

KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT

MIAMI-DADE COUNTY

REGULAR BOARD MEETING JUNE 25, 2015 6:00 p.m.

> Special District Services, Inc. Pembroke Pines Professional Center 9050 Pines Boulevard, Suite 415-404 Pembroke Pines, FL 33024

> > 305.777.0761 Telephone 877.SDS.4922 Toll Free 561.630.4923 Facsimile

AGENDA KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT

Kendall Breeze Clubhouse No. 1 12300 S.W. 125th Court Miami, Florida 33186

REGULAR BOARD MEETING

June 25, 2015 6:00 p.m.

A.	Call to Order
B.	Proof of Publication
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. May 28, 2015 Regular Board Meeting & Public Hearing
G.	Old Business
H.	New Business
	1. Review and Discuss Updated Map of Potholes and Pavement
	2. Consider Approval of Roadway Pavement Repair Proposal(s)
I.	Administrative Matters
	1. Financial UpdatePage 8
J.	Additional Board Member/Staff 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 MARIA MESA, 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 COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2014/15 REGULAR MEETING SCHEDULE

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

10/17/2014

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

ÓBER

(SEAL)

MARIA MESA personally known to me



ENDALL BREEZE COMMUNIT DEVELOPMENT DISTRICT FISCAL YEAR 2014/2015 REGULAR MEETING SCHEDUL

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Kendall Breeze Community Development District will hold Regular Meetings in the Conference Room of the Kendall Breeze Community Clubhouse No. 1 located at 12300 SW 125th Court, Miami, Florida 33186 at 6:00 p.m. on the following dates:

October 30, 2014 November 25, 2014 January 29, 2015 March 26, 2015 April 30, 2015 May 28, 2015 June 25, 2015 August 27, 2015 **September 24, 2015**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained by contacting the District Manager at 786-347-2711 and/or toll free at 1-877-737-4922 at least five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that the Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place certain as 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 786-347-2711 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT 14-4-151/2361228M

A. CALL TO ORDER

Mrs. Perez called the May 28, 2015, Regular Board Meeting of the Kendall Breeze Community Development District to order at 6:02 p.m. in the Kendall Breeze Clubhouse No. 1 located at 12300 SW 125th Court, Miami, Florida 33186.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 17, 2014, as part of the District's Fiscal Year 2014/2015 Regular Meeting Schedule.

C. ESTABLISH A QUORUM

It was determined that the attendance of Vice Chairman Miguel Sanfiel and Supervisors Octavio Perez and Lourdes Ors constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance were: District Manager Gloria Perez of Special District Services, Inc.; and General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Rita Rad, Kendall Breeze Property Manager.

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. March 26, 2015, Regular Board Meeting

The minutes of the March 26, 2014, Regular Board Meeting were presented and the Board was asked if they had any corrections.

There being no corrections, a **MOTION** was made by Supervisor Perez, seconded by Vice Chairman Sanfiel and unanimously passed to approve the minutes of the March 26, 2015, Regular Board Meeting, as presented.

At approximately 6:03 p.m., Mrs. Perez recessed the Regular Board Meeting and simultaneously called to order the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

Proof of publication was presented that notice of the Public Hearing had been published in the *Miami Daily Business Review* on May 8, 2015, and May 15, 2015, as legally required.

2. Receive Public Comment on Fiscal Year 2015/2016 Final Budget

There were no comments from the public on Fiscal Year 2015/2016 Final Budget.

3. Consider Resolution No. 2015-02 – Adopting a Fiscal Year 2015/2016 Final Budget

Mrs. Perez presented Resolution No. 2015-02, entitled:

RESOLUTION NO. 2015-02

A RESOLUTION OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2015/2016 BUDGET.

A **MOTION** was made by Supervisor Perez, seconded by Vice Chairman Sanfiel and unanimously passed to adopt Resolution No. 2015-02, approving the Final Fiscal Year 2015-2016 Budget, as presented, setting the fiscal year 2015/2016 final budget and non-ad valorem special assessment tax roll.

Mrs. Perez adjourned the Public Hearing at approximately 6:05 p.m. and simultaneously reconvened the Regular Board Meeting.

H. OLD BUSINESS

There were no Old Business items to come before the Board.

I. NEW BUSINESS

1. Consider Resolution No. 2015-03 – Adopting a Fiscal Year 2015/2016 Meeting Schedule

Mrs. Perez presented Resolution No. 2015-03, entitled:

RESOLUTION NO. 2015-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2015/2016 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez noted that meetings are to remain at the same location of the Kendall Breeze Clubhouse No. 1 located at 12300 SW 125th Court, Miami, Florida 33186 and the same meeting time of 6:00 p.m.

A **MOTION** was made by Vice Chairman Sanfiel, seconded by Supervisor Perez and unanimously passed to adopt Resolution No. 2015-03, approving the Regular Meeting Schedule for Fiscal Year 2015-2016, keeping the start time at 6:00 p.m. at the existing location.

2. Discuss Map and Pictures of Potholes and Pavement

Presented in the meeting book was a map that was also used in the process to collect proposals for the pothole and pavement repairs in the District. District management advised that Southern Asphalt, without prior approval, had already done correction work to two (2) of the five (5) areas. At this time, the provided proposals are not useful because the pricing is for the full scope of work. District management will come back to the next meeting with corrected proposals, which will only show the cost for the remaining work.

3. Roadway Pavement Repair and Reflector Replacement Proposals

Mrs. Perez advised that Southern Asphalt had come onto the property and replaced the 50 missing reflectors without prior approval. District management was in the process of collecting proposals from various contractors, including Southern Asphalt, who had taken it upon themselves to do the work without having provided a written proposal or been given authorization.

J. ADMINISTRATIVE MATTERS.

1. Financial Update

Mrs. Perez indicated that the meeting book included Financial Reports through April 2015, and Assessment Collections. She noted that available funds as of April 30, 2015, were \$252,518.77.

2. Financial Risk Management Policy Review/Update

Mrs. Perez informed the Board that as the District's Manager, Special District Services, Inc., in compliance with annual audit review practices, takes certain measures and implements procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

- a. Each month the District's bank account is reconciled by someone who has not deposited funds to, or written checks from, that particular operating/checking account;
- b. Every check requires two (2) signatures and neither signature may be from the preparer of the check;
- c. A member of the Board, typically the Chair, has an opportunity to review expenditures prior to the checks being mailed;
- d. The District hires an independent firm to audit the prior year's financial activities; and

e. Within 60 days of the end of the fiscal year, the District's Board of Supervisors reviews the prior year's budget relative to actual revenues and expenditures.

3. Reminder for Board Members to File Required 2014 Form 1 – Statement of Financial Interests Before Deadline of July 1, 2015

Mrs. Perez reminded the Board to complete and mail their 2014 Form 1 Statement of Financial Interests to the elections' office prior to the July 1, 2015, deadline.

K. ADDITIONAL BOARD MEMBER/STAFF COMMENTS

There were no additional comments at this time.

L. ADJOURNMENT

There being no further business to come before the Board, a MOTION was made by Vice
Chairman Sanfiel, seconded by Supervisor Perez to adjourn the Regular Board Meeting at 6:12
p.m. There were no objections.

ATESTED BY:	
Secretary/Assistant Secretary	Chairman/Vice-Chair

REVIEW AND DISCUSS UPDATED MAP OF POTHOLES AND PAVEMENT

TO BE DISTRIBUTED UNDER SEPARATE COVER

CONSIDER APPROVAL OF ROADWAY PAVEMENT REPAIR PROPOSAL(S)

TO BE DISTRIBUTED UNDER SEPARATE COVER

Kendall Breeze CDD Budget vs. Actual October 2014 through May 2015

	Oct '14 - May 15	Budget	\$ Over Budget	% of Budget
Income				
363.100 · Admin Assessment Income	61,129.06	62,246.00	-1,116.94	98.21%
363.101 · Maint Assessment Income	84,294.08	86,192.00	-1,897.92	97.8%
363.810 · Debt Assessments	427,428.28	431,824.00	-4,395.72	98.98%
363.820 · Debt Assessments-Pd To Trustee	-407,915.00	-405,915.00	-2,000.00	100.49%
363.830 · Assessment Fees	-5,521.22	-11,605.00	6,083.78	47.58%
363.831 · Assessment Discounts	-20,701.57	-23,211.00	2,509.43	89.19%
369.399 · Carryover From Prior Year	0.00	6,000.00	-6,000.00	0.0%
369.400 · Other Revenues	72.46	0.00	72.46	100.0%
369.401 · Interest Income	589.88	360.00	229.88	163.86%
Total Income	139,375.97	145,891.00	-6,515.03	95.53%
Gross Profit	139,375.97	145,891.00	-6,515.03	95.53%
Expense				
511. · Professional Fees				
511.310 · Engineering	700.00	3,500.00	-2,800.00	20.0%
511.315 · Legal Fees	3,497.19	7,000.00	-3,502.81	49.96%
511.320 · Audit Fees	3,500.00	4,200.00	-700.00	83.33%
Total 511. · Professional Fees	7,697.19	14,700.00	-7,002.81	52.36%
511.122 · Payroll tax expense	107.10	480.00	-372.90	22.31%
511.131 · Supervisor Fees	1,400.00	6,000.00	-4,600.00	23.33%
511.305 · Maintenance/Contingency	0.00	15,000.00	-15,000.00	0.0%
511.306 ⋅ Roadway Imp/Reserve	2,085.00	62,520.00	-60,435.00	3.34%
511.311 · Management Fees	18,944.00	28,416.00	-9,472.00	66.67%
511.312 · Secretarial Fees	2,800.00	4,200.00	-1,400.00	66.67%
511.318 · Assessment/Tax Roll	0.00	6,000.00	-6,000.00	0.0%
511.450 · Insurance	5,665.00	5,900.00	-235.00	96.02%
511.480 · Legal Advertisements	245.38	400.00	-154.62	61.35%
511.512 · Miscellaneous	287.91	1,200.00	-912.09	23.99%
511.513 · Postage and Delivery	101.08	325.00	-223.92	31.1%
511.514 · Office Supplies	301.70	575.00	-273.30	52.47%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
Total Expense	39,809.36	145,891.00	-106,081.64	27.29%
Net Income	99,566.61	0.00	99,566.61	100.0%

KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT MONTHLY FINANCIAL REPORT MAY 2015

	Annual Budget	Actual	Year To Date Actual
REVENUES	10/1/14 - 9/30/15	May-15	10/1/14 - 5/31/15
Administrative Assessments	62,246	1,430	61,129
Maintenance Assessments	86,192	1,664	
Debt Assessments	431,824	9,197	427,428
Other Revenues	(, , , , , , , , , , , , , , , , , , , ,	72
Interest Income	360	0	590
Total Revenues	\$ 580,622	\$ 12,291	\$ 573,513
EXPENDITURES			
Maintenance Expenditures			
Maintenance/Contingency	15,000		0
Roadway Improvements/Reserve	62,520		,
Engineering/Inspections	3,500	0	700
Total Maintenance Expenditures	\$ 81,020	\$ -	\$ 2,785
Administrative Expenditures			
Supervisor Fees	6,000	0	1,400
Payroll Taxes - Employer	480		
Management	28,416	2,368	18,944
Secretarial	4,200		
Legal	7,000	0	3,497
Assessment Roll	6,000	0	0
Audit Fees	4,200	0	3,500
Insurance	5,900		
Legal Advertisements	400		
Miscellaneous	1,200		
Postage	325		
Office Supplies	575		301
Dues & Subscriptions	175	0	175
Total Administrative Expenditures	\$ 64,871	\$ 2,900	\$ 37,023
Total Expenditures	\$ 145,891	\$ 2,900	\$ 39,808
Revenues Less Expenditures	\$ 434,731	\$ 9,391	\$ 533,705
Bond Payments	(405,915	(9,119)	(407,915)
Balance	\$ 28,816	\$ 272	\$ 125,790
County Appreisant 9 Town College Town	/// 005	(400)	/F F04\
County Appraiser & Tax Collector Fee Discounts For Early Payments	(11,605 (23,211		(5,521) (20,702)
Excess/ (Shortfall)	\$ (6,000) \$ 149	\$ 99,567
Carryover from Prior Year	6,000	0	0
Net Excess/ (Shortfall)	\$ -	\$ 149	\$ 99,567

Bank Balance As Of 4/30/15	\$ 441,823.94
Funds Received: 5/1/15 - 5/31/15	\$ 12,167.71
Disbursements: 5/1/15 - 5/31/15	\$ 26,769.88
Bank Balance As Of 5/31/15	\$ 427,221.77
Accounts Payable As Of 5/31/15	\$ 12,419.08
Reserve Funds As Of 5/31/15	\$ 162,500.00
Accounts Receivable As Of 5/31/15	\$ -
Available Funds As Of 5/31/15	\$ 252,302.69

KENDALL BREEZE CDD TAX COLLECTIONS 2014-2015

											Admin	Maint		Debt	Admin	Maint	Debt	
											Assessment	Assessmer	t Ass	essment	Assessment	Assessment	Assessment	
											Income	Income	li li	ncome	Income	Income	Income	Debt
											(Before	(Before	(Before	(After	(After	(After	Assessment
					Tax Collect	Intere	st	Commissions		Net From Tax	Discounts &	Discounts	ß Dis	counts &	Discounts &	Discounts &	Discounts &	Paid to
#	ID#	PAYMENT FROM	DATE	FOR	Receipts	Receiv	ed	Paid	Discount	Collector	Fees)	Fees)		Fees)	Fees)	Fees)	Fees)	Trustee
										\$ 580,262	, .		92 \$	431,824	, .			
										\$ 545,446	\$ 58,511	\$ 81,0	20 \$	405,915	\$ 58,511	\$ 81,020	\$ 405,915	\$ 405,915
1	216	Miami-Dade Tax Collector	11/19/14	NAV Taxes	\$ 20,396.70	6		\$ (195.65)	\$ (832.32)	\$ 19,368.79	\$ 1,725.86	\$ 2,389.	65 \$	16,281.25	\$ 1,620.19	\$ 2,243.40	\$ 15,505.20	\$ 15,505.20
		Miami-Dade Tax Collector	11/28/14	NAV Taxes	\$ 106,857.13	3	9	\$ (1,025.82)	\$ (4,274.47)	\$ 101,556.84	\$ 11,615.95	\$ 16,084.	85 \$	79,156.33	\$ 11,039.64	\$ 15,287.05	\$ 75,230.15	\$ 75,230.15
		Miami-Dade Tax Collector		NAV Taxes	\$ 331,116.40			\$ (3,178.75)	\$ (13,241.64)	\$ 314,696.01	\$ 35,328.51	\$ 48,920.		246,867.76	\$ 33,579.26	\$ 46,493.65	\$ 234,623.10	\$ 234,623.10
4	167	Miami-Dade Tax Collector	12/19/14	NAV Taxes	\$ 40,032.19)	9	(384.61)	\$ (1,571.12)	\$ 38,076.46	\$ 4,325.94	\$ 5,990.	22 \$	29,716.03	\$ 4,114.76	\$ 5,697.55	\$ 28,264.15	\$ 28,264.15
_		Miami-Dade Tax Collector		NAV Taxes	\$ 5,384.75			(52.09)					51 \$	4,047.47	\$ 537.12		\$ 3,876.15	
		Miami-Dade Tax Collector		NAV Taxes	\$ 7,968.5			\$ (76.95)					23 \$	5,867.13	\$ 843.21		\$ 5,608.05	
		Miami-Dade Tax Collector		NAV Taxes	\$ 1,300.89		3	\$ (12.61)	\$ (39.02)			\$ 193.	20 \$	968.10	\$ 134.11	\$ 185.50	\$ 929.65	\$ 929.65
		Miami-Dade Tax Collector	01/15/15				.27			\$ 23.27					\$ 23.27			\$ -
		Miami-Dade Tax Collector		NAV Taxes	\$ 8,907.98			\$ (87.26)				\$ 1,308.		6,653.72	\$ 916.82	\$ 1,269.35	\$ 6,452.10	\$ 6,452.10
		Miami-Dade Tax Collector		NAV Taxes	\$ 8,357.20			\$ (82.74)	* (/				69 \$	6,038.04	\$ 952.68	\$ 1,320.75	\$ 5,918.45	\$ 5,918.45
		Miami-Dade Tax Collector		NAV Taxes	\$ 28,567.70			(285.41)	\$ (28.16)					21,411.35	\$ 2,967.03	\$ 4,110.00	\$ 21,177.10	
		Miami-Dade Tax Collector		NAV Taxes	\$ 1,644.6			\$ (16.44)		\$ 1,628.21		\$ 244.	25 \$	1,223.95	\$ 174.71	\$ 241.80	\$ 1,211.70	\$ 1,211.70
		Miami-Dade Tax Collector	04/27/15				.27			\$ 3.27					\$ 3.27			\$ -
		Miami-Dade Tax Collector	05/08/15	NAV Taxes/Interest	\$ 12,062.7	5 \$ 227	.85	(122.89)		\$ 12,167.71	\$ 1,429.50	\$ 1,663.	95 \$	9,197.15	\$ 1,401.21	\$ 1,647.30	\$ 9,119.20	\$ 9,119.20
15										\$ -								
16										\$ -								
17										\$ -								
18							_			\$ -								
19										\$ -								
20							_			\$ -								
2	1						_			\$ -			_					
					\$ 572,597.03	\$ 254	.39	\$ (5,521.22)	\$ (20,701.57)	\$ 546,628.63	\$ 61,129.06	\$ 84,294.	08 \$ 42	27,428.28	\$ 58,307.28	\$ 80,406.35	\$ 407,915.00	\$ 407,915.00
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Note: \$580,262, \$62,246, \$86,192 and \$431,824 are 2014/2015 Budgeted assessments before discounts and fees.

Note: \$545,446, \$58,511, \$81,020 and \$405,915 are 2014/2015 Budgeted assessments after discounts and fees.

\$ 572,597.03	
\$ 254.39	\$ 546,628.63
\$ (61,129.06)	\$ (58,307.28)
\$ (84,294.08)	\$ (80,406.35)
\$ (427,428.28)	\$ (407,915.00)
\$ _	\$ (0.00)