



**VENETIAN PARC  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
MARCH 8, 2018  
1:30 P.M.**

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

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

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**AGENDA**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
8500 S.W. 8<sup>th</sup> Street, Suite 228  
Conference Room  
Miami, Florida 33144  
**REGULAR BOARD MEETING**  
March 8, 2018  
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. February 8, 2018 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Staff Report: As Required
- H. New Business
  - 1. Discussion Regarding 2018-2019 Fiscal Year Proposed Budget.....Page 5
- I. Administrative & Operational Matters
  - 1. Staff Report: As Required
- J. Board Member & Staff Closing Comments
- K. 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

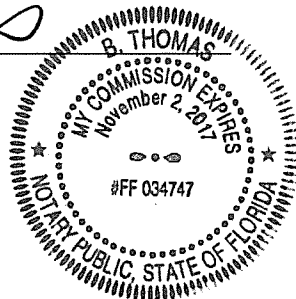
09/21/2017

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](http://www.venetianparccdd.org)  
9/21

17-136/000025867AM

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
FEBRUARY 8, 2018

**A. CALL TO ORDER**

District Manager Neil Kalin called the February 8, 2018, Regular Board Meeting of the Venetian Parc Community Development District to order at 1:32 p.m. in the Conference Room of 8500 SW 8<sup>th</sup> 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 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

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

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

Also present was Sergio Valdes of Miami, Florida.

Prior to continuing with the meeting, Mr. Kalin introduced Mr. Sergio Valdes, a District resident, and stated that Mr. S. Valdes had expressed interest in serving on the Board of Supervisors and that he was participating today to become familiar with meeting procedures and Board Member duties and responsibilities.

**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**

Mr. S. Valdes advised that the community entrance features and related lighting lacked maintenance and requested an improved level of service for the entrance features. Mr. Kalin will have Staff (field operations) visit the community and address the maintenance (or lack thereof) and lighting at all entrance features. In addition, Mr. S. Valdes commented on the lack of street lighting along SW 176<sup>th</sup> Lane, notably east of SW 152<sup>nd</sup> Avenue. Ms. Baluja and Mr. Kalin will look into the private street lighting in the District and provide a report at an upcoming meeting.

**F. APPROVAL OF MINUTES**

**1. December 14, 2017, Regular Board Meeting**

Mr. Kalin presented the minutes of the December 14, 2017, Regular Board Meeting and asked if there were any changes. There being no comments or changes, a **motion** was made by Ms.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
FEBRUARY 8, 2018

Monzon, seconded by Ms. Baluja and unanimously passed to approve the minutes of the December 14, 2017, Regular Board Meeting, *as presented*.

**G. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report required at this time.

**H. NEW BUSINESS**

**1. Discussion Regarding Fiscal Year 2018/2019 Proposed Budget**

Mr. Kalin distributed to the Board Members and Mr. S. Valdes a copy of the Fiscal Year 2017/2018 Budget and focused on the Operating Fund budget. Mr. Kalin indicated that he would be presenting the Proposed Fiscal Year 2018/2019 Budget at the March scheduled meeting and noted that an increase in O&M assessments would be presented.

**2. Discussion Regarding Board Transition to a Resident Board**

Mr. Kalin advised that a final landowners' meeting/election would take place this November and that a landowner would be elected by the landowners of the District to Seat #5. He indicated that the 4-year term of office would expire in November 2022. He also indicated that since the District was more than six (6) years old and has more than 250 registered voters (Qualified Electors) residing in it, Seats 1 and 2 (terms expiring in November) would be elected by Qualified Electors of the District on the General Election ballot. A discussion took place regarding appointment of Mr. S. Valdes to the Board. Mr. S. Valdes will attend the March Board Meeting and he will be considered for an appointment, should a vacancy on the Board arise.

**I. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Discussion Regarding Final Landowners' Election – Seat#5  
General Election – Seats #1 & 2**

This item was previously discussed above.

**2. Staff Report, as Required**

There was no Staff Report at this time.

**J. BOARD MEMBER & STAFF CLOSING COMMENTS**

It was noted that the next meeting was scheduled for March 8, 2018.

**K. ADJOURNMENT**

There being no further business to come before the Board, the February 8, 2018, Regular Board Meeting was adjourned at 2:12 p.m. on a **motion** made by Ms. Baluja, seconded by Ms. Monzon and passed unanimously.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
FEBRUARY 8, 2018

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

Venetian Parc  
Community Development District

For Discussion Purposes Only

**Proposed Budget For  
Fiscal Year 2018/2019  
October 1, 2018 - September 30, 2019**

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- II DETAILED PROPOSED BUDGET
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET (AREA ONE)
- IV DETAILED PROPOSED DEBT SERVICE FUND BUDGET (AREA TWO)
- V ASSESSMENT COMPARISON



**PROPOSED BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2018/2019**  
**OCTOBER 1, 2018 - SEPTEMBER 30, 2019**

	FISCAL YEAR 2018/2019 BUDGET
<b>REVENUES</b>	
Administrative Assessments	85,725
Maintenance Assessments	181,478
Debt Assessments (Area One)	458,173
Debt Assessments (Area Two)	457,015
Interest Income	240
<b>TOTAL REVENUES</b>	<b>\$1,182,631</b>
<b>EXPENDITURES</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>	
Supervisor Fees	5,000
Payroll Taxes (Employer)	383
Management	26,388
Legal	11,000
Assessment Roll	10,000
Audit Fees	4,000
Insurance	8,400
Legal Advertisements	850
Miscellaneous	1,500
Administrative Contingency	1,200
Postage	325
Office Supplies	600
Dues & Subscriptions	175
Website Management	1,500
Arbitrage Rebate Fee - Area One	650
Arbitrage Rebate Fee - Area Two	650
Trustee Fee - Area One	3,600
Trustee Fee - Area Two	3,600
Continuing Disclosure Fee - Area One	500
Continuing Disclosure Fee - Area Two	500
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$80,821</b>
<b>MAINTENANCE EXPENDITURES</b>	
Park Maintenance Tract N	24,000
Field Operations Management	1,440
Community Entrance Signage Maintenance	21,000
Street/Roadway Maintenance	24,000
Electric Power Service/Misc	8,400
Engineering/Annual Report/Inspections	1,750
Irrigation System Maintenance & Upkeep	8,400
Mulch & Other Ground Cover/Annals	9,000
Tree/Plant Replacement/Pruning	7,800
Tract Lawn & Landscape Services	27,600
Tract Lawn Fertilizer & Pest Control	8,400
Maintenance Contingency	24,000
General Maintenance/Miscellaneous	4,800
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$170,590</b>
<b>TOTAL EXPENDITURES</b>	<b>\$251,411</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$931,220</b>
Bond Payments - Area One	(430,682)
Bond Payments - Area Two	(429,594)
<b>BALANCE</b>	<b>\$70,944</b>
County Appraiser & Tax Collector Fee	(23,648)
Discounts For Early Payments	(47,296)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$0</b>
Carryover From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$0</b>

**DETAILED PROPOSED BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2018/2019**  
**OCTOBER 1, 2018 - SEPTEMBER 30, 2019**

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
<b>REVENUES</b>				
Administrative Assessments	61,232	60,677	85,725	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	32,447	32,447	181,478	Expenditures/.94
Debt Assessments (Area One)	458,173	458,173	458,173	Bond Payments/.94
Debt Assessments (Area Two)	457,015	457,015	457,015	Bond Payments/.94
Interest Income	204	240	240	Projected At \$20 Per Month
<b>TOTAL REVENUES</b>	<b>\$1,009,071</b>	<b>\$1,008,552</b>	<b>\$1,182,631</b>	
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE EXPENDITURES</b>				
Supervisor Fees	0	0	5,000	Supervisor Fees
Payroll Taxes (Employer)	0	0	383	Supervisor Fees * 7.65%
Management	25,320	25,848	26,388	CPI Adjustment
Legal	7,073	11,000	11,000	No Change From 2017/2018 Budget
Assessment Roll	10,000	10,000	10,000	As Per Contract
Audit Fees	3,900	3,900	4,000	\$100 Increase From 2017/2018 Budget
Insurance	5,457	6,003	8,400	Insurance Estimate
Legal Advertisements	468	900	850	\$50 Decrease From 2017/2018 Budget
Miscellaneous	111	725	1,500	\$775 Increase From 2017/2018 Budget
Administrative Contingency	0	0	1,200	Administrative Contingency
Postage	121	325	325	No Change From 2017/2018 Budget
Office Supplies	440	600	600	No Change From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
Arbitrage Rebate Fee - Area One	650	650	650	No Change From 2017/2018 Budget
Arbitrage Rebate Fee - Area Two	650	650	650	No Change From 2017/2018 Budget
Trustee Fee - Area One	3,500	3,600	3,600	No Change From 2017/2018 Budget
Trustee Fee - Area Two	3,500	3,600	3,600	No Change From 2017/2018 Budget
Continuing Disclosure Fee - Area One	500	500	500	No Change From 2017/2018 Budget
Continuing Disclosure Fee - Area Two	500	500	500	No Change From 2017/2018 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$63,865</b>	<b>\$70,476</b>	<b>\$80,821</b>	
<b>MAINTENANCE EXPENDITURES</b>				
Park Maintenance Tract N	9,720	15,600	24,000	\$8,400 Increase From 2017/2018 Budget
Field Operations Management	600	750	1,440	\$690 Increase From 2017/2018 Budget
Community Entrance Signage Maintenance	0	4,200	21,000	\$16,800 Increase From 2017/2018 Budget
Street/Roadway Maintenance	0	2,600	24,000	\$21,400 Increase From 2017/2018 Budget
Electric Power Service/Misc	1,060	2,100	8,400	\$6,300 Increase From 2017/2018 Budget
Engineering/Annual Report/Inspections	950	1,500	1,750	\$250 Increase From 2017/2018 Budget
Irrigation System Maintenance & Upkeep	0	0	8,400	Irrigation System Maintenance & Upkeep
Mulch & Other Ground Cover/Annuals	0	0	9,000	Mulch & Other Ground Cover/Annuals
Tree/Plant Replacement/Pruning	0	0	7,800	Tree/Plant Replacement/Pruning
Tract Lawn & Landscape Services	0	0	27,600	Tract Lawn & Landscape Services
Tract Lawn Fertilizer & Pest Control	0	0	8,400	Tract Lawn Fertilizer & Pest Control
Maintenance Contingency	0	0	24,000	Maintenance Contingency
General Maintenance/Miscellaneous	2,638	3,750	4,800	\$1,050 Increase From 2017/2018 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$14,968</b>	<b>\$30,500</b>	<b>\$170,590</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$78,833</b>	<b>\$100,976</b>	<b>\$251,411</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$930,238</b>	<b>\$907,576</b>	<b>\$931,220</b>	
Bond Payments - Area One	(436,850)	(430,682)	(430,682)	2019 P & I Payments Less Earned Interest
Bond Payments - Area Two	(434,890)	(429,594)	(429,594)	2019 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$58,498</b>	<b>\$47,300</b>	<b>\$70,944</b>	
County Appraiser & Tax Collector Fee	(9,706)	(20,167)	(23,648)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(38,165)	(40,333)	(47,296)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$10,627</b>	<b>(\$13,200)</b>	<b>\$0</b>	
Carryover From Prior Year	0	13,200	0	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$10,627</b>	<b>\$0</b>	<b>\$0</b>	

**DETAILED PROPOSED DEBT SERVICE FUND (AREA ONE) BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2018/2019**  
**OCTOBER 1, 2018 - SEPTEMBER 30, 2019**

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
<b>REVENUES</b>				
Interest Income	2,726	100	200	Projected Interest For 2018/2019
NAV Tax Collection	436,850	430,682	430,682	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$439,576</b>	<b>\$430,782</b>	<b>\$430,882</b>	
<b>EXPENDITURES</b>				
Principal Payments	75,000	85,000	90,000	Principal Payment Due In 2019
Interest Payments	341,075	334,025	328,925	Interest Payments Due In 2019
Bond Redemption	0	11,757	11,957	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$416,075</b>	<b>\$430,782</b>	<b>\$430,882</b>	
<b>Excess/ (Shortfall)</b>	<b>\$23,501</b>	<b>\$0</b>	<b>\$0</b>	

**Series 2013 Bond Information - Area One**

Original Par Amount =	\$5,515,000	Annual Principal Payments Due =	November 1st
Interest Rate =	6.00% - 6.50%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	October 2013		
Maturity Date =	November 2043		

Par Amount As Of 1/1/18 = \$5,225,000

**DETAILED PROPOSED DEBT SERVICE FUND (AREA TWO) BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2018/2019**  
**OCTOBER 1, 2018 - SEPTEMBER 30, 2019**

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	
<b>REVENUES</b>				<b>COMMENTS</b>
Interest Income	3,827	100	200	Projected Interest For 2018/2019
NAV Tax Collection	434,890	429,594	429,594	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$438,717</b>	<b>\$429,694</b>	<b>\$429,794</b>	
<b>EXPENDITURES</b>				
Principal Payments	60,000	70,000	75,000	Principal Payment Due In 2019
Interest Payments	354,544	348,488	344,025	Interest Payments Due In 2019
Bond Redemption	0	11,206	10,769	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$414,544</b>	<b>\$429,694</b>	<b>\$429,794</b>	
<b>Excess/ (Shortfall)</b>	<b>\$24,173</b>	<b>\$0</b>	<b>\$0</b>	

**Series 2013 Bond Information - Area Two**

Original Par Amount =	\$5,175,000	Annual Principal Payments Due =	November 1st
Interest Rate =	6.375% - 7.125%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	October 2013		
Maturity Date =	November 2044		
Par Amount As Of 1/1/18 =	\$4,990,000		

## Venetian Parc Community Development District Assessment Comparison

	Original Projected Assessment Before Discount*	Fiscal Year 2015/2016 Assessment Before Discount*	Fiscal Year 2016/2017 Assessment Before Discount*	Fiscal Year 2017/2018 Assessment Before Discount*	Fiscal Year 2018/2019 Projected Assessment Before Discount*
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$300.46
<u>Debt</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>
Total For Area One Townhomes	\$1,414.88	<b>\$1,428.96</b>	<b>\$1,428.79</b>	<b>\$1,428.64</b>	\$1,716.85
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$300.46
<u>Debt</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>
Total For Area One Single Family Units	\$1,762.76	<b>\$1,776.84</b>	<b>\$1,776.67</b>	<b>\$1,776.52</b>	\$2,064.73
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$300.46
<u>Debt</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>
Total For Area Two Townhomes	\$1,414.88	<b>\$1,428.96</b>	<b>\$1,428.79</b>	<b>\$1,428.64</b>	\$1,716.85
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$300.46
<u>Debt</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>
Total For Area Two Single Family Units	\$1,762.76	<b>\$1,776.84</b>	<b>\$1,776.67</b>	<b>\$1,776.52</b>	\$2,064.73

\* Assessments Include the Following :

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

Community Information:

Area One Townhomes	96
<u>Area One Single Family Units</u>	<u>207</u>
Total Area One Units	303
Area Two Townhomes	90
<u>Area Two Single Family Units</u>	<u>211</u>
Total Area Two Units	301
Total Area One Units	303
<u>Total Area Two Units</u>	<u>301</u>
Total Units	604