



Plantation Acres Improvement District

Broward County Florida

1701 NW 112th Avenue, Plantation, FL 33323

AGENDA
February 27, 2025

Call to Order 7:00 P.M.

Pledge of Allegiance

Invocation

Roll Call

Approval of Attendance of Commissioners by Social Media or Telephone

Approval of Minutes

Public Comment

Staff Reports

I. Administrator's Report

A. Hiring of a PAID Office Assistant

- (1) Approve Job Description and salary
- (2) Budget Amendment for funding of position
- (3) Review Resumes and possible offer of position

B. Approval of the January 2025 Expenses in the amount of \$467,678.56

C. Approval of the Credit Card Report for 12/09/2024 through 1/8/2025 in the amount of \$2,902.69

D. Approval of the Credit Card Report for 1/9/2025 through 2/8/2025 in the amount of \$5,280.41

E. Reconsideration of whether to vote to look into dissolution of PAID

F. Authorize purchase of additional transmission for pumps

G. Discussion regarding Cost Recovery

H. Discussion regarding Monitoring of Projects/Maintenance/Complaints on District's website

I. Payment Application No. 2 - Pump Station #1

J. Discussion regarding Roof Replacement for all Pump Stations - Paletz Roofing proposal

K. Discussion regarding Electrical Upgrades for all Pump Stations - Tirone Electric proposal

II. Attorney's Report

A. Consideration of Independent Contractor Agreement with Vie Blue, LLC for Human Resource Services

B. Resolution No. 2025-01 to Approve Goals and Objectives as Required by Section 189.0694, Fla.Stat.

III. Engineer's Report

A. CONSENT ITEMS

None

B. QUASI-JUDICIAL ITEMS

The items in this section are quasi-judicial in nature. If you wish to object or comment upon any of these items, you must be sworn before addressing the Board of Commissioners, and if you wish to address the Board, you may be subject to cross-examination. If you refuse to submit to cross-examination, the Board of Commissioners will not consider what you have said in its final deliberations.

None

C. BOARD ACTION ITEMS

None

D. DISCUSSION ITEMS

- D1. Pump Station Improvements (D1707.01) Update
- D2. Off-site Improvements for North Acres Park (D2308.03) Update
- D3. Engineer's Annual Report (D2501.02) Update
- D4. Pump Sensors location including potential relocation of power connection (D2501.01) . . . Discussion
- D5. Stormwater Modeling: Canal system, Cleaning & Connectivity of canals (D2501.01). . . . Discussion
- D6. Permit Activity (D9408.02 & D9408.03) Summary
- D7. Violation Activity (D9611.01) Summary

IV. District Manager's Agenda

Old Business

New Business

Commissioner Comments

Adjournment

PAID - OFFICE ADMINISTRATOR

FULL TIME POSITION / 40 HOURS PER WEEK

ANNUAL SALARY: \$50,000 plus benefits

Responsibilities:

General Administrative Duties:

- Manage and coordinate schedules, appointments, and meetings.
- Handle and/or route phone calls, emails, and correspondence.
- Prepare reports, presentations, and documents as required.
- Organize and maintain files, records, and databases.
- Process expense reports and invoices.
- Order office supplies and ensure office operations run smoothly.

Meeting Coordination & Minute Taking:

- Schedule meetings, send invitations/reminders, and prepare agendas.
- Attend meetings to take accurate and detailed minutes.
- Record key discussion points, decisions made, and action items.
- Distribute minutes and follow up on assigned tasks.
- Maintain confidentiality and ensure records are well-organized.

Executive Support:

- Act as a liaison between board members, staff and residents.
- Draft correspondence, memos, and internal communications.
- Handle confidential information with discretion.

Office Management:

- Oversee office procedures and administrative functions.
- Coordinate projects, track deadlines, and ensure deliverables.
- Handle special assignments as directed by board members.

Scanning Project Responsibilities:

- Review physical and electronic files to determine relevance and retention needs.
- Organize and categorize documents before scanning.
- Ensure proper file naming and consistent labeling of electronic files.
- Scan documents efficiently, ensuring clarity and accuracy.
- Verify scanned files for completeness and quality assurance.
- Save and organize scanned files into appropriate digital folders.
- Update and maintain digital filing systems for easy retrieval.
- Ensure compliance with company policies and confidentiality guidelines.

Website

- Update/upload website content including reports, news, events, images, files and announcements.
- Manage and troubleshoot website issues or coordinate with IT support.
- Monitor website performance and user experience, report any issues.
- Coordinate updates and new content with commissioners.

Skills & Competencies Required

- Strong organizational and time-management skills.
- Excellent communication and interpersonal abilities.
- Proficiency in Microsoft Office (Word, Excel, PowerPoint) and other relevant software.
- Attention to detail and ability to multitask.
- Problem-solving skills and adaptability.
- Professionalism and discretion in handling sensitive information.
- English/Spanish

CARMEN MIRONES

PROFILE

Business Administrator with experience in office paperwork, commercial management, customer service, reception process, quality control, as like as all kind of management reports. Also, experience in Hospitality and Audit reports and paperwork.

CONTACT

PHONE:
954 324 5200

EMAIL:
cmirones@hotmail.com

HOBBIES

Listening to music
Watching movies and series
Walking
Traveling

EDUCATION

MC FATTER TECHNICAL CENTER
2005 – 2006
ESOL

RICARDO PALMA UNIVERSITY
1990 - 1996
BUSINESS ADMINISTRATION
LICENSED

WORK EXPERIENCE

VACATION VILLAGE AT WESTON – Night Audit Supervisor
2023 - Present
Manager assistance, reports, ran the audit, Credit cards charge, Resort transactions review, supervised the NA agents.

BUILDING & GROUNDS, INC - Office Manager
2013 – Present
Office paperwork, reports, payroll, estimates, payments.

NOVA BLANCHE FORMAN ELEMENTARY – PTA Member
2008 – 2013
Treasurer
Historian

TELEFONICA DEL PERU S.A.A. – Analyst III
1997 - 2003
Strategic planning team in VIP Customers Headquarters

COSAPI DATA – Administrative Assistant
1996 – 1997
Assistant Manager

REFERENCES

Carmen Rodriguez – Vice President Customer Relationships with Care Construction
954 907 4738
Alvaro Arias - B&G General Manager
954 445 6884



6151 PEMBROKE RD
HOLLYWOOD, FL 33023
MIAMI-DADE (305) 625-2600
BROWARD (954) 989-7162
FAX (954) 894-0334

EC0000345 / EC0003059

TIRONE-ELECTRIC.COM

January 23, 2025
PROPOSAL
6A24-120

Plantation Acres Improvement District
1701 NW 112TH Ave
Plantation, FL 33323

Site: Old Hiatus and Broward Blvd

Request By:

Jorge Santana

www.paidfl.org

Jorge_santana@paidfl.org

954-802-6006

RE: Pump Stations 1-6 Service Upgrade

In accordance with your request, Tirone Electric, Inc. proposes to furnish all necessary labor, tools, materials, and supervision for a complete and operational electrical installation to the above referenced project as per our on-site review and as per the following listed qualifications.

- 1) Remove the old service 2" riser and meter enclosure from each pump station.
- 2) Provide and install a new Service Lateral(Underground) conduit from FPL pole to each building located at the west-end side.
- 3) The conduit from FPL to each building will be ran via direct boring.
- 4) 811 will assess the ground prior to the commencement of the boring.
- 5) Restoration to ground(asphalt and grass) is included.
- 6) Provide and install a new Meter main combo(1PH 100A 240V 3W).
- 7) Provide and install a new Load center(1PH 16 ckts 125amp 3w NEMA 3R), replacing the existing one at each station.
- 8) Provide and install (2) new LED Flood Light fixtures with a single pole switch to control each light.(Per station).
- 9) Electrical shop drawing is included.
- 10) Install a new grounding electrode conductor.
- 11) All work will be performed during normal business hours.
- 12) Permits and inspections fees are included.
- 13) FPL coordination is included.
- 14) Any unforeseen or pre-existing conditions (Electrical Violations) that will alter the scope of work may result in an additional cost.
- 15) All work will be performed in a workmanlike manner per NEC (National Electrical Code) 110.12.
- 16) All labor is warranted for 12 months of install. Any damage due to Mother Nature or vandalism is Not warranted.





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TIRONE-ELECTRIC.COM

Total cost for the mentioned project above:

Fifty-Eight Thousand Six Hundred Dollars.....\$58,600.00

This proposal is valid for 30 days from the date above..

THERE WILL BE A 3% INCREASE IF CREDIT\DEBIT CARD IS USE AS A METHOD OF PAYMENT.

50% is due upon acceptance. The reaming 50% is due upon completion.

The above prices, specifications and conditions are accepted. Tirone Electric, Inc. is authorized to do the work as specified. Payments will be made as outlined above. In the event a lien or other legal measures are commended to secure payments on any portion of the contract sum, the prevailing party shall be entitled to receive all costs and reasonable attorney fees.

Signature
Respectfully submitted,

Printed Name and Title

PO/Date

Levarado Bain

Project Manager



INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (the “Agreement”) is entered into on _____, 2025 (the Effective Date”), between the Plantation Acres Improvement District, a Florida independent special district, herein referred to as the “District,” and Vie Blue, LLC, herein referred to as “Contractor.”

RECITALS

1. Contractor is duly qualified to and has expertise in human resources management.
2. Contractor and the District agree that it is to their mutual advantage to have Contractor provide consulting and administrative services to the District as it pertains to the efficiency, processes, and operations in the areas of human resources and related services for the District.

AGREEMENT

- A. DESCRIPTION OF WORK:** Contractor agrees to provide the District with consulting and administrative services pertaining to the management, processes, efficiency, and operation of the District’s human resources department. Contractor agrees to advise, consult, and provide administrative services to the District on an “as needed” basis. The services to be provided are described in the Scope of Services attached hereto as Exhibit “A.” The Scope of Services shall also be deemed to include providing all goods and performing all actions necessary to complete the services Contractor has been hired to provide, whether specifically included in the attached Scope of Services or not. Contractor will perform its services to the highest professional standards customarily accepted within Contractor’s field. In Contractor’s performance of its services hereunder, Contractor is not required to maintain any specified daily or weekly schedule, and is not required to meet any quotas. However, Contractor must ensure that she is available to provide consulting services to the District promptly. Contractor may be invited to attend periodic meetings held to provide informational updates regarding projects.
- B. LICENSES AND CERTIFICATIONS:** Contractor ensures that she or her employees, representatives or agents will, at all times during the term of this Agreement, maintain any and all approvals, licenses, and/or certifications required to provide consulting and administrative services, and shall furnish copies of such documents to the District. Contractor shall immediately notify the District if any approvals, licenses, or certifications are restricted, revoked or limited in any way during the term of this Agreement. Contractor further agrees that at all times, it will

comply with any and all applicable laws, rules, regulations and/or ordinances when performing the services and duties contemplated under this Agreement.

- C. PAYMENT:** In consideration for the releases and indemnities contained herein and Contractor's provision of services, Contractor shall charge the District (through the District's billing process) for services performed pursuant to this Agreement at a rate of \$50.00 per hour. Contractor agrees to use independent discretion in providing consulting services to the District. Contractor shall be fully and solely responsible for any and all expenses incurred by her in performance of her duties hereunder.

Contractor shall submit invoices for services rendered to the District as necessary. Upon receipt of a proper invoice, the District will process payments within thirty (30) days after receipt of an invoice for services rendered on behalf of the District.

- D. USE OF EQUIPMENT:** Contractor shall be solely responsible for providing any other supplies or materials needed to perform the services set forth in this Agreement. The District will not reimburse Contractor for any expenses that Contractor incurs pursuant to this Agreement. Specialty tools and equipment costs required for performance of duties shall be reimbursed based on submitted invoices from Contractor.

- E. RELATIONSHIP OF PARTIES:** This Agreement creates an independent contractor-District relationship. The District will not supervise the work of Contractor. The District is interested only in the results achieved. Contractor is solely responsible for the manner and method by which it provides the services contemplated under this Agreement, and exercises exclusive discretion in this regard. Contractor is also solely responsible for the conduct and control of its employees, representatives or agents, and the work performed by those individuals. During the term of this Agreement, Contractor will report to the District Manager, or designee, who will act as the liaison between Contractor and the District. Contractor is not an agent of the District for any purpose. Neither Contractor nor her employees, agents or subcontractors is entitled to any benefits that the District provides its employees, specifically including, but not limited to, sick leave, vacation, workers' compensation or any other insurance coverage. Where required by law, Contractor shall be solely liable for the compensation of its employees, agents or subcontractors (if any), for maintaining workers' compensation and unemployment compensation coverage for its employees, agents or subcontractors and for filing all applicable returns. Contractor shall be solely responsible for withholding and paying any and all Federal, State, and local taxes, Social Security payments, and any other applicable deductions, taxes, or payments, including, but not limited to, unemployment and other payroll taxes. This is not an exclusive agreement. Contractor is free to contract with other parties for similar services.

- F. LIABILITY:** Contractor assumes all risk connected with the work performed pursuant to this Agreement. Contractor shall be fully and solely responsible for providing, at its own cost and expense, any and all equipment that is required in the

performance of its duties hereunder. Contractor also accepts all responsibility for the condition of tools and equipment used in the performance of this Agreement, whether or not provided by Contractor.

Contractor shall protect, defend, indemnify, and hold harmless the District and its officials, officers, members, agents, representatives and employees from any and all claims, liabilities, expenses, or damages of any nature, including attorney fees, for injury to or death of any person, and for injury to any property arising out of or in any way connected with the performance or non-performance of any provision of this Agreement required of Contractor, or on behalf of Contractor, or resulting from any errors, omissions, misconduct, negligent acts of Contractor or its employees, agents, officials or subcontractors or violation by Contractor or its employees, agents, officials or subcontractors of any statute, law, ordinance, regulation on account of the performance or non-performance of any provision of this Agreement. Contractor agrees to indemnify and hold harmless the District against any loss, claim, liability, or cost of any kind whatsoever, arising from Contractor's failure to maintain workers' compensation coverage, to file any returns and pay taxes, or to pay his/her employees in accordance with federal, state and local laws.

Contractor further releases the District, and its officers, agents, employees, agents, servants, representatives, and volunteers from any and all suits, liability, claims or judgment of any kind, including attorneys' fees, and including without limitation, any claims by third parties, in any way concerning, relating to, arising out of, or in any manner connected with, any first aid treatment or lack thereof, or any Services rendered or lack thereof, for injuries or illnesses, during participation in any activities contemplated by this Agreement.

Nothing in this Agreement shall be deemed or treated as a waiver by the District of any immunity to which it is entitled by law, including but not limited to the District's sovereign immunity as set forth in Section 768.28, Florida Statutes.

Contractor shall provide the District with a certificate of insurance showing evidence of professional liability coverage with a combined single limit of not less than \$1,000,000 per occurrence, including the District as additional insured. Upon execution of this Agreement, Contractor shall deliver to the District a certificate of insurance evidencing the above coverage. Insurance shall be primary and non-contributory over any other insurance that may be available to an Indemnified Party. A waiver of subrogation shall apply in favor of the District. Insurance limits specified herein are minimums. Insurance coverage shall apply to the fullest extent of Contractor's insurance policy limits, or to the extent allowed by law, whichever is greater. Should the above described policy(ies) be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

G. DURATION: Either party may terminate this Agreement for any reason with 30 days written notice. The District may terminate this Agreement immediately if Contractor breaches its obligations under this Agreement or engages in conduct which is

immoral, illegal or which the District deems to adversely affect the reputation of the District. If not earlier terminated, the Agreement shall remain in force commencing upon execution by the District, up through, and including December 31, 2025. The parties may agree to renew this Agreement for additional terms, subject to the execution of a written amendment to this Agreement, signed by both parties.

In the event of termination by the District, Contactor shall not be entitled to any damages and shall not be entitled to any compensation other than that earned prior to notification by the District that this Agreement has been terminated.

- H. NO AUTHORITY TO BIND:** Contractor shall have no authority to contract for or legally bind the District with respect to any matter, including but not limited to the subject matter of the Agreement.
- I. NO ASSIGNMENT:** Contractor shall not, under any circumstances, assign this Agreement or its rights or duties hereunder without prior written authorization from the District. Should such authorization be granted, Contractor agrees to inform any subcontractors of all the stipulations of this Agreement.
- J. NOTICE:** Whenever either party desires to give notice to the other, it shall be given by written notice and will be deemed given when personally delivered, faxed or seventy-two (72) hours after sent via certified United States mail postage prepaid, return receipt requested.
- K. AUDIT AND INSPECTION RIGHTS:** The District may, at reasonable times, and for a period of up to three (3) years following the date that final payment under this Agreement is made, audit, or cause to be audited, those books and records of Contractor that are related to Contractor's performance under this Agreement. Contractor agrees to maintain all such books and records at its principal place of business for a period of three (3) years after final payment is made under this Agreement.
- L.** This Agreement shall be subject to Florida's Public Records Laws, Chapter 119, Florida Statutes. Contractor understands the broad nature of these laws and agrees to comply with Florida's public records laws and laws relating to records retention. In compliance with section 119.0701, Florida Statutes, Contractor agrees to:
 - 1. Contractor agrees to keep and maintain public records in Contractor's possession or control in connection with Contractor's performance under this Agreement. Contractor additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes.
 - 2. Contractor shall 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 Agreement, and following completion of the Agreement until the records are transferred to PAID.

3. Upon request from PAID's custodian of public records, Contractor shall provide PAID 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 by Chapter 119, Florida Statutes, or as otherwise provided by law.
4. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of PAID.
5. Upon completion of this Agreement, transfer, at no cost, to the PAID all public records in possession of Contractor or keep and maintain public records required by PAID to perform the service. If Contractor transfers all public records to PAID upon completion of this Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically by Contractor shall be delivered to PAID, upon request from the PAID's Custodian of Records, in a format that is compatible with the PAID's information technology systems.
6. Any compensation due to Contractor shall be withheld until all records are received as provided herein.
7. Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by PAID.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS.

Custodian of Records: Robert Andrews
Mailing address: 6464 NW 5th Way
Fort Lauderdale, FL 33309
Telephone number: (954) 474-3092
Email: robert@associationfm.com

M. NON DISCRIMINATION POLICY: Contractor represents and warrants to the District that Contractor does not and will not engage in discriminatory practices and that there shall be no discrimination in connection with Contractor's performance of Services under this Agreement on account of race, age, religion, color, gender, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of service. Contractor further covenants that no otherwise qualified individual shall, solely by reason of his or her race, age, religion, color, gender, national origin, marital status,

physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of service, be excluded from participation in, be denied service, or be subject to discrimination under any provision of this Agreement.

- N. CHOICE OF LAW AND JURY TRIAL WAIVER:** This Agreement and all related matters shall be governed by, construed, and enforced in accordance with the laws of the State of Florida. **Contractor and the District agree to waive any right to a trial by jury in any litigation over this Agreement or any supplement thereto, including any litigation arising out of Contractor's independent contractor status.** The Parties agree that any litigation related to Contractor's services or to enforce this Agreement shall proceed in the Seventeenth Circuit Court in and for Broward County, Florida or any other court of competent jurisdiction in Broward County, Florida.
- O. SURVIVAL:** All representations and other relevant provisions of this Agreement shall survive and thereby continue in full force and effect, notwithstanding any termination or expiration of this Agreement under paragraph G or otherwise. If any provision of this Agreement or the application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.
- P. ENTIRE AGREEMENT:** This Agreement constitutes the entire understanding and agreement of the parties, and shall not be altered, modified, or amended unless such alteration, modification, or amendment is set forth in writing and signed by the parties.
- Q. ATTORNEY'S FEES:** In the event that any of the parties institutes any action or proceeding against the other party (including such affiliates) relating to this Agreement, the prevailing party shall be entitled to reimbursement for all costs and expenses incurred in connection therewith, including payment of all reasonable attorney's fees and costs through all appellate levels.
- R. LEGAL REVIEW:** Each party acknowledges that it has carefully read all of the terms of this Agreement, has had ample opportunity to consult with legal counsel if so desired concerning the terms of this Agreement, and fully understands the consequences of the Agreement terms.
- S. HEADINGS:** Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement. In the event of conflict between the terms of this Agreement and any terms or conditions contained in any attached documents, the terms in this Agreement shall prevail.

T. NON-WAIVER: No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision, and no waiver shall be effective unless made in writing.

By:

Jorge Santana, Chair

Véronica Niemtschik
Vie Blue, LLC
Contractor

Date Signed: _____

Date Signed: _____

EXHIBIT "A"

TO INDEPENDENT CONTRACTOR AGREEMENT FOR HUMAN RESOURCE SERVICES

OVERVIEW

The Contractor shall provide the following services in association with the Human Resources function of the Plantation Acres Improvement District as provided in the Agreement.

WORK PLAN:

A. **General** – Provides services related to the following general Human Resource functions:

- **Company policies and procedures:** Employee handbook, anti-discrimination policies, harassment policies, disciplinary procedures, safety manuals and/or programs, in addition but not limited to:
 - **Personnel files:** Accuracy, completeness and security.
 - **Exempt and Non-exempt positions:** check classifications and identify overtime eligibility.
 - **I-9 forms:** Verification of employment eligibility.
 - **Recordkeeping practices:** Retention schedules and data security measures.
 - **Technology systems:** HRIS software, payroll systems and training platforms.
- **Organizational structure and staffing:** Organizational charts, job descriptions, reporting lines, training records and performance management system.
- **Compliance documents:** Licenses, permits, insurance certificates, workers' compensation documents, tax records, Florida and Federal labor posters.

B. **Recruitment and Hiring** – Provide services related to the following activities:

- **Job postings:** Accuracy, diversity and compliance with anti-discrimination laws.
- **Application and interview process:** Procedures, forms, screening resumes, interview questions, background checks and drug testing policies.
- **Hiring decisions:** Selecting and hiring candidates, documentation, justification and equal opportunity compliance.
- **Onboarding procedures:** New hire checklists, offer letters, new hire orientation and new hire documentation/files.

C. **Compensation and Benefits** – Perform the following services associated with District Employee payroll and benefits:

- **Payroll processing:** vendor, payroll processing accuracy, payment options, security, reporting capabilities and self-service portal.
- **Pay records:** Accuracy, compliance with minimum wage and overtime laws and recordkeeping.
- **Benefit plans:** Summary plan descriptions, benefit enrollment procedures and forms, claims procedures and benefit contribution rates.
- **Performance appraisal system and compensation structure:** Used to determine pay raises and bonuses.

- **Tax filings:** Timely and accurate submission of payroll taxes, unemployment insurance and workers' compensation.

D. **Training and Development** – In collaboration with the District General Counsel, arrange for the evaluation and provision of the following services:

- **Training needs assessment:** Identify skill gaps and training programs offered.
- **Training records:** Attendance, completion certificates and effectiveness evaluations.
- **Development opportunities:** Career planning programs, mentoring programs and professional development resources.

E. **Employee Relations** - In collaboration with the District General Counsel, provide for the following services on an as needed basis:

- **Grievance procedures:** Documentation of complaints, conflicts, investigation records and disciplinary actions. Dispute mediation procedures.
- **Termination procedures and records:** Reason for termination, documentation, compliance with employment contracts and laws.
- **Leave of absence records:** Family and medical leave, personal leave and disability leave.
- **Accident reports:** Documentation of workplace injuries, investigation reports and return to work plans.
- **Attendance:** work-day schedules.
- **Vacation, PTO, Sick days:** Policy, approval procedure and documentation.
- **Communication:** clarity, conciseness and frequency (schedule).

F. **Employee Engagement and Retention** – Provide the following supportive services to District Employees:

- **Meaningful work:** Connect employees to the company's purpose and their individual impact.
- **Career development opportunities:** Offer pathways for learning, growth, and advancement. Define opportunities for advancement and provide guidance.
- **Open communication:** Encourage feedback, transparency, and two-way dialogue.
- **Positive work environment:** Foster a respectful, inclusive, and collaborative culture.
- **Recognition and appreciation:** Regularly acknowledge and reward employee contributions.

PLANTATION ACRES IMPROVEMENT DISTRICT

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PLANTATION ACRES IMPROVEMENT DISTRICT, FLORIDA, AN INDEPENDENT SPECIAL DISTRICT OF THE STATE OF FLORIDA, APPROVING AND ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING AN ANNUAL REPORTING REQUIREMENT OF THE RESULTS OF THE PRIOR FISCAL YEAR (OCTOBER 1 TO SEPTEMBER 30) TO BE PUBLISHED ON THE DISTRICT’S WEBSITE OR AS REQUIRED BY STATE LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Plantation Acres Improvement District, a political subdivision of the State of Florida, and an independent improvement district (the “District”) is charged with the responsibility of maintaining drainage and associated improvements within the boundaries of the Plantation Acres Improvement District, Broward County, Florida; and

WHEREAS, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (HB 7013) and created Section 189.0694, Florida Statutes; and

WHEREAS, pursuant to Section 189.0694, Fla.Stat., beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

WHEREAS, the District Board of Commissioners (the “Board”) has prepared Goals, Objectives, and Performance Measures and Standards, which are attached hereto as Exhibit “A,” and incorporated herein by reference; and

WHEREAS, the District’s Board finds that it is in the best interest of the District to adopt by resolution the Goals, Objectives, and Performance Measures and Standards as contained in

PLANTATION ACRES IMPROVEMENT DISTRICT

RESOLUTION NO. 2025-01

Exhibit “A”; and

WHEREAS, upon adoption, the District’s Goals, Objectives, and Performance Measures and Standards shall be incorporated into the day-to-day operations of the District; and

WHEREAS, the District staff shall be responsible to coordinate and administer the District’s Goals, Objectives, and Performance Measures and Standards and to incorporate the District’s Goals, Objectives, and Performance Measures and Standards into the day-to-day operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANTATION ACRES IMPROVEMENT DISTRICT BOARD OF COMMISSIONERS, FLORIDA, THAT:

Section 1. Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2. The District’s Goals, Objectives, and Performance Measures and Standards as stated in Exhibit “A” to this Resolution are hereby adopted and approved. The Goals, Objectives, and Performance Measures and Standards shall be effective until revised or changed by the District Board of Commissioners by subsequent resolution. The District shall, by December 1, 2025, and each year thereafter, publish on the District website the results of the prior fiscal year as required by state law, as may be amended from time to time.

Section 3. If any clause, section, or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PLANTATION ACRES IMPROVEMENT DISTRICT

RESOLUTION NO. 2025-01

Section 5. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE PLANTATION ACRES IMPROVEMENT DISTRICT ON THE ____ DAY OF FEBRUARY, 2025.

PLANTATION ACRES IMPROVEMENT
DISTRICT

BY: _____
JORGE SANTANA, CHAIR

PLANTATION ACRES IMPROVEMENT DISTRICT

RESOLUTION NO. 2025-01

EXHIBIT “A”

**PLANTATION ACRES IMPROVEMENT DISTRICT GOALS AND OBJECTIVES
FISCAL YEAR 2024-25**

District Operations

- Goal: Conform to Plantation Acres Improvement District Charter
- Objective:

The purpose of the Plantation Acres Improvement District (“District”) is to benefit the health, safety, and welfare of the public, by maintaining drainage and associated improvements within the boundaries of the Plantation Acres Improvement, Broward County, Florida Performance Measure:

District conducted itself in conformance with its Charter (yes/no)

District Administration

- Goal: Remain compliant with Florida laws for all District meetings and public business
- Objectives:
- Notice all District regular, special, and budget/millage public meetings.

Conduct activities in conformance with Chapter 286, Florida Statutes (Florida’s Sunshine Law).

Maintain District records in conformance with Chapter 119, Florida Statutes, (Florida’s Public Records Law).

- Performance Measure:

Activities conducted in compliance with Chapter 286, Florida Statutes (yes/no)

Records maintained in conformance with Chapter 119, Florida Statutes (yes/no)

PLANTATION ACRES IMPROVEMENT DISTRICT

RESOLUTION NO. 2025-01

District Finance

- Goal: Maintain compliance with Florida's Financial Laws
- Objectives:
 - District adopts a fiscal year budget
 - District adopts an annual assessment
 - Notice and publication of required assessment and budget hearings
 - Coordinate and submit annual financial reports and audits
- Performance Measures:
 - District adopted fiscal year budget (yes/no)
 - District adopted annual assessment (yes/no)
 - Assessment and Budget documents filed with property appraiser and State of Florida (yes/no)
 - Annual financial audit(s) completed and submitted (yes/no)

ENGINEER'S STAFF REPORT
FOR FEBRUARY 27, 2025 MEETING
AGENDA ITEM No.: D1

Action Required: Update

Item Description: Pump Station Improvements

PAID Number: D1707.01

Attachments: None

Summary: 1. Pump No. 1 is substantially complete to date. Contractor (Hinterland Group, HG) to provide an asbuilt drawing prior to final certification by the District.

2. Pump Station No. 6 construction started on February 10, 2025. The new pump will not be installed until the last week of February 2025, once the pump arrives.

The remaining pumps (No.'s 2, 5) are estimated to be delivered March 19th, 2025, and April 21, 2025.

Prepared by: BMP Date: 02/20/2025

ENGINEER'S STAFF REPORT
FOR FEBRUARY 27, 2025 MEETING
AGENDA ITEM No.: D2

Action Required: Update

Item Description: Offsite Improvements for North Acres Park

P.A.I.D. Number: D2308.03

Attachments: None

Summary: Project construction is nearing completion. Final swale grading is estimated to be done by March 1, 2025. After that, District staff will be installing new sod, replacing/restoring irrigation and fencing within PAID drainage easements.

Recommendation: None.

Comments: _____

Prepared by: BMP Date: 02/20/25

ENGINEER'S STAFF REPORT
FOR FEBRUARY 27, 2025 MEETING
AGENDA ITEM No.: D3

Action Required: Summary

Item Description: Engineer's Annual Report

PAID Number: D2501.02

Attachments: None

Summary: The annual report will be forthcoming as some data was not available from the District office as of the date of this report.

Prepared by: BMP Date: 2/20/2025

2025-02-27 Engineer's Staff Report.wpd

ENGINEER'S STAFF REPORT
FOR February 27, 2025 MEETING
AGENDA ITEM No.: D4

Action Required: Board Discussion

Item Description: Pump Sensors location including potential relocation of power connection.

P.A.I.D. Number: D2501.01

Attachments: None

Summary: This item has been placed on the Agenda for discussion.

Comments: None.

Prepared by: BMP Date: 02/20/25

ENGINEER'S STAFF REPORT
FOR February 27, 2025 MEETING
AGENDA ITEM No.: D5

Action Required: Board Discussion

Item Description: Stormwater Modeling - Canal system, cleaning canals, and connectivity of canals.

P.A.I.D. Number: D2501.01

Attachments: None

Summary: This item has been placed on the Agenda for discussion.

Comments: None.

Prepared by: BMP Date: 02/20/25

ENGINEER'S STAFF REPORT
FOR FEBRUARY 27, 2025 MEETING
AGENDA ITEM No.: D6

Action Required: Summary

Item Description: Permit Activity Summary

P.A.I.D. Number: D9408.02 & D9408.03

Attachments: None

Summary: Approved Building Permits

<u>No.</u>	<u>Name</u>	<u>Address</u>	<u>PAID No.</u>
1.	Seligman (Fence)	11200 NW 25 th Street	B2410.02
2.	McLane (Generator)	11600 SW 3 rd Street	B8808.09
3.	JVN Trust (Pool)	12100 Tara Drive	B0205.07
4.	Innocent (Addition)	12361 NW 8 th Street	B0607.01
5.	Genestin (Outdoor Kitchen)	12320 NW 18 th Street	B9908.07
6.	Silvas (Driveway)	11980 NW 24 th Street	B8901.10
7.	City of Plantation (Misc. Structure)	12001 NW 21 st Street	C0209.02
8.	Rambough (Fence)	11591 NW 20 th Court	B0108.01
9.	Ocampo (Pool)	11760 NW 24 th Street	B8904.08
10.	Sarysz (Fence)	11740 NW 23 rd Street	B9602.03
11.	Spence (Pool)	11951 SW 3 rd Street	B9109.03
12.	Steinberg (Fence)	11651 NW 18 th Street	B1604.02
13.	Allison (Pavers, Fence & Gate)	12000 NW 20 th Street	B0010.03
14.	Ocampo (Pergola)	11760 NW 24 th Street	B8904.08
15.	Church of Jesus Christ of Latter-Day Saints (Misc. Structure)	851 N. Old Hiatus Road	B0808.01
16.	Meneses (Shed)	11630 NW 25 th Street	B9206.12
17.	12001 SW 3 rd Street LLC (Generator)	12001 SW 3 rd Street	B0207.01
18.	Quadri (Addition)	11811 NW 9 th Street	B0102.02
19.	Rodriguez (Fence)	12301 NW 23 rd Street	B9706.06
20.	Lopez (House)	2260 NW 118 th Avenue	B0601.02
21.	Garnett (Fence)	11401 SW 3 rd Street	B1602.05

Summary: Approved Certificates of Occupancy

<u>No.</u>	<u>Name</u>	<u>Address</u>	<u>PAID No.</u>
1.	Crafted Homes (House)	12231 SW 2 nd Street	B2305.01
2.	SLS Real Estate (House)	11780 NW 15 th Street	B2110.03

Prepared by: ARW Date: 2/20/2024

ENGINEER'S STAFF REPORT
FOR FEBRUARY 27, 2025 MEETING
AGENDA ITEM No.: D7

Action Required: Summary

Item Description: Notices of Violation
Summary

P.A.I.D. Number: D9611.01

Attachments: None

Summary: The following is a summary of the existing violations.

Name	Address	Violation	Status
MARTIN (V2306.02)	11350 NW 8 th STREET	CONSTRUCTION WITHOUT PERMIT	NON-COMPLIANT
TORRES & BALEBONA (V2409.01)	12350 NW 10 th STREET	CONSTRUCTION WITHOUT A PERMIT	IN PROCESS OF COMPLYING

Prepared by: ARW Date: 2/20/2025

J:\PAID\Projects (D)\1996\D9611.01-Violation Summary\WP\2025-02-27 D9611.01 Nov Activity.wpd