



**KENDALL BREEZE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
OCTOBER 22, 2020  
6:00 P.M.**

Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue, Suite 200  
Miami, FL 33193

[www.kendallbreezecdd.org](http://www.kendallbreezecdd.org)

786.347.2711 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

**AGENDA**  
**KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT**  
**REGULAR BOARD MEETING**

October 22, 2020

6:00 p.m.

**TO JOIN BY URL FOR VIDEO ACCESS AT:**

<https://us02web.zoom.us/j/84895204731>

**MEETING ID: 848 9520 4731**

**OR CALL IN NUMBER: 1 929 436 2866**

- 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. July 30, 2020 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2019/2020 Amended Budget.....Page 7
  - 2. Results of Miami-Dade County Police Activity During March 2020.....Page 12
  - 3. Consider Approval of Rumbles Leading to Intersection of SW 123<sup>rd</sup> Pass & SW 122<sup>nd</sup> St.....Page 13
  - 4. Discussion Regarding Street Repairs and Maintenance Responsibilities
  - 5. Update on Storm Drainage Maintenance System
- I. Administrative Matters
  - 1. Financial Update.....Page 14
  - 2. Financial Risk Management Policy Review/Update.....Page 19
- J. Additional Board Member/Staff Comments
- K. Adjourn

## Miami Daily Business Review

Oct. 15, 2020

Miscellaneous Notices

### NOTICE OF REGULAR BOARD MEETING OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Kendall Breeze Community Development District (the "District") will hold a Regular Board Meeting (the "Meeting") of its Board of Supervisors (the "Board") on October 22, 2020, at 6:00 p.m. to be conducted by telephonic and video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112, 20-114, 20-150, 20-179, 20-193, and 20-246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 24, 2020, July 29, 2020, August 7, 2020, and September 30, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The Meeting is being held for the necessary public purpose of considering any District business which may properly come before the Board. At such time the Board is so authorized and may consider any business that may lawfully and properly come before it.

While it is necessary to hold the Meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Participants may attend the Meeting by accessing the District's website, [www.kendallbreezecdd.org](http://www.kendallbreezecdd.org) and clicking on the meeting link you will find on the homepage, or utilizing the following login information:

Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/84895204731>

OR

Call In at: 929-436-2866

Meeting ID: 848 9520 4731

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or [gperez@sdsinc.org](mailto:gperez@sdsinc.org) (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this Meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this Meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this Meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT

[www.kendallbreezecdd.org](http://www.kendallbreezecdd.org)

10/15 20-69/0000493137M

**KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
TO JOIN BY URL FOR VIDEO ACCESS AT:  
TO JOIN BY URL FOR VIDEO ACCESS AT:  
<https://us02web.zoom.us/j/86440026834>  
MEETING ID: 864 4002 6834  
OR CALL IN NUMBER: 1 929 436 2866  
JULY 30, 2020**

**A. CALL TO ORDER**

Mrs. Perez called the July 30, 2020, Regular Board Meeting of the Kendall Breeze Community Development District to order at 6:02 p.m. via Zoom.

**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 July 10, 2020, and July 17, 2020, as legally required.

Pursuant to and as reported by the Centers for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. It is thereby recommended that we, as a community, practice social distancing.

In consideration of the safety of all and under the Governor's Executive Order 20-69, and as extended by Executive Order 20-112, there is a temporary suspension of the statutory requirement that a quorum be present in person at a specific public place, and authorizing the use of media technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes. The Executive Order does not waive any other requirement of Florida's Constitution or Florida's Government-in-the-Sunshine Laws.

As such to join said meeting the following information was advertised and posted on the District's website:

*Due to the COVID-19 public health emergency, the July 30, 2020, meeting was held held utilizing communications media technology.*

**Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/86440026834>**

Meeting ID: 864 4002 6834

Call In Number: 1 929 436 2866

**C. ESTABLISH A QUORUM**

It was determined that the virtual attendance of Chairperson Teresa Van Tassel, Vice Chairman Miguel Sanfiel and Supervisors Octavio Perez, Lourdes Ors and Michael Tauben constituted a quorum and it was in order to proceed with the meeting.

Staff in virtual attendance were: District Manager Gloria Perez of Special District Services, Inc.; General Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, PA.; and District Engineer Juan Alvarez of Alvarez Engineers, Inc.

Also present was Manny Alvarez, a resident of the District and HOA President.

**D. ELECTION OF OFFICERS**

Mrs. Perez confirmed that an Oath of Office was given to Supervisor Miguel Sanfiel pursuant to the last meeting and that it would now be in order to elect Officers of the District.

She noted the roles of Armando Silva and Nancy Nguyen as Assistant Secretaries and herself as Secretary/Treasurer regarding appointment to office and stated that nominations would be in order for Chairperson and Vice-Chair, with the remaining Supervisors being designated as Assistant Secretaries.

Supervisor Van Tassel nominated Supervisor Perez as Vice Chair; and after a lengthy discussion the following slate of Officers was nominated for election:

The following slate of officers was nominated:

- Chairperson – Teresa Van Tassel
- Vice Chairperson – Octavio Perez
- Assistant Secretary – Michael Tauben
- Assistant Secretary – Miguel Sanfiel
- Assistant Secretary – Lourdes Ors
- Secretary/Treasurer – Gloria Perez
- Assistant Secretaries - Armando Silva or Nancy Nguyen (District Manager[s] for Special District Services, Inc., in Mrs. Perez’s absence)

A **MOTION** was made by Supervisor Tauben, seconded by Supervisor Perez and unanimously passed to elect the Slate of Officers, as nominated.

**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. May 28, 2020, Regular Board Meeting**

The minutes of the May 28, 2020, Regular Board Meeting were presented, and the Board was asked if they had any comments or corrections.

There being no corrections, a **MOTION** was made by Supervisor Perez, seconded by Supervisor Ors and unanimously passed approving the minutes of the May 28, 2020, Regular Board Meeting, as presented.

Mrs. Perez then recessed the Regular Board Meeting and opened the Public Hearing.

**H. 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 July 10, 2020, and July 17, 2020, as legally required.

**2. Receive Public Comment on Fiscal Year 2020/2021 Final Budget**

There was no public comment on the Fiscal Year 2020/2021 Final Budget.

Mrs. Perez then closed the Public Hearing and reconvened the Regular Board Meeting.

**3. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Final Budget**

Mrs. Perez presented Resolution No. 2020-02, entitled:

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2020/2021 BUDGET.**

Mrs. Perez read the title of the resolution into the record and stated that it provides for approving and adopting the fiscal year 2020/2021 Final Budget and the non-ad valorem special assessment.

A **MOTION** was made by Supervisor Perez, seconded by Supervisor Sanfiel and unanimously passed to adopt Resolution No. 2020-02, approving the Fiscal Year 2020/2021 Final Budget, as presented and setting the fiscal year 2020/2021 Final Budget and non-ad valorem special assessment tax roll (Assessment Levy).

**I. OLD BUSINESS**

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

**J. NEW BUSINESS**

**1. Consider Resolution No. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule**

Mrs. Perez presented Resolution No. 2020-03, entitled:

**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

Mrs. Perez read the title of the Resolution into the record and noted that meetings would remain at the same location of the Kendall Breeze Clubhouse No. 1 located at 12300 S.W. 125<sup>th</sup> Court, Miami, Florida 33186, with the start time of 6:00 p.m. on the following dates:

**October 22, 2020**  
**January 28, 2021**  
**March 25, 2021**  
**May 27, 2021**  
**August 26, 2021**

A **MOTION** was made by Supervisor Tauben, seconded by Supervisor Perez and unanimously passed to adopt Resolution No. 2020-03, approving the Regular Meeting Schedule for Fiscal Year 2020-2021, holding meetings in the Kendall Breeze Clubhouse No. 1, located at 12300 S.W. 125<sup>th</sup> Court, Miami, Florida 33186, with the current start time of 6:00 p.m., and authorizes the advertisement of same, as required by law.

## **2. Accept and Receive Annual Engineer's Report**

A **MOTION** was made by Supervisor Perez, seconded by Supervisor Sanfiel and unanimously passed to accept and receive the Kendall Breeze CDD 2020 Annual Engineer's Report as presented.

## **3. 2020 Election Qualified Candidate Results**

Mrs. Perez advised, pursuant to the Miami-Dade County Supervisor of Elections Website, the results for the 2020 Elections Qualification Candidate Results for the following Seats currently held by:

<b>Seat 1</b>	<b>Teresa Van Tassel</b>	<b>Expires 2020</b>
<b>Seat 2</b>	<b>Lourdes Ors</b>	<b>Expires 2020</b>
<b>Seat 5</b>	<b>Miguel Sanfiel</b>	<b>Expires 2020</b>

Incumbent Teresa Van Tassel who holds Seat #1, did not qualify although documentation was submitted in a timely manner, the Supervisor of Elections' office did not receive her payment prior to the deadline.

Incumbent Lourdes Ors who holds Seat #2, did not qualify.

Incumbent Miguel Sanfiel who holds Seat #5, appears as Active-Unopposed for the term starting in 2020.

Since **no one qualified** for Seats 1 and 2, vacancies will be declared and the current Seat holders must serve for up to 90 days from November 20<sup>th</sup>. Within that period a qualified elector of the District should be appointed to the vacant seats. Current incumbents can be re-appointed.

## **4. 2019 Form 1 – Financial Interests Disclosure**

Mrs. Perez noted, pursuant to the Public Ethics State of Florida website, <http://public.ethics.state.fl.us/search.cfm#org>, all of the Board Members had submitted the required Form 1 in a timely manner with the exception of Lourdes Ors and Juan Carlos Alvarez, who as of today do not appear to have fulfilled the filing requirements. Mrs. Perez noted that they have both been notified.

## 5. 2020 Legislative Update Memorandum

Ms. Wald provided an overview of the 2020 Legislative Update Memorandum presented in the meeting book and touched upon the contract changes and the changes to the District website requirements.

## 6. Update on Installation of Rumbles Leading to Intersection of SW 123<sup>rd</sup> Pass and SW 122<sup>nd</sup> Street

Mrs. Perez advised that the contractor was in possession of the Agreement and assured that it would be placed in the mail to the District. A start date needs to be confirmed.

### K. ADMINISTRATIVE MATTERS.

#### 1. Financial Update

Mrs. Perez presented the financial statements through June 2020, indicating that finances were stable and would cover anticipated budgeted expenditures. Available funds as of June 30, 2020, were \$288,945.56.

A **MOTION** was made by Supervisor Ors, seconded by Supervisor Van Tassel and passed unanimously ratifying and approving the financials, as presented.

### L. ADDITIONAL BOARD MEMBER/STAFF COMMENTS

A discussion ensued regarding the police services within the District. Mrs. Perez noted that paid services have been placed on hold for the time being. Mr. Alvarez noted that he had not observed much speeding.

The Board asked that District management request a detail of traffic enforcement tickets issued within the District's boundaries.

### M. ADJOURNMENT

There being no further business to come before the Board, a **MOTION** was made by Supervisor Van Tassel, seconded by Supervisor Perez to adjourn the Regular Board Meeting at 6:29 p.m. The **MOTION** carried unanimously.

**ATTESTED BY:**

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Secretary/Assistant Secretary

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Chairman/Vice-Chair



**RESOLUTION NO. 2020-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Kendall Breeze 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 COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2019/2020 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 EFFECTIVE** this 22<sup>nd</sup> day of October, 2020.

**ATTEST:**

**KENDALL BREEZE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

Kendall Breeze  
Community Development District

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

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- I AMENDED FINAL OPERATING FUND BUDGET
- II AMENDED FINAL DEBT SERVICE FUND BUDGET

**AMENDED FINAL BUDGET**  
**KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2019/2020**  
**OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
<b>REVENUES</b>			
Administrative Assessments	51,352	52,222	52,222
Maintenance Assessments	96,830	96,831	96,831
Debt Assessments	431,824	431,828	431,828
Other Revenues	0	0	0
Interest Income	840	1,125	1,116
<b>Total Revenues</b>	<b>\$ 580,846</b>	<b>\$ 582,006</b>	<b>\$ 581,997</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	6,000	3,400	3,400
Payroll Taxes - Employer	480	260	260
Management	30,600	30,600	30,600
Secretarial	4,200	4,200	4,200
Legal	8,000	8,700	7,623
Assessment Roll	6,000	6,000	6,000
Audit Fees	4,000	3,400	3,400
Insurance	6,356	5,251	5,251
Legal Advertisements	450	800	613
Miscellaneous	1,000	750	579
Postage	300	155	150
Office Supplies	650	265	250
Dues & Subscriptions	175	175	175
Website Management	2,000	2,000	2,000
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 70,211</b>	<b>\$ 65,956</b>	<b>\$ 64,501</b>
<b>MAINTENANCE EXPENDITURES</b>			
Maintenance/Contingency	15,000	4,500	3,578
Roadway Improvements/Reserve	60,000	60,000	650
Drainage Improvements/Reserve	12,520	12,500	3,565
Engineering/Inspections	3,500	9,500	8,252
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 91,020</b>	<b>\$ 86,500</b>	<b>\$ 16,045</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 161,231</b>	<b>\$ 152,456</b>	<b>\$ 80,546</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 419,615</b>	<b>\$ 429,550</b>	<b>\$ 501,451</b>
Bond Payments	(405,915)	(408,415)	(408,415)
<b>Balance</b>	<b>\$ 13,700</b>	<b>\$ 21,135</b>	<b>\$ 93,036</b>
County Appraiser & Tax Collector Fee	(11,600)	(5,592)	(5,592)
Discounts For Early Payments	(23,200)	(21,289)	(21,289)
<b>Excess/ (Shortfall)</b>	<b>\$ (21,100)</b>	<b>\$ (5,746)</b>	<b>\$ 66,155</b>
Carryover From Prior Year	21,100	21,100	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 15,354</b>	<b>\$ 66,155</b>

FUND BALANCE AS OF 9/30/19
FY 2019/2020 ACTIVITY
RESERVE FUNDS BALANCE AS OF 9/30/20
FUND BALANCE AS OF 9/30/20

\$473,062
(\$5,746)
\$267,000
\$200,316

Note: Carryover From Prior Year Of \$21,100 was used to reduce Fiscal Year 2019/2020 Assessments.  
\$22,330 Of Fund Balance To Be Used To Reduce 2019/2020 Assessments.  
Unspent Roadways & Drainage Maintenance To Be Added To Reserve.

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

	<b>FISCAL YEAR</b>	<b>AMENDED</b>	<b>YEAR</b>
	<b>2019/2020</b>	<b>FINAL</b>	<b>TO DATE</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>ACTUAL</b>
<b>REVENUES</b>	<b>10/1/19 - 9/30/20</b>	<b>10/1/19 - 9/30/20</b>	<b>10/1/19 - 9/29/20</b>
Interest Income	1,000	0	0
NAV Tax Collection	405,915	<b>408,415</b>	408,415
<b>Total Revenues</b>	<b>\$ 406,915</b>	<b>\$ 408,415</b>	<b>\$ 408,415</b>
<b>EXPENDITURES</b>			
Principal Payments	219,257	<b>210,306</b>	210,306
Interest Payments	187,658	<b>192,429</b>	192,429
<b>Total Expenditures</b>	<b>\$ 406,915</b>	<b>\$ 402,735</b>	<b>\$ 402,735</b>
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 5,680</b>	<b>\$ 5,680</b>

FUND BALANCE AS OF 9/30/19	\$794,934
FY 2019/2020 ACTIVITY	\$5,680
FUND BALANCE AS OF 9/30/20	\$800,614

Note\*: Reserve Fund Balance = \$429,712. Revenue Fund Balance = \$376,391.  
Revenue Fund Balance To Be Used To Make 11/1/2020 Principal & Interest Payment Of \$313,600  
(Principal: \$219,258 + Interest: \$94,342 = \$313,600).

\* Approximate Amounts

**Series 2007 Refunding Bonds Information**

Original Par Amount =	\$6,161,095	Annual Principal Payments Due:
Interest Rate =	4.50%	November 1st
Issue Date =	March 2007	Annual Principal Payments Due:
Maturity Date =	November 2033	May 1st & November 1st
Par Amount As Of 9/30/20 =	\$4,158,795	

**From:** Iglesias, Nicholas A. [mailto:NAIglesias@mdpd.com]  
**Sent:** Monday, May 18, 2020 7:33 AM  
**To:** Gloria Perez <gperez@sdsinc.org>  
**Subject:** KB Police Traffic Enforcement Calendar for March 2020

Good evening Ms. Perez,

Per your request, here are the stats for the off duty detail at Kendall Breeze for March 2020:

3/2: 5 Citations, 2 Verbal Warnings  
3/5: 9 Citations, 7 Written Warnings, 5 Verbal Warnings  
3/9: 2 Citations, 5 Written Warnings, 11 Verbal Warnings  
3/11: 16 Citations, 5 Written Warnings, 3 Verbal Warnings  
3/13: 8 Citations, 4 Verbal Warnings  
3/16: 4 Citations  
3/17: 6 Verbal Warnings  
3/20: 2 Citations, 4 Written Warnings, 6 Verbal Warnings  
3/23: No violations observed  
3/25: 4 Citations, 5 Written Warning, 3 Verbal Warnings  
3/30: 5 Citations, 2 Written Warning, 5 Verbal Warnings  
3/31: 2 Citations, 2 Written Warning, 2 Verbal Warnings

Total: 57 Citations, 30 Written Warnings, 47 Verbal Warnings

Regards,

**Nicholas A. Iglesias, Police Officer**  
Miami-Dade Police Department  
Kendall District  
Administrative Section | Off-Duty Coordinator  
7707 S.W. 117th Ave  
Miami, FL 33183  
Office: (305) 270-3841  
[naiglesias@mdpd.com](mailto:naiglesias@mdpd.com)



*"Delivering Excellence Every Day"*



## V ENGINEERING & CONSULTING CORP.

September 11, 2020

To: Kendall Breeze CDD C/O Special District Services, Inc.

Dear Gloria Perez,

Thank you for choosing V Engineering & Consulting Corp. (VEC) for your Construction & Engineering needs. VEC is pleased to submit this proposal to provide Construction services for the project site listed below.

Scope of Work for **Rumble Stripes** for the site listed below as requested by Ms. Gloria Perez.

- **From SW 123<sup>rd</sup> PASS Between SW 123<sup>rd</sup> Terrace & SW 12<sup>th</sup> Street.**

This proposal is based on information provided by Mr. Julian Romero and per our site visit on September 3<sup>rd</sup>, 2020.

### **Project Includes:**

- **Stripe w/ Thermal 8 Sets of 4 Rumbles each in accordance with the Engineers Detail and Spec. (1/2 Thick) (4" Wide) (White)**
- **Pictures Before and After.**
- **All Machinery, Personnel & Management to properly perform this work.**

### **Exclusions.**

- **Permits.**
- **MOT.**
- **Payment and Performance Bond.**

**Total Compensation for the Entire Project will be: \$4,320.00 Lump Sum.**

**A Mobilization Fee of \$1,290.00 will apply prior to commencement of work and the remaining balance shall be paid upon completion of the project.**

*Please contact me directly with any questions, clarifications or concerns.*

Sincerely,

Andriw A. Beruvides

786-531-2987

Kendall Breeze  
Community Development District

**Financial Report For  
September 2020**



**Kendall Breeze Community Development District**  
**Budget vs. Actual**  
**October 2019 through September 2020**

	<u>Oct '19 - Sept 20</u>	<u>19/20 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
363.100 · Admin Assessment Income	52,222.21	51,352.00	870.21	101.7%
363.101 · Maint Assessment Income	96,831.40	96,830.00	1.40	100.0%
363.810 · Debt Assessments	431,828.25	431,824.00	4.25	100.0%
363.820 · Debt Assessments-Pd To Trustee	-408,415.00	-405,915.00	-2,500.00	100.62%
363.830 · Assessment Fees	-5,592.41	-11,600.00	6,007.59	48.21%
363.831 · Assessment Discounts	-21,289.23	-23,200.00	1,910.77	91.76%
369.399 · Carryover From Prior Year	0.00	21,100.00	-21,100.00	0.0%
369.401 · Interest Income	1,115.86	840.00	275.86	132.84%
<b>Total Income</b>	<u>146,701.08</u>	<u>161,231.00</u>	<u>-14,529.92</u>	<u>90.99%</u>
<b>Gross Profit</b>	146,701.08	161,231.00	-14,529.92	90.99%
<b>Expense</b>				
511. · Professional Fees				
511.310 · Engineering	8,252.58	3,500.00	4,752.58	235.79%
511.315 · Legal Fees	7,623.00	8,000.00	-377.00	95.29%
511.320 · Audit Fees	3,400.00	4,000.00	-600.00	85.0%
<b>Total 511. · Professional Fees</b>	<u>19,275.58</u>	<u>15,500.00</u>	<u>3,775.58</u>	<u>124.36%</u>
511.122 · Payroll tax expense	260.10	480.00	-219.90	54.19%
511.131 · Supervisor Fees	3,400.00	6,000.00	-2,600.00	56.67%
511.305 · Maintenance/Contingency	950.00	15,000.00	-14,050.00	6.33%
511.306 · Roadway Imp/Reserve	650.00	60,000.00	-59,350.00	1.08%
511.307 · Drainage Improvements/Reserve	3,565.00	12,520.00	-8,955.00	28.47%
511.308 · Traffic Enforcement - Off-Duty Police	2,628.00	0.00	2,628.00	100.0%
511.311 · Management Fees	30,600.00	30,600.00	0.00	100.0%
511.312 · Secretarial Fees	4,200.00	4,200.00	0.00	100.0%
511.318 · Assessment/Tax Roll	6,000.00	6,000.00	0.00	100.0%
511.450 · Insurance	5,251.00	6,356.00	-1,105.00	82.62%
511.480 · Legal Advertisements	613.10	450.00	163.10	136.24%
511.512 · Miscellaneous	578.62	1,000.00	-421.38	57.86%
511.513 · Postage and Delivery	149.66	300.00	-150.34	49.89%
511.514 · Office Supplies	250.30	650.00	-399.70	38.51%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	1,999.92	2,000.00	-0.08	100.0%
<b>Total Expense</b>	<u>80,546.28</u>	<u>161,231.00</u>	<u>-80,684.72</u>	<u>49.96%</u>
<b>Net Income</b>	<u><u>66,154.80</u></u>	<u><u>0.00</u></u>	<u><u>66,154.80</u></u>	<u><u>100.0%</u></u>

**KENDALL BREEZE COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
SEPTEMBER 2020**

	Annual Budget 10/1/19 - 9/30/20	Actual Sep-20	Year To Date Actual 10/1/19 - 9/30/20
<b>REVENUES</b>			
Administrative Assessments	51,352	0	52,222
Maintenance Assessments	96,830	0	96,831
Debt Assessments	431,824	0	431,828
Other Revenues	0	0	0
Interest Income	840	0	1,116
<b>Total Revenues</b>	<b>\$ 580,846</b>	<b>\$ -</b>	<b>\$ 581,997</b>
<b>EXPENDITURES</b>			
<b>Maintenance Expenditures</b>			
Maintenance/Contingency	15,000	0	950
Roadway Improvements/Reserve	60,000	0	650
Drainage Improvements/Reserve	12,520	3,565	3,565
Traffic Enforcement - Off-Duty Police	0	0	2,628
Engineering/Inspections	3,500	0	8,252
<b>Total Maintenance Expenditures</b>	<b>\$ 91,020</b>	<b>\$ 3,565</b>	<b>\$ 16,045</b>
<b>Administrative Expenditures</b>			
Supervisor Fees	6,000	0	3,400
Payroll Taxes (Employer)	480	0	260
Management	30,600	2,550	30,600
Secretarial	4,200	350	4,200
Legal	8,000	0	7,623
Assessment Roll	6,000	6,000	6,000
Audit Fees	4,000	0	3,400
Insurance	6,356	0	5,251
Legal Advertisements	450	0	613
Miscellaneous	1,000	25	579
Postage	300	10	150
Office Supplies	650	5	250
Dues & Subscriptions	175	0	175
Website Management	2,000	166	2,000
<b>Total Administrative Expenditures</b>	<b>\$ 70,211</b>	<b>\$ 9,106</b>	<b>\$ 64,501</b>
<b>Total Expenditures</b>	<b>\$ 161,231</b>	<b>\$ 12,671</b>	<b>\$ 80,546</b>
<b>Revenues Less Expenditures</b>	<b>\$ 419,615</b>	<b>\$ (12,671)</b>	<b>\$ 501,451</b>
Bond Payments	(405,915)	0	(408,415)
<b>Balance</b>	<b>\$ 13,700</b>	<b>\$ (12,671)</b>	<b>\$ 93,036</b>
County Appraiser & Tax Collector Fee	(11,600)	0	(5,592)
Discounts For Early Payments	(23,200)	0	(21,289)
<b>Excess/ (Shortfall)</b>	<b>\$ (21,100)</b>	<b>\$ (12,671)</b>	<b>\$ 66,155</b>
Carryover from Prior Year	21,100	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (12,671)</b>	<b>\$ 66,155</b>

Bank Balance As Of 8/31/20	\$ 555,849.45
Funds Received: 9/1/20 - 9/30/20	\$ -
Disbursements: 9/1/20 - 9/30/20	\$ 3,773.50
Bank Balance As Of 9/30/20	\$ 552,075.95
Accounts Payable As Of 9/30/20	\$ 13,859.49
Reserve For Roadway Improvements As Of 9/30/20	\$ 200,000.00
Reserve For Drainage Improvements As Of 9/30/20	\$ 67,000.00
Accounts Receivable As Of 9/30/20	\$ -
Available Funds As Of 9/30/20	\$ 271,216.46

**Kendall Breeze Community Development District**  
**Check Register**  
**July 2020 to September 2020**

#	Date	Vendor	Amount
7-1	07/03/2020	ALM Media	74.80
7-2	07/03/2020	ALM Media	148.48
7-3	07/03/2020	Billing, Cochran, Lyles, Mauro & Ramsey	834.00
7-4	07/03/2020	Kendall Breeze CDD (Assessment Account)	11,880.70
7-5	07/03/2020	Persant Construction	650.00
7-6	07/03/2020	Special District Services	3,140.48
8-1	08/11/2020	ALM Media	286.14
8-2	08/11/2020	Alvarez Engineers	975.00
8-3	08/11/2020	Billing, Cochran, Lyles, Mauro & Ramsey	630.50
8-4	08/11/2020	Kendall Breeze CDD (Assessment Account)	1,584.85
8-5	08/11/2020	Special District Services	3,093.33
9-1	09/02/2020	Billing, Cochran, Lyles, Mauro & Ramsey	634.50
9-2	09/02/2020	Special District Services	3,139.00
<b>TOTAL</b>			<b>27,071.78</b>

**KENDALL BREEZE CDD  
TAX COLLECTIONS  
2019-2020**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	Admin Assessment Income (Before Discounts & Fees)	Maint Assessment Income (Before Discounts & Fees)	Debt Assessment Income (Before Discounts & Fees)	Admin Assessment Income (After Discounts & Fees)	Maint Assessment Income (After Discounts & Fees)	Debt Assessment Income (After Discounts & Fees)	Debt Assessment Paid to Trustee
									\$ 580,006	\$ 51,352	\$ 96,830	\$ 431,824	\$ 51,352	\$ 96,830	\$ 431,824	
					\$ 545,206				\$ 48,271	\$ 91,020	\$ 405,915	\$ 48,271	\$ 91,020	\$ 405,915	\$ 405,915	
1	444	Miami-Dade Tax Collector	11/22/19	NAV Taxes	\$ 38,411.18		\$ (368.45)	\$ (1,566.37)	\$ 36,476.36	\$ 3,400.78	\$ 6,412.65	\$ 28,597.75	\$ 3,229.46	\$ 6,089.60	\$ 27,157.30	\$ 27,157.30
2	256	Miami-Dade Tax Collector	12/03/19	NAV Taxes	\$ 18,760.36		\$ (180.10)	\$ (750.33)	\$ 17,829.93	\$ 1,660.96	\$ 3,132.00	\$ 13,967.40	\$ 1,578.58	\$ 2,976.60	\$ 13,274.75	\$ 13,274.75
3	927	Miami-Dade Tax Collector	12/10/19	NAV Taxes	\$ 417,093.95		\$ (4,004.11)	\$ (16,682.47)	\$ 396,407.37	\$ 36,928.25	\$ 69,632.55	\$ 310,533.15	\$ 35,096.72	\$ 66,178.95	\$ 295,131.70	\$ 295,131.70
4	229	Miami-Dade Tax Collector	12/23/19	NAV Taxes	\$ 36,312.70		\$ (349.13)	\$ (1,400.93)	\$ 34,562.64	\$ 3,215.00	\$ 6,062.30	\$ 27,035.40	\$ 3,060.04	\$ 5,770.10	\$ 25,732.50	\$ 25,732.50
5	918	Miami-Dade Tax Collector	01/10/20	NAV Taxes	\$ 19,799.85		\$ (191.77)	\$ (622.41)	\$ 18,985.67	\$ 1,752.95	\$ 3,305.55	\$ 14,741.35	\$ 1,680.82	\$ 3,169.60	\$ 14,135.25	\$ 14,135.25
6	773	Miami-Dade Tax Collector	01/30/20	Interest		\$ 296.06			\$ 296.06	\$ 296.06			\$ 296.06			\$ -
7	716	Miami-Dade Tax Collector	02/10/20	NAV Taxes	\$ 7,749.28		\$ (75.86)	\$ (162.39)	\$ 7,511.03	\$ 686.08	\$ 1,293.70	\$ 5,769.50	\$ 664.98	\$ 1,253.90	\$ 5,592.15	\$ 5,592.15
8	404	Miami-Dade Tax Collector	03/09/20	NAV Taxes	\$ 8,852.98		\$ (87.56)	\$ (96.51)	\$ 8,668.91	\$ 783.78	\$ 1,478.00	\$ 6,591.20	\$ 767.46	\$ 1,447.25	\$ 6,454.20	\$ 6,454.20
9	573	Miami-Dade Tax Collector	04/10/20	NAV Taxes	\$ 10,144.59		\$ (101.37)	\$ (7.82)	\$ 10,035.40	\$ 898.14	\$ 1,693.60	\$ 7,552.85	\$ 888.45	\$ 1,675.35	\$ 7,471.60	\$ 7,471.60
10	708	Miami-Dade Tax Collector	04/24/20	Interest		\$ 27.81			\$ 27.81	\$ 27.81			\$ 27.81			\$ -
11	815	Miami-Dade Tax Collector	05/11/20	NAV Taxes/Interest	\$ 10,510.26	\$ 49.77	\$ (105.61)		\$ 10,454.42	\$ 980.28	\$ 1,754.65	\$ 7,825.10	\$ 970.47	\$ 1,737.10	\$ 7,746.85	\$ 7,746.85
12	921	Miami-Dade Tax Collector	06/09/20	NAV Taxes/Interest	\$ 5,608.47	\$ 162.45	\$ (57.70)		\$ 5,713.22	\$ 659.02	\$ 936.30	\$ 4,175.60	\$ 652.42	\$ 926.95	\$ 4,133.85	\$ 4,133.85
13	792	Miami-Dade Tax Collector	07/06/20	NAV Taxes/Interest (TC)	\$ 6,092.07	\$ 274.14	\$ (63.67)		\$ 6,302.54	\$ 813.51	\$ 1,017.05	\$ 4,535.65	\$ 3,710.79	\$ 1,006.90	\$ 1,584.85	\$ 1,584.85
14	188	Miami-Dade Tax Collector	07/10/20	NAV Taxes/Interest	\$ 677.60	\$ 30.49	\$ (7.08)		\$ 701.01	\$ 91.74	\$ 113.05	\$ 503.30	\$ 589.11	\$ 111.90		\$ -
15	306	Miami-Dade Tax Collector	07/24/20	Interest		\$ 27.85			\$ 27.85	\$ 27.85			\$ 27.85			\$ -
16									\$ -							\$ -
17									\$ -							\$ -
18									\$ -							\$ -
					\$ 580,013.29	\$ 868.57	\$ (5,592.41)	\$ (21,289.23)	\$ 554,000.22	\$ 52,222.21	\$ 96,831.40	\$ 431,828.25	\$ 53,241.02	\$ 92,344.20	\$ 408,415.00	\$ 408,415.00

Total KB Roll = 580,013.29

Note: \$580,006, \$51,352, \$96,830 and \$431,824 are 2019/2020 Budgeted assessments before discounts and fees.

Note: \$545,206, \$48,271, \$91,020 and \$405,915 are 2019/2020 Budgeted assessments after discounts and fees.

\$ 580,013.29	
\$ 868.57	\$ 554,000.22
\$ (52,222.21)	\$ (53,241.02)
\$ (96,831.40)	\$ (92,344.20)
\$ (431,828.25)	\$ (408,415.00)
\$ -	\$ -

## **FINANCIAL RISK MANAGEMENT POLICY**

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 1<sup>st</sup> through September 30<sup>th</sup>) from which an independent fiscal year annual audit is prepared; and
- f. Within sixty (60) days of the end of each fiscal year (September 30<sup>th</sup>) 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.