

**MINUTES OF MEETING  
MIAMI WORLD CENTER  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Miami World Center Community Development District held a Regular Meeting on October 15, 2019 at 11:00 a.m., at the offices of Greenberg Traurig, P.A., 333 S.E. 2<sup>nd</sup> Ave., 44<sup>th</sup> Floor, Room 44-008, Miami, Florida 33131.

**Present at the meeting were:**

John Chiste	Chair
Cora DiFiore	Vice Chair
Joseph DiCristina	Assistant Secretary
Peter Brown	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates LLC
Ginger Wald	District Counsel
Aaron Buchler	District Engineer
Paola Lamprea	Square Edge, Inc.
Cristina Suarez	Square Edge, Inc.
Glenn Fidje	Square Edge, Inc.
Eliane Prieto	Square Edge, Inc.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 11:02 a.m. Supervisors Chiste, DiFiore, DiCristina and Brown were present, in person. Supervisor Colamarino was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Ratification of Coastal/Tishman  
Change Orders *(support  
documentation available upon  
request)***

Ms. Cerbone presented the following Coastal/Tishman Change Orders:

- A. **Number 035**  
COR's #72, 83, 131, 138, 149, 157, 158, 159R1, 161, 165 and 176 \$0.00
- B. **Number 037**  
COR's #146, 155, 174, 179 and 180 \$0.00
- C. **Number 038**  
CT – Transfer of funds to owner - void contract water feature (\$366,065)
- D. **Number 039**  
CT – Transfer of funds to savings overrun 16-999 \$0.00
- E. **Number 040**  
COR's #135, 162, 178, 189 and 190 \$0.00
- F. **Number 041**  
Siemens DPO#6 credit (\$281,429)
- G. **Number 042**  
UCC – DPO Credit for Wausau benches (\$90,383)
- H. **Number 043**  
COR's #167, 169, 171, 194, 195, 201, 208 and 215 \$0.00
- I. **Number 044**  
CT – General conditions extension of time thru 12.31.10 \$0.00

**On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, Coastal/Tishman Change Order Numbers 035, 037, 038, 039, 040, 041, 042, 043, 044, were ratified.**

**FOURTH ORDER OF BUSINESS**

**Execution and Ratification of Coastal/Tishman Change Order Number 045 for Additional General Conditions and Contract Time Extension to 12/31/19 (support documentation available upon request)**

Ms. Suarez stated Change Order Number 045 is the second half of the additional general conditions extension through December 31, 2019, from October to December. Mr. Wrathell stated that, after the Change Order runs out in December, there would be a stopping point and approximately \$2 million worth of work would be pending, so the owner would pay on an ongoing basis and the District would pay once the work is completed.

**On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, Coastal/Tishman Change Order Number 045 for Additional General Conditions and Contract Time Extension through 12/31/19, in the amount of \$0.00, was ratified.**

**FIFTH ORDER OF BUSINESS**

**Status of Approved Service Agreements**

Ms. Cerbone stated that, since the Board previously approved the Fiscal Year 2019 and 2020 maintenance expenses, it was necessary to rescind the agreements, including the first amendment to the Beau Dietl Security Agreement. Ms. Wald stated that none of the agreements were fully executed or effectuated and the agreements must be rescinded as stated and set forth in the agenda.

**A. Security Guard Services: Beau Security & Investigation (\*over budgeted Security Services; difference will offset overage in Security Camera Services and Internet for Security Cameras)**

- **Fiscal Year 2019: No Activity and No Expense**
- **Fiscal Year 2020: NTE \$183,768/Budget \$450,000**

**On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, rescinding the Beau Security & Investigation Agreement and a first amendment, was approved.**

**B. Security Camera Maintenance Program. Siemens Corporation**

- **Fiscal Year 2019: No Activity and No Expense**
- **Fiscal Year 2020: NTE \$27,028/Budget \$20,000 (\*see Security Services)**

On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, rescinding the Security Camera Maintenance Agreement with Siemens Corporation, was approved.

C. **Additional Janitorial Services: *A&S Total Cleaning***

- **Fiscal Year 2019: No Activity and No Expense**
- **Fiscal Year 2020: NTE \$173,688/Budget \$189,000 (remaining budget to be used for pressure cleaning)**

On MOTION by Mr. Chiste and seconded by Mr. DiCristina, with all in favor, rescinding the Janitorial Services Agreement with A&S Total Cleaning Agreement, approved.

D. **Rodent Pest Control Services: *Bugs Berger/Truly Nolen***

- **Fiscal Year 2019: No Activity and No Expense; PIA is dissatisfied with Service; District Wants to Proceed with Truly Nolen in 2020**
- **Fiscal Year 2020: NTE \$8,995/Budget \$14,000**

On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, rescinding the Rodent Pest Control Services Agreement with Bugs Berger, was approved.

E. **Additional Landscape Services: *BrightView Landscape Services, Inc.***

- **Fiscal Year 2019: No Activity and No Expense**
- **Fiscal Year 2020: \$64,175/Budget \$47,500 Landscape Services; \$2,500 Irrigation Maintenance – Total \$50,000**

On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, rescinding the BrightView Landscape Services Agreement, was approved.

Ms. Cerbone stated that it was necessary to accept and approve the proposals and authorize District Staff to create an agreement with each service provider. Ms. Wald stated that the District Manager or a Supervisor should be authorized to monitor the start date and execution of the agreements. Ms. Cerbone would obtain start date information within two weeks of a start date, for processing and execution.

**On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, accepting all five Service Agreements, authorizing District Staff to create forms of agreement for each service provider, authorizing the District Manager to monitor start dates for processing and execution, was approved.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Continuing Service Agreement**

Mr. Fidje stated that, due to an increase in the scope, it was necessary to increase the number of hours for the field professionals and Administrative Assistant. As to the fee differential, the first six months would be one fee and the second six months would be higher, due to taking on more tenant work, more area, etc. Ms. Cerbone stated that the reimbursables, including office-related expenses and insurance, have not changed since the previous meeting.

- **Property Management Services: Square Edge**
  - **Fiscal Year 2019: \$69,159 Total/Budget \$175,000 + Reimbursables \$8,500 – Total \$183,500**
  - **Fiscal Year 2020: \$193,500 + Reimbursables \$15,600, Total \$208,650/Budget \$237,378 + Reimbursables \$15,600 – Total \$241,878**

**On MOTION by Mr. Chiste and seconded by Ms. Difiore, with all in favor, the Square Edge, Inc. Property Management Services Continuing Services Agreement, in the amount of \$222,150, was approved.**

Ms. Wald stated that she prepared a first amendment and extension to the Property Management Services Agreement providing for the amendment for the increase of services,

which also increases the cost, and, since the fiscal year ended September 30<sup>th</sup>, it would be an extension of the original agreement.

**SEVENTH ORDER OF BUSINESS**

**Consider Recommendation to Award New Service Agreement(s)**

Ms. Lamprea, of Square Edge, presented the Waste & Recycling Management and the Internet for Security Cameras Service Agreements.

- A. **Waste Recycling Management: *Waste Management***
  - **Fiscal Year 2019: No Activity and No Expense**
  - **Fiscal Year 2020: NTE \$3,480/Budget \$10,000**
- B. **Internet for Security Cameras in the amount of \$38,039.52.**

**On MOTION by Mr. Chiste and seconded by Ms. DiFiore, with all in favor, the Waste & Recycling Management Service Agreement in the amount of \$10,000 and the Internet for Security Camera Service Agreement in the amount of \$38039.52, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Discussion/Consideration: RFP for Security Services and Janitorial Services**

Ms. Carbone stated, if the expense reaches the threshold of \$195,000, it would be necessary to advertise a Request for Proposals (RFP) for Security and Janitorial Services, so District Staff needs approval to coordinate with the Chair to commence the RFP process between meetings, in case the threshold is reached.

**On MOTION by Mr. DiCristina and seconded by Ms. DiFiore, with all in favor, authorizing District Staff to coordinate with the Chair to commence the RFP process for Security and Janitorial Services, was approved.**

Mr. Fidje stated that a revision was required in the Hotwire contract. Ms. Wald stated that the Square Edge memo was incorrect and a new proposal was provided by Hotwire to consider.

**NINTH ORDER OF BUSINESS**

**Update: District Engineer and Status of Substantial Completion of District Improvements**

Mr. Buchler provided the following update:

- He and Mr. Fidje were working through some areas to defer them and making plan revisions that would reflect that and deduct it from the scope.
- In other areas that were close to completion, substantial completion letters, with exceptions, were being drafted and would be issued this week.
- The City and County were involved in the roadway turnover and conveyance process.
- Utility company conflicts with the Streetscape improvements, etc., were being resolved.
- Some of the signals were operational.
- Overall, the project was proceeding successfully.

**TENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2019**

Ms. Cerbone presented the Unaudited Financial Statements as of August 31, 2019.

**On MOTION by Mr. Chiste and seconded by Mr. Brown, with all in favor, the Unaudited Financial Statements as of August 31, 2019, were accepted.**

**ELEVENTH ORDER OF BUSINESS**

**Approval of August 21, 2019 Public Hearings and Regular Meeting Minutes**

Ms. Cerbone presented the August 21, 2019 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Chiste and seconded by Ms. DiFiore, with all in favor, the August 21, 2019 Public Hearings and Regular Meeting Minutes, as presented, were approved.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

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

There being no report, the next item followed.

**B. District Engineer: *Kimley-Horn and Associates, Inc.***

There being no report, the next item followed.

**C. Operations Manager: *Square Edge Inc.***

There being no report, the next item followed.

**D. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: November 19, 2019 at 11:00 A.M. (*Landowners' Meeting and Regular Meeting*)**

- **QUORUM CHECK**

This item was not addressed.

**THIRTEENTH ORDER OF BUSINESS**

**Board Members' Comments/  
Requests**

There being no Board Members' comments or requests, the next item followed.

**FOURTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Brown and seconded by Mr. Chiste, with all in favor, the meeting adjourned at 11:45 a.m.



  
Secretary/Assistant Secretary

  
Chair/Vice Chair