



**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
NOVEMBER 14, 2018
7:00 P.M.**

Special District Services, Inc.
6625 Miami Lakes Drive, Suite 374
Miami Lakes, FL 33014

www.kendallbreezewestcdd.org

305.777.0761 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
Community Clubhouse – Meeting Room
11780 SW 138th Avenue,
Miami, Florida 33186
REGULAR BOARD MEETING
November 14, 2018
7:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
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- G. Old Business
 - 1. Update Re: Alternate Ingress and Egress to District/Community
 - 2. Staff Report as Required
- H. New Business
 - 1. Consider Resolution No. 2018-05 – Adopting Fiscal Year 2017/2018 Amended Budget.....Page 5
- I. Administrative & Operational Matters
 - 1. District Election Results and Procedures Regarding Declaring Vacancy
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- J. Board Member & Staff Closing Comments
- K. Adjourn

MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
Miami, Miami-Dade County, Florida

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared CHRISTINA RAVIX, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

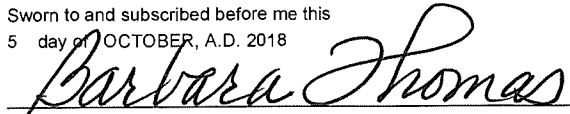
in the XXXX Court,
was published in said newspaper in the issues of

10/05/2018

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

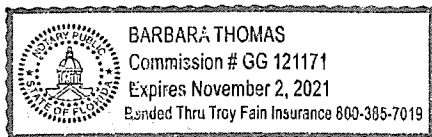


Sworn to and subscribed before me this
5 day of OCTOBER, A.D. 2018



(SEAL)

CHRISTINA RAVIX personally known to me



KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Kendall Breeze West Community Development District (the "District") will hold Regular Meetings in the Kendall Breeze West Community Clubhouse Meeting Room located at 11780 SW 138th Avenue, Miami, Florida 33186 at 7:00 p.m. on the following dates:

October 17, 2018
November 14, 2018
November 21, 2018
January 16, 2019
February 20, 2019
March 20, 2019
April 17, 2019
May 15, 2019
June 19, 2019
September 18, 2019

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922, prior to the date of the particular meeting.

From time to time one or two Board members may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Board members may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at 305-777-0761 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time with no advertised notice.

KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT

www.kendallbreezewestodd.org

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18-51/0000351212M

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
SEPTEMBER 19, 2018**

A. CALL TO ORDER

The September 19, 2018, Regular Board Meeting of the Kendall Breeze West Community Development District (the “District”) was called to order at 7:02 p.m. in the Meeting Room at the Kendall Breeze West Community Clubhouse located at 11780 SW 138th Avenue, Miami, Florida 33186.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the September 19, 2018, Regular Board Meeting had been published in the *Miami Daily Business Review* on September 28, 2017, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairman Wilmer Gonzalez, Vice Chairperson Eduardo Sanchez and Supervisors, Ahsaki Guilbeaux, Jessica Figueroa and Marianna Antunez constituted a quorum and it was in order to proceed with the meeting.

Attending Staff members were as follows: District Manager Armando Silva of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Others in attendance were Viviana Infante, Miami, Florida.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. June 20, 2018, Regular Board Meeting & Public Hearing Minutes

The minutes of the June 20, 2018, Regular Board Meeting and Public Hearing were presented and the Board was asked if there were any changes. Mr. Silva stated that there was a scrivener’s error on agenda item C. Establish Quorum; District Counsel Scott Cochran was not in attendance during the June 20, 2018 meeting so his name was replaced with “Ginger Wald”, who was in attendance during that meeting. There being no comments or changes to the minutes, a **motion** was made by Mr. Gonzalez, seconded by Ms. Figueroa and unanimously passed to approve the minutes of the June 20, 2018, Regular Board Meeting & Public Hearing, *as revised*.

G. OLD BUSINESS

1. Staff Report, as Required

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
SEPTEMBER 19, 2018**

There was no Staff Report at this time.

H. NEW BUSINESS

1. Discussion Regarding Meeting with Department of Transportation and Traffic Consultant

Mr. Silva stated that District field staff and a representative from Caltran Engineering Group (Traffic Engineering firm) met with the Florida Department of Transportation (“FDOT”) regarding the potential construction of an alternate ingress/egress to SW 137th Avenue. FDOT informed District field staff that in order for them to determine the feasibility of the concept, they would first require a traffic analysis to be conducted by the District. Some of the parameters that the FDOT looks into before determining the feasibility of creating an alternate ingress/egress are vehicular stacking, proximity to residential dwellings, proximity to electrical structures, etc.

2. Discussion Regarding Traffic Study (Estimated Costs) to Determine Feasibility of an Alternate Ingress/Egress Opening (Emergency Purposes Only)

Mr. Silva presented the Board with a proposal from Caltran Engineering Group pertaining to a Gate Impact Analysis Study (the “Study”) for the District in the amount of \$6,500. The Study would include a traffic analysis and gate feasibility report which will be provided to FDOT. Mr. Silva stated that even if the Study results provide FDOT with favorable results, it does not assure the District that FDOT and Miami-Dade County will allow the construction of an alternate ingress/egress within the District. Ms. Ginger Wald, added that the common areas within the proposed ingress/egress locations (SW 118th Terr./137th Ave. or SW 113th Ln./137th Ave.) are under the ownership of the Kendall Breeze West Homeowners’ Association (the “Association”) so the Association will have to fund the construction of the proposed ingress/egress, unless an easement is granted to the District. A discussion ensued after which the Board directed District management to consult with the traffic engineer and FDOT regarding the parameters for constructing an “Emergency Exit Gate” only, instead of a regular ingress/egress. Mr. Silva acknowledged the request and stated that he would provide the required information prior to the Board taking any action regarding the Caltran Engineering Group proposal.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

**1. General Election – November 6, 2018 – Seat #2 Qualifier (Elected Unopposed);
Seat #1 – No Qualifier**

Mr. Silva stated that no qualified electors had qualified for Seat #1 (currently held by Ms. Antunez) during the qualifying period for election for the District. Pursuant to Section 190.006, Florida Statutes, a vacancy will be declared effective two (2) weeks after the 2018 General Election (held November 6, 2018). Within ninety (90) days from November 20, 2018 (the vacancy declaration date), the Board shall appoint a qualified elector of the District to the vacancy in Seat #1 and Ms. Antunez will serve as a “Holdover” until a qualified elector is appointed.

Mr. Silva stated that Mr. Sanchez, incumbent, was the only qualified elector who qualified for Seat #2 and that the Miami-Dade County Supervisor of Elections’ Office declared Mr. Sanchez “elected unopposed”. Therefore, Mr. Sanchez will commence his new term of office in Seat #2 effective 12:01 am on November 20, 2018.

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
SEPTEMBER 19, 2018**

2. Discussion Regarding Election Process and Requirement to Declare Vacancy

Please refer to above discussion.

3. Discussion Regarding Fall Meeting Schedule – October vs November

Mr. Silva informed provided the Board with the next two (2) scheduled regular board meeting dates; October 17, 2018 and November 14, 2018. A discussion ensued after which the Board consensus was to meet on November 14, 2018 and to cancel the October 17, 2018 scheduled meeting date.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

Ms. Guilbeaux informed Mr. Silva that there is a bent street sign on the intersection of SW 137th Ct. and SW 114th Terr. Mr. Silva stated that he would inform District field staff to look into the matter.

Mr. Gonzalez requested that the District look into potentially creating an extra ingress lane to the District that would run parallel to SW 137th Ave. Mr. Gonzalez believes that creating an extra ingress lane would allow vehicular traffic traveling south bound on SW 137th Ave, to enter the community at slower velocity. Mr. Silva stated that he would discuss this with the District field staff and more information regarding this matter will be provided at an upcoming meeting.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Gonzalez, seconded by Ms. Figueroa and unanimously passed to adjourn the Regular Board Meeting at 7:53 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Kendall Breeze West Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and BECOMES EFFECTIVE this 14th day of November, 2018.

ATTEST:

**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Kendall Breeze West
Community Development District

**Amended Final Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

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AMENDED FINAL BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17- 9/30/18	AMENDED FINAL BUDGET 10/1/17- 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
Administrative Assessments	66,187	66,369	66,369
Maintenance Assessments	25,931	25,931	25,931
Debt Assessments	114,402	114,402	114,402
Interest Income	120	295	295
TOTAL REVENUES	\$ 206,640	\$ 206,997	\$ 206,997
EXPENDITURES			
ADMINISTRATIVE EXPENDITURES			
Supervisor Fees	5,000	3,000	3,000
Payroll Taxes - Employer	385	229	229
Management	28,320	28,320	28,320
Secretarial & Field Operations	5,250	5,250	5,250
Legal	8,500	8,175	8,175
Assessment Roll	7,500	7,500	7,500
Audit Fees	3,600	3,600	3,600
Insurance	6,356	5,778	5,778
Legal Advertisements	750	375	175
Miscellaneous	1,400	1,000	746
Postage	275	100	93
Office Supplies	500	240	215
Dues & Subscriptions	175	175	175
Trustee Fees	3,800	3,717	3,717
Continuing Disclosure Fee	500	350	350
Website Management	1,500	1,500	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 73,811	\$ 69,309	\$ 68,823
MAINTENANCE EXPENDITURES			
Engineering - Annual Report & Inspections	2,400	1,700	1,700
Street/Roadway & Stormwater Maintenance	15,000	2,000	993
Special Projects	6,000	1,000	0
Storm Cleanup - IRMA	0	1,763	1,763
Miscellaneous Maintenance	4,800	2,500	1,364
TOTAL MAINTENANCE EXPENDITURES	\$ 28,200	\$ 8,963	\$ 5,820
TOTAL EXPENDITURES	\$ 102,011	\$ 78,272	\$ 74,643
REVENUES LESS EXPENDITURES	\$ 104,629	\$ 128,725	\$ 132,354
Bond Payments	(107,538)	(109,128)	(109,128)
BALANCE	\$ (2,909)	\$ 19,597	\$ 23,226
County Appraiser & Tax Collector Fee	(4,130)	(1,991)	(1,991)
Discounts For Early Payments	(8,261)	(7,526)	(7,526)
EXCESS/ (SHORTFALL)	\$ (15,300)	\$ 10,080	\$ 13,709
Carryover From Prior Year	15,300	15,300	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 25,380	\$ 13,709

Notes

Carryover From Prior Year Of \$15,300 was used to reduce Fiscal Year 2017/2018 Assessments.
\$21,610 Of Fund Balance To Be Used To Reduce 2018/2019 Assessments.

FUND BALANCE AS OF 9/30/17	\$104,989
FY 2017/2018 ACTIVITY	\$10,080
FUND BALANCE AS OF 9/30/18	\$115,069

AMENDED FINAL BUDGET

KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17- 9/30/18	AMENDED FINAL BUDGET 10/1/17- 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
Interest Income	25	1,039	1,039
NAV Tax Collection	107,538	109,128	109,128
Total Revenues	\$ 107,563	\$ 110,167	\$ 110,167
EXPENDITURES			
Principal Payments	40,000	45,000	45,000
Interest Payments	67,563	68,591	68,591
Total Expenditures	\$ 107,563	\$ 113,591	\$ 113,591
Excess/ (Shortfall)	\$ -	\$ (3,424)	\$ (3,424)

FUND BALANCE AS OF 9/30/17	\$92,256
FY 2017/2018 ACTIVITY	(\$3,424)
FUND BALANCE AS OF 9/30/18	\$88,832

Notes

Reserve Fund Balance = \$46,600*. Revenue Fund Balance = \$35,516*.
Revenue Fund Balance To Be Used To Make 11/1/2018 Interest Payment Of \$33,047.
* Approximate Amounts

Series 2004 Bond Information

Original Par Amount =	\$1,580,000	Annual Principal Payments Due:
Interest Rate =	5.875%	May 1st
Issue Date =	December 2004	Annual Interest Payments Due:
Maturity Date =	May 2034	May 1st & November 1st
 Par Amount As Of 9/30/18:	 \$1,125,000	

FINANCIAL RISK MANAGEMENT POLICY

(Fiscal Year 2017/2018)

Special District Services, Inc. (“SDS, Inc.”), acting in the capacity of District Manager, as part of good management practices and to satisfy annual audit requirements does implement certain measures and procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

a. Each month the District’s operating/checking bank account is reconciled by an authorized person who has not deposited funds to, processed expenditures or written checks from, that particular operating/checking account; and

b. Each expenditure from the District’s operating/checking account requires a minimum of two (2) approvals from authorized staff and/or District officials and the respective approvals are provided by persons other than the preparer of the expenditure(s); and

c. All financial transactions are logged and maintained by the District Manager for record keeping purposes; and

d. A designated member of the Board (by an electronic approval procedure) has an opportunity to review the District’s expenditure(s) prior to the payment(s) being released; and

e. The District engages an independent firm, pursuant to Chapter 218.391, Florida Statutes, to audit the prior year’s financial activities (October 1st through September 30th) from which an independent fiscal year annual audit is prepared; and

f. Within sixty (60) days of the end of each fiscal year (September 30th) the District’s Board of Supervisors reviews, pursuant to Chapter 189.418(5), Florida Statutes, the prior year’s budget relative to actual revenues and expenditures and adopts by resolution an amended/revised final budget.
