



**CENTURY PARK PLACE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
OCTOBER 10, 2017  
10:30 A.M.**

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

[www.centuryparkplacecdd.org](http://www.centuryparkplacecdd.org)  
786-347-2711 Ext 2011 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**  
Century Homebuilders Group, LLC  
1805 Ponce de Leon Boulevard, Unit #100,  
Coral Gables, Florida 33134  
**REGULAR BOARD MEETING**  
October 10, 2017  
10:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. July 17, 2017 Special Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2017-22 – Adopting a Fiscal Year 2017/2018 Amended Budget.....Page 9
  - 2. Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 14
- I. Administrative & Operational Matters
  - 1. Financial Update.....Page 18
- J. Board Member & Staff Closing Comments
- K. Adjourn

**MIAMI DAILY BUSINESS REVIEW**

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

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

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE

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

09/22/2017

Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami, in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this  
22 day of SEPTEMBER, A.D. 2017

*Diana Herrera*

(SEAL)  
MARIA MESA personally known to me



**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the Century Park Place Community Development District (the "District") will hold Regular Meetings in the Conference Room at Century Homebuilders Group, LLC, located at 1805 Ponce de Leon Boulevard, Unit #100, Coral Gables, Florida 33134 at 10:30 a.m. on the following dates:

- October 10, 2017
- November 14, 2017
- December 12, 2017
- January 9, 2018
- February 13, 2018
- March 13, 2018
- April 10, 2018
- May 8, 2018
- June 12, 2018
- August 14, 2018
- September 11, 2018

The purpose of the meetings is for the Board to consider any District business which may lawfully and properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at 786-347-2711 Ext 2011 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 786-347-2711 Ext 2011 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be canceled from time to time with no advertised cancellation notice.

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

www.centuryparkplacecdd.org  
9/22

17-159/0000260271M

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

**A. CALL TO ORDER**

Mrs. Perez called the July 17, 2017, Special Board Meeting of the Century Park Place Community Development District to order at 10:40 a.m. in the Conference Room of Century Homebuilders Group, LLC located at 1805 Ponce de Leon Boulevard, Unit #100, Coral Gables, Florida 33134.

**B. PROOF OF PUBLICATION**

Mrs. Perez presented proof of publication that notice of the July 17, 2017, Special Board Meeting had been published in the *Miami Daily Business Review* on July 6, 2017, as legally required.

**C. ESTABLISH A QUORUM**

A quorum was established with the following Supervisors present and it was in order to proceed: Chairman Pedro Hernandez, Vice Chairperson Florence Laygre, and Supervisor Diana Manso.

Also in attendance were: District Manager Gloria Perez of Special District Services, Inc.; District Counsel Michael Pawelczyk of Billing Cochran, Lyles, Mauro & Ramsey, P.A.; District Engineer Juan Alvarez of Alvarez Engineers, Inc. Bond Counsel Pedro Hernandez of Squire Patton Boggs (US) LLP; Investment Banker Jon Kessler of FMS Bonds, Inc. (via telephone); and Trustee Scott Schuhle of US Bank National Association.

Also present were Neil Kalin of Special District Services, Inc. (via telephone); and Ana Ramirez of Alvarez Engineers, Inc.

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA.**

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

**F. APPROVAL OF MINUTES**

**1. June 13, 2017, Public Hearing & Regular Board Meeting**

Mrs. Perez presented the minutes of the June 13, 2017, Public Hearing & Regular Board Meeting and asked if there were any changes/corrections.

There being no changes and/or corrections, a **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and passed unanimously to approve the minutes of the June 13, 2017, Public Hearing & Regular Board Meeting, as presented.

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

**G. OLD BUSINESS**

**1. Staff Report, as Required**

There was no Staff Report at this time.

**H. NEW BUSINESS**

**1. Consider Approval of 1<sup>st</sup> Supplemental Methodology Report**

Mrs. Perez presented the Century Park Place CDD 1st Supplemental Special Assessment Methodology Report and provided an explanation for same. The District now anticipates issuing approximately \$1,750,000 in special assessment bonds to finance all or a portion of the 2017 Project.

A discussion ensued after which;

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed to approve and adopt the 1st Supplemental Special Assessment Methodology Report, as amended/presented July 17, 2017.

**2. Consider Resolution No. 2017-21 – Delegation Resolution Authorizing NTE \$2 Million**

Resolution No. 2017-21 was presented, entitled:

**RESOLUTION NO. 2017-21**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$2,000,000 CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BONDS, SERIES 2017 (THE “BONDS”) for the principal purpose of financing CERTAIN PUBLIC INFRASTRUCTURE WITHIN THE DISTRICT; DETERMINING THE NEED FOR A NEGOTIATED LIMITED OFFERING OF THE BONDS AND PROVIDING FOR A DELEGATED AWARD OF SUCH BONDS;**

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

APPOINTING THE UNDERWRITER FOR THE LIMITED OFFERING OF THE BONDS; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND PURCHASE CONTRACT WITH RESPECT TO THE BONDS; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A FIRST SUPPLEMENTAL TRUST INDENTURE; AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER TRUST INDENTURE; APPROVING THE FORM OF AND AUTHORIZING THE DISTRIBUTION OF A PRELIMINARY LIMITED OFFERING MEMORANDUM; APPROVING THE EXECUTION AND DELIVERY OF A FINAL LIMITED OFFERING MEMORANDUM; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF A CONTINUING DISCLOSURE AGREEMENT AND APPOINTING A DISSEMINATION AGENT; APPROVING THE APPLICATION OF BOND PROCEEDS; AUTHORIZING CERTAIN MODIFICATIONS TO THE ASSESSMENT METHODOLOGY REPORT AND the ENGINEER'S REPORT; MAKING CERTAIN DECLARATIONS; PROVIDING FOR THE REGISTRATION OF THE BONDS PURSUANT TO THE DTC BOOK-ENTRY ONLY SYSTEM; DESIGNATING THE BONDS AS "QUALIFIED TAX-EXEMPT OBLIGATIONS" UNDER SECTION 265(B)(3) OF THE INTERNAL REVENUE CODE OF 1986; AUTHORIZING THE PROPER OFFICIALS TO DO ALL THINGS DEEMED NECESSARY IN CONNECTION WITH THE ISSUANCE,

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

**SALE AND DELIVERY OF THE  
BONDS; AND PROVIDING FOR  
SEVERABILITY, CONFLICTS, AN  
EFFECTIVE DATE AND OTHER  
MATTERS.**

Pedro Hernandez of Squire Patton Boggs provided an explanation for the Delegation Resolution

A brief discussion ensued;

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed to approve and adopt Resolution No. 2017-21, as presented, thereby authorizing the issuance and sale of not to exceed \$2,000,000 Special Assessment Bonds, Series 2017 to finance certain public infrastructure within the District and authorizes the execution by District officials of all related documents in connection with the issuance, sale and delivery of the 2017 Bonds, as required and approved by District Counsel and Bond Counsel.

**3. Consider the Following Agreements in Substantially Final Form:  
a. Assignment and Acquisition Agreement**

Mr. Pawelczyk presented the Assignment and Acquisition Agreement “Amended and Restated Acquisition Agreement (Including Assignment of Contract Rights)” and outlined the purpose of the document with emphasis on the District acquiring certain defined public infrastructure improvements and the payment for the defined improvements. The District now anticipates issuing Bonds in one series to finance a portion of the cost of construction of the Project; therefore, it is anticipated that in addition to acquiring certain completed infrastructure improvements from the Developer, the District will accept the assignment of certain contract rights between the Developer and Contractor(s) for implementing/constructing improvements within the scope of the District’s 2017 Project.

A discussion ensued after which;

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed to approve, in substantial final form, the Amended and Restated Acquisition Agreement (Including Assignment of Contract Rights) between the Century Park Place CDD and Century Homebuilders Group, LLC, subject to final review and approval by District Counsel; and further authorizes District officials to execute the referenced Agreement upon its completion.

**b. Collateral Assignment and Assumption of Development Rights**

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

Mr. Pawelczyk presented the Collateral Assignment & Assumption of Development Rights Agreement between Century Homebuilders Group, LLC and Century Park Place CDD and provided an explanation for the document, describing the District's rights and ability regarding assignment of certain development rights to complete the Project to the extent that such development rights have not been previously assigned, transferred, or otherwise conveyed to Miami-Dade County, Florida, the State of Florida, the District, any utility provider, or other homebuilder, etc. A discussion ensued after which;

A **MOTION** was made by Supervisor Manso, seconded by Vice Chairperson Laygre and unanimously passed to approve, in substantially final form, the Collateral Assignment & Assumption of Development Rights Agreement between Century Homebuilders Group, LLC and Century Park Place CDD, subject to final review and approval by District Counsel; and further authorizes District officials to execute the referenced Agreement upon its completion.

**c. Completion Agreement**

Mr. Knight presented the Completion Agreement between Century Homebuilders Group, LLC and the Century Park Place Community Development District and explained that the District would be obligated to issue the Bonds to fund only a portion of the cost of the 2017 Project and the Developer will cause the 2017 Project to be completed and conveyed to the District, or otherwise provide funds to the District, to cause the 2017 Project to be completed. The Completion Agreement fully sets forth the parameters for completion of the public improvements, as outlined in the Engineer's Report dated April 13, 2017, and as may be further revised.

A discussion ensued after which;

A **MOTION** was made by Vice Chairperson Laygre, seconded by Supervisor Manso and unanimously passed to approve, in substantially final form, the Completion Agreement between Century Homebuilders Group, LLC and the Century Park Place CDD, subject to final review/approval by District Counsel; and further authorizes District officials to execute the referenced Agreement upon its completion.

**d. Lien of Record**

For information purposes only, Mr. Pawelczyk presented the Lien of Record of the Century Park Place Community Development District and explained that the document, once finalized, will be recorded in the Miami-Dade County Public Records. The document will define the amount of the Special Assessments, Series 2017, and that the District's lien secures the payment of special assessments levied for the purpose of funding the District's operating and maintenance expenses, and to pay the District's bond indebtedness for the purpose of funding various improvements incurred by the District in connection with the 2017 Project.



CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

A **MOTION** was made by Supervisor Manso, seconded by Vice Chairman Laygre and unanimously passed to approve, in substantially final form, the Lien of Record of the Century Park Place Community Development District, in substantial final form.

**e. True-Up Agreement**

Mr. Pawelczyk presented the True-Up Agreement between Century Homebuilders Group, LLC and the Century Park Place Community Development. Mr. Pawelczyk explained the purpose of the Agreement and indicated that the allocation of costs and benefits for the improvements is based upon an estimated number and type of dwelling units within the District. Should the number of dwelling units change, then a true-up test will be performed to ensure that the total annual debt service assessment revenues from the levied special assessments is equal to or exceeds the Maximum Annual Debt Service, as outlined in the 1st Supplemental Special Assessment Methodology Report dated July 17, 2017. A discussion ensued after which:

A **MOTION** was made by Supervisor Manso, seconded by Vice Chairperson Laygre and unanimously passed to approve, in substantial final form, the True-Up Agreement between Century Homebuilders Group, LLC and Century Park Place Community Development District, subject to final review/approval by District Counsel; and further authorizes District officials to execute the referenced Agreement upon its completion.

**I. ADMINISTRATIVE & OPERATIONAL MATTERS**

**1. Discussion Regarding Bond Issuance Timing**

It was noted that the District plans to issue bonds by August of this year. The District is aiming for a pre-closing of sometime during the week of August 7, 2017.

**J. BOARD MEMBER & STAFF CLOSING COMMENTS**

A brief discussion ensued pertaining to the tax roll and the possibility of direct billing for this year. Mr. Kalin indicated he would look into this.

**K. ADJOURNMENT**

There being no further business to conduct, a **MOTION** was made by Chairman Hernandez, seconded by Supervisor Manso and unanimously passed to adjourn the Special Board Meeting at 11:01 a.m.

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL BOARD MEETING  
JULY 17, 2017

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

**RESOLUTION NO. 2017-22**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARC PLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Century Parc Place Community Development District (“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 CENTURY PARC PLACE COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

**Section 2.** 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 10<sup>th</sup> day of October, 2017.

**ATTEST:**

**CENTURY PARC PLACE  
COMMUNITY DEVELOPMENT DISTRICT**

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

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

Century Park Place  
Community Development District

**Amended Final Budget For  
Fiscal Year 2016/2017  
October 1, 2016 - September 30, 2017**

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- I AMENDED FINAL OPERATING FUND BUDGET
- II AMENDED FINAL DEBT SERVICE FUND BUDGET

**AMENDED FINAL BUDGET**  
**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
<b>REVENUES</b>			
O & M ASSESSMENTS	0	0	0
DEBT ASSESSMENTS	0	0	0
DEVELOPER CONTRIBUTION	27,185	31,215	29,500
INTEREST INCOME	0	2	2
<b>TOTAL REVENUES</b>	<b>\$ 27,185</b>	<b>\$ 31,217</b>	<b>\$ 29,502</b>
<b>EXPENDITURES</b>			
SUPERVISOR FEES	0	0	0
PAYROLL TAXES (EMPLOYER)	0	0	0
ENGINEERING/INSPECTIONS	750	0	0
MANAGEMENT	11,500	11,500	11,500
LEGAL	7,500	12,000	9,983
ASSESSMENT ROLL	0	0	0
AUDIT FEES	0	0	0
ARBITRAGE REBATE FEE	0	0	0
INSURANCE	3,250	2,342	2,342
LEGAL ADVERTISING	2,750	3,200	2,775
MISCELLANEOUS	750	500	336
POSTAGE	150	350	330
OFFICE SUPPLIES	360	1,200	1,152
DUES & SUBSCRIPTIONS	175	125	125
TRUSTEE FEES	0	0	0
CONTINUING DISCLOSURE FEE	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 27,185</b>	<b>\$ 31,217</b>	<b>\$ 28,543</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 959</b>
BOND PAYMENTS	-	-	-
<b>BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 959</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	-	-	-
DISCOUNTS FOR EARLY PAYMENTS	-	-	-
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 959</b>
CARRYOVER FROM PRIOR YEAR	0	0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 959</b>

FUND BALANCE AS OF 9/30/16	\$0
FY 2016/2017 ACTIVITY	\$0
FUND BALANCE AS OF 9/30/17	\$0

**AMENDED FINAL BUDGET**  
**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	<b>FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17</b>	<b>AMENDED FINAL BUDGET 10/1/16 - 9/30/17</b>	<b>YEAR TO DATE ACTUAL 10/1/16 - 9/29/17</b>
<b>REVENUES</b>			
Interest Income	0	1	0
NAV Assessment Collection	0	0	0
Bond Proceeds (Debt Service)	0	79,232	79,232
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 79,233</b>	<b>\$ 79,232</b>
<b>EXPENDITURES</b>			
Principal Payments	0	0	0
Interest Payments	0	0	0
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 79,233</b>	<b>\$ 79,232</b>

FUND BALANCE AS OF 9/30/16	\$0
FY 2016/2017 ACTIVITY	\$79,233
FUND BALANCE AS OF 9/30/17	\$79,233

Notes

Capital Projects Debt Proceeds = \$1,705,768. Total Debt Proceeds = \$1,785,000.

Reserve Fund Balance = \$58,088\*.

Capitalized Interest Fund Balance = \$21,145\*.

Capitalized Interest Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$21,145.

\* Approximate Amounts

**Series 2017 Bond Information**

Original Par Amount =	\$1,785,000	Annual Principal Payments Due:
Interest Rate =	3.5% - 5.0%	November 1st
Issue Date =	October 2015	Annual Interest Payments Due:
Maturity Date =	November 2047	May 1st & November 1st

Par Amount As Of 9/30/17 = \$1,785,000

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION  
EVALUATION CRITERIA**

**1. *Ability of Personnel (10 Points).***

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer's Experience (10 Points).***

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

**3. *Understanding of Scope of Work (10 Points).***

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. *Ability to Furnish the Required Services (10 Points).***

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price (10 Points).***

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.



**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Year 2016/2017  
Miami-Dade County, Florida**

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than November 28, 2017 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. REJECTION OF PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit five (5) copies of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Century Park Place Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**SECTION 15. REJECTION OF ALL PROPOSALS.** The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

Century Park Place  
Community Development District

**Financial Report For  
September 2017**

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
AS OF SEPTEMBER 30, 2017**

	<b>Annual Budget 10/1/16 - 9/30/17</b>	<b>Actual Sep-17</b>	<b>Year To Date Actual 10/1/16 - 9/30/17</b>
<b>REVENUES</b>			
O & M Assessments	0	0	0
Debt Assessments	0	0	0
Developer Contribution	27,185	0	29,500
Interest Income	0	0	2
<b>Total Revenues</b>	<b>\$ 27,185</b>	<b>\$ -</b>	<b>\$ 29,502</b>
<b>EXPENDITURES</b>			
Supervisor Fees	0	0	0
Engineering/Inspections	750	0	0
Management	11,500	2,300	11,500
Legal	7,500	0	9,983
Assessment Roll	0	0	0
Audit Fees	0	0	0
Arbitrage Rebate Fee	0	0	0
Insurance	3,250	0	2,342
Legal Advertisements	2,750	120	2,775
Miscellaneous	750	0	336
Postage	150	34	330
Office Supplies	360	50	1,152
Dues & Subscriptions	175	0	125
Trustee Fees	0	0	0
Continuing Disclosure Fee	0	0	0
<b>Total Expenditures</b>	<b>\$ 27,185</b>	<b>\$ 2,504</b>	<b>\$ 28,543</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (2,504)</b>	<b>\$ 959</b>
Bond Payments	0	0	0
<b>Balance</b>	<b>\$ -</b>	<b>\$ (2,504)</b>	<b>\$ 959</b>
County Appraiser & Tax Collector Fee	0	0	0
Discounts For Early Payments	0	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (2,504)</b>	<b>\$ 959</b>

<b>Bank Balance As Of 8/31/17</b>	<b>\$ 2,524.06</b>
<b>Funds Received: 9/1/17 - 9/30/17</b>	<b>\$ -</b>
<b>Disbursements: 9/1/17 - 9/30/17</b>	<b>\$ -</b>
<b>Bank Balance As Of 9/30/17</b>	<b>\$ 2,524.06</b>
<b>Accounts Payable As Of 9/30/17</b>	<b>\$ 9,065.38</b>
<b>Accounts Receivable As Of 9/30/17</b>	<b>\$ 7,500.00</b>
<b>Available Funds As Of 9/30/17</b>	<b>\$ 958.68</b>