



North Dade Community Development District

www.northdadcdd.com

Franklin Lopez, Chairman

Alexander Sabe, Vice Chairman

Sergio Valdes, Assistant Secretary

Helen Mesa Ortiz, Assistant Secretary

April 18, 2017



North Dade

Community Development District

5385 N. Nob Hill Road, Sunrise, Florida 33351
Phone: 954-721-8681 - Fax: 954-721-9202

April 11, 2017

**Board of Supervisors
North Dade
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of **North Dade Community Development District** will be held on **April 18, 2017 at 6:00 p.m. at Milan's Community Center, 10284 NW 32nd Terrace, Miami, Florida.** Following is the advance agenda:

1. Roll Call
2. Organizational Matters
 - A. Consideration of Appointment of Supervisor to Unexpired Term of Office for Seat #5 - 11/2017
 - B. Oath of Office for Newly Appointed Supervisor(s)
 - C. Election of Officers
3. Approval of the Minutes of the February 21, 2017 Meeting
4. Consideration of **Resolution #2017-01** Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing
5. Discussion of Procedures for the Landowners Election - **November 21, 2017**
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
7. Financial Reports
 - A. Approval of Check Run Summary
 - B. Balance Sheet and Income Statement
8. Supervisors Requests and Audience Comments
9. Adjournment

A copy of the February 21, 2017 minutes is enclosed for your review.

The fourth order of business is consideration of **Resolution #2017-01** Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing. Copies of the budget and resolution are enclosed for your review.

The sixth order of business is discussion of procedures for the landowners election. Sample copies of the agenda, proxy, ballot, and instructions on how the landowners election will work are enclosed for your review. Staff suggests holding the landowners election on **November 21, 2017**, which will coincide with the regularly scheduled meeting date for the district.

The financials are also enclosed. The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,


Luis Hernandez
Manager

CC: Dennis Lyles Manuel Echezarreta

**MINUTES OF MEETING
NORTH DADE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Dade Community Development District was held on February 21, 2017 at 6:00 p.m. at Milan's Community Center, 10284 N.W. 32nd Terrace, Miami, Florida.

Present and constituting a quorum were:

Franklin Lopez	Chairman
Sergio Valdes	Assistant Secretary
Helen Mesa Ortiz	Assistant Secretary

Also present were:

Luis Hernandez	District Manager
Daniel Finz	GMS
Scott Cochran	District Counsel

FIRST ORDER OF BUSINESS

Roll Call

Mr. Hernandez called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Organizational Matters

- A. Consideration of Appointment of Supervisor to Fill Unexpired Term of Office (Seat #5 - 11/2017)
- B. Oath of Office for Newly Appointed Supervisor(s)
- C. Election of Officers

Mr. Hernandez: Moving on, we have a vacancy on the Board and we can consider appointing someone at this time. Do we have anyone we can appoint to that seat?

Mr. Lopez: I thought we had a full Board?

Mr. Hernandez: One of the gentlemen on the Board is working out-of-town and said that Johanna sold her house and moved.

Mr. Lopez: I don't have anybody in mind.

Mr. Hernandez: No, but at least we still have four Board members. Typically we don't have problems with everyone who is on the Board now being available and Alex is available some of the time, as well. If you know of anyone from the community who

would be interested in joining the Board, that would be ideal. So not having anyone, we can table the entire portion of organizational matters. The only item that I wanted to discuss is the slate of officers. Currently we have Franklin as Chairman, Alex as Vice Chairman, and Sergio is an Assistant Secretary. At this point you can rearrange the entire slate of officers, or you can also appoint Helen as an Assistant Secretary. At the same time, I just want to also indicate for the record that Patti Powers from my office is Treasurer, I am Secretary, and Rich Hans also from my office is also an Assistant Secretary. So with that being said, how would you like to move?

Mr. Lopez: I think we should leave it as it is until we fill the last seat. Then maybe we can update things if we want to.

Mr. Hernandez: So for now the suggestion is to add Helen as an Assistant Secretary and retain the same slate?

On MOTION by Mr. Valdes seconded by Mr. Lopez with all in favor Ms. Mesa Ortiz was appointed as an Assistant Secretary and the Board retained the same slate of officers.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 16, 2016 Meeting

Mr. Hernandez: Moving forward, next we have the Approval of the Minutes of the August 16, 2016 Meeting. This would be the time to make any changes, corrections, additions or deletions. If there are none, a motion to approve them would be in order.

On MOTION by Mr. Valdes seconded by Ms. Mesa Ortiz with all in favor the Minutes of the August 16, 2016 Meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Addendum, to Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2016

Mr. Hernandez: Next we have Consideration of Addendum to Engagement Letter with Grau & Associates. This is an addendum that is being presented to fulfill

requirements of the Florida Statutes. This addendum doesn't change the scope nor the price of the audit that Grau & Associates is performing for the district. With that being said, a recommendation to accept the addendum so appropriate officials can execute the document would be in order.

Mr. Lopez: If nothing changed from the original scope what are we approving?

Mr. Hernandez: It is indicating in the contract that they recognize and will fulfill all requirements for public records requests. In the original contract that they have, it was not included and there was a change in the legislation last year that requires for the district to have that included in the agreement. So the addendum is clarifying the legal section and our attorney can further explain that.

Mr. Cochran: It is just to conform and comply with the change to the statutes that happened last year. The legislature enacted a change to clarify when entities like CDDs enter into agreements with vendors or service providers, it just clarifies the responsibilities and obligations of the contractor regarding the public records and services in that agreement. So in order to comply with the statutes, it is something that goes into the agreement.

Mr. Lopez: And that statute came into effect after our last meeting?

Mr. Cochran: Correct. That is why it is an addendum.

On MOTION by Mr. Lopez seconded Mr. Valdes with all in favor the addendum to the engagement letter with Grau & Associates to perform the audit for fiscal year ending September 30, 2016 was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Hernandez: That brings us to Staff Reports. Scott?

Mr. Cochran: Nothing to report unless anyone has any questions.

B. Engineer - Consideration of Proposal for Engineering Services

Mr. Hernandez: The next item to report is under the engineer, and we have a copy of a proposal that was presented a long time ago, but I have since asked the engineer

to revise it. We just received a revised copy yesterday and there is a small change in the number. The original number was \$13,063.13 and the new number is \$13,382. This has to do with some new requirements from the City of Doral and improvements that need to be made to the lift station. There is not much we can say about it, it is a need for the community and by making these improvements, we will be guaranteeing the services of the lift station will be running at its best. So as we have done in the past, the recommendation from staff is to move forward and accept it.

Mr. Valdes: So the change is only \$200?

Mr. Hernandez: Yes.

Mr. Lopez: Is this kind of sort of like a service agreement?

Mr. Hernandez: No. The lift station behind us is owned by the CDD. Some cities accept them at the time you give them the sewer system and take the ownership. The City of Doral did not and the CDD still owns it so now we are responsible for maintenance. The city changed the requirements of the lift station and this proposal addresses those changes and this proposal allows the district to spend funds to ensure we put the lift station to the standards that have been requested.

Mr. Valdes: So this is a new expense?

Mr. Hernandez: Yes. It is not part of the regular maintenance. That is why I need to get direction from the Board. We do have a company that provides maintenance and service to the lift station. We have been taking care of all that and everything is functioning and working, but this is to fulfill new requirements as per the City of Doral.

Mr. Lopez: Is this a one-time deal?

Mr. Hernandez: Yes, it is. The part I can report to the Board is that the district does have an item in the budget called contingency that we can use funds in the account to pay for these services.

Mr. Valdes: So it won't impact anyone?

Mr. Hernandez: That is correct. It will still be within the budget.

Mr. Lopez: I know there are some things that need to take place, but towards the end we have the lowest amount budgeted, which among other things, is a certification of

the system. Is there any way we can schedule this thing so we don't pay for it all at once? What I don't want is that at the end of the day we have them require more of us because it is going to cost more money we don't have budgeted.

Mr. Hernandez: Why don't we work it out pending your approval and dealing with those distributions we can work it outside of the meeting and we won't make those payments until you are comfortable with it.

Mr. Valdes: And the certifications?

Mr. Hernandez: Not only the certifications itself, but what I believe he is trying to say is that he doesn't want the least amount given because the company may say the payment is made so they don't have to continue. Instead they should have 25% left for the end so they come and finish this. I will need to discuss with them how long it takes and each step and how soon it will be undertaken. So I will get with them and if we could have a motion to approve the amount pending the payments to be made in a way that will satisfy the Chairman.

Mr. Cochran: Is this the District Engineer or a different one?

Mr. Hernandez: A different engineering firm that specializes in lift stations.

Mr. Cochran: Okay. So we don't have an existing agreement with them?

Mr. Hernandez: No. And part of what I will be trying to do is get it through our existing engineer so we have our existing contract with our engineer and a basic contract with this firm, but that is a negotiation that will be done after the fact.

Mr. Lopez: At the end of the day if we have an engineering company that is doing the service and then this other company is doing work should not happen. The engineer doing the servicing while these guys are performing what they need to may not be good.

Mr. Hernandez: That is why I want to have the contract with the existing engineering company because so that no matter who is doing the work, they are involved.

Mr. Lopez: I just don't want to have two different people pointing at each other that it wasn't me.

Mr. Hernandez: That should not be a problem because the engineering firm is supposed to help provide us with these services. So with that being said, the direction

that I will be asking for from the Board if you agree with it, is to authorize the given amount of \$13,382 pending to get clarification of the schedule of payments and approval by the Chairman of the Board prior to starting and executing the agreement. The other part would be to make the agreement contingent to the agreement with our existing engineering firm so that they will be the one subcontracting this other firm.

Mr. Lopez: I would rather have it done that way.

Mr. Hernandez: Perfect.

Ms. Mesa Ortiz: So in other words the responsibility ends up being handled by the District Engineer?

Mr. Hernandez: Correct. The District Engineer. That is okay to handle it that way, right, Scott?

Mr. Cochran: It should be as long as the District Engineer agrees.

Mr. Hernandez: With that being said, if the Board agrees with the statements I just made, by saying so moved, you will be approving what I just explained.

On MOTION by Mr. Lopez seconded by Mr. Valdes with all in favor the proposal for engineering services approved in the amount of \$13,382; pending clarification of the schedule of payments and approval by the Chairman of the Board prior to starting and executing the agreement, and contingent to the agreement with the district's existing engineering firm to subcontract the other firm.

C. Manager - Update and Discussion on Potential Refinancing

Mr. Hernandez: Under Manager, the potential refinancing, I have been talking to Jon Kessler and he said based on the existing market conditions, the savings for the community are minor and he doesn't believe that it makes sense for the district to be doing any refinancing as of yet. He will continue to check the market and keep an eye on things, and will report back to us if there comes to be a time where it would be favorable for us to do any refinancing. With that being said, that is all I have under Manager and we can move on to the next item on the agenda.

SIXTH ORDER OF BUSINESS Financial Reports

- A. Approval of Check Run Summary**
- B. Balance Sheet and Income Statement**

Mr. Hernandez: Moving forward, the next item is the Financial Reports, which is Section VI. Tab A has Approval of Check Run Summary, and tab B has the Balance Sheet and Income Statement. Unless anyone has any questions, a motion to approve those would be in order.

On MOTION by Mr. Lopez seconded by Mr. Valdes with all in favor the Check Run Summary, the Balance Sheet and Income Statement were approved.

**SEVENTH ORDER OF BUSINESS Supervisors Requests and
Audience Comments**

There not being any, the next item followed.

EIGHTH ORDER OF BUSINESS Adjournment

Mr. Hernandez: Unless anyone has any other district business to discuss, a motion to adjourn would be in order.

On MOTION by Mr. Valdes seconded by Ms. Mesa Ortiz with all in favor the meeting was adjourned.

Secretary / Assistant Secretary

Chairman / Vice Chairman

***Proposed Budget
Fiscal Year 2018***

***North Dade Community
Development District***

April 18, 2017



**North Dade
Community Development District**

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North Dade

Community Development District

DESCRIPTION	FY2017 ADOPTED BUDGET	ACTUAL THRU 3/31/2017	PROJECTED NEXT 6 MONTHS	TOTAL PROJECTED AT 9/30/2017	FY2018 PROPOSED BUDGET
Revenues					
Maintenance Assessments	\$74,070	\$65,773	\$8,297	\$74,070	\$74,070
Interest	\$0	\$66	\$0	\$66	\$0
Unassigned Fund Balance	\$17,295	\$25,835	\$0	\$25,835	\$20,962
Total Revenues	\$91,365	\$91,674	\$8,297	\$99,971	\$95,031
Expenditures					
Administrative					
Supervisor's Fee ⁽¹⁾	\$4,000	\$600	\$1,200	\$1,800	\$4,000
FICA Expense	\$306	\$46	\$92	\$138	\$306
Engineering	\$1,000	\$90	\$410	\$500	\$1,000
Dissemination Agent	\$2,500	\$1,250	\$1,250	\$2,500	\$2,500
Assessment Roll	\$1,100	\$1,100	\$0	\$1,100	\$1,100
Attorney	\$10,000	\$2,693	\$7,307	\$10,000	\$10,000
Annual Audit	\$3,500	\$0	\$3,500	\$3,500	\$3,600
Trustee Fees	\$3,500	\$3,500	\$0	\$3,500	\$3,500
Management Fees	\$36,750	\$18,375	\$18,375	\$36,750	\$36,750
Computer Time	\$1,000	\$500	\$500	\$1,000	\$1,000
Website Compliance	\$500	\$250	\$250	\$500	\$500
Telephone	\$50	\$0	\$25	\$25	\$25
Postage	\$250	\$11	\$89	\$100	\$100
Printing & Binding	\$300	\$87	\$173	\$260	\$300
Rentals & Leases	\$2,400	\$1,200	\$1,200	\$2,400	\$2,400
Insurance	\$6,232	\$5,778	\$0	\$5,778	\$6,356
Legal Advertising	\$1,200	\$0	\$500	\$500	\$500
Other Current Charges	\$300	\$1,101	\$173	\$1,274	\$350
Office Supplies	\$100	\$21	\$39	\$60	\$100
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Capital Outlay	\$200	\$0	\$200	\$200	\$200
Contingency	\$150	\$0	\$150	\$150	\$150
Administrative Expenses	\$75,513	\$36,777	\$35,432	\$72,209	\$74,912
Field					
Lift Station	\$1,800	\$900	\$900	\$1,800	\$1,800
Contingency	\$14,052	\$0	\$5,000	\$5,000	\$18,319
Field Expenses	\$15,852	\$900	\$5,900	\$6,800	\$20,119
Total Expenses	\$91,365	\$37,677	\$41,332	\$79,009	\$95,031
Assigned Fund Balance	\$0	\$53,997	(\$33,035)	\$20,962	\$0

⁽¹⁾ Based on the assumption of 4 meetings per year

	2015	2016	2017	2018
Gross Assessments	\$63,251	\$77,968	\$77,968	\$77,968
Less: 5% Disc. & Collections	\$3,163	\$3,898	\$3,898	\$3,898
Net Assessments	\$60,088	\$74,070	\$74,070	\$74,070
Units	176	176	176	176
Gross Per Unit	\$359	\$443	\$443	\$443
Net Per Unit	\$341	\$421	\$421	\$421

Increase	\$0	\$0
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North Dade
Community Development District
GENERAL FUND BUDGET

REVENUES:

Maintenance Assessments

The District will levy a Maintenance Assessment on all assessable property within the District.

EXPENDITURES:

Administrative:

Supervisor Fees

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year.

FICA Expense

Represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

Engineering Fees

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc.

Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c) (2)-12(b) (5), which relates to additional reporting requirements for un-rated bond issues.

Assessment Roll

Governmental Management Services serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

Attorney

The District's legal counsel will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating & maintenance contracts, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

Trustee Fees

The Districts issued Series 2007 Special Assessments Revenue Bonds which are held with a Trustee at Wells Fargo Bank. The amount of the trustee fees is based on the agreement between Wells Fargo Bank and the District.

North Dade
Community Development District
GENERAL FUND BUDGET

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services – South Florida, LLC.

Computer Time

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services – South Florida, LLC.

Website Compliance

Per Section 189.069 F.S., all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated as required by the Statutes.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Rental & Leases

The District will be charged \$200 per month for office rent from Governmental Management Services – South Florida, LLC, for the District's administrative offices located in Miami and Fort Lauderdale.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses that incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

North Dade
Community Development District
GENERAL FUND BUDGET

Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year such as a file cabinet for District files.

Contingency

Represents any miscellaneous field expenses the District might have.

Field:

Lift Station

The District will contract for the maintenance of the Lift Station.

Contingency

Represents any miscellaneous field expenses the District might have.

North Dade
Community Development District

Debt Service Fund
Series 2007

DESCRIPTION	FY2017 ADOPTED BUDGET	ACTUAL THRU 3/31/2017	PROJECTED NEXT 6 MONTHS	TOTAL PROJECTED AT 9/30/2017	FY2018 PROPOSED BUDGET
REVENUES:					
Special Assessments	\$164,032	\$145,571	\$18,460	\$164,032	\$164,032
⁽¹⁾ Carry Forward Surplus	\$165,061	\$94,524	\$0	\$94,524	\$92,280
Interest Income	\$0	\$272	\$0	\$272	\$0
TOTAL REVENUES	\$329,092	\$240,367	\$18,460	\$258,827	\$256,311
EXPENDITURES:					
Interest 11/1	\$55,774	\$55,774	\$0	\$55,774	\$54,303
Principal - 11/1	\$0	\$5,000	\$0	\$5,000	\$0
Principal - 5/1	\$50,000	\$0	\$50,000	\$50,000	\$55,000
Interest - 5/1	\$55,774	\$0	\$55,774	\$55,774	\$54,303
TOTAL EXPENDITURES	\$161,548	\$60,774	\$105,774	\$166,548	\$163,605
EXCESS REVENUES	\$167,545	\$179,593	(\$87,313)	\$92,280	\$92,706

⁽¹⁾ Carryforward Surplus is Net of Reserve Requirement

Interest Payment - 11/1/18 \$ 52,831.25

	2017		2018	
Units	Gross Assmt	Totals	Totals	
176	\$981	\$172,665	\$172,665	
Less: 5% Disc & Coll.	(\$49)	(\$8,633)	(\$8,633)	
Net Assessments	\$932	\$164,032	\$164,032	

NORTH DADE
COMMUNITY DEVELOPMENT DISTRICT

Series 2007, Special Assessment Revenue Bonds
Amortization Schedule

DATE	PRINCIPAL BALANCE	RATE	INTEREST	PRINCIPAL	TOTAL
1-Nov-14	\$ 2,185,000	5.350%	\$ 58,448.75	\$ -	
1-May-15	\$ 2,185,000	5.350%	\$ 58,448.75	\$ 45,000.00	\$ 161,897.50
1-Nov-15	\$ 2,140,000	5.350%	\$ 57,245.00	\$ -	
1-May-16	\$ 2,140,000	5.350%	\$ 57,245.00	\$ 55,000.00	\$ 169,490.00
1-Nov-16	\$ 2,085,000	5.350%	\$ 55,773.75	\$ 5,000.00	
1-May-17	\$ 2,080,000	5.350%	\$ 55,640.00	\$ 50,000.00	\$ 166,413.75
1-Nov-17	\$ 2,030,000	5.350%	\$ 54,302.50	\$ -	
1-May-18	\$ 2,030,000	5.350%	\$ 54,302.50	\$ 55,000.00	\$ 163,605.00
1-Nov-18	\$ 1,975,000	5.350%	\$ 52,831.25	\$ -	
1-May-19	\$ 1,975,000	5.350%	\$ 52,831.25	\$ 55,000.00	\$ 160,662.50
1-Nov-19	\$ 1,920,000	5.350%	\$ 51,360.00	\$ -	
1-May-20	\$ 1,920,000	5.350%	\$ 51,360.00	\$ 60,000.00	\$ 162,720.00
1-Nov-20	\$ 1,860,000	5.350%	\$ 49,755.00	\$ -	
1-May-21	\$ 1,860,000	5.350%	\$ 49,755.00	\$ 65,000.00	\$ 164,510.00
1-Nov-21	\$ 1,795,000	5.350%	\$ 48,016.25	\$ -	
1-May-22	\$ 1,795,000	5.350%	\$ 48,016.25	\$ 65,000.00	\$ 161,032.50
1-Nov-22	\$ 1,730,000	5.350%	\$ 46,277.50	\$ -	
1-May-23	\$ 1,730,000	5.350%	\$ 46,277.50	\$ 70,000.00	\$ 162,555.00
1-Nov-23	\$ 1,660,000	5.350%	\$ 44,405.00	\$ -	
1-May-24	\$ 1,660,000	5.350%	\$ 44,405.00	\$ 75,000.00	\$ 163,810.00
1-Nov-24	\$ 1,585,000	5.350%	\$ 42,398.75	\$ -	
1-May-25	\$ 1,585,000	5.350%	\$ 42,398.75	\$ 80,000.00	\$ 164,797.50
1-Nov-25	\$ 1,505,000	5.350%	\$ 40,258.75	\$ -	
1-May-26	\$ 1,505,000	5.350%	\$ 40,258.75	\$ 85,000.00	\$ 165,517.50
1-Nov-26	\$ 1,420,000	5.350%	\$ 37,985.00	\$ -	
1-May-27	\$ 1,420,000	5.350%	\$ 37,985.00	\$ 90,000.00	\$ 165,970.00
1-Nov-27	\$ 1,330,000	5.350%	\$ 35,577.50	\$ -	
1-May-28	\$ 1,330,000	5.350%	\$ 35,577.50	\$ 90,000.00	\$ 161,155.00
1-Nov-28	\$ 1,240,000	5.350%	\$ 33,170.00	\$ -	
1-May-29	\$ 1,240,000	5.350%	\$ 33,170.00	\$ 95,000.00	\$ 161,340.00
1-Nov-29	\$ 1,145,000	5.350%	\$ 30,628.75	\$ -	
1-May-30	\$ 1,145,000	5.350%	\$ 30,628.75	\$ 105,000.00	\$ 166,257.50
1-Nov-30	\$ 1,040,000	5.350%	\$ 27,820.00	\$ -	
1-May-31	\$ 1,040,000	5.350%	\$ 27,820.00	\$ 110,000.00	\$ 165,640.00
1-Nov-31	\$ 930,000	5.350%	\$ 24,877.50	\$ -	
1-May-32	\$ 930,000	5.350%	\$ 24,877.50	\$ 115,000.00	\$ 164,755.00
1-Nov-32	\$ 815,000	5.350%	\$ 21,801.25	\$ -	
1-May-33	\$ 815,000	5.350%	\$ 21,801.25	\$ 120,000.00	\$ 163,602.50
1-Nov-33	\$ 695,000	5.350%	\$ 18,591.25	\$ -	
1-May-34	\$ 695,000	5.350%	\$ 18,591.25	\$ 125,000.00	\$ 162,182.50
1-Nov-34	\$ 570,000	5.350%	\$ 15,247.50	\$ -	
1-May-35	\$ 570,000	5.350%	\$ 15,247.50	\$ 135,000.00	\$ 165,495.00
1-Nov-35	\$ 435,000	5.350%	\$ 11,636.25	\$ -	
1-May-36	\$ 435,000	5.350%	\$ 11,636.25	\$ 140,000.00	\$ 163,272.50
1-Nov-36	\$ 295,000	5.350%	\$ 7,891.25	\$ -	
1-May-37	\$ 295,000	5.350%	\$ 7,891.25	\$ 150,000.00	\$ 165,782.50
1-Nov-37	\$ 145,000	5.350%	\$ 3,878.75	\$ -	
1-May-38	\$ 145,000	5.350%	\$ 3,878.75	\$ 145,000.00	\$ 152,757.50
		Total	\$ 1,740,221.25	\$ 2,185,000.00	\$ 3,925,221.25

RESOLUTION 2017-01

A RESOLUTION OF THE NORTH DADE COMMUNITY DEVELOPMENT DISTRICT APPROVING THE DISTRICT'S PROPOSED BUDGET FOR FISCAL YEAR 2018 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW

WHEREAS, the District Manager has prepared the proposed budget for the Fiscal Year 2018; and

WHEREAS, the Board of Supervisors approves the proposed budget for purpose of submitting said budget to the local governing authorities not less than 60 days prior to the public hearing date in accordance with Chapter 190.008(b), Florida Statutes; and

WHEREAS, the Board of Supervisors desires to set the public hearing date;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE NORTH DADE COMMUNITY DEVELOPMENT DISTRICT:

1. The proposed budget for Fiscal Year 2018 is hereby approved for the purpose of conducting a public hearing to adopt said budget.
2. A public hearing on said approved budget is hereby declared and set for the following date, hour and place:

Date: _____

Hour: _____

Place: _____

Notice of public hearing shall be published in accordance with Florida Law.

Adopted this _____ day of _____, 2017

Chairman/Vice Chairman

Secretary/Assistant Secretary

Sample
North Dade
Community Development District
Agenda
Landowners Meeting

Tuesday
November 21, 2017
6:00 p.m.

Milan's Community Center
10284 NW 32nd Terrace
Miami, Florida

1. Call to Order
2. Election of a Chairman for the Purpose of Conducting the Landowners Meeting
3. Determination of Number of Voting Units Represented
4. Nominations for the Position of Supervisors
5. Casting of Ballots
6. Tabulation of Ballots and Announcement of Results
7. Adjournment

Sample

OFFICIAL BALLOT

NORTH DADE

COMMUNITY DEVELOPMENT DISTRICT

MIAMI-DADE COUNTY, FLORIDA

LANDOWNERS MEETING NOVEMBER 21, 2017

For Interval Elections (3 Supervisors): The two candidates receiving the most votes will each receive a four (4) year term; the recipient of the next highest vote count will receive a two (2) year term.

The undersigned certifies that they are the fee simple owner or proxy holder of the landowner (proxy form attached) of the land described in the attachment hereto, which land lies within the boundaries of the **North Dade Community Development District;**

*****LEGAL DESCRIPTION OF PROPERTY ATTACHED*****

and cast their vote(s) for the following:

NAME OF CANDIDATE	NUMBER OF VOTES
1. _____ (Seat 2)	_____
2. _____ (Seat 4)	_____
3. _____ (Seat 5)	_____

Dated: _____

Signed: _____

Name: _____

Sample
LANDOWNER PROXY
LANDOWNERS MEETING - NOVEMBER 21, 2017
NORTH DADE COMMUNITY DEVELOPMENT DISTRICT
MIAMI-DADE COUNTY, FLORIDA

NOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints:

 Proxy Holder

for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the **North Dade Community Development District** to be held at **Milan's Community Center, 10284 NW 32nd Terrace, Miami, Florida** on **November 21, 2017 at 6:00 p.m.**, and at any continuances or adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the annual meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

 Printed Name of Fee Simple Landowner

 Signature of Fee Simple Landowner

 Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes*</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

*Pursuant to section 190.006(2)(b), Florida Statutes (2004), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g., bylaws, corporate resolution, etc.)

**INSTRUCTIONS RELATING TO LANDOWNERS MEETING OF THE
NORTH DADE COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS
DATE OF LANDOWNERS MEETING: NOVEMBER 21, 2017
TIME: 6:00 P.M.
LOCATION: AT THE MILAN'S COMMUNITY CENTER
10284 NW 32 TERRACE, MIAMI, FLORIDA**

Pursuant to Chapter 190, Florida Statutes, after a Community Development District ("District") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors every two years until the District qualifies to have its board members elected by the qualified electors of the district. The following instructions on how all landowners may participate in the election is intended to comply with Section 190.006(2)(b), Florida Statutes, as amended by Chapter 2004-353, Laws of Florida.

A landowner may vote in person at the Landowner's Meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each person that the landowner desires to elect to a position on the Board of Supervisors that is open for election for the upcoming term (three (3) seats on the Board will be up for election). A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. **Please note that a particular real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.**

At the Landowners' Meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners' shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board of Supervisors that is open for election for the upcoming term. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years, and the remaining candidate elected shall serve for a two (2) year term. The term of office for each successful candidate shall commence upon election. Thereafter, there shall be an election of supervisors for the District every two (2) years in November on a date established by the Board of Supervisors upon proper notice until the District qualifies to have its board members elected by the qualified electors of the District.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**North Dade
Community Development District**

Check Register Summary

2/1/2017 - 3/31/2017

<i>Check Date</i>	<i>Check #'s</i>	<i>Total Amount</i>
2/13/2017	519-522	\$ 44,247.51
3/23/2017	523-527	\$ 9,146.22
Total		\$ 53,393.73

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/13/17	00003	12/31/16	138854	201612	310-51300-31500			SERVICE THRU 12/31/16	*	500.00		
								BILLING, COCHRAN, LYLES, MAURO &			500.00	000519
2/13/17	00001	2/01/17	132	201702	310-51300-34000			FEB 2017 MGMT FEES	*	3,062.50		
		2/01/17	132	201702	310-51300-35100			FEB 2017 COMPUTER TIME	*	83.33		
		2/01/17	132	201702	310-51300-44000			FEB 2017 RENT	*	200.00		
		2/01/17	132	201702	310-51300-31300			FEB 2017 DISSEMINATION	*	208.33		
		2/01/17	132	201702	310-51300-35110			FEB 2017 WEBISTE ADM	*	41.67		
		2/01/17	132	201702	310-51300-42000			FEB 2017 POSTAGE	*	.93		
		2/01/17	132	201702	310-51300-42500			FEB 2017 COPIES	*	.75		
								GMS - SO FLORIDA, LLC			3,597.51	000520
2/13/17	00019	2/13/17	02132017	201702	300-15100-10000			TXFER EXCESS FUNDS 2/13	*	40,000.00		
								NORTH DADE CDD C/O STATE BOARD ADM			40,000.00	000521
2/13/17	00021	1/25/17	151300	201701	320-53800-46000			JAN 2017 LIFT STATION SRV	*	150.00		
								POLLUTION ELMINATION CORP.			150.00	000522
3/23/17	00003	1/31/17	139315	201701	310-51300-31500			SERVICE THRU 01/31/2017	*	500.00		
								BILLING, COCHRAN, LYLES, MAURO &			500.00	000523
3/23/17	00023	2/25/17	0091254	201702	310-51300-31100			SERVICE THRU 02/25/2017	*	90.00		
								FORD ENGINEERS, INC.			90.00	000524
3/23/17	00001	3/01/17	133	201703	310-51300-34000			MAR 17-MGMT FEES	*	3,062.50		
		3/01/17	133	201703	310-51300-35100			MAR 17-COMPUTER TIME	*	83.33		
		3/01/17	133	201703	310-51300-44000			MAR 17-RENT	*	200.00		
		3/01/17	133	201703	310-51300-31300			MAR 17-DISSEMINATION SVCS	*	208.33		
		3/01/17	133	201703	310-51300-35110			MAR 17-WEBSITE ADMIN	*	41.67		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		3/01/17	133	201703	310-51300-51000				*	15.00		
			MAR 17-OFFICE SUPPLIES									
		3/01/17	133	201703	310-51300-42000				*	.92		
			MAR 17-POSTAGE									
		3/01/17	133	201703	310-51300-42500				*	35.40		
			MAR 17-COPIES									
			GMS - SO FLORIDA, LLC									

3/23/17	00016	3/23/17	03232017	201703	300-20700-10100				*	4,759.07		
			TXFER OF TAX RECEIPTS									
			NORTH DADE CDD C/O WELLS FARGO									

3/23/17	00021	2/25/17	151620	201702	320-53800-46000				*	150.00		
			FEB 17-OPERATION LIFT STA									
			POLLUTION ELMINATION CORP.									

			TOTAL FOR BANK A									
			53,393.73									
			TOTAL FOR REGISTER									
			53,393.73									

NDAD --NORTH DADE-- MPHILLIPS

North Dade
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
 March 31, 2017

	<u>Major Funds</u>		<u>Total Governmental Funds</u>
	<u>General</u>	<u>Debt Service</u>	
<u>ASSETS:</u>			
Cash	\$16,349	---	\$16,349
Due from General	---	\$6,731	\$6,731
Investment - State Board	\$45,221	---	\$45,221
Investments:			
<u>Series 2007A</u>			
Reserve	---	\$70,610	\$70,610
Interest	---	\$7	\$7
Revenue	---	\$171,053	\$171,053
Sinking	---	\$4	\$4
Redemption	---	\$1,795	\$1,795
TOTAL ASSETS	<u><u>\$61,570</u></u>	<u><u>\$250,200</u></u>	<u><u>\$311,770</u></u>
<u>LIABILITIES:</u>			
Accounts Payable	\$842	---	\$842
Due to Debt Service	\$6,731	---	\$6,731
<u>FUND BALANCES:</u>			
Restricted for Debt Service	---	\$250,200	\$250,200
Assigned	\$17,295	---	\$17,295
Unassigned	\$36,702	---	\$36,702
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<u><u>\$61,570</u></u>	<u><u>\$250,200</u></u>	<u><u>\$311,770</u></u>

North Dade
COMMUNITY DEVELOPMENT DISTRICT
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For The Period Ending March 31, 2017

<u>Description</u>	<u>ADOPTED BUDGET</u>	<u>PRORATED BUDGET THRU 3/31/2017</u>	<u>ACTUAL THRU 3/31/2017</u>	<u>VARIANCE</u>
Revenue				
Maintenance Assessments	\$74,070	\$74,070	\$65,773	(\$8,297)
Interest/Miscellaneous Income	\$0	\$0	\$66	\$66
Total Revenue	\$74,070	\$74,070	\$65,840	(\$8,230)
Expenditures				
Administrative				
Supervisor Fees	\$4,000	\$2,000	\$600	\$1,400
FICA Expenses	\$306	\$153	\$46	\$107
Engineering	\$1,000	\$500	\$90	\$410
Dissemination Agent	\$2,500	\$1,250	\$1,250	\$0
Assessment Roll	\$1,100	\$1,100	\$1,100	\$0
Attorney	\$10,000	\$5,000	\$2,693	\$2,307
Annual Audit	\$3,500	\$0	\$0	\$0
Trustee Fees	\$3,500	\$3,500	\$3,500	\$0
Management Fees	\$36,750	\$18,375	\$18,375	\$0
Computer Time	\$1,000	\$500	\$500	\$0
Website Compliance	\$500	\$250	\$250	(\$0)
Telephone	\$50	\$25	\$0	\$25
Postage	\$250	\$125	\$11	\$114
Printing & Binding	\$300	\$150	\$87	\$63
Rentals & Leases	\$2,400	\$1,200	\$1,200	\$0
Insurance	\$6,232	\$6,232	\$5,778	\$454
Legal Advertising	\$1,200	\$600	\$0	\$600
Other Current Charges	\$300	\$150	\$1,101	(\$951)
Office Supplies	\$100	\$50	\$21	\$29
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Capital Outlay	\$200	\$100	\$0	\$100
Contingency	\$150	\$75	\$0	\$75
Total Administrative Expenditures	\$75,513	\$41,510	\$36,777	\$4,733
Field				
Lift Station	\$1,800	\$900	\$900	\$0
Contingency	\$14,052	\$7,026	\$0	\$7,026
Total Field Expenditures	\$15,852	\$7,926	\$900	\$7,026
Total Expenditures	\$91,365	\$49,436	\$37,677	\$11,759
Excess Revenues/Expenditures	(\$17,295)		\$28,162	
Fund Balance - Beginning	\$17,295		\$25,835	
Fund Balance - Ending	\$0		\$53,997	

North Dade
COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

Statement of Revenues, Expenditures and Changes in Fund Balance

For The Period Ending March 31, 2017

	ADOPTED BUDGET	PRORATED THRU 3/31/2017	ACTUAL THRU 3/31/2017	VARIANCE
--	-------------------	----------------------------	--------------------------	----------

REVENUES:

Interest Income	\$0	\$0	\$272	\$272
Assessments	\$164,032	\$164,032	\$145,571	(\$18,460)

TOTAL REVENUES

	\$164,032	\$164,032	\$145,843	(\$18,188)
--	-----------	-----------	-----------	------------

EXPENDITURES:

Series 2007A

Interest - 11/1	\$55,774	\$55,774	\$55,774	\$0
Special Call - 11/1	\$0	\$0	\$5,000	(\$5,000)
Interest - 5/1	\$55,774	\$0	\$0	\$0
Principal - 5/1	\$50,000	\$0	\$0	\$0

TOTAL EXPENDITURES

	\$161,548	\$55,774	\$60,774	(\$5,000)
--	-----------	----------	----------	-----------

EXCESS REVENUES (EXPENDITURES)

	\$2,484		\$85,069	
--	---------	--	----------	--

FUND BALANCE - Beginning

	\$165,061		\$165,130	
--	-----------	--	-----------	--

FUND BALANCE - Ending

	\$167,545		\$250,200	
--	-----------	--	-----------	--

**NORTH DADE
COMMUNITY DEVELOPMENT DISTRICT
Long Term Debt Report
FY 2015**

<i>Series 2007A, Special Assessment Bonds</i>		
<i>Interest Rate;</i>	<i>5.35%</i>	
<i>Maturity Date:</i>	<i>5/2/2042</i>	
<i>Reserve Fund Requirement:</i>	<i>3.68% of bonds outstanding</i>	
<i>Bonds outstanding - 9/30/2013</i>		<i>\$2,230,000.00</i>
<i>Less:</i>	<i>November 2, 2017</i>	<i>\$0.00</i>
<i>Less:</i>	<i>May 1, 2014 (Mandatory)</i>	<i>(\$45,000.00)</i>
<i>Less:</i>	<i>May 1, 2015 (Mandatory)</i>	<i>(\$45,000.00)</i>
<i>Less:</i>	<i>May 1, 2016 (Mandatory)</i>	<i>(\$50,000.00)</i>
<i>Less:</i>	<i>May 1, 2016 (Special Call)</i>	<i>(\$5,000.00)</i>
<i>Less:</i>	<i>November 1, 2016 (Special Call)</i>	<i>(\$5,000.00)</i>
<i>Current Bonds Outstanding</i>		<i>\$2,080,000.00</i>

<i>Total Current Bonds Outstanding</i>	<i>\$2,080,000.00</i>
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North Dade
 Community Development District
 Tax Collections
 Fiscal Year Ending September 30, 2017

Date Received	Description	Gross Tax Received	Commissions/ Discounts	Discounts/ Penalties	Interest	Net Amount Received	\$77,996.16 300-363-100			\$172,664.80 300-363-100			\$ 250,660.96		
							General Fund 31.12%	DS Fund 68.88%	Total 100.00%	General Fund 31.12%	DS Fund 68.88%	Total 100.00%	General Fund 31.12%	DS Fund 68.88%	Total 100.00%
11/17/2016	CURRENT/DISCOUNT 6/1-11/1/2016	\$ 14,894.64	\$ 142.55	\$ 639.57	\$ -	\$ 14,112.52	\$ 4,391.28	\$ 9,721.24	\$ 14,112.52						
11/25/2016	CURRENT/DISCOUNT 11/8-11/17/2016	\$ 41,302.09	\$ 413.02	\$ 1,635.61	\$ -	\$ 39,253.46	\$ 12,214.18	\$ 27,039.28	\$ 39,253.46						
12/6/2016	CURRENT/DISCOUNT 11/18-11/30/2016	\$ 125,330.48	\$ 1,253.29	\$ 4,963.24	\$ -	\$ 119,113.95	\$ 37,063.73	\$ 82,050.22	\$ 119,113.95						
12/15/2016	CURRENT/DISCOUNT 12/1-9/2016	\$ 5,696.84	\$ 56.97	\$ 211.50	\$ -	\$ 5,428.37	\$ 1,689.10	\$ 3,739.27	\$ 5,428.37						
12/23/2016	CURRENT/DISCOUNT 12/10-19/2016	\$ 4,272.63	\$ 42.72	\$ 169.20	\$ -	\$ 4,060.71	\$ 1,263.54	\$ 2,797.17	\$ 4,060.71						
1/7/2017	CURRENT/DISCOUNT 12/20-12/31/2016	\$ 11,393.68	\$ 113.94	\$ 338.42	\$ -	\$ 10,941.32	\$ 3,404.52	\$ 7,536.80	\$ 10,941.32						
1/7/2017	CURRENT/DISCOUNT 11/2-12/31/2016	\$ 1,810.04	\$ 18.11	\$ 53.76	\$ -	\$ 1,738.17	\$ 540.85	\$ 1,197.32	\$ 1,738.17						
1/27/2017	INT	\$ 15.93	\$ -	\$ -	\$ -	\$ 15.93	\$ 15.93	\$ -	\$ 15.93						
2/7/2017	CURRENT/DISCOUNT 1/1-1/31/2017	\$ 7,121.05	\$ 71.21	\$ 141.00	\$ -	\$ 6,908.84	\$ 2,149.77	\$ 4,759.07	\$ 6,908.84						
3/8/2017	CURRENT/DISCOUNT 2/1-2/28/2017	\$ 9,969.47	\$ 99.68	\$ 98.70	\$ -	\$ 9,771.09	\$ 3,040.39	\$ 6,730.70	\$ 9,771.09						
TOTALS		\$ 221,806.85	\$ 2,211.49	\$ 8,251.00	\$ -	\$ 211,344.36	\$ 65,773.30	\$ 145,571.06	\$ 211,344.36						

Percentage Collected

Percent Collected 88%