



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 18, 2020
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
March 18, 2020
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 20, 2019 Regular Board Meeting.....Page 3
- G. Old Business
 - 1. Update Regarding HOA Drainage Plan
 - 2. Discussion Regarding Weeds at Staff Gauge
- H. New Business
 - 1. Discussion Regarding Weir at L5 Canal
 - 2. Discussion Regarding Invasive Species Notice from Palm Beach County
 - 3. Consider Resolution No. 2020-01 – Adopting a Fiscal Year 2020/2021 Proposed Budget.....Page 5
- I. Administrative Matters
 - 1. Financial Report.....Page 0
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

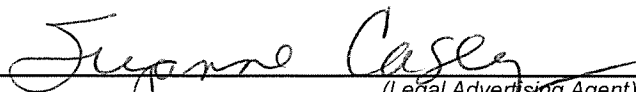
PUBLIC NOTICE

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
NOVEMBER 20, 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 November 20, 2019, at 4:18 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 4, 2019, as part of the District's Fiscal Year 2019/2020 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

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

Staff in attendance were District Managers Michael McElligott of Special District Services, 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. September 18, 2019, Regular Board Meeting

Mr. McElligott presented the minutes of the September 18, 2019, Regular Board Meeting and asked if there were any changes or corrections. Without comment, a **motion** was made by Mr. Brackett, seconded by Mr. Nalty that the minutes of the September 18, 2019, Regular Board Meeting be approved, as presented. That **motion** passed unanimously.

G. OLD BUSINESS

1. Update Regarding HOA Drainage Plan

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 20, 2019

Mr. McElligott explained that the district engineer has been coordinating with the homeowner to review and inspect the French drain project. This is the first project of its kind and it will be a barometer for the Palm Beach Plantation CDD cost to homeowners for engineering review and inspection. Mr. McElligott informed the Board that currently there has been approximately \$350 in engineering invoices related to the French drain project, but that Mr. McElligott is not sure if there will be any additional charges. He will update the Board at their next meeting.

H. NEW BUSINESS

1. Discussion Regarding Weir at L5 Canal

It has been brought to the Boards attention that there is some graffiti on the weir at the L5 canal. After some discussion by the Board, the Board directed staff to check with the HOA to see if they have any current vendors that would do this kind of cleanup work, most likely pressure washing and/or painting, that the CDD could hire for the weir.

Also, it was noted that the weeds in the lakes near the staff gauges are getting long. The Board also asked that when the HOA is asked about a possible vendor for the weir cleaning that they are also asked about the spraying of the weeds near the staff gauges. It was also requested that we ask about the chemicals used for lake spraying.

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 brief discussion regarding the Arbitrage fee. There was no action required.

J. BOARD MEMBER COMMENTS

There were no further comments from the Board.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Nalty, seconded by Mr. Feltz to adjourn the Regular Board Meeting at 4:37 p.m. That **motion** passed unanimously.

Secretary/Asst. Secretary

Chair/Vice Chair

RESOLUTION NO. 2020-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Palm Beach Plantation Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2020/2021 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2020/2021 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2020 at 4:00 p.m. in the Palm Beach Plantation Clubhouse, 8751 Palm Beach Plantation Boulevard, Royal Palm Beach, Florida 33411, for the purpose of receiving public comments on the Proposed Fiscal Year 2020/2021 Budget.

PASSED, ADOPTED and EFFECTIVE this 18th day of March, 2020.

ATTEST:

**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Palm Beach Plantation Community Development District

**Proposed Budget For
Fiscal Year 2020/2021
October 1, 2020 - September 30, 2021**

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- II DETAILED PROPOSED BUDGET**
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2020/2021 BUDGET
REVENUES	
O & M Assessments	123,873
Debt Assessments	480,587
Other Revenues	0
Interest Income	240
TOTAL REVENUES	\$ 604,700
Discounts For Early Payments	(24,178)
TOTAL NET REVENUES	\$ 580,522
EXPENDITURES	
Supervisor Fees	8,000
Payroll Taxes	640
Maintenance/Contingency	7,500
Engineering/Inspections	10,000
Management	34,440
Secretarial	4,200
Legal	8,500
Assessment Roll	3,000
Audit Fees	3,400
Arbitrage Calculation Report Fee	650
Insurance	6,064
Legal Advertisements	1,200
Miscellaneous	950
Postage	350
Office Supplies	750
Dues & Subscriptions	175
Trustee Fee	4,100
Website Management	1,250
Lake Erosion Project	0
Reserve/Contingency	11,900
County Appraiser & Tax Collector Fee	12,089
TOTAL EXPENDITURES	\$ 119,158
REVENUES LESS EXPENDITURES	\$ 461,364
Bond Payments	(461,364)
EXCESS/ (SHORTFALL)	\$ -

Notes

Fund Balance As Of 9-30-19: \$48,770

Estimated Fund Balance As Of 9-30-20: \$50,000

DETAILED PROPOSED BUDGET
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2017/2018 ACTUAL	FISCAL YEAR 2019/2020 BUDGET	FISCAL YEAR 2020/2021 BUDGET	COMMENTS
REVENUES				
O & M Assessments	127,399	127,948	123,873	Expenditures Less Interest/.96
Debt Assessments	478,145	476,892	480,587	Bond Payments/.96
Other Revenues	0	0	0	
Interest Income	200	240	240	Projected At \$20 Per Month
TOTAL REVENUES	\$ 605,744	\$ 605,080	\$ 604,700	
Discounts For Early Payments	(22,352)	(24,194)	(24,178)	Four Percent Of Total Assessment Roll
TOTAL NET REVENUES	\$ 583,392	\$ 580,886	\$ 580,522	
EXPENDITURES				
Supervisor Fees	5,200	8,000	8,000	No Change From 2019/2020 Budget
Payroll Taxes	390	640	640	Projected At 8 Percent Of Supervisor Fees
Maintenance/Contingency	0	7,500	7,500	No Change From 2019/2020 Budget
Engineering/Inspections	5,630	10,000	10,000	No Change From 2019/2020 Budget
Management	33,048	33,672	34,440	CPI Adjustment
Secretarial	4,200	4,200	4,200	No Change From 2019/2020 Budget
Legal	6,596	8,500	8,500	No Change From 2019/2020 Budget
Assessment Roll	3,000	3,000	3,000	No Change From 2019/2020 Budget
Audit Fees	3,200	3,300	3,400	Accepted Amount For 2019/2020 Audit
Arbitrage Calculation Report Fee	650	650	650	No Change From 2019/2020 Budget
Insurance	5,250	6,000	6,064	Insurance Estimate
Legal Advertisements	967	1,200	1,200	No Change From 2019/2020 Budget
Miscellaneous	487	975	950	\$25 Decrease From 2019/2020 Budget
Postage	158	375	350	\$25 Decrease From 2019/2020 Budget
Office Supplies	407	800	750	\$50 Decrease From 2019/2020 Budget
Dues & Subscriptions	175	175	175	No Change From 2019/2020 Budget
Trustee Fee	4,080	4,100	4,100	No Change From 2019/2020 Budget
Website Management	1,000	1,250	1,250	No Change From 2019/2020 Budget
Lake Erosion Project	67,820	0	0	Fiscal Year 2018/2019 Expenditure
Reserve/Contingency	0	16,636	11,900	Reserve/Contingency
County Appraiser & Tax Collector Fee	3,332	12,097	12,089	Two Percent Of Total Assessment Roll
TOTAL EXPENDITURES	\$ 145,590	\$ 123,070	\$ 119,158	
REVENUES LESS EXPENDITURES	\$ 437,802	\$ 457,816	\$ 461,364	
Bond Payments	(458,651)	(457,816)	(461,364)	2021 P & I Payments Less Earned Interest
EXCESS/ (SHORTFALL)	\$ (20,849)	\$ -	\$ -	

Notes

Fund Balance As Of 9-30-19: \$48,770

Estimated Fund Balance As Of 9-30-20: \$50,000

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2018/2019 ACTUAL	FISCAL YEAR 2019/2020 BUDGET	FISCAL YEAR 2020/2021 BUDGET	COMMENTS
REVENUES				
Interest Income	1,259	75	200	Interest For FY 2019/2020
NAV Tax Collection	458,651	457,816	461,364	2021 P & I Payments Less Earned Interest
Total Revenues	\$ 459,910	\$ 457,891	\$ 461,564	
EXPENDITURES				
Principal Payments	270,000	280,000	295,000	Principal Payment Due In 2020
Interest Payments	194,045	177,891	166,564	Interest Payments Due In 2020
Total Expenditures	\$ 464,045	\$ 457,891	\$ 461,564	
Excess/ (Shortfall)	\$ (4,135)	\$ -	\$ -	

Series 2014 Bond Refunding Information

Original Par Amount =	\$5,940,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.940%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	March 2014		
Maturity Date =	May 2029		

Par Amount As Of 1-1-20 = \$4,655,000

Principal Amount Due In May 2029: \$1,665,000

Palm Beach Plantation Community Development District Assessment Comparison

	Original Projected Assessment*	Fiscal Year 2017/2018 Assessment *	Fiscal Year 2018/2019 Assessment *	Fiscal Year 2019/2020 Assessment*	Fiscal Year 2020/2021 Projected Assessment*
O & M For Lot Size 45	\$ 124.11	\$ 167.72	\$ 211.96	\$ 213.25	\$ 206.46
<u>Debt For Lot Size 45</u>	<u>\$ 886.60</u>	<u>\$ 760.87</u>	<u>\$ 759.17</u>	<u>\$ 757.78</u>	<u>\$ 763.65</u>
Total	\$ 1,010.71	\$ 928.59	\$ 971.13	\$ 971.03	\$ 970.11
O & M For Lot Size 65+70	\$ 124.11	\$ 167.72	\$ 211.96	\$ 213.25	\$ 206.46
<u>Debt For Lot Size 65+70</u>	<u>\$ 987.38</u>	<u>\$ 845.08</u>	<u>\$ 843.19</u>	<u>\$ 841.65</u>	<u>\$ 848.17</u>
Total	\$ 1,111.49	\$ 1,012.80	\$ 1,055.15	\$ 1,054.90	\$ 1,054.63

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

45 Foot Lots 326

65/70 Foot Lots 274

Total Units 600

45 Foot Lots Information

Total Units 326

Prepayments 1

Billed For Debt 325

Palm Beach Plantation Community Development District
Budget vs. Actual
October 2019 through February 2020

	<u>Oct '19 - Feb 20</u>	<u>19/20 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	120,626.60	127,948.00	-7,321.40	94.28%
363.810 · Debt Assessments	449,647.09	476,892.00	-27,244.91	94.29%
363.820 · Debt Assessment-Paid To Trustee	-428,437.52	-457,816.00	29,378.48	93.58%
363.831 · Discounts For Early Payments	-22,500.68	-24,194.00	1,693.32	93.0%
369.401 · Interest Income	136.88	240.00	-103.12	57.03%
Total Income	<u>119,472.37</u>	<u>123,070.00</u>	<u>-3,597.63</u>	<u>97.08%</u>
Expense				
511.122 · Payroll Expense	52.20	640.00	-587.80	8.16%
511.131 · Supervisor Fee	800.00	8,000.00	-7,200.00	10.0%
511.305 · Maintenance/Contingency	0.00	7,500.00	-7,500.00	0.0%
511.310 · Engineering	412.50	10,000.00	-9,587.50	4.13%
511.311 · Management Fees	14,030.00	33,672.00	-19,642.00	41.67%
511.312 · Secretarial Fees	1,750.00	4,200.00	-2,450.00	41.67%
511.315 · Legal Fees	1,887.50	8,500.00	-6,612.50	22.21%
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	187.84	975.00	-787.16	19.27%
511.513 · Postage and Delivery	15.30	375.00	-359.70	4.08%
511.514 · Office Supplies	138.00	800.00	-662.00	17.25%
511.515 · Website Management Fees	520.85	1,250.00	-729.15	41.67%
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	6,597.73	12,097.00	-5,499.27	54.54%
Total Expense	<u>32,351.68</u>	<u>123,070.00</u>	<u>-90,718.32</u>	<u>26.29%</u>
Net Ordinary Income	<u>87,120.69</u>	<u>0.00</u>	<u>87,120.69</u>	<u>100.0%</u>
Net Income	<u><u>87,120.69</u></u>	<u><u>0.00</u></u>	<u><u>87,120.69</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 2/28/20	\$ 147,204.36
Accounts Payable As Of 2/28/20	\$ 11,313.54
Accounts Receivable As Of 2/28/20	\$ -
Total Fund Balance As Of 2/28/20	\$ 135,890.82