



**VENETIAN PARC
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MAY 10, 2018
1:30 P.M.**

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

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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
May 10, 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. April 12, 2018 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Staff Report: As Required
- H. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 5
- I. Administrative & Operational Matters
 - 1. Discussion Regarding General Election and Candidate Qualifying Process
 - 2. Reminder: Financial Disclosure Reporting – **2017 Form 1**
 - 3. 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

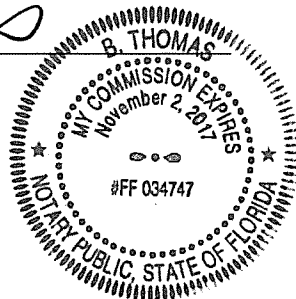
09/21/2017

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
9/21

17-136/000025867AM

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 12, 2018

A. CALL TO ORDER

District Manager Armando Silva called the April 12, 2018, Regular Board Meeting of the Venetian Parc Community Development District to order at 1:35 p.m. in the Conference Room of 8500 SW 8th Street, Suite 228, Miami, Florida 33144.

B. PROOF OF PUBLICATION

Mr. Silva 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 2018/2019 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 Supervisor Yadira Monzon constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance: District Manager Armando Silva of Special District Services, Inc.; and General Counsel Gerald Knight of Billing, Cochran, Lyles, Mauro & Ramsey, P.A. (via conference speaker phone).

Also present was Sergio Valdes of Miami, Florida.

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. February 8, 2018, Regular Board Meeting

Mr. Silva presented the minutes of the February 8, 2018, Regular Board Meeting and asked if there were any changes. There being no comments or changes, a **motion** was made by Ms. Monzon, seconded by Ms. Baluja and unanimously passed to approve the minutes of the February 8, 2018, 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

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 12, 2018

1. Discussion Regarding 2018-2019 Fiscal Year Proposed Budget

Mr. Silva distributed to the Board Members and Mr. Valdes a copy of the Fiscal Year 2018/2019 Proposed Budget (the “Budget”) and stated that the Budget being present was for discussion purposes only. Mr. Silva provided an overview, mainly focusing on the maintenance expenditure line items. He indicated that the most notable increases were to Budget line items associated with landscape maintenance within the District owned landscape areas. The proposed increase to the Budget would raise the Operations & Maintenance assessments approximately \$381 per unit.

Ms. Baluja requested that District management get together with the Venetian Parc Homeowners’ Association (the “Association”) to verify that the landscape areas included in the District’s preliminary landscaping maintenance proposals correspond with the landscape areas that the Association is currently maintaining on behalf of the District. In addition, Ms. Baluja requested that District management inquire regarding the assessment amounts presented in Exhibit B of the Declaration of Restrictive Covenants (the “Covenant”) and if the District could go over the Covenant assessment amount. Mr. Silva acknowledged Ms. Baluja’s requests and stated that more information would be provided at the next Board meeting.

I. ADMINISTRATIVE & OPERATIONAL MATTERS

1. November General Election – Candidate Qualifying Period: Noon on June 18, 2018, to Noon on June 22, 2018

Mr. Silva reminded the Board that terms were expiring in Seats 1 (Teresa Baluja) & 2 (Yadira Monzon) this November. Qualifying information/procedures will be provided to those candidates seeking re-election prior to the June 2108 Board meeting.

2. Reminder: Financial Disclosure Reporting – 2017 Form 1

Mr. Silva advised the Board that their Financial Disclosure Forms (**2017 Form 1**) should be received before the end of May. The deadline for submittal is July 2, 2018.

3. 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 May 10, 2018.

K. ADJOURNMENT

There being no further business to come before the Board, the April 12, 2018, Regular Board Meeting was adjourned at 2:11 p.m. on a **motion** made by Ms. Baluja, seconded by Ms. Monzon and passed unanimously.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 12, 2018

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Venetian Parc Community Development District (“District”) is required by Section 190.008(2)(a), *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2018/2019 has been prepared and considered by the Board.

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

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for July 12, 2018 at 1:30 p.m. in the Meeting Room located at 8500 S.W. 8th Street, 2nd Floor, Suite 228, Miami, Florida 33144, for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and EFFECTIVE this 10th day of May, 2018.

ATTEST:

**VENETIAN PARC
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Venetian Parc
Community Development District

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

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- 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
REVENUES	
Administrative Assessments	85,724
Maintenance Assessments	213,585
Debt Assessments (Area One)	458,173
Debt Assessments (Area Two)	457,015
Interest Income	240
TOTAL REVENUES	\$1,214,737
EXPENDITURES	
ADMINISTRATIVE EXPENDITURES	
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
TOTAL ADMINISTRATIVE EXPENDITURES	\$80,821
MAINTENANCE EXPENDITURES	
Park Maintenance Tract N	12,900
Field Operations Management	1,620
Community Entrance Signage Maintenance	21,000
Street/Roadway Maintenance	18,000
Electric Power Service/Misc	6,600
Engineering/Annual Report/Inspections	1,750
Irrigation System Maintenance & Upkeep	5,700
Mulch & Other Ground Cover/Annuals	12,900
Tree/Plant Replacement/Pruning	8,400
Tract Lawn & Landscape Services	80,100
Tract Lawn Fertilizer & Pest Control	9,000
General Maintenance	4,800
Maintenance Contingency	18,000
TOTAL MAINTENANCE EXPENDITURES	\$200,770
TOTAL EXPENDITURES	\$281,591
REVENUES LESS EXPENDITURES	\$933,146
Bond Payments - Area One	(430,682)
Bond Payments - Area Two	(429,594)
BALANCE	\$72,870
County Appraiser & Tax Collector Fee	(24,290)
Discounts For Early Payments	(48,580)
EXCESS/ (SHORTFALL)	\$0
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$0

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
REVENUES				
Administrative Assessments	61,232	60,677	85,724	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	32,447	32,447	213,585	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
TOTAL REVENUES	\$1,009,071	\$1,008,552	\$1,214,737	
EXPENDITURES				
ADMINISTRATIVE EXPENDITURES				
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
TOTAL ADMINISTRATIVE EXPENDITURES	\$63,865	\$70,476	\$80,821	
MAINTENANCE EXPENDITURES				
Park Maintenance Tract N	9,720	15,600	12,900	\$2,700 Decrease From 2017/2018 Budget
Field Operations Management	600	750	1,620	\$870 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	18,000	\$15,400 Increase From 2017/2018 Budget
Electric Power Service/Misc	1,060	2,100	6,600	\$4,500 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	5,700	Irrigation System Maintenance & Upkeep
Mulch & Other Ground Cover/Annuals	0	0	12,900	Mulch & Other Ground Cover/Annuals
Tree/Plant Replacement/Pruning	0	0	8,400	Tree/Plant Replacement/Pruning
Tract Lawn & Landscape Services	0	0	80,100	Tract Lawn & Landscape Services
Tract Lawn Fertilizer & Pest Control	0	0	9,000	Tract Lawn Fertilizer & Pest Control
General Maintenance	2,638	3,750	4,800	\$1,050 Increase From 2017/2018 Budget
Maintenance Contingency	0	0	18,000	Maintenance Contingency
TOTAL MAINTENANCE EXPENDITURES	\$14,968	\$30,500	\$200,770	
TOTAL EXPENDITURES	\$78,833	\$100,976	\$281,591	
REVENUES LESS EXPENDITURES	\$930,238	\$907,576	\$933,146	
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
BALANCE	\$58,498	\$47,300	\$72,870	
County Appraiser & Tax Collector Fee	(9,706)	(20,167)	(24,290)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(38,165)	(40,333)	(48,580)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$10,627	(\$13,200)	\$0	
Carryover From Prior Year	0	13,200	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$10,627	\$0	\$0	

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
REVENUES				
Interest Income	2,726	100	200	Projected Interest For 2018/2019
NAV Tax Collection	436,850	430,682	430,682	Maximum Debt Service Collection
Total Revenues	\$439,576	\$430,782	\$430,882	
EXPENDITURES				
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
Total Expenditures	\$416,075	\$430,782	\$430,882	
Excess/ (Shortfall)	\$23,501	\$0	\$0	

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	COMMENTS
REVENUES				
Interest Income	3,827	100	200	Projected Interest For 2018/2019
NAV Tax Collection	434,890	429,594	429,594	Maximum Debt Service Collection
Total Revenues	\$438,717	\$429,694	\$429,794	
EXPENDITURES				
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
Total Expenditures	\$414,544	\$429,694	\$429,794	
Excess/ (Shortfall)	\$24,173	\$0	\$0	

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	\$353.62
<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	\$1,428.96	\$1,428.79	\$1,428.64	\$1,770.01
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$353.62
<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	\$1,776.84	\$1,776.67	\$1,776.52	\$2,117.89
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$353.62
<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	\$1,428.96	\$1,428.79	\$1,428.64	\$1,770.01
Administrative	\$140.42	\$125.00	\$100.61	\$100.46	\$141.93
Maintenance	\$0.00	\$29.50	\$53.72	\$53.72	\$353.62
<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	\$1,776.84	\$1,776.67	\$1,776.52	\$2,117.89

* 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