



**OLD TOWN FLORIDIAN
COMMUNITY DEVELOPMENT
DISTRICT**

MIAMI-DADE COUNTY

**SPECIAL BOARD MEETING
NOVEMBER 1, 2023
1:00 P.M.**

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

www.oldtownfloridacdd.org
786.303.3661 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
OLD TOWN FLORIDIAN
COMMUNITY DEVELOPMENT DISTRICT
Kendall Executive Center
8785 SW 165th Avenue, Suite 200
Miami, Florida 33193
SPECIAL BOARD MEETING
November 1, 2023
1:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. June 21, 2023 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
 - 1. Staff Report: As Required
- H. New Business
 - 1. Consider Resolution No. 2023-06 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 6
 - 2. Discussion Regarding Meeting Time Change
- I. Administrative & Operational Matters
- J. Board Member & Staff Closing Comments
- K. Adjourn

Publication Date
2023-10-23

Subcategory
Miscellaneous Notices

NOTICE OF SPECIAL BOARD MEETING OF
OLD TOWN FLORIDIAN COMMUNITY
DEVELOPMENT DISTRICT

NOTICE IS HEREBY GIVEN that the Old Town Floridian Community Development District (the "District") will hold a Special Board Meeting (the "Meeting") of its Board of Supervisors (the "Board") on November 1, 2023, at 1:00 p.m. in the Kendall Executive Center located at 8785 SW 165th Avenue, Suite 200, Miami, Florida 33193. The Meeting is being held for the necessary public purpose of considering a Fiscal Year 2022/2023 Amended Budget and any other business that may lawfully and properly come before the Board.

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at (561) 630-4922 or asilva@sdsinc.org (the "District Manager's Office") during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT

www.oldtownfloridiancdd.org

10/23 23-13/0000690090M

**OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
JUNE 21, 2023**

A. CALL TO ORDER

The June 21, 2023, Regular Board Meeting of the Old Town Floridian Community Development District (the “District”) was called to order at 2:42 p.m. at the Zamora Corporation Meeting Room located at 6741 Coral Way, Suite 18, Miami, Florida 33155.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the June 21, 2023, Regular Board Meeting had been published in the *Miami Daily Business Review* on October 7, 2022, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance Chairperson Aninely Mayoral, and Supervisors Mario Hernandez and Carlos Tosca constituted a quorum and it was in order to proceed with the meeting.

Staff present: District Manager Nancy Nguyen (on behalf of Armando Silva) of Special District Services, Inc. and District Counsel Ginger Wald 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. March 15, 2023, Regular Board Meeting

The minutes of the March 15, 2023, Regular Board Meeting were presented and the Board was asked if there were any changes. There being no changes, a **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed approving the minutes of the March 15, 2023, Regular Board Meeting, as presented.

NOTE: At approximately 2:43 p.m., Ms. Nguyen recessed the Regular Meeting and simultaneously opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

Ms. Nguyen presented proof of publication that notice of the Public Hearing had been published in the *Miami Daily Business Review* on June 1, 2023, and June 8, 2023, as legally required.

2. Receive Public Comments on Fiscal Year 2023/2024 Final Budget

Ms. Nguyen opened the public comment portion of the Public Hearing to receive comments on the 2023/2024 fiscal year final budget. There being no comments, Ms. Nguyen closed the public comment portion of the Public Hearing.

3. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Final Budget

Ms. Nguyen presented Resolution No. 2023-02, entitled:

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT APPROVING AND ADOPTING A FISCAL YEAR 2023/2024 FINAL BUDGET PURSUANT TO CHAPTER 190, *FLORIDA STATUTES*; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen stated that the document provides for approving and adopting the fiscal year 2023/2024 final budget. A discussion ensued after which:

A **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed approving and adopting Resolution No. 2023-02, as presented; thereby setting the 2023/2024 final budget.

NOTE: At approximately 2:44 p.m., Ms. Nguyen closed the Public Hearing and simultaneously reconvened the Regular Meeting.

H. OLD BUSINESS

1. Staff Report: As Required

There was no old business to report at this time.

I. NEW BUSINESS

1. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule

Ms. Nguyen presented Resolution No. 2023-03, entitled:

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE.

Ms. Nguyen provided an explanation for the document. A discussion ensued after which:

A **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed to approve and adopt Resolution No. 2023-03, pending the updated business address for Zamora Corporation, thereby setting the 2023/2024 regular meeting schedule and authorizing the publication of the annual meeting schedule, as required by law.

2. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy

Resolution No. 2023-04 was presented, entitled:

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN 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.

Ms. Nguyen explained that the document provides for the authorization of the District's records custodian to appoint a Records Management Liaison Officer. Ms. Nguyen further explained that this document provides that the electronic record shall be considered the official record and any paper originals are considered duplicates which may be disposed of unless required by any applicable statute, rule or ordinance, per section 668.50, Florida Statutes.

A **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed to approve Resolution No. 2023-04; thereby adopting a Records Retention Policy.

3. Consider Resolution No. 2023-05 – Calling for a Second Landowners' Meeting

Ms. Nguyen presented Resolution No. 2023-05, entitled:

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT ORDERING AND CALLING FOR THE SECOND LANDOWNERS' MEETING AND PUBLIC NOTICE THEREOF FOR THE OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT'S ELECTION OF MEMBERS TO THE BOARD OF SUPERVISORS; AND PROVIDING AN EFFECTIVE DATE.

Ms. Nguyen explained the purpose of the resolution and the need to set and announce the Second Landowners' Meeting for the first Tuesday in November (November 7, 2023). Ms. Nguyen also stated that the procedures, sample ballot and proxy form will be kept on file and made available to the landowners of the District. A discussion ensued after which the following motion was made:

A **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed to approve and adopt Resolution No. 2023-05; setting and announcing the Landowners' Meeting date of November 7, 2023, at 10:30 a.m., pending the updated business address for Zamora Corporation; and authorizing publication of notice thereof.

4. Consider Approval of Fiscal Year 2023/2024 Budget Funding Agreement

Ms. Nguyen presented the Budget Funding Agreement for the Fiscal Year 2023/2024 between the District and the Developer of lands within the boundaries of the District, Zamora Corporation, (the "Agreement"). Ms. Nguyen provided an explanation for the Agreement. A discussion ensued after which:

A **motion** was made by Mr. Tosca, seconded by Ms. Mayoral and unanimously passed approving and adopting, as presented, the Budget Funding Agreement for the Fiscal Year 2023/2024 between Old Town Floridian Community Development District and Zamora Corporation.

5. Discussion Regarding Acquisition Agreement

Ms. Wald explained that this Acquisition Agreement provides for the conveyance of certain improvements that will serve the District, as described in the Engineer’s Report dated May 18, 2021, from the developer, Zamora Corporation, to the District in one or more conveyances. Ms. Wald further explained that as part of the conveyance process, the engineer will certify that the costs of the improvements being conveyed do not exceed the lower of the actual cost or the engineer’s fair market value of such improvements. A discussion ensued, after which:

A **motion** was made by Mr. Hernandez, seconded by Mr. Tosca and unanimously passed approving the Acquisition Agreement.

J. ADMINISTRATIVE & OPERATIONAL MATTERS

1. Reminder: Statement of Financial Interest 2022 Form 1

The Board Members were reminded of the importance of completing and mailing to the Supervisor of Elections within the County of residency their individual 2022 Statement of Financial Interests Form 1. The deadline for submittal is July 1, 2023.

K. BOARD MEMBER & STAFF CLOSING COMMENTS

There were no Board Member & staff closing comments.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Tosca, seconded by Mr. Hernandez and unanimously passed adjourning the Regular Board Meeting at 2:57 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN 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.

WHEREAS, the Board of Supervisors of the Old Town Floridian Community Development District (the “District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 1st day of November, 2023.

ATTEST:

**OLD TOWN FLORIDIAN
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Old Town Floridian
Community Development District

**Amended Final Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

AMENDED FINAL BUDGET
OLD TOWN FLORIDIAN COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET 10/1/22 - 9/30/23	AMENDED FINAL BUDGET 10/1/22 - 9/30/23	YEAR TO DATE ACTUAL 10/1/22 - 9/29/23
REVENUES			
O&M Assessments	0	0	0
Developer Contribution	107,825	50,000	50,000
Debt Assessments	0	0	0
Interest Income	0	190	187
Total Revenues	\$ 107,825	\$ 50,190	\$ 50,187
EXPENDITURES			
Administrative Expenditures			
Supervisor Fees	0	0	0
Management	29,400	29,400	29,400
Legal	15,000	9,000	7,585
Assessment Roll	6,500	0	0
Audit Fees	4,000	3,200	3,200
Arbitrage Rebate Fee	650	0	0
Insurance	6,000	5,375	5,375
Legal Advertisements	3,000	500	277
Miscellaneous	1,250	300	127
Postage	300	140	132
Office Supplies	800	200	188
Dues & Subscriptions	175	175	175
Trustee Fees	4,250	0	0
Continuing Disclosure Fee	2,000	0	0
Website Management & ADA Compliance	1,500	1,500	1,500
Total Administrative Expenditures	\$ 74,825	\$ 49,790	\$ 47,960
EXPENDITURES			
Maintenance Expenditures			
Engineering/Inspections	3,000	1,000	0
Miscellaneous Maintenance	15,000	500	0
Infrastructure Maintenance	15,000	500	0
Field Operations	0	0	0
Total Maintenance Expenditures	\$ 33,000	\$ 2,000	\$ -
Total Expenditures	\$ 107,825	\$ 51,790	\$ 47,960
REVENUES LESS EXPENDITURES	\$ -	\$ (1,600)	\$ 2,227
Bond Payments	0	0	0
BALANCE	\$ -	\$ (1,600)	\$ 2,227
County Appraiser & Tax Collector Fee	0	0	0
Discounts For Early Payments	0	0	0
EXCESS/ (SHORTFALL)	\$ -	\$ (1,600)	\$ 2,227
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (1,600)	\$ 2,227

Fund Balance As Of 9/30/2022	
Projected FY 2022/2023 Activity	
Fund Balance As Of 9/30/2023	

\$8,830
(\$1,600)
\$7,230