

**Minutes
Pembroke Harbor Community
Development District**

**Regular and Election Meeting
December 1, 2022
6:30 p.m.**

**Pool Area of Pembroke Cay
807 SW 143rd Terrace
Pembroke Pines, Florida**

**Pembroke Harbor Community Development District
Budget and Regular Meeting
December 1, 2022
6:30 p.m.
Pool Area of Pembroke Cay
807 SW 143rd Terrace, Pembroke Pines, Florida**

Minutes

1. **Call To Order.** The meeting was called to order at 7:00 p.m.
2. **Roll Call.** In attendance were Chair Karena Bland, Vice-Chair Helen Porche, Supervisor Julio Rodriguez, District Manager Christopher Wallace, and District Attorney Scott Cochran.
3. **Approval of Minutes.**
 - a. **September 29, 2022 Regular and Budget Meeting.** Julio Rodriguez moved to approve the minutes and Chair Bland seconded the motion. In a voice vote, the minutes were approved without modification. **(Minutes approved, 3-0).**
4. **Appointment to Vacant Seat 2.** A motion was made by Helen Porche, which was seconded by Julio Rodriguez, to appoint Juan Pinzon to fill vacant seat #2, which expires in 2024. The motion was unanimously adopted by voice vote and Mr. Pinzon was appointed to vacant Board seat #2. **(Motion approved 3-0).**
 - a. **Oath of Office for Juan Pinzon, Seat 2.** Mr. Pinzon was administered his Oath of Office by Notary Bernardo J. Bermudez and became the Supervisor for Seat 2.
5. **Declaring Vacancy To Seat 4.** Chair Bland moved to declare a vacancy in Seat 4 (Qualified Elector seat occupied by Julio Rodriguez which expired in November 2022). Supervisor Rodriguez seconded the motion and in voice vote, the motion was unanimously carried. **(Motion approved, 3-0)**
6. **Appointment to Vacant Seat 5.** Chair Bland moved to appoint Julio Rodriguez to vacant Seat 5. Helen Porche seconded the motion. The motion was unanimously adopted by voice vote and Mr. Rodriguez was appointed to vacant Board seat #5. **(Motion approved 3-0).**

- a. **Oath of Office for Julio Rodriguez, Seat 5.** Mr. Rodriguez was administered his Oath of Office by Notary Bernardo J. Bermudez and became the Supervisor for Seat 5. Owing to a prior commitment, Mr. Rodriguez left the meeting. **(Supervisor Rodriguez leaves meeting, but quorum maintained).**
7. **Appointment to Vacant Seat 4.** A motion was made by Supervisor Pinzon to appoint Kenya Gloris to vacant Seat 4. Chair Bland seconded the motion to the seat Qualified Elector seat that expires in November 2026. The motion was unanimously adopted by voice vote and Ms. Gloris was appointed to vacant Board seat 4. **(Motion approved 3-0).**
- a. **Oath of Office for Kenya Gloris, Seat 4.** Ms. Gloris was administered her Oath of Office by Notary Bernardo J. Bermudez and became the Supervisor for Seat 4.
8. **Declaring Vacancy To Seat 3.** Chair Bland moved to declare a vacancy in Seat 3 (Qualified Elector seat occupied by Helen Porche which expired in November 2022). Supervisor Pinzon seconded the motion and in voice vote, the motion was unanimously carried. **(Motion approved, 4-0)**
9. **Appointment to Vacant Seat 3.** A motion was made by Chair Bland to appoint Helen Porche to vacant Seat 3. Supervisor Bland seconded the motion to the seat Qualified Elector seat that expires in November 2026. The motion was unanimously adopted by voice vote and Ms. Gloris was appointed to vacant Board seat 4. **(Motion approved 3-0).**
- a. **Oath of Office for Helen Porche, Seat 3.** Ms. Gloris was administered her Oath of Office by Notary Bernardo J. Bermudez and became the Supervisor for Seat 3.
10. **Election of Officers.** Chair Bland moved to elect the slate of officers (Karena Bland, Chair; Helen Porche, Vice-Chair, Julio Rodriguez, Secretary; Christopher Wallace, Treasurer; and Juan Pinzon and Kenya Gloris, Assistant Secretaries). Helen Porche seconded the motion and in a voice vote, the Offices had their appointments. **(Motion approved and Officers appointed, 4-0).**
11. **Resolution 2022-6. A Resolution of the Board of Supervisors of the Pembroke Harbor Community Development District Recognizing Nonconformity With Statutory Requirements Regarding the General Election of Supervisors; Ratifying the Actions of the District Manager; Recognizing the Appointment**

of Qualified Electors; Providing for Severability; and Providing an Effective Date. A motion was made by Helen Porche and seconded by Juan Pinzon to adopt the Resolution. In a voice vote with Supervisor Rodriguez being absent, the Resolution was adopted. **(Resolution adopted, 4-0).**

12. Staff Reports

a. District Management. There were no management comments other than they would email the Form 1 Financial Statements to the new appointed Supervisors.

b. District Attorney. The District's attorney, Mr. Cochran, reminded the newly appointed Supervisors to submit their Form 1 Financial Statement with 30 days.

13. Audience Comments. There were no audience comments.

14. Supervisor's Comments. There were no Supervisor comments.

15. Other Business. There was no other business.

16. Adjournment. There being no further business, Supervisor Pinzon moved to adjourn the meeting and Chair Bland seconded and without objection, the meeting was adjourned at 8:40 p.m.

MINUTES
Pembroke Harbor Community
Development District

Rescheduled Budget and Regular
Meeting
September 29, 2022
6:30 p.m.

Pool Area of Pembroke Cay
807 SW 143rd Terrace
Pembroke Pines, Florida

**Pembroke Harbor Community Development District
Budget and Regular Meeting
September 29, 2022
6:30 p.m.
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807 SW 143rd Terrace, Pembroke Pines, Florida**

MINUTES

17. **Call To Order.** The meeting was called to order at 6:47 p.m.
18. **Roll Call.** In attendance were Chair Karena Bland, Vice-Chair Helen Porche, Supervisor Julio Rodriguez, District Attorney Gregory George, and District Manager Christopher Wallace.
19. **Approval of Minutes.** Karena Bland moved to approve all of the minutes. Helen Porche seconded the motion and in a voice vote, the minutes were unanimously approved without amendment. **(Minutes approved, 3-0).**
 - a. **August 27, 2020 Regular Meeting (Virtual)**
 - b. **June 24, 2021 Regular Meeting**
 - c. **November 4, 2021 Landowners Meeting**
 - d. **May 19, 2022 Regular Meeting.**
20. **Resolution 2022-3. A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT REGARDING THE PROPOSED BUDGET FOR FISCAL YEAR 2022/2023; PROVIDING FOR AMENDING RESOLUTION NO. 2019-2 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.** Mr. Wallace explained that this was a housekeeping item that would replace the resolution adopted at the May meeting that set the date, place, and time for the budget hearing. That meeting was cancelled and rescheduled to this meeting. Julio Rodriguez moved to approve the resolution and Karena Bland seconded. In a voice vote, the Resolution was unanimously adopted. **(Resolution adopted 3-0).**

21. **Public Hearings.** Mr. Wallace noted that the next two items were public hearing items, but that it didn't appear any members of the public were present.
- a. **Resolution 2022-4. A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2022-2023.** Mr. Wallace noted that budget before the Board at this time was the same as originally presented at the May meeting. There being no discussion of the Board, and there being no members of the public present, the public hearing item was closed. Helen Porche moved to adopt the Resolution and Julio Rodriguez seconded the motion. In a voice vote, the Resolution was unanimously adopted. **(Resolution adopted, 3-0)**
- b. **Resolution 2022-5. A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING AND LEVYING AN ASSESSMENT AND ESTABLISHING AN ASSESSMENT RATE FOR BENEFITED PARCELS FOR FISCAL YEAR 2022-2023.** Mr. Wallace noted that assessment before the Board at this time was the same as originally presented and was the same rate that the District had always levied. There being no discussion of the Board, and there being no members of the public present, the public hearing item was closed. Julio Rodriguez moved to adopt the Resolution and Karena Bland seconded the motion. In a voice vote, the Resolution was unanimously adopted. **(Resolution adopted, 3-0)**
22. **Staff Reports**
- a. **Setting Meeting Schedule for Fiscal Year 2019-2020.** Mr. Wallace discussed that the Board always set the meeting schedule for the subsequent fiscal year and that the 3rd Thursday of each month had been scheduled in the past. The Board agreed to continue with reserving the 3rd of each month for meetings if needed.
23. **Audience Comments.** There were no audience comments.
24. **Supervisor's Comments.** There were no Supervisor comments.
25. **Other Business.** Mr. Wallace brought to the Board's attention that when he called the Broward Supervisor of Elections office the

first week in July, he was informed by them that the deadline for the November election, which is now a registered elector's meeting and not a landowner's meeting, had passed and that they could not hold the election for the District this November. Mr. George advised the Board that he would investigate and get back to the Board on how this should be handled going forward.

26. **Adjournment.** There being no further business, Julio Rodriguez moved to adjourn the meeting and Karena Bland seconded the motion. In a voice vote, the motion was unanimously passed and the meeting adjourned at 6:57 p.m. **(Meeting adjourned at 6:57 p.m.)**

