



**CENTURY PARK PLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
APRIL 10, 2018
10:30 A.M.**

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

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
April 10, 2018
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. January 9, 2018 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 5
- I. Administrative & Operational Matters
 - 1. Financial Update.....Page 14
- 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.centuryparkplacecodd.org
9/22

17-159/0000260271M

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 9, 2018

A. CALL TO ORDER

Mrs. Perez called the January 9, 2018, Regular Board Meeting of the Century Park Place Community Development District to order at 10:30 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 January 9, 2018, Regular Board Meeting had been published in the *Miami Daily Business Review* on September 22, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, 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.; and District Counsel Gerry Knight of Billing Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mrs. Perez advised the Board that it would be in order to Consider Intergovernmental Cooperation Agreement by and between the County Property Appraiser, the County Tax Collector and the District (the "Agreement").

Mrs. Perez provided an explanation for the document. A discussion ensued after which;

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed approving the Intergovernmental Cooperation Agreement between the Miami-Dade County Property Appraiser, the Miami-Dade County Tax Collector and the Century Park Place Community Development District, in its substantial form, and further authorizes District Officers to execute and deliver the Agreement to the applicable Miami-Dade County department.

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. October 10, 2017, Regular Board Meeting

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 9, 2018

Mrs. Perez presented the minutes of the October 10, 2017, 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 Vice Chairperson Laygre and passed unanimously to approve the minutes of the October 10, 2017, Regular Board Meeting, as presented.

Mrs. Perez then recessed the Regular Board Meeting and opened a meeting of the Auditor Selection Committee.

G. AUDITOR SELECTION COMMITTEE

1. Ranking of Proposals/Consider Selection of an Auditor

Mrs. Perez explained that the purpose of the Audit Committee Meeting was to rank and recommend, in order of preference, no fewer than three (3) firms to perform the required auditing services for three (3) fiscal years commencing with the 2016/2017; 2017/2018; 2018/2019 audits and to include a two (2) year renewal option. A discussion ensued after which;

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed ranking the following firms, deemed to be most qualified to perform the auditing services: Grau & Associates ranked as number 1; the firm of Carr, Riggs & Ingram was ranked as number 2; and GLSC & Company was ranked number 3.

There being no further Audit Committee business to conduct, Mrs. Perez adjourned the Audit Committee Meeting and reconvened the Regular Board Meeting.

A **MOTION** was made by Supervisor Manso seconded by Chairman Hernandez and unanimously passed to engage the auditing firm of Grau & Associates, the highest ranked and qualified auditing firm, to perform audits for the three (3) fiscal years 2016/2017, 2017/2018 and 2018/2019; fees for each fiscal year will be \$3,000, \$3,100 and \$3,200, respectively; and to provide in the engagement a two (2) year renewal option for the fiscal years 2019/2020 and 2020/2021; and further provides for the District Manager to negotiate a fee of not to exceed \$3,300 for the fiscal year 2019/2020 audit and \$3,400 for the fiscal year 2020/2021 audit.

H. OLD BUSINESS

There were no Old Business items to come before the Board.

I. NEW BUSINESS

1. Consider Approval of Developer Funding Agreement for Fiscal Year 2017/2018

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JANUARY 9, 2018

Mrs. Perez provided an explanation for the document and noted that funding for operating the District would come from Century Homebuilders Group, LLC (the “Developer”) during the fiscal year 2017/2018. A discussion ensued after which:

A **MOTION** was made by Supervisor Manso, seconded by Chairman Hernandez and unanimously passed approving the Developer’s Funding Agreement for the fiscal year 2017/2018, as presented, subject to final review by Developer’s Counsel, District Counsel, the Chairman and the District Manager.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Financial Update

Mrs. Perez presented the financials in the meeting book and briefly reviewed them with the Board.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member or Staff closing comments.

L. ADJOURNMENT

There being no further business to conduct, a **MOTION** was made by Supervisor Manso, seconded by Vice Chairperson Laygre and unanimously passed to adjourn the Regular Board Meeting at 10:53 a.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Century Park Place Community Development District (“District”) was recently established by Ordinance No. 17-19 approved by the Miami-Dade County Board of County Commissioners, Miami-Dade County, Florida, effective March 31, 2017; and

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors of the Century Park Place Community Development District (the “Board”) the proposed operating fund budget for Fiscal Year 2018/2019; and

WHEREAS, the Board has considered the proposed operating fund budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT, THAT:

1. The operating fund budget proposed by the District Manager for Fiscal Year 2018/2019 attached hereto as **Exhibit “A”** is hereby approved as the basis for conducting a public hearing to adopt said budget.
2. The public hearing on said approved operating fund budget is hereby declared and set for the following date, hour and location:

DATE: JUNE 12, 2018

HOUR: 10:30 AM

**LOCATION: CENTURY HOMEBUILDERS, LLC,
CONFERENCE ROOM
1805 PONCE de LEON BOULEVERD, UNIT #100
CORAL GABLES, FLORIDA 33134**

3. The District Manager is hereby directed to submit a copy of the proposed budget to the Miami-Dade County at least sixty (60) days prior to the hearing set above.
4. In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the approved budget on the District's website at least two (2) days before the budget hearing date as set forth in Section 2. If the District does not have its own website, the District's Secretary is directed to transmit the approved budget to the managers or administrators of the Miami-Dade County for posting on their website.

5. Notice of this public hearing shall be published in the manner prescribed in Florida law.
6. This Resolution shall take effect immediately upon adoption.

PASSED, ADOPTED and BECOMES EFFECTIVE this 10th day of April, 2018.

ATTEST:

**CENTURY PARK PLACE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

Attachment: **Exhibit "A"**: Fiscal Year 2018/2019 Budget

EXHIBIT A

(Fiscal Year 2018/2019 Proposed Budget)

Century Park Place
Community Development District

**Proposed Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

PROPOSED BUDGET
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	66,188
MAINTENANCE ASSESSMENTS	17,399
DEBT ASSESSMENTS	123,590
DEVELOPER CONTRIBUTION	0
INTEREST INCOME	24
TOTAL REVENUES	\$ 207,201
EXPENDITURES	
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	
ENGINEERING/INSPECTIONS	1,500
MISCELLANEOUS MAINTENANCE	10,855
INFRASTRUCTURE MAINTENANCE	4,000
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 16,355
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	0
MANAGEMENT	30,316
LEGAL	9,000
ASSESSMENT ROLL	6,750
AUDIT FEES	3,100
INSURANCE	5,500
LEGAL ADVERTISING	1,000
MISCELLANEOUS	1,250
POSTAGE	250
OFFICE SUPPLIES	400
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	3,500
CONTINUING DISCLOSURE FEE	1,000
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 62,241
TOTAL EXPENDITURES	\$ 78,596
REVENUES LESS EXPENDITURES	\$ 128,605
BOND PAYMENTS	(116,175)
BALANCE	\$ 12,430
COUNTY APPRAISER & TAX COLLECTOR FEE	(4,143)
DISCOUNTS FOR EARLY PAYMENTS	(8,287)
EXCESS/ (SHORTFALL)	\$ -
CARRYOVER FROM PRIOR YEAR	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	0	0	66,188	Expenditures Less Interest & Carryover/.94
MAINTENANCE ASSESSMENTS	0	0	17,399	Expenditures/.94
DEBT ASSESSMENTS	0	0	123,590	Bond Payments/.94
DEVELOPER CONTRIBUTION	37,000	73,880	0	
INTEREST INCOME	4	0	24	Interest Projected At \$2 Per Month
TOTAL REVENUES	\$ 37,004	\$ 73,880	\$ 207,201	
EXPENDITURES				
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS				
ENGINEERING/INSPECTIONS	400	1,500	1,500	No Change From 2017/2018 Budget
MISCELLANEOUS MAINTENANCE	0	10,855	10,855	No Change From 2017/2018 Budget
INFRASTRUCTURE MAINTENANCE	0	5,000	4,000	\$1,000 Decrease From 2017/2018 Budget
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 400	\$ 17,355	\$ 16,355	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	0	0	0	No Change From 2017/2018 Budget
MANAGEMENT	11,500	29,700	30,316	CPI Adjustment
LEGAL	10,483	9,000	9,000	No Change From 2017/2018 Budget
ASSESSMENT ROLL	0	6,750	6,750	No Change From 2017/2018 Budget
AUDIT FEES	0	0	3,100	Accepted Amount For 2017/2018 Audit
INSURANCE	2,342	6,500	5,500	Insurance Company Estimate
LEGAL ADVERTISING	2,775	2,500	1,000	\$1,500 Decrease From 2017/2018 Budget
MISCELLANEOUS	336	1,250	1,250	No Change From 2017/2018 Budget
POSTAGE	330	250	250	No Change From 2017/2018 Budget
OFFICE SUPPLIES	1,152	400	400	No Change From 2017/2018 Budget
DUES & SUBSCRIPTIONS	125	175	175	No Change From 2017/2018 Budget
TRUSTEE FEES	0	0	3,500	Trustee Fees
CONTINUING DISCLOSURE FEE	0	0	1,000	Continuing Disclosure Fee
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 29,043	\$ 56,525	\$ 62,241	
TOTAL EXPENDITURES	\$ 29,443	\$ 73,880	\$ 78,596	
REVENUES LESS EXPENDITURES	\$ 7,561	\$ -	\$ 128,605	
BOND PAYMENTS	0	0	(116,175)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 7,561	\$ -	\$ 12,430	
COUNTY APPRAISER & TAX COLLECTOR FEE	-	-	(4,143)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	-	-	(8,287)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 7,561	\$ -	\$ -	
CARRYOVER FROM PRIOR YEAR	0	0	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 7,561	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Interest Income	14	0	25	Projected Interest For 2018/2019
NAV Tax Collection	0	0	116,175	Maximum Debt Service Collection
Developer Contribution	0	113,650	0	2018 P&I Payments Funded By Developer
Total Revenues	\$ 14	\$ 113,650	\$ 116,200	
EXPENDITURES				
Principal Payments	0	30,000	30,000	Principal Payments Due In 2019
Interest Payments	0	83,650	82,600	Interest Payments Due In 2019
Bond Redemption	0	0	3,600	Estimated Excess Debt Collections
Total Expenditures	\$ -	\$ 113,650	\$ 116,200	
Excess/ (Shortfall)	\$ 14	\$ -	\$ -	

Series 2017 Bond Information

Original Par Amount =	\$1,785,000	Annual Principal Payments Due =	November 1st
Interest Rate =	3.50% - 5.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	July 2017		
Maturity Date =	November 2047		
Par Amount As Of 1/1/2018 =	\$1,785,000		

Century Park Place Community Development District Assessment Comparison

	Original Projected <u>Assessment*</u>	Fiscal Year 2016/2017 <u>Assessment*</u>	Fiscal Year 2017/2018 <u>Assessment*</u>	Fiscal Year 2018/2019 <u>Projected Assessment*</u>
Administrative	\$ 638.29	\$ -	\$ -	\$ 505.25
Maintenance	\$ -	\$ -	\$ -	\$ 132.82
<u>Debt</u>	<u>\$ 943.62</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 943.62</u>
Total	\$ 1,581.91	\$ -	\$ -	\$ 1,581.69

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Total Units 131

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
MARCH 2018**

	Annual Budget 10/1/17 - 9/30/18	Actual Mar-18	Year To Date Actual 11/1/17 - 3/31/18
REVENUES			
O&M Assessments	0	0	0
Developer Contribution	73,880	0	24,627
Debt Assessments	0	0	0
Interest Income	0	0	4
Total Revenues	\$ 73,880	\$ -	\$ 24,631
EXPENDITURES			
Administrative Expenditures			
Supervisor Fees	0	0	0
Management	29,700	2,475	14,850
Legal	9,000	0	4,134
Assessment Roll	6,750	0	0
Methodology Report	0	0	0
Audit Fees	0	0	0
Arbitrage Rebate Fee	0	0	0
Insurance	6,500	0	5,000
Legal Advertisements	2,500	0	89
Miscellaneous	1,250	0	54
Postage	250	3	90
Office Supplies	400	8	143
Dues & Subscriptions	175	0	175
Trustee Fees	0	0	0
Continuing Disclosure Fee	0	0	0
Total Administrative Expenditures	\$ 56,525	\$ 2,486	\$ 24,535
Maintenance Expenditures			
Engineering/Inspections	1,500	0	0
Miscellaneous Maintenance	10,855	0	0
Infrastructure Maintenance	5,000	0	0
Total Maintenance Expenditures	\$ 17,355	\$ -	\$ -
TOTAL EXPENDITURES	\$ 73,880	\$ 2,486	\$ 24,535
REVENUES LESS EXPENDITURES	\$ -	\$ (2,486)	\$ 96
Bond Payments	0	0	0
BALANCE	\$ -	\$ (2,486)	\$ 96
County Appraiser & Tax Collector Fee	0	0	0
Discounts For Early Payments	0	0	0
EXCESS/ (SHORTFALL)	\$ -	\$ (2,486)	\$ 96

Bank Balance As Of 2/28/18	\$ 2,062.28
Funds Received: 3/1/18 - 3/31/18	\$ -
Disbursements: 3/1/18 - 3/31/18	\$ -
Bank Balance As Of 3/31/18	\$ 2,062.28
Accounts Payable As Of 3/31/18	\$ 6,719.17
Accounts Receivable As Of 3/31/18	\$ 12,313.32
Available Funds As Of 3/31/18	\$ 7,656.43