



**CENTURY PARC  
COMMUNITY DEVELOPMENT  
DISTRICT**

**MIAMI-DADE COUNTY  
REGULAR BOARD MEETING & PUBLIC  
HEARING  
JUNE 5, 2024  
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**  
**At the Renaissance Planning Office Conference Room**  
**5757 Blue Lagoon Drive, Suite 330**  
**Miami, Florida 33126**  
**REGULAR BOARD MEETING & PUBLIC HEARING**  
June 5, 2024  
11:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Accept Resignation of Supervisor German.....Page 2
- E. Election of Officers
- F. Additions or Deletions to Agenda
- G. Comments from the Public for Items Not on the Agenda
- H. Approval of Minutes
  - 1. April 3, 2024 Regular Board Meeting.....Page 3
- I. Old Business
- J. New Business
  - 1. Consider Approval of Resolution No. 2024-03 – Adopting a FY 2024/2025 Meeting Schedule.....Page 7
  - 2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria for RFQ.....Page 9
  - 3. Update of the Storm Drainage Cleaning
- K. Public Hearing
  - 1. Proof of Publication.....Page 13
  - 2. Receive Public Comments on FY 2024/2025 Final Budget
  - 3. Consider Approval of Resolution No. 2024-04 – Adopting a FY 2024/2025 Final Budget...Page 14
- L. Administrative Matters
  - 1. Financial Update.....Page 21
  - 2. SDS Ethics Training Memo.....Page 25
  - 3. Reminder for Ethics Training with Deadline of December 31, 2024
  - 4. Reminder of the 2023 Form 1 – Statement of Financial Interests Due by July 1, 2024
  - 5. Announce the 2024 General Election and Candidate Qualifying Period - Noon, Monday, June 10, 2024 through Noon, Friday, June 14, 2024
- M. Board Member Comments
- N. Adjourn

MIAMI-DADE

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

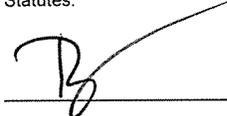
Before the undersigned authority personally appeared ROSANA SALGADO, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT -  
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

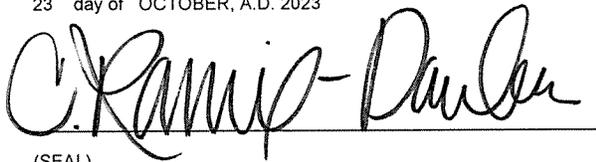
in the XXXX Court,  
was published in a newspaper by print in the issues of Miami Daily Business Review f/k/a Miami Review on

10/23/2023

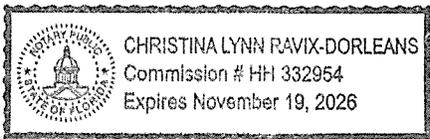
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.



Sworn to and subscribed before me this  
23 day of OCTOBER, A.D. 2023



(SEAL)  
ROSANA SALGADO personally known to me



**CENTURY PARC COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024 REGULAR  
MEETING SCHEDULE**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors of the Century Parc Community Development District will hold Regular Meetings in the Renaissance Planning Office Conference Room located at 5757 Blue Lagoon Drive, Suite 330, Miami, FL 33126 at 11:00 a.m. on the following dates:

- November 1, 2023
- February 7, 2024
- April 3, 2024
- June 5, 2024
- August 7, 2024

The purpose of these meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. 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 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors 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 cancelled from time to time without advertised notice.

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT**

[www.centuryparcdd.org](http://www.centuryparcdd.org)  
10/23

23-16/000690091M

April 24, 2024

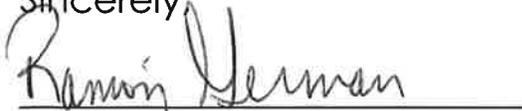
Board of Supervisors  
Century Parc Community Development District  
c/o Special District Services, Inc.  
8785 SW 165<sup>th</sup> Avenue  
Suite 200  
Miami, FL 33193

**RE: Resignation Notice**

Dear Board of Supervisors,

Please be advised that I Ramon German am resigning my position as Board Member and Officer holding Seat #5 of the **Century Parc Community Development District** Board of Supervisors effective as of April 24, 2024.

Sincerely,

A handwritten signature in cursive script that reads "Ramon German". The signature is written in black ink and is positioned above a horizontal line.

*Ramon German*  
*8942 West Flagler Street Unit. # 1*  
*Miami, FL 33174*

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
APRIL 3, 2024**

**A. CALL TO ORDER**

The April 3, 2024, Regular Board Meeting of the Century Parc Community Development District (the “District”) was called to order at 11:00 a.m. in the Renaissance Planning Office Conference Room located at 5757 Blue Lagoon Drive, Suite 330, Miami, Florida 33126.

**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* October 23, 2023, as part of the District’s Fiscal Year 2023/2024 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

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

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

**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. November 1, 2023, Regular Board Meeting**

The minutes of the November 1, 2023, Regular Board Meeting were presented and the Board was asked if there were any corrections and/or additions.

There being no changes, a <b>MOTION</b> was made by Supervisor German, seconded by Supervisor Avendano and unanimously passed approving the minutes of the November 1, 2023, Regular Board Meeting, as presented.
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**G. OLD BUSINESS**

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

**H. NEW BUSINESS**

**1. Consider Resolution No. 2024-01 – Electronic Signature Policy**

Mrs. Perez presented Resolution No. 2024-01, entitled:

**RESOLUTION 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.**

A **MOTION** was made by Supervisor German, seconded by Supervisor Villalobos and unanimously passed adopting Resolution No. 2024-01, as presented.

**2. Consider Resolution No. 2024-02 – Adopting a Fiscal Year 2024/2025 Proposed Budget**

Mrs. Perez presented Resolution No. 2024-02, entitled:

**RESOLUTION NO. 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.**

The Debt Service Assessment is the same as last year. The Administrative Budget is slightly higher than last year. Insurance & Legal Advertising have increased. Any unused Maintenance/Contingency funds are being designated as reserve funds and will be used for future projects. So far there is \$409,040 designated for roads and \$102,840 designated for Storm Drainage. The 2023/2024 Drainage Contingency budget is \$16,100 and the 2023/2024 Roads Contingency budget is \$37,860 pursuant to the amounts suggested in the engineer's report.

Estimated available funds for 9-30-24 are anticipated to be approximately \$120,000, should no unforeseen expenses occur. A prior year carryover of \$9,360 has been applied to this budget (\$6,590 was issued last year). The available funds balance takes the reserve funds for the Road & Drainage Repairs into consideration (i.e., the available funds are in addition to the reserve balance).

Because the overall assessment presented for 2024/2025 is currently lower than the 2023/2024 assessment, letters to residents would not be needed.

A **MOTION** was made by Supervisor German, seconded by Supervisor Villalobos and unanimously passed adopting Resolution No. 2024-02, as presented, approving a Proposed Budget for FY 2024-2025

and Setting the Public Hearing for finalization for June 5, 2024, at 11:00 a.m. at the Renaissance Planning Office Conference Room located at 5757 Blue Lagoon Drive, Suite 330, Miami, Florida 33126; and further authorizing advertisement as required.

### 3. Consider Storm Drainage Cleaning Proposals

Mrs. Perez advised that the Field Operations’ team had conducted an inspection of the Stormwater Management System at the end of January 2024 which resulted in determining that 29 of the structures required cleaning at this time.

<b>Century Parc CDD – Storm Drainage Cleaning</b>		
<b>Americlean</b>	<b>Caraballo Express</b>	<b>Raptor Vac Systems</b>
Perform the cleaning of the 29 storm drainage structures/catch basins (As per inspection performed by Field Operations in January 2024).		
Total Cost: <b>\$3,335.00</b>	Total Cost: <b>\$10,150.00</b>	Total Cost: <b>\$3,132.00</b>

A **MOTION** was made by Supervisor German, seconded by Supervisor Avendano and passed unanimously approving the proposal from Raptor Vac Systems in the amount of \$3,132 for storm drain cleaning and directing District Counsel to prepare and agreement and simultaneously authorizing the District Manager to execute same on behalf of the District.

#### I. ADMINISTRATIVE MATTERS

##### 1. Financial Update

Mrs. Perez presented the financial statement and indicated that finances were stable and would cover anticipated budgeted expenditures. Available funds as of February 29, 2024, were \$236,123.27.

A **MOTION** was made by Supervisor German, seconded by Supervisor Avendano and passed unanimously ratifying and approving the financials, as presented.

##### 2. Review Memorandum Regarding Required Ethics Training and Financial Disclosure

Mr. George provided an overview of the Memorandum Regarding Required Ethics Training and Financial Disclosure that was presented in the meeting book, noting the recent changes to the Form 1 submittal as being an online process and directing the Board to the provided links for their convenience.

#### J. BOARD AND STAFF CLOSING COMMENTS

There were no further Board or staff closing comments.

#### K. ADJOURNMENT

The Regular Board Meeting was adjourned at 11:19 a.m. on a **MOTION** made by Supervisor Avendano, seconded by Supervisor German and passed unanimously.

**ATTESTED BY:**

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

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

**RESOLUTION NO. 2024-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024/2025 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the Century Parc Community Development District ("District") to establish a regular meeting schedule for fiscal year 2024/2025; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2024/2025 which is attached hereto and made a part hereof as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are hereby adopted.

**Section 2.** The regular meeting schedule, time and location for meetings for fiscal year 2024/2025 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 5<sup>th</sup> day of June, 2024.

**ATTEST:**

**CENTURY PARC  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2024/2025 REGULAR MEETING SCHEDULE**

**NOTICE IS HEREBY GIVEN** that the Board of Supervisors of the Century Parc Community Development District will hold Regular Meetings in the Renaissance Planning Office Conference Room located at 5757 Blue Lagoon Drive, Suite 330, Miami, FL 33126 at 11:00 a.m. on the following dates:

**November 6, 2024  
February 5, 2025  
April 2, 2025  
June 4, 2025  
August 6, 2025**

The purpose of these meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. 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 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors 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 cancelled from time to time without advertised notice.

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT**

**[www.centuryparcdd.org](http://www.centuryparcdd.org)**

**PUBLISH: MIAMI HERALD 00/00/24**

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2023/2024, 2024/2025 and 2025/2026  
With Two Year Option (2026/2027 and 2027/2028)  
Miami-Dade County, Florida**

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than August 21, 2024 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 one (1) copy 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 Parc 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 PARC 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.

Publication Date  
2024-05-23

Subcategory  
Miscellaneous Notices

Notice of Public Hearing  
and Regular Board Meeting of the Century Parc Community  
Development District

The Board of Supervisors of the Century Parc Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on June 5, 2024, at 11:00 a.m., or as soon thereafter as can be heard, in a Conference Room at the Renaissance Planning Office located at 5757 Blue Lagoon Drive, Suite 330, Miami, Florida 33126.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2024/2025 Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the District's website ([www.centuryparccdd.org](http://www.centuryparccdd.org)) during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts.

Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (786) 347-2711 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings. If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Century Parc Community Development District

[www.centuryparccdd.org](http://www.centuryparccdd.org)

W00000000

May 16,23 2024

**RESOLUTION NO. 2023-04**

**A RESOLUTION OF THE CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2023/2024 BUDGET.**

**WHEREAS**, the Century Parc Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

**WHEREAS**, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

**Section 1.** The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

**Section 2.** The 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 5<sup>th</sup> day of June, 2024.

**ATTEST:**

**CENTURY PARC  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Century Parc  
Community Development District

**Final Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

# **CONTENTS**

- I FINAL BUDGET**
- II DETAILED FINAL BUDGET**
- III DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

**FINAL BUDGET**  
**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2024/2025 BUDGET
<b>REVENUES</b>	
Administrative Assessments	75,190
Maintenance Assessments	60,602
Debt Assessments	351,984
Other Revenues	0
Interest Income	840
<b>TOTAL REVENUES</b>	<b>\$ 488,616</b>
<b>EXPENDITURES</b>	
<b>MAINTENANCE EXPENDITURES</b>	
Maintenance/Contingency - Drainage	16,100
Maintenance/Contingency - Roads	37,860
Engineering/Inspections	3,000
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 56,960</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	
Supervisor Fees	6,000
Payroll Taxes (Employer)	480
Management	35,616
Secretarial	4,200
Legal	8,000
Assessment Roll	6,000
Audit Fees	3,900
Insurance	7,000
Legal Advertisements	2,000
Miscellaneous	675
Postage	300
Office Supplies	575
Dues & Subscriptions	175
Trustee Fees	3,600
Continuing Disclosure Fee	350
Website Management	2,000
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 80,871</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 137,831</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 350,785</b>
Bond Payments	(330,865)
<b>BALANCE</b>	<b>\$ 19,920</b>
County Appraiser & Tax Collector Fee	(9,760)
Discounts For Early Payments	(19,520)
<b>Excess/ (Shortfall)</b>	<b>\$ (9,360)</b>
Carryover From Prior Year	9,360
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Administrative Assessments	77,071	75,204	75,190	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	59,539	60,602	60,602	Expenditures/.94
Debt Assessments	351,986	351,984	351,984	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	22,278	540	840	Interest Estimated At \$70 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 510,874</b>	<b>\$ 488,330</b>	<b>\$ 488,616</b>	
<b>EXPENDITURES</b>				
<b>MAINTENANCE EXPENDITURES</b>				
Maintenance/Contingency - Drainage	8,811	16,100	16,100	Maintenance/Contingency - Drainage
Maintenance/Contingency - Roads	0	37,860	37,860	2031 Road Project - 8th Year
Engineering/Inspections	1,359	3,000	3,000	No Change From 2023/2024 Budget
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 10,170</b>	<b>\$ 56,960</b>	<b>\$ 56,960</b>	
<b>ADMINISTRATIVE EXPENDITURES</b>				
Supervisor Fees	2,400	6,000	6,000	Supervisor Fees
Payroll Taxes (Employer)	184	480	480	Projected At 8% Of Supervisor Fees
Management	33,588	34,584	35,616	CPI Adjustment (Capped At 3%)
Secretarial	4,200	4,200	4,200	No Change From 2023/2024 Budget
Legal	6,157	8,000	8,000	No Change From 2023/2024 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,700	3,800	3,900	\$100 Increase From 2023/2024 Budget
Insurance	6,134	6,500	7,000	Fiscal Year 23/24 Expenditure Was \$6,594
Legal Advertisements	262	525	2,000	Costs Will Increase Due To Closing Of The Miami Business Review
Miscellaneous	400	700	675	\$25 Decrease From 2023/2024 Budget
Postage	199	300	300	No Change From 2023/2024 Budget
Office Supplies	239	600	575	\$25 Decrease From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fees	3,400	3,600	3,600	No Change From 2023/2024 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2023/2024 Budget
Website Management	2,000	2,000	2,000	No Change From 2023/2024 Budget
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 69,388</b>	<b>\$ 77,814</b>	<b>\$ 80,871</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 79,558</b>	<b>\$ 134,774</b>	<b>\$ 137,831</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 431,316</b>	<b>\$ 353,556</b>	<b>\$ 350,785</b>	
Bond Payments	(335,824)	(330,865)	(330,865)	2025 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 95,492</b>	<b>\$ 22,691</b>	<b>\$ 19,920</b>	
County Appraiser & Tax Collector Fee	(4,705)	(9,760)	(9,760)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(17,698)	(19,521)	(19,520)	Four Percent Of Total Assessment Roll
<b>Excess/ (Shortfall)</b>	<b>\$ 73,089</b>	<b>\$ (6,590)</b>	<b>\$ (9,360)</b>	
Carryover From Prior Year	0	6,590	9,360	Carryover From Prior Year
<b>Net Excess/ (Shortfall)</b>	<b>\$ 73,089</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE FUND BUDGET**

CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024/2025

OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	18,740	1,025	1,273	Projected Interest For 2024/2025
NAV Tax Collection	335,824	330,865	330,865	2025 P & I Payments Less Earned Interest
<b>Total Revenues</b>	<b>\$ 354,564</b>	<b>\$ 331,890</b>	<b>\$ 332,138</b>	
<b>EXPENDITURES</b>				
Principal Payments	215,000	235,000	245,000	Principal Payment Due In 2025
Interest Payments	110,056	96,890	87,138	Interest Payments Due In 2025
<b>Total Expenditures</b>	<b>\$ 325,056</b>	<b>\$ 331,890</b>	<b>\$ 332,138</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 29,508</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2012 Refunding Bonds Information**

Original Par Amount =	\$4,305,000	Annual Principal Payments Due =	November 1st
Interest Rate =	1.5% - 4.25%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	April 2012		
Maturity Date =	November 2031		
Par Amount As Of 1/1/2024 =	\$2,185,000		

## Century Parc Community Development District Assessment Comparison

	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Projected Assessment*
Administrative	\$ 102.06	\$ 99.71	\$ 98.31	\$ 98.29
Maintenance	\$ 77.83	\$ 77.83	\$ 79.22	\$ 79.22
<u>Debt</u>	<u>\$ 459.60</u>	<u>\$ 461.93</u>	<u>\$ 461.93</u>	<u>\$ 461.93</u>
Total For 691 Units	<b>\$ 639.49</b>	<b>\$ 639.47</b>	<b>\$ 639.46</b>	<b>\$ 639.44</b>
Administrative	\$ 102.06	\$ 99.71	\$ 98.31	\$ 98.29
Maintenance	\$ 77.83	\$ 77.83	\$ 79.22	\$ 79.22
<u>Debt</u>	<u>\$ 459.60</u>	<u>\$ 461.93</u>	<u>\$ 461.93</u>	<u>\$ 461.93</u>
Total For 74 Townhomes	<b>\$ 639.49</b>	<b>\$ 639.47</b>	<b>\$ 639.46</b>	<b>\$ 639.44</b>

\* Assessments Include the Following :

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

Community Information:

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Condominiums	691
<u>Townhomes</u>	<u>74</u>
Total Units	765

Townhomes Information

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Total Units	74
<u>Prepayments</u>	<u>3</u>
Billed For Debt	71

Century Parc  
Community Development District

**Financial Report For  
April 2024**

**Century Parc Community Development District**  
**Budget vs. Actual**  
**October 2023 through April 2024**

	<u>Oct '23 - April 24</u>	<u>23/24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
363.101 · Maintenance Assessments	59,068.86	60,602.00	-1,533.14	97.47%
369.399 · Carryover From Prior Year	0.00	6,590.00	-6,590.00	0.0%
369.401 · Interest Income	18,995.52	540.00	18,455.52	3,517.69%
363.820 · Debt Assessment-Paid to Trustee	-326,898.38	-330,865.00	3,966.62	98.8%
363.831 · Assessment Discounts	-17,991.10	-19,521.00	1,529.90	92.16%
363.830 · Assessment Fees	-4,575.62	-9,760.00	5,184.38	46.88%
363.810 · Debt Assessments	343,182.41	351,984.00	-8,801.59	97.5%
363.100 · Admin Assessment Income	73,809.51	75,204.00	-1,394.49	98.15%
<b>Total Income</b>	<u>145,591.20</u>	<u>134,774.00</u>	<u>10,817.20</u>	<u>108.03%</u>
<b>Expense</b>				
511.315 · Legal Fees	2,675.00	8,000.00	-5,325.00	33.44%
511.320 · Audit Fees	0.00	3,800.00	-3,800.00	0.0%
511.310 · Engineering	0.00	3,000.00	-3,000.00	0.0%
511.122 · Payroll Expense	107.10	480.00	-372.90	22.31%
511.131 · Supervisors Fees	1,400.00	6,000.00	-4,600.00	23.33%
511.305 · MaintenanceContingency-Drainage	0.00	16,100.00	-16,100.00	0.0%
511.306 · Maintenance/Contingency - Roads	0.00	37,860.00	-37,860.00	0.0%
511.311 · Management Fees	20,174.00	34,584.00	-14,410.00	58.33%
511.312 · Secretarial Fees	2,450.00	4,200.00	-1,750.00	58.33%
511.450 · Insurance	6,594.00	6,500.00	94.00	101.45%
511.480 · Legal Advertisements	101.58	525.00	-423.42	19.35%
511.512 · Miscellaneous Expense	141.54	700.00	-558.46	20.22%
511.513 · Postage and Delivery	146.33	300.00	-153.67	48.78%
511.514 · Office Supplies	101.40	600.00	-498.60	16.9%
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	0.00	3,600.00	-3,600.00	0.0%
511.734 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
511.750 · Website Management	1,166.62	2,000.00	-833.38	58.33%
<b>Total Expense</b>	<u>35,232.57</u>	<u>134,774.00</u>	<u>-99,541.43</u>	<u>26.14%</u>
<b>Net Income</b>	<u><b>110,358.63</b></u>	<u><b>0.00</b></u>	<u><b>110,358.63</b></u>	<u><b>100.0%</b></u>

**CENTURY PARC COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL REPORT  
APRIL 2024**

	Annual Budget 10/1/23 - 9/30/24	Actual Apr-24	Year To Date Actual 10/1/23 - 4/30/24
<b>REVENUES</b>			
Administrative Assessments	75,204	1,751	73,810
Maintenance Assessments	60,602	1,411	59,069
Debt Assessments	351,984	8,196	343,182
Other Revenues	0	0	0
Interest Income	540	0	18,996
<b>Total Revenues</b>	<b>\$ 488,330</b>	<b>\$ 11,358</b>	<b>\$ 495,057</b>
<b>EXPENDITURES</b>			
<b>MAINTENANCE EXPENDITURES</b>			
Maintenance/Contingency - Drainage	16,100	0	0
Maintenance/Contingency - Roads	37,860	0	0
Engineering/Inspections	3,000	0	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 56,960</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
Supervisor Fees	6,000	600	1,400
Payroll Taxes (Employer)	480	46	107
Management	34,584	2,882	20,174
Secretarial	4,200	350	2,450
Legal	8,000	0	2,675
Assessment Roll	6,000	0	0
Audit Fees	3,800	0	0
Insurance	6,500	0	6,594
Legal Advertisements	525	0	102
Miscellaneous	700	52	142
Postage	300	65	146
Office Supplies	600	40	101
Dues & Subscriptions	175	0	175
Trustee Fees	3,600	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	166	1,167
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 77,814</b>	<b>\$ 4,201</b>	<b>\$ 35,233</b>
<b>Total Expenditures</b>	<b>\$ 134,774</b>	<b>\$ 4,201</b>	<b>\$ 35,233</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 353,556</b>	<b>\$ 7,157</b>	<b>\$ 459,824</b>
Bond Payments	(330,865)	(8,114)	(326,898)
<b>Balance</b>	<b>\$ 22,691</b>	<b>\$ (957)</b>	<b>\$ 132,926</b>
County Appraiser & Tax Collector Fee	(9,760)	(114)	(4,576)
Discounts For Early Payments	(19,521)	0	(17,991)
<b>Excess/ (Shortfall)</b>	<b>\$ (6,590)</b>	<b>\$ (1,071)</b>	<b>\$ 110,359</b>
Carryover from Prior Year	6,590	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (1,071)</b>	<b>\$ 110,359</b>
<b>Bank Balance As Of 4/30/24</b>	<b>\$ 766,938.94</b>		
<b>Accounts Payable As Of 4/30/24</b>	<b>\$ 16,539.58</b>		
<b>Accounts Receivable As Of 4/30/24</b>	<b>\$ -</b>		
<b>Reserve Funds - Drainage As Of 4/30/24</b>	<b>\$ 102,840.00</b>		
<b>Reserve Funds - Roads As Of 4/30/24</b>	<b>\$ 409,040.00</b>		
<b>Available Funds As Of 4/30/24</b>	<b>\$ 238,519.36</b>		

**CENTURY PARC CDD  
TAX COLLECTIONS  
2023-2024**

#	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
									<b>\$487,790.00</b>	<b>\$75,204.00</b>	<b>\$60,602.00</b>	<b>\$ 351,984.00</b>	<b>\$75,204.00</b>	<b>\$60,602.00</b>	<b>\$351,984.00</b>	
									<b>\$457,523.00</b>	<b>\$70,692.00</b>	<b>\$55,966.00</b>	<b>\$ 330,865.00</b>	<b>\$70,692.00</b>	<b>\$55,966.00</b>	<b>\$330,865.00</b>	<b>\$330,865.00</b>
1	1	Miami-Dade Tax Collector	11/20/23	NAV Taxes	\$ 68,834.85		\$ (660.44)	\$ (2,790.10)	\$ 65,384.31	\$ 10,612.27	\$ 8,552.04	\$ 49,670.54	\$ 10,080.30	\$ 8,123.35	\$ 47,180.66	\$ 47,180.66
2	2	Miami-Dade Tax Collector	11/24/23	NAV Taxes	\$ 58,190.86		\$ (558.64)	\$ (2,327.78)	\$ 55,304.44	\$ 8,946.21	\$ 7,209.02	\$ 42,035.63	\$ 8,501.45	\$ 6,850.62	\$ 39,952.37	\$ 39,952.37
3	3	Miami-Dade Tax Collector	12/08/23	NAV Taxes	\$ 290,030.44		\$ (2,784.28)	\$ (11,601.94)	\$ 275,644.22	\$ 44,731.05	\$ 36,045.10	\$ 209,254.29	\$ 42,512.96	\$ 34,257.63	\$ 198,873.63	\$ 198,873.63
4	4	Miami-Dade Tax Collector	12/27/23	NAV Taxes	\$ 14,068.12		\$ (135.62)	\$ (505.20)	\$ 13,427.30	\$ 2,162.82	\$ 1,742.84	\$ 10,162.46	\$ 2,064.03	\$ 1,663.22	\$ 9,700.05	\$ 9,700.05
5	5	Miami-Dade Tax Collector	01/09/24	NAV Taxes	\$ 15,384.67		\$ (149.24)	\$ (461.54)	\$ 14,773.89	\$ 2,371.86	\$ 1,911.39	\$ 11,101.42	\$ 2,277.69	\$ 1,835.51	\$ 10,660.69	\$ 10,660.69
6	6	Miami-Dade Tax Collector	02/08/24	NAV Taxes	\$ 11,291.77		\$ (110.51)	\$ (240.65)	\$ 10,940.61	\$ 1,740.82	\$ 1,402.90	\$ 8,148.05	\$ 1,686.61	\$ 1,359.30	\$ 7,894.70	\$ 7,894.70
7	Int - 1	Miami-Dade Tax Collector	02/27/24	Interest		\$ 474.24			\$ 474.24	\$ 474.24			\$ 474.24			\$ -
8	7	Miami-Dade Tax Collector	03/08/24	NAV Taxes	\$ 6,394.60		\$ (63.31)	\$ (63.92)	\$ 6,267.37	\$ 985.85	\$ 794.47	\$ 4,614.28	\$ 966.23	\$ 778.66	\$ 4,522.48	\$ 4,522.48
9	Int - 2	Miami-Dade Tax Collector	03/20/24	Interest		\$ 33.34			\$ 33.34	\$ 33.34			\$ 33.34			\$ -
10	8	Miami-Dade Tax Collector	04/24/24	NAV Taxes	\$ 11,357.89		\$ (113.58)	\$ 0.03	\$ 11,244.34	\$ 1,751.05	\$ 1,411.10	\$ 8,195.74	\$ 1,733.55	\$ 1,396.99	\$ 8,113.80	\$ 8,113.80
11	9	Miami-Dade Tax Collector	05/08/24	NAV Taxes/Interest	\$ 3,836.76	\$ 198.60	\$ (39.52)		\$ 3,995.84	\$ 788.46	\$ 475.32	\$ 2,771.58	\$ 781.40	\$ 470.57	\$ 2,743.87	\$ 2,743.87
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
15									\$ -							\$ -
16									\$ -							\$ -
					\$ 479,389.96	\$ 706.18	\$ (4,615.14)	\$ (17,991.10)	\$ 457,489.90	\$ 74,597.97	\$ 59,544.18	\$ 345,953.99	\$ 71,111.80	\$ 56,735.85	\$ 329,642.25	\$ 329,642.25

Assessment Roll = \$487,801.11

Note: \$487,790, \$75,204, \$60,602, and \$351,984 are 2023/2024 Budgeted assessments before discounts and fees.  
\$457,523, \$70,692, \$55,966 and \$330,865 are 2023/2024 Budgeted assessments after discounts and fees.

\$ 479,389.96	
\$ 706.18	\$ 457,489.90
\$ (74,597.97)	\$ (71,111.80)
\$ (59,544.18)	\$ (56,735.85)
\$ -	\$ -
\$ (345,953.99)	\$ (329,642.25)
\$ -	\$ -

## **Ethics Training**

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
  - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
  - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at [www.sdsinc.org/links](http://www.sdsinc.org/links).

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.