



**PENTATHLON
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
MAY 11, 2023
6:00 P.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

www.pentathloncdd.org
786.347.2700 ext. 2027 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
Conference Room of Signature Flight Support
14150 SW 129th Street
Miami, Florida 33186
REGULAR BOARD MEETING & PUBLIC HEARING
May 11, 2023
6:00 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. March 9, 2023 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 6
 - 2. Receive Public Comments Adopting a Fiscal Year 2023/2024 Final Budget
 - 3. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Final Budget.....Page 7
- H. Old Business
 - 1. Staff Report, as Required
- I. New Business
 - 1. Consider Resolution No. 2023-04 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 14
 - 2. Appointment of Audit Committee & Hold Audit Committee Meeting.....Page 16
 - a. Audit Committee Approval of Audit Criteria to Evaluate Audit Firms
 - b. Announcement to Advertise Request for Proposals (RFPs) for Auditing Services
- J. Administrative Matters
 - 1. Statement of Financial Interest 2022 Form 1 – Filing Deadline: July 1, 2023
- K. Board Members Comments
- L. Adjourn

Miscellaneous Notices

Published in Miami Daily Business Review on April 21, 2023

Location

Miami-Dade County, Florida

Notice Text

NOTICE OF PUBLIC HEARING AND REGULAR BOARD MEETING OF THE PENTATHLON COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Pentathlon Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on May 11, 2023, at 6:00 p.m., or as soon thereafter as the meeting can be heard, in the Second Floor Conference Room at Signature Flight Support, Miami Executive Airport, located at 14150 SW 129th Street Miami, Florida 33186.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2023/2024 Proposed Final Budget and Assessment Roll for the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. 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, 8785 SW 165 Avenue, Suite 200, Miami, Florida 33193, 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 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 786-347-2700 ext. 2027 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.

Pentathlon Community Development District

www.pentathloncdd.org

4/21-28 23-54/0000657440M

**PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 9, 2023**

A. CALL TO ORDER

District Manager Nancy Nguyen called the March 9, 2023, Regular Board Meeting of the Pentathlon Community Development District (the “District”) to order at 6:04 p.m. in the Conference Room of the Signature Flight Support Building located at 14150 SW 129th Street, Miami, Florida 33186.

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 September 30, 2022, as part of the District’s Fiscal Year 2022/2023 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Ms. Nguyen determined that the attendance of Vice Chairwoman Ana Ibarra and Supervisors Michael Hunt, and Andre Goins constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Nancy Nguyen of Special District Services, Inc.; and District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. CONSIDER RESOLUTION NO. 2023-01 – DECLARING VACANCIES (SEATS #3 AND #4)

Ms. Nguyen presented Resolution No. 2023-01, entitled:

RESOLUTION NO. 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
DECLARING VACANCIES ON THE BOARD OF SUPERVISORS
PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES;
AND PROVIDING AN EFFECTIVE DATE.**

Ms. Nguyen provided an explanation for the document and advised that the 4-year terms of office for Seat #3 (currently held by Grissobelle Reyes-Obando) and Seat #4 (currently held by Julio Cesar Obando) expired in November 2022. She further explained that no elector qualified for Seat #3 or Seat #4 to be filled in the General Election. Pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within ninety (90) days of the second Tuesday following the General Election. Until such appointment, the incumbent board member in such seat shall remain in office.

A **motion** was made by Mr. Goins, seconded by Ms. Ibarra and unanimously passed to declare Seat #3 and Seat #4 as vacant effective November 22, 2022 and further authorizing incumbent board members in these seats to remain in office as holdovers until the appointment of a qualified elector to such seats.

E. CONSIDER RESIGNATION (ANA IBARRA/SEAT #5)

It was noted that Ms. Ibarra's resignation letter had a scrivener's error and should be corrected. The effective date was updated from February 14, 2023 to March 9, 2023 at 11:59 p.m.

NOTE: After the scrivener's error was corrected, it was determined that this item should be discussed under Item O. Board Member & Staff Closing Comments along with the Election of Officers.

Ms. Nguyen presented that corrected resignation letter from Ana Ibarra with an effective date of March 9, 2023 at 11:59 p.m., and it would be in order for the Board of Supervisors (the "Board") to consider. A discussion ensued after which:

A **motion** was made by Mr. Hunt, seconded by Mr. Goins and unanimously passed to accept the resignation of Ana Ibarra, effective March 9, 2023 at 11:59 p.m..

Ms. Nguyen stated that there was now a vacancy in Seat #5 which term expires in November 2024.

F. DISCUSSION REGARDING VACANCIES IN SEATS 3, 4, AND 5 AND APPOINTMENT TO FILL VACANCIES

This item was not needed at this time.

G. ADMINISTER OATH OF OFFICE AND REVIEW NEW BOARD MEMBER DUTIES AND RESPONSIBILITIES

This item was not needed at this time.

H. ELECTION OF OFFICERS

NOTE: This item was discussed under Item O. Board Member & Staff Closing Comments.

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

- Chairwoman – Grissobelle Reyes-Obando
- Vice Chairperson – Andre Goins
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Michael Hunt, Julio Cesar Obando, Armando Silva and Gloria Perez

A **motion** was made by Mr. Hunt, seconded by Mr. Goins and passed unanimously to elect the District's Officers, as listed above.

I. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

There were no comments for items not on the agenda.

K. APPROVAL OF MINUTES

1. November 10, 2022, Regular Board Meeting

Ms. Nguyen presented the November 10, 2022, Regular Board Meeting minutes and asked if there were any comments and/or changes.

There being no changes and/or comments, a **motion** was made by Mr. Goins, seconded by Ms. Ibarra and unanimously passed approving the November 10, 2022, Regular Board Meeting minutes, as presented.

L. OLD BUSINESS

1. Staff Report, as Required

There was no staff report at this time.

M. NEW BUSINESS

1. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Proposed Budget

Ms. Nguyen presented Resolution No. 2023-02, entitled:

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PENTATHLON COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document explained that the proposed 2023/2024 fiscal year budget would be balanced by designating a carryover of approximately \$9,000 from the projected fund balance as of September 30, 2023. Ms. Nguyen advised that since the overall proposed assessments were not increasing in the fiscal year 2023/2024, letters to the residents would not be required. Furthermore, Ms. Nguyen stated as part of Resolution No. 2023-02, the Board must set a date for the public hearing to adopt the fiscal year 2023/2024 final budget and assessment roll. A discussion ensued after which:

A **motion** was made by Mr. Hunt, seconded by Mr. Goins and unanimously passed to approve and adopt Resolution No. 2023-02, as presented, setting the public hearing to adopt the fiscal year 2023/2024 final budget and assessments for May 11, 2023, at 6:00 p.m. in Conference Room at Signature Flight Support located at 14150 SW 129th Street, Miami, Florida 33186; and further authorizes publication/notice of the budget public hearing, as required by law.

2. Consider Engineering Updated Rates Request (Alvarez Engineers)

Ms. Nguyen presented a letter from Alvarez Engineers, the District Engineer, respectfully requesting the Board's consideration in updating the engineering hourly billing rates for engineering personnel. Ms. Nguyen informed the Board that the existing billing rates have been in effect since 2007. Ms. Nguyen confirmed that the District's budget includes sufficient funds for the budget line, and that the increase in billing rates will not affect the District's budget. As per Alvarez Engineers, the billing rates will be reviewed again after a period of five (5) years. A discussion ensued, after which:

A **motion** was made Mr. Goins, seconded by Ms. Ibarra and unanimously passed, accepting the updated billing rates proposed by Alvarez Engineers; further authorizing District Counsel to prepare an Amendment to the Engineering Agreement, and further authorizing the District Manager to execute the Amendment on behalf of the District.

3. Consider Adjustment to District Counsel Fee Structure

Ms. Nguyen presented a letter provided to her by Ms. Wald.

Ms. Wald explained that District Counsel's firm, Billing, Cochran, Lyles, Mauro & Ramsey, P.A., has had the current fee structure in place since 2017. Ms. Wald further explained that although the firm was mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for the firm to adjust their hourly rates, effective April 1, 2023.

Ms. Nguyen confirmed that the District's budget includes sufficient funds for the legal budget line, and that the increase in billing rates will not affect the District's budget.

A **motion** was made Mr. Hunt, seconded by Ms. Ibarra and unanimously passed accepting the updated billing rates proposed by Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

N. ADMINISTRATIVE MATTERS

1. Staff Report, as Required

Ms. Nguyen stated that unless an emergency were to arise, the Board would not need to meet until May 11, 2023.

O. BOARD MEMBER & STAFF CLOSING COMMENTS

NOTE: Items E and H were discussed at this time.

There were no further comments from Board Members or District Staff.

P. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Goins, seconded by Mr. Hunt adjourning the Regular Board Meeting at approximately 6:20 p.m. There were no objections.

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson

Miscellaneous Notices

Published in Miami Daily Business Review on April 21, 2023

Location

Miami-Dade County, Florida

Notice Text

NOTICE OF PUBLIC HEARING AND REGULAR BOARD MEETING OF THE PENTATHLON COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors (the "Board") of the Pentathlon Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on May 11, 2023, at 6:00 p.m., or as soon thereafter as the meeting can be heard, in the Second Floor Conference Room at Signature Flight Support, Miami Executive Airport, located at 14150 SW 129th Street Miami, Florida 33186.

The purpose of the Public Hearing is to receive public comment on the District's Fiscal Year 2023/2024 Proposed Final Budget and Assessment Roll for the District. The purpose of the Regular Board Meeting is for the Board to consider any other District business which may lawfully and properly come before the Board. 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, 8785 SW 165 Avenue, Suite 200, Miami, Florida 33193, 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 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 786-347-2700 ext. 2027 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.

Pentathlon Community Development District

www.pentathloncdd.org

4/21-28 23-54/0000657440M

RESOLUTION NO. 2023-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
APPROVING AND ADOPTING A FISCAL YEAR 2023/2024
FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL
ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Pentathlon Community Development District (the “District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 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 PENTATHLON COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 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 11th day of May, 2023.

ATTEST:

**PENTATHLON
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Pentathlon Community Development District

**Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

CONTENTS

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

FINAL BUDGET
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	70,530
MAINTENANCE/INFRASTRUCTURE IMPROVEMENT ASSESSMENTS	9,042
DEBT ASSESSMENTS	213,636
INTEREST INCOME	360
TOTAL REVENUES	\$ 293,568
EXPENDITURES	
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	
IMPROVEMENT CONTINGENCY	7,000
ENGINEERING/INSPECTIONS	1,500
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 8,500
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	6,000
PAYROLL TAXES (EMPLOYER)	480
MANAGEMENT	33,648
SECRETARIAL	3,000
LEGAL	8,500
ASSESSMENT ROLL	6,000
AUDIT FEES	3,700
INSURANCE	6,600
LEGAL ADVERTISING	600
MISCELLANEOUS	850
POSTAGE	225
OFFICE SUPPLIES	500
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	3,600
CONTINUING DISCLOSURE FEE	350
WEBSITE MANAGEMENT	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 75,728
TOTAL EXPENDITURES	\$ 84,228
REVENUES LESS EXPENDITURES	\$ 209,340
BOND PAYMENTS	(200,818)
BALANCE	\$ 8,522
COUNTY APPRAISER & TAX COLLECTOR FEE	(5,864)
DISCOUNTS FOR EARLY PAYMENTS	(11,728)
EXCESS/ (SHORTFALL)	\$ (9,070)
CARRYOVER FROM PRIOR YEAR	9,070
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	69,216	68,772	70,530	Expenditures Less Interest & Carryover/.94
MAINTENANCE/INFRASTRUCTURE IMPROVEMENT ASSESSMENTS	10,639	10,638	9,042	Expenditures/.94
DEBT ASSESSMENTS	213,571	213,808	213,636	Bond Payments/.94
INTEREST INCOME	27	360	360	Interest Projected At \$30 Per Month
TOTAL REVENUES	\$ 293,453	\$ 293,578	\$ 293,568	
EXPENDITURES				
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS				
IMPROVEMENT CONTINGENCY	0	9,000	7,000	Improvement Contingency
ENGINEERING/INSPECTIONS	975	1,000	1,500	\$500 Increase From 2022/2023 Budget
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 975	\$ 10,000	\$ 8,500	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	1,800	6,000	6,000	No Change From 2022/2023 Budget
PAYROLL TAXES (EMPLOYER)	138	480	480	Projected At 8% Of Supervisor Fees
MANAGEMENT	31,728	32,676	33,648	CPI Adjustment (Capped At 3%)
SECRETARIAL	3,000	3,000	3,000	No Change From 2022/2023 Budget
LEGAL	5,550	8,000	8,500	\$500 Increase From 2022/2023 Budget
ASSESSMENT ROLL	6,000	6,000	6,000	No Change From 2022/2023 Budget
AUDIT FEES	3,500	3,600	3,700	\$100 Increase From 2022/2023 Budget
INSURANCE	5,706	6,200	6,600	Fiscal Year 2022/2023 Expenditure Was \$6,134
LEGAL ADVERTISING	457	600	600	No Change From 2022/2023 Budget
MISCELLANEOUS	707	850	850	No Change From 2022/2023 Budget
POSTAGE	97	225	225	No Change From 2022/2023 Budget
OFFICE SUPPLIES	222	525	500	\$25 Decrease From 2022/2023 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2022/2023 Budget
TRUSTEE FEES	3,400	3,500	3,600	\$100 Increase From 2022/2023 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2022/2023 Budget
WEBSITE MANAGEMENT	1,500	1,500	1,500	No Change From 2022/2023 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 64,330	\$ 73,681	\$ 75,728	
TOTAL EXPENDITURES	\$ 65,305	\$ 83,681	\$ 84,228	
REVENUES LESS EXPENDITURES	\$ 228,148	\$ 209,897	\$ 209,340	
BOND PAYMENTS	(203,516)	(200,955)	(200,818)	2024 P & I Payments Less Earned Interest
BALANCE	\$ 24,632	\$ 8,942	\$ 8,522	
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,824)	(5,864)	(5,864)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(10,985)	(11,728)	(11,728)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 10,823	\$ (8,650)	\$ (9,070)	
CARRYOVER FROM PRIOR YEAR	0	8,650	9,070	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 10,823	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	982	25	100	Projected Interest For 2023/2024
NAV Tax Collection	203,516	200,955	200,818	2024 P & I Payments Less Earned Interest
Total Revenues	\$ 204,498	\$ 200,980	\$ 200,918	
EXPENDITURES				
Principal Payments	115,000	125,000	130,000	Principal Payment Due In 2024
Interest Payments	82,936	75,980	70,918	Interest Payments Due In 2024
Total Expenditures	\$ 197,936	\$ 200,980	\$ 200,918	
Excess/ (Shortfall)	\$ 6,562	\$ -	\$ -	

Series 2012 Refunding Bonds Information

Original Par Amount =	\$2,780,000	Annual Principal Payments Due =	November 1st
Interest Rate =	1.25% - 4.5%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	April 2012		
Maturity Date =	November 2033		
Par Amount As Of 1/1/23 =	\$1,720,000		

Pentathlon Community Development District Assessment Comparison

	Original Projected Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Projected Assessment*
Administrative	\$ 144.88	\$ 136.28	\$ 134.29	\$ 133.80	\$ 137.22
Maintenance/Infrastructure	\$ -	\$ 20.70	\$ 20.70	\$ 20.70	\$ 17.60
<u>Debt</u>	<u>\$ 505.12</u>	<u>\$ 413.52</u>	<u>\$ 415.50</u>	<u>\$ 415.97</u>	<u>\$ 415.64</u>
Total	\$ 650.00	\$ 570.50	\$ 570.49	\$ 570.47	\$ 570.46

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 514

IV

5/3/2023 7:35 AM

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PENTATHLON COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Pentathlon Community Development District (the "District") to establish a regular meeting schedule for fiscal year 2023/2024; 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 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PENTATHLON 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 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 11th day of May, 2023.

ATTEST:

**PENTATHLON
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the **Pentathlon Community Development District** (the “District”) will hold Regular Meetings in the Conference Room at Kendall Executive Center located at 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193 at **6:00 p.m.** on the following dates:

**October 18, 2023
November 15, 2023
February 21, 2024
March 20, 2024
April 17, 2024
May 15, 2024
June 19, 2024
September 18, 2024**

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. A copy of the Agenda for any of the meetings may be obtained from the District’s website or by contacting the District Manager at nnguyen@sdsinc.org and/or toll free 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 nnguyen@sdsinc.org and/or toll free 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.

PENTATHLON COMMUNITY DEVELOPMENT DISTRICT

www.pentathloncdd.org

PUBLISH: MIAMI DAILY BUSINESS REVIEW 10/09/23

**PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2022/2023, 2023/2024 and 2024/2025
With Two Year Option (2025/2026 and 2026/2027)
Miami-Dade County, Florida**

**PENTATHLON COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 23, 2023 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 two (2) 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 – Pentathlon 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.

**PENTATHLON 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.

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.