



**SAUSALITO BAY  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
SEPTEMBER 4, 2019  
6:15 P.M.**

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

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

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877.SDS.4922 Toll Free

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**AGENDA**  
**SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT**

Just Kids Center, Inc.  
Conference Room  
12470 S.W. 8<sup>th</sup> Street  
Miami, Florida 33184

**REGULAR BOARD MEETING**

September 4, 2019  
6:15 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Appointments to Fill Vacancies: Seat #1 and Seat #2
- E. Administer Oath of Office and Review Board Member Duties and Responsibilities
- F. Election of Officers
  - Chairperson
  - Vice Chairperson
  - Secretary/Treasurer
  - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. July 10, 2019 Regular Board Meeting and Public Hearing.....Page 2
- J. Old Business
  - 1. Staff Report as Required
- K. New Business
  - 1. Staff Report as Required
- L. Administrative & Operational Matters
  - 1. 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 GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, 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

SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT -  
FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

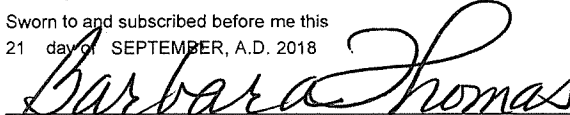
in the XXXX Court,  
was published in said newspaper in the issues of

09/21/2018

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.

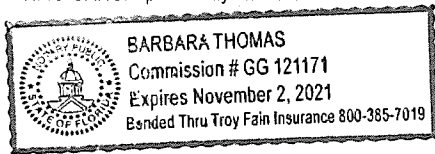


Sworn to and subscribed before me this  
21 day of SEPTEMBER, A.D. 2018



(SEAL)

GUILLERMO GARCIA personally known to me



## SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Sausalito Bay Community Development District (the "District") will hold Regular Meetings in the Conference Room at the Just Kids Center, Inc. located at 12470 SW 8th Street, Miami, Florida 33184 at 6:15 p.m. on the following dates:

October 3, 2018  
November 7, 2018  
December 5, 2018  
February 5, 2019  
March 5, 2019  
April 3, 2019  
May 1, 2019  
June 5, 2019  
September 4, 2019

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 meeting(s) 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.

SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT

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

9/21

18-123/0000348244M

**SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JULY 10, 2019**

**A. CALL TO ORDER**

District Manager Nancy Nguyen called the July 10, 2019, Regular Board Meeting of the Sausalito Bay Community Development District (the “District”) to order at 6:15 p.m. in the Conference Room of the Just Kids Center, Inc. located at 12470 SW 8<sup>th</sup> Street, Miami, Florida 33184.

**B. PROOF OF PUBLICATION**

Ms. Nguyen presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on June 19, 2019 and June 26, 2019, as legally required.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the attendance of Chairman Miguel Picar and Supervisors Robert Penna and Christopher Casariego constituted a quorum and it was in order to proceed with the meeting.

Staff members in attendance were District Managers Nancy Nguyen and Neil Kalin of Special District Services, Inc.; and District Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also in attendance was Robert Penna, Miami, Florida, son of Supervisor Robert Penna.

**D. CONSIDER RESIGNATION (JATNIEL BADELL) AND DISCUSS VACANCIES**

Ms. Nguyen stated that she was in possession of a resignation letter from Jatniel Badell with an effective date of April 16, 2019, and it would be in order for the Board to formally accept the resignation as presented. A discussion ensued after which;

A **motion** was made by Mr. Penna, seconded by Mr. Picar and unanimously passed to accept the resignation of Jatniel Badell with an effective date of April 16, 2019.

Ms. Nguyen advised that there were now two (2) vacancies on the Board (Seat #1 and #2), as a result of the recent resignation. Any qualified persons interested in serving on the District Board of Supervisors may contact the District Manager.

**E. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER DUTIES AND RESPONSIBILITIES**

This item was TABLED, as there was no one appointed to the District Board of Supervisors.

**F. ELECTION OF OFFICERS**

As a result of the recent changes to the District Board of Supervisors, Ms. Nguyen recommended that re-election of the District’s Officers take place. She provided the following slate of names for election:

Chairperson – Miguel Picar

**SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JULY 10, 2019**

Vice Chairperson – Robert Penna  
Secretary/Treasurer – Nancy Nguyen  
Assistant Secretaries – Christopher Casariego, Neil Kalin and Armando Silva

A discussion ensued after which;

A **motion** was made by Mr. Penna, seconded by Mr. Casariego and passed unanimously to *elect* the District’s Officers, as listed above.

**G. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**I. APPROVAL OF MINUTES**

**1. March 6, 2019, Regular Board Meeting**

Ms. Nguyen presented the minutes of the March 6, 2019, Regular Board Meeting and asked if there were any changes. Mr. Cochran noted that his name was not listed as being present at the March 6, 2019, meeting. A discussion ensued after which;

A **motion** was made by Mr. Casariego, seconded by Mr. Picar and unanimously passed approving the minutes of the March 6, 2019, Regular Board Meeting, *as amended*, adding Mr. Scott Cochran as present under agenda item C. Establish a Quorum.

*Note: At approximately 6:27 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.*

**J. PUBLIC HEARING**

**1. Proof of Publication**

Ms. Nguyen presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on June 19, 2019, and June 26, 2019, as legally required.

**2. Consider Resolution No. 2019-02 – Amending Resolution No. 2019-01 – Approving a Proposed Budget and Setting (Re-Setting) a Public Hearing Date**

Ms. Nguyen presented Resolution 2019-02, entitled:

**RESOLUTION NO. 2019-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAUSALITO  
BAY COMMUNITY DEVELOPMENT DISTRICT REGARDING THE**

**SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JULY 10, 2019**

**PROPOSED BUDGET FOR FISCAL YEAR 2019/2020; PROVIDING FOR AMENDING RESOLUTION NO. 2019-01 WHICH APPROVED THE PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS; AND AUTHORIZED THE SETTING OF THE PUBLIC HEARING DATE FOR PUBLIC COMMENT AND FINAL BUDGET ADOPTION; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document and advised that because the June 5, 2019, Public Hearing had been rescheduled to July 10, 2019, it was in order to *amend* Resolution No. 2019-01. A discussion ensued after which;

A **motion** was made by Mr. Penna, seconded by Mr. Casariego and passed unanimously approving Resolution 2019-02, *as presented*; thereby, *amending* Resolution 2019-01.

**3. Receive Public Comment on the Fiscal Year 2019/2020 Final Budget & Assessments**

Ms. Nguyen opened the public comment portion of the public hearing to receive comments on the 2019/2020 fiscal year final budget and non-ad valorem special assessments. There being no comments, Ms. Nguyen closed the public comment portion of the Public Hearing.

**4. Consider Resolution No. 2019-03 – Adopting a Fiscal Year 2019/2020 Final Budget**

Ms. Nguyen presented Resolution No. 2019-03, entitled:

**RESOLUTION NO. 2019-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAUSALITO BAY COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2019/2020 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen read the title into the record and stated that the document provides for approving and adopting the fiscal year 2019/2020 final budget and the 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. Casariego, seconded by Mr. Picar and unanimously passed to approve and adopt Resolution No. 2019-03, *as presented*; thereby setting the 2019/2020 final budget and non-ad valorem special assessment tax roll.

*Note: At approximately 6:36 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.*

**K. OLD BUSINESS**

**1. Discussion/Update Regarding Community Tree Planting Project**

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PUBLIC HEARING & REGULAR BOARD MEETING  
JULY 10, 2019**

Ms. Nguyen advised that the Tree Planting Project had been completed. The Tree Planting Project included eleven (11) oak trees, twelve (12) jacaranda trees and four (4) royal Poinciana trees, which look healthy.

**2. Staff Report, as Required**

There was no Staff Report at this time.

**L. NEW BUSINESS**

**1. Consider Resolution No. 2019-04 – Adopting a Fiscal Year 2019/2020 Meeting Schedule**

Ms. Nguyen presented Resolution No. 2019-04, entitled:

**RESOLUTION NO. 2019-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SAUSALITO  
BAY COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A  
REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2019/2020 AND  
SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS;  
AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document. A discussion ensued after which;

A **motion** was made by Mr. Casariego, seconded by Mr. Picar and unanimously passed to approve and adopt Resolution No. 2019-04, *as presented*; thereby setting the 2019/2020 regular meeting schedule and authorizing the publication of the annual meeting schedule, as required by law.

**M. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Reminder – Statement of Financial Interests-Disclosure – 2018 Form 1**

The Board Members were reminded of the importance of completing and mailing to the Supervisor of Elections in the County of residency their individual 2018 Form 1 Statement of Financial Interests. The submittal deadline for the 2018 Form 1 was July 1, 2019.

**2. Staff Report, as Required**

Ms. Nguyen stated that the debt service payment on the Series 2013 Refunding Bonds, which was due May 1, 2019, had been paid to the Trustee in full and on time.

**N. BOARD MEMBER COMMENTS/STAFF CLOSING COMMENTS**

Ms. Nguyen indicated that unless an emergency were to arise the Board would not need to meet until September or October.

**O. ADJOURNMENT**

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JULY 10, 2019**

There being no further business to come before the Board, a **motion** was made by Mr. Picar, seconded by Mr. Penna and unanimously passed to adjourn the Regular Board Meeting at 7:00 p.m.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson