



**JOURNEY'S END
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 12, 2019
7:00 P.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.journeysendcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
JOURNEY’S END COMMUNITY DEVELOPMENT DISTRICT
Journey’s End Clubhouse
6400 Journey’s End Drive
Lake Worth, FL 33467
REGULAR BOARD MEETING & PUBLIC HEARING
June 12, 2019
7:00 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 10, 2019 Regular Board Meeting.....Page 3
- G. Public Hearing
 - 1. Proof of Publication.....Page 7
 - 2. Receive Public Comment on Fiscal Year 2019/2020 Final Budget
 - 3. Consider Resolution No. 2019-02 – Adopting a Fiscal Year 2019/2020 Final Budget.....Page 8
- H. Old Business
 - 1. Discussion Regarding of the Transfer of the L-16 Canal R/W to LWDD
- I. New Business
 - 1. Discussion Regarding Issue of Algae, Debris and Natural Refuse on Lake Sides
 - 2. Consider Resolution No. 2019-03 – Adopting a Fiscal Year 2019/2020 Meeting Schedule.....Page 15
 - 3. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 17
- J. Administrative Matters
 - 1. Statement of Financial Interests-Disclosure – 2018 Form 1, Filing Deadline: July 1, 2019
 - 2. Financial Report.....Page 21
- K. Board Members Comments
- L. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

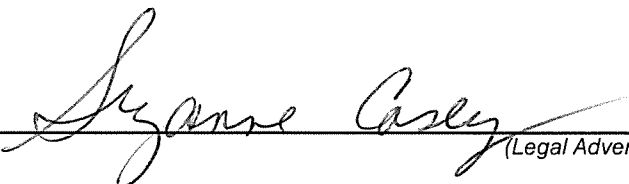
PUBLIC NOTICE

Before the undersigned authority, personally appeared Suzanne Casey, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - PublicNotice was published in said newspaper on: first date of Publication 11/01/2018 and last date of Publication 11/01/2018. Affiant further says that the said The Palm Beach Post is a newspaper published in West Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach 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/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 said newspaper.

JOURNEYS END COMM DEV DIST
2501 BURNS RD
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PALM BEACH GARDENS, FL 33410-5207

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Signed



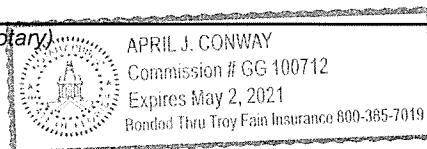
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 1st day of November, 2018 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)



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**JOURNEY'S END COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Journey's End Community Development District will hold Regular Meetings at 7:00 p.m. in the Conference Room at Journey's End Clubhouse, 6400 Journey's End Drive, Lake Worth, Florida 33467, on the following dates:

November 14, 2018
January 9, 2019
April 10, 2019
June 12, 2019
July 10, 2019
September 11, 2019

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 Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922.

One or more Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. 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 (561) 630-4922 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 without advertised notice.

JOURNEY'S END COMMUNITY
DEVELOPMENT DISTRICT

www.journeysendcdd.org
11-1/2018

0000432771-01

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 10, 2019**

A. CALL TO ORDER

District Manager Jason Pierman called the April 10, 2019, Regular Board Meeting of the Journey's End Community Development District to order at 7:04 p.m. in the Journey's End Clubhouse located at 6400 Journey's End Drive, Lake Worth, Florida 33467.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on November 1, 2018, as legally required.

Mr. Pierman noted that Mrs. Nevin had been sworn in prior to the start of the meeting.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairman Alex Da Costa, Vice Chairman Alfred Marten and Supervisors Jeff Bates, Nancy Samuels and Tammy Nevin constituted a quorum.

Staff in attendance were: District Manager Jason Pierman of Special District Services, Inc.; General Counsel Mike Pawelczyk of Billing, Cochran, Lyles, Mauro & Ramsey; and District Engineer Karen Brandon of AECOM.

Also present was District resident Brian Esser.

D. ADDITIONS OR DELETIONS TO 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. January 9, 2019, Regular Board Meeting

Mr. Pierman presented the minutes of the January 9, 2019, Regular Board Meeting and asked if there were any changes and/or additions. There being no changes, a **motion** was made by Mr. Marten, seconded by Mrs. Nevin and unanimously passed to approve the minutes of January 9, 2019, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Consider Approval of Staff Gauge Installation

Mr. Da Costa noted that the installation needed to be done during the dry season, and asked to table the item until the fall.

H. NEW BUSINESS

1. Consider Approval of the Transfer of the L-16 Canal R/W to Lake Worth Drainage District (LWDD)

Ms. Brandon provided a brief history of the canal issue, and explained that LWDD would install their gates, if ownership was transferred to them. However, if the District wanted to install chain-link fencing, it would be at the District's expense, and must comply with LWDD's standards. A lengthy discussion ensued, during which Ms. Brandon noted that the survey needed to transfer the entire canal area would cost \$4,200, which would be shared with the HOA. The Board noted that their concern was for security along the north boundary of the community. Mr. Da Costa expressed that the District should maintain ownership of the property. Following discussion, the Board consensus was to keep the property, and find out if they would be allowed to install a fence along the ends of the canal to prevent through-traffic. Mr. Bates suggested that staff find out if the HOA would be interested in conveying the portion of canal that they own to the District, provided the District can install a better fence. A **motion** was made by Mr. Bates, seconded by Mr. Da Costa, and unanimously passed to table the item for Ms. Brandon to check with the LWDD and the County about fence permitting and for Mr. Pierman to find out if the HOA is interested in conveying their property to the District.

2. Consider Resolution No. 2019-01 – Adopting a Fiscal Year 2019/2020 Proposed Budget

Resolution No. 2019-01 was presented, entitled:

RESOLUTION NO. 2019-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2019/2020; AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Mrs. Nevin, seconded by Mr. Marten and passed unanimously to adopt Resolution No.2 019-01, as presented, setting the Public Hearing for June 12, 2019.

I. ADMINISTRATIVE MATTERS

1. Financial Report

J. BOARD MEMBER COMMENTS

Mr. Da Costa questioned the amount of spraying done in the last month around and in the lakes, noting that there was an increase in debris in the lakes. Mr. Pierman noted that if Mr. Da Costa would send him pictures, he would forward them to Allstate for explanation.

At this time, Mrs. Nevin tendered her resignation from the Board, and introduced her neighbor, Mr. Esser, who is interested in being appointed to her seat. A **motion** was made by Mr. Bates, seconded

by Mr. Da Costa, and unanimously passed to accept Mrs. Nevin's resignation and to declare a vacancy in Seat 5, which expires in November 2022.

A **motion** was then made by Ms. Samuels, seconded by Mr. Bates, and unanimously passed to appoint Brian Esser to the unexpired Seat 5.

Mr. Pierman, a Notary for the State of Florida, administered the Oath of Office to Mr. Esser, and explained his duties as a Supervisor of the Journey's End CDD.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Da Costa, seconded by Ms. Samuels and unanimously passed to adjourn the meeting at 8:50 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**Notice of Public Hearing
and Regular Board Meeting of the
Journey's End Community Development District**

The Board of Supervisors (the "Board") of the Journey's End Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 12, 2019, at 7:00 p.m., or as soon thereafter as the meeting can be heard, in the Journey's End Clubhouse located at 6400 Journey's End Drive, Lake Worth, Florida 33467.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2019/2020 Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. 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 more Supervisors will 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.

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 (561) 630-4922 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.

Journey's End Community Development District

www.journeysendcdd.org

PUBLISH: Palm Beach Post 05/23/19 & 05/30/19

RESOLUTION NO. 2019-02

A RESOLUTION OF THE JOURNEY’S END COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2019/2020 BUDGET.

WHEREAS, the Journey’s End Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2019/2020 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 JOURNEY’S END COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2019/2020 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 EFFECTIVE this 12th day of June, 2019.

ATTEST:

**JOURNEY’S END
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Journey's End
Community Development District

**Final Budget For
Fiscal Year 2019/2020
October 1, 2019 - September 30, 2020**

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

FINAL BUDGET
JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET	
REVENUES		
O&M Assessments		148,104
Other Revenues		0
County Appraiser & Tax Collector Fee		(2,962)
Discounts For Early Payments		(5,924)
Interest Income		300
TOTAL REVENUES	\$	139,518
EXPENDITURES		
Supervisor Fees		5,000
Payroll Taxes (Employer)		383
Infrastructure Maintenance		5,000
Lake Maintenance		20,000
Engineering		7,000
Management		18,000
Secretarial		3,000
Legal		9,500
Assessment Roll		5,000
Audit Fees		3,800
Insurance		6,356
Legal Advertisements		1,100
Miscellaneous		1,200
Postage		250
Office Supplies		550
Dues & Subscriptions		175
Trustee Fee		5,100
Website Management		2,000
Reserve		11,104
Capital Projects		35,000
TOTAL EXPENDITURES	\$	139,518
EXCESS/ (SHORTFALL)	\$	-
Carryover From Prior Year		0
NET EXCESS/ (SHORTFALL)	\$	-
General Fund Balance As Of 9/30/18		\$137,701.00
Reserve Fund Balance As Of 9/30/18		\$159,800.00

DETAILED FINAL BUDGET
JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2018/2019 BUDGET	FISCAL YEAR 2019/2020 BUDGET	COMMENTS
REVENUES				
O&M Assessments	148,206	148,104	148,104	Expenditures Less Interest & Carryover/.94
Other Revenues	0	0	0	
County Appraiser & Tax Collector Fee	(368)	(2,962)	(2,962)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(5,456)	(5,924)	(5,924)	Four Percent Of Total Assessment Roll
Interest Income	497	300	300	Interest Projected At \$25 Per Month
TOTAL REVENUES	\$ 142,879	\$ 139,518	\$ 139,518	
EXPENDITURES				
Supervisor Fees	4,800	4,000	5,000	Supervisor Fees
Payroll Taxes (Employer)	367	306	383	Supervisor Fees * 7.65%
Infrastructure Maintenance	0	5,000	5,000	For Drainage System Maintenance
Lake Maintenance	18,034	20,000	20,000	No Change From 2018/2019 Budget
Engineering	6,570	7,000	7,000	No Change From 2018/2019 Budget
Management	18,000	18,000	18,000	As Per Contract
Secretarial	3,000	3,000	3,000	No Change From 2018/2019 Budget
Legal	8,256	9,500	9,500	No Change From 2018/2019 Budget
Assessment Roll	5,000	5,000	5,000	As Per Contract
Audit Fees	3,700	3,700	3,800	\$100 Increase From 2018/2019 Budget
Insurance	5,778	6,356	6,356	Insurance Estimate
Legal Advertisements	932	1,150	1,100	\$50 Decrease From 2018/2019 Budget
Miscellaneous	760	1,200	1,200	No Change From 2018/2019 Budget
Postage	60	275	250	\$25 Decrease From 2018/2019 Budget
Office Supplies	303	550	550	\$25 Decrease From 2018/2019 Budget
Dues & Subscriptions	175	175	175	No Change From 2018/2019 Budget
Trustee Fee	4,636	5,100	5,100	Trustee (US Bank) Increased Fees In 2018/2019
Website Management	1,500	1,500	2,000	\$500 Increase From 2018/2019 Budget
Reserve	0	12,706	11,104	Reserve
Capital Projects	0	35,000	35,000	Capital Projects
TOTAL EXPENDITURES	\$ 81,871	\$ 139,518	\$ 139,518	
EXCESS/ (SHORTFALL)	\$ 61,008	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 61,008	\$ -	\$ -	

General Fund Balance As Of 9/30/18	\$137,701.00
Reserve Fund Balance As Of 9/30/18	\$159,800.00

DETAILED FINAL DEBT SERVICE FUND BUDGET
JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2018/2019 BUDGET	FISCAL YEAR 2019/2020 BUDGET	COMMENTS
REVENUES				
Interest Income	1,157	50	50	Projected Interest For 2019/2020
NAV Tax Collection	184,688	181,946	181,523	Yearly Maximum Debt Assessment
Total Revenues	\$ 185,845	\$ 181,996	\$ 181,573	
EXPENDITURES				
Principal Payments	110,000	115,000	120,000	Principal Payment Due In 2020
Additional Principal Payments	10,000	1,412	1,560	Additional Principal Payments
Interest Payments	74,039	65,584	60,013	Interest Payments Due In 2020
Total Expenditures	\$ 194,039	\$ 181,996	\$ 181,573	
Excess/ (Shortfall)	\$ (8,194)	\$ -	\$ -	

Debt Service Fund Balance As Of 9/30/18	\$75,676.48
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Series 2008 Refunding Bonds Information

Original Par Amount =	\$2,300,000	Annual Principal Payments Due =	May 1st
Interest Rate =	4.82%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	August 2008		
Maturity Date =	May 2028		

Par Amount As Of 1/1/19 = \$1,400,000

Journey's End Community Development District Assessment Comparison

	Fiscal Year 2016/2017 Assessment*	Fiscal Year 2017/2018 Assessment*	Fiscal Year 2018/2019 Assessment*	Fiscal Year 2019/2020 Projected Assessment*
Administrative For Sixty Five Foot Lots	\$ 314.45	\$ 314.45	\$ 314.45	\$ 314.45
<u>Debt For Sixty Five Foot Lots</u>	<u>\$ 390.00</u>	<u>\$ 390.00</u>	<u>\$ 390.00</u>	<u>\$ 390.00</u>
Total	\$ 704.45	\$ 704.45	\$ 704.45	\$ 704.45
Administrative For Seventy Five Foot Lots	\$ 314.45	\$ 314.45	\$ 314.45	\$ 314.45
<u>Debt For Seventy Five Foot Lots</u>	<u>\$ 450.00</u>	<u>\$ 450.00</u>	<u>\$ 450.00</u>	<u>\$ 450.00</u>
Total	\$ 764.45	\$ 764.45	\$ 764.45	\$ 764.45

* Assessments Include the Following :

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

Community Information:

Sixty Five Foot Lots	300
Seventy Five Foot Homes	171
Total Units	471

Sixty Five Foot Lots Information

Total Units	300
Prepayments	1
Billed For Debt	299

Seventy Five Foot Lots Information

Total Units	171
Prepayments	1
Billed For Debt	170

RESOLUTION NO. 2019-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE JOURNEY'S END 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.

WHEREAS, it is necessary for the Journey's End Community Development District ("District") to establish a regular meeting schedule for fiscal year 2019/2020; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2019/2020 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2019/2020 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 12th day of June, 2019.

ATTEST:

**JOURNEY'S END
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Journey's End Community Development District will hold Regular Meetings at 7:00 p.m. in the Conference Room at Journey's End Clubhouse, 6400 Journey's End Drive, Lake Worth, Florida 33467, on the following dates:

**November 13, 2019
January 8, 2020
April 8, 2020
June 10, 2020
July 8, 2020
September 9, 2019**

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 Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922.

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JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT

www.journeysendcdd.org

PUBLISH: THE PALM BEACH POST 00/00/2019

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2018/2019, 2019/2020 and 2020/2021
With Two Year Option (2021/2022 and 2022/2023)
Palm Beach County, Florida**

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 22, 2019 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit five (5) copies of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Journey's End Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

Journey's End
Community Development District

**Financial Report For
May 2019**

**JOURNEY'S END COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
MAY 2019**

	Annual Budget 10/1/18 - 9/30/19	Actual May-19	Year To Date Actual 10/1/18 - 5/31/19
REVENUES			
O & M Assessments	148,104	1,515	146,614
Other Revenues	0	0	0
County Appraiser & Tax Collector Fee	(2,962)	(15)	(2,331)
Discounts For Early Payments	(5,924)	0	(5,482)
Interest Income	300	0	352
Total Revenues	\$ 139,518	\$ 1,500	\$ 139,153
EXPENDITURES			
Supervisor Fees	4,000	0	2,400
Payroll Taxes (Employer)	306	0	184
Infrastructure Maintenance	5,000	0	0
Lake Maintenance	20,000	1,446	12,089
Engineering	7,000	0	4,090
Management	18,000	1,500	12,000
Secretarial	3,000	250	2,000
Legal	9,500	0	4,750
Assessment Roll	5,000	0	0
Audit Fees	3,700	3,700	3,700
Insurance	6,356	0	5,000
Legal Advertisements	1,150	0	251
Miscellaneous	1,200	31	358
Postage	275	31	48
Office Supplies	550	71	317
Dues & Subscriptions	175	0	175
Trustee Fee	5,100	0	0
Website Management	1,500	125	1,000
Reserve	12,706	0	0
Capital Projects	35,000	0	0
Total Expenditures	\$ 139,518	\$ 7,154	\$ 48,362
Excess/ (Shortfall)	\$ -	\$ (5,654)	\$ 90,791
Carryover from Prior Year	0	0	0
Net Excess/ (Shortfall)	\$ -	\$ (5,654)	\$ 90,791

Available Funds As Of 9/30/18	\$ 137,700.86
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Bank Balance As Of 5/31/19	\$ 398,299.89
Accounts Payable As Of 5/31/19	\$ 10,007.65
Reserve Funds As Of 5/31/19	\$ 159,800.00
Accounts Receivable As Of 5/31/19	\$ -
Available Funds As Of 5/31/19	\$ 228,492.24

Journey's End Community Development District
Profit & Loss Budget vs. Actual
October 2018 through May 2019

	<u>Oct '18 - May 19</u>	<u>18-19 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessment Income	146,613.60	148,104.00	-1,490.40	98.99%
363.830 · Assessment Fees	-2,330.71	-2,962.00	631.29	78.69%
363.831 · Assessment Discounts	-5,482.08	-5,924.00	441.92	92.54%
369.401 · Interest Income	352.16	300.00	52.16	117.39%
Total Income	<u>139,152.97</u>	<u>139,518.00</u>	<u>-365.03</u>	<u>99.74%</u>
Expense				
511.000 · Professional Fees				
511.315 · Legal	4,750.00	9,500.00	-4,750.00	50.0%
511.320 · Audit	3,700.00	3,700.00	0.00	100.0%
Total 511.000 · Professional Fees	<u>8,450.00</u>	<u>13,200.00</u>	<u>-4,750.00</u>	<u>64.02%</u>
511.122 · Payroll Taxes	183.60	306.00	-122.40	60.0%
511.131 · Supervisor Fees	2,400.00	4,000.00	-1,600.00	60.0%
511.307 · Infrastructure Maintenance	0.00	5,000.00	-5,000.00	0.0%
511.310 · Engineering	4,089.91	7,000.00	-2,910.09	58.43%
511.311 · Management Fees	12,000.00	18,000.00	-6,000.00	66.67%
511.312 · Secretarial Fees	2,000.00	3,000.00	-1,000.00	66.67%
511.318 · Assessment Roll	0.00	5,000.00	-5,000.00	0.0%
511.450 · Insurance	5,000.00	6,356.00	-1,356.00	78.67%
511.480 · Legal Advertisements	251.12	1,150.00	-898.88	21.84%
511.512 · Miscellaneous	357.72	1,200.00	-842.28	29.81%
511.513 · Postage and Delivery	48.64	275.00	-226.36	17.69%
511.514 · Office Supplies	316.60	550.00	-233.40	57.56%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.541 · Lake Maintenance	12,089.00	20,000.00	-7,911.00	60.45%
511.733 · Trustee Fees	0.00	5,100.00	-5,100.00	0.0%
511.736 · Reserve	0.00	12,706.00	-12,706.00	0.0%
511.750 · Website Management	1,000.00	1,500.00	-500.00	66.67%
511.800 · Capital Projects	0.00	35,000.00	-35,000.00	0.0%
Total Expense	<u>48,361.59</u>	<u>139,518.00</u>	<u>-91,156.41</u>	<u>34.66%</u>
Net Ordinary Income	<u>90,791.38</u>	<u>0.00</u>	<u>90,791.38</u>	<u>100.0%</u>

**Journey's End CDD
Debt Service (Series 2008) Profit & Loss Report May 2019**

	Annual Budget 10/1/18 - 9/30/19	Actual May-19	Year To Date Actual 10/1/18 - 5/31/19
Revenues			
Interest Income	50	367	1,617
NAV Tax Collection	181,946	1,964	182,504
Prepaid Bond Collection	0	0	2,981
Total Revenues	\$ 181,996	\$ 2,331	\$ 187,102
Expenditures			
Principal Payments	115,000	115,000	115,000
Additional Principal Payments	1,412	0	0
Interest Payments	65,584	33,927	68,417
Total Expenditures	\$ 181,996	\$ 148,927	\$ 183,417
Excess/ (Shortfall)	\$ -	\$ (146,596)	\$ 3,685