



**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 18, 2020
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
March 18, 2020
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. January 15, 2020 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Discussion Regarding Reflective Paving Marking on 138th Avenue
 - 2. Staff Report as Required
- H. New Business
 - 1. Discussion Regarding Painting of Fire Hydrants
 - 2. Discussion Regarding Speed Humps (SW 115th Lane and SW 116th Terrace)
 - 3. Discussion Regarding District vs Homeowners Association Ownership
 - 4. Consider Resolution No. 2020-01 – Adopting a Fiscal Year 2020/2021 Proposed Budget.....Page 5
 - 5. Staff Report as Required
- I. Administrative & Operational Matters
 - 1. Staff Report as Required
- 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 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

KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2019/2020 REGULAR MEETING SCHEDULE

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

10/04/2019

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.

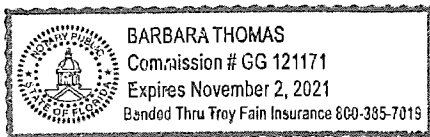
Guillermo Garcia

Sworn to and subscribed before me this
4 day of OCTOBER, A.D. 2019

Barbara Thomas

(SEAL)

GUILLERMO GARCIA personally known to me



**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 16, 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 meetings 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

10/4

19-36/0004/29399M

**KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 15, 2020**

A. CALL TO ORDER

District Manager Nancy Nguyen called the January 15, 2020, Regular Board Meeting of the Kendall Breeze West Community Development District (the “District”) to order at approximately 7:05 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

Ms. Nguyen presented proof of publication that notice of the January 15, 2020, Regular Board Meeting had been published in the *Miami Daily Business Review* on October 4, 2019, as part of the District’s Fiscal Year 2019/2020 Regular Meeting Schedule, *as legally required*.

C. ESTABLISH A QUORUM

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

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

D. ELECTION OF OFFICERS

Ms. Nguyen indicated that as a result of District Manager Neil Kalin’s retirement, it would be in order to re-elect officers to the District Board of Supervisors (the “Board”). The following names were suggested for election:

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

A discussion ensued after which:

A **motion** was made by Ms. Figueroa, seconded by Mr. Gonzalez and unanimously passed to elect the officers of the District Board of Supervisors, as listed above.

E. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

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

G. APPROVAL OF MINUTES

1. October 16, 2019, Regular Board Meeting

The minutes of the October 16, 2019, Regular Board Meeting were presented and the Board was asked if there were any changes. There being no comments or changes to the minutes, a **motion** was made by Ms. Figueroa, seconded by Mr. Gonzalez and unanimously passed to approve the minutes of the October 16, 2019, Regular Board Meeting, *as presented*.

H. OLD BUSINESS

1. Update Regarding Southern Asphalt Project

Ms. Nguyen advised that the Southern Asphalt Engineering, Inc. (“Southern Asphalt”) Project had been completed with the exception of eight (8) reflective pavement markers that are to be installed by Southern Asphalt the following week.

Mr. Sanchez noted that the stretch of road near the clubhouse (SW 138th Avenue) does not have any reflective pavement markers or street markings. Ms. Nguyen explained that the Southern Asphalt Project only called for the replacement of missing reflective pavement markers, according to the locations indicated in the District Paving and Drainage Plans. The Board requested that District Staff review the original District Paving and Drainage Plans to verify if SW 138th Avenue should have reflective paving markers and/or street markings. The Board also requested that reflective pavement markers be installed on this road, regardless of the findings on the original Paving and Drainage Plans. A discussion ensued, after which;

A **motion** was made by Ms. Figueroa, seconded by Mr. Gonzalez and unanimously passed approving the installation of reflective paving markings on SW 138th Avenue at an amount not to exceed \$500.

NOTE: Supervisor Marianna Antunez arrived at approximately 7:16 p.m.

Ms. Nguyen stated that some streets were showing signs of deterioration. She explained that the asphalt patching of the deteriorated areas had been successful in the past, however the District would need to look into reconstruction of roads sometime in the future.

Ms. Wald explained that in 2016, the District Engineer, Alvarez Engineers, Inc., had conducted a study of the roads. Mr. Alvarez’s study reflected that the roads would not need to be reconstructed until approximately the year 2030-2031. The Board requested that another inspection be performed by the engineer to determine if the roadway reconstruction should be performed sooner so that the District can start budgeting for this cost.

2. Staff Report, as Required

There was no Staff Report at this time.

I. NEW BUSINESS

1. Staff Report, as Required

Ms. Nguyen advised that a claim had been filed against the District. She assured the Board that the District's insurance agents were working directly with the claimant's attorneys on the matter.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no Staff Report at this time.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

Ms. Nguyen reminded the Board that the February 19, 2020, meeting would be cancelled, and the next meeting was scheduled for March 18, 2020, and would include a review the District's fiscal year 2020/2021 proposed budget.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Figueroa, seconded by Mr. Gonzalez and unanimously passed to adjourn the Regular Board Meeting at approximately 7:30 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2020-01

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 2020/2021; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the “Board”) of the Kendall Breeze West Community Development District (the “District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2020/2021 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2020/2021 attached hereto as Exhibit “A” is approved and adopted by the Board.

Section 2. A Public Hearing is hereby scheduled for _____, 2020 at 7:00 p.m. in the Kendall Breeze West Community Clubhouse Meeting Room located at 11780 SW 138th Avenue, Miami, Florida 33186, for the purpose of receiving public comments on the Proposed Fiscal Year 2020/2021 Budget.

PASSED, ADOPTED and EFFECTIVE this 18th day of March, 2020.

ATTEST:

**KENDALL BREEZE WEST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Kendall Breeze West
Community Development District

**Proposed Budget For
Fiscal Year 2020/2021
October 1, 2020 - September 30, 2021**

CONTENTS

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

PROPOSED BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2020/2021 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	82,048
MAINTENANCE ASSESSMENTS	43,758
DEBT ASSESSMENTS	115,166
INTEREST INCOME	180
TOTAL REVENUES	\$ 241,152
EXPENDITURES	
MAINTENANCE & OPERATIONS EXPENDITURES	
ENGINEERING - ANNUAL REPORT & INSPECTIONS	1,200
STREET/ROADWAY & STORMWATER MAINTENANCE	13,200
ROADWAY RESURFACING PROJECT	13,333
SPECIAL PROJECTS	7,200
MISCELLANEOUS MAINTENANCE	5,000
MAINTENANCE CONTINGENCY	1,200
TOTAL MAINTENANCE & OPERATIONS EXPENDITURES	\$ 41,133
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	5,000
PAYROLL TAXES (EMPLOYER)	385
MANAGEMENT	30,120
SECRETARIAL & FIELD OPERATIONS	6,000
LEGAL	8,000
ASSESSMENT ROLL	7,500
AUDIT FEES	3,500
INSURANCE	6,200
LEGAL ADVERTISING	700
MISCELLANEOUS	1,400
POSTAGE	250
OFFICE SUPPLIES	425
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,100
CONTINUING DISCLOSURE FEE	350
WEBSITE MANAGEMENT	2,000
ADMINISTRATIVE CONTINGENCY	1,200
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 77,305
TOTAL EXPENDITURES	\$ 118,438
REVENUES LESS EXPENDITURES	\$ 122,714
BOND PAYMENTS	(108,256)
BALANCE	\$ 14,458
COUNTY APPRAISER & TAX COLLECTOR FEE	(4,819)
DISCOUNTS FOR EARLY PAYMENTS	(9,639)
EXCESS/ (SHORTFALL)	\$ -
CARRYOVER FROM PRIOR YEAR	0
NET EXCESS / (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2018/2019 ACTUAL	FISCAL YEAR 2019/2020 BUDGET	FISCAL YEAR 2020/2021 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	61,866	63,886	82,048	Expenditures Less Interest & 75% Of Carryover/.94
MAINTENANCE ASSESSMENTS	27,657	23,537	43,758	Expenditures Less 25% Of Carryover/.94
DEBT ASSESSMENTS	116,985	118,604	115,166	Bond Payments/.94
INTEREST INCOME	319	180	180	Estimated At \$15 Per Month
TOTAL REVENUES	\$ 206,827	\$ 206,207	\$ 241,152	
EXPENDITURES				
MAINTENANCE & OPERATIONS EXPENDITURES				
ENGINEERING - ANNUAL REPORT & INSPECTIONS	1,200	1,200	1,200	No Change From 2019/2020 Budget
STREET/ROADWAY & STORMWATER MAINTENANCE	3,019	13,200	13,200	No Change From 2019/2020 Budget
ROADWAY RESURFACING PROJECT	0	0	13,333	Fifteen Year Project (First Year)
SPECIAL PROJECTS	0	7,200	7,200	No Change From 2019/2020 Budget
MISCELLANEOUS MAINTENANCE	6,641	5,000	5,000	No Change From 2019/2020 Budget
MAINTENANCE CONTINGENCY	0	1,200	1,200	No Change From 2019/2020 Budget
TOTAL MAINTENANCE & OPERATIONS EXPENDITURES	\$ 10,860	\$ 27,800	\$ 41,133	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	2,200	5,000	5,000	No Change From 2019/2020 Budget
PAYROLL TAXES (EMPLOYER)	239	385	385	Supervisor Fees *7.65%
MANAGEMENT	28,908	29,448	30,120	CPI Adjustment
SECRETARIAL & FIELD OPERATIONS	5,600	6,000	6,000	No Change From 2019/2020 Budget
LEGAL	7,155	8,000	8,000	No Change From 2019/2020 Budget
ASSESSMENT ROLL	7,500	7,500	7,500	As Per Contract
AUDIT FEES	3,600	3,700	3,500	Accepted Amount For 2019/2020 Audit
INSURANCE	5,000	6,500	6,200	Insurance Estimate
LEGAL ADVERTISING	384	700	700	No Change From 2019/2020 Budget
MISCELLANEOUS	934	1,500	1,400	\$100 Decrease From 2019/2020 Budget
POSTAGE	99	250	250	No Change From 2019/2020 Budget
OFFICE SUPPLIES	242	450	425	\$25 Decrease From 2019/2020 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2019/2020 Budget
TRUSTEE FEES	4,089	4,100	4,100	No Change From 2019/2020 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2019/2020 Budget
WEBSITE MANAGEMENT	1,500	2,000	2,000	No Change From 2019/2020 Budget
ADMINISTRATIVE CONTINGENCY	0	1,200	1,200	No Change From 2019/2020 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 67,975	\$ 77,258	\$ 77,305	
TOTAL EXPENDITURES	\$ 78,835	\$ 105,058	\$ 118,438	
REVENUES LESS EXPENDITURES	\$ 127,992	\$ 101,149	\$ 122,714	
BOND PAYMENTS	(111,514)	(111,488)	(108,256)	2021 P & I Payments Less Earned Interest
BALANCE	\$ 16,478	\$ (10,339)	\$ 14,458	
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,987)	(4,120)	(4,819)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(7,656)	(8,241)	(9,639)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 6,835	\$ (22,700)	\$ -	
CARRYOVER FROM PRIOR YEAR	0	22,700	0	Carryover From Prior Year
NET EXCESS / (SHORTFALL)	\$ 6,835	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
KENDALL BREEZE WEST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2018/2019	2019/2020	2020/2021	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,899	200	200	Projected Interest For 2020/2021
NAV Tax Collection	111,514	111,488	108,256	2021 P & I Payments Less Earned Interest
Total Revenues	\$ 113,413	\$ 111,688	\$ 108,456	
EXPENDITURES				
Principal Payments	55,000	50,000	50,000	Principal Payment Due In 2021
Interest Payments	65,947	61,688	58,456	Interest Payments Due In 2021
Total Expenditures	\$ 120,947	\$ 111,688	\$ 108,456	
Excess / (Shortfall)	\$ (7,534)	\$ -	\$ -	

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 2017/2018		Fiscal Year 2018/2019		Fiscal Year 2019/2020		Fiscal Year 2020/2021	
	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*	Assessment Before Discount*
30	Administrative	\$ 318.21	\$ 296.32	\$ 307.15	\$ 394.46			
	Maintenance	\$ 124.67	\$ 132.97	\$ 113.16	\$ 210.38			
	<u>Debt</u>	\$ 525.86	\$ 537.74	\$ 545.18	\$ 529.38			
	Sub-Total For Lot Size 30	\$ 968.74	\$ 967.03	\$ 965.49	\$ 1,134.22			
35	Administrative	\$ 318.21	\$ 296.32	\$ 307.15	\$ 394.46			
	Maintenance	\$ 124.67	\$ 132.97	\$ 113.16	\$ 210.38			
	<u>Debt</u>	\$ 598.65	\$ 612.17	\$ 620.64	\$ 602.65			
	Sub-Total For Lot Size 35	\$ 1,041.53	\$ 1,041.46	\$ 1,040.95	\$ 1,207.49			

* 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