



**CENTURY PARK PLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING
MARCH 4, 2024
7:00 P.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
Big Five Club
600 SW 92nd Avenue
Miami, Florida 33174
REGULAR BOARD MEETING
March 4, 2024
7:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Accept Resignation of Supervisor Paradela and Declare Vacancy for Seat #3.....Page 2
- E. Consider Appointments to Vacancy(s)
- F. Administer Oath of Office and Review Board Member Duties and Responsibilities
- G. Election of Officers
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items Not on the Agenda
- J. Approval of Minutes
 - 1. November 6, 2023 Regular Board Meeting Minutes.....Page 3
- K. Old Business
 - 1. Update Regarding the 1st Amendment to the Maintenance Agreement Between the District and the Association, Pending Finalization
- L. New Business
 - 1. Consider Approval of Resolution No. 2024-01 – Electronic Signature Policy.....Page 8
 - 2. Consider Approval of Resolution No. 2024-02 – Approving a Proposed Budget for FY 2024/2025 and Setting a Public Hearing.....Page 11
 - 3. Consider Approval of Auto turn Analysis Proposals.....Page 19
- M. Administrative & Operational Matters
 - 1. Financial Update.....Page 30
- N. Board Member & Staff Closing Comments
 - 1. District Counsel’s Memorandum Regarding Required Ethics Training and Financial Disclosure.....Page 34
- O. Adjourn

MIAMI-DADE

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

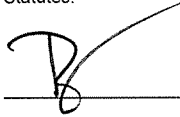
Before the undersigned authority personally appeared ROSANA SALGADO, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in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

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

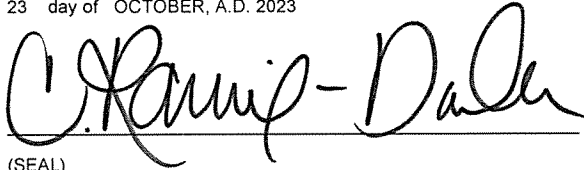
in the XXXX Court,
was published in a newspaper by print in the issues of Miami
Daily Business Review f/k/a Miami Review on

10/23/2023

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

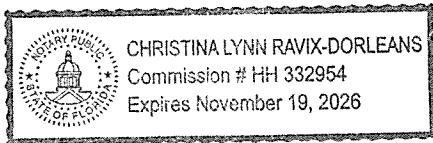


Sworn to and subscribed before me this
23 day of OCTOBER, A.D. 2023



(SEAL)

ROSANA SALGADO personally known to me



CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2023/2024 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 Big Five Club located at 600 SW 92nd Avenue, Miami, Florida 33174 at 7:00 p.m. on the following dates:

November 6, 2023
March 4, 2024
May 6, 2024
August 5, 2024

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 cancelled from time to time with no advertised cancellation notice.

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT

www.centuryparkplacecdd.org
10/23

23-17/0000690096M

-----Original Message-----

From: Alberto Paradela <alparadela@icloud.com>

Sent: Sunday, February 4, 2024 1:04 PM

To: Gloria Perez <gperez@sdsinc.org>

Subject: RE: Resignation Notice

Dear Mrs. Perez,

Please be advised that I Alberto Paradela am resigning my position as Supervisor of Board Holding Seat #3 of the Century Park Place Community Development District Board of Supervisors effective as of February 4, 2024.

Sincerely,

Alberto Paradela
9170 SW 5 Lane
Miami, FL 33174
305-333-5310

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 6, 2023**

A. CALL TO ORDER

Mrs. Perez called the November 7, 2023, Regular Board Meeting of the Century Park Place Community Development District (the “District”) to order at 7:17 p.m. at the Big Five Club located at 600 SW 92nd Avenue, Miami, Florida 33174.

B. PROOF OF PUBLICATION

Mrs. Perez presented proof of publication that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on October 16, 2023, and October 23, 2023, as legally required.

C. SEAT NEW BOARD MEMBERS

Mrs. Perez restated the results of the Landowners’ Meeting and recommended that the Board accept them, as announced, and recorded (by motion).

Mrs. Perez seated Ray Rodriguez to Seat No.2 with a term ending in 2027; Alberto Paradelo to Seat No. 4 with a term ending in 2027; and declared a vacancy in Seat No. 5 with a term ending in 2025.

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Cruz and unanimously passed accepting the November 6, 2023, Landowners’ Election results, as presented.

D. ADMINISTER OAT OF OFFICE AND REVIEW BOARD MEMBER RESPONSIBILITIES & DUTIES

Mrs. Perez, a Notary Public in the State of Florida, administered the Oath of Office to Mr. Rodriguez, who was provided with the standard new Board Member package outlining responsibilities and duties and containing all the appropriate forms to be completed and submitted. A 2022 Form 1 was provided (which is due to the Supervisor of Elections’ Office within 30 days), along with a copy of the Florida Commission on Ethics.

E. ESTABLISH A QUORUM

Mrs. Perez determined that a quorum had been established with the attendance of the following Supervisors present:

Chairman Diego Cruz, Vice Chairman Alberto Paradelo, Supervisor Leonardo J. Ferrer, and Supervisor Ray Rodriguez.

Also, in attendance were: District Manager Gloria Perez of Special District Services, Inc.; District Counsel Gregory George of Billing Cochran, Lyles, Mauro & Ramsey, P.A.; and District Engineer Juan Alvarez of Alvarez Engineering.

F. ADDITIONS OR DELETIONS TO AGENDA

Mrs. Perez announced the addition of an agenda item under New Business – District Engineer Analysis of Driveway at SW 92nd Avenue and 5th Lane.

G. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

H. APPOINTMENT TO BOARD VACANCIES

Mrs. Perez advised that one vacancy in Seat #5 remained and asked the Board Members if any recommendations or nominations were available. No nominations were made.

I. ELECTION OF OFFICERS

Mrs. Perez stated that it would be in order to elect Officers of the District. She noted the roles Armando Silva, Nancy Nguyen and herself regarding appointment to office and stated that nominations would be in order for Chairperson and Vice-Chair with the remaining three Supervisors being designated as Assistant Secretaries.

A brief discussion ensued after which the following slate of officers was nominated:

- Chairperson – Diego Cruz
- Vice Chairperson – Alberto Paradela
- Assistant Secretary – Leonardo Ferrer
- Assistant Secretary – Ray Rodriguez
- Secretary/Treasurer – Gloria Perez
- Assistant Secretaries - Armando Silva and Nancy Nguyen (District Manager with Special District Services, Inc. in Mrs. Perez's absence)

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Ferrer and unanimously passed electing the Slate of Officers, as nominated.

J. CONFIRMATION OF INITIAL LANDOWNERS' ELECTION RESULTS

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Cruz and passed unanimously confirming the Landowners' Election results, as presented.

K. APPROVAL OF MINUTES

1. May 8, 2023, Public Hearing & Regular Board Meeting

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Ferrer and passed unanimously approving the minutes of the May 8, 2023, Public Hearing & Regular Board Meeting, as presented.

2. August 7, 2023, Workshop

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Ferrer and passed unanimously approving the minutes of the August 7, 2023, Workshop, as presented.

L. OLD BUSINESS

1. Update on 1st Amendment to Maintenance Agreement between the District and the Association

Mrs. Perez advised that she had been in communication with the HOA Manager and the agreement finalization is still pending.

M. NEW BUSINESS

1. Consider Resolution No. 2023-04 – Records Retention Policy Adoption

Mrs. Perez presented Resolution No. 2023-04, entitled:

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mrs. Perez explained, this action appoints a records liaison and designates the electronic copy of documents as the official District record. This means that only a copy needs to be signed at meetings, and once it is scanned, the original can be discarded, which will create a more economical and efficient records management system.

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Ferrer and unanimously passed adopting Resolution No. 2023-04, thereby approving a Records Retention Policy as presented.

2. Consider Resolution No. 2023-05 – Adopting an Amended Fiscal Year 2022/2023 Budget

Mrs. Perez presented Resolution No. 2023-05, entitled:

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez explained, as done every year for administrative and statutory requirements, within 60 days of any given fiscal year end, the Board adopts a revised/amended budget for said year. The fiscal year ended on September 30, 2023. This is the reason it is administrative in nature (past year's budget for past year's expenses) and will serve as the Board's final approval/ratification of the District's expenditures for the past fiscal year.

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Ferrer and unanimously passed adopting Resolution No. 2023-05, adopting a Fiscal Year 2022/2023 Amended Budget.

3. District Engineer Analysis of Driveway at SW 92nd Avenue and 5th Lane

The Board discussed the analysis provided and requested that it be brought back as a physical plan for review and to provide a cost for the recommended modification.

N. ADMINISTRATIVE & OPERATIONAL 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 September 30, 2023, were \$72,670.71.

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

2. Accept and Receive 2023 Annual Engineering Report

Mrs. Perez noted that this agenda item was added and provided a handout of the Annual Engineer's Report for the Board's review and records.

A **MOTION** was made by Supervisor Rodriguez, seconded by Supervisor Cruz and unanimously passed accepting and receiving the Century Park Place CDD 2023 Annual Engineer's Report as presented.

O. BOARD MEMBER & STAFF CLOSING COMMENTS

1. District Counsel Update on 2024 Florida Legislative Session

Mr. George provided an overview of the 2023 Florida Legislative Session Memorandum.

2. District Counsel Update on Required Ethics Training

Mr. George went over the Ethics Training Memorandum and noted that his firm would circulate additional information in January 2024 with links for the Board Members' convenience.

3. Update on Statement of Financial Interests – Form 1

Mrs. Perez advised, pursuant to the Public Ethics State of Florida website, <http://public.ethics.state.fl.us/search.cfm> that all of the Board Members had complied with this requirement with the exception of Supervisor Ray Rodriguez who does not appear in compliance on the website. Prior to this meeting Mr. Perez provided Mr. Rodriguez with the contact information

for Emily E. Prine, the Program Specialist/Financial Disclosure for the Florida Commission on Ethics, who can be reached at 850-488-7864.

P. ADJOURNMENT

There being no further business, the Regular Board Meeting was adjourned at 7:35 p.m. on a **MOTION** made by Supervisor Cruz, seconded by Supervisor Ferrer. There were no objections.

Secretary

Chairperson

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE 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.

WHEREAS, the Century Park Place Community Development District (the “District”), is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”), created by Ordinance No. 2000-11 of the City Commission of the City of Pembroke Pines, Florida enacted on June 7, 2000; and

WHEREAS, the Board of Supervisors of the District regularly directs the District Manager of the District to execute and accept certain documents on behalf of the District and it is customary for certain documents to be transmitted via electronic means endorsed with electronic signatures; and

WHEREAS, consistent with Chapter 688, Florida Statutes, the District is responsible for adopting and implementing control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce; and

WHEREAS, the District Board of Supervisors finds that it is in the best interest of the District to enact a policy pertaining to the use and receipt of electronic signatures.

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

Section 1. The foregoing recitals are hereby incorporated as findings of fact of the District Board of Supervisors.

Section 2. The Board of Supervisors of the Century Park Place Community Development District hereby establishes and adopts the “Electronic Signature Policy,” as follows:

ELECTRONIC SIGNATURE POLICY

PURPOSE: The purpose of this policy is to establish and identify the criteria and requirements for the use and validation of electronic signatures on documents on behalf of and for District business in accordance with Chapter 688, Florida Statutes, “Electronic Signature Act”.

DEFINITIONS:

Electronic means technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities.

Electronic record means a record created, generated, sent, communicated, received, or stored by electronic means.

Electronic signature means any letters, characters, or symbols, manifested by electronic or similar means, or logically associated with a record and that is executed or adopted with the intent to sign the record.

Electronic transaction means a transaction that is conducted or performed, in whole or in part, by electronic means or electronic records.

Record means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and that is retrievable in perceivable form.

POLICY: This policy applies to any Electronic transaction that is a replacement for or complement to handwritten signatures on any record of or for the District, including, but not limited to, contracts, agreements, official minutes, bids, proposals and resolutions. Any Electronic record or Electronic signature may not be denied legal effect or enforceability solely because the record or signature is in electronic form. This policy does not limit the District’s right or option to require original signatures or Records in a non-electronic format as the District deems necessary or as required by applicable policies, laws or regulations.

PROCEDURE: When a document containing an Electronic signature is signed, transmitted and received the following requirements must be met:

1. The Electronic signature must establish sender/user authenticity. The electronic signing of a document by an individual must be accompanied by documentation that shows that the signer is the individual signing the document and the individual that has the authority to bind the entity entering into an agreement or contract with the District.

2. If a document has been modified or changed, the prior Electronic signature is invalid and said document requires another Electronic signature or shall be signed by hand. This is to prevent any issue that a document has been changed after it is signed.

3. The District Manager, or his or her designee, has the authority and responsibility for approval of any Electronic signature method utilized and shall be responsible for the implementation of control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of District business transactions conducted using electronic methods.

4. The Electronic signature shall include the entire name of the individual and shall be located on or near the signature block on the document being electronically signed.

5. The date of the Electronic signature must be captured, stored, and available for retrieval for the required retention period of the document executed.

6. The Electronic record must be transmitted to all parties in a format acceptable to the District Manager, or his or her designee.

Section 3. The District Manager is hereby directed to take all actions necessary and consistent with the intent of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 5. If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 6. The Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 4th DAY OF MARCH, 2024.

**CENTURY PARK PLACE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairman/Vice Chairman

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025 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 2024/2025; 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 2024/2025 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: May 6, 2024

HOUR: 7:00 p.m.

LOCATION: Big Five Club
600 SW 92nd Avenue
Miami, Florida 33174

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 4th day of March, 2024.

ATTEST:

**CENTURY PARK PLACE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

Attachment: **Exhibit “A”**: Fiscal Year 2024/2025 Budget

Century Park Place Community Development District

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

CONTENTS

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

PROPOSED BUDGET
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2024/2025 BUDGET
REVENUES	
ADMINISTRATIVE ASSESSMENTS	65,137
MAINTENANCE ASSESSMENTS	18,367
DEBT ASSESSMENTS	123,590
INTEREST INCOME	720
TOTAL REVENUES	\$ 207,814
EXPENDITURES	
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	
ENGINEERING/INSPECTIONS	2,000
MISCELLANEOUS MAINTENANCE	3,750
PAVEMENT REPLACEMENT RESERVE	7,050
STORMWATER MANAGEMENT RESERVE	3,800
INFRASTRUCTURE MAINTENANCE	665
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 17,265
ADMINISTRATIVE EXPENDITURES	
SUPERVISOR FEES	4,000
PAYROLL TAXES	306
MANAGEMENT	34,968
LEGAL	9,000
ASSESSMENT ROLL	6,750
AUDIT FEES	3,600
INSURANCE	7,200
LEGAL ADVERTISING	1,750
MISCELLANEOUS	725
POSTAGE	200
OFFICE SUPPLIES	325
MEETING VENUE RENTAL	1,000
DUES & SUBSCRIPTIONS	175
TRUSTEE FEES	4,200
CONTINUING DISCLOSURE FEE	350
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 74,549
TOTAL EXPENDITURES	\$ 91,814
REVENUES LESS EXPENDITURES	\$ 116,000
BOND PAYMENTS	(116,175)
BALANCE	\$ (175)
COUNTY APPRAISER & TAX COLLECTOR FEE	(4,141)
DISCOUNTS FOR EARLY PAYMENTS	(8,284)
EXCESS/ (SHORTFALL)	\$ (12,600)
CARRYOVER FROM PRIOR YEAR	12,600
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
ADMINISTRATIVE ASSESSMENTS	73,001	65,167	65,137	Expenditures Less Interest & Carryover/.94
MAINTENANCE ASSESSMENTS	10,916	18,367	18,367	Expenditures/.94
DEBT ASSESSMENTS	123,614	123,590	123,590	Bond Payments/.94
INTEREST INCOME	3,546	480	720	Interest Projected At \$60 Per Month
TOTAL REVENUES	\$ 211,077	\$ 207,604	\$ 207,814	
EXPENDITURES				
MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS				
ENGINEERING/INSPECTIONS	4,474	2,000	2,000	No Change From 2023/2024 Budget
MISCELLANEOUS MAINTENANCE	0	3,750	3,750	No Change From 2023/2024 Budget
PAVEMENT REPLACEMENT RESERVE	0	7,050	7,050	Twenty Year Project (Fourth Year)
STORMWATER MANAGEMENT RESERVE	0	3,800	3,800	Five Year Project (Second Year)
INFRASTRUCTURE MAINTENANCE	0	665	665	No Change From 2023/2024 Budget
TOTAL MAINTENANCE/INFRASTRUCTURE IMPROVEMENTS	\$ 4,474	\$ 17,265	\$ 17,265	
ADMINISTRATIVE EXPENDITURES				
SUPERVISOR FEES	2,800	4,000	4,000	Supervisor Fees
PAYROLL TAXES	214	306	306	Supervisor Fees * 7.65%
MANAGEMENT	32,976	33,960	34,968	CPI Adjustment (Capped At 3%)
LEGAL	8,443	9,000	9,000	No Change From 2023/2024 Budget
ASSESSMENT ROLL	6,750	6,750	6,750	As Per Contract
AUDIT FEES	3,400	3,500	3,600	Accepted Amount For 2023/2024 Budget
INSURANCE	6,134	6,600	7,200	Fiscal Year 2023/2024 Expenditure Was \$6,594
LEGAL ADVERTISING	270	775	1,750	Costs Will Increase Due To Closing Of The Miami Business Review
MISCELLANEOUS	487	750	725	\$25 Decrease From 2023/2024 Budget
POSTAGE	165	200	200	No Change From 2023/2024 Budget
OFFICE SUPPLIES	128	325	325	No Change From 2023/2024 Budget
MEETING VENUE RENTAL	450	1,000	1,000	No Change From 2023/2024 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2023/2024 Budget
TRUSTEE FEES	4,187	4,200	4,200	No Change From 2023/2024 Budget
CONTINUING DISCLOSURE FEE	350	350	350	No Change From 2023/2024 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 66,929	\$ 71,891	\$ 74,549	
TOTAL EXPENDITURES	\$ 71,403	\$ 89,156	\$ 91,814	
REVENUES LESS EXPENDITURES	\$ 139,674	\$ 118,448	\$ 116,000	
BOND PAYMENTS	(117,854)	(116,175)	(116,175)	2025 P & I Payments Less Earned Interest
BALANCE	\$ 21,820	\$ 2,273	\$ (175)	
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,997)	(4,142)	(4,141)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(7,660)	(8,285)	(8,284)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 12,163	\$ (10,154)	\$ (12,600)	
CARRYOVER FROM PRIOR YEAR	0	10,154	12,600	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ 12,163	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
CENTURY PARK PLACE 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	4,548	250	600	Projected Interest For 2024/2025
NAV Tax Collection	117,854	116,175	116,175	Maximum Debt Service Collection
Total Revenues	\$ 122,402	\$ 116,425	\$ 116,775	
EXPENDITURES				
Principal Payments	35,000	35,000	40,000	Principal Payments Due In 2025
Interest Payments	78,663	76,563	75,075	Interest Payments Due In 2025
Bond Redemption	0	4,862	1,700	Estimated Excess Debt Collections
Total Expenditures	\$ 113,663	\$ 116,425	\$ 116,775	
Excess/ (Shortfall)	\$ 8,739	\$ -	\$ -	

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 1/1/2024 = \$1,590,000

Century Park Place Community Development District Assessment Comparison

	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Projected Assessment*
Administrative	\$ 514.25	\$ 548.06	\$ 554.43	\$ 497.46	\$ 497.24
Maintenance	\$ 123.69	\$ 89.83	\$ 83.33	\$ 140.21	\$ 140.21
<u>Debt</u>	<u>\$ 943.62</u>	<u>\$ 943.62</u>	<u>\$ 943.62</u>	<u>\$ 943.62</u>	<u>\$ 943.62</u>
Total	\$ 1,581.56	\$ 1,581.51	\$ 1,581.38	\$ 1,581.29	\$ 1,581.07

* 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 CDD SW 92nd AVE & SW 5th LN Entrance Modification

Florida Paving &
Striping

Headley Construction
Group

Southern Asphalt
Engineering

Perform the entrance Sidewalk and Road modification, as per "Autoturn Analysis" (enclosed) specifications provided by the District Engineers (Alvarez Engineering).

Process the necessary permits for the job with Miami-Dade County.

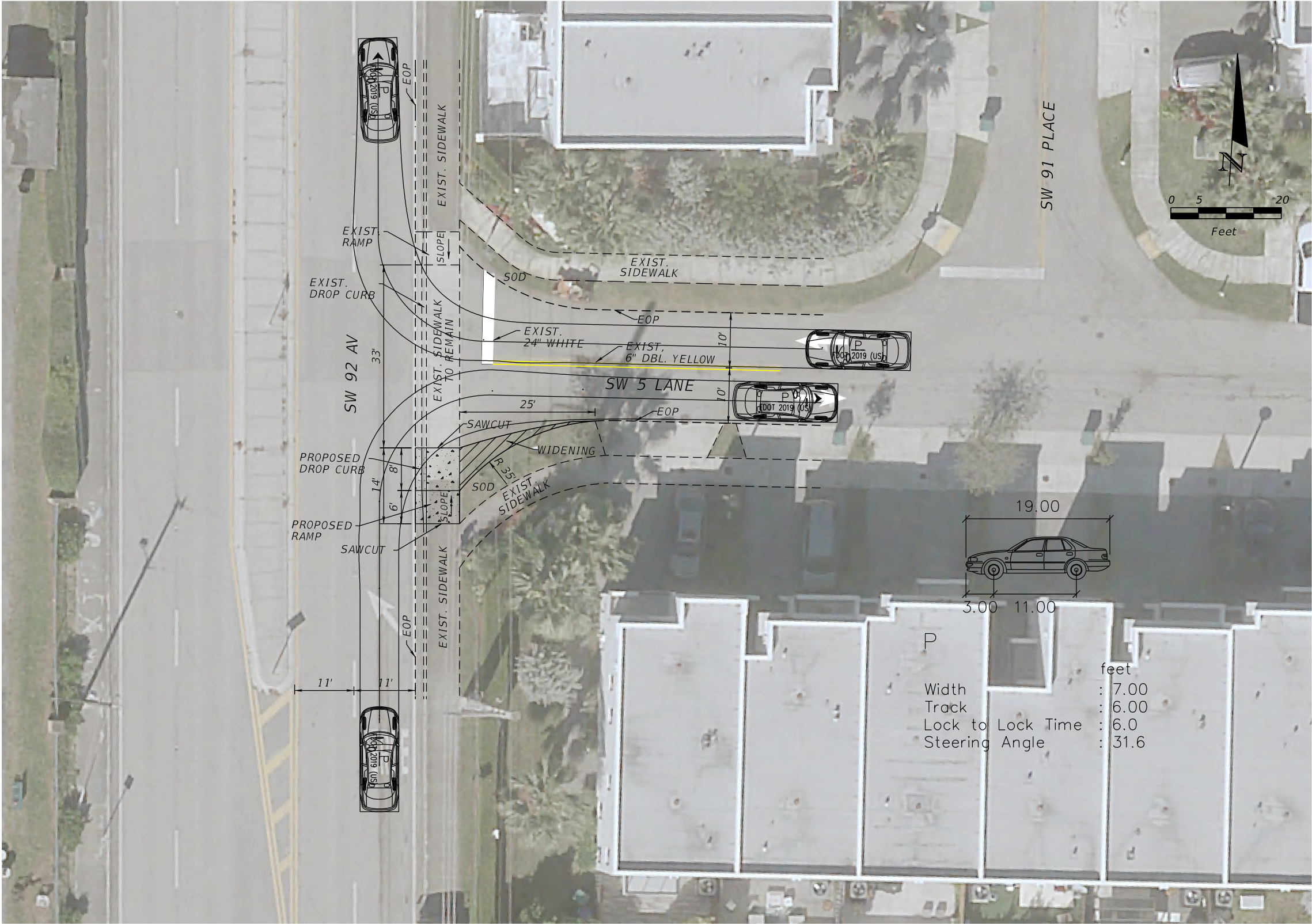
\$10,400.00

\$9,300.00

\$6,479.50

These prices include the vendor charge for processing the permit, but do not include the permit fees to be payable to Miami-Dade County.

NOT FOR CONSTRUCTION
PRELIMINARY AND SUBJECT TO CHANGE



REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION



Alvarez Engineers
ALVAREZ ENGINEERS, INC.
FLORIDA CERTIFICATE OF AUTHORIZATION No. 7538
8935 N.W. 35 Lane , Suite 101
Doral, Florida 33172

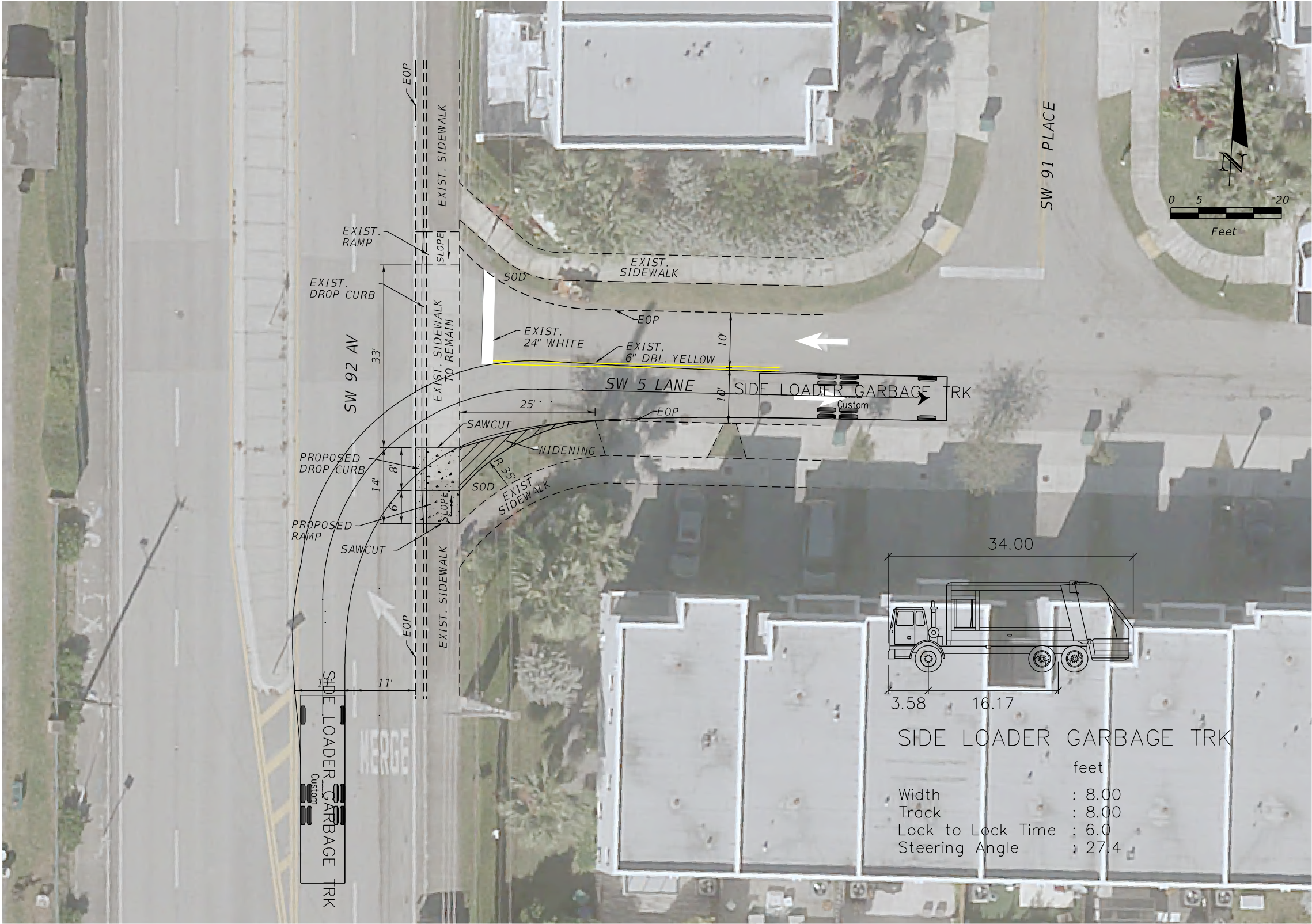
CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT	
ROAD	COUNTY
SW 5 LANE	MIAMI-DADE

AUTOTURN ANALISYS
SW 92 AV & SW 45 LANE

Page 20 of 2

SHEET NO.
20

NOT FOR CONSTRUCTION
PRELIMINARY AND SUBJECT TO CHANGE



REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION



**Alvarez
Engineers**

ALVAREZ ENGINEERS, INC.
FLORIDA CERTIFICATE OF AUTHORIZATION No. 7538
8935 N.W. 35 Lane , Suite 101
Doral, Florida 33172

CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT	
ROAD	COUNTY
SW 5 LANE	MIAMI-DADE

AUTOTURN ANALISYS

SW 92 AV & SW 45 LANE

Page 21 OF 2

SHEET NO.
21



5461 Southwest 162 Ct
Miami, FL 33185
(786) 486-9152
proposal@flpavingandstriping.com

Estimate

ESTIMATE#	20439
DATE	02/12/2024
PO#	

CUSTOMER
Century Park Place CDD 2501 A Burns Rd Palm Beach Gardens FL 33410 (786) 503-1633

SERVICE LOCATION
Century Park Place CDD SW 92nd Ave & SW 5th Ln Miami FL (786) 503-1633

DESCRIPTION

Estimate

Description	Qty	Rate	Total
PREPARATION <ul style="list-style-type: none">Remove existing sidewalk and curb (120 sq ft)Remove grass and dirt for area where asphalt will be laid (60 sq ft).Dispose of all the above mentioned.Prepare base with lime rock 4" on area's which were removed and compact where asphalt will be laid.	0.00	0.00	0.00
CLEANING <ul style="list-style-type: none">Clean and prep existing worksite areas thoroughly using power air blowers and manual push brooms.Push broom areas as needed to be swept and put in piles.Remove and set aside of debris at areas of worksites to be repaired.Remove and dispose of all trash and debris from cleaning and preparing area.	0.00	0.00	0.00
CONCRETE SLAB (120 sq ft) <ul style="list-style-type: none">Compact base as needed will be compacted to 100% density.Clean and create form for concrete slab. (using wood form and pins)Cleaning and prepping each location for new concrete.Supply and installation of (3,000) P.S.I. concrete regular mix of 6" with slope in accordance to plans.Finishing of placed concrete to a smooth broom finish and grooving every 5' with push broom.Upon project completion, follow up and clean site areas and remove all M.O.T. devices.	0.00	0.00	0.00
NEW ASPHALT (60 sq ft) <ul style="list-style-type: none">Apply DOT approved TACK coat to promote adhesion between limerock base and new hot asphalt.Apply 1" of S3 Asphalt, Rolling and compaction of asphalt using plate compactor.Finishing of placed asphalt to a smooth broom finish and grooving every 5' with push broom.Upon project completion, follow up and clean site areas and remove all M.O.T. devices.	0.00	0.00	0.00
TOTAL	8900.00	1.00	8,900.00

Description	Qty	Rate	Total
PERMIT FEE	1.00	1,500.00	1,500.00

CUSTOMER MESSAGE

PAYMENTS TO BE MADE AS FOLLOWS:
40% UPON AGREEMENT OF SIGNED CONTRACT
ACCEPTANCE, 50% UPON COMPLETION AND 10% ON
FINAL INSPECTION:

RESIDENCE PERMIT FEE: \$800.00 (CITY FEE IS NOT
INCLUDED. THIS IS A SEPERATE CHARGE)
BUSINESS PERMIT FEE: \$1,500.00 (CITY FEE IS NOT
INCLUDED. THIS IS A SEPERATE CHARGE)
City fees are not included; additional work required by
such permit may be an additional charge aside from
contract price. Any fees for surveys, plans, drawings,
or engineer work is also not included in this price.

****Projects completed over the weekend have an
additional fee.****

Warranty-Material & Workmanship Guaranteed for 1
Year, excluding normal wear patterns (Areas of
ponding water and normal wear patterns.) Job Site
Barricades, Cones, and or Caution Tape are not to be
removed for 24 hours. Oil Seal is designed to create an
optimum bond of sealer to oil spot areas and will not
compensate for areas needing of major repairs due to
excessive saturation of oil & in some cases it will not
guarantee a permanent bond. FPS will not be liable for
anyone who disrespects traffic control devices and
walks or drives on wet or uncured sealer or painted
surfaces causing damage to any adjoining surfaces and
personal or property damage. Sealcoating of pavement
surfaces will not eliminate existing cracks on pavement
surface and is applied to maintain and improve asphalt
surfaces. Seal coated pavement surface will show
different wear patterns as existing on turning radiuses.
New asphalt requires three to six months to properly
cure. During this time, new asphalt will remain enough
to develop depression and tire marks from vehicle,
high heal, and motorcycle stands. The tracking marks
will disappear in time. No warranty can be made in
areas of ponding water as ponding water will hinder
the sealers' ability to properly bond to pavement
surface. It will be the property owner or Property
management company's responsibility for properly
informing tenants and or residents of intended work
areas and the removal of all vehicles in such area. All
sprinklers must be turned off 24 hrs. prior to
commencement of work & should remain off for 24
hrs. after completion of work

Any change, alteration, or deviation from the
specifications as set forth in the proposal, which
involve additional charge or cost, will only be
permitted upon written confirmation via Change Order
which will be an additional charge or cost and payable
upon execution thereof.

Any change, alteration, or deviation from the
specifications as set forth in the proposal, which
involve additional charge or cost, will only be
permitted upon written confirmation via Change Order
which will be an additional charge or cost and payable

Estimate Total:

\$10,400.00

upon execution thereof.

No Sales Agent, or any other Employee of F.P.S., customer or customer representative shall have the authority to waive or modify any terms and conditions of this agreement nor deviate from the specifications and terms set herein proposal. No verbal representations expressed or implied can be relied on and will not supersede the terms and conditions of the written specifications set forth.

Procurement fees are not included; additional work required by such permit may be an additional charge aside from contract price. Permit Costs and Fees are due immediately upon receipt. Owner or Management will provide 2 copies of site plans for permitting purposes. Provided surveys or site plans are to be up to date and matching existing conditions of pavement area.

NOTE: This Proposal may be withdrawn by us if not accepted within 30 Days.

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

PRE-WORK SIGNATURE

Signed By:

Headley Construction Group Inc

8240 SW 186th ST
Cutler Bay, FL 33157 US
+1 3056131490
Thomas@headleycg.com



Estimate

ADDRESS
Special District Services, Inc.

ESTIMATE 1442
DATE 02/22/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Project; Century Park Place CDD			
	Scope of Work			
Earthwork	1. Excavation of existing organic sod / soil and demolition of concrete sidewalk, Curbs (80 Sqft, 15 LF of Curb)	1	1,750.00	1,750.00
6" Concrete Sidewalk	2. Installation of new 6" concrete sidewalk and curbs (Minimum)	1	2,500.00	2,500.00
ADA Detectable Pad 4' x 2'	3. Installation of new ADA detectable warning (Qty. 1)	1	350.00	350.00
Earthwork	4. Installation of compacted Limerock base for road widening	1	800.00	800.00
Asphalt Pavement Installation	5. Widening of asphalt pavement in existing sod area (Minimum)	1	1,500.00	1,500.00
Signs & Markings	6. Striping of asphalt area (Minimum)	1	900.00	900.00
SUBTOTAL				7,800.00
TAX				0.00
TOTAL				\$7,800.00

Accepted By

Accepted Date

Re: CPP: Estimate 1442 from Headley Construction Group Inc**Thomas Headley <thomas@headleycg.com>**

Fri 2/23/2024 1:02 PM

To: Ronald Galvis <rGalvis@sdsinc.org>

Cc: chris@headleycg.com <chris@headleycg.com>; Gloria Perez <gperez@sdsinc.org>

Ronald,

We would charge \$1500 for the permitting process. This price excludes the county permit fees.

Best Regards

Thomas Headley

Sent from my iPhone

On Feb 22, 2024, at 1:18 PM, Ronald Galvis <rGalvis@sdsinc.org> wrote:

Good morning, dear Thomas and thank you for sending us the requested proposal.

It was a pleasure speaking with you earlier today. Could you please add the fees HEADLEY charges for processing the permits with Miami-Dade Couty for this project?

We will be very attentive to receiving your updated proposal.

Best regards.

<Outlook-2mg2j3bh.jpg>

Ronald Galvis
Field Operations Manager
(786)503-1633
rgalvis@sdsinc.org
www.sdsinc.org

From: Headley Construction Group Inc <quickbooks@notification.intuit.com>**Sent:** Thursday, February 22, 2024 12:56 PM**To:** Ronald Galvis <rGalvis@sdsinc.org>**Cc:** Gloria Perez <gperez@sdsinc.org>; thomas@headleycg.com <thomas@headleycg.com>; chris@headleycg.com <chris@headleycg.com>**Subject:** Estimate 1442 from Headley Construction Group Inc

Gloria / Ronald,

Attached you will find our proposal for the road widening needed at project; Century Park Place.

Please advise if you have any question / concerns



**SAE | SOUTHERN ASPHALT
ENGINEERING, INC.**

Your Partners in Asphalt Restoration & Maintenance.

**13110 NW 14 Street Miami, FL. 33182
Ph: 305-667-8390 / Fax: 305-667-0396
Licensed & Insured Dade E981900 Broward 06-3B-12901X
www.southernasphaltengineering.com**

Proposal/Contract

Date 2/20/2024

Proposal # 20240110

Customer:

Century Parc Place
C/O Special District Services, Inc.
2501A Burns Rd.
Palm Beach Gardens, FL 33410

Job Name:

Century Parc Place
Century Parc Place
SW 92 AVE & SW 5 LN
Miami, FL. 33174
Entrance Modification Project

Contact

Phone# (786) 503-1633

E-mail: rGalvis@sdsinc.org

We hereby submit specifications to furnish labor material & equipment for the following work as requested:

This proposal is for the minimum mobilizations required to perform the work for the street widening modification at the entrance to the community, as per the project plans provided and the specifications described below.

*Note: This proposal scope of work and pricing is subject to the engineers final project plans design or the County / City approval.

New Pavement Surface Area

- 1- Excavating 7" in depth of the proposed area to be asphalt pavement.
- 2- Hauling away and disposal of all excavated material (sand, dirt, gravel, etc.).
- 3- Supply & Spread of 6" aggregate material (limerock).
- 4- Compaction of supplied and spread limerock using vibratory tandem roller.
- 5- Application of SS-1h Tack Coat to promote adhesion between prepared surface and preceeding asphalt surface.
- 6- Pave up to 350 ft2 of prepared area(s) using Asphalt Plant Hot-Mix (S-111) at a 1" thickness.
- 7- Rolling and compaction of spread asphalt using a 4-5 ton roller.

* Note : As Requested, the SAE Permit Procurement & Processing Fee of \$685.00 Is Included in this proposal pricing, however the actual County/City Permit Cost fo rthe project is Not Included.

* Note: Proposal pricing does not include Surveyor, MOT plan, Density Testing, Restriping if required.

SAE will not be liable damages caused to pavement sub base or pavement surface if compaction of the sub-base surface was performed by others. SAE will not be liable for dry grinding of vehicles upon freshly paved surfaces.

New Concrete Sidewalk & Ramp

- 1- Preparation of existing area for restoration of concrete Sidewalk 6", this includes the removal of existing concrete, pavement & dirt.
- 2- Hauling away and disposal of all removed materials.
- 3- Forming the perimeter of proposed concrete pavement area.
- 4- Placing of wire re-enforcing mesh or equivalent (Fiber Mesh).
- 5- Supply and placement of 3000 PSI concrete.
- 6- Finishing of placed concrete to a smooth broom finish

* Does not include HC / ADA Warning Pad Device if required.

SAE will not be liable for anyone who disrespects pedestrian and vehicular control devices and walk on drives on wet concrete causing personal or property damage. It will be the property owner or associations property management company's responsibility for properly informing tenants and or residents of intended work areas and the removal of all vehicles in such area. SAE will not be responsible for any underground utilities as irrigation lines buried utility service lines that are not properly set to required depths or closely adjoining areas of proposed work area and are to be re-located or removed by others prior to the commencement of work. SAE will not be responsible for the restoration of sod.



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Ph: 305-667-8390 / Fax: 305-667-0396

Licensed & Insured Dade E981900 Broward 06-3B-12901X

www.southernasphaltengineering.com

Proposal/Contract

Date 2/20/2024

Proposal # 20240110

Customer:

Century Parc Place
C/O Special District Services, Inc.
2501A Burns Rd.
Palm Beach Gardens, FL 33410

Job Name:

Century Parc Place
Century Parc Place
SW 92 AVE & SW 5 LN
Miami, FL. 33174
Entrance Modification Project

Contact

Phone# (786) 503-1633

E-mail: rGalvis@sdsinc.org

We hereby submit specifications to furnish labor material & equipment for the following work as requested:

Concrete Curb and Gutter Restoration

- 1-Saw-cut of existing damaged concrete surface area.
- 2- Preparation of existing area for restoration of concrete Curb and Gutter includes removal of existing concrete, pavement sub base limerock base and debris.
- 2- Hauling away and disposal of all removed materials.
- 3- Forming the perimeter of proposed concrete Curb and Gutter concrete pavement area.
- 4- Placing of wire re-enforcing mesh or equivalent (Fiber Mesh).
- 5- Supply and placement of 3000 PSI concrete.
- 6- Finishing of placed concrete to a smooth broom finish.
- 7- Supply and maintain all pedestrian traffic control devices (Barricade/Cones).

SAE will not be liable for anyone who disrespects pedestrian and vehicular control devices and walk on drives on wet concrete causing personal or property damage. It will be the property owner or associations property management company's responsibility for properly informing tenants and or residents of intended work areas and the removal of all vehicles in such area. SAE will not be responsible for any underground utilities as irrigation lines buried utility service lines that are not properly set to required depths or closely adjoining areas of proposed work area and are to be re-located or removed by others prior to the commencement of work. SAE will not be responsible for the restoration of sod.

No Sales Agent, or any other Employee of SAE Inc., customer or customer representative shall have the authority to waive or modify any terms and conditions of this agreement nor deviate from the specifications and terms set forth herein. No verbal representations expressed or implied can be relied on and will not supersede the terms and conditions of the written specifications set forth. Any change, alteration, or deviation from the specifications as set forth in the proposal, which involve additional charge or cost, will only be permitted upon written confirmation via Change Order which will be completed at an additional cost and payable upon execution thereof. This proposal excludes the following unless otherwise stated in the proposal: As-Built, Surveys, Architectural Drawings & Engineer Site Plans, Permits, Staking, Material Testing, Manhole/Catch Basin/Gate Valve adjustments or repairs, Sod Restoration & Landscaping vegetation removal, are not included. ID Badges, Biometrics, background checks, and special pay wages are not included. Should they be required it will be an added charge. Hiring party is responsible for blueprints, plans, engineering, layout, testing, bond requirements and as-builts as may be required unless expressly stated. SAE is not responsible for damage to irrigation systems when not properly marked by client. Customer will be notified when work is to be performed. It is the customers responsibility to make sure the irrigation systems are shut off as to not cause damage to the work performed. SAE will not be responsible for damage to underground utilities in areas of construction as applicable.



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Date 2/20/2024

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2501A Burns Rd.
Palm Beach Gardens, FL 33410

Job Name:

Century Parc Place
Century Parc Place
SW 92 AVE & SW 5 LN
Miami, FL. 33174
Entrance Modification Project

Contact

Phone# (786) 503-1633

E-mail: rGalvis@sdsinc.org

We hereby submit specifications to furnish labor material & equipment for the following work as requested:

This proposal including all terms and conditions shall become a legally binding attachment to any contract entered into and between SAE and the financially responsible company for which the work is being performed. All provided terms will not to be excluded or superseded by any other contract or riders. SAE recommends a Civil Engineer be retained for ADA upgrades Unless expressly noted within this agreement. SAE makes no claim to the local, state, or federal guidelines on ADA compliance of any or all ADA elements present within the property boundary. All prices quoted are valid for 30 days from the date of this proposal. Due to price fluctuations on material costs this contractor reserves the right to withdraw the proposal at any time prior to the commencement of work. This proposal price is based on work being completed during the hours of 7AM & 6PM Monday thru Friday excluding holidays. Additional fees may apply if work is required to be completed at night or on weekends. All work is performed weather permitting.

WITH PAYMENTS TO BE MADE AS FOLLOWS: 100% Upon Completion TOTAL \$ 6,479.50

Permit and procurement fees are not included; additional work required by such permit may be an additional charge aside from contract price. Permit Costs are due upon receiving Invoice for Permit Fees and Expediting Services of issued permits. Permit Costs and Fees are due immediately upon receipt. Owner or Association management will provide 2 copies of site plans for permitting purposes. Provided surveys or site plans are to be up to date and matching existing conditions of pavement area.

NOTE: This Proposal may be withdrawn by us if not accepted within 30 Days. The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. A monthly service charge of 1-1/2% will be added if payment is not received under the terms of the contract.

Respectfully Submitted: Joshua Kaufman / Regional Account Manager/Project Estimator

Accepted by _____
Name Signature Title Date

PLEASE EMAIL ACCEPTED PROPOSAL TO CONTRACTS@SOUTHERNASPHALTENGINEERING.COM OR FAX (305) 667-0396
In any dispute, associated with this agreement between client and Southern Asphalt Engineering, the prevailing party shall be entitled to reasonable attorney's fees and costs. Venue shall be Dade County, Florida.

Century Park Place
Community Development District

**Financial Report For
January 2024**

Century Park Place Community Development District
Budget vs. Actual
October 2023 through January 2024

	Oct '23 - Jan 24	23/24 Budget	\$ Over Budget	% of Budget
Income				
01-3100 · Administrative Assessments	58,076.57	65,167.00	-7,090.43	89.12%
01-3200 · Maintenance Assessments	16,369.53	18,367.00	-1,997.47	89.13%
01-3810 · Debt Assessments	110,162.97	123,590.00	-13,427.03	89.14%
01-3820 · Debt Assess-Paid To Trustee	-104,742.57	-116,175.00	11,432.43	90.16%
01-3830 · Assessment Fees	-1,772.98	-4,142.00	2,369.02	42.81%
01-3831 · Assessment Discounts	-7,310.83	-8,285.00	974.17	88.24%
01-9410 · Interest Income (GF)	254.45	480.00	-225.55	53.01%
01-9412 · Carryover from Previous Year	0.00	10,154.00	-10,154.00	0.0%
Total Income	71,037.14	89,156.00	-18,118.86	79.68%
Expense				
01-1311 · Management Fees	11,320.00	33,960.00	-22,640.00	33.33%
01-1315 · Legal Fees	2,200.00	9,000.00	-6,800.00	24.44%
01-1318 · Assessment/Tax Roll	0.00	6,750.00	-6,750.00	0.0%
01-1320 · Audit Fees	0.00	3,500.00	-3,500.00	0.0%
01-1450 · Insurance	6,594.00	6,600.00	-6.00	99.91%
01-1480 · Legal Advertisements	250.54	775.00	-524.46	32.33%
01-1512 · Miscellaneous	86.12	750.00	-663.88	11.48%
01-1513 · Postage and Delivery	52.35	200.00	-147.65	26.18%
01-1514 · Office Supplies	43.70	325.00	-281.30	13.45%
01-1519 · Meeting Venue Rental	160.00	1,000.00	-840.00	16.0%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1550 · Trustee Fees (GF)	0.00	4,200.00	-4,200.00	0.0%
01-1743 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
01-1800 · Infrastructure Maintenance	0.00	665.00	-665.00	0.0%
01-1805 · Stormwater Management (GF)	0.00	3,800.00	-3,800.00	0.0%
01-1810 · Engineering / Inspections	0.00	2,000.00	-2,000.00	0.0%
01-1815 · Miscellaneous Maintenance	0.00	3,750.00	-3,750.00	0.0%
01-2481 · Supervisor Fee	400.00	4,000.00	-3,600.00	10.0%
01-2483 · Pavement Replacement Reserve	0.00	7,050.00	-7,050.00	0.0%
02-2482 · Payroll Tax Expense	30.60	306.00	-275.40	10.0%
Total Expense	21,312.31	89,156.00	-67,843.69	23.91%
Net Income	49,724.83	0.00	49,724.83	100.0%

**CENTURY PARK PLACE COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
JANUARY 2024**

	Annual Budget 10/1/23 - 9/30/24	Actual Jan-24	Year To Date Actual 10/1/23 - 1/31/24
REVENUES			
Administrative Assessments	65,167	2,614	58,077
Maintenance Assessments	18,367	737	16,370
Debt Assessments	123,590	4,958	110,163
Interest Income	480	0	254
Total Revenues	\$ 207,604	\$ 8,309	\$ 184,864
EXPENDITURES			
Administrative Expenditures			
Supervisor Fees	4,000	0	400
Payroll Taxes	306	0	31
Management	33,960	2,830	11,320
Legal	9,000	0	2,200
Assessment Roll	6,750	0	0
Audit Fees	3,500	0	0
Insurance	6,600	0	6,594
Legal Advertisements	775	0	250
Miscellaneous	750	3	86
Postage	200	0	52
Office Supplies	325	4	44
Meeting Room Venue	1,000	160	160
Dues & Subscriptions	175	0	175
Trustee Fees	4,200	0	0
Continuing Disclosure Fee	350	0	0
Total Administrative Expenditures	\$ 71,891	\$ 2,997	\$ 21,312
Maintenance Expenditures			
Engineering/Inspections	2,000	0	0
Miscellaneous Maintenance	3,750	0	0
Pavement Replacement Reserve	7,050	0	0
Stormwater Management Reserve	3,800	0	0
Infrastructure Maintenance	665	0	0
Total Maintenance Expenditures	\$ 17,265	\$ -	\$ -
TOTAL EXPENDITURES	\$ 89,156	\$ 2,997	\$ 21,312
REVENUES LESS EXPENDITURES	\$ 118,448	\$ 5,312	\$ 163,552
Bond Payments	(116,175)	(4,761)	(104,743)
BALANCE	\$ 2,273	\$ 551	\$ 58,809
County Appraiser & Tax Collector Fee	(4,142)	(81)	(1,773)
Discounts For Early Payments	(8,285)	(249)	(7,311)
EXCESS/ (SHORTFALL)	\$ (10,154)	\$ 221	\$ 49,725
CARRYOVER FROM PRIOR YEAR	10,154	0	0
NET EXCESS/ (SHORTFALL)	\$ -		

Bank Balance As Of 1/31/24	\$ 233,361.10
Accounts Payable As Of 1/31/24	\$ 108,239.40
Accounts Receivable As Of 1/31/24	\$ -
Reserve For Pavement Replacement As Of 1/31/24	\$ 7,282.00
Available Funds As Of 1/31/24	\$ 117,839.70

CENTURY PARK PLACE 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
									\$207,124.00	\$65,167.00	\$18,367.00	\$ 123,590.00	\$65,167.00	\$18,367.00	\$123,590.00	
									\$194,697.00	\$61,257.00	\$17,265.00	\$ 116,175.00	\$61,257.00	\$17,265.00	\$116,175.00	
1	1	Miami-Dade Tax Collector	11/20/23	NAV Taxes	\$ 10,265.30		\$ (98.45)	\$ (420.32)	\$ 9,746.53	\$ 3,229.47	\$ 910.53	\$ 6,125.30	\$ 3,066.26	\$ 864.52	\$ 5,815.75	\$ 5,815.75
2	2	Miami-Dade Tax Collector	11/24/23	NAV Taxes	\$ 6,325.16		\$ (60.72)	\$ (253.00)	\$ 6,011.44	\$ 1,989.84	\$ 560.84	\$ 3,774.48	\$ 1,891.15	\$ 533.03	\$ 3,587.26	\$ 3,587.26
3	3	Miami-Dade Tax Collector	12/08/23	NAV Taxes	\$ 156,547.71		\$ (1,502.86)	\$ (6,261.75)	\$ 148,783.10	\$ 49,248.54	\$ 13,880.79	\$ 93,418.38	\$ 46,805.81	\$ 13,192.12	\$ 88,785.17	\$ 88,785.17
4	4	Miami-Dade Tax Collector	12/27/23	NAV Taxes	\$ 3,162.58		\$ (30.36)	\$ (126.50)	\$ 3,005.72	\$ 994.92	\$ 280.42	\$ 1,887.24	\$ 945.57	\$ 266.51	\$ 1,793.64	\$ 1,793.64
5	5	Miami-Dade Tax Collector	01/09/24	NAV Taxes	\$ 8,308.32		\$ (80.59)	\$ (249.26)	\$ 7,978.47	\$ 2,613.80	\$ 736.95	\$ 4,957.57	\$ 2,510.03	\$ 707.69	\$ 4,760.75	\$ 4,760.75
6									\$ -							\$ -
7									\$ -							\$ -
8									\$ -							\$ -
9									\$ -							\$ -
10									\$ -							\$ -
11									\$ -							\$ -
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
15									\$ -							\$ -
					\$ 184,609.07	\$ -	\$ (1,772.98)	\$ (7,310.83)	\$ 175,525.26	\$ 58,076.57	\$ 16,369.53	\$ 110,162.97	\$ 55,218.82	\$ 15,563.87	\$ 104,742.57	\$ 104,742.57

18,367.51 123,614.22

Assessment Roll = \$207,148.99

Admin: 65,167.26
Maint: 18,367.51
Debt: 123,614.22
Total 207,148.99

Note: \$207,124, \$65,167, \$18,367, and \$123,590 are 2023/2024 Budgeted assessments before discounts and fees.
\$194,697, \$61,257, \$17,265 and \$116,175 are 2023/2024 Budgeted assessments after discounts and fees.

\$ 184,609.07	
\$ -	\$ 175,525.26
\$ (58,076.57)	\$ (55,218.82)
\$ (16,369.53)	\$ (15,563.87)
\$ -	\$ -
\$ (110,162.97)	\$ (104,742.57)
\$ -	\$ -

MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
District Counsel

DATE: January 19, 2024

RE: Required Ethics Training and Financial Disclosure

Ethics Training

This memorandum serves as a reminder that beginning January 1, 2024, elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts are required to complete four (4) hours of ethics training annually. The training must address, at a minimum, s. 8, Art. II of the Florida Constitution (ethics for public officers and financial disclosure), the Code of Ethics for Public Officers and Employees, and the Florida Public Records Law and Open Meetings laws.

Deadlines & Recordkeeping

The deadline to complete training for this calendar year is December 31, 2024. There is no requirement to submit proof that you have completed the training. However, the Florida Commission on Ethics recommends that Supervisors maintain a record of all completed trainings, including the date and time of completion. This documentation may be useful if Supervisors are ever required to provide evidence of training completion. The training is a calendar year requirement and corresponds to the form year. Therefore, Supervisors will report their 2024 training when filling out their Form 1 for the 2025 year.

Links to Online Training

[Public Meetings and Public Records Law \(2-Hour Audio Presentation\)](#). This presentation is audio only and is offered by the Office of the Attorney General. This presentation covers public records and Florida public records law. The presentation can be accessed for free. Completing this presentation will satisfy 2 of the 4 hours of required ethics training.

[State Ethics Laws for Constitutional Officers & Elected Municipal Officers](#). This training is presented by the Florida Commission on Ethics. The training is an overview of Florida's Ethics Code (Part III, Chapter 112, and Article II, Section 8, Florida Constitution) geared toward Constitutional Officers and Elected Municipal Officers. Topics covered include gifts, voting conflict, misuse of office, prohibited business relationships, conflicting employment relationships, revolving door, and Amendment 12. This presentation can be accessed for free. Completing this training will satisfy 2 of the 4 hours of required ethics training.

[State-Mandated Continuing Education in Ethics.](#) This class is presented by the Florida League of Cities. The class covers Chapter 112 of Florida's Ethics Code (2 Hours) and Florida Public Records and Public Meetings Law (2 Hours). To take this class, you must register for it, however there is no registration fee. Completing this class will meet your ethics training requirement.

["4-Hour Ethics Course"](#). The "4-Hour Ethics Course" is available online and presented by the Florida Institute of Government. There are three sessions. Session 1 covers Florida's Public Records Laws (1 hour), session 2 covers Florida Government in the Sunshine Law (1 hour), and session 3 covers Florida's Ethics Laws (2 hours). The registration fee is \$79. Completing this entire course will meet your ethics training requirement.

[Sunshine Law, Public Records and Ethics for Public Officers and Public Employees 2023.](#) This seminar is offered by the Florida Bar. This seminar covers sunshine law and public records; true stories of excess corruption in the ethics world; navigating Florida public records law, privacy, ethics and social media; complaints, misuse, anti-nepotism and voting; ethics during and after public service: conflicting contractual relationships & revolving door restrictions; gifts bribes, honoraria, and expenditures. The cost for this seminar is \$280. Completing this entire seminar will meet your ethics training requirement. Those Supervisors or Officers who are members of the Florida Bar may wish to purchase this option as Continuing Legal Education Credits can be earned.

We will notify you directly or through the District Manager's office if and when other training opportunities become available.

Form 1 or Form 6

Section 8, Article II of the Florida Constitution requires constitutional officers and certain elected public officials to file a Form 6. In the last session, the legislature expanded the requirements to include *elected members of municipalities*. Independent special district officials remain exempt from the requirement to file a Form 6. Elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts (including community development districts) are required to file Form 1.

For this year's filing requirement, a completed Form 1 must be submitted prior to July 1, 2024 using the Electronic Filing System of the Florida Commission on Ethics, which can be accessed via the link at [Login - Electronic Financial Disclosure Management System \(floridathics.gov\)](https://floridathics.com/). You will no longer be able to file your completed Form 1 through your local Supervisor of Elections office.

If you have any questions or need additional information about ethics training requirements or financial disclosure, please do not hesitate to contact our office.