

**MINUTES OF MEETING
NORTH DADE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Dade Community Development District was held on February 21, 2023, at 7:00 p.m. at Milan's Community Center, 10284 NW 32nd Terrace, Miami, Florida.

Present and constituting a quorum were:

Miguel Medina
Franklin Lopez
Maria Godoy

Chairman
Vice Chairman
Assistant Secretary

Also present were:

Luis Hernandez
Gregory George

District Manager
District Counsel

FIRST ORDER OF BUSINESS Roll Call

Mr. Hernandez called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS Audience Comments

Mr. Hernandez: Next we have Audience Comments. For the record, we do not have any audience here with us today, so it is not that we are not skipping over this item, it is not applicable and we can move on to the next item on the agenda.

**THIRD ORDER OF BUSINESS Approval of the Minutes of the
September 6, 2022 Meeting**

Mr. Hernandez: The next item is Approval of the Minutes of the September 6, 2022 Meeting. This would be the time to make any changes, corrections, additions, or deletions. If there are none, then a motion to approve the minutes would be in order.

On MOTION by Mr. Lopez seconded by Mr. Medina with all in favor, the Minutes of the September 6, 2022 Meeting were approved as-presented.

FOURTH ORDER OF BUSINESS**Discussion of Lift Station and Updates**

Mr. Hernandez: The next item we have on the agenda is Discussion of Lift Station and Updates. We have included everything that we have received from Johnson Environmental. As I was explaining to Miguel prior to the meeting, it is our understanding that the parts are going to be coming from Germany on February 24th, so we are just a few days away from having that coming. The latest information that I have regarding the lift station is that at the beginning of January, it was found that it contained a lot of dirt, so they asked for it to be pressure-washed and cleaned out in addition to the regular contract that they have. That was authorized and has been taken care of since. All of those parts have already been undertaken and we are just now waiting for the parts to come in and be installed. It is anticipated that sometime by mid-March all of that will be back to 100% and working. It is important for all of you to know that Miguel has been given some oversight on what has been taking place with this item, and at the same time, since it was already approved by the Board, I have been keeping him posted on updates the vendor has been providing.

Ms. Godoy: I have a question. Last time we approved getting new pumps, right?

Mr. Medina: Yes. There are going to be two new pumps.

Ms. Godoy: Then what are the parts for?

Mr. Hernandez: The parts that I am referring to are the two new pumps that are coming from Germany.

Ms. Godoy: Oh, okay.

Mr. Medina: We are replacing the whole thing. The one that we have working right now we are going to keep as a backup pump.

Mr. Hernandez: We need to define where they are going to be putting it. I haven't spoken to the vendor yet, but we can ask them what will be the cost to have the backup pump stored in their warehouse.

Mr. Medina: I don't know about that.

Mr. Hernandez: We can find another place to store it. Leaving it outside is not a solution though because it needs to be in a confined place that ideally is not exposed to the elements and furthermore is being kept in a way that no water or wind can get into the pump itself and damage it.

Mr. Medina: We can discuss that with the Association to see if they can spare us some room in there.

Mr. Hernandez: That would be ideal. Then we can have it where we have full control. One of the concerns you have when you give it to the vendor is what if they use it somewhere else. You have no control over that.

Mr. Medina: They probably will. We have no way of knowing that.

Ms. Godoy: It needs to be kept somewhere that it can't be vandalized.

Mr. Hernandez: We will find a solution for that. By the next meeting, I can have an answer to that.

Mr. Medina: I think that is pretty much all of the information that we have. We already paid for half of it, right?

Mr. Hernandez: Yes.

Mr. Medina: We haven't paid for all of it or the installation yet, but we have approved it. Once it gets here, do we already have enough funds to cover the costs of the replacement?

Mr. Hernandez: Yes, and installation and everything will be done right away.

Mr. Medina: Franklin, you weren't here last time, but the idea that we are spending pretty much all of the funds we have for the pump station, to completely build a brand new lift station is that for the next five years, we wouldn't have to spend anything on it and we can actually save some money. If we don't do this now, we will have to replace it completely within the next five years anyhow.

Mr. Lopez: With the amount of money we have been spending on repairs, we might as well spend it on the new pumps and save some money in the long run.

Mr. Medina: Exactly. Plus, right now we only have one pump working. So, we made a decision to replace the pumps and have an existing backup.

Mr. Lopez: I remember it wasn't working properly because people were putting things in the system that they weren't supposed to.

Mr. Medina: Yes. They found tennis balls, baseballs, all sorts of things that didn't belong in there. The 7.5 horsepower of just one pump wasn't strong enough. Now we will have two pumps with 10 horsepower.

Mr. Lopez: Yes. That makes sense.

Mr. Medina: And we can keep the 7.5 horsepower as a backup. So, we should be good for five to ten years.

FIFTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2022

Mr. Hernandez: Moving on, the next item is Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2022. Grau & Associates is the firm that was appointed to be the auditor of the District's finances. They have performed the District's audits in the past and we have not had any issues with them. I have reviewed the letter that they provided and the price that is included is the amount that was already authorized, so for those reasons, my request to the Board at this time is for a motion to approve the engagement letter.

Mr. Medina: How much does it cost to do the audit?

Mr. Hernandez: It is \$3,700.

Mr. Lopez: How does that compare to the previous year?

Mr. Hernandez: It is approximately \$200 dollars more. What the District does, just so that you all know, we try to enter into an agreement with an entity that we can work with for up to five years. The reason for that and the benefit that it provides to the community is that we will know more-or-less what the fees are going to be for that duration. That is #1, and #2 is that even though it does not obligate the District to use them, it gives us some control as to who the auditor is going to be. If the Board wanted to, the District could go through the selection of auditors, but that does require special advertisements and takes approximately two months to complete. So, rather than doing it that way, we try to keep using the same firm as long as we don't have any problems with the service, we try to continue using them for the period that was presented and authorized during the last Audit Selection Committee process. So, based on those statements, I would be looking for a motion to approve the engagement letter, which will also authorize the appropriate District officials to execute it.

On MOTION by Mr. Medina seconded by Ms. Godoy with all in favor, the engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2022 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney – Consideration of Request for Adjustment to District Counsel Fee Structure

Mr. Hernandez: Moving on, the next item that we have on the agenda is Staff Reports. Gregory?

Mr. George: In your packets, you probably have a letter from my office.

Mr. Hernandez: Yes, they do.

Mr. George: Sorry, Scott had a conflict today, so that is why I am here, but since 2007 the firm hasn't raised its hourly rates for legal services for the District. Since that time, inflation has gone up 46%, but we have not had an increase in our hourly rates. So, we are requesting that effective April 1st for the hourly rates to increase by about 22% for partners and 15% for associations.

Mr. Lopez: So, you said from 2007 to now, inflation is up 46%? Before we adopt this, what are our current rates?

Mr. George: Our current rates are \$195 an hour for associates and \$225 an hour for partners.

Mr. Hernandez: It is approximately \$50 more for one of the partners and around \$40 for associates. The part that all of you need to know is that we have budgeted \$10,000 for attorneys' fees, and we have always been less than what we have in the budget, so it is not likely it will be an issue. They have a flat fee of \$250 that we pay even if we don't need to meet or need their services, so there are certain months that we barely incur any fees if we don't need their services, but there are months like when we meet where we will incur the fees for any expenses they may have.

Mr. Medina: We needed them to help with Johnson Environmental and requesting a warranty. The meetings, when they happen, we need them to attend.

Mr. Hernandez: The firm that represents this CDD does work with a lot of CDDs. They work with a majority of the CDDs in Miami-Dade County and Broward County that we work with. They are extremely local for both. With that being said, the part that is

being presented is kind of an oversight because the District was established in 2007, so what he is telling us is that they have never increased their rates.

Mr. Medina: Will we still be within the budget?

Mr. Hernandez: I don't think it is going to affect it at all. Are there any other questions? Hearing none, I would just need a motion to accept District Counsel's request for adjustment to their fee structure.

On MOTION by Mr. Medina seconded by Mr. Lopez with all in favor, the request for an adjustment to District Counsel's fee structure was accepted.

B. Engineer

There not being any report, the next item followed.

C. Manager

Mr. Hernandez: There is one item that I want to make everyone aware of, which is that our next meeting is scheduled for April 18th. The intent is to present the proposed budget at that meeting. If anyone has any type of conflict that they are already aware of please let me know. We present the proposed budget, then we have to allow at least sixty days prior for the District to be able to adopt the final budget. That is a requirement of the Florida Statutes. We need to adopt the budget by September 15th at the latest. If we start the budget process in April, we can adopt the final budget in June or July, which gives us enough time. So, I just want to make everyone aware of that. Does anyone have a conflict with April 18th? Will you all be in town?

Mr. Medina: So far.

Mr. Lopez: Yes, probably. That is tax season.

Mr. Hernandez: The meeting will be just a couple of days after April 15th, so stay in town at least until then. Unless anyone has any questions, I will move on to the next item.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Acceptance of Check Run Summary

B. Acceptance of Balance Sheet and Income Statement

Mr. Hernandez: Moving on, the next item that you have is Financial Reports. Tab A contains the check run summary. Tab B has the balance sheet and income statement.

We should be good, but at the April 18th meeting, we will be using the estimates from staff with what we feel needs to be presented in the proposed budget. We will try to keep it similar to what we have now. Does anyone have any questions? Hearing no questions, a motion to accept the financials would be in order.

On MOTION by Mr. Medina seconded by Ms. Godoy with all in favor, the check run summary and the balance sheet and income statement were accepted.

EIGHTH ORDER OF BUSINESS Supervisors Requests

There not being any, the next item followed.

NINTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: So, with that being said, unless anyone has any other District business to discuss, a motion to adjourn would be in order.

On MOTION by Mr. Lopez seconded by Mr. Medina with all in favor, the meeting was adjourned.



Secretary / Assistant Secretary



Miguel Medina (Jun 26, 2023 13:11 EDT)

Chairman / Vice Chairman

06-20-23meetingdocumentstobesigned-NorthDade

Final Audit Report

2023-06-26

Created:	2023-06-26
By:	Luis Hernandez (lhernandez@gmssf.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMfBktb_3-RZXY69nfK2n6EsfSqbd5x4x

"06-20-23meetingdocumentstobesigned-NorthDade" History

-  Document created by Luis Hernandez (lhernandez@gmssf.com)
2023-06-26 - 2:27:43 PM GMT - IP address: 162.199.192.217
-  Document e-signed by Luis Hernandez (lhernandez@gmssf.com)
Signature Date: 2023-06-26 - 2:30:14 PM GMT - Time Source: server- IP address: 162.199.192.217
-  Document emailed to mbmn0291@gmail.com for signature
2023-06-26 - 2:30:16 PM GMT
-  Email viewed by mbmn0291@gmail.com
2023-06-26 - 5:10:46 PM GMT - IP address: 172.225.251.39
-  Signer mbmn0291@gmail.com entered name at signing as Miguel Medina
2023-06-26 - 5:11:52 PM GMT - IP address: 172.58.128.252
-  Document e-signed by Miguel Medina (mbmn0291@gmail.com)
Signature Date: 2023-06-26 - 5:11:54 PM GMT - Time Source: server- IP address: 172.58.128.252
-  Agreement completed.
2023-06-26 - 5:11:54 PM GMT