



**VENETIAN PARC
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
DECEMBER 14, 2017
1:30 P.M.**

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

www.venetianparccdd.org
305.777.0761 Telephone
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AGENDA
VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
8500 S.W. 8th Street, Suite 228
Conference Room
Miami, Florida 33144
REGULAR BOARD MEETING
December 14, 2017
1:30 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. June 15, 2017 Regular Board Meeting & Public Hearing.....Page 2
 - 2. November 9, 2017 – Meeting Cancelled – No Minutes
- G. Old Business
 - 1. Staff Report: As Required
- H. New Business
 - 1. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget.....Page 6

Administrative & Operational Matters

 - 1. Discussion Regarding Board Transition to a Resident Board
 - 2. Staff Report: As Required
- I. Board Member & Staff Closing Comments
- J. 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

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT -
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

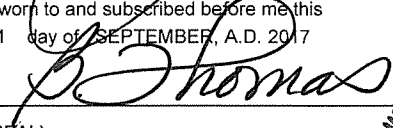
in the XXXX Court,
was published in said newspaper in the issues of

09/21/2017

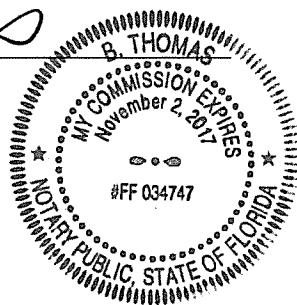
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to and subscribed before me this
21 day of SEPTEMBER, A.D. 2017


(SEAL)

MARIA MESA personally known to me



**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Venetian Parc Community Development District will hold Regular Meetings in the conference room located at 6500 SW 8th Street, Suite 228, Miami, Florida 33144 at 1:30 p.m. on the following dates:

October 12, 2017
November 9, 2017
December 14, 2017
February 8, 2018
March 8, 2018
April 12, 2018
May 10, 2018
June 14, 2018
July 12, 2018
September 13, 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 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 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 with no advertised notice.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

www.venetianparccdd.org
9/21 17-136/000025867AM

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 15, 2017

A. CALL TO ORDER

District Manager Neil Kalin called the June 15, 2017, Regular Board Meeting of the Venetian Parc Community Development District to order at 1:41 p.m. in the Conference Room of 8500 SW 8th Street, Suite 228, Miami, Florida 33144.

B. PROOF OF PUBLICATION

Mr. Kalin presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on September 26, 2016, as legally required.

C. ESTABLISH A QUORUM

Mr. Kalin stated that the attendance of Chairperson Teresa Baluja, Vice Chairman Angel Valdes and Supervisor Yadira Monzon constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance: District Managers Neil Kalin and Armando Silva of Special District Services, Inc.; and General Counsel Gerald Knight of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE 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. April 13, 2017, Regular Board Meeting

Mr. Kalin presented the minutes of the April 13, 2017, Regular Board Meeting and asked if there were any changes. There being no comments or changes, a **motion** was made by Ms. Baluja, seconded by Ms. Monzon and unanimously passed to approve the minutes of the April 13, 2017, Regular Board Meeting, *as presented*.

Note: At approximately 1:43 p.m., Mr. Kalin recessed the Regular Meeting and simultaneously opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

Mr. Kalin presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on May 26, 2017, and June 2, 2017, as legally required.

2. Receive Public Comment on the Fiscal Year 2017/2018 Final Budget

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 15, 2017

Mr. Kalin opened the public comment portion of the public hearing to receive comments on the 2017/2018 fiscal year final budget and non-ad valorem special assessments. There being no public in attendance, there were no comments. Mr. Kalin then closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Final Budget

Mr. Kalin presented Resolution No. 2017-03, entitled:

RESOLUTION NO. 2017-03

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

Mr. Kalin read the title of the resolution into the record and stated that it provides for approving and adopting the fiscal year 2017/2018 final budget and non-ad valorem special assessment tax roll. For review purposes, a copy of the tax roll was provided at the meeting. A discussion ensued after which:

A **motion** was made by Ms. Monzon, seconded by Ms. Baluja and unanimously passed to approve and adopt Resolution No. 2017-03, *as presented*, setting the fiscal year 2017/2018 final budget and non-ad valorem special assessment tax roll.

Mr. Kalin announced for the record that the debt service payments, which were due May 1, 2017, for Assessment Area #1 and Assessment Area #2, had been made on time and in full.

Note: At approximately 1:47 p.m., Mr. Kalin closed the Public Hearing and simultaneously reconvened the Regular Meeting.

H. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report required at this time.

I. NEW BUSINESS

1. Consider Resolution No. 2017-04 – Adopting a Fiscal Year 2017/2018 Meeting Schedule

Mr. Kalin presented Resolution No. 2017-04, entitled:

RESOLUTION NO. 2017-04

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 15, 2017

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
VENETIAN PARC 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.**

Mr. Kalin provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Ms. Baluja, seconded by Ms. Monzon and unanimously passed to approve and adopt Resolution No. 2017-04, *as presented*, setting the fiscal year 2017/2018 regular meeting schedule and authorizing the publication of same, as required by law.

2. Qualified Elector Certification Announcement (499 Voters)

For the record, Mr. Kalin stated that he had received from the Miami-Dade County Supervisor of Elections' Office the certified elector count identifying **499 voters** who reside in the Venetian Parc CDD ("District") as of May 16, 2017. Since the District has surpassed the 250 qualified elector threshold, it will now elect Board Members by the general election process. The final landowners' election will be held in November 2018.

A discussion ensued regarding transitioning from the current developer Board to a resident Board. The District Manager will take the necessary steps to bring interested residents of the community to future meetings.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Financial Risk Management Policy Review/Update – Fiscal Year 2016/2017

Mr. Kalin advised the Board that as part of good management practices and in order to satisfy certain annual audit requirements/procedures, the District Manager (SDS, Inc.) takes certain measures and implements 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, typically the Chairperson (by an electronic approval procedure), has an opportunity to review the District's expenditure(s) prior to the payment(s) being released; and

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 15, 2017

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.

2. Statement of Financial Interests Disclosure – 2016 Form 1 – Filing Deadline: July 3, 2017

The Board was reminded of the importance of completing and mailing to the Supervisor of Elections' Office within the County of residency their individual 2016 Statement of Financial Interests Form 1. The deadline for submittal is July 3, 2017.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Kalin advised that unless an emergency were to arise the Board would not need to meet until October or November.

L. ADJOURNMENT

There being no further business to come before the Board, the June 15, 2017, Regular Board Meeting was adjourned at 1:53 p.m. on a **motion** made by Ms. Baluja, seconded by Ms. Monzon and passed unanimously.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Venetian Parc Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant 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 14th day of December, 2017.

ATTEST:

**VENETIAN PARC
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Venetian Parc
Community Development District

**Amended Final Budget For
Fiscal Year 2016/2017
October 1, 2016 - September 30, 2017**

CONTENTS

- I AMENDED FINAL OPERATING FUND BUDGET
- II AMENDED FINAL DEBT SERVICE FUND BUDGET - AREA ONE
- III AMENDED FINAL DEBT SERVICE FUND BUDGET - AREA TWO

AMENDED FINAL BUDGET
VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
Administrative Assessments	60,771	61,232	61,232
Maintenance Assessments	32,447	32,447	32,447
Debt Assessments (Area One)	445,452	458,173	458,173
Debt Assessments (Area Two)	444,603	457,015	457,015
Interest Income	180	204	204
TOTAL REVENUES	\$ 983,453	\$ 1,009,071	\$ 1,009,071
EXPENDITURES			
ADMINISTRATIVE ASSESMENTS			
Supervisor Fees	0	0	0
Management	25,320	25,320	25,320
Legal	11,000	7,200	7,073
Assessment Roll	10,000	10,000	10,000
Audit Fees	4,000	3,900	3,900
Insurance	6,400	5,457	5,457
Legal Advertisements	950	850	468
Miscellaneous	725	400	111
Postage	350	130	121
Office Supplies	600	475	440
Dues & Subscriptions	175	175	175
Website Management	1,500	1,500	1,500
Arbitrage Rebate Fee - Area One	650	650	650
Arbitrage Rebate Fee - Area Two	650	650	650
Trustee Fee - Area One	3,650	3,500	3,500
Trustee Fee - Area Two	3,650	3,500	3,500
Continuing Disclosure Fee - Area One	500	500	500
Continuing Disclosure Fee - Area Two	500	500	500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 70,620	\$ 64,707	\$ 63,865
MAINTENANCE ASSESSMENTS			
Park Maintenance Tract N	15,600	11,500	9,720
Field Operations Management	600	600	600
Community Entrance Signage Maintenance	4,000	750	0
Street/Roadway Maintenance	2,600	750	0
Electric Power Service/Misc	2,600	1,500	1,060
Engineering/Annual Report/Inspections	1,500	950	950
Storm Cleanup - IRMA	0	3,600	2,325
General Maintenance/Miscellaneous	3,600	1,200	313
TOTAL MAINTENANCE EXPENDITURES	\$ 30,500	\$ 20,850	\$ 14,968
TOTAL EXPENDITURES	\$ 101,120	\$ 85,557	\$ 78,833
REVENUES LESS EXPENDITURES	\$ 882,333	\$ 923,514	\$ 930,238
Bond Payments (Area One)	(418,725)	(436,850)	(436,850)
Bond Payments (Area Two)	(417,927)	(434,890)	(434,890)
BALANCE	\$ 45,681	\$ 51,774	\$ 58,498
County Appraiser & Tax Collector Fee	(19,665)	(9,706)	(9,706)
Discounts For Early Payments	(39,331)	(38,165)	(38,165)
Excess/ (Shortfall)	\$ (13,315)	\$ 3,903	\$ 10,627
Carryover From Prior Year	13,315	13,315	0
Net Excess/ (Shortfall)	\$ -	\$ 17,218	\$ 10,627

FUND BALANCE AS OF 9/30/16	\$41,485
FY 2016/2017 ACTIVITY	\$3,903
FUND BALANCE AS OF 9/30/17	\$45,388

Notes

Carryover From Prior Year Of \$13,315 was used to reduce Fiscal Year 2016/2017 Assessments.
\$13,200 Of Fund Balance To Be Used To Reduce 2017/2018 Assessments.

AMENDED FINAL BUDGET
VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND (AREA ONE)
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
Interest Income	100	2,726	2,726
NAV Tax Collection	418,725	436,850	436,850
Total Revenues	\$ 418,825	\$ 439,576	\$ 439,576
EXPENDITURES			
Principal Payments	80,000	75,000	75,000
Interest Payments	338,825	341,075	341,075
Total Expenditures	\$ 418,825	\$ 416,075	\$ 416,075
Excess/Shortfall	\$ -	\$ 23,501	\$ 23,501

FUND BALANCE AS OF 9/30/16	\$499,426
FY 2016/2017 ACTIVITY	\$23,501
FUND BALANCE AS OF 9/30/17	\$522,927

Notes

Reserve Fund Balance = \$210,975*. Revenue Fund Balance = \$311,944*

Revenue Fund Balance To Be Used To Make 11/1/2017 Principal & Interest Payment Of \$249,412.50

* Approximate Amounts

Series 2013 Bond Information - Area One

Original Par Amount =	\$5,515,000	Annual Principal Payments Due:
Interest Rate =	6.0% - 6.5%	November 1st
Issue Date =	October 2013	Annual Interest Payments Due:
Maturity Date =	November 2043	May 1st & November 1st
Par Amount As Of 9/30/17 =	\$5,305,000	

AMENDED FINAL BUDGET
VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND (AREA TWO)
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
Interest Income	100	3,827	3,827
NAV Tax Collection	417,927	434,890	434,890
Total Revenues	\$ 418,027	\$ 438,717	\$ 438,717
EXPENDITURES			
Principal Payments	65,000	60,000	60,000
Interest Payments	353,027	354,544	354,544
Total Expenditures	\$ 418,027	\$ 414,544	\$ 414,544
Excess/Shortfall	\$ -	\$ 24,173	\$ 24,173

FUND BALANCE AS OF 9/30/16	\$701,756
FY 2016/2017 ACTIVITY	\$24,173
FUND BALANCE AS OF 9/30/17	\$725,929

Notes

Reserve Fund Balance = \$420,819*. Revenue Account Balance = \$304,361*.

Revenue Account Balance To Be Used To Make 11/1/2017 Principal & Interest Payment Of \$241,315.

* Approximate Amounts

Series 2013 Bond Information - Area Two

Original Par Amount =	\$5,175,000	Annual Principal Payments Due:
Interest Rate =	6.375% - 7.125%	November 1st
Issue Date =	October 2013	Annual Interest Payments Due:
Maturity Date =	November 2044	May 1st & November 1st
Par Amount As Of 9/30/17 =	\$5,055,000	