



**CENTURY PARC  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING  
OCTOBER 7, 2020  
11:00 A.M.**

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

[www.centuryparccd.org](http://www.centuryparccd.org)  
786.347.2711 Ext. 2011 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA  
CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING**

October 7, 2020

11:00 a.m.

**CENTURY PARK CLUBHOUSE  
8950 WEST FLAGLER STREET  
MIAMI, FLORIDA 33174**

**OR**

**TO JOIN BY VIDEO ACCESS AT:  
<https://us02web.zoom.us/j/88103784866>**

**MEETING ID: 881 0378 4866**

**DIAL IN: 1-929-436-2866**

- 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. August 5, 2020 Regular Board Meeting & Public Hearing.....Page 3
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2020-04 – Ratifying and Approving Actions Taken by the Board Pursuant to Executive Order No. 20-69, as Amended and Extended.....Page 7
  - 2. Consider Resolution No. 2020-05 – Adopting a Fiscal Year 2019/2020 Amended Budget.....Page 11
  - 3. Consider Approval of Amendment to Condo Association Maintenance Agreement.....Page 16
  - 4. Consider Approval of Amendment to Condo 2 Association Maintenance Agreement.....Page 17
  - 5. Consider Approval of New Enclave HOA Maintenance Agreement.....Page 18
- I. Administrative Matters
  - 1. Financial Update.....Page 19
  - 2. Financial Risk Management Policy Review/Update.....Page 23
- J. Adjourn

## **Miami Daily Business Review**

Sept. 29, 2020

Miscellaneous Notices

### **NOTICE OF CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' REGULAR BOARD MEETING**

NOTICE IS HEREBY GIVEN that the Century Parc Community Development District (the "District") will hold a regular meeting (the "Meeting") of its Board of Supervisors (the "Board") on October 7, 2020, at 11:00 a.m. to be conducted at the Century Park Clubhouse located at 8950 West Flagler Street, Miami, Florida 33174, for the necessary public purpose of considering District related items as noted on the agenda. At such time the Board is so authorized and may consider any business that may properly come before it.

It is anticipated that the meeting will take place at the location above. In the event that the COVID- 19 public health emergency prevents the hearing and meeting from occurring in-person, the District may conduct the meeting by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, and 20-193, issued by Governor DeSantis, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

While it may be necessary to hold the above referenced meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. To that end, anyone wishing to listen to and/or participate in the meeting can do so telephonically and video conferencing as follows:

Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/88103784866>

OR

Call In at: 1-929-436-2866

Meeting ID: 881 0378 4866

Participants are strongly encouraged to submit questions and comments to the District Manager's Office ([gperez@sdsinc.org](mailto:gperez@sdsinc.org)) by 5:00 p.m. on October 1, 2020, in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or [gperez@sdsinc.org](mailto:gperez@sdsinc.org) (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for

special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

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

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

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT

[www.centuryparccdd.org](http://www.centuryparccdd.org)  
9/29 20-06/0000489836M

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
TO JOIN BY URL FOR VIDEO ACCESS AT:  
<https://us02web.zoom.us/j/89789323258>  
MEETING ID: 897 8932 3258  
OR TO JOIN BY PHONE FOR TELEPHONIC ACCESS AT:  
DIAL: 1-929-436-2866  
AUGUST 5, 2020**

**A. CALL TO ORDER**

The August 5, 2020, Regular Board Meeting of the Century Parc Community Development District was called to order at 11:0 a.m. via Zoom.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on July 21, 2020, and July 28, 2020, as legally required.

Pursuant to and as reported by the Centers for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. It is thereby recommended that we, as a community, practice social distancing.

In consideration of the safety of all and under the Governor's Executive Order 20-69, and as extended by Executive Order 20-112, there is a temporary suspension of the statutory requirement that a quorum be present in person at a specific public place, and authorizing the use of media technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes. The Executive Order does not waive any other requirement of Florida's Constitution or Florida's Government-in-the-Sunshine Laws.

As such to join said meeting the following information was advertised and posted on the District's website:

*Due to the COVID-19 public health emergency, the August 5, 2020, meeting is being held utilizing communications media technology.*

Join Zoom Meeting: : <https://us02web.zoom.us/j/89789323258>

Meeting ID: 897 8932 3258

Dial In Phone Number: 1 929 436 2866

**C. ESTABLISH A QUORUM**

It was determined that the virtual attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting: Chairman Nelson Avendano, Vice Chairperson Ysela Llort and Supervisors Ramon German and Marco Tulio Villalobos.

Staff in virtual attendance included: District Manager Gloria Perez of Special District Services, Inc.; and District Counsel Vanessa Steinerts of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was District resident, Libia Artadi.

**D. ADDITIONS OR DELETIONS TO 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 3, 2020, Regular Board Meeting**

The minutes of the June 3, 2020, Regular Board Meeting and asked if there were any corrections and/or additions.

There being no corrections and/or additions, a <b>MOTION</b> was made by Supervisor German, seconded by Supervisor Avendano and unanimously passed approving the minutes of the June 3, 2020, Regular Board Meeting, as presented.
--

Mrs. Perez then recessed the Regular Board Meeting and opened the Public Hearing.

**G. PUBLIC HEARING**

**1. Proof of Publication**

Proof of publication was presented that notice of the Public Hearing had been published in the *Miami Daily Business Review* on July 21, 2020, and July 28, 2020, as legally required.

**2. Receive Public Comment on Fiscal Year 2020/2021 Final Budget**

Mrs. Perez opened the public comment portion of the Public Hearing to receive comments from the public on the fiscal year 2020/2021 final budget and non-ad valorem special assessments.

Mrs. Perez then closed the Public Hearing and reconvened the Regular Board Meeting.

**3. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Final Budget**

Mrs. Perez presented Resolution No. 2020-02, entitled:

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2020/2021 BUDGET.**

Mrs. Perez stated that the resolution provides for approving and adopting the fiscal year 2020/2021 Final Budget and the non-ad valorem special assessments.

A **MOTION** was made by Supervisor German, seconded by Supervisor Avendano and unanimously passed to adopt Resolution No. 2020-02, approving the Fiscal Year 2020/2021 Final Budget, as presented and setting the fiscal year 2020/2021 Final Budget and non-ad valorem special assessment tax roll (Assessment Levy).

**H. OLD BUSINESS**

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

**I. NEW BUSINESS**

**1. Consider Resolution No. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule**

Mrs. Perez presented Resolution No. 2020-03, entitled:

**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

Mrs. Perez noted that meetings would remain at the same location of the Century Park Clubhouse located at 8950 West Flagler Street, Miami, Florida 33174 at 11:00 a.m. on the following dates, noting a change to the June meeting date:

**October 7, 2020**  
**February 3, 2021**  
**April 7, 2021**  
**June 9, 2021\***  
**August 4, 2021**

*\*Change of 1<sup>st</sup> Wednesday of the month to accommodate the Final Budget PH 60 day requirement*

A **MOTION** was made by Supervisor Villalobos, seconded by Supervisor Avendano and unanimously passed to adopt Resolution No. 2020-03, approving the Regular Meeting Schedule for Fiscal Year 2020-2021, holding meetings at 11:00 a.m. and authorizes the advertisement of same, as required by law.

**J. ADMINISTRATIVE MATTERS**

**1. Financial Update**

Mrs. Perez presented the financials in the meeting book and briefly reviewed them with the Board, pointing out that available funds as of June 30, 2020, were \$159,668.61.

## 2. Accept and Receive the Alvarez Engineering 2020 Annual Engineer's Report

A **MOTION** was made by Supervisor German, seconded by Supervisor Avendano and passed unanimously accepting and receiving the Alvarez Engineering 2020 Annual Engineer's Report, as presented.

## 3. Update from the Miami-Dade County Supervisor of Elections

Mrs. Perez advised, pursuant to the Miami-Dade County Supervisor of Elections' website, the following incumbents did not qualify nor does it appear that anyone has qualified for the following seats, currently held by:

<b>V-CHR</b>	<b>Seat 1 Ysela Llord</b>	<b>Expires 2020</b>
<b>AS</b>	<b>Seat 2 VACANT</b>	<b>Expires 2020</b>

Incumbent Ysela Llord, who holds Seat #1, appears as Active-Unopposed for the term starting in 2020. No one qualified for Seat#2.

## 4. Statement of Financial Interests – 2019 Form 1

Mrs. Perez noted, pursuant to the Public Ethics State of Florida website <http://public.ethics.state.fl.us/search.cfm#org> all of the Board members had submitted the required Form 1 with the exception to Abraham Leiva who previously held Seat #2. Mrs. Perez contacted Mr. Leivato advise him to contact both the local Supervisor of Elections and the Ethics department.

## K. ADJOURNMENT

There being no further business to come before the Board, a **MOTION** was made by Supervisor Avendano, seconded by Supervisor Llord to adjourn the Regular Board Meeting at 11:17 a.m. Upon being put to a vote, the **MOTION** carried unanimously.

**ATTESTED BY:**

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

\_\_\_\_\_  
Chairman/Vice-Chairperson



## **RESOLUTION 2020-04**

### **A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC**

**WHEREAS**, the COVID-19 pandemic has significantly impacted the Century Parc Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

**WHEREAS**, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

**WHEREAS**, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

**WHEREAS**, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific

public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

**WHEREAS**, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-112, Executive Order No. 20-123, Executive Order No. 20-139, Executive Order No. 20-150, and Executive Order No. 20-179, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until September 30, 2020; and

**WHEREAS**, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

**WHEREAS**, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

**WHEREAS**, on June 3, 2020, and on August 5, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

**WHEREAS**, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meetings held via media communications technology on June 3, 2020, and on August 5, 2020; and

**WHEREAS**, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

**WHEREAS**, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and September 30, 2020, was necessary to properly conduct the business of the District.

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

**Section 1.** The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

**Section 2.** Those actions taken by District staff and members of the Board of Supervisors since March 1, 2020, are hereby ratified and approved.

**Section 3.** Those actions taken by the District Board of Supervisors at its meetings held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on June 3, 2020, and on August 5, 2020, are hereby ratified and approved.

**Section 4.** Any use by the District between March 1, 2020 and September 30, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida

Statutes, in order to secure the signature(s) of the proper District officials on those instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

**Section 5.** All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

**Section 6.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 7<sup>th</sup> day of October, 2020, by the Board of Supervisors of the Century Parc Community Development District.

**CENTURY PARC COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chair/Vice Chair

**RESOLUTION NO. 2020-05**

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

**WHEREAS**, the Board of Supervisors of the Century Parc 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 COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2019/2020 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 7<sup>th</sup> day of October, 2020.

**ATTEST:**

**CENTURY PARC  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Century Parc  
Community Development District

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

# CONTENTS

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

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

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 8/31/20
<b>REVENUES</b>			
Administrative Assessments	78,378	79,364	79,364
Maintenance Assessments	59,538	59,538	59,538
Debt Assessments	349,996	349,996	349,996
Other Revenue	0	0	0
Interest Income	420	495	490
<b>TOTAL REVENUES</b>	<b>\$ 488,332</b>	<b>\$ 489,393</b>	<b>\$ 489,388</b>
<b>EXPENDITURES</b>			
<b>MAINTENANCE EXPENDITURES</b>			
Maintenance/Contingency - Drainage	19,250	19,250	6,100
Maintenance/Contingency - Roads	34,710	34,710	0
Engineering/Inspections	2,000	975	975
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 55,960</b>	<b>\$ 54,935</b>	<b>\$ 7,075</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	7,000	3,600	3,600
Payroll Taxes - Employer	560	275	275
Management	31,452	31,452	28,831
Secretarial	4,200	4,200	3,850
Legal	7,000	7,600	5,635
Assessment Roll	6,000	6,000	0
Audit Fees	4,000	3,400	3,400
Insurance	6,300	5,251	5,251
Legal Advertisements	575	650	506
Miscellaneous	750	750	454
Postage	350	210	203
Office Supplies	700	275	244
Dues & Subscriptions	175	175	175
Trustee Fees	3,400	3,400	3,400
Continuing Disclosure Fee	350	350	0
Website Management	2,000	2,000	1,833
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 74,812</b>	<b>\$ 69,588</b>	<b>\$ 57,657</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 130,772</b>	<b>\$ 124,523</b>	<b>\$ 64,732</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 357,560</b>	<b>\$ 364,870</b>	<b>\$ 424,656</b>
Bond Payments	(328,996)	(333,953)	(333,953)
<b>BALANCE</b>	<b>\$ 28,564</b>	<b>\$ 30,917</b>	<b>\$ 90,703</b>
County Appraiser & Tax Collector Fee	(9,763)	(4,709)	(4,709)
Discounts For Early Payments	(19,526)	(17,653)	(17,653)
<b>Excess/Shortfall</b>	<b>\$ (725)</b>	<b>\$ 8,555</b>	<b>\$ 68,341</b>
Carryover From Prior Year	725	725	0
<b>Net Excess/Shortfall</b>	<b>\$ -</b>	<b>\$ 9,280</b>	<b>\$ 68,341</b>

FUND BALANCE AS OF 9/30/19	
FY 2019/2020 ACTIVITY	
FUND BALANCE AS OF 9/30/20	

\$388,238
\$8,555
\$396,793

**Notes**

Carryover From Prior Year Of \$1,000 was used to reduce Fiscal Year 2019/2020 Assessments.  
Carryover From Prior Year Of \$725 to be used to reduce Fiscal Year 2020/2021 Assessments.  
Fund Balance Includes Drainage & Roads Reserves.  
Reserve Funds Balance As Of 8/31/2020 is \$310,950 - Unspent Maintenance To Be Added To Reserve.



**AMENDED FINAL BUDGET**  
**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2019/2020**  
**OCTOBER 1, 2019 - SEPTEMBER 30, 2020**

	<b>FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20</b>	<b>AMENDED FINAL BUDGET 10/1/19 - 9/30/20</b>	<b>YEAR TO DATE ACTUAL 10/1/19 - 8/31/20</b>
<b>REVENUES</b>			
Interest Income	100	2,751	2,750
NAV Tax Collection	328,996	333,953	333,953
<b>Total Revenues</b>	<b>\$ 329,096</b>	<b>\$ 336,704</b>	<b>\$ 336,703</b>
<b>EXPENDITURES</b>			
Principal Payments	200,000	195,000	195,000
Interest Payments	129,096	132,265	132,265
<b>Total Expenditures</b>	<b>\$ 329,096</b>	<b>\$ 327,265</b>	<b>\$ 327,265</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 9,439</b>	<b>\$ 9,438</b>

FUND BALANCE AS OF 9/30/19	\$491,901
FY 2019/2020 ACTIVITY	\$9,439
FUND BALANCE AS OF 9/30/20	\$501,340

Notes

Reserve Fund Balance = \$166,689\*. Revenue Fund Balance = \$334,651\*.

Revenue Fund Balance To Be Used To Make 11/1/2020 Principal & Interest Payment Of \$264,548.

\* Approximate Amounts

**Series 2012 Refunding Bonds Information**

Original Par Amount =	\$4,305,000	Annual Principal Payments Due:
Interest Rate =	1.5% - 4.25%	November 1st
Issue Date =	April 2012	Annual Interest Payments Due:
Maturity Date =	November 2031	May 1st & November 1st

Par Amount As Of 8/31/20 = \$3,035,000

**CONSIDER APPROVAL OF  
AMENDMENT TO CONDO  
ASSOCIATION MAINTENANCE  
AGREEMENT**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**

**CONSIDER APPROVAL OF  
AMENDMENT TO CONDO 2  
ASSOCIATION MAINTENANCE  
AGREEMENT**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**

**CONSIDER APPROVAL OF  
NEW ENCLAVE HOA  
MAINTENANCE AGREEMENT**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**

Century Parc  
Community Development District

**Financial Report For  
August 2020**

**Century Parc Community Development District**  
**Budget vs. Actual**  
**October 2019 through August 2020**

	<u>Oct '19 - Aug 20</u>	<u>19/20 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
363.101 · Maintenance Assessments	59,538.30	59,538.00	0.30	100.0%
369.399 · Carryover From Prior Year	0.00	725.00	-725.00	0.0%
369.401 · Interest Income	490.06	420.00	70.06	116.68%
363.820 · Debt Assessment-Paid to Trustee	-333,952.90	-328,996.00	-4,956.90	101.51%
363.831 · Assessment Discounts	-17,653.33	-19,526.00	1,872.67	90.41%
363.830 · Assessment Fees	-4,709.41	-9,763.00	5,053.59	48.24%
363.810 · Debt Assessments	349,996.40	349,996.00	0.40	100.0%
363.100 · Admin Assessment Income	79,364.09	78,378.00	986.09	101.26%
<b>Total Income</b>	<u>133,073.21</u>	<u>130,772.00</u>	<u>2,301.21</u>	<u>101.76%</u>
<b>Expense</b>				
511.315 · Legal Fees	5,635.00	7,000.00	-1,365.00	80.5%
511.320 · Audit Fees	3,400.00	4,000.00	-600.00	85.0%
511.310 · Engineering	975.00	2,000.00	-1,025.00	48.75%
511.122 · Payroll Expense	275.40	560.00	-284.60	49.18%
511.131 · Supervisors Fees	3,600.00	7,000.00	-3,400.00	51.43%
511.305 · MaintenanceContingency-Drainage	6,100.00	19,250.00	-13,150.00	31.69%
511.306 · Maintenance/Contingency - Roads	0.00	34,710.00	-34,710.00	0.0%
511.311 · Management Fees	28,831.00	31,452.00	-2,621.00	91.67%
511.312 · Secretarial Fees	3,850.00	4,200.00	-350.00	91.67%
511.450 · Insurance	5,251.00	6,300.00	-1,049.00	83.35%
511.480 · Legal Advertisements	506.13	575.00	-68.87	88.02%
511.512 · Miscellaneous Expense	454.30	750.00	-295.70	60.57%
511.513 · Postage and Delivery	202.69	350.00	-147.31	57.91%
511.514 · Office Supplies	243.80	700.00	-456.20	34.83%
511.318 · Assessment/Tax Roll	0.00	6,000.00	-6,000.00	0.0%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	3,399.69	3,400.00	-0.31	99.99%
511.734 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
511.750 · Website Management	1,833.26	2,000.00	-166.74	91.66%
<b>Total Expense</b>	<u>64,732.27</u>	<u>130,772.00</u>	<u>-66,039.73</u>	<u>49.5%</u>
<b>Net Income</b>	<u><u>68,340.94</u></u>	<u><u>0.00</u></u>	<u><u>68,340.94</u></u>	<u><u>100.0%</u></u>

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL REPORT  
AUGUST 2020**

	Annual Budget 10/1/19 - 9/30/20	Actual Aug-20	Year To Date Actual 10/1/19 - 8/31/20
<b>REVENUES</b>			
Administrative Assessments	78,378	0	79,364
Maintenance Assessments	59,538	0	59,538
Debt Assessments	349,996	0	349,996
Other Revenues	0	0	0
Interest Income	420	40	490
<b>Total Revenues</b>	<b>\$ 488,332</b>	<b>\$ 40</b>	<b>\$ 489,388</b>
<b>EXPENDITURES</b>			
<b>MAINTENANCE EXPENDITURES</b>			
Maintenance/Contingency - Drainage	19,250	0	6,100
Maintenance/Contingency - Roads	34,710	0	0
Engineering/Inspections	2,000	0	975
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 55,960</b>	<b>\$ -</b>	<b>\$ 7,075</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	7,000	800	3,600
Payroll Taxes (Employer)	560	61	275
Management	31,452	2,621	28,831
Secretarial	4,200	350	3,850
Legal	7,000	0	5,635
Assessment Roll	6,000	0	0
Audit Fees	4,000	0	3,400
Insurance	6,300	0	5,251
Legal Advertisements	575	0	506
Miscellaneous	750	74	454
Postage	350	19	203
Office Supplies	700	9	244
Dues & Subscriptions	175	0	175
Trustee Fees	3,400	0	3,400
Continuing Disclosure Fee	350	0	0
Website Management	2,000	167	1,833
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 74,812</b>	<b>\$ 4,101</b>	<b>\$ 57,657</b>
<b>Total Expenditures</b>	<b>\$ 130,772</b>	<b>\$ 4,101</b>	<b>\$ 64,732</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 357,560</b>	<b>\$ (4,061)</b>	<b>\$ 424,656</b>
Bond Payments	(328,996)	0	(333,953)
<b>Balance</b>	<b>\$ 28,564</b>	<b>\$ (4,061)</b>	<b>\$ 90,703</b>
County Appraiser & Tax Collector Fee	(9,763)	0	(4,709)
Discounts For Early Payments	(19,526)	0	(17,653)
<b>Excess/ (Shortfall)</b>	<b>\$ (725)</b>	<b>\$ (4,061)</b>	<b>\$ 68,341</b>
Carryover from Prior Year	725	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (4,061)</b>	<b>\$ 68,341</b>
<b>Bank Balance As Of 7/31/20</b>	<b>\$ 476,296.16</b>		
<b>Funds Received: 8/1/20 - 8/31/20</b>	<b>\$ 39.71</b>		
<b>Disbursements: 8/1/20 - 8/31/20</b>	<b>\$ 9,867.43</b>		
<b>Bank Balance As Of 8/31/20</b>	<b>\$ 466,468.44</b>		
<b>Accounts Payable As Of 8/31/20</b>	<b>\$ 9,889.19</b>		
<b>Reserve Funds - Drainage As Of 8/31/20</b>	<b>\$ 47,750.00</b>		
<b>Reserve Funds - Roads As Of 8/31/20</b>	<b>\$ 263,200.00</b>		
<b>Accounts Receivable As Of 8/31/20</b>	<b>\$ -</b>		
<b>Available Funds As Of 8/31/20</b>	<b>\$ 145,629.25</b>		

**CENTURY PARC CDD  
TAX COLLECTIONS  
2019-2020**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Fees	Discount	Net From Tax Collector	Admin. Assessment Income (Before Discounts & Fee)	Maint. Assessment Income (Before Discounts & Fee)	Debt Assessment Income (Before Discounts & Fee)	Admin. Assessment Income (After Discounts & Fee)	Maint. Assessment Income (After Discounts & Fee)	Debt Assessment Income (After Discounts & Fee)	Debt Assessments Paid to Trustee
									\$487,912.00	\$78,378.00	\$59,538.00	\$ 349,996.00	\$78,378.00	\$59,538.00	\$349,996.00	
									\$458,623.00	\$73,667.00	\$55,960.00	\$ 328,996.00	\$73,667.00	\$55,960.00	\$328,996.00	\$328,996.00
1	368	Miami-Dade Tax Collector	11/22/19	NAV Taxes	\$ 49,836.67		\$ (478.29)	\$ (2,007.59)	\$ 47,350.79	\$ 8,005.77	\$ 6,081.55	\$ 35,749.35	\$ 7,606.44	\$ 5,778.15	\$ 33,966.20	\$ 33,966.20
2	149	Miami-Dade Tax Collector	12/03/19	NAV Taxes	\$ 29,422.06		\$ (282.45)	\$ (1,176.79)	\$ 27,962.82	\$ 4,713.16	\$ 3,580.18	\$ 21,128.72	\$ 4,479.47	\$ 3,402.55	\$ 20,080.80	\$ 20,080.80
3	821	Miami-Dade Tax Collector	12/10/19	NAV Taxes	\$ 296,959.33		\$ (2,850.82)	\$ (11,877.39)	\$ 282,231.12	\$ 47,643.90	\$ 36,190.95	\$ 213,124.48	\$ 45,281.62	\$ 34,395.90	\$ 202,553.60	\$ 202,553.60
4	139	Miami-Dade Tax Collector	12/23/19	NAV Taxes	\$ 46,051.92		\$ (442.68)	\$ (1,784.43)	\$ 43,824.81	\$ 7,377.12	\$ 5,603.76	\$ 33,071.04	\$ 7,020.36	\$ 5,332.75	\$ 31,471.70	\$ 31,471.70
5	850	Miami-Dade Tax Collector	01/10/20	NAV Taxes	\$ 12,029.36		\$ (116.83)	\$ (346.62)	\$ 11,565.91	\$ 1,932.36	\$ 1,467.95	\$ 8,629.05	\$ 1,857.86	\$ 1,411.40	\$ 8,296.65	\$ 8,296.65
6	664	Miami-Dade Tax Collector	01/30/20	Interest		\$ 246.40			\$ 246.40	\$ 246.40			\$ 246.40			\$ -
7	638	Miami-Dade Tax Collector	02/10/20	NAV Taxes	\$ 18,047.27		\$ (176.76)	\$ (370.93)	\$ 17,499.58	\$ 2,899.12	\$ 2,202.30	\$ 12,945.85	\$ 2,811.08	\$ 2,135.45	\$ 12,553.05	\$ 12,553.05
8	328	Miami-Dade Tax Collector	03/09/20	NAV Taxes	\$ 7,675.32		\$ (75.92)	\$ (83.18)	\$ 7,516.22	\$ 1,229.52	\$ 933.96	\$ 5,511.84	\$ 1,204.07	\$ 914.55	\$ 5,397.60	\$ 5,397.60
9	389	Miami-Dade Tax Collector	04/10/20	NAV Taxes	\$ 7,270.82		\$ (72.64)	\$ (6.40)	\$ 7,191.78	\$ 1,241.47	\$ 943.10	\$ 5,086.25	\$ 1,228.03	\$ 932.85	\$ 5,030.90	\$ 5,030.90
10	605	Miami-Dade Tax Collector	04/24/20	Interest		\$ 35.97			\$ 35.97	\$ 35.97			\$ 35.97			\$ -
11	686	Miami-Dade Tax Collector	05/11/20	NAV Taxes/Interest	\$ 7,675.32	\$ 19.19	\$ (76.95)		\$ 7,617.56	\$ 1,248.71	\$ 933.96	\$ 5,511.84	\$ 1,236.21	\$ 924.60	\$ 5,456.75	\$ 5,456.75
12	820	Miami-Dade Tax Collector	06/09/20	NAV Taxes/Interest	\$ 2,721.72	\$ 76.76	\$ (27.98)		\$ 2,770.50	\$ 506.23	\$ 332.05	\$ 1,960.20	\$ 501.20	\$ 328.70	\$ 1,940.60	\$ 1,940.60
13	681	Miami-Dade Tax Collector	07/06/20	NAV Taxes/Interest (TC)	\$ 7,675.46	\$ 460.52	\$ (81.35)		\$ 8,054.63	\$ 1,671.68	\$ 936.40	\$ 5,527.90	\$ 1,654.93	\$ 927.05	\$ 5,472.65	\$ 5,472.65
14	89	Miami-Dade Tax Collector	07/10/20	NAV Taxes/Interest	\$ 2,558.44	\$ 115.12	\$ (26.74)		\$ 2,646.82	\$ 591.54	\$ 332.14	\$ 1,749.88	\$ 585.62	\$ 328.80	\$ 1,732.40	\$ 1,732.40
15	185	Miami-Dade Tax Collector	07/24/20	Interest		\$ 21.14			\$ 21.14	\$ 21.14			\$ 21.14			\$ -
16									\$ -							\$ -
17									\$ -							\$ -
					\$ 487,923.69	\$ 975.10	\$ (4,709.41)	\$ (17,653.33)	\$ 466,536.05	\$ 79,364.09	\$ 59,538.30	\$ 349,996.40	\$ 75,770.40	\$ 56,812.75	\$ 333,952.90	\$ 333,952.90

Assessment Roll = \$487,923.69

Note: \$487,912, \$78,378, \$59,538, and \$349,996 are 2019/2020 Budgeted assessments before discounts and fees.  
\$458,623, \$73,667, \$55,960 and \$328,996 are 2019/2020 Budgeted assessments after discounts and fees.

\$ 487,923.69	
\$ 975.10	\$ 466,536.05
\$ (79,364.09)	\$ (75,770.40)
\$ (59,538.30)	\$ (56,812.75)
\$ -	\$ -
\$ (349,996.40)	\$ (333,952.90)
\$ -	\$ -



## **FINANCIAL RISK MANAGEMENT POLICY**

Special District Services, Inc. (“SDS, Inc.”), acting in the capacity of District Manager, as part of good management practices and to satisfy annual audit requirements does implement certain measures and procedures to identify and mitigate financial mismanagement/fraud risks, as follows:

- a. Each month the District’s operating/checking bank account is reconciled by an authorized person who has not deposited funds to, processed expenditures or written checks from, that particular operating/checking account; and
- b. Each expenditure from the District’s operating/checking account requires a minimum of two (2) approvals from authorized staff and/or District officials and the respective approvals are provided by persons other than the preparer of the expenditure(s); and
- c. All financial transactions are logged and maintained by the District Manager for record keeping purposes; and
- d. A designated member of the Board (by an electronic approval procedure) has an opportunity to review the District’s expenditure(s) prior to the payment(s) being released; and
- e. The District engages an independent firm, pursuant to Chapter 218.391, Florida Statutes, to audit the prior year’s financial activities (October 1<sup>st</sup> through September 30<sup>th</sup>) from which an independent fiscal year annual audit is prepared; and
- f. Within sixty (60) days of the end of each fiscal year (September 30<sup>th</sup>) the District’s Board of Supervisors reviews, pursuant to Chapter 189.418(5), Florida Statutes, the prior year’s budget relative to actual revenues and expenditures and adopts by resolution an amended/revised final budget.