



**CRESTVIEW II
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
&
PUBLIC HEARING
JUNE 28, 2017
4:00 P.M.**

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

www.crestview2cdd.org
305.777.0761 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
Miccosukee Golf and Country Club
Pro Shop Complex Meeting Room
6401 Kendale Lakes Drive
Miami, Florida 33183
REGULAR BOARD MEETING & PUBLIC HEARING
June 28, 2017
4:00 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. April 26, 2016 Regular Board Meeting.....Page 2
- G. **Public Hearing**
 - 1. Proof of Publication.....Page 6
 - 2. Receive Public Comments on Fiscal Year 2017/2018 Final Budget
 - 3. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Final Budget.....Page 7
- H. Old Business
 - 1. Staff Report as Required
- I. New Business
 - 1. Qualified Elector (*Registered Voter*) Certification (222) Announcement.....Page 14
 - 2. Consider Resolution No. 2017-04 – Adopting a Fiscal Year 2017/2018 Meeting Schedule....Page 15
- J. Administrative & Operational Matters
 - 1. Financial Risk Management Policy Review/Update – 2016/2017 Fiscal Year.....Page 17
 - 2. Reminder: **2016 Form 1** Filing Deadline: July 3, 2017
- K. Board Member & Staff Closing Comments
- L. 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 II COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

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

10/14/2016

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
14 day of OCTOBER, A.D. 2016

Odalis Ojeda

(SEAL)

MARIA MESA personally known to me



**CRESTVIEW II COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2016/2017 REGULAR
MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Crestview II Community Development District will hold Regular Meetings in the Pro Shop Complex Meeting Room located at the Miccosukee Golf and Country Club, 6401 Kendale Lakes Drive, Miami, Florida 33183 at 4:00 p.m. on the following dates:

- October 26, 2016
- November 30, 2016
- February 22, 2017
- March 22, 2017
- April 26, 2017
- May 24, 2017
- June 28, 2017
- July 26, 2017
- September 27, 2017

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. 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 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors 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 canceled from time to time without advertised notice.

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT

www.crestview2cdd.org
10/14

15-59-0000160631M

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 26, 2017

A. CALL TO ORDER

The April 26, 2017, Regular Board Meeting of the Crestview II Community Development District was called to order at 4:07 p.m. in the Pro Shop Complex Meeting Room of the Miccosukee Golf and Country Club located at 6401 Kendale Lakes Drive, Miami, Florida 33183.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 14, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of the Chairperson Erica Olson, Vice Chairperson Julissa R. Hernandez and Supervisor Diane Vento constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were District Manager Armando Silva of Special District Services, Inc.; and General Counsel Sue Delegal of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Silva requested the addition of Re-Election of Officers under Administrative Matters and the Board acknowledged his request.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments for items not on the agenda.

F. APPROVAL OF MINUTES

1. November 30, 2016. Regular Board Meeting

Mr. Silva presented the minutes of the November 30, 2016, Regular Board Meeting and asked if there were any changes. There being no changes, a **motion** was made by Ms. Hernandez, seconded by Ms. Olson and unanimously passed to approve the minutes of the November 30, 2016, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Staff Report, as Required

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 26, 2017

There was no Staff Report at this time.

H. NEW BUSINESS

1. Consider Resolution No. 2017-01 – Adopting a Fiscal Year 2017/2018 Proposed Budget

Mr. Silva Resolution No. 2017-01, entitled:

RESOLUTION NO. 2017-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
APPROVING A PROPOSED BUDGET AND NON-AD
VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR
2017/2018; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Silva read the title into the record and indicated that the proposed 2017/2018 fiscal year budget had been balanced with an estimated carryover of \$13,260 from the projected fund balance as of September 30, 2017. Mr. Silva advised that since the overall proposed assessments were not increasing in the fiscal year 2017/2018, letters to property owners/residents would not be required. Mr. Silva stated as part of Resolution No. 2017-01, the Board must set a date for the public hearing to adopt the 2017/2018 fiscal year final budget and assessments. A discussion ensued after which;

A **motion** was made by Ms. Vento, seconded by Ms. Hernandez and unanimously passed to approve and adopt Resolution No. 2017-01, *as presented*, setting the public hearing to adopt the fiscal year 2017/2018 final budget and assessments for June 28, 2017, at 4:00 p.m. in the Pro Shop Complex Meeting Room at the Miccosukee Golf and Country Club located at 6401 Kendale Lakes Drive, Miami, Florida 33183; and authorizes publication of the notice of the budget public hearing, as required by law.

2. Consider Resolution No. 2017-02 – Authorizing Electronic Approval & Check Signers

Mr. Silva presented Resolution No. 2017-02, entitled:

RESOLUTION NO. 2017-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT,
AUTHORIZING THE ESTABLISHMENT OF A DISTRICT
CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT
OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW,
APPROVE AND ISSUE PAYMENT OF EXPENDITURES,**

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 26, 2017

**SELECTING THE SIGNATORIES THEREOF; AND PROVIDING
AN EFFECTIVE DATE.**

Mr. Silva provided an explanation for the document and outlined that Special District Services, Inc. had reorganized officials in the firm. Consequently, check signers for the District's operating account would be changing and it would be in order to consider the necessary changes. A discussion ensued after which:

A **motion** was made by Ms. Vento, seconded by Ms. Hernandez and unanimously passed to approve and adopt Resolution No. 2017-02, as presented; thereby authorizing electronic approvals for expenditures and selecting Todd Wodraska, Jason Pierman, Patricia LasCasas, Lennart Lindahl, Armando Silva and Erica Olson to serve as the signatories on the District's checking/operating account. Two (2) signatures will be required on each check and checks will be released after electronic approvals have been provided by the Chairperson or the Vice Chairperson in the Chairperson's absence.

I. ADMINISTRATIVE & OPERATIONAL MATTERS
1. Board Member Contact Information Updates

Mr. Silva reminded the Board to provide the District office with any changes in contact information, when applicable.

2. Statement of Financial Interests – 2016 Form 1 – Reminder

The Board was reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2016 Form 1 Statement of Financial Interests. He indicated that the 2016 Form 1 was expected to be mailed to the Board Members sometime in early May.

3. ADD-ON – Re-Election of Officers

Mr. Silva stated, as a result of the recent changes to the primary District Manager for the District, that it would now be in order to re-elect officers. The following names were provided for election:

- Chairperson – Erica Olson
- Vice Chairperson – Julissa Hernandez
- Secretary/Treasurer – Armando Silva
- Assistant Secretaries – Diane Vento, Miguel Rivero, Neil Kalin and Gloria Perez

A discussion ensued after which:

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 26, 2017

A **motion** was made by Ms. Vento, seconded by Ms. Olson and unanimously passed to *elect* the officers of the Crestview II Community Development District Board of Supervisors, as listed above.

Note: At this juncture, the Board discussed compensation for meeting attendance. Ms. Delegal, District Counsel, explained that Section 190.006 (8), Florida Statutes, authorizes compensation of up to \$200 per meeting, not to exceed \$4,800 per year per supervisor. A discussion ensued after which;

A **motion** was made by Ms. Vento, seconded by Ms. Hernandez and unanimously passed authorizing compensation for Board Member attendance at meeting in the amount of \$75 per meeting per Supervisor and this compensation will become effective with the first meeting held after October 1, 2017.

J. BOARD MEMBER & STAFF CLOSING COMMENTS

The Board was advised that unless an emergency were to arise, the next meeting would be held on June 28, 2017.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Olson, seconded by Ms. Vento and unanimously passed to adjourn the Regular Board Meeting at 4:31 p.m.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

**Notice of Public Hearing
and
Regular Board Meeting of the
Crestview II Community Development District**

The Board of Supervisors (the "Board") of the Crestview II Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 28, 2017, at 4:00 p.m., or as soon thereafter as the meeting can be heard, in the Pro Shop Complex Meeting Room at the Miccosukee Golf and Country Club located at 6401 Kendale Lakes Drive, Miami, Florida 33183.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2017/2018 Proposed Final Budget. The purpose of the Regular Board Meeting is to consider any other District business that may lawfully and properly come before the Board. A copy of the Proposed Final Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 6625 Miami Lakes Drive, Suite 374, Miami Lakes, Florida 33014, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Board members will 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.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at 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 meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Crestview II Community Development District

www.crestview2cdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW 06/08/17 & 06/15/17

RESOLUTION NO. 2017-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2017/2018 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Crestview II Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2017/2018 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non-ad valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

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

PASSED, ADOPTED and BECOMES EFFECTIVE this 28th day of June, 2017.

ATTEST:

**CRESTVIEW II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Crestview II
Community Development District

**Final Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

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

FINAL BUDGET
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET
REVENUES	
Administrative Assessments	57,127
Maintenance Assessments	26,382
Debt Assessments	111,500
Interest Income	60
TOTAL REVENUES	\$ 195,069
EXPENDITURES	
MAINTENANCE EXPENDITURES	
Aquatic Maintenance	2,250
General Community Maintenance	900
Lawn Maintenance	9,800
Fountain Maintenance & Upkeep	3,600
Electric/FPL - Fountains	5,200
Engineering/Inspections	1,250
Lake Bank - Erosion Control	600
Maintenance/Contingency	1,200
TOTAL MAINTENANCE EXPENDITURES	\$ 24,800
ADMINISTRATIVE EXPENDITURES	
Supervisor Fees	1,875
Payroll Taxes (Employer)	145
Management	26,868
Secretarial & Field Operations	4,900
Legal	10,000
Assessment Roll	6,000
Audit Fees	3,600
Insurance	6,356
Legal Advertisements	500
Miscellaneous	900
Postage	275
Office Supplies	425
Dues & Subscriptions	175
Trustee Fee	3,000
Continuing Disclosure Fee	500
Website Management	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 67,019
TOTAL EXPENDITURES	\$ 91,819
REVENUES LESS EXPENDITURES	\$ 103,250
Bond Payments	(104,810)
BALANCE	\$ (1,560)
County Appraiser & Tax Collector Fee	(3,900)
Discounts For Early Payments	(7,800)
EXCESS/ (SHORTFALL)	\$ (13,260)
Carryover From Prior Year	13,260
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	54,793	54,565	57,127	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	30,692	26,861	26,382	Expenditures/.94
Debt Assessments	110,394	113,585	111,500	Bond Payments/.94
Interest Income	58	0	60	Interest Projected At \$5 Per Month
TOTAL REVENUES	\$ 195,937	\$ 195,011	\$ 195,069	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
Aquatic Maintenance	2,130	2,100	2,250	\$150 Increase From 2016/2017 Budget
General Community Maintenance	0	1,200	900	\$300 Decrease From 2016/2017 Budget
Lawn Maintenance	8,525	9,600	9,800	\$200 Increase From 2016/2017 Budget
Fountain Maintenance & Upkeep	6,368	3,600	3,600	No Change From 2016/2017 Budget
Electric/FPL - Fountains	3,694	5,400	5,200	\$200 Decrease From 2016/2017 Budget
Engineering/Inspections	794	1,250	1,250	No Change From 2016/2017 Budget
Lake Bank - Erosion Control	0	600	600	No Change From 2016/2017 Budget
Maintenance/Contingency	0	1,500	1,200	\$300 Decrease From 2016/2017 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ 21,511	\$ 25,250	\$ 24,800	
ADMINISTRATIVE EXPENDITURES				
Supervisor Fees	0	1,875	1,875	Supervisor Fees
Payroll Taxes (Employer)	0	145	145	Supervisor Fees * 7.65%
Management	26,136	26,316	26,868	CPI Adjustment
Secretarial & Field Operations	4,500	4,800	4,900	\$100 Increase From 2016/2017 Budget
Legal	8,559	10,000	10,000	No Change From 2016/2017 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,600	3,700	3,600	Accepted Amount For 2016/2017 Audit
Insurance	5,665	6,300	6,356	Insurance Estimate
Legal Advertisements	462	500	500	No Change From 2016/2017 Budget
Miscellaneous	620	900	900	No Change From 2016/2017 Budget
Postage	134	300	275	\$25 Decrease From 2016/2017 Budget
Office Supplies	552	400	425	\$25 Increase From 2016/2017 Budget
Dues & Subscriptions	175	175	175	No Change From 2016/2017 Budget
Trustee Fee	3,000	3,000	3,000	No Change From 2016/2017 Budget
Continuing Disclosure Fee	500	500	500	No Change From 2016/2017 Budget
Website Management	1,500	1,500	1,500	No Change From 2016/2017 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 61,403	\$ 66,411	\$ 67,019	
TOTAL EXPENDITURES	\$ 82,914	\$ 91,661	\$ 91,819	
REVENUES LESS EXPENDITURES	\$ 113,023	\$ 103,350	\$ 103,250	
Bond Payments	(104,770)	(106,770)	(104,810)	2018 P & I Payments Less Interest
BALANCE	\$ 8,253	\$ (3,420)	\$ (1,560)	
County Appraiser & Tax Collector Fee	(1,895)	(3,900)	(3,900)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(6,381)	(7,800)	(7,800)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (23)	\$ (15,120)	\$ (13,260)	
Carryover From Prior Year	0	15,120	13,260	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (23)	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
Interest Income	205	50	50	Projected Interest For 2017/2018
NAV Tax Collection	104,770	106,770	104,810	2018 P & I Payments Less Earned Interest
Total Revenues	\$ 104,975	\$ 106,820	\$ 104,860	
EXPENDITURES				
Principal Payments	30,000	35,000	35,000	Principal Payments Due In 2018
Interest Payments	74,480	71,820	69,860	Interest Payments Due In 2018
Total Expenditures	\$ 104,480	\$ 106,820	\$ 104,860	
Excess/ (Shortfall)	\$ 495	\$ -	\$ -	

Series 2006 Bond Information

Original Par Amount =	\$1,530,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.60%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	June 2006		
Maturity Date =	May 2037		

Crestview II Community Development District Assessment Comparison

	Fiscal Year 2014/2015 <u>Assessment*</u>	Fiscal Year 2015/2016 <u>Assessment*</u>	Fiscal Year 2016/2017 <u>Assessment*</u>	Fiscal Year 2017/2018 <u>Projected Assessment*</u>
Administrative	\$ 435.97	\$ 458.65	\$ 454.71	\$ 476.05
Maintenance	\$ 255.76	\$ 246.68	\$ 223.85	\$ 219.86
<u>Debt</u>	<u>\$ 933.69</u>	<u>\$ 919.95</u>	<u>\$ 946.54</u>	<u>\$ 929.17</u>
Total	\$ 1,625.42	\$ 1,625.28	\$ 1,625.10	\$ 1,625.08

* Assessments Include the Following :

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

Community Information:

Total Units 120



Elections
2700 NW 87th Avenue
Miami, Florida 33172
T 305-499-8683 F 305-499-8547
TTY: 305-499-8480


miamidade.gov

CERTIFICATION

STATE OF FLORIDA)

COUNTY OF MIAMI-DADE)

I, Christina White, Supervisor of Elections of Miami-Dade County, Florida, do hereby certify that Crestview II Community Development District, as described in the attached MAP, has 222 voters.

 Christina White
Supervisor of Elections

WITNESS MY HAND
AND OFFICIAL SEAL,
AT MIAMI, MIAMI-DADE
COUNTY, FLORIDA,
ON THIS 16th DAY OF
MAY, 2017

Please submit a check for \$ 50.00 to our office payable to "Miami-Dade County" for the cost of certifying the number of registered voters.

RESOLUTION NO. 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2017/2018 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Crestview II Community Development District ("District") to establish a regular meeting schedule for fiscal year 2017/2018; and

WHEREAS, the Board of Supervisors (the "Board") of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2017/2018 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted by the Board.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2017/2018 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and BECOMES EFFECTIVE this 28th day of June, 2017.

ATTEST:

**CRESTVIEW II
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

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

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the **Crestview II Community Development District** (the “District”) will hold Regular Meetings in the Pro Shop Complex Meeting Room located at the Miccosukee Golf and Country Club, 6401 Kendale Lakes Drive, Miami, Florida 33183 at **4:00 p.m.** on the following dates:

**October 25, 2017
November 29, 2017
February 28, 2018
March 28, 2018
April 25, 2018
May 23, 2018
June 27, 2018
July 25, 2018
September 26, 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 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.

CRESTVIEW II COMMUNITY DEVELOPMENT DISTRICT

www.crestview2cdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW XX/XX/17

FINANCIAL RISK MANAGEMENT POLICY

(Fiscal Year 2016/2017)

Special District Services, Inc. (“SDS, Inc.”), acting in the capacity of District Manager, as part of good management practices and to satisfy annual audit requirements does implement certain measures and procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

a. Each month the District’s operating/checking bank account is reconciled by an authorized person who has not deposited funds to, processed expenditures or written checks from, that particular operating/checking account; and

b. Each expenditure from the District’s operating/checking account requires a minimum of two (2) approvals from authorized staff and/or District officials and the respective approvals are provided by persons other than the preparer of the expenditure; and

c. All financial transactions are logged and maintained by the District Manager for record keeping purposes; and

d. A designated member of the Board (by an electronic approval procedure) has an opportunity to review the District’s expenditure(s) prior to the payment(s) being released; and

e. The District engages an independent firm, pursuant to Chapter 218.391, Florida Statutes, to audit the prior year’s financial activities (October 1st through September 30th) from which an independent fiscal year annual audit is prepared; and

f. Within sixty (60) days of the end of each fiscal year (September 30th) the District’s Board of Supervisors reviews, pursuant to Chapter 189.418(5), Florida Statutes, the prior year’s budget relative to actual revenues and expenditures and adopts by resolution an amended/revised final budget.
