



**PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
JULY 18, 2018  
4:00 P.M.**

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

[www.palmbeachplantationcdd.org](http://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**  
July 18, 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. June 20, 2018 Regular Board Meeting & Public Hearing.....Page 3
- G. Old Business
  - 1. Consider Selection of Proposal for Lake Bank Erosion at Lake 6.....Page 8
- H. New Business
- I. Administrative Matters
  - 1. Financial Report.....Page 9
- 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

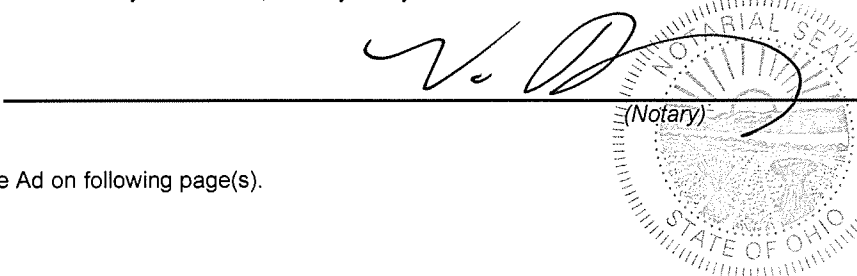


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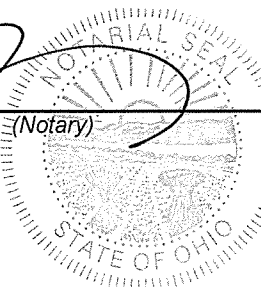
(Legal Advertising Agent)

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



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

Please see Ad on following page(s).

Invoice/Order Number: 0000222921  
Ad Cost: \$271.76  
Paid: \$0.00  
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  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 20, 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 June 20, 2018, at 4:00 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 Richard Brackett, William Nalty and Richard Feltz.

Staff in attendance were District Managers Michael McElligott and Andrew Karmeris of Special District Services, Inc.; Engineer John Wheeler of Caulfield & Wheeler Inc. and District Counsel Vanessa Steinerts of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was members of the public Kirit Shan and Alexander Roos.

**D. ADDITIONS OR DELETIONS TO THE 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. May 16, 2018, Regular Board Meeting**

Mr. McElligott presented the minutes of the May 16, 2018, Regular Board Meeting and asked if there were any changes or corrections. Mr. Mupo noted a typo on page 4, under item 2, an unnecessary 'the' that need to be deleted.

A **motion** was then made by Mr. Mupo, seconded by Feltz that the minutes of the May 16, 2018, Regular Board Meeting be approved as amended. Upon being put to a vote, the **motion** carried 5 to 0.

PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 20, 2018

Mr. McElligott then recessed the Regular Board Meeting and opened the Public Hearing at 4:03 PM.

**G. PUBLIC HEARING**  
**1. Proof of Publication**

Mr. McElligott presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 31, 2018, and June 7, 2018, as legally required.

**2. Receive Public Comment on Fiscal Year 2018/2019 Final Budget**

There was no public comment on the Fiscal Year 2018/2019 Final Budget.

**3. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Final Budget**

Mr. McElligott presented Resolution No. 2018-02, entitled:

**RESOLUTION NO. 2018-02**

**A RESOLUTION OF THE PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A  
FISCAL YEAR 2018/2019 BUDGET.**

Mr Brackett asked Mr. McElligott several questions during the budget discussion, to wit:

He requested an explanation for the increase in the Trustee Fees charge. Mr. McElligott indicated that these charges were for the bank that holds the trustee accounts for all Bond related funds, as required by the Bond Indenture and that occasionally the bank raises its fees.

He then asked for an explanation of the arbitrage fee. Mr. McElligott explained the rules against making too much interest off of tax exempt bond funds held on account with the trustee (i.e. reserve funds, construction funds, etc.) and that an arbitrage report is required to be prepared. The fee is the amount paid to a third party company to prepare the arbitrage report.

He then asked for an explanation of the website management fee. Mr. McElligott explained that each Special district is required by law to report information for web-based public access and maintain its official website.

PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 20, 2018

He then asked for an explanation of the charge for the Assessment Roll. Mr. McElligott explained that this item is referenced in the contract between Special District Services, Inc. and Palm Beach Plantation, a fee is charged by Special District Services, Inc. to prepare the Assessment Roll each year.

He then asked why the \$20,000 Extraordinary Principal Payment listed in the Detailed Final Debt Service Fund Budget could not be moved to the maintenance reserve fund for the upcoming Lake Erosion Project. Mr. McElligott explained that legally all monies collected for repayment of bond debt can only be used to repay bond debt. Extraordinary Principal Payments for bonds are never budgeted, however, if the trustee does make an Extraordinary Principal Payment as directed by the trust indenture of the bond the Board is notified of the additional payment in the Detailed Final Debt Service Fund Budget's Actual column.

There were also some questions from a member of the public related to how the district operates and chooses some of its vendors. Mr. McElligott explained those procedures, such as the RFP and RFQ process. The member of the public also had some more general question related to the community as a whole and some of its history. Mr. Brackett and Mr. Mupo both told the resident that he could contact either one of them and they would be happy to spend some time going over some of his questions that are not related to today's business. The resident agreed and thanked the board for their help.

A **motion** was then made by Mr. Mupo, seconded by Mr. Brackett to adopt Resolution No. 2018-02, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. McElligott then closed the Public Hearing and reconvened the Regular Board Meeting.

**H. OLD BUSINESS**

**1. Update Regarding Lake Erosion RFP**

John Wheeler of Caulfield & Wheeler Inc. indicated to the Board that bids for the Lake Erosion are currently being collected. Mr. McElligott informed the Board that the collection of bids will be presented at the scheduled July 18, 2018 meeting. There was no action needed.

**I. NEW BUSINESS**

**1. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule**

Mr. McElligott presented Resolution No. 2018-03, entitled:

**RESOLUTION NO. 2018-03**

PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 20, 2018

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Brackett, seconded by Mr. Feltz to adopt Resolution No. 2018-03, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**2. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement**

Mr. McElligott presented Resolution No. 2018-04, entitled:

**RESOLUTION NO. 2018-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mr. Mupo requested a copy of the Revised Statewide Mutual Aid Agreement be emailed to him.

A **motion** was made by Mr. Mupo, seconded by Mr. Warnet to adopt Resolution No. 2018-04, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**3. Consider Designation of an Auditor Selection Committee and Accept Audit Criteria.**

Mr. McElligott explained the process of designating an Auditor Selection Committee and the responsibilities of said Committee. Mr. Brackett asked if there was a way to combine a bid to do Palm Beach Plantation CDD with other CDD's to try to get a bulk rate deal. Mr. McElligott explained that the contract is only between this district and the auditor, that the other districts need to go through their own RFP process for their audits. Mr. McElligott did indicate that these auditor RFP's usually garner several bids which makes them very competitive.



PALM BEACH PLANTATION  
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PUBLIC HEARING & REGULAR BOARD MEETING  
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A **motion** was made by Mr. Brackett designating the Board as the Auditor Selection Committee, seconded by Mr. Feltz. Upon being put to a vote, the **motion** carried 5 to 0.

**J. ADMINISTRATIVE MATTERS**

**1. Financial Report**

Mr. McElligott presented the financial report in the meeting package. There was no action needed.

**K. BOARD MEMBER COMMENTS**

Mr. Mupo made a comment about how well the Palm Beach Plantation has done with lake water control despite how much rain has fallen in the last 6 weeks. He thanked all the board members that help with monitoring and operating the structure.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Mupo, seconded by Mr. Feltz to adjourn the Regular Board Meeting at 4:44 p.m. That **motion** carried 5 to 0.

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Secretary/Asst. Secretary

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Chair/Vice Chair

**CONSIDER SELECTION OF PROPOSAL  
FOR LAKE BANK EROSION AT LAKE 6**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**

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

	<u>Oct '17 - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>363.100 · O &amp; M Assessments</b>	99,505.74	100,631.00	-1,125.26	98.88%
<b>363.810 · Debt Assessments</b>	473,053.99	478,836.00	-5,782.01	98.79%
<b>363.820 · Debt Assessment-Paid To Trustee</b>	-451,724.02	-459,683.00	7,958.98	98.27%
<b>363.831 · Discounts For Early Payments</b>	-21,516.26	-23,179.00	1,662.74	92.83%
<b>369.401 · Interest Income</b>	194.06	240.00	-45.94	80.86%
<b>Total Income</b>	<u>99,513.51</u>	<u>96,845.00</u>	<u>2,668.51</u>	<u>102.76%</u>
<b>Expense</b>				
<b>511.122 · Payroll Expense</b>	481.15	480.00	1.15	100.24%
<b>511.131 · Supervisor Fee</b>	6,600.00	6,000.00	600.00	110.0%
<b>511.305 · Maintenance/Contingency</b>	5,057.83	5,500.00	-442.17	91.96%
<b>511.310 · Engineering</b>	12,699.00	6,000.00	6,699.00	211.65%
<b>511.311 · Management Fees</b>	24,282.00	32,376.00	-8,094.00	75.0%
<b>511.312 · Secretarial Fees</b>	3,150.00	4,200.00	-1,050.00	75.0%
<b>511.315 · Legal Fees</b>	5,869.00	8,500.00	-2,631.00	69.05%
<b>511.318 · Assessment/Tax Roll</b>	0.00	3,000.00	-3,000.00	0.0%
<b>511.320 · Audit Fees</b>	2,000.00	3,500.00	-1,500.00	57.14%
<b>511.330 · Arbitrage Calculation Rprt Fee</b>	650.00	650.00	0.00	100.0%
<b>511.450 · Insurance</b>	6,042.00	6,700.00	-658.00	90.18%
<b>511.480 · Legal Advertisements</b>	677.68	1,350.00	-672.32	50.2%
<b>511.512 · Miscellaneous</b>	541.84	975.00	-433.16	55.57%
<b>511.513 · Postage and Delivery</b>	335.96	350.00	-14.04	95.99%
<b>511.514 · Office Supplies</b>	863.20	700.00	163.20	123.31%
<b>511.515 · Website Management Fees</b>	749.97	1,000.00	-250.03	75.0%
<b>511.540 · Dues, License &amp; Subscriptions</b>	175.00	175.00	0.00	100.0%
<b>511.733 · Trustee Fees</b>	3,708.75	3,800.00	-91.25	97.6%
<b>511.735 · County Appraiser &amp; Tax Coll Fee</b>	6,780.06	11,589.00	-4,808.94	58.5%
<b>Total Expense</b>	<u>80,663.44</u>	<u>96,845.00</u>	<u>-16,181.56</u>	<u>83.29%</u>
<b>Net Ordinary Income</b>	<u>18,850.07</u>	<u>0.00</u>	<u>18,850.07</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>18,850.07</u></u>	<u><u>0.00</u></u>	<u><u>18,850.07</u></u>	<u><u>100.0%</u></u>

<b>Bank Balance As Of 6/30/18</b>	\$ 127,926.71
<b>Accounts Payable As Of 6/30/18</b>	\$ 18,664.99
<b>Accounts Receivable As Of 6/30/18</b>	\$ -
<b>Total Fund Balance As Of 6/30/18</b>	\$ 109,261.72