

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

MIAMI-DADE COUNTY

SPECIAL BOARD MEETING OCTOBER 22, 2020 7:00 p.m.

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

> > www.venetianparccdd.org 305.777.0761 Telephone 877.SDS.4922 Toll Free 561.630.4923 Facsimile

AGENDA VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT SPECIAL BOARD MEETING

October 22, 2020

7:00 p.m.

TO JOIN BY VIDEO ACCESS at: <u>https://us02web.zoom.us/j/3341025013</u> MEETING ID: 334 102 5013

Call-In: 929-436-2866

A.	Cal	ll to Order					
B.	Proof of PublicationPage 1						
C.	Establish Quorum						
D.	Ad	ditions or Deletions to Agenda					
E.	Co	mments from the Public for Items Not on the Agenda					
F.	. Approval of Minutes						
	1.	September 24, 2020 Regular Board Meeting and Public HearingPage 2					
G.	Old	1 Business					
	1.	Update Regarding Monument Signs and Lighting					
	2.	Update Regarding Additional Parking Spaces – Caltran Engineering, Inc.					
	3.	Update Regarding Fertilization of Royal Palms					
H.	Nev	w Business					
	1.	Consider Resolution No. 2020-05 – Adopting a Fiscal Year 2019/2020 Amended BudgetPage 7					
I.	Ad	ministrative & Operational Matters					
	1.	Discussion Regarding Election Protocol and Declaring Vacancies Effective November 17th					

- J. Board Member & Staff Closing Comments
- K. Adjourn

Miami Daily Business Review Oct. 15, 2020 Miscellaneous Notices

NOTICE OF SPECIAL BOARD MEETING OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Venetian Parc Community Development District (the "District") will hold a Special Board Meeting (the "Meeting") of its Board of Supervisors (the "Board") on October 22, 2020, at 7:00 p.m. to be conducted by telephonic and video conferencing communications media TECHNOLOGY PURSUANT to Executive Orders 20-52, 20-69, and 20-112, 20-114, 20-150, 20-179, 20-193, and 20-246 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, May 8, 2020, June 24, 2020, July 29, 2020, August 7, 2020, and September 30, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The Meeting is being held for the necessary public purpose of considering the Fiscal Year 2019/2020 Amended Budget. At such time the Board is so authorized and may consider any business that may lawfully and properly come before it.

While it is necessary to hold the Meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Participants may attend the Meeting by accessing the District's website, www.venetianparccdd.org and clicking on the meeting link you will find on the homepage, or utilizing the following login information:

Join by URL for VIDEO ACCESS at: https://us02web.zoom.us/j/3341025013 OR Call In at: 929-436-2866 Meeting ID: 334 102 5013

A copy of the budget and/or the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or nnguyen@sdsinc.org (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this Meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this Meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this Meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based. District Manager VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT www.venetianparccdd.org 10/15 20-68/0000493005M Page 1

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT REGULAR BOARD MEETING & PUBLIC HEARING SEPTEMBER 24, 2020

A. CALL TO ORDER

District Manager Nancy Nguyen called the September 24, 2020, Regular Board Meeting of Venetian Parc Community Development District (the "District") to order at approximately 6:09 p.m. in the Venetian Parc Community Clubhouse Meeting Room located at 15351 SW 175th Street, Miami, Florida 33187.

B. PROOF OF PUBLICATION

Ms. Nguyen presented proof of publication that notice of the September 24, 2020, Regular Board Meeting had been published in the *Miami Daily Business Review* on August 25, 2020, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen stated that the attendance of Chairman Sergio Valdes, and Supervisors Rachel Hernandez and Aron Heinrich constituted a quorum and it was in order to proceed with the meeting.

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

Also in attendance was Ariel Ogen, Miami, Florida.

D. CONSIDER APPOINTMENT TO FILL VACANCY

Ms. Nguyen informed the Board of Supervisors (the "Board") that there is currently a vacancy in Seat #3 which term expires in November 2020. Ms. Nguyen further explained that Mr. Ogen contacted her and would like the opportunity to serve on the District Board. A discussion ensued after which

A **motion** was made by Mr. Hernandez, seconded by Mr. Heinrich and unanimously passed appointing Mr. Ogen to the unexpired 4-year term of office in Seat #3 and such term of office will expire in November 2020.

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

Ms. Nguyen, Notary Public in the State of Florida, administered the Oath of Office to Mr. Ogen.

NOTE: Ms. Nguyen reviewed with Mr. Ogen the duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2019 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.

F. ELECTION OF OFFICERS

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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:

- Chairperson Sergio Valdes
- Vice Chairperson Eugene Collings-Bonfill
- Secretary/Treasurer Nancy Nguyen
- Assistant Secretaries Rachel Hernandez, Aaron Heinrich, Ariel Ogen, Armando Silva and Gloria Perez

A discussion ensued after which:

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

G. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

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

There were no comments from the public for items not on the agenda.

I. APPROVAL OF MINUTES

1. August 27, 2020, Regular Board Meeting & Public Hearing

Ms. Nguyen presented the minutes of the August 27, 2020, Regular Board Meeting and Public Hearing and asked if there were any changes. There being no comments or changes, a **motion** was made by Mr. Valdes, seconded by Mr. Heinrich and unanimously passed approving the minutes of the August 27, 2020, Regular Board Meeting and Public Hearing, as presented.

<u>NOTE</u>: At approximately 6:13 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.

J. PUBLIC HEARING 1. Proof of Publication

Ms. Nguyen presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on August 25, 2020, as legally required.

2. Receive Comments on District Parking Rules

Ms. Nguyen opened the public comment portion of the public hearing to receive comments on the District Parking Rules. There being no comments, Ms. Nguyen closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2020-04 – Adoption of Parking Rules

Ms. Nguyen presented Resolution No. 2020-04, entitled:

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT, ENACTING THE RULES FOR PARKING ON DISTRICT PROPERTY; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen stated that the document provides for approving and adopting the District Parking Rules (the "Rules"). Mr. Ogen asked if other options were being considered by the Board instead of towing vehicles illegally parked. The Board explained to Mr. Ogen that the Rules were created and being approved to allow the Venetian Parc Homeowners Association (the "Association") to enforce the Rules on behalf of the District. The enforcement method would be decided by the Association. A discussion ensued after which:

A **motion** was made by Mr. Valdes, seconded by Ms. Hernandez and unanimously passed to approve and adopt Resolution No. 2020-04, *as presented*; thereby approving and adopting the Venetian Parc Community Development District Parking Rules.

A **motion** was made by Ms. Hernandez, seconded by Mr. Valdes and unanimously passed authorizing District Counsel to create a Parking Enforcement Agreement between Venetian Parc Community Development District and Venetian Parc Homeowners Association, Inc. and further authorizing the District Manager to sign the Parking Enforcement Agreement on behalf of the District.

<u>NOTE</u>: At approximately 6:21 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.

K. OLD BUSINESS

1. Update Regarding Monument Signs and Lighting

Ms. Nguyen advised that Advanced Power Technologies, LLC (APT), the electrical contractor engaged by the District to re-run the monument signs' electrical cables to the correct handholes, had completed the electrical work for the four (4) monument signs located at the circle of the intersection of SW 152 Avenue and SW 175 Street. FPL has installed meters for these 4 monument signs. Ms. Nguyen further explained that the electrical work for the two (2) monument signs located at the intersection of SW 149 Avenue and SW 176 Street would be completed in the next week. Once the work on the monument signs is completed, FPL will install meters on those signs, after which, FPL will be contacted to start electric services at these locations.

2. Discussion Regarding Additional Parking Space – Caltran Engineering, Inc.

Ms. Nguyen advised she was pending receipt of proposals for the site plan survey from the surveyor contacts she received from Mr. Collings-Bonfill. More information on this matter will be provided at a future meeting.

3. Update Regarding Park Tract Landscape Maintenance Contract – Conde Landscaping & Trimscape Corp.

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Ms. Nguyen explained that the Landscape Maintenance Agreement between the District and Conde Landscaping (Conde) was been terminated. Conde's last day of service will be September 30, 2020. She further explained that the District has engaged Trimscape Corp. for the Venetian Parc park tract landscape maintenance.

4. Update Regarding Fertilization of Royal Palms

Ms. Nguyen informed the Board that Earth Advisors, Inc. was engaged by the District to perform an inspection of the royal palms throughout the District and provide a Certified Arborist Report (the "Report") which includes the health conditions, causes of health decline, and maintenance recommendations for the royal palms. The Report received from Earth Advisors states that the landscape overall has poor soil conditions. The current soil in the landscape areas is a construction fill that is very porous with rocks and sand as the main components of this soil. Earth Advisors did not find evidence of any landscaping or planting soil having been installed in landscape areas surrounding the palm locations. The Report also indicates that a possible reason for the health decline of the royal palms is due to herbicide applications. They propose changing the method of herbicide applications to be spot treatment applications instead of blanket spray applications. Additional remarks on the Report propose that certain royal palms be removed and replaced as they are effectively destroyed and have a high risk of trunk failure. More specifically, the palms with heads that have fallen off and palms with severely deformed fronds should be removed and replaced. Ms. Nguyen informed the Board that an inspection will be conducted to confirm a total number of palms that should be removed and replaced.

The Earth Advisors remedial fertilization program provides for the application of water soluble "palm special". The applications should be done at standard volume rate based on palm trunk diameter, height, and species. The Report further indicates that the palms in the common areas should be fertilized every three (3) months for the next two (2) years and palms within the landscape beds should be fertilized every two (2) months for the next (2) years. Ms. Nguyen explained that Earth Advisors is waiting on soil sample results from the laboratory. Once the soil sample report is received, Earth Advisors will provide a mixture label for the palm special solution. District Staff will use the palm special mixture label to request fertilization proposals from contractors.

More information on this matter will be provided at a future meeting.

L. NEW BUSINESS 1. Staff Report, as Required

There was no Staff report at this time.

M. ADMINISTRATIVE & OPERATIONAL MATTERS 1. Staff Report, as Required

There was no Staff report at this time.

N. BOARD MEMBER & STAFF CLOSING COMMENTS

Mr. Heinrich requested that he be elected to be the Board representative to contact Luxcom Builders to discuss the road conditions and pooling of water in the roads. A discussion ensued after which:

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A **motion** was made by Mr. Valdes, seconded by Ms. Hernandez and unanimously passed electing Mr. Heinrich as the Board representative to contact Luxcom Builders to discuss the road conditions and pooling of water on the roads.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Valdes, seconded by Mr. Ogen and unanimously passed to adjourn the Regular Board Meeting at approximately 6:52 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

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RESOLUTION NO. 2020-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (the "Board") of the Venetian Parc Community Development District (the "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 2019/2020 attached hereto as Exhibit "A" is hereby approved and adopted by the Board.

<u>Section 2</u>. 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 <u>22nd</u> day of <u>October</u>, 2020.

ATTEST:

Secretary/Assistant Secretary

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

By:____

By:_____

Chairperson/Vice Chairperson

Venetian Parc Community Development District

Amended Final Budget For Fiscal Year 2019/2020 October 1, 2019 - September 30, 2020

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AMENDED FINAL BUDGET VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT OPERATING FUND FISCAL YEAR 2019/2020 OCTOBER 1, 2019 - SEPTEMBER 30, 2020

REVENUES	2019 BUI	L YEAR 0/2020 DGET - 9/30/20	AMENDED FINAL BUDGET 0/1/19 - 9/30/20		YEAR TO DATE ACTUAL 0/1/19 - 9/29/20
Administrative Assessments	10/1/19	73,553	75,068		75.068
Maintenance Assessments		48,031	48,036		48,036
Debt Assessments (Area One)		458.173	458,173		458,173
Debt Assessments (Area Two)		457,015	457,015		457,015
Interest Income		240	395		392
TOTAL REVENUES	\$	1,037,012	\$ 1,038,687	\$	1,038,684
EXPENDITURES ADMINISTRATIVE ASSESMENTS					
Supervisor Fees		0	0		0
Payroll Taxes (Employer)		0	ŭ		0
Management		26,880	26,880		26,880
Legal		10,500	11,000		9,907
Assessment Roll		10,000	10,000		10,000
Audit Fees		3,700	3,700		3,700
Insurance		7,500	5,251		5,251
Legal Advertisements		850	1,400		1,112
Miscellaneous		1,200	1,600		1,503
Postage		325	460		455
Office Supplies		650	675		662
Dues & Subscriptions		175	175		175
Website Management		2,000	2,000		2,000
Arbitrage Rebate Fee - Area One Arbitrage Rebate Fee - Area Two		650 650	650		650 650
Trustee Fee - Area One		3,550	650 3,550		3,500
Trustee Fee - Area Two		3,550	3,550		3,500
Continuing Disclosure Fee - Area One		500	3,550		350
Continuing Disclosure Fee - Area Two		500	500		500
Administrative Contingency		1,200	600		000
TOTAL ADMINISTRATIVE EXPENDITURES	\$	74,380	72,991		70,795
MAINTENANCE ASSESSMENTS					
Park Maintenance Tract N		17,160	22,500		18,695
Field Operations Management		1,320	1,320		1,320
Community Entrance Signage Maintenance		4,200	7,000		6,262
Street/Roadway Maintenance		2,600	1,000		365
Electric Power Service/Misc		2,100	1,625		1,625
Engineering/Annual Report/Inspections		1,500	9,500		7,905
General Maintenance		3,750	500		0
Maintenance Contingency Storm Preparedness		7,500	7,500		3,768
TOTAL MAINTENANCE EXPENDITURES	\$	45,150	51,445		39,940
TOTAL EXPENDITURES	\$	119,530	\$ 124,436	\$	110,735
REVENUES LESS EXPENDITURES	\$	917,482	\$ 914,251	\$	927,949
Bond Payments (Area One)		(430,682)	(436,740)		(436,740)
Bond Payments (Area Two)		(429,594)	(436,613)		(436,613)
BALANCE	\$	57,206	\$ 40,898	\$	54,596
County Appraiser & Tax Collector Fee		(20,735)	(10,002)		(10,002)
Discounts For Early Payments		(41,471)	(37,417)		(37,417)
Excess/ (Shortfall)	\$	(5,000)	\$ (6,521)	\$	7,177
Carryover From Prior Year		5,000	5,000		0
Net Excess/ (Shortfall)	\$	-		\$	7,177
FUND BALANCE AS OF 9/30/19 FY 2019/2020 ACTIVITY FUND BALANCE AS OF 9/30/20			\$88,821 (\$6,521) \$82,300]	

Notes \$5,000 Of Fund Balance Used To Reduce 2019/2020 Assessments.

AMENDED FINAL BUDGET VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND (AREA ONE) FISCAL YEAR 2019/2020 OCTOBER 1, 2019 - SEPTEMBER 30, 2020

		FISCAL YEAR 2019/2020		AMENDED FINAL		YEAR TO DATE	
	BUI	DGET	BUDGE	т	Α	CTUAL	
REVENUES	10/1/19	- 9/30/20	10/1/19 - 9/3	30/20	10/1/1	9 - 9/29/20	
Interest Income (Area One)		300		4,470		4,462	
NAV Tax Collection (Area One)		430,682	43	86,740		436,740	
Total Revenues	\$	430,982	\$ 44	1,210	\$	441,202	
EXPENDITURES							
Principal Payments (Area One)		90,000	ç	90,000		90,000	
Interest Payments (Area One)		328,925	32	26,225		326,225	
Bond Redemption		12,057		0		0	
Total Expenditures	\$	430,982	\$ 41	6,225	\$	416,225	
Excess/Shortfall	\$	-	\$ 24	4,985	\$	24,977	

FUND BALANCE AS OF 9/30/19	\$581,804
FY 2019/2020 ACTIVITY	\$24,985
FUND BALANCE AS OF 9/30/20	\$606,789

<u>Notes</u>

Reserve Fund Balance = \$210,975*. Revenue Fund Balance = \$395,814*.

Revenue Fund Balance To Be Used To Make 11/1/2020 Principal & Interest Payment Of \$256,763 -

Principal Payment Of \$95,000 & Interest Payment Of \$161,763.

* 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 9/30/20 =	\$5,050,000	

AMENDED FINAL BUDGET VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND (AREA TWO) FISCAL YEAR 2019/2020 OCTOBER 1, 2019 - SEPTEMBER 30, 2020

		AL YEAR 19/2020	AMENDED FINAL		YEAR TO DATE	
	В	UDGET	BUDGE	т	Α	CTUAL
REVENUES	10/1/1	9 - 9/30/20	10/1/19 - 9/3	30/20	10/1/ [,]	19 - 9/29/20
Interest Income (Area Two)		300		6,310		6,303
NAV Tax Collection (Area Two)		429,594	43	86,613		436,613
Total Revenues	\$	429,894	\$ 442	2,923	\$	442,916
EXPENDITURES						
Principal Payments (Area Two)		80,000	7	5,000		75,000
Interest Payments (Area Two)		339,244	34	1,634		341,634
Bond Redemption		10,650		0		0
Total Expenditures	\$	429,894	\$ 410	6,634	\$	416,634
Excess/Shortfall	\$	-	\$ 20	6,289	\$	26,282

FUND BALANCE AS OF 9/30/19	\$791,609
FY 2019/2020 ACTIVITY	\$26,289
FUND BALANCE AS OF 9/30/20	\$817,898

Notes

Reserve Fund Balance = \$421,224*. Revenue Account Balance = \$396,674*.

Revenue Account Balance To Be Used To Make 11/1/2020 Principal & Interest Payment Of \$249,622 -

Principal Payment Of \$80,000 & Interest Payment Of \$169,622.

* 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 9/30/20 =	\$4,845,000	