



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
SEPTEMBER 18, 2019
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 18, 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. July 17, 2019 Regular Board Meeting & Public Hearing.....Page 3
- G. Old Business
 - 1. Update Regarding HOA Drainage Plan
- H. New Business
 - 1. Consider Resolution No. 2019-04 – Adopting a Fiscal Year 2018/2019 Amended Budget.....Page 7
- I. Administrative Matters
 - 1. Financial Report.....Page 12
- 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
Ad Cost:	\$271.76
Paid:	\$0.00
Balance Due:	\$271.76

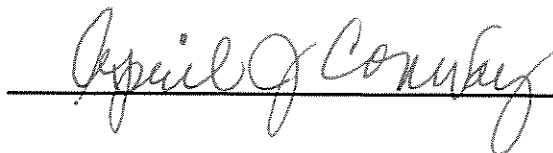
Signed



(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).

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

**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
JULY 17, 2019

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District of July 17, 2019, 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 June 28, 2019 and July 5, 2019, as part of the District's Fiscal Year 2018/2019 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

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

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

Also present was Betty Raffel, the HOA manager.

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. June 19, 2019, Regular Board Meeting

Mr. McElligott presented the minutes of the June 19, 2019, Regular Board Meeting and asked if there were any changes or corrections. There were none.

A **motion** was then made by Mr. Brackett, seconded by Mr. Feltz that the minutes of the June 19, 2019, Regular Board Meeting be approved. Upon being put to a vote, the **motion** carried 5 to 0.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JULY 17, 2019

G. PUBLIC HEARING

The public hearing was opened at 4:03 p.m.

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 June 28, 2019 and July 5, 2019, as legally required.

2. Receive Public Comment on Fiscal Year 2019/2020 Final Budget

There was no public comment on the Fiscal Year 2019/2020 Final Budget.

3. Consider Resolution No. 2019-02 – Adopting a Fiscal Year 2019/2020 Final Budget

Mr. McElligott presented Resolution No. 2019-02, entitled:

RESOLUTION NO. 2019-02

**A RESOLUTION OF THE PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A
FISCAL YEAR 2019/2020 BUDGET.**

Mr. Brackett mentioned an unsigned road maintenance and repair agreement that he believed could increase the budget of the District. Mr. McElligott explained to Mr. Brackett that at this time in the budget the process, increasing the budget was not possible. Mr. Brackett asked that Mr. McElligott look into the agreement further for next fiscal year's budget.

Mr. Warnet stated that he would like to move forward and approve the 2019/2020 budget.

A **motion** was then made by Mr. Santiago, seconded by Mr. Feltz and passed unanimously to adopt Resolution No. 2019-02, as presented.

Mr. McElligott then closed the Public Hearing at 4:17 p.m. and reconvened the Regular Board Meeting.

H. OLD BUSINESS

1. Update Regarding HOA Drainage Plan

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JULY 17, 2019

Betty Raffel, the HOA manager, explained the HOA's plans for a drainage plan. She stated that several areas throughout the District are heavily saturated and that so far 3 catch basins have been installed. She explained the goal of the HOA drainage plan is to reduce the amount of standing water on the grassy areas.

Mr. McElligott informed Ms. Raffel that the CDD would need to see any drainage plan the HOA has in order for the CDD engineer to review. The District engineer would need to ensure the HOA's plan does not affect the CDD's stormwater drainage plan.

Ms. Raffel indicated that the HOA had a few areas pinpointed but would provide the plan as soon as it was prepared. Mr. Warnet stated that a reduction of the irrigation water will hopefully help with standing water in the problem areas.

No action was taken by the Board regarding this update.

I. NEW BUSINESS

1. Consider Resolution No. 2019-03 – Adopting a Fiscal Year 2019/2020 Meeting Schedule

Mr. McElligott presented Resolution No. 2019-03, entitled:

RESOLUTION NO. 2019-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2019/2020 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

J. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. McElligott presented the financial report in the meeting package.

K. BOARD MEMBER COMMENTS

Mr. Feltz commented that plants appear to be overgrown in Lake #8 and asked if the lake maintenance vendor could look into it.

Ms. Raffel of the HOA stated that she would have a vendor out to look at Lake #8.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
JULY 17, 2019

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Feltz, seconded by Mr. Santiago to adjourn the Regular Board Meeting at 4:30 p.m. That **motion** carried 5 to 0.

Secretary/Asst. Secretary

Chair/Vice Chair

RESOLUTION NO. 2019-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2018/2019 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Palm Beach Plantation Community Development District (“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 PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2018/2019 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 18th day of September, 2019.

ATTEST:

**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Palm Beach Plantation
Community Development District

**Amended Final Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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- I **AMENDED FINAL OPERATING FUND BUDGET**
- II **AMENDED FINAL DEBT SERVICE FUND BUDGET**

AMENDED FINAL BUDGET
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET 10/1/18 - 9/30/19	AMENDED FINAL BUDGET 10/1/18 - 9/30/19	YEAR TO DATE ACTUAL 10/1/18 - 8/31/19
REVENUES			
O & M Assessments	127,175	127,399	127,399
Debt Assessments	477,761	478,145	478,145
Other Income	0	0	0
Interest Income	240	210	185
TOTAL REVENUES	\$ 605,176	\$ 605,754	\$ 605,729
EXPENDITURES			
Supervisor Fees	7,000	5,400	4,400
Payroll Taxes	560	420	337
Maintenance/Contingency	5,500	2,500	0
Engineering/Inspections	5,000	8,000	5,563
Management	33,048	33,048	30,294
Secretarial	4,200	4,200	3,850
Legal	8,500	8,000	5,438
Assessment Roll	3,000	3,000	0
Audit Fees	3,600	3,200	3,200
Arbitrage Calculation Report Fee	650	650	650
Insurance	6,646	5,250	5,250
Legal Advertisements	1,300	1,300	967
Miscellaneous	975	750	410
Postage	325	185	155
Office Supplies	650	500	406
Dues & Subscriptions	175	175	175
Trustee Fee	4,100	4,080	4,080
Website Management	1,000	1,000	917
Lake Erosion Project	24,000	67,820	67,820
County Appraiser & Tax Collector Fee	12,099	7,026	7,026
TOTAL EXPENDITURES	\$ 122,328	\$ 156,504	\$ 140,938
REVENUES LESS EXPENDITURES	\$ 482,848	\$ 449,250	\$ 464,791
Bond Payments	(458,651)	(458,651)	(458,651)
BALANCE	\$ 24,197	\$ (9,401)	\$ 6,140
Discounts For Early Payments	(24,197)	(22,352)	(22,352)
EXCESS/ (SHORTFALL)	\$ -	\$ (31,753)	\$ (16,212)
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (31,753)	\$ (16,212)

FUND BALANCE AS OF 9/30/18	
FY 2018/2019 ACTIVITY	
FUND BALANCE AS OF 9/30/19	

\$69,619
(\$31,753)
\$37,866

AMENDED FINAL BUDGET
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET 10/1/18 - 9/30/19	AMENDED FINAL BUDGET 10/1/18 - 9/30/19	YEAR TO DATE ACTUAL 10/1/18 - 8/31/19
REVENUES			
Interest Income	75	1,200	1,124
NAV Tax Collection	458,651	458,651	458,651
Total Revenues	\$ 458,726	\$ 459,851	\$ 459,775
EXPENDITURES			
Principal Payments	270,000	270,000	270,000
Interest Payments	188,726	194,045	194,045
Extraordinary Principal Payments	0	0	0
Total Expenditures	\$ 458,726	\$ 464,045	\$ 464,045
Excess/ (Shortfall)	\$ -	\$ (4,194)	\$ (4,270)

FUND BALANCE AS OF 9/30/18
FY 2018/2019 ACTIVITY
FUND BALANCE AS OF 9/30/19

\$357,836
(\$4,194)
\$353,642

Notes

Reserve Fund Balance = \$236,567*. Revenue Fund Balance = \$117,075*.

Revenue Fund Balance To Be Used To Make 11/1/2019 Interest Payment Of \$91,704.

* Approximate Amounts

Series 2014 Bond Refunding Information

Original Par Amount =	\$5,940,000	Annual Principal Payments Due:
Interest Rate =	3.940%	May 1st
Issue Date =	March 2014	Annual Interest Payments Due:
Maturity Date =	May 2029*	May 1st & November 1st
Par Amount As Of 8/31/19 =	\$4,655,000	

* Principal Payment Amount Due In May 2029 = \$1,665,000

Palm Beach Plantation Community Development District
Budget vs. Actual
October 2018 through August 2019

	<u>Oct '18 - Aug 19</u>	<u>18-19 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	127,398.85	127,175.00	223.85	100.18%
363.810 · Debt Assessments	478,145.09	477,761.00	384.09	100.08%
363.820 · Debt Assessment-Paid To Trustee	-458,651.00	-458,651.00	0.00	100.0%
363.831 · Discounts For Early Payments	-22,352.26	-24,197.00	1,844.74	92.38%
369.401 · Interest Income	185.08	240.00	-54.92	77.12%
Total Income	<u>124,725.76</u>	<u>122,328.00</u>	<u>2,397.76</u>	<u>101.96%</u>
Expense				
511.122 · Payroll Expense	337.35	560.00	-222.65	60.24%
511.131 · Supervisor Fee	4,400.00	7,000.00	-2,600.00	62.86%
511.305 · Maintenance/Contingency	0.00	5,500.00	-5,500.00	0.0%
511.309 · Lake Erosion Project	67,820.00	24,000.00	43,820.00	282.58%
511.310 · Engineering	5,562.50	5,000.00	562.50	111.25%
511.311 · Management Fees	30,294.00	33,048.00	-2,754.00	91.67%
511.312 · Secretarial Fees	3,850.00	4,200.00	-350.00	91.67%
511.315 · Legal Fees	5,438.50	8,500.00	-3,061.50	63.98%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	3,200.00	3,600.00	-400.00	88.89%
511.330 · Arbitrage Calculation Rprt Fee	650.00	650.00	0.00	100.0%
511.450 · Insurance	5,250.00	6,646.00	-1,396.00	79.0%
511.480 · Legal Advertisements	966.64	1,300.00	-333.36	74.36%
511.512 · Miscellaneous	410.32	975.00	-564.68	42.08%
511.513 · Postage and Delivery	154.43	325.00	-170.57	47.52%
511.514 · Office Supplies	406.15	650.00	-243.85	62.49%
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	4,079.63	4,100.00	-20.37	99.5%
511.735 · County Appraiser & Tax Coll Fee	7,026.34	12,099.00	-5,072.66	58.07%
Total Expense	<u>140,937.49</u>	<u>122,328.00</u>	<u>18,609.49</u>	<u>115.21%</u>
Net Ordinary Income	<u>-16,211.73</u>	<u>0.00</u>	<u>-16,211.73</u>	<u>100.0%</u>
Net Income	<u><u>-16,211.73</u></u>	<u><u>0.00</u></u>	<u><u>-16,211.73</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 8/31/2019	\$ 57,886.13
Accounts Payable As Of 8/31/19	\$ 4,478.30
Accounts Receivable As Of 8/31/19	\$ -
Total Fund Balance As Of 8/31/19	\$ 53,407.83