



**VENETIAN PARC
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
SPECIAL BOARD MEETING
APRIL 22, 2019
5:15 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
Venetian Parc Community Clubhouse
Meeting Room
15351 S.W. 175th Street
Miami, Florida 33187
SPECIAL BOARD MEETING
April 22, 2019
5:15 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Discussion Regarding Resignation and Appointment to Fill Vacancy in Seat #4
- E. Administer Oath of Office and Review Board Member Duties and Responsibilities
- F. Election of Officers
 - Chairperson
 - Vice Chairperson
 - Secretary Treasurer
 - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
 - 1. March 14, 2019 Regular Board Meeting.....Page 2
- J. Old Business
 - 1. Staff Report: As Required
- K. New Business
 - 1. Discussion Regarding Fiscal Year 2019/2020 Proposed Budget and Re-Establishing Budget Public Hearing Date
 - 2. Discussion Regarding Operating Account Check Signers
- L. Administrative & Operational Matters
 - 1. Discussion Regarding Next Meeting Date
 - 2. Staff Report as Required
- M. Board Member & Staff Closing Comments
- N. Adjourn

MIAMI DAILY BUSINESS REVIEW

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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 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

NOTICE OF SPECIAL BOARD MEETING - VENETIAN PARC
COMMUNITY DEVELOPMENT DISTRICT - APR. 22, 2019

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

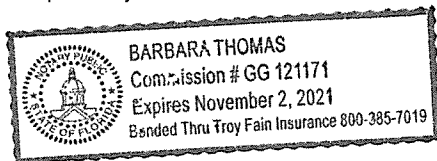
04/10/2019

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
10 day of APRIL, A.D. 2019

(SEAL)

MARIA MESA personally known to me



VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT NOTICE OF SPECIAL BOARD MEETING

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Venetian Parc Community Development District (the "District") will hold a Special Board Meeting (the "Meeting") at 5:15 p.m. on April 22, 2019, in the Venetian Parc Community Clubhouse located at 15351 SW 175th Street, Miami, Florida 33187.

The purpose of the Meeting is to reconsider the Fiscal Year 2019/2020 Proposed Budget, discuss re-establishing a date for the Public Hearing to adopt the 2019/2020 Final Budget and Assessment Roll; and conduct any other District business which may lawfully and properly come before the Board. A copy of the Agenda for this Meeting 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 five (5) days prior to the date of the meeting.

Meetings are open to the public and are conducted in accordance with the provisions of Florida law for community development districts. This Meeting may be continued as found necessary to a date, time and place specified on the record. Also, there may be occasions when Staff and/or Board members may participate by speaker telephone.

If any person decides to appeal any decision made with respect to any matter considered at this meeting, 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 this Meeting should contact the District Manager at 305-777-0761 and/or 1-877-737-4922 at least seven (7) days prior to the date of this particular meeting.

Meetings may be cancelled from time to time without advertised notice.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

www.venetianparccdd.org

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19-29/0000392798M

**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 14, 2019**

A. CALL TO ORDER

District Manager Neil Kalin called the March 14, 2019, Regular Board Meeting of the Venetian Parc Community Development District to order at 1:59 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 28, 2018, 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 Vice Chairman Sergio Valdes and Supervisors Yuthit Baez and Eugene Collings-Bonfill constituted a quorum and it was in order to proceed with the meeting.

Others 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 were: Rachel Hernandez (resident), Miami, Florida; Aaron Heinrich (resident), Miami, Florida; and Betsy Diaz (HOA Manager), Miami, Florida.

D. DISCUSSION REGARDING DECLARED VACANCY IN SEAT #2

Mr. Kalin, reminded the Board of the declared vacancy as of 11/20/2018 in Seat #2 (held by 'Holdover' Board member Yadira Monzon) and that Rachel Hernandez, a resident and qualified elector, had expressed her interest in serving. A discussion ensued after which;

A **motion** was made by Mr. S. Valdes, seconded by Mr. Collings-Bonfill and unanimously passed to *appoint Rachel Hernandez* to the unexpired 4-year term of office in Seat #2 and such term of office will expire in November 2022.

Mr. Kalin, Notary Public in the State of Florida, administered the Oath of Office to *Ms. Hernandez*. In addition, Mr. Kalin reviewed with *Ms. Hernandez* her duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2018 Form 1 must be completed and mailed to the Supervisor of Elections in the County of residency within thirty {30} days of appointment) and the Code of Ethics for Public Officials.

Mr. Aaron Heinrich, a resident in the District, expressed his interest in serving on the Board when another vacancy arises.

E. CONSIDER APPOINTMENT TO FILL VACANCY

F. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER DUTIES & RESPONSIBILITIES

Items E and F were previously addressed under Item D.

G. ELECTION OF OFFICERS

As a result of the changes to the Board, Mr. Kalin recommended that re-election of Officers take place. He provided the following slate of names for election:

- Chairperson – Sergio Valdes
- Vice Chairperson – Eugene Collings-Bonfill
- Secretary/Treasurer – Neil Kalin
- Assistant Secretaries – Angel Valdes, Yuthit Baez, Rachel Hernandez, Gloria Perez and Armando Silva.

A discussion ensued after which;

A **motion** was made by Mr. S. Valdes, seconded by Mr. Collings-Bonfill and passed unanimously to *elect* the District's Officers as listed above.

H. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

Mr. Heinrich wanted to know what the timing was for the turnover of the HOA by the Developer to the residents. Although this is not a District matter, Ms. Hernandez and Mr. S. Valdes stated that the 'turnover' should be within the next several months, as the percentage of completion and the number of units had been met. No additional Board action was required on this matter at this time.

J. APPROVAL OF MINUTES

1. December 13, 2018, Regular Board Meeting

Mr. Kalin presented the minutes of the December 13, 2018, Regular Board Meeting and asked if there were any changes. There being no comments or changes, a **motion** was made by Mr. S. Valdes, seconded by Mr. Collings-Bonfill and passed unanimously approving the minutes of the December 13, 2018, Regular Board Meeting, *as presented*.

K. OLD BUSINESS

1. Staff Report, as Required

There was no Staff Report required at this time.

L. NEW BUSINESS

1. Discussion Regarding Changing Regular Board Meeting Location and Time

Resident Board Members respectfully requested that the Regular Meetings be moved to the community clubhouse. A discussion ensued after which the consensus of the Board was to finalize the fiscal year 2018/2019 regular meeting schedule at the June final budget hearing that will be

scheduled for June 13, 2019, at 3:30 pm in the Meeting Room of the Venetian Parc Community Clubhouse located at 15351 SW 175th Street, Miami, FL 33187.

2. Discussion Regarding Electronic E-Mail Approvals

Mr. Kalin advised that due to the change in Officers he would bring to the next meeting a resolution depicting the change in authorized check signers for the District's Operating Account and information regarding electronic approvals for required expenditures. In the meantime, Mr. Kalin will inform District Staff (Accounts Payable Department) that the District's electronic approval process will be sent to the Chairperson, Mr. Sergio Valdes, for his review and approval, prior to release of payment checks.

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

Resolution No. 2019-01 was presented, entitled:

RESOLUTION NO. 2019-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET AND NON-AD VALOREM SPECIAL ASSESSMENTS FOR FISCAL YEAR 2019/2020; AND PROVIDING AN EFFECTIVE DATE.

Mr. Kalin read the title of the resolution into the record and explained that the proposed fiscal year 2019/2020 budget would be balanced by designating a "\$0" carryover from the projected fund balance as of this September 30, 2019. Mr. Kalin advised that since the overall proposed assessments were not increasing in the fiscal year 2019/2020, letters to the residents would not be required. Furthermore, Mr. Kalin stated as part of Resolution No. 2019-01, the Board must set a date for the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll. A discussion ensued after which;

A **motion** was made by Mr. Collings-Bonfill, seconded by Mr. S. Valdes and unanimously passed to approve and adopt Resolution No. 2019-01, *as amended* (added \$5,000 to Maintenance Expenditures line item "Maintenance Contingency" and FY 2019/2020 final budget will be balanced by using a \$5,000 carryover from the anticipated FY 9/30/2019 Fund Balance); and sets the public hearing to adopt the fiscal year 2019/2020 final budget and assessment roll on June 13, 2019, at 3:30 p.m. in the Venetian Parc Community Clubhouse Meeting Room, located at 15351 SW 175th Street, Miami, FL 33187; and authorizes publication/notice of the budget public hearing, as required by law.

M. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Staff Report, as Required

There was no Staff Report at this time

N. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Kalin stated, unless and emergency were to arise, the District would not need to meet again until the scheduled date in June (6/13/2019 at 3:30 p.m.).

O. ADJOURNMENT

There being no further business to come before the Board, the March 14, 2019, Regular Board Meeting was adjourned at 3:17 p.m. on a **motion** made by Mr. S. Valdes, seconded by Mr. Collings-Bonfill and passed unanimously.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson