



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MAY 16, 2018
4:00 P.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.palmbeachplantationcdd.org

561.630.4922 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

AGENDA
PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
Palm Beach Plantation Clubhouse
8751 Palm Beach Plantation Boulevard
Royal Palm Beach, Florida 33411
REGULAR BOARD MEETING
May 16, 2018
4:00 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. March 21, 2018 Regular Board Meeting.....Page 3
- G. Old Business
- H. New Business
 - 1. Review Lake Erosion Study.....Page 6
 - 2. Discussion Regarding Fire on Preserve Lot
- I. Administrative Matters
 - 1. Financial Report.....Page 7
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Tiffani Everett, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - Notice was published in said newspaper on: first date of Publication 09/28/2017 and last date of Publication 09/28/2017. Affiant further says that the said The Palm Beach Post is a newspaper published in West Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

PALM BEACH PLANTATION CDD
2501 BURNS RD
STE A
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000222921
Ad Cost:	\$271.76
Paid:	\$0.00
Balance Due:	\$271.76

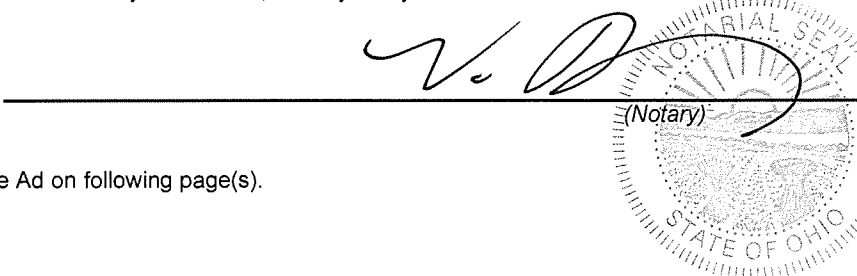
Signed

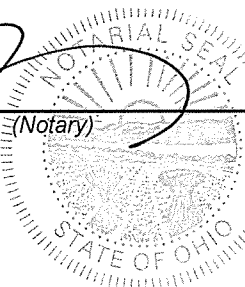


(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 29th day of September, 2017 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed





VICKY LEE FLANNERY
NOTARY PUBLIC
STATE OF OHIO
Comm. Expires
03-16-2022

Please see Ad on following page(s).

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Ad Cost: \$271.76
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Balance Due: \$271.76

**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Palm Beach Plantation Community Development District will hold Regular Meetings for Fiscal Year 2017/2018 at 4:00 p.m. at the Palm Beach Plantation Clubhouse located at 8751 Palm Beach Plantation Boulevard, Royal Palm Beach, Florida 33411, on:

**October 18, 2017
November 15, 2017
December 20, 2017
January 17, 2018
February 21, 2018
March 21, 2018
April 18, 2018
May 16, 2018
June 20, 2018
July 18, 2018
August 15, 2018
September 19, 2018**

The purpose of the 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 agendas for any of the meetings may be obtained on the District's website or by contacting the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more 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. Meetings 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 (561) 630-4922 and/or toll free 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.

PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT

**www.palmbeachplantationcdd.org
9-28/2017**

0000222921-01

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 21, 2018

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District of March 21, 2018, at 4:01 p.m. in the Palm Beach Plantation Clubhouse located at 8751 Palm Beach Plantation Boulevard, Royal Palm Beach, Florida 33411.

B. PROOF OF PUBLICATION

Mr. McElligott presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 28, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Present and constituting a quorum were Chairman Russell Warnet, Vice Chairman Dominick Mupo, and Supervisors William Nalty, Richard Feltz, and Richard Brackett.

Staff in attendance were District Manager Michael McElligott of Special District Services, Inc.; and District Counsel Vanessa Steinerts of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions.

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. February 21, 2018 Regular Board Meeting

Mr. McElligott presented the minutes of the February 21, 2017, Regular Board Meeting and asked if there were any changes or corrections.

A **motion** was then made by Mr. Brackett, seconded by Mr. Mupo that the minutes of the February 21, 2018 Regular Board Meeting be approved as presented, upon being put to a vote, the **motion** carried 5 to 0.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 21, 2018

G. OLD BUSINESS

1. Consider Approval of Agreement for Professional Services Related to District Lakes

Mr. McElligott present the amended proposal. This proposal specified the work being done and on which lakes. There was some discussion. Mr. Brackett brought up the need for the engineer and the vendors to be mindful of the plantings that the district recently installed as part of a lake bank stabilization plan. There was discussion regarding the need to have the engineer do this report first and then find a vendor to perform the erosion repair, as opposed to going straight to a vendor and letting the vendor decide the plan for fixing the erosion. After discussion it was determined that it was in the districts best interest to have the engineer do the report first to determine the exact extent and best solution to solve the erosion problem before engaging a vendor to do the work to fix it.

There was also discussion on how the price of this new report compared to the original report done back in 2009. Mr. McElligott was able to look up the proposal from 2009 and determine the current proposal was actually slightly less than the original report cost.

Mr. Warnet did point out that the proposal called for a new staff gage in an area where Mr. Warnet believed one already existed. He asked to have the engineer check before ordering new gages to avoid unnecessary cost.

With there being no further discussion, a **motion** was made by Mr. Mupo to approve the amended proposal. There was a second by Mr. Brackett and the **motion** carried 5 to 0.

H. NEW BUSINESS

1. Consider Resolution No. 2018-01 Adopting Fiscal Year 2018/2019 Proposed Budget

Mr. McElligott presented Resolution No. 2018-01, entitled:

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott presented the budget. The budget presented was very similar to the current year's budget. Mr. McElligott reminded the board that the proposed budget should be our worst case scenario. We always have the option to lower the budget from the proposed to the final budget.

PALM BEACH PLANTATION
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REGULAR BOARD MEETING
MARCH 21, 2018

Mr. Brackett asked about the carry over amounts and there was some discussion.

Knowing that there was the potential for some cost related to the lake erosion fix, the board decided to amend the budget to include a \$24,000 expense line for Lake Erosion. This amount may be reduced at the final or it may be determined that this could come from reserves. Mr. McElligott did explain that for the increased proposed budget expenses, this will case an assessment increase which will require letters to the residents.

With there being no further discussion, a **motion** was made by Mr. Mupo to approve Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget as amended and setting the public hearing for the final budget for June 20, 2018 at 4pm. There was a second by Mr. Nalty and the **motion** carried 5 to 0.

I. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. McElligott present the updated financial report in the meeting book. There were no further action required.

J. BOARD MEMBER COMMENTS

There were no Board Member Comments.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Nalty, seconded by Mr. Warnet to adjourn the Regular Board Meeting at 4:56 p.m. That **motion** carried 5 to 0.

Secretary/Asst. Secretary

Chair/Vice Chair

REVIEW LAKE EROSION STUDY

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

Palm Beach Plantation Community Development District
Budget vs. Actual
October 2017 through April 2018

	<u>Oct '17 - Apr 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	98,619.54	100,631.00	-2,011.46	98.0%
363.810 · Debt Assessments	468,779.12	478,836.00	-10,056.88	97.9%
363.820 · Debt Assessment-Paid To Trustee	-447,491.90	-459,683.00	12,191.10	97.35%
363.831 · Discounts For Early Payments	-21,516.26	-23,179.00	1,662.74	92.83%
369.401 · Interest Income	156.22	240.00	-83.78	65.09%
Total Income	<u>98,546.72</u>	<u>96,845.00</u>	<u>1,701.72</u>	<u>101.76%</u>
Expense				
511.122 · Payroll Expense	367.20	480.00	-112.80	76.5%
511.131 · Supervisor Fee	4,800.00	6,000.00	-1,200.00	80.0%
511.305 · Maintenance/Contingency	5,057.83	5,500.00	-442.17	91.96%
511.310 · Engineering	0.00	6,000.00	-6,000.00	0.0%
511.311 · Management Fees	18,886.00	32,376.00	-13,490.00	58.33%
511.312 · Secretarial Fees	2,450.00	4,200.00	-1,750.00	58.33%
511.315 · Legal Fees	4,794.50	8,500.00	-3,705.50	56.41%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	0.00	3,500.00	-3,500.00	0.0%
511.330 · Arbitrage Calculation Rprt Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	6,042.00	6,700.00	-658.00	90.18%
511.480 · Legal Advertisements	0.00	1,350.00	-1,350.00	0.0%
511.512 · Miscellaneous	413.14	975.00	-561.86	42.37%
511.513 · Postage and Delivery	17.19	350.00	-332.81	4.91%
511.514 · Office Supplies	320.85	700.00	-379.15	45.84%
511.515 · Website Management Fees	583.31	1,000.00	-416.69	58.33%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	3,708.75	3,800.00	-91.25	97.6%
511.735 · County Appraiser & Tax Coll Fee	6,578.82	11,589.00	-5,010.18	56.77%
Total Expense	<u>54,194.59</u>	<u>96,845.00</u>	<u>-42,650.41</u>	<u>55.96%</u>
Net Ordinary Income	<u>44,352.13</u>	<u>0.00</u>	<u>44,352.13</u>	<u>100.0%</u>
Net Income	<u><u>44,352.13</u></u>	<u><u>0.00</u></u>	<u><u>44,352.13</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 4/30/18	\$ 157,708.85
Accounts Payable As Of 4/30/18	\$ 22,945.07
Accounts Receivable As Of 4/30/18	\$ -
Total Fund Balance As Of 4/30/18	\$ 134,763.78