



**VENETIAN PARC
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
OCTOBER 27, 2022
6:00 P.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

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AGENDA
VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
Venetian Parc Community Clubhouse Meeting Room
15351 SW 175th Street
Miami, Florida 33187
REGULAR BOARD MEETING
October 27, 2022
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Appointment of Officers to Vacant Seats 4 & 5
- E. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- F. Election of Officers
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
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 - 1. Update Regarding Tree Root Pruning/Tree Relocation
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- K. New Business
 - 1. Staff Report, as Required
- L. Administrative & Operational Matters
- M. Board Member & Staff Closing Comments
- N. Adjourn

Miscellaneous Notices



Published in Miami Daily Business Review on October 17, 2022

Location

Miami-Dade County,

Notice Text

VENETIAN PARC COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023 REGULAR
MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Venetian Parc Community Development District (the "District") will hold Regular Meetings in the Venetian Parc Community Clubhouse Meeting Room located at 15351 SW 175th Street, Miami, Florida 33187 at 6:00 p.m. on the following dates:

October 27, 2022

November 17, 2022

February 23, 2023

April 27, 2023

June 22, 2023

July 27, 2023

September 28, 2023

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 nnguyen@sdsinc.org 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 meeting(s) 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 nnguyen@sdsinc.org 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 cancelled from time to time with no advertised notice.

VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT

www.venetianparccdd.org

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**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
SEPTEMBER 22, 2022**

A. CALL TO ORDER

District Manager Nancy Nguyen called the September 22, 2022, Regular Board Meeting of the Venetian Parc Community Development District (the “District”) to order at approximately 6:07 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 22, 2022, Regular Board Meeting had been published in the *Miami Daily Business Review* on October 13, 2022, *as legally required*.

C. ESTABLISH A QUORUM

Ms. Nguyen stated that she is was in receipt of three resignations from Board Supervisors; therefore, Mr. Collings-Bonfill and Ms. Rachel Hernandez are the only active Board Supervisors remaining.

NOTE: A quorum was established after item F.

Ms. Nguyen stated that the attendance of Chairman Eugene Collings-Bonfill, and Supervisors Rachel Hernandez, and Ronald Fajardo constituted a quorum and it was in order to proceed with the meeting.

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

Also in attendance were: Ronald Fajardo, Miami, FL; Ricardo Martinez and Carmen Martinez, Miami, FL; Raphael Remy, Miami, FL; Rosendo Fundora, Miami, FL; Carlos Pena, Miami, FL; and Magdolys Valdes, Miami, FL.

D. CONSIDER RESIGNATIONS

Ms. Nguyen stated that she was in possession of a resignation letter from Sergio Valdes with an effective date of April 22, 2022, and it would be in order for Mr. Collings-Bonfill and Ms. Hernandez to consider. A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez to accept Mr. Valdes’ resignation from Seat #5, which term expires in November 2022. Ms. Nguyen stated that there was now a vacancy in Seat #5.

Ms. Nguyen stated that she was in possession of a resignation letter from Barbara Mendoza with an effective date of August 23, 2022, and it would be in order for Mr. Collings-Bonfill and Ms. Hernandez to consider. A **motion** was made by Ms. Hernandez, seconded by Mr. Collings-Bonfill to accept Ms. Mendoza’s resignation from Seat #3, which term expires in November 2024. Ms. Nguyen stated that there was now a vacancy in Seat #3.

Ms. Nguyen stated that she was in possession of a resignation letter from Aaron Heinrich with an effective date of September 8, 2022, and it would be in order for Mr. Collings-Bonfill and Ms. Hernandez

to consider. A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez to accept Mr. Heinrich's resignation from Seat #4, which term expires in November 2024. Ms. Nguyen stated that there was now a vacancy in Seat #4.

E. APPOINTMENT OF SUPERVISOR TO VACANT SEAT (SEAT #3)

Ms. Hernandez explained that Mr. Ronald Fajardo, a qualified person, would like the opportunity to serve on the District Board. A discussion ensued after which:

A **motion** was made by Ms. Hernandez, seconded by Mr. Collings-Bonfill, appointing Mr. Fajardo to the unexpired 4-year term of office in Seat #3 and such term of office will expire in November 2024.

F. 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. Fajardo. Ms. Nguyen explained that she will review the duties and responsibilities as a Board Member with emphasis on the Sunshine Law, Financial Disclosure for Public Officials (2021 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, following the adjournment of the meeting.

G. ELECTION OF OFFICERS

As a result of the changes to the Board of the District, Ms. Nguyen recommended that re-election of the District's Supervisors take place.

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to keep the current slate of elections and add Mr. Fajardo as an Assistant Secretary, as follows:

- Chairman – Eugene Collings-Bonfill
- Vice Chairperson – Rachel Hernandez
- Secretary/Treasurer – Nancy Nguyen
- Assistant Secretaries – Ronald Fajardo, Armando Silva and Gloria Perez

H. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

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

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

J. APPROVAL OF MINUTES

1. April 11, 2022, Special Board Meeting

Ms. Nguyen presented the minutes of the April 11, 2022, Special Board Meeting and asked if there were any changes and/or corrections. There being no comments or changes, a **motion** was made by Ms. Hernandez, seconded by Mr. Collings-Bonfill and passed unanimously approving the minutes of the April 11, 2022, Special Board Meeting, *as presented*.

NOTE: At approximately 6:12 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.

K. 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 September 2, 2022, and September 9, 2022, *as legally required*.

2. Consider Resolution No. 2022-05 – Ratifying Change in Public Hearing Date

NOTE: This item was discussed prior to item K.

Ms. Nguyen presented Resolution No. 2022-05, entitled:

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION 2022-01 TO CHANGE THE DATE OF THE PUBLIC HEARING, FROM JULY 28, 2022 TO SEPTEMBER 22, 2022; AND RATIFYING THE ACTIONS OF THE DISTRICT MANAGER IN RE-SETTING AND RE-NOTICING THE MEETING AND PUBLIC HEARING ON THE FISCAL YEAR 2022-2023 BUDGET AND LEVY OF SPECIAL ASSESSMENTS.

Ms. Nguyen provided an explanation for the document and advised that because the July 28, 2022, Public Hearing had been rescheduled to September 22, 2022, it was in order to *amend* Resolution No. 2022-01 to reflect the changed date of the Public Hearing. A discussion ensued after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Mr. Fajardo and passed unanimously approving Resolution 2022-05, *as presented*; thereby, *amending* Resolution 2022-01.

3. Receive Public Comments on Fiscal Year 2022/2023 Final Budget

Ms. Nguyen opened the public comment portion of the public hearing to receive comments on the 2022/2023 fiscal year final budget and non-ad valorem special assessments. Ms. Nguyen explained that each person will have three (3) minutes to address their concerns with the Board of Supervisors.

Mr. Raphael Remy stated that he has concerns with the increase of the assessments. He stated that there are some homeowners in the District who are on fixed incomes and it becomes difficult for them to keep up with the increases in assessments as well as daily necessities.

Mr. Carlos Pena stated that is also concerned with the increase in assessments and would like the Board to reconsider the increase. Mr. Pena requested that the Board consider other options to assist in paying for the operations and maintenance of the District.

Ms. Nguyen explained that the Board reviewed several budget scenarios before finalizing the fiscal year 2022/2023 Proposed Budget. She further explained that after a thorough analysis of the expenses and possible extraordinary expenses of the District, the Board decided that they did not have any other option than to increase the assessments. Ms. Nguyen stated that the debt, and maintenance and operations of the district are the sole responsibility of the homeowners within the District boundaries, as such, Miami-Dade County is unable to monetarily assist the District. Ms. Nguyen also reminded those present that the assessment increase is \$100 for the whole year, not a monthly increase.

Ms. Nguyen asked if there were any additional comments from the other members of the public. There being no comments, Ms. Nguyen closed the public comments portion of the Public Hearing.

4. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022-2023 Final Budget

Ms. Nguyen presented Resolution No. 2022-03, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2022/2023 FINAL BUDGET INCLUDING NON-AD VALOREM SPECIAL ASSESSMENTS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen stated that the document provides for approving and adopting the fiscal year 2022/2023 final budget and the non-ad valorem special assessment tax roll, which include an increase of \$100.

The Board reviewed the fiscal year 2022/2023 Final Budget being presented and again tried to determine if there are any alternatives to increasing assessments. A discussion ensued after which, the Board consensus was that the increase in assessments is extremely necessary.

A **motion** was made by Mr. Fajardo, seconded by Mr. Collings-Bonfill and unanimously passed to approve and adopt Resolution No. 2022-03, *as presented*; thereby setting the 2022/2023 final budget and non-ad valorem special assessment tax roll.

NOTE: At approximately 7:02 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.

Ms. Nguyen stated that all District meetings are open to the public and informed that those in attendance are welcome to stay for the remainder of the meeting. At this time, the members of the public thanked the Board for their dedication to the community and excused themselves.

L. OLD BUSINESS

1. Update Regarding Final Lift of Asphalt (Venetian Parc Area Two – Luxcom)

Ms. Nguyen explained that at the final lift of asphalt has been completed by Downrite. Ms. Nguyen stated that Miami-Dade County (the “County”) requested that some of the Venetian Parc Area Two (Luxcom) roads be restriped before the County could close the permit. Ms. Nguyen explained that the request from the County was addressed and the permit has been closed. No additional information was required at this time as this project has been closed.

2. Update Regarding Tree Root Pruning/Tree Relocation

Ms. Nguyen stated that following the April 11, 2022 Special Board Meeting, she submitted a permit application with Miami-Dade County (the “County”) for the removal/relocation of fifty (50) trees per the arborist report prepared by Turf Management, Inc. She further explained that the permit has been approved the County. Ms. Nguyen informed the Board that the County requires the following:

- Total tree canopy replacement requirement for this permit is 25,000 sq. ft.
- At least six (6) different species of trees from the Category 2 list (which yields a credit of 300 sq. ft. of canopy replacement) or Category 3 list (which yields a credit of 200 sq. ft. of canopy replacement) must be used for the replacements. The difference in canopy size removed to canopy replacement yield shall be compensated with a monetary contribution to the County’s tree fund.
- A detailed landscape replacement plan signed and sealed by a landscape architect registered in the State of Florida must be provided to the County.
- Bond payment to the County: If category 2 trees are selected, then the bond amount will be \$4,000; if category 3 trees are selected, then the bond amount will be \$6,000.

Ms. Nguyen explained that she has requested proposal for the removal of 50 trees to be replaced by the following 6 species from the category 2 list.

- 8 Silver Buttonwood
- 8 Simpson Stopper
- 8 Bahama Strongbark
- 8 Spanish Stopper
- 8 Krug’s Holly
- 10 Pigeon Plum

Ms. Nguyen presented the following proposals for consideration:

- Nicoya Landscaping, Inc - \$24,182.25
- Trimscape Corp. - \$40,000
- Turf Management - \$40,025

A discussion ensued, after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to accept the proposal from Nicoya Landscaping, Inc. in the amount of \$24,182.25 for the removal and replacement of fifty (50) trees.

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to set a not to exceed amount of \$10,000 to prepare landscape architect plans for this project.

3. Discussion Regarding Missing Palm Trees and Hedges (SW 152nd Avenue between SW 176th Lane and SW 177th Terrace)

Ms. Nguyen stated that this item was added again at the request of the two (2) homeowners’ in the area of SW 152nd Avenue between SW 176th Lane and SW 177th Terrace. Ms. Nguyen explained that the

homeowners informed her that Luxcom had their advertisement signs on the grass tract in front of her house and was always told by Luxcom that they would be planting the palm trees and hedges on this tract once construction has been completed and Luxcom removes their signs. Luxcom has completed construction and removed their signs, but they did not plant the palm trees and shrubs as indicated on the Master Landscape Plans. The homeowners are requesting that the District plant these palms trees and hedges. The Board discussed the lack of available funds at this time for this type of request.

M. NEW BUSINESS

1. Discussion Regarding Public Park Conveyance (NE corner of SW 157th Ave. & SW 174th St.)

Ms. Nguyen informed the Board that the park on the NE corner of SW 157th Avenue and SW 174th Street has been conveyed from the developers (Lennar and Luxcom) to Miami-Dade County. Ms. Nguyen stated that she had a virtual conference with the Miami-Dade Parks and Recreation Department (Parks & Rec.) representatives to discuss the continuing maintenance for the park by the District as well as concerns of the District with regards to this park. Ms. Nguyen explained that Parks and Rec. has contacted the Police Department to request that Police Officers circle the park from time to time. The hope is that the police presence will prevent visitors from vandalizing the park. Additionally, Ms. Nguyen explained that the Parks and Rec. field staff requested that more attention be provided by the District to the park landscape maintenance (low hanging trees). Furthermore, the Parks and Rec. Department will be installing park rule signage throughout the park.

2. Discussion Regarding Public Park Landscape Maintenance

Ms. Nguyen stated that one of the contractors, Nicoya Landscaping, Inc., who provided a proposal for the tree removal/relocation project provided a proposal for the public park maintenance and requested that such proposal be presented to the Board for consideration. The Board discussed the current state of the park, remarks made by the Parks and Rec. Department, and any complaints that have been received from homeowners in the community. A discussion ensued, after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to not renew the current Landscape Maintenance Agreement with Trimscape Corp., which expires on September 30, 2022, and accept the proposal provided by Nicoya Landscaping, Inc. in the amount of \$12,600 to commence services on October 1, 2022.

3. Discussion Regarding Stormwater System Cleaning

Ms. Nguyen reminded the Board that the District was waiting until the final lift of asphalt in the Venetian Parc Area 2 (Luxcom) section was completed before performing an inspection of the stormwater system structures. Ms. Nguyen stated that once the final lift project was completed, an inspection of the stormwater system was performed and such inspection reflected that 61 structures require cleaning and approximately 130 lf. of lines need jetting. Ms. Nguyen presented the following proposals for consideration.

- Raptor Vac-Systems \$6,888
- Ameri-Clean Plumbing, Inc. \$7,875
- Express Drain and Sewer \$7,975

A discussion ensued, after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to accept the proposal from Raptor Vac-Systems in the amount of \$6,888 for the cleaning of sixty one (61) stormwater system structures and the jetting of approximately 130 lf. of lines.

4. Discussion Regarding Pressure Cleaning of Sidewalks

Ms. Nguyen presented the following proposals for the pressure cleaning of the sidewalks throughout the District.

- The Pressure Cleaning Man \$11,416
- GWS Pressure Cleaning Services \$39,827.54

Ms. Nguyen stated that prior to today’s meeting she drove around the community and noticed that the monument signs also need to be pressure cleaned. Additionally, since the tree removal/replacement project has been approved by the Board, those sidewalks should not be pressure cleaned at this time. The Board requested that Ms. Nguyen ask The Pressure Cleaning Man to make the appropriate adjustments to their proposal and remove the Lennar townhomes sidewalks and the pressure cleaning of eight (8) monument signs. The Board deferred this item until those adjustment are made.

5. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Ms. Nguyen presented Resolution No. 2022-04, entitled:

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to approve and adopt Resolution No. 2022-04, *as presented*; thereby setting the 2022/2023 regular meeting schedule and authorizing the publication of the annual meeting schedule, *as required by law*.

6. Consider Resolution No. 2022-06 – Adopting a Fiscal Year 2021/2022 Amended Budget

Ms. Nguyen presented Resolution No. 2022-06, entitled:

RESOLUTION NO. 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. Ms. Nguyen stated that the District was over budget due to the final lift. She additionally indicated that there was an operating fund balance of approximately \$62,000 at the end of the fiscal year. A discussion ensued after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed to adopt Resolution No. 2022-05, as presented, thereby setting the amended/revised budget for the 2021/2022 fiscal year.

7. Legislative Session Update Memo

Ms. Nguyen explained that District Counsel has prepared a memorandum summarizing the legislative acts that have become law during the most recent legislative session. Ms. Wald provided the Board an explanation of the laws that pertain to the District. Ms. Wald informed the Board that if they have any questions regarding these new laws, they may contact her office or visit <http://laws.flrules.org/>.

N. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Statement of Financial Interest/Disclosure 2021 Form 1 Update

Ms. Nguyen informed the Board that all Supervisors have filed their Statement of Financial Interests 2021 Form 1 timely.

2. General Election Candidates (Seats 1, 2 & 5; General Election 11/8/22)

Ms. Nguyen advised that no electors qualified for Seat 1 (Eugene Collings-Bonfill), Seat 2 (Rachel Hernandez) or Seat 5 (VACANT); therefore, vacancies will be declared in these seats effective the second Tuesday following the general election (November 22, 2022). Ms. Nguyen further explained that the incumbents in these seats shall remain on the Board as holdovers until the Board appoints a qualified elector to serve in such seats.

O. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no comments from Board Members or District Staff.

P. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Hernandez, seconded by Mr. Collings-Bonfill and unanimously passed to adjourn the Regular Board Meeting at approximately 7:54 p.m.

Secretary/Assistant Secretary

Chair/Vice Chair

