



**VENETIAN PARC  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 23, 2023  
6:00 P.M.**

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

[www.venetianparccdd.org](http://www.venetianparccdd.org)  
786.347.2700 ext. 2027 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
Venetian Parc Community Clubhouse Meeting Room  
15351 SW 175<sup>th</sup> Street  
Miami, Florida 33187  
**REGULAR BOARD MEETING**  
February 23, 2023  
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Resolution No. 2023-01 – Declaring Vacancies (Seats 1, 2, and 5).....Page 2
- E. Discussion Regarding Vacancies in Seats 1, 2, and 5, and Appointment to Fill Vacancies
- F. Administer Oath of Office and Review New Board Member Duties and Responsibilities
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. October 27, 2022 Regular Board Meeting.....Page 4
- J. Old Business
  - 1. Update Regarding Tree Root Pruning/Tree Relocation.....Page 8
- K. New Business
  - 1. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Proposed Budget.....Page 13
  - 2. Consider Selection of District Engineer.....Page 21
  - 3. Consider Engineering Updated Rates Request (Alvarez Engineers).....Page 22
  - 4. Discussion Regarding Existing Driveway Extensions.....Page 24
- L. Administrative & Operational Matters
- M. Board Member & Staff Closing Comments
- N. Adjourn

MIAMI-DADE

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

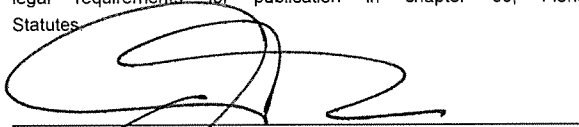
Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/ a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

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

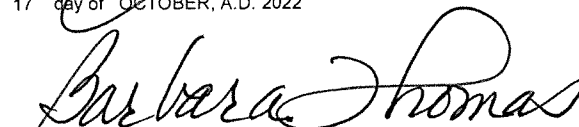
in the XXXX Court,  
was published in said newspaper by print in the issues of  
and/or by publication on the newspaper's website, if  
authorized, on

10/17/2022

Affiant further says that the newspaper complies with all  
legal requirements for publication in chapter 50, Florida  
Statutes.

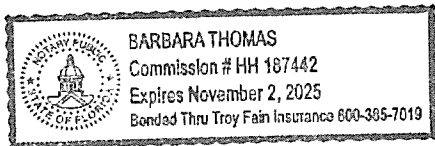


Sworn to and subscribed before me this  
17 day of OCTOBER, A.D. 2022



(SEAL)

MARIA MESA personally known to me



**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](mailto: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](mailto: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](http://www.venetianparccdd.org)

10/17

22-47/0000625754M

## **RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT DECLARING VACANCIES ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to the provisions of Section 190.006, Florida Statutes, the members of the Board of Supervisors (the “District Board”) of the Venetian Parc Community Development District (the “District”) are to be elected by the qualified electors of the District at a general election to be held on November 8, 2022 (the “General Election”); and

**WHEREAS**, the District provided published notice of the qualifying period for election to the District Board at least two (2) weeks prior to the start of the qualifying period for the General Election, as required by Section 190.006(3)(b), Florida Statutes; and

**WHEREAS**, the **Miami-Dade** County Supervisor of Elections has confirmed that at the close of the qualifying period for election to the District Board, no elector qualified for Seat #1, Seat #2, or Seat #5 to be filled in the General Election; and

**WHEREAS**, pursuant to Section 190.006(3)(b), Florida Statutes, the District is required to declare the seats to be filled by the election to which no qualified elector has qualified as vacant and to appoint a qualified elector to fill each such vacancy within 90 days of the second Tuesday following the General Election.

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

1. The recitals above are true and correct and are hereby made a part of this Resolution.
2. The District Board hereby declares Seat #1, Seat #2, and Seat #5 to be vacant, effective on the second Tuesday following the General Election.

3. The District Board shall appoint a qualified elector to Seat #1, Seat #2, and Seat #5 within 90 days of the second Tuesday following the General Election, as required by Section 190.006(3)(b), Florida Statutes. Until such appointment, the incumbent board member in such seat shall remain in office.
  
4. This Resolution shall take effect immediately upon its passage and adoption.

**PASSED AND ADOPTED** this 23<sup>rd</sup> day of February, 2023 by the Board of Supervisors of the Venetian Parc Community Development District.

**ATTEST:**

**VENETIAN PARC COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair / Vice Chair

**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 27, 2022**

**A. CALL TO ORDER**

District Manager Nancy Nguyen called the October 27, 2022, Regular Board Meeting of the Venetian Parc Community Development District (the “District”) to order at approximately 6:15 p.m. in the Venetian Parc Community Clubhouse Meeting Room located at 15351 SW 175<sup>th</sup> Street, Miami, Florida 33187.

**B. PROOF OF PUBLICATION**

Ms. Nguyen presented proof of publication that notice of the October 27, 2022, Regular Board Meeting had been published in the *Miami Daily Business Review* on October 17, 2022, as part of the District’s Fiscal Year 2022/2023 Regular Meeting Schedule, *as legally required*.

**C. ESTABLISH A QUORUM**

Ms. Nguyen determined that the attendance of Chairman Eugene Collings-Bonfill, Vice Chairwoman Rachel Hernandez, and Supervisor 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 Gregory George Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also in attendance were: Sherry Ann McGregor, Miami, FL; and Samuel Melendez, Miami, FL.

**D. APPOINTMENT OF OFFICERS TO VACANT SEATS 4 & 5**

This item was not needed at this time.

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

This item was not needed at this time.

**F. ELECTION OF OFFICERS**

This item was not needed at this time.

**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. September 22, 2022, Regular Board Meeting & Public Hearing**

Ms. Nguyen presented the minutes of the September 22, 2022, Regular Board Meeting and Public Hearing and asked if there were any changes and/or corrections. There being no comments or changes, a **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and passed unanimously approving the minutes of the September 22, 2022, Regular Board Meeting and Public Hearing, *as presented*.

### **J. OLD BUSINESS**

#### **1. Update Regarding Tree Root Pruning/Tree Relocation**

Ms. Nguyen stated that District staff is still seeking out a landscape architect to prepare the removal and replacement of tree plans. Ms. Nguyen informed the Board that most companies that have been contacted only work with projects under development or projects that are large. Ms. Nguyen stated that District staff will continue seeking out companies. More information on this item will be provided at a future meeting.

#### **2. Discussion Regarding Missing Palm Trees and Hedges (SW 152<sup>nd</sup> Avenue between SW 176<sup>th</sup> Lane and SW 177<sup>th</sup> Terrace)**

Ms. Nguyen stated that this item was added to the agenda at the request of the two (2) homeowners' in the area of SW 152<sup>nd</sup> Avenue between SW 176<sup>th</sup> Lane and SW 177<sup>th</sup> Terrace, who are present at today's meeting. Ms. Nguyen introduced and welcomed Ms. Sherry Ann McGregor and Mr. Samuel Melendez. Ms. Nguyen explained that each person has three (3) minutes to express their concerns regarding this item.

Ms. McGregor explained that at the time of the purchase of her home from Luxcom, Luxcom had their advertisement signs on the grass tract in front of her house and she was always told by the Luxcom representatives that they would be planting palm trees and hedges on this tract once construction was completed and Luxcom removes their signs. She further explained that Luxcom completed the construction and removed their signs, but they did not plant the palm trees and shrubs she was promised. Ms. McGregor stated that many motorists speed in this area and she voiced her fear that one day a motorist may lose control and veer toward her home. Ms. McGregor explained that her son sometimes enjoys playing in the driveway and the lack of a separation from a main road is really concerning to her and her family. Ms. McGregor added that she has been calling and emailing everyone who she can think of for six (6) years and has been ignored. She expressed her gratitude to the Board for taking the time to listen to her concerns.

Mr. Melendez stated that he has the same concerns as Ms. McGregor and together, they have been trying to get assistance from Luxcom with this issue. Mr. Melendez further explained that he has a young child and he is very nervous of the future if something is not planted to divide the main road from the access road in front of his home.

The Board informed Ms. McGregor and Mr. Melendez that the Master Landscape Plans for the District have been reviewed by the Board, additionally, the palm trees in the District have been physically counted and Luxcom has provided the District with the required amount of palm trees. Mr. Collings-Bonfill stated that during the last District meeting, there were several homeowners in attendance who were concerned with the increase in assessments, he further explained that it is the Board's responsibility to ensure that all requests from homeowners are thoroughly reviewed prior to an approval of any kind

so as not to have unnecessary increases in assessments. Ms. Hernandez and Mr. Fajardo agreed with Mr. Collings-Bonfill.

A proposal from Nicoya Landscaping, Inc. in the amount of \$6,420 was presented for the planting of six (6) royal palms and hedges. The Board reviewed the proposal and Mr. Collings-Bonfill asked Ms. McGregor and Mr. Melendez if they would be open to alternatives, such as boulders, as opposed to royal palms and hedges. Ms. McGregor and Mr. Melendez stated that they would be happy with any assistance the District may provide. A discussion ensued, after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Mr. Fajardo and unanimously passed authorizing Ms. Nguyen to seek alternatives to royal palms; and further authorizing Mr. Collings-Bonfill to approve a remediation for this open tract at an amount not exceed \$5,000 within thirty (30) days.

Ms. McGregor and Mr. Melendez thanked the Board for their time. At this time, Mr. Melendez excused himself from the meeting.

## **K. NEW BUSINESS**

### **1. Staff Report, as Required**

There was no new business to report at this time.

## **L. ADMINISTRATIVE & OPERATIONAL MATTERS**

### **1. Staff Report, as Required**

There were no administrative or operational matters to discuss at this time.

## **M. BOARD MEMBER & STAFF CLOSING COMMENTS**

Ms. Nguyen stated that the November 17<sup>th</sup> meeting will be canceled. The next meeting will be held on February 23<sup>rd</sup>.

Mr. Collings-Bonfill stated that now that the development of the community has been completed, he would like to discuss starting the request for quote (RFQ) process for District engineer services. He further explained that the current District Engineer, Alvarez Engineers, is a knowledgeable and reputable firm for special district engineering services, and that they assisted the District in lowering the costs for the final lift of asphalt in the Venetian Parc Area 2 (Luxcom) area, but it is his belief that the District would benefit from seeking out a new firm. A discussion ensued, after which:

A **motion** was made by Mr. Collings-Bonfill, seconded by Ms. Hernandez and unanimously passed authorizing Ms. Nguyen to start the request for quote process for engineering services.

## **N. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Collings-Bonfill, seconded by Mr. Fajardo and unanimously passed to adjourn the Regular Board Meeting at approximately 6:51 p.m.



---

Secretary/Assistant Secretary

---

Chair/Vice Chair

PERFORMANCE AND PAYMENT BOND  
(CASH)

Know all men by these presents:

That \_\_\_\_\_,  
thereinafter called the Permittee, is held and firmly bound unto Miami-Dade County, a political subdivision of the State of Florida, in the penal sum of \$\_\_\_\_\_, which sum is deposited by the Permittee in cash with the Finance Director of Miami-Dade County, for (1) the faithful performance of a certain written agreement dated \_\_\_\_\_ given by the Permittee by Miami-Dade County, for Miami-Dade County tree removal permit \_\_\_\_\_. A copy of which agreement is attached and by this reference made a part hereof, and (2) to pay promptly all persons supplying labor, material and supplies, used directly or indirectly by the Permittee, its contractor or subcontractors, in the prosecution of the work provided for in said agreement.

NOW, THEREFORE, the conditions of the obligation are such that if the Permittee shall comply in all respects with the terms and conditions of said agreement within the times therein specified, and shall pay promptly all persons as herein above stipulated, this obligation shall be void and the sum deposited shall be returned without interest to the Permittee by the Finance Director; otherwise this obligation shall remain in full force, and the Permittee, its heir, executors, administrators, successors and assigns do hereby irrevocably authorize the Finance Director, without prior notice or demand to:

- 1.) Transfer a sum equal to any amounts stipulated as liquidated damages for delay from the said deposit to the general fund of the County.
- 2.) Pursuant to public advertisement and receipt and acceptance of bids, cause to be completed or reconstructed all or any part of the said construction or improvement, in case the Permittee should fail or refuse to do so in accordance with the terms of said agreement and to pay for such construction or reconstruction from the said deposit.
- 3.) Pay from said deposit, all claims incurred by the Permittee, its contractor or subcontractors for labor, materials or supplies used in the prosecution of the work provided for in said agreement, and any judgements together with interest, costs and attorneys' fees entered under the provisions of Section 255.05 F.S., and
- 4.) Pay from said deposit to the general fund of the County and all other costs to the County, including, but not limited to, engineering, legal and contingent costs, together with any damages, either direct or consequential, which the County may sustain on account of the failure of the Permittee to carry out and execute all the provisions of said agreement.

The penal sum hereinabove stipulated and deposited is not a limitation upon the liability of the Permittee to the County. In the event the County prosecutes to judgement against the Permittee any action upon this bond agreement, or successfully defends any action brought against it by the Permittee, the Permittee agrees to pay to Miami-Dade County the reasonable value of legal services there rendered by counsel for the County.

IN WITNESS THEREOF the Permittee has executed under seal and delivered to Miami-Dade County these presents this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_.

WHEN THE PERMITTEE IS AN INDIVIDUAL:

Signed, sealed, and delivered in the presence of:

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Signature of Individual) (SEAL)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Printed Name of Individual)

---

WHEN THE PERMITTEE IS A SOLE PROPRIETORSHIP OR OPERATES UNDER A TRADE NAME:

Signed, sealed, and delivered in the presence of:

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Name of Firm)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Signature of Individual) (SEAL)

---

WHEN THE PERMITTEE IS A PARTNERSHIP:

Signed, sealed, and delivered in the presence of:

\_\_\_\_\_

\_\_\_\_\_

(Witness) \_\_\_\_\_ (Name of Firm) A Partnership

\_\_\_\_\_ By: \_\_\_\_\_

(Witness) \_\_\_\_\_ (Partner)

---

WHEN THE PERMITTEE IS A CORPORATION:

ATTEST:

1- \_\_\_\_\_ 2- \_\_\_\_\_

\_\_\_\_\_ (Correct Name of Corporation)

By: \_\_\_\_\_

\_\_\_\_\_

(Corporate Seal)

CORPORATE CERTIFICATE

I, \_\_\_\_\_,

certify that I am the \_\_\_\_\_ of

the corporation named within bond; that \_\_\_\_\_

\_\_\_\_\_, who signed the said bond on behalf of the

Permittee, was then \_\_\_\_\_ of the said corporation; that I know his signature, and his signature thereto is genuine; and that said bond was duly signed, sealed and attested for and in behalf of said corporation by authority of its governing body.

\_\_\_\_\_ (Corporate Seal)

WHEN THE PERMITTEE IS A LIMITED LIABILITY COMPANY:

TWO (2) WITNESSES:

1- \_\_\_\_\_ 2- \_\_\_\_\_

\_\_\_\_\_  
(Name of Limited Liability Company)

By: \_\_\_\_\_

\_\_\_\_\_  
(LLC Seal)

LIMITED LIABILITY COMPANY CERTIFICATE

I, \_\_\_\_\_,

certify that I am the \_\_\_\_\_ of

the limited liability company named within bond; that \_\_\_\_\_

\_\_\_\_\_, who signed the said bond on behalf of the

Permittee, was then \_\_\_\_\_ of the said limited liability company; that I know his signature, and his signature thereto is genuine; and that said bond was duly signed, sealed and attested for and in behalf of said limited liability company by authority of its governing body.

\_\_\_\_\_  
(LLC Seal)

State of Florida

County of Miami-Dade

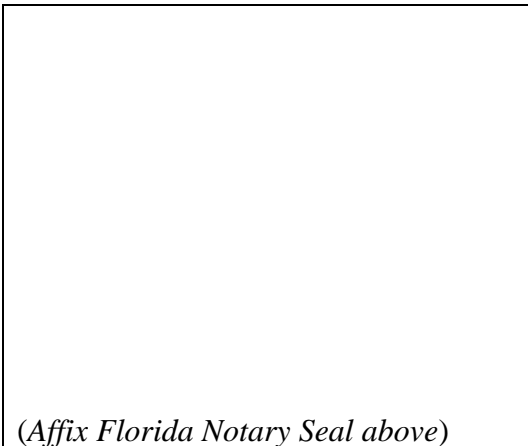
Sworn to (or affirmed) and subscribed before me by means of (*how the individual appeared check one*):

physical presence  online notarization this \_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_.  
(date) (month) (year)

by

\_\_\_\_\_  
(name of individual swearing or affirming)

Individual identified by:  personal knowledge  satisfactory evidence \_\_\_\_\_.  
(type)



\_\_\_\_\_  
(Signature of Notary Public)

\_\_\_\_\_  
(typed, printed, or stamped name of Notary Public)

**RESOLUTION NO. 2023-02**

**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 2023/2024; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors (the “Board”) of the Venetian Parc Community Development District (the “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 2023/2024 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 2023/2024 attached hereto as Exhibit “A” is approved and adopted by the Board.

**Section 2.** A Public Hearing is hereby scheduled for April 27, 2023 at 6:00 p.m. in the Venetian Parc Community Clubhouse Meeting Room located at 15351 S.W. 175<sup>th</sup> Street, Miami, Florida 33187, for the purpose of receiving public comments on the Proposed Fiscal Year 2023/2024 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 23<sup>rd</sup> day of February, 2023.

**ATTEST:**

**VENETIAN PARC  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chair/Vice Chair

Venetian Parc  
Community Development District

**Proposed Budget For  
Fiscal Year 2023/2024  
October 1, 2023 - September 30, 2024**



# CONTENTS

- I PROPOSED BUDGET
- 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 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2023/2024 BUDGET
<b>REVENUES</b>	
Administrative Assessments	82,379
Maintenance Assessments	159,851
Debt Assessments (Area One)	458,173
Debt Assessments (Area Two)	455,392
Other Revenue (Asphalt)	0
Interest Income	360
<b>TOTAL REVENUES</b>	<b>\$1,156,155</b>
<b>EXPENDITURES</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>	
Supervisor Fees	0
Payroll Taxes (Employer)	0
Management	29,556
Legal	11,000
Assessment Roll	10,000
Audit Fees	4,000
Insurance	8,200
Legal Advertisements	950
Miscellaneous	1,100
Postage	375
Office Supplies	550
Dues & Subscriptions	175
Website Management	2,000
Arbitrage Rebate Fee - Area One	650
Arbitrage Rebate Fee - Area Two	650
Trustee Fee - Area One	3,550
Trustee Fee - Area Two	3,550
Continuing Disclosure Fee - Area One	350
Continuing Disclosure Fee - Area Two	350
Administrative Contingency	790
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$77,796</b>
<b>MAINTENANCE EXPENDITURES</b>	
Park Maintenance Tract N	35,000
Field Operations Management	1,320
Community Entrance Signage Maintenance	5,200
Street/Roadway Maintenance	5,000
Electric Power Service/Misc	3,200
Engineering/Annual Report/Inspections	3,500
Sidewalk Maintenance (Pressure Cleaning & Milling)	15,000
HOA Contribution (Palm Tree Fertilization)	5,850
Tree Upkeep	33,770
Security	10,000
General Maintenance	3,750
Maintenance Contingency	23,650
Final Lift Of Asphalt	0
Storm Preparedness	5,020
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$150,260</b>
<b>TOTAL EXPENDITURES</b>	<b>\$228,056</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$928,099</b>
Bond Payments - Area One	(430,682)
Bond Payments - Area Two	(428,069)
<b>BALANCE</b>	<b>\$69,348</b>
County Appraiser & Tax Collector Fee	(23,116)
Discounts For Early Payments	(46,232)
<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 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
<b>REVENUES</b>				
Administrative Assessments	81,086	79,719	82,379	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	102,118	162,511	159,851	Expenditures/.94
Debt Assessments (Area One)	460,428	458,173	458,173	Bond Payments/.94
Debt Assessments (Area Two)	453,139	455,392	455,392	Bond Payments/.94
Other Revenue (Asphalt)	87,500	0	0	Fiscal Year 2021/2022 Revenue
Interest Income	34	240	360	Projected At \$30 Per Month
<b>TOTAL REVENUES</b>	<b>\$1,184,305</b>	<b>\$1,156,035</b>	<b>\$1,156,155</b>	
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE EXPENDITURES</b>				
Supervisor Fees	0	0	0	Supervisor Fees
Payroll Taxes (Employer)	0	0	0	Supervisor Fees * 7.65%
Management	27,876	28,704	29,556	CPI Adjustment (Capped At 3%)
Legal	14,605	11,000	11,000	No Change From 2022/2023 Budget
Assessment Roll	10,000	10,000	10,000	As Per Contract
Audit Fees	3,900	3,900	4,000	\$100 Increase From 2022/2023 Budget
Insurance	6,721	6,800	8,200	Insurance Estimate
Legal Advertisements	627	950	950	No Change From 2022/2023 Budget
Miscellaneous	1,959	1,100	1,100	No Change From 2022/2023 Budget
Postage	839	375	375	No Change From 2022/2023 Budget
Office Supplies	935	550	550	No Change From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
Arbitrage Rebate Fee - Area One	650	650	650	No Change From 2022/2023 Budget
Arbitrage Rebate Fee - Area Two	650	650	650	No Change From 2022/2023 Budget
Trustee Fee - Area One	3,500	3,550	3,550	No Change From 2022/2023 Budget
Trustee Fee - Area Two	3,500	3,550	3,550	No Change From 2022/2023 Budget
Continuing Disclosure Fee - Area One	350	500	350	\$150 Decrease From 2022/2023 Budget
Continuing Disclosure Fee - Area Two	350	500	350	\$150 Decrease From 2022/2023 Budget
Administrative Contingency	0	222	790	Administrative Contingency
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$78,637</b>	<b>\$75,176</b>	<b>\$77,796</b>	
<b>MAINTENANCE EXPENDITURES</b>				
Park Maintenance Tract N	37,831	32,000	35,000	\$3,000 Increase From 2022/2023 Budget
Field Operations Management	1,320	1,320	1,320	No Change From 2022/2023 Budget
Community Entrance Signage Maintenance	319	5,200	5,200	No Change From 2022/2023 Budget
Street/Roadway Maintenance	95	5,000	5,000	No Change From 2022/2023 Budget
Electric Power Service/Misc	2,265	3,200	3,200	No Change From 2022/2023 Budget
Engineering/Annual Report/Inspections	12,238	3,500	3,500	No Change From 2022/2023 Budget
Sidewalk Maintenance (Pressure Cleaning & Milling)	22,385	15,000	15,000	No Change From 2022/2023 Budget
HOA Contribution (Palm Tree Fertilization)	11,361	5,850	5,850	No Change From 2022/2023 Budget
Tree Upkeep	0	33,770	33,770	No Change From 2022/2023 Budget
Security	0	10,000	10,000	No Change From 2022/2023 Budget
General Maintenance	374	3,750	3,750	No Change From 2022/2023 Budget
Maintenance Contingency	9,588	29,150	23,650	\$5,500 Decrease From 2022/2023 Budget
Final Lift Of Asphalt	119,777	0	0	Fiscal Year 2021/2022 Expenditure
Storm Preparedness	800	5,020	5,020	No Change From 2022/2023 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$218,353</b>	<b>\$152,760</b>	<b>\$150,260</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$296,990</b>	<b>\$227,936</b>	<b>\$228,056</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$887,315</b>	<b>\$928,099</b>	<b>\$928,099</b>	
Bond Payments - Area One	(436,841)	(430,682)	(430,682)	2024 P & I Payments Less Earned Interest
Bond Payments - Area Two	(434,190)	(428,069)	(428,069)	2024 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$16,284</b>	<b>\$69,348</b>	<b>\$69,348</b>	
County Appraiser & Tax Collector Fee	(10,649)	(23,116)	(23,116)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(40,369)	(46,232)	(46,232)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>(\$34,734)</b>	<b>\$0</b>	<b>\$0</b>	
Carryover From Prior Year	0	0	0	Carryover From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>(\$34,734)</b>	<b>\$0</b>	<b>\$0</b>	

**DETAILED PROPOSED DEBT SERVICE FUND (AREA ONE) BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	
<b>REVENUES</b>				<b>COMMENTS</b>
Interest Income	2,801	25	100	Projected Interest For 2023/2024
NAV Tax Collection	436,841	430,682	430,682	Maximum Debt Service Collection
<b>Total Revenues</b>	<b>\$439,642</b>	<b>\$430,707</b>	<b>\$430,782</b>	
<b>EXPENDITURES</b>				
Principal Payments	100,000	115,000	120,000	Principal Payment Due In 2024
Interest Payments	314,825	305,525	298,625	Interest Payments Due In 2024
Bond Redemption	0	10,182	12,157	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$414,825</b>	<b>\$430,707</b>	<b>\$430,782</b>	
<b>Excess/ (Shortfall)</b>	<b>\$24,817</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 1/1/23 = \$4,750,000

**DETAILED PROPOSED DEBT SERVICE FUND (AREA TWO) BUDGET**  
**VENETIAN PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2023/2024**  
**OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	3,701	25	100	Projected Interest For 2023/2024
NAV Tax Collection	434,190	428,069	428,069	Maximum Debt Service Collection
Prepaid Bond Collection	0	0	0	
<b>Total Revenues</b>	<b>\$437,891</b>	<b>\$428,094</b>	<b>\$428,169</b>	
<b>EXPENDITURES</b>				
Principal Payments	85,000	95,000	100,000	Principal Payment Due In 2024
Interest Payments	330,366	322,988	312,675	Interest Payments Due In 2024
Bond Redemption	0	10,107	15,494	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$415,366</b>	<b>\$428,094</b>	<b>\$428,169</b>	
<b>Excess/ (Shortfall)</b>	<b>\$22,525</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 1/1/23 = \$4,575,000

## Venetian Parc Community Development District Assessment Comparison

	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Projected Assessment Before Discount*
Administrative	\$130.57	\$131.99	\$131.99	<b>\$136.40</b>
Maintenance	\$170.74	\$169.07	\$269.07	<b>\$264.66</b>
<u>Debt</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u><b>\$1,274.46</b></u>
<b>Total For Area One Townhomes</b>	<b>\$1,575.77</b>	<b>\$1,575.52</b>	<b>\$1,675.52</b>	<b>\$1,675.52</b>
Administrative	\$130.57	\$131.99	\$131.99	<b>\$136.40</b>
Maintenance	\$170.74	\$169.07	\$269.07	<b>\$264.66</b>
<u>Debt</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u><b>\$1,622.34</b></u>
<b>Total For Area One Single Family Units</b>	<b>\$1,923.65</b>	<b>\$1,923.40</b>	<b>\$2,023.40</b>	<b>\$2,023.40</b>
Administrative	\$130.57	\$131.99	\$131.99	<b>\$136.40</b>
Maintenance	\$170.74	\$169.07	\$269.07	<b>\$264.66</b>
<u>Debt</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u>\$1,274.46</u>	<u><b>\$1,274.46</b></u>
<b>Total For Area Two Townhomes</b>	<b>\$1,575.77</b>	<b>\$1,575.52</b>	<b>\$1,675.52</b>	<b>\$1,675.52</b>
Administrative	\$130.57	\$131.99	\$131.99	<b>\$136.40</b>
Maintenance	\$170.74	\$169.07	\$269.07	<b>\$264.66</b>
<u>Debt</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u>\$1,622.34</u>	<u><b>\$1,622.34</b></u>
<b>Total For Area Two Single Family Units</b>	<b>\$1,923.65</b>	<b>\$1,923.40</b>	<b>\$2,023.40</b>	<b>\$2,023.40</b>

\* 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

Area Two Single Family Homes Information

Total Units	211
<u>Prepayments</u>	<u>1</u>
Billed For Debt	210

**CONSIDER SELECTION OF  
DISTRICT ENGINEER**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**



8935 NW 35 Lane, Suite 101 Doral, FL 33172  
Tel (305) 640-1345  
Email [Alvarez@AlvarezEng.com](mailto:Alvarez@AlvarezEng.com)  
Website [www.alvarezeng.com](http://www.alvarezeng.com)

February 16, 2023

Board of Supervisors  
Venetian Parc Community Development District  
Attn: District Manager Nancy Nguyen  
Special District Services, Inc.  
2501 Burns Road  
Palm Beach Gardens, FL 33410

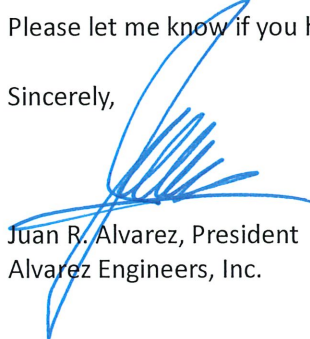
**Reference:** Venetian Parc Community Development District  
Alvarez Engineers Personnel Billing Rates  
**Via:** Email Only: [nnguyen@sdsinc.org](mailto:nnguyen@sdsinc.org)

Dear Board of Supervisors,

I would like to respectfully request the Board of Supervisors to consider updating our hourly personnel billing rates and staff classifications to our proposed 2023 rates as shown in the attached table.

Please let me know if you have any questions or if you would like to discuss this further.

Sincerely,



Juan R. Alvarez, President  
Alvarez Engineers, Inc.



Venetian Parc CDD			
Current 2015 Rates		Proposed 2023 Rates	
Principal	\$ 200.00	Principal	\$ 220.00
Chief Engineer			
Senior Engineer	\$ 170.00	Senior Engineer	\$ 185.00
Senior Project Engineer			
Project Manager	\$ 150.00	Engineer 2	\$ 160.00
Project Engineer	\$ 130.00	Engineer 1	\$ 140.00
		Electrical Engineer	\$ 135.00
Engineer	\$ 125.00	Engineer Intern	\$ 130.00
		Senior Designer	\$ 110.00
CADD	\$ 95.00	CADD/Computer Technician	\$ 100.00
		Senior Engineering Technician	\$ 95.00
Engineering Technician	\$ 85.00	Engineering Technician	\$ 90.00
Senior Administrative	\$ 80.00	Senior Administrative	\$ 95.00
Administrative	\$ 50.00	Administrative	\$ 60.00

**Staff Classification**

Principal  
Senior Engineer  
Engineer 2  
Engineer 1  
Electrical Engineer  
Engineer Intern  
Senior Designer  
CADD/Computer Technician  
Senior Engineering Technician  
Engineering Technician  
Senior Administrative  
Administrative

**Definition**

Professional Engineer with 20+ years of post registration experience  
Professional Engineer with 10+ years of post registration experience  
Professional Engineer with 5+ years of post registration experience  
Professional Engineer with 0+ years of post registration experience  
Electrical Engineer with 2+ years of post-graduate experience  
Entry level with engineering degree; Engineering Intern License  
15+ years of design experience, non-registered  
Design and Drafting with 1+ year of experience  
5+ years of experience  
Entry level, with 0-4 years of experience  
Degreed executive assistant with 8+ years of experience  
Secretary / Clerical

January 23, 2023

Ms. Nancy Nguyen  
District Manager  
Venetian Parc Community Development District  
Attention: Special District Services, Inc.  
2501A Burns Road  
Palm Beach Gardens, FL 33410

**Subject: Proposal to Inspect Existing Driveway Extensions  
Within the District.**

**Via:** [nnguyen@sdsinc.org](mailto:nnguyen@sdsinc.org)

Dear Ms. Nguyen:

Per your email of January 6, 2023, we understand that some homeowners have extended their driveways to accommodate more motor vehicles, and that the District Board of Supervisors is interested in knowing if such extensions are affecting the function of the swales, the stormwater system, the sidewalks, curbs and gutters, or vehicular travel lanes within the public road right of ways.

We understand that you are asking Alvarez Engineers to conduct field inspections and to document the observations. The goal is to determine if the driveway extensions are posing an issue on the functioning of the infrastructure listed above within the public right of ways.

We have received from you a list and a map of the location of the driveway extensions, which are attached to this proposal as Exhibit A. It is understood that there may be a few other locations beyond the ones identified in the list and map.

We propose to conduct the inspections and document the issues, if any, affecting the functioning of the public infrastructure listed above. The inspections will be strictly limited to the area within the boundaries of the public right of ways, and not inside the private lots, as we do not have an opinion as to the driveway extensions' compliance with zoning or any other laws, rules and safety applicable to the driveway extensions constructed inside the lots.

We propose a lump sum fee amount of \$8,660.00 to conduct the inspections and document the results. The lump sum fee is based on the number of hours and hourly rates shown below.

Principal Supervision .....	4 hours at \$220.00/Hour =	\$ 880.00
Senior Engineer .....	40 hours at \$185.00/Hour =	\$7,400.00
Senior Administrative .....	4 hours at \$ 95.00/Hour =	<u>\$ 380.00</u>
Total Lump Sum .....		\$8,660.00

Should the number of locations be increased by more than ten percent of the locations listed in Exhibit A, then the agreed lump sum may be adjusted proportionally.

Invoices will be prepared by Alvarez Engineers monthly based on the percentage of work completed. It is our understanding that invoices are due and payable by the District no later than thirty days after Alvarez Engineers submits them to the District.

Please acknowledge acceptance of this agreement by signing below. We look forward to working with the District.

---

For the District  
Date

DocuSigned by:



91E21FBBCEDD4E0...

---

Juan R. Alvarez, PE  
President, Alvarez Engineers, Inc.

EXHIBIT A

<b>House Number</b>	<b>Street</b>	<b>Street Direction</b>
14905	SW 174th Street	East to West
14938	SW 174th Street	East to West
14965	SW 174th Street	East to West
15001	SW 174th Street	East to West
15040	SW 174th Street	East to West
14915	SW 175th Street	East to West
14956	SW 175th Street	East to West
14963	SW 175th Street	East to West
15072	SW 175th Street	East to West
15100	SW 175th Street	East to West
15129	SW 175th Street	East to West
15212	SW 175th Street	East to West
15220	SW 175th Street	East to West
15228	SW 175th Street	East to West
15276	SW 175th Street	East to West
14914	SW 176th Street	East to West
14955	SW 176th Street	East to West
15035	SW 176th Street	East to West
15054	SW 176th Street	East to West
15162	SW 176th Street	East to West
14929	SW 176th Terr	East to West
14952	SW 176th Terr	East to West
15020	SW 176th Terr	East to West
15063	SW 176th Terr	East to West
15208	SW 176th Terr	East to West
15224	SW 176th Terr	East to West
15232	SW 176th Terr	East to West
15261	SW 176th Terr	East to West
15264	SW 176th Terr	East to West
15269	SW 176th Terr	East to West
15280	SW 176th Terr	East to West
15137	SW 176th Ln	East to West
15202	SW 176th Ln	East to West
15207	SW 176th Ln	East to West
15215	SW 176th Ln	East to West
15223	SW 176th Ln	East to West
15231	SW 176th Ln	East to West
15239	SW 176th Ln	East to West
15247	SW 176th Ln	East to West
15279	SW 176th Ln	East to West

14922 SW 177th Terr	East to West
14927 SW 177th Terr	East to West
14932 SW 177th Terr	East to West
14943 SW 177th Terr	East to West
15012 SW 177th Terr	East to West
15021 SW 177th Terr	East to West
15062 SW 177th Terr	East to West
15081 SW 177th Terr	East to West
15122 SW 177th Terr	East to West
15142 SW 177th Terr	East to West

