



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

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 14, 2018
6:30 P.M.**

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

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AGENDA
ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
Islands at Doral Clubhouse Meeting Room
8250 N.W. 112th Court
Doral, Florida 33178
REGULAR BOARD MEETING
March 14, 2018
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. November 8, 2017 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Discussion Regarding Observance of Street/Roadway Speed Limit
 - 2. Staff Report: As Required
- H. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting Fiscal Year 2018/2019 Proposed Budget.....Page 6
 - 2. Discussion Regarding Lake Tracts and Stormwater Outfall Maintenance
 - 3. Staff Report: As Required
- I. Administrative & Operational Matters
 - 1. Discussion Regarding General Election, Qualifying Period and Expiring Terms of Office
 - 2. Reminder – Financial Disclosure Reporting – **2017 Form 1**
 - 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

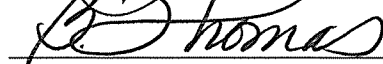
ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

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

09/21/2017

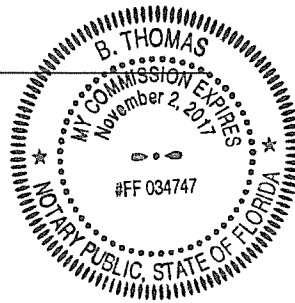
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has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

9/21

17-135/0002595-49M

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 8, 2017

A. CALL TO ORDER

District Manager Neil Kalin called the November 8, 2017, Regular Board Meeting of the Islands at Doral (SW) Community Development District to order at 6:32 p.m. in the Meeting Room of the Islands at Doral Clubhouse located at 8250 NW 112th 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 September 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Kalin determined that the attendance of Vice Chairperson Ana Rolon and Supervisors Jairo Zapata and Elizabeth Conchola constituted a quorum and it was in order to proceed with the meeting.

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

Also in attendance was Marco Paranzino of Doral, Florida.

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. May 10, 2017, Public Hearing & Regular Board Meeting

Mr. Kalin presented the minutes of the May 10, 2017, Public Hearing & Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Ms. Rolon, seconded by Ms. Conchola and unanimously passed to approve the minutes of the May 10, 2017, Public Hearing & Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report at this time.

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 8, 2017

H. NEW BUSINESS

1. Discussion Regarding Hurricane Irma and Post Storm Community Inspection/Clean-Up

Mr. Kalin advised that District Staff had inspected the District within a couple of days after Irma had left the area. A discussion ensued regarding debris that had collected within the lake tracts. Mr. Kalin advised that he would have District Staff visit the community to take pictures of the areas where storm debris had collected within the waterbodies. Mr. Kalin will provide the photographs to Ms. Conchola so that the Master Association can be aware of and take care of the debris removal.

2. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget

Mr. Kalin presented Resolution No. 2017-05, entitled:

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.

Mr. Kalin read the title of the resolution into the record and provided an explanation. The Operating Fund as of September 30, 2017, had a positive balance. In addition, Mr. Kalin stated that the Debt Service Fund for the Series 2007 Refunding Bonds had sufficient funds to make the required November 1, 2017, debt service payment. A discussion ensued after which:

A **motion** was made by Ms. Rolon, seconded by Mr. Zapata and passed unanimously to approve and adopt Resolution No. 2017-05, *as presented*; thereby setting the amended/revised final budget for the 2016/2017 fiscal year, as required by Florida Statutes.

3. Polynesian Subdivision – Discussion Regarding Traffic Control Devices/HOA Request

Mr. Kalin advised that the Polynesian at Islands at Doral Neighborhood Association, Inc. (the “HOA”) had concerns regarding speeding within the Polynesian subdivision. Mr. Marco Paranzino, a resident of and representing the Polynesian subdivision, addressed the meeting, requesting assistance with the installation of traffic calming devices. Ms. Conchola and Mr. Zapata explained that obtaining approval for installation of “speed humps” from authorities is a battle. The consensus of the Board was that should the HOA

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 8, 2017

wish to spend their time and money on obtaining approvals to install traffic calming devices within the Polynesian subdivision, the District then would provide the necessary documentation granting authority to the HOA for the installation of traffic calming devices on the District's streets within Polynesian. Mr. Kalin stated that he would confer with a traffic engineer to determine if the speed limit within the Polynesian subdivision, currently 30 MPH, could be lowered and if so, then actions would be taken to install lower speed limit signs and additional speed limit signage would be installed, if authorized. Ms. Conchola advised that she would look into having the Florida Highway Patrol monitor vehicular speeding within the subdivision. An update on this matter will be provided at the next meeting.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Annual Audit FY 2016/2017 – Consider 1-Year Renewal Option (Grau & Associates)

Mr. Kalin reminded the Board that at the November 12, 2014, Board meeting the firm of Grau & Associates had been selected to perform the September 30, 2014, September 30, 2015, and September 30, 2016, year end audits with an option to perform the September 30, 2017, audit. The fee for the September 30, 2014, audit was \$3,500; the fee for the September 30, 2015, audit was \$3,600; and the fee for the September 30, 2016, audit was \$3,700. The proposed fee for the September 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 (8) years. Management is pleased with the professionalism and competence of the partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ended September 30, 2017, audit for Grau & Associates. A discussion ensued after which;

A **motion** was made by Ms. Conchola, seconded by Ms. Rolon and unanimously passed to approve the 1-year renewal option and authorize the engagement of Grau & Associates to perform the September 30, 2017, fiscal year audit for a fee of \$3,700.

2. Discussion Regarding Upcoming Holidays and Meeting Schedule

Mr. Kalin indicated that unless an emergency in the District were to arise there would be no need to meet again until sometime after the New Year.

3. Staff Report: As Required

There was no Staff Report required at this time.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

Holiday greetings and well wishes were exchanged by those in attendance.

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 8, 2017

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Rolon, seconded by Mr. Zapata and unanimously passed to adjourn the Regular Board Meeting at 7:18 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Islands at Doral (SW) Community Development District (“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 2018/2019 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for June 13, 2018 at 6:30 p.m. in the Meeting Room of The Islands at Doral Clubhouse located at 8250 N.W. 112th Court, Doral, Florida 33178, for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and BECOMES EFFECTIVE this 14th day of March, 2018.

ATTEST:

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

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Islands At Doral (SW)
Community Development District

**Proposed Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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

PROPOSED BUDGET
ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
Administrative Assessments	71,135
Maintenance Assessments	34,787
Debt Assessments	631,721
Other Revenues	0
Interest Income	360
TOTAL REVENUES	\$ 738,003
EXPENDITURES	
MAINTENANCE EXPENDITURES	
Engineering Report/Inspections	1,500
Storm Drain Inlet Maintenance	8,400
Street/Roadway Maintenance - Polynesian Subdivision	3,600
Miscellaneous General Maintenance	4,200
Miscellaneous Stormwater System Maintenance	15,000
TOTAL MAINTENANCE EXPENDITURES	\$ 32,700
ADMINISTRATIVE EXPENDITURES	
Supervisor Fees	5,000
Payroll Taxes (Employer)	383
Management	29,544
Secretarial & Field Operations	5,700
Legal	7,500
Assessment Roll	6,000
Audit Fees	3,800
Arbitrage Rebate Fee	650
Insurance	6,500
Legal Advertisements	650
Miscellaneous	1,500
Postage	275
Office Supplies	550
Dues & Subscriptions	175
Trustee Fees	4,800
Continuing Disclosure Fee	350
Website Management	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 74,877
TOTAL EXPENDITURES	\$ 107,577
REVENUES LESS EXPENDITURES	\$ 630,426
Bond Payments	(593,818)
BALANCE	\$ 36,608
County Appraiser & Tax Collector Fee	(14,753)
Discounts For Early Payments	(29,505)
EXCESS/ (SHORTFALL)	\$ (7,650)
Carryover From Prior Year	7,650
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	35,048	78,231	71,135	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	11,801	27,128	34,787	Expenditures /.94
Debt Assessments	636,299	634,523	631,721	Payment To Trustee/.94
Other Revenues	735	0	0	
Interest Income	558	360	360	Interest Projected At \$30 Per Month
TOTAL REVENUES	\$ 684,441	\$ 740,242	\$ 738,003	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
Engineering Report/Inspections	1,850	1,500	1,500	No Change From 2017/2018 Budget
Storm Drain Inlet Maintenance	4,956	7,200	8,400	\$1,200 Increase From 2017/2018 Budget
Street/Roadway Maintenance - Polynesian Subdivision	0	3,000	3,600	\$600 Increase From 2017/2018 Budget
Miscellaneous General Maintenance	0	1,800	4,200	\$2,400 Increase From 2017/2018 Budget
Miscellaneous Stormwater System Maintenance	0	12,000	15,000	\$3,000 Increase From 2017/2018 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ 6,806	\$ 25,500	\$ 32,700	
ADMINISTRATIVE EXPENDITURES				
Supervisor Fees	2,400	5,000	5,000	No Change From 2017/2018 Budget
Payroll Taxes (Employer)	184	383	383	Supervisor Fees *7.65%
Management	28,356	28,944	29,544	CPI Adjustment
Secretarial & Field Operations	4,800	5,400	5,700	\$300 Increase From 2017/2018 Budget
Legal	5,614	8,000	7,500	\$500 Decrease From 2017/2018 Budget
Assessment Roll	6,000	6,000	6,000	No Change From 2017/2018 Budget
Audit Fees	3,700	3,700	3,800	\$100 Increase From 2017/2018 Budget
Arbitrage Rebate Fee	650	650	650	No Change From 2017/2018 Budget
Insurance	5,778	6,500	6,500	Insurance Estimate
Legal Advertisements	284	700	650	\$50 Decrease From 2017/2018 Budget
Miscellaneous	684	1,320	1,500	\$180 Increase From 2017/2018 Budget
Postage	429	275	275	No Change From 2017/2018 Budget
Office Supplies	651	500	550	\$50 Increase From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fees	4,335	4,350	4,800	Trustee (US Bank) Increasing Fees In 2018/2019
Continuing Disclosure Fee	350	500	350	\$150 Decrease From 2017/2018 Budget
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 65,890	\$ 73,897	\$ 74,877	
TOTAL EXPENDITURES	\$ 72,696	\$ 99,397	\$ 107,577	
REVENUES LESS EXPENDITURES	\$ 611,745	\$ 640,845	\$ 630,426	
Bond Payments	(603,593)	(596,452)	(593,818)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 8,152	\$ 44,393	\$ 36,608	
County Appraiser & Tax Collector Fee	(6,600)	(14,798)	(14,753)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(23,073)	(29,595)	(29,505)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (21,521)	\$ -	\$ (7,650)	
Carryover From Prior Year	0	0	7,650	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (21,521)	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET

ISLANDS AT DORAL (SW) COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2018/2019

OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017	FISCAL YEAR 2017/2018	FISCAL YEAR 2018/2019	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	750	20	50	Projected Interest For 2018/2019
NAV Tax Collection	603,593	596,452	593,818	2019 P & I Payments Less Earned Interest
Total Revenues	\$ 604,343	\$ 596,472	\$ 593,868	
EXPENDITURES				
Principal Payments	260,000	270,000	280,000	Principal Payment Due In 2019
Interest Payments	344,625	326,472	313,868	Interest Payments Due In 2019
Total Expenditures	\$ 604,625	\$ 596,472	\$ 593,868	
Excess/ (Shortfall)	\$ (282)	\$ -	\$ -	

Series 2007 Refunding Bonds Information

Original Par Amount =	\$9,505,000	Annual Principal Payments Due =	May 1st
Interest Rate =	4.52%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	May 2007		
Maturity Date =	May 2035		

**Islands At Doral (SW) Community Development District
Assessment Comparison**

Lot Size		Original Projected Assessment*	Fiscal Year 2015/2016 Assessment*	Fiscal Year 2016/2017 Assessment*	Fiscal Year 2017/2018 Assessment*	Fiscal Year 2018/2019 Projected Assessment*
23	Administrative	\$ -	\$ 65.09	\$ 50.51	\$ 117.82	\$ 107.14
	Maintenance	\$ -	\$ 8.97	\$ 17.78	\$ 40.85	\$ 52.39
	<u>Debt</u>	\$ -	\$ 789.59	\$ 792.87	\$ 790.03	\$ 786.54
	Total For Lot Size 23	\$ 1,062.50	\$ 863.65	\$ 861.16	\$ 948.70	\$ 946.07
32	Administrative	\$ -	\$ 65.09	\$ 50.51	\$ 117.82	\$ 107.14
	Maintenance	\$ -	\$ 8.97	\$ 17.78	\$ 40.85	\$ 52.39
	<u>Debt</u>	\$ -	\$ 949.11	\$ 953.05	\$ 949.64	\$ 945.45
	Total For Lot Size 32	\$ 1,250.00	\$ 1,023.17	\$ 1,021.34	\$ 1,108.31	\$ 1,104.98
35	Administrative	\$ -	\$ 65.09	\$ 50.51	\$ 117.82	\$ 107.14
	Maintenance	\$ -	\$ 8.97	\$ 17.78	\$ 40.85	\$ 52.39
	<u>Debt</u>	\$ -	\$ 1,002.29	\$ 1,006.45	\$ 1,002.85	\$ 998.42
	Total For Lot Size 35	\$ 1,312.50	\$ 1,076.35	\$ 1,074.74	\$ 1,161.52	\$ 1,157.95
50	Administrative	\$ -	\$ 65.09	\$ 50.51	\$ 117.82	\$ 107.14
	Maintenance	\$ -	\$ 8.97	\$ 17.78	\$ 40.85	\$ 52.39
	<u>Debt</u>	\$ -	\$ 1,344.72	\$ 1,350.31	\$ 1,345.48	\$ 1,339.54
	Total For Lot Size 50	\$ 1,750.00	\$ 1,418.78	\$ 1,418.60	\$ 1,504.15	\$ 1,499.07

* Assessments Include the Following :

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

Community Information:

Twenty Three Foot Lots	280
Thirty Two Foot Lots	120
Thirty Five Foot Lots	163
<u>Fifty Foot Lots</u>	<u>101</u>
Total Units	664