



**COCO PALMS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
OCTOBER 18, 2017  
11:15 A.M.**

**Special District Services, Inc.  
6625 Miami Lakes Drive, Suite 374  
Miami Lakes, FL 33014**

**305.777.0761 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile**

**AGENDA**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
730 NW 107<sup>th</sup> Avenue,  
Third Floor, Suite 300 Meeting Room  
Miami, Florida 33172  
**REGULAR BOARD MEETING**  
October 18, 2017  
11:15 a.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. September 20, 2017 Regular Board Meeting .....Page 2
- G. Old Business
  - 1. Staff Report: As Required
- H. New Business
  - 1. Consider Resolution No. 2017-07 – Adopting a Fiscal Year 2016/2017 Amended Budget.....Page 6
  - 2. Staff Report as Required
- I. Administrative & Operational Matters
- J. Board Member & Staff Closing Comments
- K. Adjourn

# MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT -  
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

in the XXXX Court,  
was published in said newspaper in the issues of

09/28/2017

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this  
28 day of SEPTEMBER, A.D. 2017

*Diana Herrera*

(SEAL)

MARIA MESA personally known to me



## COCO PALMS COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Coco Palms Community Development District (the "District") will hold Regular Meetings at Lennar Homes, LLC, located at 730 NW 107th Avenue, 3rd Floor, Suite 300 Meeting Room, Miami, Florida 33172 at 11:15 a.m. on the following dates:

- October 16, 2017
- November 15, 2017
- December 20, 2017
- January 17, 2018
- February 21, 2018
- March 21, 2018
- April 16, 2018
- May 16, 2018
- June 20, 2018
- July 16, 2018
- August 15, 2018
- September 19, 2018

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

www.cocopalmscdd.org

9/28

17-32/0000261358M

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 20, 2017

**A. CALL TO ORDER**

District Manager Neil Kalin called the September 20, 2017, Regular Board Meeting of the Coco Palms Community Development District to order at 11:45 a.m. in the Suite 300 Meeting Room of 730 NW 107<sup>th</sup> Avenue, Miami, Florida 33172.

**B. PROOF OF PUBLICATION**

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 3, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Kalin determined that the attendance of the following Board Members constituted a quorum and it was in order to proceed with the meeting: Chairperson Carolina Herrera, Vice Chairperson Teresa Baluja and Supervisor Indira Jimenez.

Staff in attendance included: District Managers Neil Kalin and Armando Silva of Special District Services, Inc.; and District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present were Carmen Herrera and Yolexys Perez, both of Miami, Florida.

***NOTE:*** Mr. Kalin first took Agenda Item K. New Business Item 1, renamed the "Cooperation and Indemnity Agreement". The resignations and appointments outlined below were taken out of order and prior to the end of the Regular Board Meeting.

**D. CONSIDER RESIGNATIONS AND APPOINTMENTS**

Mr. Kalin stated that he was in possession of a resignation letter dated September 19, 2017, from Yadira Monzon and indicated that it would be in order to consider Ms. Monzon's resignation with an effective date of September 20, 2017. A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Jimenez and passed unanimously to accept the *resignation* of Yadira Monzon with an effective date of September 20, 2017.

Mr. Kalin asked if there were any interested persons who would like to serve on the Board of Supervisors of the Coco Palms Community Development District to fill the unexpired 2-year term office as a result of the resignation of Yadira Monzon. Ms. Carmen Herrera, a qualified individual, stated that she was interested in serving on the District's Board. A discussion ensued after which;

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 20, 2017

A **motion** was made by Ms. Baluja, seconded by Ms. Maria C. Herrera and passed unanimously to *appoint* Ms. Carmen Herrera to serve the remainder of the vacant 2-year unexpired term of office and such term of office shall expire in November 2018.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to Ms. Carmen Herrera and she was advised that the Statement of Financial Interests 2016 Form 1 must be completed and mailed to the Supervisor of Elections' Office within the County of residency within thirty (30) days of taking office. In addition, Mr. Kalin reviewed the important aspects of Government in the Sunshine Law, Public Records Law, Code of Ethics and Financial Disclosure for Public Officials.

Mr. Kalin then stated that he was in possession of a resignation letter dated September 19, 2017, from Indira Jimenez and indicated that it would be in order to consider Ms. Jimenez's resignation with an effective date of September 20, 2017. A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Maria C. Herrera and passed unanimously to accept the *resignation* of Indira Jimenez with an effective date of September 20, 2017.

Mr. Kalin asked if there were any interested persons who would like to serve on the Board of Supervisors of the Coco Palms Community Development District to fill the unexpired 2-year term office as a result of the resignation of Indira Jimenez. Ms. Yolexys Perez, a qualified individual, stated that she was interest in serving on the District's Board. A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Maria C. Herrera and passed unanimously to *appoint* Ms. Yolexys Perez to serve the remainder of the vacant 2-year unexpired term of office and such term of office shall expire in November 2018.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to Ms. Yolexys Perez and advised her that the Statement of Financial Interests 2016 Form 1 must be completed and mailed to the Supervisor of Elections' Office within the County of residency within thirty (30) days of taking office. In addition, Mr. Kalin reviewed the important aspects of Government in the Sunshine Law, Public Records Law, Code of Ethics and Financial Disclosure for Public Officials.

**E. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER DUTIES & RESPONSIBILITIES**

SEE ABOVE ACTIONS TAKEN

**F. ELECTION OF OFFICERS**

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 20, 2017

Mr. Kalin stated, as result of the recent changes on the District's Board of Supervisors, it would be in order to re-elect the officers and the following slate was considered for election:

Chairperson – Maria C. Herrera  
Vice Chairperson – Teresa Baluja  
Secretary/Treasurer – Neil Kalin  
Assistant Secretaries – Raisa Krause, Carmen Herrera, Yolexys Perez,  
Armando Silva and Gloria Perez.

A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Y. Perez and passed unanimously to *elect* the Officers of the Coco Palms Community Development District, as outlined above.

**G. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**I. APPROVAL OF MINUTES**

**1. June 21, 2017, Public Hearing & Regular Board Meeting**

Mr. Kalin presented the June 21, 2017, Public Hearing & Regular Board Meeting minutes and asked if there were any comments and/or changes. There being no changes, a **motion** was made by Ms. Baluja, seconded by Ms. Jimenez and unanimously passed to approve the June 21, 2017, Public Hearing & Regular Board Meeting minutes, *as presented*.

**J. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**K. NEW BUSINESS**

**1. Discussion Regarding Annexation Area (24.96 +/- Acres) and Approval of Annexation Agreement n/k/a the Cooperation and Indemnity Agreement**

Ms. Wald provided the Board with an update on the Cooperation and Indemnity Agreement (the "Agreement") between the Coco Palms Community Development District (the "District") and Orion-DNK, LLC, the Purchaser; and SFI Palm Tree Farms LLC, the Landowner. The Agreement explains the intention of the parties is that the

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 20, 2017

annexation of the property (24.96 +/- acres) into the boundaries of the District not take place prior to the closing of the sale of the property to the Purchaser. Ms. Wald (District Counsel) has reviewed all revisions to the Agreement and the Landowner and Purchaser have executed the Agreement. District Counsel recommended that the Board approve and execute the Agreement. A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Maria C. Herrera and passed unanimously to approve the Cooperation and Indemnity Agreement, *as presented*, and further authorizes District officials to execute the document, as required.

**2. Staff Report, as Required**

There was no Staff Report at this time.

**L. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Staff Report**

It was noted that the community had been inspected post Hurricane Irma and there were no reports of structural damage. Landscaping debris from the storm event will be disposed of, as required.

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

It was noted that the next meeting was scheduled for October 18, 2017.

**N. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. M. Herrera, seconded by Ms. Baluja and passed unanimously to adjourn the Regular Board Meeting at 12:05 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice-Chairperson

**RESOLUTION NO. 2017-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Coco Palms Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

**WHEREAS**, the District has prepared for consideration and approval an Amended Budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

**Section 2.** The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

**PASSED, ADOPTED and EFFECTIVE** this 18<sup>th</sup> day of October, 2017.

**ATTEST:**

**COCO PALMS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



Coco Palms  
Community Development District

**Amended Final Budget For  
Fiscal Year 2016/2017  
October 1, 2016 - September 30, 2017**

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**AMENDED FINAL BUDGET**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
<b>REVENUES</b>			
Administrative Assessments	75,122	75,343	75,343
Maintenance Assessments	37,553	37,551	37,551
Developer Contribution - Debt	0	313,733	313,733
Debt Assessments	693,139	696,807	696,804
Other Revenues	0	988	988
Interest Income	60	335	328
<b>TOTAL REVENUES</b>	<b>\$ 805,874</b>	<b>\$ 1,124,757</b>	<b>\$ 1,124,747</b>
<b>EXPENDITURES</b>			
Supervisor Fees	0	0	0
Management	29,100	29,100	29,100
Legal	13,000	8,500	7,229
Legal - Extraordinary	0	988	988
Assessment Roll	7,500	7,500	7,500
Audit Fees	4,000	3,200	3,200
Arbitrage Rebate Fee	650	650	0
Insurance	5,500	5,100	5,100
Legal Advertisements	1,500	1,000	493
Miscellaneous	1,500	600	68
Postage	750	150	120
Office Supplies	1,000	500	461
Dues & Subscriptions	175	175	175
Trustee Fees	3,500	3,500	3,500
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	1,500	1,500	1,500
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 70,675</b>	<b>\$ 63,463</b>	<b>\$ 60,434</b>
<b>MAINTENANCE EXPENDITURES</b>			
Annual Engineer's Report/Inspections/Field Ops Mgt	2,200	2,000	41
Lawn & Landscape Tract Maintenance	5,000	200	0
Entrance Feature Maintenance	3,600	200	0
Irrigation System Maintenance/Upkeep	2,400	200	0
Roadway/Drainage System Maintenance-Upkeep	3,600	200	0
Fountain Maintenance/Upkeep	4,000	200	0
FP&L Power/Utility	7,200	200	0
Miscellaneous Maintenance	3,700	1,800	0
Lake - Aquatic Maintenance	3,600	1,800	744
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 35,300</b>	<b>\$ 6,800</b>	<b>\$ 785</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 105,975</b>	<b>\$ 70,263</b>	<b>\$ 61,219</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 699,899</b>	<b>\$ 1,054,494</b>	<b>\$ 1,063,528</b>
Bond Payments	(651,551)	(976,931)	(976,931)
<b>BALANCE</b>	<b>\$ 48,348</b>	<b>\$ 77,563</b>	<b>\$ 86,597</b>
County Appraiser & Tax Collector Fee	(16,116)	(7,784)	(7,784)
Discounts For Early Payments	(32,232)	(31,252)	(31,252)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 38,527</b>	<b>\$ 47,561</b>
Carryover From Prior Year	0	0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 38,527</b>	<b>\$ 47,561</b>

FUND BALANCE AS OF 9/30/16
FY 2016/2017 ACTIVITY
FUND BALANCE AS OF 9/30/17

\$5,110
\$38,527
\$43,637

**AMENDED FINAL BUDGET**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	<b>FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17</b>	<b>AMENDED FINAL BUDGET 10/1/16 - 9/30/17</b>	<b>YEAR TO DATE ACTUAL 10/1/16 - 9/29/17</b>
<b>REVENUES</b>			
Interest Income	0	2,790	2,782
Payment By Developer	0	313,733	313,733
NAV Tax Collection	651,551	663,198	663,198
<b>Total Revenues</b>	<b>\$ 651,551</b>	<b>\$ 979,721</b>	<b>\$ 979,713</b>
<b>EXPENDITURES</b>			
Principal Payments	170,000	170,000	170,000
Interest Payments	481,551	556,102	556,102
<b>Total Expenditures</b>	<b>\$ 651,551</b>	<b>\$ 726,102</b>	<b>\$ 726,102</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 253,619</b>	<b>\$ 253,611</b>

FUND BALANCE AS OF 9/30/16	\$328,259
FY 2016/2017 ACTIVITY	\$253,619
FUND BALANCE AS OF 9/30/17	\$581,878

Notes

Reserve Fund Balance = \$328,867\*. Revenue Fund Balance = \$252,992\*

Revenue Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$239,181.

\* Approximate Amounts

**Series 2016 Bond Information**

Original Par Amount =	\$10,355,000	Annual Principal Payments Due:
Interest Rate =	3.75% - 5.00%	May 1st
Issue Date =	March 2016	Annual Interest Payments Due:
Maturity Date =	May 2046	May 1st & November 1st
Par Amount As Of 9/30/17	\$10,185,000	