



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
SEPTEMBER 19, 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
September 19, 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. August 15, 2018 Regular Board Meeting.....Page 3
- G. Old Business
 - 1. Update Regarding Lake Bank Erosion at Lake 6 Project
 - 2. Update Regarding Sink Hole Near the Weir
- H. New Business
- I. Administrative Matters
 - 1. Financial Report.....Page 6
- 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

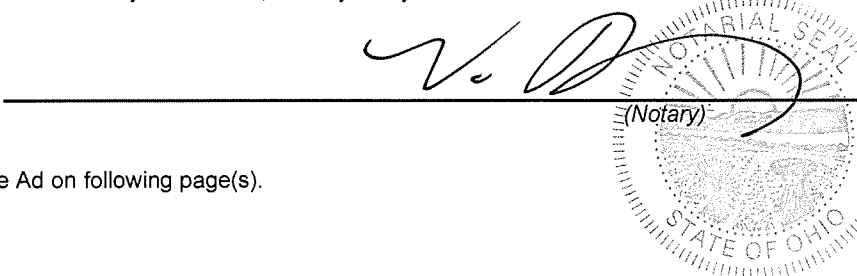
Signed



(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



(Notary)

VICKY LEE FLANNERY
NOTARY PUBLIC
STATE OF OHIO
Comm. Expires
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**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
AUGUST 15, 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 August 15, 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 Vice Chairman Dominick Mupo and Supervisors William Nalty, Richard Brackett 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.

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. July 18, 2018, Regular Board Meeting

Mr. McElligott presented the minutes of the July 18, 2018, Regular Board Meeting and asked if there were any changes or corrections. There were none.

A **motion** was then made by Mr. Feltz, seconded by Mr. Mupo that the minutes of the July 18, 2018, Regular Board Meeting be approved. Upon being put to a vote, the **motion** carried 4 to 0.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
AUGUST 15, 2018

G. OLD BUSINESS

1. Update Regarding Lake Bank Erosion at Lake 6 Contract

Mr. McElligott reminded the Board of the discussion from the last meeting. Mr. McElligott then presented the approved contract to the Board.

Mr. Brackett asked Mr. McElligott and Mr. Wheeler about change orders, potential change orders, and if the references of past jobs completed by EMC Divers checked out. Ms. Steinerts, Mr. McElligott, and Mr. Wheeler explained that change orders would be for unforeseen items, but that the board would be made aware if any came up. Mr. Wheeler also explained that during his due diligence of WMC Divers prior jobs they ask about change orders. There was nothing unusual or concerning reported during the check into EMC Divers prior jobs.

No action was taken by the Board regarding this update.

2. Discussion Regarding Sink Hole Near the Weir

Mr. Wheeler presented photos of the sink hole to the Board. He then informed the Board that there was a possibility that one of the pipes in the District owned control structure may be leaking and causing it. He said it also could have nothing to do with the structure, it is hard to know without further investigation. Mr. Wheeler stated that he would get some quotes from local companies to look into and possibly repair any leaks from the structure or connecting pipes.

Mr. Mupo and Mr. Brackett then asked questions and started a conversation related to trying a cheaper fix first before spending the extra money to have the structure examined, which could be costly. They asked if it was possible to fill in the hole now, re-sod, and then monitor the hole for the next month. If it appears to be stable to just keep an eye on it. If the hole starts to reappear, then look into the more expensive investigation.

A discussion ensued on whether this was the District's responsibility or the Homeowners' Association's responsibility. The consensus was that this would be HOA responsibility and that the HOA could use their exiting landscaper to perform the work easily and at a relatively small cost. Mr. Mupo volunteered to get with Bettye at the HOA office and will report back to the Board.

H. NEW BUSINESS

There was no New Business.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
AUGUST 15, 2018

I. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. McElligott presented the financial report in the meeting package. Mr. Brackett asked about the expense of the Lake 6 contract being split between this fiscal year and next fiscal year. He also asked about the debt assessment paid to the Trustee. Mr. McElligott fielded the questions. Mr. McElligott said he would check into the debt assessment question and report back. There was no action needed.

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. Brackett, seconded by Mr. Mupo to adjourn the Regular Board Meeting at 4:44 p.m. That **motion** carried 4 to 0.

Secretary/Asst. Secretary

Chair/Vice Chair

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

	<u>Oct '17 - Aug 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	100,714.30	100,631.00	83.30	100.08%
363.810 · Debt Assessments	479,037.41	478,836.00	201.41	100.04%
363.820 · Debt Assessment-Paid To Trustee	-463,683.00	-459,683.00	-4,000.00	100.87%
363.831 · Discounts For Early Payments	-21,553.50	-23,179.00	1,625.50	92.99%
369.401 · Interest Income	226.44	240.00	-13.56	94.35%
Total Income	<u>94,741.65</u>	<u>96,845.00</u>	<u>-2,103.35</u>	<u>97.83%</u>
Expense				
511.122 · Payroll Expense	585.55	480.00	105.55	121.99%
511.131 · Supervisor Fee	8,200.00	6,000.00	2,200.00	136.67%
511.305 · Maintenance/Contingency	7,057.83	5,500.00	1,557.83	128.32%
511.310 · Engineering	22,527.50	6,000.00	16,527.50	375.46%
511.311 · Management Fees	29,678.00	32,376.00	-2,698.00	91.67%
511.312 · Secretarial Fees	3,850.00	4,200.00	-350.00	91.67%
511.315 · Legal Fees	7,306.00	8,500.00	-1,194.00	85.95%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	3,500.00	3,500.00	0.00	100.0%
511.330 · Arbitrage Calculation Rprt Fee	650.00	650.00	0.00	100.0%
511.450 · Insurance	6,042.00	6,700.00	-658.00	90.18%
511.480 · Legal Advertisements	921.92	1,350.00	-428.08	68.29%
511.512 · Miscellaneous	684.73	975.00	-290.27	70.23%
511.513 · Postage and Delivery	374.95	350.00	24.95	107.13%
511.514 · Office Supplies	1,062.90	700.00	362.90	151.84%
511.515 · Website Management Fees	916.63	1,000.00	-83.37	91.66%
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	6,780.06	11,589.00	-4,808.94	58.5%
Total Expense	<u>104,021.82</u>	<u>96,845.00</u>	<u>7,176.82</u>	<u>107.41%</u>
Net Ordinary Income	<u>-9,280.17</u>	<u>0.00</u>	<u>-9,280.17</u>	<u>100.0%</u>
Net Income	<u>-9,280.17</u>	<u>0.00</u>	<u>-9,280.17</u>	<u>100.0%</u>

Bank Balance As Of 8/31/18	\$ 95,026.15
Accounts Payable As Of 8/31/18	\$ 13,894.67
Accounts Receivable As Of 8/31/18	\$ -
Total Fund Balance As Of 8/31/18	\$ 81,131.48