

**MINUTES OF MEETING
CENTRE LAKE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Centre Lake Community Development District was held on Wednesday, May 15, 2024, at 9:30 a.m. at 8875 N.W. 155th Terrace, Miami Lakes, Florida.

Present and constituting a quorum were:

Janexy DelRio
Justin Trujillo
Mario Cubias

Chairman
Vice Chairman
Assistant Secretary

Also present were:

Gregory George
Ben Quesada
Jesus Lorenzo
Maria Hernandez

District Counsel
District Manager
Governmental Management Services (by phone)
Miami Management

FIRST ORDER OF BUSINESS

Roll Call and Pledge of Allegiance

Mr. Quesada called the meeting to order, called roll, and the Pledge of Allegiance was recited by all who attended the meeting.

SECOND ORDER OF BUSINESS

Organizational Matters

A. Consideration of Appointment of Supervisor to Unexpired Term of Office – Seat #1 (11/2024) and Seat #5 (11/2026)

B. Oath of Office for Newly Appointed Supervisor

C. Election of Officers

Mr. Quesada: Item No. 2 on the agenda is organizational matters, consideration of appointment of Supervisor to the unexpired term of office, seat #1 and seat #5, we actually have two vacancies since Raquel recently resigned. So, is there anybody at this point in time that the Board would like to consider?

Ms. DelRio: No.

Mr. Quesada: Alright, hearing none, we'll table that item. Just keep in mind we only have 3 Supervisors at the moment, so if anybody were not to physically attend the meeting, we wouldn't have quorum, so the main thing is finding somebody that you guys feel like you can work with and will show up to the meetings.

Ms. DelRio: Yes.

THIRD ORDER OF BUSINESS

Audience Comments *(each speaker has 3 minutes)*

Mr. Quesada: Moving on, I don't see anybody attending by phone, oh I see Jesus, how are you, can you hear me?

Mr. Cubias: I think he was writing a text message.

Mr. Quesada: Ok, let me see. Yes, he sent me a text, he said he's going to call in, he's having some difficulty getting here so I told him to call in.

Mr. Cubias: Ok.

Mr. Quesada: So, thank you for that, so again, right now we have no audience so no comments there.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the March 20, 2024 Meeting

Mr. Quesada: Moving on to item No. 4, which is approval of the minutes from the March 20, 2024 meeting. Any comments from counsel?

Mr. George: None.

Mr. Quesada: Is there a motion to approve the minutes?

On MOTION by Ms. DelRio seconded by Mr. Trujillo with all in favor, the Minutes of the March 20, 2024 Meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution #2024-03 Approving the Proposed Fiscal Year 2025 Budget and Setting the Public Hearing

Mr. Quesada: Ok, so we're already on to the budget, let me just pull it up, it's under section 5 of your agenda which is page 35. Resolution #2024-03 approving the proposed fiscal year 2025 budget and setting the public hearing. Just for most of you, there's no proposed increase in assessments, so they would remain the same as presented by management. Obviously, there were some increases in some of the line items in the general fund, and I can just highlight a few of them but, if you guys have

any other questions, just feel free to reach out to me anytime. So, obviously, the cost of insurance has gone up, one of the main things we see in operating and maintenance is just the cost of utilities, so electricity, water, those types of things are going up. There was a proposed increase as far as club management, and the management fees for the District but, it was all anticipated, and those are things that we do budget for so again, these are all things that we are able to do with our existing carried forward money to absorb. I'm happy to report that your SBA account that you guys are doing is gaining some interest and is really helping us offset some of these increases, so as long as we continue to trend the way we're doing on that side, things are eventually always going to go up but, we're able to with some of this interest that we're making just off of that alone, offsetting some of these expenses. So, if you have any other questions, let me know but, the main thing to also highlight with you all is, that 60 days from now at the very minimum we would need to advertise the public hearing for the budget. So, I believe your next meeting in that timeline would be safe, you could do the August meeting and let me just look up the exact date for you. Greg, do you have that in front of you, the August date?

Mr. George: The date for the August meeting?

Ms. DelRio: I'm sure it's going to be maybe the 21st or the 14th.

Mr. Quesada: Yes, let me check right now for you, ok so does anybody have any conflicts on August 21st? We can always advertise a special meeting with the advertisement but, keep in mind that the advertising fees are going up.

Ms. DelRio: Yes, it's the third Wednesday of every month.

Mr. Quesada: Yes, so is August 21st good for everybody?

Ms. DelRio: Yes.

Mr. Quesada: Ok, so let's have that as the date if that's ok in the motion, so in the motion for approving resolution #2024-03 approving the proposed fiscal year 2025 budget and setting the public hearing date for August 21st, at 9:30 a.m. located at the Satori Club at Miami Lakes, 8875 NW 155th Terrace, Miami, Lakes, Florida, by saying, so moved, you agree to that motion.

Ms. DelRio: Yes.

On MOTION by Ms. DelRio seconded by Mr. Cubias with all in favor, Resolution #2024-03 approving the proposed Fiscal Year 2025 Budget and setting the Public Hearing on August 21, 2024 at 9:30 a.m. at 8875 NW 155th Terrace, Miami Lakes, Florida was approved.

SIXTH ORDER OF BUSINESS

Discussion of General Election Procedures

Mr. Quesada: Next is discussion of the general election procedures, I'm just going to read a little portion of the letter that was sent by the county. Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Centre Lake Community Development District will commence at noon on June 10, 2024, and close at noon on June 14, 2024. So, we like to always say starting at lunchtime on that Monday, and before lunchtime on that Friday you guys have to apply. Other things to keep in mind are your seat numbers, so make sure you know your seat number when you are applying so you don't accidentally run against one of your peers if that's not your intent, and if you do reach out directly to the Supervisor of Elections for any reason if you have a conflict that week, I do believe they are allowing some early registration but, let them walk you through the process because they made some changes on their end, and so they'll explain to you how you can go about doing that if you have a conflict that week.

Mr. Cubias: So, that would only be for seats #1 and #2?

Ms. DelRio: Yes.

Mr. Quesada: Only seats #1 and #2, yes, that's the part that I didn't highlight yet. So, Centre Lake Community Development District has two seats up for elections, specifically seats #1 and #2, and the election will be held on November 5th assuming that there is somebody running in addition for that seat, and if not, it would be unopposed, it would then be the incumbent. Are there any other questions on that? If not, we can move to the next item.

SEVENTH ORDER OF BUSINESS

Staff Reports

Mr. Quesada: Moving on to staff reports, Greg.

A. Attorney

Mr. George: Nothing to report, we're going to get to the second amendment, I just wanted to make one comment we're going to need to approve it in substantial final form because the exhibit was changed.

Mr. Quesada: Ok.

Mr. George: So, that's my only comment but, we're going to get to it in the next few items.

B. Engineer

Mr. Quesada: We have nothing under engineering.

C. Club - Consideration of Second Amendment to Management Agreement with Miami Management, Inc.

Mr. Quesada: So, if you want to, we can jump into it right now because I see it under club.

Mr. George: Yes, so the exhibit attached to it, it doesn't show the complete cost breakdown for all of the different staff members here, like the old exhibit A-1, so I need to work with MMI to get better clarity on how many hours for each position, what it's going to cost yearly, this exhibit doesn't show the complete costs, so I want to change this exhibit.

Ms. DelRio: So, it's the time for the employees?

Mr. George: Yes, the hours, and what's appropriate to each position. A-1, if you look at the First Amendment, showed everything but, this one is a little different, it shows basically the change.

Ms. DelRio: So, this is on her and changing some of the employees.

Mr. George: Yes, they deleted the administrative assistant position and increased another one.

Ms. DelRio: So, that's what Maria sent you?

Mr. Quesada: Yes, so she sent me a spreadsheet that has the dollar value, which is important but, at the end of the day we're approving a not-to-exceed number, so I think what we can do now if we give Greg direction, we can work to finalize the agreement with the Board's blessing, and just allow him the opportunity to work on that final documentation to attach so that we have the hours.

Mr. George: In substantial final form.

Mr. Quesada: Exactly.

On MOTION by Ms. DelRio seconded by Mr. Cubias with all in favor, accepting the Second Amendment to Management Agreement with Miami Management, Inc. in substantial final form subject to final legal review was approved.

Mr. Quesada: Greg, do you have anything else?

Mr. George: Yes, at the last meeting we discussed the parking situation, so going through the file, if we're going to tow vehicles of people who are not actually attending, or are members of the club, even if they're members they should be in the club if they're parking there. Our office is suggesting that we adopt a rule that basically states that, so that way you can immediately tow those vehicles, so if that's something you guys want to do, give me direction.

Ms. DelRio: Do we need a motion?

Mr. Quesada: No, so Janexy, let me just explain, the rulemaking process, I advise we don't rush through that part because advertising-wise, like I said it is very expensive, and by the way, I forgot to highlight in your budget, it's another reason why we had to increase certain line items. We basically only have two options now when it comes to advertising and we're choosing the cheaper of the two, which is through the Miami Herald but, it's significantly more expensive than the advertisement we used to be able to place. So, the only reason I'm telling you this is, the rulemaking process, and I know you have Maria involved is why don't we have her go through the rules, and see if there is anything else to add or change because once we advertise any proposed changes, we would have to re-advertise if you guys want to change anything else after the that.

Ms. Hernandez: So, you file that report, or you register it, or you record that in the rules?

Mr. Quesada: Yes, we have to do a public hearing to adopt any rule changes.

Ms. Hernandez: Ok.

Mr. Quesada: Again, it's a process because there's two advertisements that have to go out within a certain number of days prior to that taking place, so again, this is

just something where I'm not opposed to doing a rule change or adding but, let's take our time, let's read through everything.

Ms. DelRio: Ok, but I do have a concern because what is this that we're referring to, during the daytime?

Mr. Quesada: Correct.

Ms. DelRio: Because before, according to our rules, it was between 12:00 and 7:00, so right now from 12:00 to 7:00 nobody should be parking here but security vehicles.

Mr. Quesada: Correct, and you have the right to tow because that's in your rules as far as the 12:00 to 7:00 window.

Ms. DelRio: With the problems that we were having that's why it was brought up, is people are coming to clean houses for instance, or visit other people, they're parking here and just leaving.

Ms. Hernandez: Yes, and there's a sign there.

Mr. George: But the language is not clear on the sign that you have to be visiting the clubhouse, so we want to change the sign and then also have a rule as a backup.

Ms. Hernandez: That's fine.

Mr. George: So, one thing, it is a big cost for something like this, so not legal advice, and I know there are people doing it, maybe staff can be a little more proactive and tell them not to do it and see if that rectifies it because it will cost you guys like \$3,000 to advertise.

Ms. Hernandez: Yes.

Ms. DelRio: So, Maria is going to look into it to see if we have more, meanwhile she's going to be more proactive checking who's parking there because what happens here is the parking is very small, so if it gets very packed, it all depends on who's in the pool, who's in the gym, and who is not supposed to be there but, at the same time just have the girls maybe check that.

Ms. Hernandez: Yes, and I can see sometimes when I go for lunch and come back, most of them are security or staff, just with that, the parking lot gets full, and then yes there's some people that come to the gym.

Ms. DelRio: And that's the only reason why we would push something like this but, she will review it and see if there's something else that we should add to it, and we can just make a little book.

Mr. George: Or maybe there is like an HOA rule that you guys can enforce for the amount of people who have like their contractors parked there, if they're supposed to park a certain way, so let the HOA kind of assist in this matter too.

Mr. Cubias: Can we just send out violations to the homeowner?

Ms. DelRio: We can do that too.

(At this point several people were talking at one time, and no one conversation could be heard)

Mr. George: So, the issue that was presented to me was, during clubhouse hours there are people who are parking there that are not attending the club.

Ms. Hernandez: Ok, that should be clear, ok I got it.

Mr. Quesada: In the meantime, I don't think it would hurt if we can kind of force people, and just put a sign out there that says, clubhouse parking only, something like that, no authorized vehicles, just put something like that and that could help deter people.

Mr. Trujillo: What about no commercial vehicles unless approved by the HOA?

Ms. DelRio: No, but we don't have an issue with commercial vehicles either, it's just regular cars, what I mean by cleaning is a housekeeper that comes in her regular car.

Mr. Quesada: But in the meantime, that's a good creative solution but, then long term let's look at the rules and if you feel you're ready, we can go through the rulemaking process.

Mr. George: And that price was my estimation of the cost based on what I'm seeing in the Miami Herald because you have to post it twice, it's like almost \$1,500 each to advertise.

Mr. Quesada: Yes, we just recently did it in another District, and like you said, it was between \$2,000 and \$3,000 that we spent on an advertisement.

(At this point several people were talking at one time, and no one conversation could be heard)

Mr. Quesada: So, Maria, we're jumping into the club section, and I don't know if you have anything to present to the Board. I want to say welcome to Maria, she just joined us about 2 weeks ago.

Ms. Hernandez: Yes, this is my second week.

Mr. Quesada: So, welcome aboard, and basically this is the portion, and moving forward we'll talk after the meeting about how we operate.

Ms. Hernandez: Yes, ok, alright.

Mr. Quesada: So, it's usually about a week before the meeting we send out an agenda book, so if there's anything you want to bring for the Board's consideration or approval, we would have that as part of the agenda package in these tablets and the Board can discuss and approve those types of things.

Ms. Hernandez: Ok.

Mr. Quesada: For now, I'd be happy to meet with you after the meeting.

Ms. Hernandez: After the meeting, yes.

Mr. Quesada: Yes, and we can work on anything for the day-to-day items in the meantime.

Ms. Hernandez: Ok.

Mr. Quesada: I believe, and I don't know Janexy, I know you wanted to mention a few things, the requests that we're doing now, to give like a not-to-exceed amount between meetings for staff which would involve myself and Maria.

Ms. DelRio: Yes, I think we have that, already, I don't recall the amount but, what we were looking into, Maria was bringing up that the surround system is not working. What else were you mentioning?

Ms. Hernandez: Yes, the sound system, we need a better computer to be able to work the cameras because it doesn't have the capacity up front to view them properly.

Mr. Trujillo: I'm not understanding, the construction for the A/Cs the lining, they put it too low from the box, so they have to elevate the actual channels from the A/C because that happens in a lot of the houses and a lot of the homeowners have done that. So, we probably need somebody that can go through the attic and see the box, and see which cable is connected to the main box, and this room, and the higher it is on the box, the better it will pass through it.

Mr. Quesada: Ok, we can have someone take a look at that.

(At this point several people were talking at one time, and no one conversation could be heard)

Ms. DelRio: So, what would you suggest as a not to exceed amount?

Mr. Quesada: Well, I don't want to give you a number but, you mentioned a dollar value whatever it is.

Ms. DelRio: I think like \$4,000.

Mr. Cubias: For what?

Mr. Quesada: No, what she's saying is that for any type of unexpected circumstances that may arise between meetings to allow management a discretionary amount, a not-to-exceed number for attacking any type of high-priority issues that may arise between meetings.

Ms. DelRio: I just think they need this flexibility so we can get past that, otherwise she'll be stuck.

Mr. George: My only comment, add conditions to it, and what we typically do is a discretionary spending resolution so whatever number you guys come up with today, I would want to bring back a resolution to ratify it.

Ms. DelRio: Ok.

Mr. George: So, it's in writing and we have a policy.

Ms. DelRio: Ok.

Mr. Trujillo: So, what number do you want to be at?

Mr. Cubias: I think \$5,000 is fine.

Mr. Quesada: Ok, so to allow District counsel to prepare a resolution with a not to exceed number of \$5,000 for any contingencies that arise between meetings.

On MOTION by Ms. DelRio seconded by Mr. Cubias with all in favor, authorizing District Counsel to prepare a resolution with a not to exceed amount of \$5,000 for any discretionary contingencies that may arise between CDD Board meetings was approved.

(At this point several people were talking at one time, and no one conversation could be heard)

Mr. Quesada: Anything else for the club Maria that you would like to present to the Board at this time?

Ms. Hernandez: Not at the moment.

Mr. Quesada: Ok, and like I said we can chat offline.

Ms. Hernandez: Yes, exactly.

D. Field Manager

Mr. Quesada: So, jumping into field manager, Jesus, can you hear us ok, I know you called in.

Mr. Lorenza: Yes, good morning. Does anybody have any questions regarding the field report?

Mr. Quesada: And the field report starts on page, just so you guys know, it's page 55 on the agenda, a lot of landscaping also, I know he provided it for the agenda.

Mr. Trujillo: Alright.

Mr. Quesada: Jesus, do you want to highlight where we're at with the 87th Avenue stuff, just some of the progress you've been able to make recently?

Mr. Lorenzo: Yes, so one of the companies that had a more recent incident is going to reimburse us the \$1,800 for the irrigation repair, the ones from last year we're still working on it, I haven't really had much success but, we contacted the city, we've been contacting FPL on multiple occasions, and now we're back to FPL again and we're trying to see what they can do to help us, nothing has happened yet but, we'll work on it.

Mr. Quesada: Alright, thank you, sir.

Mr. Lorenzo: We sent some notices regarding the watercrafts and I know some of them have been removed, I don't know if anybody has any questions.

Ms. DelRio: Why these quotes?

Mr. Quesada: I think that's the old ones, I think they put the wrong exhibits there, Jesus, sorry about that, with the report they have the old exhibits from the last meeting. Just so you guys are all aware, the letters are all done.

Mr. Lorenzo: That's done, as well as the lights on 87th that will be installed once the letters, she was waiting to paint the letters or figure out what we're going to do with the letters before installing it, just to make sure it doesn't get damaged, so the lights should have been working now for over a month.

Mr. Quesada: How many coats of paint did she put on the letters, Jesus?

Mr. Lorenzo: Because there were a lot of imperfections on the letters themselves, I believe there's 4 coats.

Mr. Quesada: And it was baked on.

Mr. Lorenzo: Yes, because they had to sand, bake on, and sand again, and bake on, so I don't know if it was 4 or 5 coats but, I believe it's 4.

Ms. DelRio: Maybe what you should also do Maria, is have security inspect all the lighting outside because I think one of the palms here, the light is off.

Ms. Hernandez: Ok, the one at the end?

Ms. DelRio: Yes, so maybe at night time because I've been trying to do this but, I keep forgetting but, I've seen them and I haven't taken any pictures but, maybe security can go at the entrances, and see all those spotlights that are damaged or not functioning and then 154th the 4 palms that are there too, and also I think we have a switch because on the rotundas at both entrances on 87th and 154th we have lights for those canopy palms, and I don't think they're on.

Ms. Hernandez: Ok.

Mr. Quesada: So, we don't always have a night presence here.

Ms. Hernandez: No, security will report it to me.

Mr. Quesada: Ok, and I'll share with you Jesus' information too so anything like that you can share with him, I know he works with Bruno on the perimeter of the community.

Ms. Hernandez: Ok.

Mr. Cubias: Now that we're under field manager, I have one question, Jesus you're still there?

Mr. Lorenzo: Yes.

Mr. Cubias: For the lake, we haven't seen Eco Blue around here?

Ms. DelRio: I saw them.

Mr. Cubias: No, I mean at the lake for the fish.

Ms. DelRio: Well, they were here 2 weeks ago because I saw their truck.

Mr. Cubias: So, for the fish pond because I've seen a lot of people fishing and keeping the fish a lot.

Mr. Quesada: Well, it's one of those things where we do not encourage fishing but, if you guys are able to catch anybody doing it please share the information and we'll send them a letter, and please try to discourage that.

Mr. Cubias: Right because it's supposed to be catch and release.

Ms. DelRio: Yes.

Mr. Quesada: Correct, and not just that, what's important to know about this particular lake is that we're trying to balance and maintain an ecosystem, and these fish that are put in there when we do occasional fish stocking is to oxygenate the water, eat the bad vegetation, and the bugs, the mosquito fish, so those are things that keep the lake pristine, we don't want to jeopardize that either.

(At this point several people were talking at one time, and no one conversation could be heard)

Mr. Quesada: Jesus, anything else you want to highlight?

Mr. Lorenzo: Nothing else.

Mr. Quesada: Thank you.

E. CDD Manager – Ratification of Service Agreement with Advanced Multimedia, Inc. for Security Cameras

Mr. Quesada: Jumping down to manager, I just have for you guys the ratification of the service agreement with Advanced Multimedia, Inc. for security cameras, it's already been executed but, this is to enter it as part of the public record. Do I have a motion to ratify?

On MOTION by Ms. DelRio seconded by Mr. Cubias with all in favor, ratifying the Service Agreement with Advanced Multimedia, Inc. for security cameras was approved.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Acceptance of Check Register

B. Acceptance of Unaudited Financials

Mr. Quesada: Moving on to financial reports, acceptance of the check register, and acceptance of the unaudited financials. Any questions or a motion to approve is in order.

On MOTION by Ms. DelRio seconded by Mr. Trujillo with all in favor, the Check Register and the Unaudited Financials were approved.

NINTH ORDER OF BUSINESS

Supervisors Requests

Mr. Quesada: Any Supervisor's requests?

TENTH ORDER OF BUSINESS

Adjournment

Mr. Quesada: Hearing none, a motion to adjourn the meeting would be in order.

On MOTION by Mr. Cubias seconded by Ms. DelRio with all in favor, the Meeting was adjourned.

Ben Quesada

Ben Quesada (Aug 26, 2024 09:41 EDT)

Secretary /Assistant Secretary

Janexy DelRio

Janexy DelRio (Aug 26, 2024 15:00 EDT)

Chairman / Vice Chairman

08-21-24docstosign-CentreLake

Final Audit Report

2024-08-26

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