



**PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
JANUARY 16, 2019  
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**  
January 16, 2019  
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. November 14, 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
  - 1. Discussion Regarding Amortization of 15 Year Note with Raymond James Bank
- 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 Suzanne Casey, 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 - PublicNotice was published in said newspaper on: first date of Publication 10/05/2018 and last date of Publication 10/05/2018. 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

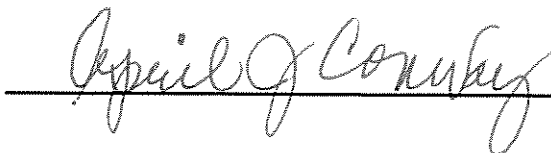
Invoice/Order Number:	0000427550
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Paid:	\$0.00
Balance Due:	\$271.76

Signed

  
\_\_\_\_\_  
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 5th day of October, 2018 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed

  
\_\_\_\_\_  
(Notary)

Please see Ad on following page(s).

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**PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT FISCAL YEAR 2018/2019  
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 2018/2019 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 17, 2018  
November 21, 2018  
December 19, 2018  
January 16, 2019  
February 20, 2019  
March 20, 2019  
April 17, 2019  
May 15, 2019  
June 19, 2019  
July 17, 2019  
August 21, 2019  
September 18, 2019

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  
10/5/2018

0000427550-01

PALM BEACH PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 14, 2018

**A. CALL TO ORDER**

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District on November 14, 2018, at 4:02 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 November 5, 2018, as part of the District's Fiscal Year 2018/2019 Regular Meeting Schedule, as legally required.

**C. SEAT NEW BOARD MEMBERS**

The first item of business was to seat new Board Members. Mr. Nalty won the election for Seat # 1, and Mr. Warnet won the election for Seat # 3. The next item of business was to appoint a Board Member to fill Seat # 5. This was necessary because Mr. Mupo, the previous seat holder, did not qualify to run for re-election and thus, the seat becomes vacant as of November 20, 2018.

A **motion** was made by Mr. Feltz, seconded by Mr. Nalty, and unanimously passed declaring a vacancy for Seat #5, effective November 20, 2018.

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

Thereafter, Michael McElligott swore in both Mr. Nalty and Mr. Feltz to start their new 4-year terms.

**E. ESTABLISH A QUORUM**

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

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

**F. ELECTION OF OFFICERS**

A **motion** was made by Mr. Nalty, seconded by Mr. Mupo to nominate Russell Warnet as Board Chairman. That **motion** passed unanimously.

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A **motion** was made by Mr. Nalty, seconded by Mr. Mupo to nominate Richard Feltz as Board Vice Chairman. That **motion** passed unanimously.

A **motion** was made by Mr. Nalty, seconded by Mr. Mupo to nominate Michael McElligott as Secretary and Treasurer. That **motion** passed unanimously.

Mr. McElligott recommended that all other Board Supervisors, which consists of Mr. Brackett, Mr. Nalty, and Mr. Mupo, be designated as Assistant Secretaries and there was a **motion** by Mr. Nalty and a second by Mr. Mupo to that fact. That motion passed unanimously.

**G. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

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

**I. APPROVAL OF MINUTES**

**1. September 19, 2018, Regular Board Meeting**

Mr. McElligott presented the minutes of the September 19, 2018, Regular Board Meeting and asked if there were any changes or corrections. Without comment, a **motion** was made by Mr. Nalty, seconded by Mr. Mupo that the minutes of the September 19, 2018, Regular Board Meeting be approved, as presented. That **motion** passed unanimously.

**J. OLD BUSINESS**

**1. Update Regarding Lake Bank Erosion at Lake 6 Project**

Mr. McElligott informed the Board that he signed the notice to proceed. Matthew Kahn from Caulfield & Wheeler Inc. confirmed that the notice to proceed was received and the project was slated to begin on November 26, 2018. Mr. Kahn then informed the Board that the contractor has recommended a materials change that would result in a savings of approximately \$3,200. Mr. Warnet asked questions about the proposed substitute material's strength, longevity, and appearance in comparison to the originally approved material. Mr. Kahn responded to Mr. Warnet that the two materials are comparable in strength and longevity, but the substitute material would be more esthetically pleasing.

A **motion** was made by Mr. Feltz, seconded by Mr. Warnet, to authorize Caulfield & Wheeler Inc. to prepare and execute a change order, and to inform the contractor to move forward with the substitute material. That **motion** passed unanimously.

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**2. Update Regarding Sink Hole Near Weir**

Mr. McElligott reminded the Board of the situation. Mr. Mupo volunteered to inspect the sink hole in mid-December and report back to the Board.

**K. NEW BUSINESS**

**1. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2017/2018 Amended Budget**

Mr. McElligott presented Resolution No. 2018-05, entitled:

**RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Mupo, seconded by Mr. Feltz to approve Resolution no. 2018-05 as presented. That **motion** passed unanimously.

The Regular Board Meeting was recessed at 4:27 p.m. and a meeting of the Auditor Selection Committee was opened.

**L. AUDITOR SELECTION COMMITTEE**

**1. Ranking of Proposals/Consider Selection of an Auditor**

A **motion** was made by Mr. Mupo, seconded by Mr. Nalty, to accept staff’s ranking of proposals as follows:

1. Grau & Associates
2. Nowlen, Holt & Miner
3. Carr, Riggs & Ingram

The Regular Board Meeting reconvened at 4:31 p.m.

A **motion** was made by Mr. Nalty, seconded by Mr. Mupo, to accept the Audit Committee recommendation, selecting Grau & Associates as the top ranked choice for auditor.

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**M. ADMINISTRATIVE MATTERS**

**1. Financial Report**

Mr. McElligott presented the Financial Report in the meeting book and opened it up for any questions. There were no action required.

**N. BOARD MEMBER COMMENTS**

Mr. Mupo commented that the CDD is doing a wonderful job of controlling the water levels.

**O. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Mupo, seconded by Mr. Nalty to adjourn the Regular Board Meeting at 4:34 p.m. That **motion** passed unanimously.

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Secretary/Asst. Secretary

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Chair/Vice Chair



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

	<u>Oct - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
363.100 · O & M Assessments	110,167.01	127,175.00	-17,007.99	86.63%
363.810 · Debt Assessments	414,047.28	477,761.00	-63,713.72	86.66%
363.820 · Debt Assessment-Paid To Trustee	-394,428.46	-458,651.00	64,222.54	86.0%
363.831 · Discounts For Early Payments	-20,972.90	-24,197.00	3,224.10	86.68%
369.401 · Interest Income	21.88	240.00	-218.12	9.12%
<b>Total Income</b>	<u>108,834.81</u>	<u>122,328.00</u>	<u>-13,493.19</u>	<u>88.97%</u>
<b>Expense</b>				
511.122 · Payroll Expense	52.20	560.00	-507.80	9.32%
511.131 · Supervisor Fee	800.00	7,000.00	-6,200.00	11.43%
511.305 · Maintenance/Contingency	0.00	5,500.00	-5,500.00	0.0%
511.309 · Lake Erosion Project	0.00	24,000.00	-24,000.00	0.0%
511.310 · Engineering	1,817.50	5,000.00	-3,182.50	36.35%
511.311 · Management Fees	8,262.00	33,048.00	-24,786.00	25.0%
511.312 · Secretarial Fees	1,050.00	4,200.00	-3,150.00	25.0%
511.315 · Legal Fees	947.50	8,500.00	-7,552.50	11.15%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	0.00	3,600.00	-3,600.00	0.0%
511.330 · Arbitrage Calculation Rprt Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	5,250.00	6,646.00	-1,396.00	79.0%
511.480 · Legal Advertisements	491.92	1,300.00	-808.08	37.84%
511.512 · Miscellaneous	61.20	975.00	-913.80	6.28%
511.513 · Postage and Delivery	74.66	325.00	-250.34	22.97%
511.514 · Office Supplies	116.00	650.00	-534.00	17.85%
511.515 · Website Management Fees	249.99	1,000.00	-750.01	25.0%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	0.00	4,100.00	-4,100.00	0.0%
511.735 · County Appraiser & Tax Coll Fee	6,152.41	12,099.00	-5,946.59	50.85%
<b>Total Expense</b>	<u>25,500.38</u>	<u>122,328.00</u>	<u>-96,827.62</u>	<u>20.85%</u>
<b>Net Ordinary Income</b>	<u>83,334.43</u>	<u>0.00</u>	<u>83,334.43</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>83,334.43</u></u>	<u><u>0.00</u></u>	<u><u>83,334.43</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 12/31/2018	\$ 456,641.23
Accounts Payable As Of 12/31/18	\$ 303,687.24
Accounts Receivable As Of 12/31/18	\$ -
<b>Total Fund Balance As Of 12/31/18</b>	<b>\$ 152,953.99</b>