



**COCO PALMS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
& PUBLIC HEARING  
SEPTEMBER 5, 2023  
6:30 P.M.**

Special District Services, Inc.  
8785 SW 165th Avenue, Suite 200  
Miami, FL 33193

786.313.3661 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
Artesa Clubhouse  
11590 SW 248<sup>th</sup> Street  
Homestead, FL 33032  
**REGULAR BOARD MEETING & PUBLIC HEARING**  
September 5, 2023  
6:30 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Appointment to Fill Vacancy – Seat #2 – Exp. Nov. 2024
- E. Administer Oath of Office and Review Board Member Responsibilities and Duties
- F. Additions or Deletions to Agenda
- G. Comments from the Public for Items Not on the Agenda
- H. Approval of Minutes
  - 1. July 17, 2023 Special Board Meeting.....Page 2
- I. Public Hearing
  - 1. Proof of Publication.....Page 4
  - 2. Consider Resolution No. 2023-04 – Amending Resolution No. 2023-02 Approving  
Proposed FY2023-2024 Budget.....Page 5
  - 3. Received Public Comments on Fiscal Year 2023/2024 Final Budget
  - 4. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2023/2024 Final Budget.....Page 6
- J. Old Business
- K. New Business
  - 1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 14
  - 2. Discussion Regarding Required Ethics Training.....Page 16
  - 3. Discussion Regarding Landscaping Improvements (Isola).....Page 21
  - 4. Discussion Regarding First Amendment to the Engineering Agreement.....Page 24
- L. Administrative & Operational Matters
- M. Board Member & Staff Closing Comments
- N. Adjourn

Publication Date  
2023-08-16

Subcategory  
Miscellaneous Notices

NOTICE OF PUBLIC HEARING  
AND REGULAR BOARD MEETING OF  
THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Coco Palms Community Development District (the "District") will hold a Public Hearing and a Regular Board Meeting on September 5, 2023, at 6:30 p.m., or as soon thereafter as can be heard, at the Artesa Clubhouse located at 11590 SW 248th Lane, Homestead, Florida 33032.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2023/2024 Proposed Final Budget and Non-Ad Valorem Assessment Roll. A copy of the Proposed Final Budget and/or the Agenda may be obtained from the District's website or by contacting the District Manager at (786) 313-3661 and/or toll free at 1-877-737-4922, prior to the date of the hearings and/or meeting. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (786) 313-3661 and/or toll free at 1-877-737- 4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at these Public Hearings and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Coco Palms Community Development District  
[www.cocopalmscdd.org](http://www.cocopalmscdd.org)8/16-23 23-08/0000678479M

**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2023**

**A. CALL TO ORDER**

District Manager Armando Silva called the July 17, 2023, Special Board Meeting of the Coco Palms Community Development District (the “District”) to order at 6:39 p.m. in the Artesa Clubhouse located at 11690 SW 248<sup>th</sup> Street, Homestead, Florida 33032.

**B. PROOF OF PUBLICATION**

Mr. Silva presented proof of publication that notice of the Special Board Meeting had been published in the *Miami Daily Business Review* on July 7, 2023, 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: Chairperson Corissa Nguyen, Vice Chairperson Seth Patterson and Supervisor Nilka Gomez.

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

**D. ADDITIONS OR DELETIONS TO 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. March 8, 2023, Regular Board Meeting**

Mr. Silva presented the March 8, 2023, Regular Board Meeting minutes and asked if there were any comments and/or changes. There being no comments or changes, a **motion** was made by Ms. Nguyen, seconded by Ms. Gomez and unanimously passed approving the March 8, 2023, Regular Board Meeting minutes, *as presented*.

**G. OLD BUSINESS**

**1. Update Regarding Lake Fountain Installation**

Mr. Silva stated that the lake fountains have been installed and the District has received positive comments from the community residents regarding the fountains. The District is still pending the closure of the lake fountain permit with the City of Homestead.

**H. NEW BUSINESS**

**1. Discussion Regarding Isola Tower – T-24846**

Mr. Silva informed the Board that Attorney, Amanda Naldjieff of Holland & Knight had reached out to him because she requires the District to execute the District portion of the final plat mylar for a telecommunications tower on Tract C of the District (Isola). Due to the tract being located within the boundaries of the District, Miami-Dade County is requiring that the District sign in acknowledgment of the installation of the telecommunications tower. The conveyance has been completed and the approvals are in place. They are simply pending the executed mylar to submit the same to the County. A discussion ensued after which;

A **motion** was made by Mr. Patterson, seconded by Ms. Nguyen and unanimously passed, to approved the final plat mylar for a telecommunications tower on Tract C of the District; and authorizing the chairperson to execute the plat mylar on behalf of the District.

**L. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Consider Resolution No. 2023-03 – Adoption of Records Retention Policy**

Mr. Silva explained that the document provides for the authorization of the District's records custodian to appoint a Records Management Liaison Officer. Mr. Silva further explained that this document provides that the electronic record shall be considered the official record and any paper originals are considered duplicates which may be disposed of unless required by any applicable statute, rule or ordinance, per section 668.50, Florida Statutes.

A **motion** was made by Mr. Patterson, seconded by Ms. Nguyen and unanimously passed to approve Resolution No. 2023-03; thereby adopting a Records Retention Policy.

**2. Reminder: Statement of Financial Interest – Form 1**

Mr. Silva reminded the Board that the Statement of Financial Interest – Form 1 was due on July 1, 2023. He urged those who had not yet submitted their Form 1 to do it as soon as possible.

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

Mr. Silva reminded the Board Members that this Board will meet again on August 9<sup>th</sup>, 2023 for the Public Hearing and Regular Board Meeting.

**K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Nguyen, seconded by Mr. Patterson and passed unanimously to adjourn the Regular Board Meeting at approximately 6:58 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice-Chairperson

Publication Date  
2023-08-16

Subcategory  
Miscellaneous Notices

NOTICE OF PUBLIC HEARING  
AND REGULAR BOARD MEETING OF  
THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

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The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2023/2024 Proposed Final Budget and Non-Ad Valorem Assessment Roll. A copy of the Proposed Final Budget and/or the Agenda may be obtained from the District's website or by contacting the District Manager at (786) 313-3661 and/or toll free at 1-877-737-4922, prior to the date of the hearings and/or meeting. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Meetings may be continued as found necessary to a time and place specified on the record.

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Coco Palms Community Development District  
[www.cocopalmscdd.org](http://www.cocopalmscdd.org)8/16-23 23-08/0000678479M

**RESOLUTION NO. 2023-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT REGARDING THE PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; PROVIDING FOR AMENDING RESOLUTION NO. 2023-02 WHICH APPROVED THE PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS; AND AUTHORIZED THE SETTING OF THE PUBLIC HEARING DATE FOR PUBLIC COMMENT AND FINAL BUDGET ADOPTION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (“Board”) of the Coco Palms Community Development District (“District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a proposed Budget for each fiscal year; and,

**WHEREAS**, the Proposed Budget including the Assessments for Fiscal Year 2023/2024 was prepared and considered by the Board; and was approved by the Board on June 14, 2023; and,

**WHEREAS**, the original Proposed Budget has to be changed to remove a maintenance line item that would have caused an increase in the Assessments for the Fiscal Year 2023/2024; and would have prompted the District to notify all affected property owners of the potential increase in Assessments for the Fiscal Year 2023/2024.

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

**Section 1.** Resolution No. 2023-02 is hereby amended. The Proposed Budget including the Assessments for Fiscal Year 2023/2024 attached as Exhibit “A” to Resolution No. 2023-02 is hereby amended and replaced by the Proposed Budget including the Assessments for Fiscal Year 2023/2024 attached hereto as Exhibit “A”, which is hereby approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for September 5<sup>th</sup>, 2023 at 6:30 p.m. in the Artesa Clubhouse located at 11590 SW 248th Street, Homestead, FL 33032, for the purpose of receiving public comments on the Proposed Fiscal Year 2023/2024 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 5<sup>th</sup> day of September, 2023.

**ATTEST:**

**COCO PALMS COMMUNITY  
DEVELOPMENT DISTRICT**

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

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

**RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2023/2024 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS PURSUANT TO CHAPTER 190, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (the “Board”) of the Coco Palms Community Development District (the “District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and

**WHEREAS**, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

**Section 1.** The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

**Section 2.** The Secretary and/or 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 5<sup>th</sup> day of September, 2023.

**ATTEST:**

**COCO PALMS  
COMMUNITY DEVELOPMENT DISTRICT**

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

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



# Coco Palms Community Development District

**Final Budget For  
Fiscal Year 2023/2024  
October 1, 2023 - September 30, 2024**

# **CONTENTS**

- I        FINAL BUDGET**
- II       DETAILED FINAL BUDGET**
- III      DETAILED FINAL DEBT SERVICE FUND BUDGET (SERIES 2016)**
- IV      DETAILED FINAL DEBT SERVICE FUND BUDGET (SERIES 2019)**
- V       ASSESSMENT COMPARISON**

**FINAL BUDGET**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	<b>FISCAL YEAR 2023/2024 BUDGET</b>
<b>REVENUES</b>	
Administrative Assessments	84,607
Maintenance Assessments	66,596
Debt Assessments (2016)	695,856
Debt Assessments (2019)	400,000
Other Revenues - Cost Share	5,000
Interest Income	360
<b>TOTAL REVENUES</b>	<b>\$ 1,252,419</b>
<b>EXPENDITURES</b>	
<b>Administrative Expenditures</b>	
Supervisor Fees	4,000
Payroll Taxes	306
Management	33,960
Legal	12,000
Assessment Roll	7,800
Audit Fees	5,000
Arbitrage Rebate Fee	1,300
Insurance	6,800
Legal Advertisements	850
Miscellaneous	1,000
Postage	425
Office Supplies	575
Dues & Subscriptions	175
Trustee Fees	7,000
Continuing Disclosure Fee	1,500
Website Management	2,000
Administrative Contingency	200
<b>Total Administrative Expenditures</b>	<b>\$ 84,891</b>
<b>Maintenance Expenditures</b>	
Annual Engineer's Report/Inspections	2,300
Field Operations Management	1,200
Lawn & Landscape Tract Maintenance	15,000
Entrance Feature Maintenance	0
Irrigation System Maintenance/Upkeep	2,000
Irrigation System - Water	5,000
Roadway/Drainage System Maintenance/Upkeep	7,000
Common Driveway Maintenance/Upkeep	10,000
Fountain Maintenance/Upkeep	5,000
FP&L Power/Utility	13,000
Lake - Aquatic Maintenance	4,200
Miscellaneous Maintenance	9,100
Signs	0
<b>Total Maintenance Expenditures</b>	<b>\$ 73,800</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 158,691</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 1,093,728</b>
Bond Payments (2016)	(654,105)
Bond Payments (2019)	(376,000)
<b>BALANCE</b>	<b>\$ 63,623</b>
County Appraiser & Tax Collector Fee	(24,941)
Discounts For Early Payments	(49,882)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (11,200)</b>
Carryover Funds From Prior Year	11,200
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
<b>REVENUES</b>				
Administrative Assessments	85,075	88,641	84,607	Expenditures Less Interest & Cost Share/.94
Maintenance Assessments	66,723	62,674	66,596	Expenditures Less Carryover/.94
Debt Assessments (2016)	695,856	695,856	695,856	Bond Payments/.94
Debt Assessments (2019)	400,000	400,000	400,000	Bond Payments/.94
Other Revenues - Cost Share	9,800	0	5,000	Cost Share Revenue
Interest Income	37	360	360	Interest Projected At \$30 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 1,257,491</b>	<b>\$ 1,247,531</b>	<b>\$ 1,252,419</b>	
<b>EXPENDITURES</b>				
<b>Administrative Expenditures</b>				
Supervisor Fees	0	4,000	4,000	Supervisor Fees
Payroll Taxes	0	306	306	Supervisor Fees * 7.65%
Management	32,016	32,976	33,960	CPI Adjustment (Capped at 3%)
Legal	9,583	12,000	12,000	No Change From 2022/2023 Budget
Assessment Roll	7,800	7,800	7,800	As Per Contract Plus Expansion Area
Audit Fees	4,600	4,800	5,000	Accepted Amount For 2022/2023 Audit
Arbitrage Rebate Fee	1,300	1,300	1,300	No Change From 2022/2023 Budget
Insurance	5,843	6,575	6,800	Fiscal Year 2022/2023 Expenditure Was \$6,281
Legal Advertisements	560	900	850	\$50 Decrease From 2022/2023 Budget
Miscellaneous	215	1,100	1,000	\$100 Decrease From 2022/2023 Budget
Postage	112	475	425	\$50 Decrease From 2022/2023 Budget
Office Supplies	429	575	575	No Change From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fees	7,000	7,000	7,000	No Change From 2022/2023 Budget
Continuing Disclosure Fee	1,000	1,500	1,500	No Change From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
Administrative Contingency	0	200	200	Administrative Contingency
<b>Total Administrative Expenditures</b>	<b>\$ 72,633</b>	<b>\$ 83,682</b>	<b>\$ 84,891</b>	
<b>Maintenance Expenditures</b>				
Annual Engineer's Report/Inspections	2,795	1,800	2,300	\$500 Increase From 2022/2023 Budget
Field Operations Management	1,200	1,200	1,200	No Change From 2022/2023 Budget
Lawn & Landscape Tract Maintenance	25,805	13,000	15,000	\$2,000 Increase From 2022/2023 Budget
Entrance Feature Maintenance	8,321	2,000	0	Line Item Eliminated
Irrigation System Maintenance/Upkeep	0	2,000	2,000	No Change From 2022/2023 Budget
Irrigation System - Water	0	5,000	5,000	No Change From 2022/2023 Budget
Roadway/Drainage System Maintenance/Upkeep	0	5,600	7,000	\$1,400 Increase From 2022/2023 Budget
Common Driveway Maintenance/Upkeep	0	10,000	10,000	No Change From 2022/2023 Budget
Fountain Maintenance/Upkeep	0	5,000	5,000	No Change From 2022/2023 Budget
FP&L Power/Utility	12,133	6,000	13,000	\$7,000 Increase From 2022/2023 Budget
Lake - Aquatic Maintenance	3,354	4,200	4,200	No Change From 2022/2023 Budget
Miscellaneous Maintenance	22,944	2,614	9,100	\$6,486 Increase From 2022/2023 Budget
Signs	0	500	0	Line Item Eliminated
<b>Total Maintenance Expenditures</b>	<b>\$ 76,552</b>	<b>\$ 58,914</b>	<b>\$ 73,800</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 149,185</b>	<b>\$ 142,596</b>	<b>\$ 158,691</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 1,108,306</b>	<b>\$ 1,104,935</b>	<b>\$ 1,093,728</b>	
Bond Payments (2016)	(662,483)	(654,105)	(654,105)	2024 P & I Payments Less Earned Interest
Bond Payments (2019)	(380,816)	(376,000)	(376,000)	2024 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 65,007</b>	<b>\$ 74,830</b>	<b>\$ 63,623</b>	
County Appraiser & Tax Collector Fee	(11,998)	(24,943)	(24,941)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(47,822)	(49,887)	(49,882)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 5,187</b>	<b>\$ -</b>	<b>\$ (11,200)</b>	
Carryover Funds From Prior Year	0	0	11,200	Carryover Funds From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 5,187</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE FUND BUDGET (SERIES 2016)**

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024

OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	2,809	25	250	Projected Interest For 2023/2024
NAV Tax Collection	662,483	654,105	654,105	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 665,292</b>	<b>\$ 654,130</b>	<b>\$ 654,355</b>	
<b>EXPENDITURES</b>				
Principal Payments	205,000	215,000	225,000	Principal Payment Due In 2024
Interest Payments	449,738	437,213	427,313	Interest Payments Due In 2024
Bond Redemption	0	1,918	2,042	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 654,738</b>	<b>\$ 654,130</b>	<b>\$ 654,355</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 10,554</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2016 Bond Information**

Original Par Amount =	\$10,355,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.75% - 5.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	February 2016		
Maturity Date =	May 2046		
Par Amount As Of 1/1/23 =	\$9,220,000		

# DETAILED FINAL DEBT SERVICE FUND BUDGET (SERIES 2019)

COCO PALMS COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024

OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2021/2022	2022/2023	2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,579	25	250	Projected Interest For 2023/2024
NAV Tax Collection	380,816	376,000	376,000	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$ 382,395</b>	<b>\$ 376,025</b>	<b>\$ 376,250</b>	
<b>EXPENDITURES</b>				
Principal Payments	105,000	110,000	115,000	Principal Payment Due In 2024
Interest Payments	270,263	264,463	260,384	Interest Payments Due In 2024
Bond Redemption	0	1,562	866	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 375,263</b>	<b>\$ 376,025</b>	<b>\$ 376,250</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 7,132</b>	<b>\$ -</b>	<b>\$ -</b>	

## Series 2019 Bond Information

Original Par Amount =	\$5,915,000	Annual Principal Payments Due =	June 15th
Interest Rate =	3.5% - 5.00%	Annual Interest Payments Due =	June 15th & December 15th
Issue Date =	February 2019		
Maturity Date =	June 2049		

Par Amount As Of 1/1/23 = \$5,610,000

# COCO PALMS COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Projected Assessment*
<u>Original Units</u>				
Administrative For Single Family Units	\$ 82.60	\$ 82.47	\$ 86.40	\$ 82.47
Maintenance For Single Family Units	\$ 65.04	\$ 65.04	\$ 61.09	\$ 64.91
Debt For Single Family Units	\$ 1,053.00	\$ 1,053.00	\$ 1,053.00	\$ 1,053.00
<b>Total For Single Family Units</b>	<b>\$ 1,200.64</b>	<b>\$ 1,200.51</b>	<b>\$ 1,200.49</b>	<b>\$ 1,200.38</b>
Administrative For Townhome Units	\$ 82.60	\$ 82.47	\$ 86.40	\$ 82.47
Maintenance For Townhome Units	\$ 65.04	\$ 65.04	\$ 61.09	\$ 64.91
Debt For Townhomes Units	\$ 948.00	\$ 948.00	\$ 948.00	\$ 948.00
<b>Total For Townhomes Units</b>	<b>\$ 1,095.64</b>	<b>\$ 1,095.51</b>	<b>\$ 1,095.49</b>	<b>\$ 1,095.38</b>
Administrative For Villa Units	\$ 82.60	\$ 82.47	\$ 86.40	\$ 82.47
Maintenance For Villa Units	\$ 65.04	\$ 65.04	\$ 61.09	\$ 64.91
Debt For Villa Units	\$ 843.00	\$ 843.00	\$ 843.00	\$ 843.00
<b>Total For Villa Units</b>	<b>\$ 990.64</b>	<b>\$ 990.51</b>	<b>\$ 990.49</b>	<b>\$ 990.38</b>
<u>Expansion Area Units</u>				
Administrative For Townhome Units	\$ 82.60	\$ 82.47	\$ 86.40	\$ 82.47
Maintenance For Townhome Units	\$ 65.04	\$ 65.04	\$ 61.09	\$ 64.91
Debt For Townhomes Units	\$ 1,474.47	\$ 1,474.47	\$ 1,474.47	\$ 1,474.47
<b>Total For Townhomes Units</b>	<b>\$ 1,622.11</b>	<b>\$ 1,621.98</b>	<b>\$ 1,621.96</b>	<b>\$ 1,621.85</b>
Administrative For Villa Units	\$ 82.60	\$ 82.47	\$ 86.40	\$ 82.47
Maintenance For Villa Units	\$ 65.04	\$ 65.04	\$ 61.09	\$ 64.91
Debt For Villa Units	\$ 1,369.15	\$ 1,369.15	\$ 1,369.15	\$ 1,369.15
<b>Total For Villa Units</b>	<b>\$ 1,516.79</b>	<b>\$ 1,516.66</b>	<b>\$ 1,516.64</b>	<b>\$ 1,516.53</b>

\* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

## Community Information:

### Original Units

Single Family Units	181
Townhomes Units	309
<u>Villa Units</u>	<u>253</u>
Total Units	743

### Total Units

Original Units	743
<u>Expansion Area Units</u>	<u>283</u>
Total Units	1,026

### Expansion Area Units

Townhomes Units	119
<u>Villa Units</u>	<u>164</u>
Total Units	283

### Townhomes (Original Units) Information

Total Units	309
<u>Prepayments</u>	<u>1</u>
Billed For Debt	308

**RESOLUTION NO. 2023-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the Coco Palms Community Development District (the "District") to establish a regular meeting schedule for fiscal year 2023/2024; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COCO PALMS COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The regular meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 5<sup>th</sup> day of September, 2023.

**ATTEST:**

**COCO PALMS  
COMMUNITY DEVELOPMENT DISTRICT**

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

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



**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024 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 Artesa Clubhouse located at 11690 SW 248th Street, Homestead, FL 33032 at **6:30 p.m.** on the following dates:

**October 11, 2023  
November 8, 2023  
March 13, 2024  
April 10, 2024  
June 12, 2024  
July 10, 2024  
September 11, 2024**

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 786-313-3661 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 786-313-3661 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](http://www.cocopalmscdd.org)**

**PUBLISH: MIAMI DAILY BUSINESS REVIEW XX/XX/2023**

## MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.  
District Counsel

DATE: June 6, 2023

RE: Required Ethics Training

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On May 24, 2023, the Governor signed CS/HB 199 into law as Chapter 2023-121, Laws of Florida. Section 112.3142, Florida Statutes, requires that specified constitutional officers, elected municipal officers, and commissioners complete four (4) hours of ethics training annually. This requirement is noted on page 1 of the Form 1, Statement of Financial Interests. This legislation provides that beginning January 1, 2024, elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts are now required to complete four (4) hours of ethics training annually. The training must address, at a minimum, s. 8, Art. II of the Florida Constitution (ethics for public officers and financial disclosure), the Code of Ethics for Public Officers and Employees, and the Florida Public Records Law and Open Meetings laws. The legislation specifically provides that this training requirement may be satisfied by completing a continuing legal education class or other continuing professional education class or seminar if the required subject matter is covered therein.

For current supervisors and officers, it is recommended that this training requirement be completed by July 1, 2024, so that the supervisor or officer can verify compliance with the required training on his or her Form 1, Statement of Financial Interests (2023). Elected local officers of independent special districts that assume office on or before March 31st must complete annual ethics training by December 31st of the year the term begins; however, if the term starts after March 31st, the officer is not required to complete the required ethics training until December 31st of the following year. The Legislature intends for those elected officers to receive the required training as close as possible to the date that he or she assumes office. The chart below can be used as a reference:

Date elected or appointed	Annual Training Completed By
Current Officer/Supervisor	December 31, 2024 (recommend completion by July 1, 2024)
January 1 – March 31, 2024	December 31, 2024
April 1 – December 31, 2024	December 31, 2025

The legislation also amends Section 112.313(a), Florida Statutes, clarifying the conflicts exception for public officers or employees of water control districts (Chapter 298, Florida Statutes)

or a special tax districts created by general (i.e. community development districts) or special law and which is limited specifically to constructing, maintaining, managing, and financing improvements in the land area over which the district has jurisdiction. Employment with or entering into a contractual relationship with a business entity is not prohibited and is not deemed a conflict per se; however, conduct by such officer or employee that is prohibited by or otherwise frustrates the intent of Section 112.313(7), Florida Statutes, including conduct that violates subsections (6) (misuse of public position) and (8) (disclosure of information not otherwise available to the public for personal benefit) thereof is deemed an impermissible conflict of interest.

For convenience, we have included a copy of the legislation referenced in this memorandum. We request that you include this memorandum as part of the agenda packages for upcoming meetings of the governing boards of those special districts in which you serve as the District Manager and this firm serves as District Counsel. You can expect our traditional legislative memorandum in the coming weeks, where we will summarize other legislation from the 2023 Legislative Session relevant to special districts.

## CHAPTER 2023-121

### Committee Substitute for House Bill No. 199

An act relating to ethics requirements for officers and employees of special tax districts; amending s. 112.313, F.S.; specifying that certain conduct by certain public officers and employees is deemed a conflict of interest; making technical changes; amending s. 112.3142, F.S.; requiring certain ethics training for elected local officers of independent special districts beginning on a specified date; specifying requirements for such training; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (7) of section 112.313, Florida Statutes, is amended to read:

112.313 Standards of conduct for public officers, employees of agencies, and local government attorneys.—

(7) CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP.—

(a) No public officer or employee of an agency shall have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of, or is doing business with, an agency of which he or she is an officer or employee, excluding those organizations and their officers who, when acting in their official capacity, enter into or negotiate a collective bargaining contract with the state or any municipality, county, or other political subdivision of the state; nor shall an officer or employee of an agency have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his or her private interests and the performance of his or her public duties or that would impede the full and faithful discharge of his or her public duties.

1. When the agency referred to is that certain kind of special tax district created by general or special law and is limited specifically to constructing, maintaining, managing, and financing improvements in the land area over which the agency has jurisdiction, or when the agency has been organized pursuant to chapter 298, then employment with, or entering into a contractual relationship with, such business entity by a public officer or employee of such agency ~~is shall not be prohibited by this subsection or be deemed a conflict per se. However, conduct by such officer or employee that is prohibited by, or otherwise frustrates the intent of, this section, including conduct that violates subsections (6) and (8), is shall be~~ deemed a conflict of interest in violation of the standards of conduct set forth by this section.

2. When the agency referred to is a legislative body and the regulatory power over the business entity resides in another agency, or when the regulatory power which the legislative body exercises over the business entity or agency is strictly through the enactment of laws or ordinances, then employment or a contractual relationship with such business entity by a public officer or employee of a legislative body shall not be prohibited by this subsection or be deemed a conflict.

(b) This subsection shall not prohibit a public officer or employee from practicing in a particular profession or occupation when such practice by persons holding such public office or employment is required or permitted by law or ordinance.

Section 2. Paragraphs (d) and (e) of subsection (2) of section 112.3142, Florida Statutes, are redesignated as paragraphs (e) and (f), respectively, present paragraph (e) of that subsection is amended, and a new paragraph (d) is added to that subsection, to read:

112.3142 Ethics training for specified constitutional officers, elected municipal officers, and commissioners of community redevelopment agencies, and elected local officers of independent special districts.—

(2)

(d) Beginning January 1, 2024, each elected local officer of an independent special district, as defined in s. 189.012, and each person who is appointed to fill a vacancy for an unexpired term of such elective office must complete 4 hours of ethics training each calendar year which addresses, at a minimum, s. 8, Art. II of the State Constitution, the Code of Ethics for Public Officers and Employees, and the public records and public meetings laws of this state. This requirement may be satisfied by completion of a continuing legal education class or other continuing professional education class, seminar, or presentation, if the required subject matter is covered by such class, seminar, or presentation.

(f)(e) The Legislature intends that a constitutional officer, or elected municipal officer, or elected local officer of an independent special district who is required to complete ethics training pursuant to this section receive the required training as close as possible to the date that he or she assumes office. A constitutional officer, or elected municipal officer, or elected local officer of an independent special district assuming a new office or new term of office on or before March 31 must complete the annual training on or before December 31 of the year in which the term of office began. A constitutional officer, or elected municipal officer, or elected local officer of an independent special district assuming a new office or new term of office after March 31 is not required to complete ethics training for the calendar year in which the term of office began.

Section 3. This act shall take effect July 1, 2023.

Approved by the Governor May 24, 2023.

Filed in Office Secretary of State May 24, 2023.

Date	Estimate #
4/21/2023	1051

Bill To
Coco Palms CDD C/o SDS, Inc. 2501A Burns Road Palm Beach Gardens, FL 33410

Description	Quantity	Rate	Amount
Removal of 29 Pigeon Plums	29	40.00	1,160.00
Replacement with 15 gal Japanese blueberry cones	29	150.00	4,350.00
1 gal Purslane flowers at base of Japanese blueberry trees for added color	290	4.75	1,377.50
Removal of ruellia on end caps and replaced with dwarf copperleaf	75	15.00	1,125.00
Lemon Lime Sedum 1 Gal at base of existing bizmarck palms for added color	300	4.50	1,350.00
<b>Total</b>			\$9,362.50

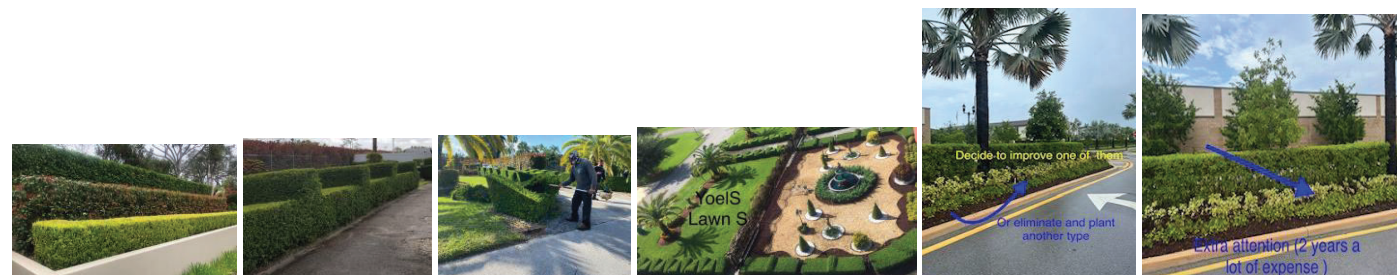
Phone #
PH: 305-989-8446

E-mail
Trimscape@hotmail.com

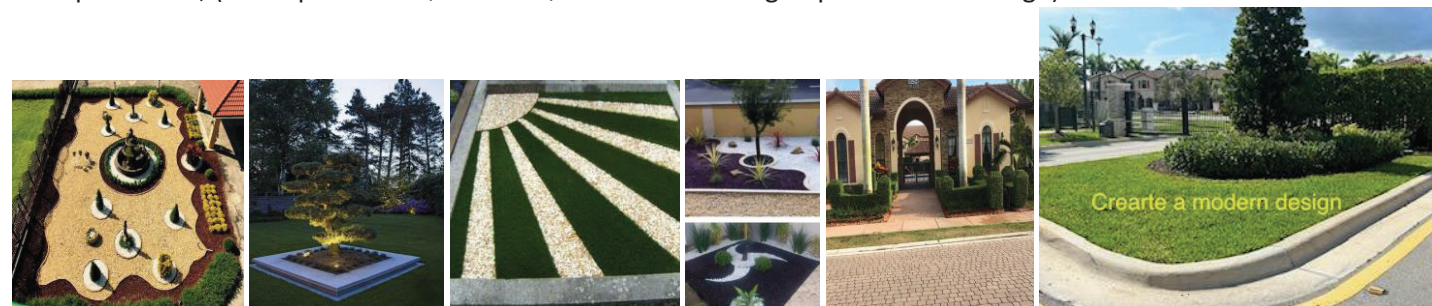




seasonal flowers at the ends.....\$ EXAMPLES .....ISOLA  
 each space from \$1500.00-\$3500.00 according to personalized design



many variants to choose from. EXAMPLES..... EXAMPLES. ISOLA ISOLA  
 - delete all the current border (place a new one) / compact with design or divided by sections with intermediate flowers in the open spaces).. (each space from \$7500.00-\$15000.00 according to personalized design.)  
 -reseeding 70% of the already old or damaged plants and maintaining a systematic treatment of help and regeneration to achieve compact herds, (each space from \$7500.00-\$9500.00 according to personalized design) TWO YEARS.



EXAMPLES..... EXAMPLES. EXAMPLES. ISOLA.  
 MAIN ENTRANCE BETWEEN DOORS RENOVATE UPGRADE (FLOWERS OR DESIGN WITH ROCKS AND HERDGES AND COMBINATION)  
 LIGHTING (each space from \$5000.00-\$13000.00 according to personalized design) TWO YEARS

**Yoel Suárez** | CEO  
 YS Maintenance Services  
**786-344-6900**  
[YSMAINTENANCE.COM](http://YSMAINTENANCE.COM)







786-344-6900  
INFO@YSMAINTENANCESERVICES.COM  
P.O. BOX 833263  
MIAMI, FL 33283  
YSMAINTENANCESERVICES.COM

**BILL TO:**  
**ADMINISTRACION.022334**

august 7 2023

ISOLA

254 st 113AVE( valid 30 days ONLY)

ITEM	DESCRIPTION...JARDINERAS PISCINA	QTY	PRICE	TOTAL
01	Isla central espacio largo 12 palmeras	1	Variant 1	
02	Isla central de 4 palmeras		Variant 2	
03	Area between door and main door to Isola		Variant 3	
04	DEPOSIT OF 50% OR ENTIRETY TO PROCEED. Valor de disenno		FOTOS	

**ACTIVITY:**

\*\*\*Costs may vary to select an already determined design/renovate plants/eliminate total area/attention to plants with very poor quality and a large part of them need to be replaced and others specific attention (slow process)

\*\*\* SUMMARY ONLY GENERAL VALUES AND ANNEXED DESIGNS NOT SPECIFIC TO THE AREA BUT IF THE IDEA OF TRANSFORMATIONS TO SEE THE SAME WITH.

- seasonal flower plants
- with modern and decorative designs typical of the time
- with lighting if you prefer
- with pots or planters at different points.

BASED ON THE ABOVE, WE CAN ISSUE DESIGNS/ VALUES AS DEFINED AND ADJUST MAXIMUM AND MINIMUM PRICES IN EACH AREA.

**NOTE:**

Our objective is to transform the space with a new design and all the necessary explanation regarding the products to choose as well as photos of the materials and samples of the chosen variant (after defining colors and upper decoration).

**Attached document with photos examples and approximate prices.**

Yoel's Lawn services (YS MAINTENANCE SERVICES) at the execution company and ISOLA as the workplace and signed as approved.

By \_\_\_\_\_ the day \_\_/\_\_/\_\_. Noting that the aforementioned is an agreement in terms of Payment and conditions, upon signing this estimate, it is considered an approved and authorized contract for its execution/ both parties involved are responsible in their corresponding parts of responsibility. The firm approves the terms and conditions of this contract #141072223E.

It is possible to include contingencies that will affect the price if necessary.

  
Presidente: Yoel Suárez

\_\_\_\_\_  
administrator/president

Our company has the necessary permits and insurance to carry out these operations.

QUOTATION PREPARED BY:

THIS IS A QUOTATION ON THE GOODS NAMED, SUBJECT TO THE CONDITIONS NOTED BELOW: DESCRIBE ANY CONDITIONS PERTAINING TO THESE PRICES AND ANY ADDITIONAL TERMS OF THE AGREEMENT. YOU MAY WANT TO INCLUDE CONTINGENCIES THAT WILL AFFECT THE QUOTATION.

WANT TO INCLUDE CONTINGENCIES THAT WILL AFFECT THE QUOTATION.

*WE REGRET THE CURRENT SITUATION OF THE COUNTRY (INFLATION AND ITS CONSEQUENCES) AFTER 30 DAYS THE BUDGET / INCREASES TO 10% OF ITS CURRENT VALUE / AND 7% EVERY 30 CONSECUTIVE DAYS to the first term without commitments to be executed*

**THANK YOU** FOR CHOOSING US FOR ALL YOUR LANDSCAPING NEEDS.

## **FIRST AMENDMENT TO ENGINEERING AGREEMENT**

**THIS FIRST AMENDMENT TO ENGINEERING AGREEMENT** (“First Amendment”) is entered into as of the 5th day of September, 2023 (the “Effective Date”), by and between:

**COCO PALMS COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in unincorporated Miami-Dade County, Florida, and whose mailing address is 2501A Burns Road, Palm Beach Gardens, Florida 33410 (the “DISTRICT”);

and

**ALVAREZ ENGINEERS, INC.**, a Florida corporation, having as its principal address at 8935 NW 35<sup>th</sup> Lane, Suite 101, Doral, Florida 33172 (the “ENGINEER” or “DISTRICT ENGINEER”).

**WHEREAS**, DISTRICT entered into an Agreement for Services, dated August 17, 2016 (the “Agreement”), with ENGINEER to provide district engineer professional services to the Coco Palms Community Development District; and

**WHEREAS**, DISTRICT and ENGINEER have agreed to amend the Agreement to provide for an updated billing rate schedule and staff classifications, as well as other necessary revisions; and

**WHEREAS**, at its meeting of September 5, 2023, the Board of Supervisors of the DISTRICT authorized its proper officials to enter into this First Amendment to Engineering Agreement between the DISTRICT and ENGINEER.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and adequacy of which are acknowledged, the parties agree as follows:

**Section 1.** The parties agree that the foregoing recitals are true and correct and are hereby incorporated into this First Amendment.

**Section 2.** The Agreement is hereby amended to replace Schedule “A” with the revised Alvarez Engineers, Inc.: Hourly Personnel Rates for Year 2023, attached hereto and incorporated by reference as Exhibit “A - 1”. The revised hourly rates shall be effective beginning no earlier than September 5, 2023.

**Section 3.** Article 14 of the Agreement, entitled “PUBLIC RECORDS” is hereby replaced with the following:

**ARTICLE 14. PUBLIC RECORDS.**

A. ENGINEER shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

1. Keep and maintain public records required by the DISTRICT to perform the services or work set forth in this Agreement; and
2. Upon the request of the DISTRICT’S custodian of public records, provide the DISTRICT with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the ENGINEER does not transfer the records to the DISTRICT; and
4. Upon completion of the Agreement, transfer, at no cost to the DISTRICT, all public records in possession of the ENGINEER or keep and maintain public records required by the DISTRICT to perform the service or work provided for in this Agreement. If the ENGINEER transfers all public records to the DISTRICT upon completion of the Agreement, the ENGINEER shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the ENGINEER keeps and maintains public records upon completion of the Agreement, the ENGINEER shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the DISTRICT, upon request from the DISTRICT’S custodian of public records, in a format that is compatible with the information technology systems of the DISTRICT.

B. ENGINEER acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the DISTRICT pursuant to Section 119.0701(3), Florida Statutes. If notified by the DISTRICT of a public records request for records not in the possession of the DISTRICT but in

possession of the ENGINEER, the ENGINEER shall provide such records to the DISTRICT or allow the records to be inspected or copied within a reasonable time. ENGINEER acknowledges that should ENGINEER fail to provide the public records to the DISTRICT within a reasonable time, ENGINEER may be subject to penalties pursuant to Section 119.10, Florida Statutes.

**C. IF THE ENGINEER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ENGINEER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE ENGINEER MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:**

**SPECIAL DISTRICT SERVICES, INC.  
2501A BURNS ROAD  
PALM BEACH GARDENS, FL 33410  
TELEPHONE: 561-630-4922  
EMAIL: [BBARBA@SDSINC.ORG](mailto:BBARBA@SDSINC.ORG)**

**Section 4.** Article 21 of the Agreement, entitled "NOTICES" is hereby replaced with the following:

**ARTICLE 21. NOTICES.**

Any notice provided by this Agreement to be served in writing upon either of the parties shall be deemed sufficient if sent via overnight delivery by a nationally recognized service (i.e. Federal Express, United Parcel Service) or if mailed by registered or certified mail, return receipt requested, to the address of the party set forth below or to such other addresses as the parties hereto may designate in writing,. Such notice shall be effective from the date the same is deposited in the mails, registered or certified mail, return receipt requested, first class postage prepaid and addressed as follows:

If to District Engineer:	Juan Alvarez, P.E. Alvarez Engineers, Inc. 8935 NW 35 <sup>th</sup> Lane, Suite 101 Doral, Florida 33172
--------------------------	---

If to District: Coco Palms Community Development  
District  
c/o Special District Services  
2501A Burns Road  
Palm Beach Gardens, Florida 33410  
Attn: District Manager

with copy to: Billing, Cochran, Lyles, Mauro & Ramsey,  
P.A.  
Attention: Michael J. Pawelczyk, Esq.  
Las Olas Square, Suite 600  
515 East Las Olas Boulevard  
Fort Lauderdale, Florida 33301

**Section 5.** A new Article 25, entitled “E-VERIFY” is hereby added to the Agreement, as follows:

#### **ARTICLE 25. E-VERIFY.**

The ENGINEER, on behalf of itself and its subcontractors, hereby warrants compliance with all federal immigration laws and regulations applicable to their employees. The ENGINEER further agrees that the DISTRICT is a public employer subject to the E-Verify requirements provided in Section 448.095, Florida Statutes, and such provisions of said statute are applicable to this Agreement, including, but not limited to registration with and use of the E-Verify system. The ENGINEER agrees to utilize the E-Verify system to verify work authorization status of all newly hired employees. ENGINEER shall provide sufficient evidence that it is registered with the E-Verify system before commencement of performance under this Agreement. If the DISTRICT has a good faith belief that the ENGINEER is in violation of Section 448.09(1), Florida Statutes, or has knowingly hired, recruited, or referred an alien that is not duly authorized to work by the federal immigration laws or the Attorney General of the United States for employment under this Agreement, the DISTRICT shall terminate this Agreement. The ENGINEER shall require an affidavit from each subcontractor providing that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The ENGINEER shall retain a copy of each such affidavit for the term of this Agreement and all renewals thereof. If the DISTRICT has a good faith belief that a subcontractor of the ENGINEER is in violation of Section 448.09(1), Florida Statutes, or is performing work under this Agreement has knowingly hired, recruited, or referred an alien that is not duly authorized to work by the federal immigration laws or the Attorney General of the United States for employment under this Agreement, the DISTRICT promptly notify the ENGINEER and order the ENGINEER to immediately terminate its subcontract

with the subcontractor. The ENGINEER shall be liable for any additional costs incurred by the DISTRICT as a result of the termination of any contract, including this Agreement, based on ENGINEER'S failure to comply with the E-Verify requirements referenced in this subsection.

**Section 6.** Except as otherwise set forth in this First Amendment, all other terms of the Agreement are hereby ratified, reaffirmed and shall remain in full force and effect as provided by their terms.

**IN WITNESS WHEREOF**, the parties hereto execute this First Amendment and further agree that it shall take effect as of the date first above written.

**ALVAREZ ENGINEERS, INC.**, as Engineer      WITNESSES:

By: \_\_\_\_\_  
Juan R. Alvarez, President

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

**COCO PALMS COMMUNITY  
DEVELOPMENT DISTRICT**, as District

ATTEST:

By: \_\_\_\_\_  
Corissa Nguyen, Chair  
Board of Supervisors

\_\_\_\_\_  
Armando Silva, Assistant Secretary

Date: \_\_\_\_\_

## Exhibit “A-1”



8935 NW 35 Lane, Suite 101 Doral, FL 33172  
Tel (305) 640-1345  
Email [Alvarez@AlvarezEng.com](mailto:Alvarez@AlvarezEng.com)  
Website [www.alvarezeng.com](http://www.alvarezeng.com)

February 16, 2023

Board of Supervisors  
Coco Palms Community Development District  
Attn: District Manager Armando Silva  
Special District Services, Inc.  
2501 Burns Road  
Palm Beach Gardens, FL 33410

**Reference:** Coco Palms Community Development District  
Alvarez Engineers Personnel Billing Rates  
**Via:** Email Only: [asilva@sdsinc.org](mailto:asilva@sdsinc.org)

Dear Board of Supervisors,

In accordance with the terms of the Engineering Agreement, dated August 17, 2016, between Alvarez Engineers, Inc. and the CDD, I would like to respectfully request the Board of Supervisors to consider updating our hourly personnel billing rates and staff classifications to our proposed 2023 rates as shown in the attached table.

Please let me know if you have any questions or if you would like to discuss this further.

Sincerely,



Juan R. Alvarez, President  
Alvarez Engineers, Inc.



Coco Palms CDD			
Current 2016 Rates		Proposed 2023 Rates	
Principal	\$ 200.00	Principal	\$ 220.00
Chief Engineer			
Senior Engineer	\$ 170.00	Senior Engineer	\$ 185.00
Senior Project Engineer			
Project Manager	\$ 150.00	Engineer 2	\$ 160.00
Project Engineer	\$ 130.00	Engineer 1	\$ 140.00
		Electrical Engineer	\$ 135.00
Engineer	\$ 125.00	Engineer Intern	\$ 130.00
CADD	\$ 95.00	Senior Designer	\$ 110.00
		CADD/Computer Technician	\$ 100.00
		Senior Engineering Technician	\$ 95.00
Engineering Technician	\$ 85.00	Engineering Technician	\$ 90.00
Senior Administrative	\$ 80.00	Senior Administrative	\$ 95.00
Administrative	\$ 50.00	Administrative	\$ 60.00

#### Staff Classification

Principal  
 Senior Engineer  
 Engineer 2  
 Engineer 1  
 Electrical Engineer  
 Engineer Intern  
 Senior Designer  
 CADD/Computer Technician  
 Senior Engineering Technician  
 Engineering Technician  
 Senior Administrative  
 Administrative

#### Definition

Professional Engineer with 20+ years of post registration experience  
 Professional Engineer with 10+ years of post registration experience  
 Professional Engineer with 5+ years of post registration experience  
 Professional Engineer with 0+ years of post registration experience  
 Electrical Engineer with 2+ years of post-graduate experience  
 Entry level with engineering degree; Engineering Intern License  
 15+ years of design experience, non-registered  
 Design and Drafting with 1+ year of experience  
 5+ years of experience  
 Entry level, with 0-4 years of experience  
 Degreed executive assistant with 8+ years of experience  
 Secretary / Clerical