



**ISLANDS AT DORAL (SW)  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
NOVEMBER 8, 2017  
6:30 P.M.**

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

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

305.777.0761 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT**  
Islands at Doral Clubhouse Meeting Room  
8250 N.W. 112<sup>th</sup> Court  
Doral, Florida 33178  
**REGULAR BOARD MEETING**  
November 8, 2017  
6:30 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. May 10, 2017 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
  - 1. Staff Report: As Required
- H. New Business
  - 1. Discussion Regarding Hurricane “Irma” and Post Storm Community Inspection/Clean-Up
  - 2. Consider Resolution No. 2017-05 – Adopting Fiscal Year 2016/2017 Amended Budget.....Page 7
  - 3. Polynesian Subdivision – Discussion Regarding Traffic Control Devices/HOA Request
- I. Administrative & Operational Matters
  - 1. Annual Audit FY 2016/2017 – Consider 1-Year Renewal Option (Grau & Associates).....Page 12
  - 2. Discussion Regarding Upcoming Holidays & Meeting Schedule
  - 3. 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 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

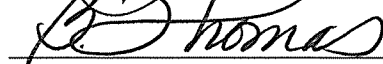
ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

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

09/21/2017

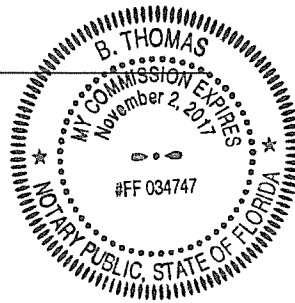
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has 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  
21 day of SEPTEMBER, A.D. 2017



(SEAL)

MARIA MESA personally known to me



## ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Islands at Doral (SW) Community Development District (the "District") will hold Regular Meetings in the Meeting Room of The Islands at Doral Clubhouse located at 8250 NW 112th Court, Doral, Florida 33178 at 6:30 p.m. on the following dates:

October 11, 2017  
November 8, 2017  
December 13, 2017  
February 14, 2018  
March 14, 2018  
April 11, 2018  
May 9, 2018  
June 13, 2018  
September 12, 2018

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.

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT

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

9/21

17-135/0002595-49M

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 10, 2017

**A. CALL TO ORDER**

District Manager Neil Kalin called the May 10, 2017, Regular Board Meeting of the Islands at Doral (SW) Community Development District to order at 6:35 p.m. in the Meeting Room of the Islands at Doral Clubhouse located at 8250 NW 112<sup>th</sup> Court, Doral, Florida 33178.

**B. PROOF OF PUBLICATION**

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on April 21, 2017, and April 28, 2017, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Kalin determined that the attendance of Chairperson Mary Diaz and Supervisors Jairo Zapata and Oscar Cardenas constituted a quorum and it was in order to proceed with the meeting.

*Note: Supervisor Ana Rolon joined the meeting at approximately 7:07 p.m.*

Staff in attendance: District Manager Neil Kalin of Special District Services, Inc.; and General Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**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 8, 2017, Regular Board Meeting**

Mr. Kalin presented the minutes of the March 8, 2017, Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Mr. Cardenas, seconded by Ms. Diaz and unanimously passed to approve the minutes of the March 8, 2017, Regular Board Meeting, *as presented*.

*Note: At approximately 6:37 p.m., Mr. Kalin recessed the Regular Board Meeting and simultaneously opened the Public Hearing. In addition, a resident of the District, Ms. Laurena Pineda (of 11483 N.W. 80<sup>th</sup> Lane, Doral, Florida), joined the meeting at approximately the same time.*

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 10, 2017

**G. PUBLIC HEARING**

**1. Proof of Publication**

Mr. Kalin presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on April 21, 2017, and April 28, 2017, as legally required.

**2. Receive Public Comment on the Fiscal Year 2017/2018 Final Budget & Assessments**

Mr. Kalin opened the public comment portion of the public hearing to receive comments on the fiscal year 2017/2018 final budget and non-ad valorem special assessments. There were several questions from Ms. Pineda (of the Netherlands subdivision) regarding expenditures and the annual debt assessments and operations and maintenance assessments. Mr. Kalin and Chairperson Diaz explained the purpose of the District, the role of the governing Board and provided answers to the questions posed by Ms. Pineda. There being no additional comments or questions on the fiscal year 2017/2018 budget and assessments, Mr. Kalin closed the public comment portion of the Public Hearing.

**3. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Final Budget**

Mr. Kalin presented Resolution No. 2017-03, entitled:

**RESOLUTION NO. 2017-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2017/2018 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and stated that it provides for approving and adopting of the fiscal year 2017/2018 final budget and non-ad valorem special assessment tax roll. For review purposes, a copy of the tax roll was provided at the meeting. A discussion ensued after which:

A **motion** was made by Mr. Zapata, seconded by Mr. Cardenas and unanimously passed to approve and adopt Resolution No. 2017-03, *as presented*, thereby setting the fiscal year 2017/2018 final budget and non-ad valorem special assessment tax roll.

*Note: At approximately 6:52 p.m., Mr. Kalin closed the Public Hearing and simultaneously reconvened the Regular Board Meeting.*

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 10, 2017

**H. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**I. NEW BUSINESS**

**1. Consider Resolution No. 2017-04 – Adopting a Fiscal Year 2017/2018 Regular Meeting Schedule**

Mr. Kalin presented Resolution No. 2017-04, entitled:

**RESOLUTION NO. 2017-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2017/2018 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Kalin read the title of the resolution into the record and provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Cardenas, seconded by Mr. Zapata and unanimously passed to approve and adopt Resolution No. 2017-04, *as presented*, thereby setting the fiscal year 2017/2018 regular meeting schedule and authorizing the publication of the meeting schedule, as required by law.

**2. Update Regarding Debt Service Payment – May 1, 2017**

Mr. Kalin announced, for the record, that the Debt Service payment to the Trustee in the amount of \$430,896.18 (Principal - \$260,000 and Interest - \$170,896.18), which was due on May 1, 2017, had been made in full and on time.

**J. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Financial Risk Management Policy Review/Update – Fiscal Year 2016/2017**

Mr. Kalin informed the Board Members that as part of good management practices and to satisfy certain annual audit requirements/procedures, the District Manager (SDS, Inc.) takes certain measures and implements 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

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 10, 2017

- 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; 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.

**2. Statement of Financial Interests Disclosure – 2016 Form 1 – Filing Deadline: July 1, 2017**

The Board was reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2016 Statement of Financial Interests Form 1 (the "Form"). The deadline for submittal is July 1, 2017. To insure that the Form is sent timely, District Staff will e-mail the Form to all Board Members on or before June 7, 2017, with mailing instructions.

**K. BOARD MEMBER & STAFF CLOSING COMMENTS**

Mr. Kalin indicated that unless an emergency were to arise, the Board would not need to meet until September or October.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Diaz, seconded by Mr. Zapata and unanimously passed to adjourn the Regular Board Meeting at 7:15 p.m.

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 10, 2017

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson



**RESOLUTION NO. 2017-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Islands at Doral (SW) 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 ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

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

**PASSED, ADOPTED and BECOMES EFFECTIVE** this 8<sup>th</sup> day of November, 2017.

**ATTEST:**

**ISLANDS AT DORAL (SW)  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Islands At Doral (SW)  
Community Development District

**Amended Final Budget For  
Fiscal Year 2016/2017  
October 1, 2016 - September 30, 2017**

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- II AMENDED FINAL DEBT SERVICE FUND BUDGET

**AMENDED FINAL BUDGET**  
**ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
<b>REVENUES</b>			
Administrative Assessments	33,539	35,048	35,048
Maintenance Assessments	11,809	11,801	11,801
Debt Assessments	636,801	636,299	636,299
Other Revenues	0	735	735
Interest Income	360	558	558
<b>Total Revenues</b>	<b>\$ 682,509</b>	<b>\$ 684,441</b>	<b>\$ 684,441</b>
<b>EXPENDITURES</b>			
<b>Maintenance Expenditures</b>			
Engineering Report/Inspections	1,200	1,850	1,850
Storm Drainage Maintenance	5,400	5,250	4,956
Street/Roadway Maintenance - Polynesian Subdivision	3,000	500	0
Miscellaneous Maintenance	1,500	500	0
<b>Total Maintenance Expenditures</b>	<b>\$ 11,100</b>	<b>\$ 8,100</b>	<b>\$ 6,806</b>
<b>Administrative Expenditures</b>			
Supervisor Fees	5,000	2,400	2,400
Payroll Taxes (Employer)	383	184	184
Management	28,356	28,356	28,356
Secretarial & Field Operations	4,800	4,800	4,800
Legal	8,000	6,400	5,214
Assessment Roll	6,000	6,000	6,000
Audit Fees	3,700	3,700	3,700
Arbitrage Rebate Fee	650	650	650
Insurance	6,373	5,778	5,778
Legal Advertisements	700	500	284
Miscellaneous	1,100	900	684
Postage	300	440	429
Office Supplies	500	675	651
Dues & Subscriptions	175	175	175
Trustee Fees	4,350	4,335	4,335
Continuing Disclosure Fee	500	350	350
Website Management	1,500	1,500	1,500
<b>Total Administrative Expenditures</b>	<b>\$ 72,387</b>	<b>\$ 67,143</b>	<b>\$ 65,490</b>
<b>Total Expenditures</b>	<b>\$ 83,487</b>	<b>\$ 75,243</b>	<b>\$ 72,296</b>
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 599,022</b>	<b>\$ 609,198</b>	<b>\$ 612,145</b>
Bond Payments	(598,593)	(603,593)	(603,593)
<b>Balance</b>	<b>\$ 429</b>	<b>\$ 5,605</b>	<b>\$ 8,552</b>
County Appraiser & Tax Collector Fee	(13,643)	(6,600)	(6,600)
Discounts For Early Payments	(27,286)	(23,073)	(23,073)
<b>Excess/ (Shortfall)</b>	<b>\$ (40,500)</b>	<b>\$ (24,068)</b>	<b>\$ (21,121)</b>
Carryover From Prior Year	40,500	40,500	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 16,432</b>	<b>\$ (21,121)</b>

Fund Balance As Of 9/30/2016	\$224,186
FY 2016/2017 Activity	(\$24,068)
Fund Balance As Of 9/30/2017	\$200,118

Note: Carryover From Prior Year Of \$40,500 was used to reduce Fiscal Year 2016/2017 Assessments.

# AMENDED FINAL BUDGET

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT  
DEBT SERVICE FUND  
FISCAL YEAR 2016/2017  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
<b>REVENUES</b>			
Interest Income	25	750	750
NAV Tax Collection	598,593	603,593	603,593
<b>Total Revenues</b>	<b>\$ 598,618</b>	<b>\$ 604,343</b>	<b>\$ 604,343</b>
<b>EXPENDITURES</b>			
Principal Payments	260,000	260,000	260,000
Interest Payments	338,618	344,625	344,625
<b>Total Expenditures</b>	<b>\$ 598,618</b>	<b>\$ 604,625</b>	<b>\$ 604,625</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (282)</b>	<b>\$ (282)</b>

Fund Balance As Of 9/30/2016	\$203,525
Projected FY 2016/2017 Activity	(\$282)
Projected Fund Balance As Of 9/30/2017	\$203,243

Note\*: Revenue Fund Balance = \$195,034.

Revenue Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$167,722.

\* Approximate Amounts

### Series 2007 Refunding Bonds Information

Original Par Amount =	\$9,505,000	Annual Principal Payments Due:
Interest Rate =	4.52%	May 1st
Issue Date =	May 2007	Annual Interest Payments Due:
Maturity Date =	May 2035	May 1st & November 1st
 Par Amount As Of 9/30/17 =	 \$7,260,000	

November 8, 2017

RE: Islands At Doral (SW) Community Development District Auditor Renewal

At the November 12, 2014 Islands At Doral (SW) Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2014, 9-30-2015 and 9-30-2016 year end audits of the District with an option to perform the 9-30-2017 audit.

The fees for the 9-30-2014 audit were \$3,500. The fees for the 9-30-2015 audit were \$3,600. And the fees for the 9-30-2016 audit were \$3,700. The proposed fee for the 9-30-2017 audit is \$3,700, which is the budgeted amount for audit fees for Fiscal Year 2017/2018.

Grau & Associates has been the district auditor for the past eight years. Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2017 audit for Grau & Associates.

Special District Services, Inc.