



**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 19, 2019
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 & PUBLIC HEARING
 June 19, 2019
 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
 - 1. March 20, 2019 Regular Board Meeting.....Page 2
- G. **Public Hearing**
 - 1. Proof of Publication.....Page 6
 - 2. Receive Public Comment on Fiscal Year 2019/2020 Final Budget & Assessments
 - 3. Consider Resolution No. 2019-02 – Adopting a 2019/2020 Fiscal Year Final Budget.....Page 7
- H. Old Business
 - 1. Discussion Regarding Entrance Approach Modification: SW 137th Avenue & SW 115th Street
– Juan Calderon
 - 2. Staff Report as Required
- I. New Business
 - 1. Consider Resolution No. 2019-03 – Adopting a Fiscal Year 2019/2020 Meeting Schedule.....Page 14
 - 2. Update Regarding Debt Service Payment (P & I) May 1, 2019
- J. Administrative & Operational Matters
 - 1. Appointment of Audit Committee.....Page 16
 - (a) Selection of Evaluation Criteria for Audit Services
 - (b) Public Announcement for Request for Proposals (“RFPs”)
 - (c) Authorize District Manager to Advertise for Audit Services for Fiscal Year 2019, 2020 & 2021
 - 2. Statement of Financial Interests-Disclosure – **2018 Form 1** Filing Deadline: July 1, 2019
 - 3. Staff Report as Required
- K. Board Member & Staff Closing Comments
- L. 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

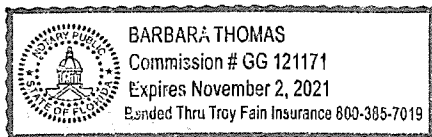
10/05/2018

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

10/5

18-51/0000351212M

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 20, 2019**

A. CALL TO ORDER

The March 20, 2019, Regular Board Meeting of the Kendall Breeze West Community Development District was called to order at 7:10 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 March 20, 2019, Regular Board Meeting had been published in the *Miami Daily Business Review* on October 5, 2018, as part of the District's Fiscal Year 2018/2019 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

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

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

Also present were Armando Silva and Nancy Nguyen of Special District Services, Inc.

D. CONSIDER APPOINTMENT TO FILL VACANCY IN SEAT #1

Mr. Kalin, reminded the Board of the declared vacancy in Seat #1 as of 11/20/2018 (held by 'Holdover' Board Member Marianna Antunez) and that Ms. Antunez, a resident and qualified elector, had expressed her interest in continuing to serve on the Board of Supervisors (the "Board") of the Kendall Breeze West Community Development District (hereinafter and throughout the "District"). A discussion ensued after which;

A **motion** was made by Ms. Figueroa, seconded by Mr. Sanchez and unanimously passed to *appoint* Ms. Marianna Antunez to the unexpired 4-year term of office in Seat #1 and such term of office will expire in November 2022.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to Ms. Antunez. In addition, Mr. Kalin reminded Ms. Antunez of her duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Public Records Law, and Financial Disclosure for Public Officials; and the Code of Ethics for Public Officials.

E. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER RESPONSIBILITIES & DUTIES

See above action taken.

F. ELECTION OF OFFICERS

As a result of the changes to the Board of the District, Mr. Kalin recommended that re-election of the District's Officers take place. He provided the following slate of names for election:

- Chairperson – Wilmer Gonzalez
- Vice Chairperson – Eduardo Sanchez
- Secretary/Treasurer – Neil Kalin
- Assistant Secretaries – Jessica Figueroa, Ahsaki Guilbeaux, Marianna Antunez, Nancy Nguyen and Armando Silva.

A discussion ensued after which;

A **motion** was made by Ms. Figueroa, seconded by Mr. Gonzalez and passed unanimously to *elect* the District's Officers as listed above.

G. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

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

I. APPROVAL OF MINUTES

1. November 14, 2018, Regular Board Meeting

The minutes of the November 14, 2018, Regular Board Meeting were presented and the Board was asked if there were any comments or changes.

It was noted on Page 2, Item L, the first line, the word "Seats" should be singular ("Seat") and the last line, the reference to "Seat #" should be reflected as "Seat #1."

A **motion** was then made by Ms. Figueroa, seconded by Ms. Antunez and unanimously passed to approve the minutes of the November 14, 2018, Regular Board Meeting, *as amended*.

J. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

K. NEW BUSINESS

1. Consider Resolution No. 2019-01 – Adopting a Fiscal Year 2019/2020 Proposed Budget

Resolution No. 2019-01 was presented, entitled:

RESOLUTION NO. 2019-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2019/2020; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin read the title of the resolution into the record and explained that the proposed 2019/2020 fiscal year budget would be balanced by designating a carryover of \$22,700 from the projected operating fund balance as of September 30, 2019. Mr. Kalin advised that since the overall proposed assessments were not increasing in the fiscal year 2019/2020, letters to the residents would not be required. Furthermore, Mr. Kalin stated as part of Resolution No. 2019-01, the Board must set a date for the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll. Ms. Figueroa pointed out that the 2019/2020 Audit Fee increased \$100 and not \$1,000, as depicted. Mr. Kalin stated that he would make the correction to the budget. A discussion ensued after which;

A **motion** was made by Ms. Figueroa, seconded by Mr. Sanchez and unanimously passed to approve and adopt Resolution No. 2019-01, *as revised* (corrected Audit Fee Comment to “\$100” increase from 2018/2019 Budget); setting the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll for June 19, 2019, at 7:00 p.m. in the Kendall Breeze West Community Clubhouse Meeting Room, located at 11780 SW 138th Avenue, Miami, Florida 33186; and authorizes publication/notice of the budget public hearing, as required by law.

2. Discussion Regarding Traffic Calming Devices/Signage

Mr. Kalin provided the Board with a brief history on the current traffic calming devices and their installation within the District. The Board asked District Staff to inspect the existing Speed Hump Signs and Sign Posts and replace damaged signs, straighten sign posts, where applicable, and check the overall height of sign posts for consistency. Mr. Kalin stated that he would coordinate this inspection /work with the Field Operations Staff.

3. Discussion Regarding Modification to Entrance Approach – SW 137th Avenue and SW 115th Street

At a previous meeting the Board asked District Staff to investigate the possibility of installing a transition turn lane on the south bound lane of SW 137th Avenue at and adjacent to the approach of the community’s main entrance at SW 115th Street (Entrance Project). Messrs. Kalin and Silva distributed to the Board a Cost Estimate for Contract Engineering Services in the amount of \$5,500 to provide surveys of the ingress and egress at SW 137th Avenue and SW 115th Street, meetings with FDOT and Miami-Dade County regarding new turn lane logistics, preparation of roadway and traffic marking plans and pedestrian safety. A discussion ensued after which it was the consensus of the Board to invite Caltran Engineering Group to attend the June meeting in order to provide an overview of the proposed Entrance Project and identify approximate costs to construct the said improvements. District Staff will coordinate with Caltran Engineering Group and have a representative of Caltran Engineering Group at the June 19th Board Meeting. No further Board action was required on this item at this time.

L. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

Ms. Figueroa and Mr. Gonzalez asked the District Manager to look into the sidewalk pressure cleaning invoice that had been sent to the District last fall for work that had been performed by the Kendall Breeze West Homeowners' Association (the "Association") on behalf of the District. Mr. Silva will look into the matter and respond to the Association.

Ms. Figueroa recommended that the District budget enough funds at a minimum every second year for the purpose of having the sidewalks within the District pressure cleaned. Mr. Kalin advised that the proposed fiscal year 2019/2020 budget had sufficient funds to pressure clean the sidewalks prior to the 2019 holiday season.

M. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Kalin advised that the next meeting was scheduled for June, unless an emergency were to arise.

N. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Gonzalez, seconded by Ms. Guilbeaux and unanimously passed to adjourn the Regular Board Meeting at 7:54 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

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 GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, 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

NOTICE OF PUBLIC HEARING AND REGULAR BOARD MEETING OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT - JUN. 19, 2019

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

05/30/2019 06/06/2019

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.

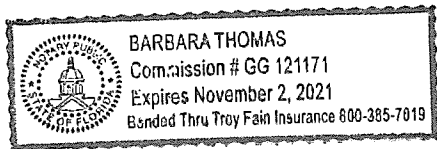
Guillermo Garcia

Sworn to and subscribed before me this
6 day of JUNE, A.D. 2019

Barbara Thomas

(SEAL)

GUILLERMO GARCIA personally known to me



**NOTICE OF PUBLIC HEARING
AND
REGULAR BOARD MEETING OF THE
KENDALL BREEZE WEST COMMUNITY
DEVELOPMENT DISTRICT**

The Board of Supervisors (the "Board") of the Kendall Breeze West Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 19, 2019, at 7:00 p.m., or as soon thereafter as the meeting can be heard, in the Kendall Breeze West Community Clubhouse Meeting Room located at 11780 SW 138th Avenue, Miami, Florida 33186.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2019/2020 Proposed Final Budget and Non-Ad Valorem Assessment Roll of the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. A copy of the Proposed Final Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 6625 Miami Lakes Drive, Suite 374, Miami Lakes, Florida 33014, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Board members will 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.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at 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 meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Kendall Breeze West Community Development District

www.kendallbreezewestcdd.org
5/30 6/6

19-31/0000403406M

RESOLUTION NO. 2019-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2019/2020 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Kendall Breeze West Community Development District (the “District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2019/2020 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2019/2020 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The 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 EFFECTIVE this 19th day of June, 2019.

ATTEST:

**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Kendall Breeze West
Community Development District

**Final Budget For
Fiscal Year 2019/2020
October 1, 2019 - September 30, 2020**

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- I FINAL BUDGET
- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	63,886
MAINTENANCE ASSESSMENTS	23,537
DEBT ASSESSMENTS	118,604
INTEREST INCOME	180
TOTAL REVENUES	\$ 206,207
EXPENDITURES	
MAINTENANCE & OPERATIONS EXPENDITURES	
ENGINEERING - ANNUAL REPORT & INSPECTIONS	1,200
STREET/ROADWAY & STORMWATER MAINTENANCE	13,200
SPECIAL PROJECTS	7,200
STORM CLEANUP - IRMA	0
MISCELLANEOUS MAINTENANCE	5,000
MAINTENANCE CONTINGENCY	1,200
TOTAL MAINTENANCE & OPERATIONS EXPENDITURES	\$ 27,800
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	5,000
PAYROLL TAXES (EMPLOYER)	385
MANAGEMENT	29,448
SECRETARIAL & FIELD OPERATIONS	6,000
LEGAL	8,000
ASSESSMENT ROLL	7,500
AUDIT FEES	3,700
INSURANCE	6,500
LEGAL ADVERTISING	700
MISCELLANEOUS	1,500
POSTAGE	250
OFFICE SUPPLIES	450
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,100
CONTINUING DISCLOSURE FEE	350
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	1,200
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 77,258
TOTAL EXPENDITURES	\$ 105,058
REVENUES LESS EXPENDITURES	\$ 101,149
BOND PAYMENTS	(111,488)
BALANCE	\$ (10,339)
COUNTY APPRAISER & TAX COLLECTOR FEE	(4,120)
DISCOUNTS FOR EARLY PAYMENTS	(8,241)
EXCESS/ (SHORTFALL)	\$ (22,700)
CARRYOVER FROM PRIOR YEAR	22,700
NET EXCESS / (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2018/2019 BUDGET	FISCAL YEAR 2019/2020 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	66,369	61,634	63,886	Expenditures Less Interest & 75% Of Carryover/.94
MAINTENANCE ASSESSMENTS	25,931	27,657	23,537	Expenditures Less 25% Of Carryover/.94
DEBT ASSESSMENTS	114,402	116,985	118,604	Bond Payments/.94
INTEREST INCOME	295	180	180	Estimated At \$15 Per Month
TOTAL REVENUES	\$ 206,997	\$ 206,456	\$ 206,207	
EXPENDITURES				
MAINTENANCE & OPERATIONS EXPENDITURES				
ENGINEERING - ANNUAL REPORT & INSPECTIONS	1,700	1,200	1,200	No Change From 2018/2019 Budget
STREET/ROADWAY & STORMWATER MAINTENANCE	993	18,000	13,200	\$4,800 Decrease From 2018/2019 Budget
SPECIAL PROJECTS	0	7,200	7,200	No Change From 2018/2019 Budget
STORM CLEANUP - IRMA	1,763	0	0	Fiscal Year 2017/2018 Expenditure
MISCELLANEOUS MAINTENANCE	1,364	5,000	5,000	No Change From 2018/2019 Budget
MAINTENANCE CONTINGENCY	0	0	1,200	Maintenance Contingency
TOTAL MAINTENANCE & OPERATIONS EXPENDITURES	\$ 5,820	\$ 31,400	\$ 27,800	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	3,000	5,000	5,000	No Change From 2018/2019 Budget
PAYROLL TAXES (EMPLOYER)	229	385	385	Supervisor Fees *7.65%
MANAGEMENT	28,320	28,908	29,448	CPI Adjustment
SECRETARIAL & FIELD OPERATIONS	5,250	5,600	6,000	\$400 Increase From 2018/2019 Budget
LEGAL	8,175	8,000	8,000	No Change From 2018/2019 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	As Per Contract
AUDIT FEES	3,600	3,600	3,700	\$100 Increase From 2018/2019 Budget
INSURANCE	5,778	6,356	6,500	Insurance Estimate
LEGAL ADVERTISING	175	725	700	\$25 Decrease From 2018/2019 Budget
MISCELLANEOUS	746	1,400	1,500	\$100 Increase From 2018/2019 Budget
POSTAGE	93	250	250	No Change From 2018/2019 Budget
OFFICE SUPPLIES	215	475	450	\$25 Decrease From 2018/2019 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2018/2019 Budget
TRUSTEE FEES	3,717	4,100	4,100	Trustee (US Bank) Increased Fees In 2018/2019
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2018/2019 Budget
WEBSITE MANAGEMENT	1,500	1,500	2,000	\$500 Increase From 2018/2019 Budget
ADMINISTRATIVE CONTINGENCY	0	0	1,200	Administrative Contingency
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 68,823	\$ 74,324	\$ 77,258	
TOTAL EXPENDITURES	\$ 74,643	\$ 105,724	\$ 105,058	
REVENUES LESS EXPENDITURES	\$ 132,354	\$ 100,732	\$ 101,149	
BOND PAYMENTS	(109,128)	(109,966)	(111,488)	2020 P & I Payments Less Earned Interest
BALANCE	\$ 23,226	\$ (9,234)	\$ (10,339)	
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,991)	(4,125)	(4,120)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(7,526)	(8,251)	(8,241)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 13,709	\$ (21,610)	\$ (22,700)	
CARRYOVER FROM PRIOR YEAR	0	21,610	22,700	Carryover From Prior Year
NET EXCESS / (SHORTFALL)	\$ 13,709	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2016/2017	2018/2019	2019/2020	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,039	100	200	Projected Interest For 2019/2020
NAV Tax Collection	109,128	109,966	111,488	2020 P & I Payments Less Earned Interest
Total Revenues	\$ 110,167	\$ 110,066	\$ 111,688	
EXPENDITURES				
Principal Payments	45,000	45,000	50,000	Principal Payment Due In 2020
Interest Payments	68,591	65,066	61,688	Interest Payments Due In 2020
Total Expenditures	\$ 113,591	\$ 110,066	\$ 111,688	
Excess / (Shortfall)	\$ (3,424)	\$ -	\$ -	

Series 2004 Bond Information

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

Kendall Breeze West Community Development District Assessment Comparison

Lot Size		Fiscal Year 2016/2017	Fiscal Year 2017/2018	Fiscal Year 2018/2019	Fiscal Year 2019/2020
		Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Projected Assessment Before Discount*
30	Administrative	\$ 327.85	\$ 318.21	\$ 296.32	\$ 307.15
	Maintenance	\$ 104.08	\$ 124.67	\$ 132.97	\$ 113.16
	<u>Debt</u>	\$ 537.23	\$ 525.86	\$ 537.74	\$ 545.18
	Sub-Total For Lot Size 30	\$ 969.16	\$ 968.74	\$ 967.03	\$ 965.49
35	Administrative	\$ 327.85	\$ 318.21	\$ 296.32	\$ 307.15
	Maintenance	\$ 104.08	\$ 124.67	\$ 132.97	\$ 113.16
	<u>Debt</u>	\$ 611.60	\$ 598.65	\$ 612.17	\$ 620.64
	Sub-Total For Lot Size 35	\$ 1,043.53	\$ 1,041.53	\$ 1,041.46	\$ 1,040.95

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Thirty Foot Homes	139
<u>Thirty Five Foot Homes</u>	<u>69</u>
Total Units	208

RESOLUTION NO. 2019-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2019/2020 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Kendall Breeze West Community Development District (the "District") to establish a regular meeting schedule for fiscal year 2019/2020; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2019/2020 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2019/2020 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 19th day of June, 2019.

ATTEST:

**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020 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 16, 2019
November 20, 2019
January 15, 2020
February 19, 2020
March 18, 2020
April 15, 2020
May 20, 2020
June 17, 2020
September 16, 2020**

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.kendallbreezewestcdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW XX/XX/19

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2018/2019, 2019/2020 and 2020/2021
With Two Year Option (2021/2022 and 2022/2023)
Miami-Dade County, Florida**

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 28, 2019 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit five (5) copies of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Kendall Breeze West Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.