



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
AUGUST 19, 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
TO JOIN VIA ZOOM:**

<https://us02web.zoom.us/j/81793518856>

MEETING ID: 817 9351 8856

Dial In At: 1 312 626 6799

REGULAR BOARD MEETING

August 19, 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. May 20, 2020 Regular Board Meeting & Public HearingPage 3
- G. Old Business
- H. New Business
 - 1. Update on Lake Issues
- I. Administrative Matters
 - 1. Financial Report.....Page 6
- J. Board Members Comments
- K. Adjourn

**Notice of Regular Board Meeting of the
Palm Beach Plantation Community Development District**

NOTICE IS HEREBY GIVEN that the Palm Beach Plantation Community Development District (the “District”) will hold a Regular Board Meeting (the “Meeting”) of its Board of Supervisors (the “Board”) on August 19, 2020, at 4:00 p.m. to be conducted by telephonic conferencing and video conferencing communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, 20-150 and 20-179 issued by Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, June 23, 2020 and July 29, 2020, respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. The Meeting is being held for the necessary public purpose of addressing agenda items that may properly come before the Board.

While it is necessary to hold the Meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Participants may attend the Meeting by accessing the District’s website, www.palmbeachplantationcdd.org and clicking on the meeting link you will find on the homepage, or utilizing the following login information:

Join by URL for VIDEO ACCESS at: <https://us02web.zoom.us/j/81793518856>

Meeting ID: 817 9351 8856

Dial In By Phone: 1 312 626 6799

A copy of the agenda for the Meeting may be obtained at the offices of the District Manager, c/o Special District Services, Inc., at 561-630-4922 or mmcelligott@sdsinc.org (the “District Manager’s Office”) during normal business hours. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting may be continued to a date, time, and place to be specified on the record at the Meeting.

Any person requiring special accommodations in order to access and participate in the Meeting because of a disability or physical impairment should contact the District Manager’s Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

As indicated above, this Meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this Meeting should contact the District Manager’s Office at least forty-eight (48) hours prior to the Meeting. Similarly, any person requiring or that otherwise may

need assistance accessing or participating in this Meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Meetings may be cancelled from time to time without advertised notice.

District Manager

Palm Beach Plantation Community Development District

www.palmbeachplantationcdd.org

PUBLISH: PALM BEACH POST 08/12/20

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 20, 2020

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District on May 20, 2020, at 4:10 p.m. via Zoom with the meeting ID 878 0508 9008.

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 May 5, 2020 & May 12, 2020 as legally required.

C. ESTABLISH A QUORUM

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

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

Mr. Feltz asked if we could add a discussion about using Zoom for future meeting. Mr. McElligott indicated that he was thinking of discuss that during Administrative Matters already so that would be a good time to do that.

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. March 18, 2020, Regular Board Meeting

Mr. McElligott presented the minutes of the March 18, 2020, Regular Board Meeting and asked if there were any changes or corrections. Without comment, a **motion** was made by Mr. Feltz, seconded by Mr. Brackett that the minutes of the March 18, 2020, Regular Board Meeting be approved, as presented. That **motion** passed unanimously.

G. PUBLIC HEARING

The public hearing was opened at 4:17 p.m.

1. Proof of Publication

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 20, 2020

Mr. McElligott presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 5, 2019 and May 12, 2019, as legally required.

2. Receive Public Comment on Fiscal Year 2020/2021 Final Budget

There was no public comment on the Fiscal Year 2020/2021 Final Budget.

3. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Final Budget

Mr. McElligott presented Resolution No. 2020-02, entitled:

RESOLUTION NO. 2020-02

**A RESOLUTION OF THE PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A
FISCAL YEAR 2020/2021 BUDGET.**

Mr. McElligott reviewed the budget with the Board. After some Board discussion, there was a **motion** was then made by Mr. Brackett, seconded by Mr. Feltz, and passed unanimously to adopt Resolution No. 2020-02, as presented.

Mr. McElligott then closed the Public Hearing at 4:25 p.m. and reconvened the Regular Board Meeting.

H. OLD BUSINESS

1. Discussion Regarding Weir at L5 Canal Graffiti

Mr. Warnet updated the Board that he was in conversation with the HOA about getting it cleaned up. There were no further questions

I. NEW BUSINESS

1. Consider Resolution No. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule

Mr. McElligott presented Resolution No. 2020-03, entitled:

RESOLUTION NO. 2020-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT
DISTRICT, ESTABLISHING A REGULAR MEETING
SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE**

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 20, 2020

**TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. McElligott explained that this was the same meeting schedule as previous year and asked if anyone had any changes they would like to suggest. There being none, a **motion** was made by Mr. Feltz, with a second by Mr. Brackett to approve Resolution 2020-03, adopting the fiscal year 2020/2021 fiscal year meeting schedule as presented. That **motion** passed unanimously.

J. ADMINISTRATIVE MATTERS

1. Financial Report

Mr. McElligott presented the Financial Report in the meeting book and opened it up for any questions. Having just discussed the finances during the budget discussion, there were no further questions. There was no action required.

2. Discussion Regarding Future Meetings on Zoom

There was discussion among the Board members that they enjoyed meeting via Zoom and expressed a desire to use it going forward for all meetings. Mr. McElligott and Mrs. Steinerts explained that the only reason they are able to meet by Zoom right now is because of an order made by the Governor suspending the in-person quorum requirements currently in the statutes. The current order allowing for the Zoom meeting expires on July 31, 2020. Mr. McElligott explained that the governor may extend that order, but we will not know until closer to the end of July if he will. It was the consensus of the Board that as long as we are allowed to meet by Zoom, they would like to continue meeting by Zoom. Mr. McElligott said he will advertise upcoming meeting that way as long as he is allowed.

K. 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. Feltz to adjourn the Regular Board Meeting at 4:33 p.m. That **motion** passed unanimously.

Secretary/Asst. Secretary

Chair/Vice Chair

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

	<u>Oct '19 - July 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	128,133.39	127,948.00	185.39	100.15%
363.810 · Debt Assessments	477,127.94	476,892.00	235.94	100.05%
363.820 · Debt Assessment-Paid To Trustee	-457,816.00	-457,816.00	0.00	100.0%
363.831 · Discounts For Early Payments	-22,550.07	-24,194.00	1,643.93	93.21%
369.401 · Interest Income	265.68	240.00	25.68	110.7%
Total Income	<u>125,160.94</u>	<u>123,070.00</u>	<u>2,090.94</u>	<u>101.7%</u>
Expense				
511.122 · Payroll Expense	157.70	640.00	-482.30	24.64%
511.131 · Supervisor Fee	2,800.00	8,000.00	-5,200.00	35.0%
511.305 · Maintenance/Contingency	0.00	7,500.00	-7,500.00	0.0%
511.310 · Engineering	615.00	10,000.00	-9,385.00	6.15%
511.311 · Management Fees	28,060.00	33,672.00	-5,612.00	83.33%
511.312 · Secretarial Fees	3,500.00	4,200.00	-700.00	83.33%
511.315 · Legal Fees	4,237.00	8,500.00	-4,263.00	49.85%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	3,300.00	3,300.00	0.00	100.0%
511.330 · Arbitrage Calculation Rprt Fee	650.00	650.00	0.00	100.0%
511.450 · Insurance	5,513.00	6,000.00	-487.00	91.88%
511.480 · Legal Advertisements	1,338.16	1,200.00	138.16	111.51%
511.512 · Miscellaneous	373.41	975.00	-601.59	38.3%
511.513 · Postage and Delivery	59.70	375.00	-315.30	15.92%
511.514 · Office Supplies	219.95	800.00	-580.05	27.49%
511.515 · Website Management Fees	1,041.70	1,250.00	-208.30	83.34%
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	4,079.63	4,100.00	-20.37	99.5%
511.735 · County Appraiser & Tax Coll Fee	7,044.18	12,097.00	-5,052.82	58.23%
Total Expense	<u>63,164.43</u>	<u>123,070.00</u>	<u>-59,905.57</u>	<u>51.32%</u>
Net Ordinary Income	<u>61,996.51</u>	<u>0.00</u>	<u>61,996.51</u>	<u>100.0%</u>
Net Income	<u><u>61,996.51</u></u>	<u><u>0.00</u></u>	<u><u>61,996.51</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 7/31/20	\$ 120,676.10
Accounts Payable As Of 7/31/20	\$ 9,909.67
Accounts Receivable As Of 7/31/20	\$ -
Total Fund Balance As Of 7/31/20	\$ 110,766.43