certain amount that the District manager can approve, in case we face any emergencies. One of the pumps to our irrigation system was in a bad condition. I was notified on July 30th, and I inspected the irrigation system with the tech on the morning of July 31st. We needed repair work on the pump. Not doing the work would have created more damage to the irrigation system. We repaired what we found during our inspection that day, which was to some of the pump, but there were some broken rotors as well as valves. One valve was 1.5 inches. The total was \$2,275. I attached pictures of the work being performed, as well as a description sent by BrightView. Once again, I inspected the work and I know that everything was done, as described.

2) Report from Tropical Plant and Pest Services

Ms. Duque: I would like to let the Supervisors know that I am extremely happy with the work that they are providing to the community. We have a schedule that is provided by BrightView and they are here on property during those days. Pest control inspects the work that they are doing. They stop the crew that is working on the mower, to measure the blades, to ensure that they are cutting it per his requests. As you can see, we found a couple of things. The machine had different cutting heights, which was brought to their attention. He waited for them to change them and they did. It's good to know that BrightView followed their direction too. He knew the mowing time, so he waited until the crew finished the work. One section on SW 119th Avenue was not properly done, so he made them go back and take care of the area. It seems that the issue was with the mower on the curbing side. They told staff that they could use the mower to mow the curb and that they needed to use different equipment. I think the changes that the Supervisors made were positive, as we are receiving the services that we requested. I am very happy to hear that. In terms of the clubhouse, we have seen a lot of improvements with Tony's Landscape. There are a few things that he needed to address. One of them was the plants and trees that we have on the north side of the property, are

not District plants. The plants are owned by the owner of that lot. There's not much that we can do. We are going to try to see if we can communicate with the homeowner and send the letter. They will take care of whatever is encroaching on District property.

Mr. Pelaez: Are you referring to the ones near the street?

Ms. Duque: All the way down.

Mr. Hernandez: Parallel to the property on the next side.

Mr. Pelaez: On this street, aren't they growing over when you leave the clubhouse?

Ms. Duque: That is correct, where the guardrail is.

Mr. Pelaez: Those we can trim also.

Ms. Duque: We can trim whatever is encroaching District property. We took care of SW 116th Court, which is the area that Edwin mentioned to us. Fertilization is in August. We received a schedule of what is going to be fertilized and what product we are going to be using. I don't have anything else to report.

Mr. Hernandez: There is one item that I want the Board to be aware of, which is that we have raccoons at this facility. Right now, we are paying a company to trap and remove them, because there were three cases of rabies within the community. KW helped us to find a company that could come and install some traps. The District will be paying them, based on the ones that are removed.

Ms. Krebs: Have they caught any?

Mr. Pelaez: Every time we have a meeting, there is always one at night in the parking lot.

Ms. Duque: One day, while we were here looking at the pool, a raccoon came during the day to try to get into the garage can, but when I came outside, it left.

Mr. Hernandez: They are used to having people around.

E. Manager

1) Discussion of Proposed Fiscal Year 2019 Meeting Schedule

Ms. Duque: You received the proposed Fiscal Year 2019 meeting schedule. We will have our meetings at the clubhouse at 6:30 p.m., from October 9, 2018, to September 10, 2019. If anyone has any concerns and would like to change our meeting dates, let us

know, but we believe that this is the direction that has been provided by the District. A motion to consider the notice of meetings is in order.

Mr. Pelaez: Are the meetings going to be held on Tuesday nights?

Ms. Duque: Correct. On the second Tuesday of each month.

On MOTION by Mr. Vazquez, seconded by Mr. Pelaez, with all in favor, the proposed Fiscal Year 2019 meeting schedule, as presented, was approved.

2) Discussion of Financial Disclosure Report from Commission on Ethics

Ms. Duque: Everyone has filed. Congratulations!

SEVENTH ORDER OF BUSINESS Financials Reports

A. Approval of the Check Register

B. Balance and Income Statement

Ms. Duque: Tab A is approval of the Check Register, and Tab B is the Balance Sheet and Income Statement. Unless anyone has any questions, a motion to approve would be in order.

On MOTION by Ms. Kraus, seconded by Mr. Pelaez, with all in favor, the Check Register, Balance Sheet and Income Statement, were approved.

EIGHTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Ms. Duque: Are there any Supervisors requests or audience comments?

Mr. Xavier: Bryant Xavier. The basketball hoops have metal supports behind the backboard. They are broken on both hoops. If you look at them, behind the hoop, there is still a piece of the metal frame that is in place.

Mr. Hernandez: So it's broken.

Mr. Xavier: Yes. When we shoot a basket, it hits the rim and bounces back.

Mr. Hernandez: So it's not tied up to the support.

Mr. Xavier: Yes, on the back side. Both supports are broken.

Mr. Hernandez: I understand.

Mr. Xavier: The gazebo/picnic area is great, but I've been here for six years and I've not used it once. The other day, I was back there and this area is great; however, I was shocked at how pricy it was to reserve that space, so my question is how much utilization are you getting out of that space? Is it ever occupied? I never see anyone in that space. I'm thinking that maybe it's because of the price, because it's pricy.

Ms. Hernandez: It's rented often.

Mr. Xavier: Is it true that you can't use the pool when you rent it?

Ms. Hernandez: That is correct.

Mr. Xavier: I'm curious why that is.

Mr. Lugo: You can use it if you are a homeowner.

Mr. Xavier: I understand. It's because non-residents can't go in the pool.

Mr. Hernandez: As far as the effect that it will be having on an entire party coming in to use the pool, that would prevent other members from using the pool.

Mr. Pelaez: Plus the liability.

Mr. Xavier: It's a liability issue. I get it. Is it \$150 for four hours?

Ms. Hernandez: I have to get the document, to see what the set price for four hours is.

Mr. Xavier: I noticed that the sauna was out of service. Are you repairing that?

Mr. Hernandez: It's fixed.

Ms. Duque: The problem is that someone poured an entire bucket of water on the unit.

Ms. Hernandez: We changed the bucket to a spray bottle.

Mr. Hernandez: That's very common for this type of facility.

Ms. Hernandez: I spoke with Henry a couple of days ago, regarding the backing of the basketball area. He said that they used to have some support on the back, but those were taken off a couple of years ago. I will double check them again to see if anything has to be removed.

Mr. Hernandez: Something needs to be attached.

Mr. Xavier: There was something attached.

Mr. Hernandez: Right now, the ring is loose. There needs to be brackets to tie it to the frame.

Mr. Xavier: The brackets are off.

Mr. Hernandez: Is there anything else?

Mr. Xavier: That's all. Thank you.

Mr. Vazquez: At the front desk, I forget how much security staff we have on the weekend. So often, I see the front desk guy do some rounds, when no one is sitting there. My concern is that people can just come in without checking in. I don't know if we just don't have the staffing or someone was not here. I think somebody should be at the front desk all the time, in my opinion.

Ms. Hernandez: Absolutely. Sometimes they have to step away from the front desk to assist someone.

Mr. Vazquez: If it's something special, I understand.

Ms. Hernandez: Delta Five Security just moved hourly inspections to the clubhouse and they took a look at the area. Unless it's an emergency, there's no reason why they should be leaving the front desk.

Mr. Vazquez: Please make sure that it is manned, because it's been two or three times within the last couple of times that I've just come in, especially on Saturdays. I go straight back to the basketball court.

Ms. Hernandez: I will. We have the pool guard, so there's no reason for the front desk not to be manned.

Ms. Duque: Maybe they are using the restroom. Maybe it's just of matter of communicating with Delta Five Security. If he needs to leave, he should call Delta Five Security.

Mr. Vazquez: I see the front desk guy just walking around, for whatever reason.

Mr. Hernandez: It needs to be seen with a broader view. Even the three roving patrol cars can come here, so if they have an emergency, they can communicate with them, so someone can cover the front desk all the time.

Mr. Vazquez: Correct.

Mr. Hernandez: That shouldn't be a problem. Is there anything else, Jay?

Mr. Vazquez: No.

Ms. Duque: Are there any other audience comments? If not, we need a motion to adjourn.

NINTH ORDER OF BUSINESS

Adjournment

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


Secretary / Assistant Secretary


Chairman / Vice Chairman