



**CRESTVIEW WEST
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
JUNE 20, 2018
11:00 A.M.**

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

www.crestviewwestedd.org
305.777.0761 Telephone
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561.630.4923 Facsimile

AGENDA
CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT
730 NW 107th Avenue,
Third Floor, Suite 300 Meeting Room
Miami, Florida 33172
REGULAR BOARD MEETING
June 20, 2018
11:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resignation(s) and Appointment(s) to Fill Vacancy/Vacancies
- E. Administer Oath of Office and Review Board Member Duties and Responsibilities
- F. Re-Election of Officers
 - Chairperson
 - Vice Chairperson
 - Secretary/Treasurer
 - Assistant Secretary
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
 - 1. May 16, 2018 Regular Board Meeting.....Page 2
- J. Old Business
 - 1. Discussion Regarding Additional Parking and Entrance/Exit Gate System
 - 2. Staff Report as Required
- K. New Business
 - 1. Consider Resolution No. 2018-02 – Adopting Revised Statewide Mutual Aid Agreement.....Page 6
 - 2. Staff Report as Required
- L. Administrative & Operational Matters
 - 1. Reminder: Budget Public Hearing July 18, 2018 at 6:00 pm – Miami Executive Airport
 - 2. Staff Report: As Required
- M. Board Member & Staff Closing Comments
- N. 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

CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

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

09/28/2017

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.

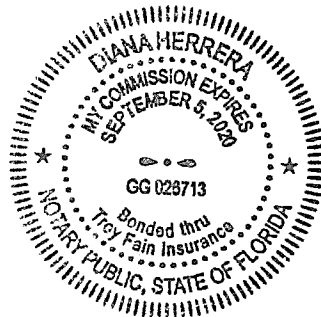
Sworn to and subscribed before me this
28 day of SEPTEMBER, A.D. 2017



Diana Herrera

(SEAL)

MARIA MESA personally known to me



CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Crestview West Community Development District (the "District") will hold Regular Meetings at Lennar Homes, LLC located at 730 NW 107th Avenue, 3rd Floor, Suite 300 Meeting Room, Miami, Florida 33172 at 11:00 a.m. on the following dates:

October 18, 2017
November 15, 2017
January 17, 2018
February 21, 2018
March 21, 2018
April 18, 2018
May 16, 2018
June 20, 2018
July 18, 2018
August 15, 2018
September 19, 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 305-777-0781 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 telephones 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 305-777-0781 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.

CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT

www.crestviewwestcdd.org
9/28

17-33/0000261384M

Note: For the record, due to Meeting Room scheduling conflicts the Crestview West CDD Regular Board Meeting was moved across the hallway to the Suite 305 Meeting Room (Eagle Mortgage) located at 730 NW 107th Avenue, Miami, Florida 33172. The Receptionist in Suite 300 redirected those attending the referenced meeting.

A. CALL TO ORDER

District Manager Neil Kalin called the May 16, 2018, Regular Board Meeting of the Crestview West Community Development District to order at 11:03 a.m. in the Suite 305 Meeting Room (see note above) located at 730 NW 107th Avenue, Miami, Florida 33172.

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 28, 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 the following Board Members constituted a quorum and it was in order to proceed with the meeting: Vice Chairperson Yadira Monzon and Supervisors Teresa Baluja and Raisa Krause.

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

Also present were Julian Ross of Miami, Florida; and Chester Dowdy of CDMP Management, Miami, 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. March 21, 2018, Regular Board Meeting

Mr. Kalin presented the March 21, 2018, Regular Board Meeting minutes and asked if there were any comments and/or changes. There being no comments and/or changes, a **motion** was made by Ms. Baluja, seconded by Ms. Krause and unanimously passed to approve the March 21, 2018, Regular Board Meeting minutes, *as presented*.

G. OLD BUSINESS

1. Discussion Regarding Additional Parking Spaces and Estimated Costs

Mr. Kalin advised that installation of additional parking spaces along the County streets would require County permission and various approvals from the County. Estimated costs for each parking space could run as high as \$2,500 per space. Mr. Kalin suggested that consideration be given to the addition of parking spaces within the HOA owned park; however, this concept would affect the current layout of the park and could require zoning and/or land use changes to the current approved site plan.

Mr. Ross expressed his concerns regarding community security and wanted Staff to explore the possibility of gating the community. Since the streets are owned by the County, the addition of gate improvements could become problematic. District Staff advised that there are instances within the County where a ‘security special district’ is created and managed by the County. Mr. Knight stated that there is the potential for the District to enter into an interlocal government agreement to operate and maintain the proposed gate improvements. Discussions ensued on parking and security gates after which, District Staff agreed to contact and work with Caltran Engineering Group, Inc. to perform the following:

- (i) Determine if the County will allow/permit the installation of additional parking spaces along County owned street right-of-way (parallel parking) and if the County will allow/permit additional parking spaces within the existing park site/tract. Determine the required steps necessary to accomplish the addition of improvements (example - site plan amendment and etc.);
- (ii) Determine if the County will allow/permit the installation of a soft and/or hard gate system at all ingress/egress points in the community;
- (iii) Determine if the County would deed back to the District the current County owned street right-of-way.

2. Staff Report, as Required

There was no Staff Report at this time.

H. NEW BUSINESS

1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget

Mr. Kalin presented Resolution No. 2018-01, entitled:

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin read the title of the resolution into the record and indicated that the proposed 2018/2019 fiscal year budget had been balanced by increasing the overall assessments by approximately \$55 per residential unit, per year, commencing October 1, 2018. Since the overall proposed assessments were increasing in the fiscal year 2018/2019, letters to property owners would be required. Furthermore, Mr. Kalin stated as part of Resolution No. 2018-01, the Board must set a date for the public hearing to adopt the fiscal year 2018/2019 final budget and assessments. Further discussion took place on the proposed budget after which;

A **motion** was made by Ms. Krause, seconded by Ms. Monzon and unanimously passed to approve and adopt Resolution No. 2018-01, *as presented*, setting the public hearing to adopt the fiscal year 2018/2019 final budget and assessments for July 18, 2018, at a time (evening/6:00 pm) and place (Executive Airport adjacent to community) to be determined so that District residents can attend the hearing; and should a convenient meeting place and time not be secured, the public hearing date/time will default back to Lennar's office at 11:00 a.m. on July 18, 2018; and further authorizes publication/notice of the budget public hearing, as required by law.

2. Staff Report, as Required

There was no Staff Report at this time.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Discussion Regarding Board Transition to Resident Board

It is anticipated that residents from the District will begin to transition onto the Board no later than the July 18th scheduled meeting.

2. Announcement Regarding Qualified Elector Certification

Mr. Kalin announced that there were 104 registered voters (Qualified Electors) residing in the District as of May 1, 2018. Since there are less than 250 Qualified Electors, Board members will be elected by the landowner election process.

3. Discussion Regarding Landowners' Meeting and Expiring Terms of Office

Terms of office for Ms. Herrera, Ms. Chen and Ms. Krause are expiring in November 2018. A landowners' meeting announcement will be made at an upcoming Board meeting.

4. Financial Disclosure Reporting – 2017 Form 1

Mr. Kalin reminded the Board that their individual Financial Disclosure Forms – 2017 Form 1 should be received in the mail before the end of May. The deadline to submit the 2017 Form 1 to the Supervisor of Elections' Office within the County of residency is July 2, 2018.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

It was noted that the next Board meeting was scheduled for June 20, 2018; and at this time it has not been determined if this meeting will be necessary.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Baluja, seconded by Ms. Krause and passed unanimously to adjourn the Regular Board Meeting at approximately 11:36 a.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

RESOLUTION NO. 2018-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE REVISED FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State Emergency Management Act, Chapter 252, *Florida Statutes*, authorizes the state and its political subdivisions to develop and enter into mutual aid agreements for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted; and

WHEREAS, the Board of Supervisors of the Crestview West Community Development District (the “District”) hereby approve an agreement with the State of Florida, Division of Emergency Management, concerning the Statewide Mutual Aid Agreement; and

WHEREAS, the Florida Department of Emergency Management requires an independent special district to participate in the Statewide Mutual Aid Agreement to be eligible for funds under Administrative Rule 27P-19, Base Funding for County Emergency Management Agencies and Municipal Competitive Grant and Loan Programs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRESTVIEW WEST COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, THAT:

Section 1. The above recitals are hereby adopted.

Section 2. That execution of the attached revised Statewide Mutual Aid Agreement is hereby authorized, and the Agreement is hereby approved.

PASSED, ADOPTED and EFFECTIVE this 20th day of June, 2018.

ATTEST:

**CRESTVIEW WEST
COMMUNITY DEVELOPMENT DISTRICT,**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson