



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 20, 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
November 20, 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. September 18, 2019 Regular Board Meeting.....Page 3
- G. Old Business
 - 1. Update Regarding HOA Drainage Plan
- H. New Business
 - 1. Discussion Regarding Weir at L5 Canal
- I. Administrative Matters
 - 1. Financial Report.....Page 6
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

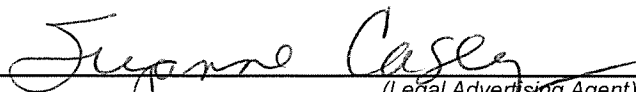
PUBLIC NOTICE

Before the undersigned authority, personally appeared 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 10/04/2019 and last date of Publication 10/04/2019. 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:	0000517388
Ad Cost:	\$271.76
Paid:	\$0.00
Balance Due:	\$271.76


Signed



(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 7th day of October, 2019 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)



DONNA S. TAYLOR
MY COMMISSION # GG 031838
EXPIRES: September 19, 2020
Bonded Thru Budget Notary Services

Please see Ad on following page(s).

Invoice/Order Number: 0000517388
Ad Cost: \$271.76
Paid: \$0.00
Balance Due: \$271.76

**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2019/2020
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 2019/2020 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 16, 2019
November 20, 2019
December 18, 2019
January 15, 2020
February 19, 2020
March 18, 2020
April 15, 2020
May 20, 2020
June 17, 2020
July 15, 2020
August 19, 2020
September 16, 2020

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
10-4/2019
0000517388-01

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 18, 2019

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District on September 18, 2019, 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 October 5, 2018, 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 Supervisors Russell Warnet, Richard Brackett, William Nalty and George Santiago.

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

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 17, 2019, Regular Board Meeting & Public Hearing Minutes

Mr. McElligott presented the minutes of the July 17, 2019, Regular Board Meeting & Public Hearing and asked if there were any changes or corrections. Without comment, a **motion** was made by Mr. Brackett, seconded by Mr. Santiago that the minutes of the July 17, 2019, Regular Board Meeting & Public Hearing be approved, as presented. That **motion** passed unanimously.

G. OLD BUSINESS

1. Update Regarding HOA Drainage Plans

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 18, 2019

Mr. McElligott informed the Board that that the initial homeowner involved is still in process and has not started the actual work yet. Mr. McElligott also informed the Board that the homeowner and the HOA have been in contact with the district engineer to ensure that the proper procedures are followed and the work is done properly and it will not negatively affect the district storm water management system. Mr. Warrant asked about the repairs being in private land or common area land? Mr. McElligott stated that to this point, the French drain request have been related to private lands only. Mr. Kahn confirmed that the work being requested is only in private land. Mr. Brackett asked if there was a way to set up a preferred vendor approved by the district engineer that could do this work without needing approvals from the engineer each time in an attempt to make the process cheaper. Mr. Kahn explained that unfortunately that would not work because each project will be different so each project would need engineer review regardless of the vendor doing the work. Mr. Warnet asked if Betty with the HOA had explained to the homeowner the review cost that will be charged to the homeowner by the Palm Beach Plantation CDD. Mr. McElligott did not know if Betty had relayed that information. Mr. Warnet indicated that he would get with Betty to make sure that is being relayed to the homeowners. There was some more general discussion by the Board on this topic and it was decided that we needed to let this first French drain installation go to completion so that the District could come up with an estimate of cost that could be given to the homeowners when they start the process.

H. NEW BUSINESS

1. Consider Resolution No. 2019-04 – Adopting a Fiscal Year 2018/2019 Amended Budget

Mr. McElligott presented Resolution No. 2019-04, entitled:

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.

Mr. McElligott reminded the Board that this is a required look back comparison of the actual expenses of the district verses the budgeted amounts. There was a brief discussion among the Board.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 18, 2019

A **motion** was then made by Mr. Santiago, seconded by Mr. Warnet to approve Resolution no. 2019-04 as presented. That **motion** passed unanimously.

I. ADMINISTRATIVE MATTERS
1. Financial Report

Mr. McElligott presented the Financial Report in the meeting book and opened it up for any questions. There was a request from Mr. Brackett to look into the fixed assets of the district and how they were transferred to the county. Also to look at the fixed asset language in the audit to make sure that the statements are proper. Mr. McElligott said he would get that information and email it to Mr. Brackett following the meeting. Mr. Brackett indicated that the information should be sent to all Board members. Mr. McElligott agreed.

J. BOARD MEMBER COMMENTS

Mr. Brackett stated the roads in the community would need to be redone in the future and asked if the District could issue Bonds for the roads since they are private and owned by the HOA. Mr. McElligott and District Counsel Mrs. Steinerts explained that Bonds could not be issued for the private roads.

Mr. Warnet indicated that there may be some overgrowth happening with the lake 8 plantings and that he would be getting with Betty with the HOA to look into it.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Warnet, seconded by Mr. Nalty to adjourn the Regular Board Meeting at 4:39 p.m. That **motion** passed unanimously.

Secretary/Asst. Secretary

Chair/Vice Chair

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

	<u>Oct '18 - Sep 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	199.69	240.00	-40.31	83.2%
Total Income	<u>124,740.37</u>	<u>122,328.00</u>	<u>2,412.37</u>	<u>101.97%</u>
Expense				
511.122 · Payroll Expense	389.55	560.00	-170.45	69.56%
511.131 · Supervisor Fee	5,200.00	7,000.00	-1,800.00	74.29%
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	5,630.00	5,000.00	630.00	112.6%
511.311 · Management Fees	33,048.00	33,048.00	0.00	100.0%
511.312 · Secretarial Fees	4,200.00	4,200.00	0.00	100.0%
511.315 · Legal Fees	6,596.00	8,500.00	-1,904.00	77.6%
511.318 · Assessment/Tax Roll	3,000.00	3,000.00	0.00	100.0%
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	487.52	975.00	-487.48	50.0%
511.513 · Postage and Delivery	157.51	325.00	-167.49	48.47%
511.514 · Office Supplies	407.65	650.00	-242.35	62.72%
511.515 · Website Management Fees	999.96	1,000.00	-0.04	100.0%
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>149,283.80</u>	<u>122,328.00</u>	<u>26,955.80</u>	<u>122.04%</u>
Net Ordinary Income	<u>-24,543.43</u>	<u>0.00</u>	<u>-24,543.43</u>	<u>100.0%</u>
Net Income	<u>-24,543.43</u>	<u>0.00</u>	<u>-24,543.43</u>	<u>100.0%</u>

Bank Balance As Of 9/30/2019	\$ 52,695.54
Accounts Payable As Of 9/30/2019	\$ 7,619.41
Accounts Receivable As Of 9/30/2019	\$ -
Total Fund Balance As Of 9/30/2019	\$ 45,076.13

**Palm Beach Plantation Community Development District
Budget vs. Actual
October 2019**

	<u>Oct 19</u>	<u>19-20 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	0.00	127,948.00	-127,948.00	0.0%
363.810 · Debt Assessments	0.00	476,892.00	-476,892.00	0.0%
363.820 · Debt Assessment-Paid To Trustee	0.00	-457,816.00	457,816.00	0.0%
363.831 · Discounts For Early Payments	0.00	-24,194.00	24,194.00	0.0%
369.401 · Interest Income	0.00	240.00	-240.00	0.0%
Total Income	<u>0.00</u>	<u>123,070.00</u>	<u>-123,070.00</u>	<u>0.0%</u>
Expense				
511.122 · Payroll Expense	0.00	640.00	-640.00	0.0%
511.131 · Supervisor Fee	0.00	8,000.00	-8,000.00	0.0%
511.305 · Maintenance/Contingency	0.00	7,500.00	-7,500.00	0.0%
511.310 · Engineering	0.00	10,000.00	-10,000.00	0.0%
511.311 · Management Fees	2,806.00	33,672.00	-30,866.00	8.33%
511.312 · Secretarial Fees	350.00	4,200.00	-3,850.00	8.33%
511.315 · Legal Fees	0.00	8,500.00	-8,500.00	0.0%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	0.00	3,300.00	-3,300.00	0.0%
511.330 · Arbitrage Calculation Rprt Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	5,513.00	6,000.00	-487.00	91.88%
511.480 · Legal Advertisements	271.76	1,200.00	-928.24	22.65%
511.512 · Miscellaneous	20.07	975.00	-954.93	2.06%
511.513 · Postage and Delivery	9.30	375.00	-365.70	2.48%
511.514 · Office Supplies	54.80	800.00	-745.20	6.85%
511.515 · Website Management Fees	104.17	1,250.00	-1,145.83	8.33%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.732 · Reserve/Contingency	0.00	16,636.00	-16,636.00	0.0%
511.733 · Trustee Fees	0.00	4,100.00	-4,100.00	0.0%
511.735 · County Appraiser & Tax Coll Fee	1,120.00	12,097.00	-10,977.00	9.26%
Total Expense	<u>10,424.10</u>	<u>123,070.00</u>	<u>-112,645.90</u>	<u>8.47%</u>
Net Ordinary Income	<u>-10,424.10</u>	<u>0.00</u>	<u>-10,424.10</u>	<u>100.0%</u>
Net Income	<u><u>-10,424.10</u></u>	<u><u>0.00</u></u>	<u><u>-10,424.10</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 10/31/2019	\$ 39,600.63
Accounts Payable As Of 10/31/2019	\$ 4,948.60
Accounts Receivable As Of 10/31/2019	\$ -
Total Fund Balance As Of 10/31/2019	\$ 34,652.03