



**COCO PALMS
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
OCTOBER 21, 2020
10:15 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
REGULAR BOARD MEETING

October 21, 2020

10:15 a.m.

Join by VIDEO ACCESS at: <https://us02web.zoom.us/j/3341025011>

Meeting ID: 334 102 5011

Dial In Phone Number: 1 929 436 2866

- 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
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 - 1. Staff Report: As Required
- H. New Business
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- J. Board Member & Staff Closing Comments
- K. Adjourn

Miami Daily Business Review

Oct. 14, 2020

Miscellaneous Notices

NOTICE OF REGULAR BOARD MEETING OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Coco Palms Community Development District (the "District") will hold a Regular Board Meeting (the "Meeting") of its Board of Supervisors (the "Board") on October 21, 2020, at 10:15 a.m. to be conducted by telephonic and/or video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112, 20-114, 20-150, 20-179, 20-193, and 20-246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 24, 2020, July 29, 2020, August 7, 2020, and September 30, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The Meeting is being held for the necessary public purpose of considering District business that may properly come before the Board. At such time the Board is so authorized and may consider any business that may lawfully and properly come before it.

While it is necessary to hold the Meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Participants may attend the Meeting by accessing the District's website, www.cocopalmscdd.org and clicking on the meeting link you will find on the homepage, or utilizing the following login information:

Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/3341025011>

OR

Call In at: 929-436-2866

Meeting ID: 334 102 5011

A copy of the budget and/or the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or asilva@sdsinc.org (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this Meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this Meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this Meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

www.cocopalmscdd.org

10/14 20-12/0000492920M

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
AUGUST 19, 2020

Note: The Coco Palms Community Development District (the “District”) Special Board Meeting is being held via telephonic conferencing as a result of the public health emergency that exists in the State of Florida as a consequence of the COVID-19 coronavirus, in light of the guidelines established by the Centers for Disease Control for the protection of all members of the community, and with the authority granted by Executive Orders issued by Governor Ron DeSantis, including Executive Order 20-69 (Emergency Management—COVID-19—Local Government Public Meetings) authorizing the use of communications technology, such as telephonic conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes.

A. CALL TO ORDER

District Manager Armando Silva called the August 19, 2020, Regular Board Meeting of the Coco Palms Community Development District (the “District”) to order at 10:22 a.m. via video conferencing.

B. PROOF OF PUBLICATION

Mr. Silva presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on July 30, 2020 and August 6, 2020, as legally required.

C. ESTABLISH A QUORUM

Mr. Silva determined that the attendance of the following Board Members constituted a quorum and it was in order to proceed with the meeting: Vice Chairperson Teresa Baluja and Supervisors Carmen Orozco (formerly known as, “Carmen Herrera”) and Vanessa Perez.

Staff in attendance included: District Manager and Armando Silva of Special District Services, Inc.; and District Counsel Michael Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

F. APPROVAL OF MINUTES

1. May 20, 2020, Regular Board Meeting

Mr. Silva presented the minutes of the May 20, 2020, Regular Board Meeting and asked if there were any changes and/or corrections. There being no changes and/or corrections,

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
AUGUST 19, 2020

a **motion** was made by Ms. Baluja, seconded by Ms. Perez and unanimously passed to approve the May 20, 2020, Regular Board Meeting Minutes, *as presented*.

Note: At approximately 10:23 a.m., Mr. Silva recessed the Regular Board Meeting and simultaneously opened the Public Hearing.

G. PUBLIC HEARING
1. Proof of Publication

Mr. Silva presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on July 30, 2020 and August 6, 2020, as legally required.

2. Receive Public Comment on the Fiscal Year 2020/2021 Final Budget & Assessments

Mr. Silva opened the public comment portion of the Public Hearing to receive comments on the fiscal year 2020/2021 budget and non-ad valorem special assessments. There being no public comments, Mr. Silva closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Final Budget

Mr. Silva presented Resolution No. 2020-02, entitled:

RESOLUTION NO. 2020-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
APPROVING AND ADOPTING A FISCAL YEAR 2020/2021 FINAL
BUDGET INCLUDING NON-AD VALOREM SPECIAL
ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Silva read the title of the resolution into the record and stated that it provides for approving and adopting the fiscal year 2020/2021 final budget and non-ad valorem special assessment tax roll. For the record, copies of the tax roll were made available at the meeting. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and passed unanimously approving and adopting Resolution No. 2020-02, *as presented*, thereby setting the fiscal year 2020/2021 final budget and non-ad valorem special assessment tax roll (Assessment Levy).

Note: At approximately 10:25 a.m., Mr. Silva closed the Public Hearing and simultaneously reconvened the Regular Board Meeting.

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
AUGUST 19, 2020

H. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

I. NEW BUSINESS

1. Consider Resolution No. 2020-03 – Ordering and Calling for a Landowners’ Meeting

Mr. Silva presented Resolution No. 2020-03, entitled:

RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT ORDERING AND CALLING FOR THE LANDOWNERS’ MEETING AND PUBLIC NOTICE THEREOF FOR THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT’S ELECTION OF MEMBERS TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Silva gave an explanation and purpose for the resolution and provided at the meeting the Election Procedures, proxy forms and sample ballots. Furthermore, Mr. Silva stated that information related to the Landowners’ Election (Terms of office expiring for assigned Seats 1 [Maria C. Herrera], 2 [Teresa Baluja], and 3 [Carmen Orozco] will be available in the District’s official records office located at 6625 Miami Lakes Drive, Suite 374, Miami Lakes, Florida 33014. A discussion ensued after which;

A **motion** was made by Ms. Orozco, seconded by Ms. Baluja and passed unanimously to approve and adopt Resolution No. 2020-03, *as presented* and sets the Landowners’ Meeting on November 18, 2020 at 10:15 a.m. in the Third Floor Conference Room located at 730 NW 107th Avenue, Suite 300, Miami, Florida 33172; and authorizes publication of the Landowners’ Meeting as required by law.

2. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2020/2021 Meeting Schedule

Mr. Silva presented Resolution No. 2020-04, entitled:

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE TIME AND

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
AUGUST 19, 2020

**LOCATION OF SAID DISTRICT MEETINGS; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. Silva provided an explanation for the resolution. A discussion ensued after which;

A **motion** was made by Ms. Baluja, seconded by Ms. Perez and passed unanimously to approve and adopt Resolution No. 2020-03, *as presented*; thereby setting the 2020/2021 Regular Meeting schedule and authorizes the publication of the schedule, as required by law.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report as Required

There was no Staff Report at this time.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Silva stated that unless an emergency were to arise, this Board will not have to meet until sometime in October or November 2020.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Baluja, seconded by Ms. Perez and unanimously passed to adjourn the Regular Board Meeting at 11:28 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

RESOLUTION NO. 2020-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 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 (the “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 2019/2020 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 21st day of October, 2020.

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 2019/2020
October 1, 2019 - September 30, 2020**

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AMENDED FINAL BUDGET
COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Administrative Assessments	84,773	77,808	77,808
Maintenance Assessments	66,723	60,472	60,472
Debt Assessments (2016)	696,804	696,804	696,804
Debt Assessments (2019)	400,000	268,403	268,403
Developer Contribution (2019)	0	138,694	138,694
Other Revenues	0	0	0
Interest Income	240	790	788
TOTAL REVENUES	\$ 1,248,540	\$ 1,242,971	\$ 1,242,969
EXPENDITURES			
Supervisor Fees	0	0	0
Management	30,876	30,876	30,876
Legal	12,000	9,700	7,753
Assessment Roll	7,800	7,800	7,800
Audit Fees	4,400	4,400	4,400
Arbitrage Rebate Fee	1,300	1,300	1,300
Insurance	6,900	5,251	5,251
Legal Advertisements	1,300	900	572
Miscellaneous	1,500	500	90
Postage	675	325	318
Office Supplies	800	525	503
Dues & Subscriptions	175	175	175
Trustee Fees	7,000	7,000	7,000
Continuing Disclosure Fee	2,000	1,500	1,500
Website Management	2,000	2,000	2,000
Administrative Contingency	1,200	250	0
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 79,926	\$ 72,502	\$ 69,538
MAINTENANCE EXPENDITURES			
Annual Engineer's Report/Inspections	1,800	1,600	590
Field Operations Management	1,200	1,200	1,200
Lawn & Landscape Tract Maintenance	5,000	9,000	7,610
Entrance Feature Maintenance	3,600	250	0
Irrigation System Maintenance/Upkeep	2,400	2,595	2,595
Roadway/Drainage System Maintenance/Upkeep	3,600	250	0
Common Driveway Maintenance/Upkeep	19,620	250	0
Fountain Maintenance/Upkeep	4,000	250	0
FP&L Power/Utility	6,000	3,553	3,553
Lake - Aquatic Maintenance	4,200	3,072	3,072
Miscellaneous Maintenance	11,300	5,000	0
TOTAL MAINTENANCE EXPENDITURES	\$ 62,720	\$ 27,020	\$ 18,620
TOTAL EXPENDITURES	\$ 142,646	\$ 99,522	\$ 88,158
REVENUES LESS EXPENDITURES	\$ 1,105,894	\$ 1,143,449	\$ 1,154,811
Bond Payments - 2016	(654,996)	(663,802)	(663,802)
Bond Payments - 2019	(376,000)	(405,289)	(405,289)
BALANCE	\$ 74,898	\$ 74,358	\$ 85,720
County Appraiser & Tax Collector Fee	(24,966)	(9,911)	(9,911)
Discounts For Early Payments	(49,932)	(30,437)	(30,437)
EXCESS/ (SHORTFALL)	\$ -	\$ 34,010	\$ 45,372
Carryover From Prior Year			0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 34,010	\$ 45,372

FUND BALANCE AS OF 9/30/19	
FY 2019/2020 ACTIVITY	
FUND BALANCE AS OF 9/30/20	

\$125,065
\$34,010
\$159,075

AMENDED FINAL BUDGET
COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2016
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Interest Income	500	5,341	5,328
NAV Tax Collection	654,996	663,802	663,802
Total Revenues	\$ 655,496	\$ 669,143	\$ 669,130
EXPENDITURES			
Principal Payments	190,000	190,000	190,000
Interest Payments	461,300	464,863	464,863
Bond Redemption	4,196	0	0
Total Expenditures	\$ 655,496	\$ 654,863	\$ 654,863
Excess/ (Shortfall)	\$ -	\$ 14,280	\$ 14,267

FUND BALANCE AS OF 9/30/19	\$613,425
FY 2019/2020 ACTIVITY	\$14,280
FUND BALANCE AS OF 9/30/20	\$627,705

Notes

Reserve Fund Balance = \$327,685*. Revenue Fund Balance = \$300,020*

Revenue Fund Balance To Be Used To Make 11/1/2020 Interest Payment Of \$228,869.

* 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 9/30/20 =	\$9,635,000	

AMENDED FINAL BUDGET
COCO PALMS COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND - SERIES 2019
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Interest Income	0	1,661	1,658
NAV Assessment Collection	376,000	266,595	266,595
Payment By Developer	0	138,694	138,694
Total Revenues	\$ 376,000	\$ 406,950	\$ 406,947
EXPENDITURES			
Principal Payments	100,000	100,000	100,000
Interest Payments	275,638	277,388	277,388
Bond Redemption	362	0	0
Total Expenditures	\$ 376,000	\$ 377,388	\$ 377,388
Excess/ (Shortfall)	\$ -	\$ 29,562	\$ 29,559

FUND BALANCE AS OF 9/30/19	\$190,676
FY 2019/2020 ACTIVITY	\$29,562
FUND BALANCE AS OF 9/30/20	\$220,238

Notes

Reserve Fund Balance = \$188,119*. Revenue Fund Balance = \$32,119*

Revenue Fund & November Collections To Be Used To Make 12/15/2020 Interest Payment Of \$136,944.

* Approximate Amounts

Series 2019 Bond Information

Original Par Amount =	\$5,915,000	Annual Principal Payments Due:
Interest Rate =	3.5% - 5.0%	June 15th
Issue Date =	February 2019	Annual Interest Payments Due:
Maturity Date =	June 2049	June 15th & December 15th
Par Amount As Of 9/30/20 =	\$5,815,000	