



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
OCTOBER 20, 2021
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
October 20, 2021
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
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- G. Old Business
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- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

Publication Date
2021-10-13

Subcategory
Miscellaneous Notices

PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2021/2022 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 2021/2022 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 20, 2021 November 17, 2021 December 15, 2021 January 19, 2022 February 16, 2022 March 16, 2022 April 20, 2022 May 18, 2022 June 15, 2022 July 20, 2022 August 17, 2022 September 21, 2022 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 10-7/2021

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 19, 2021

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District of May 19, 2021, at 4:00 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 April 29, 2021, and May 6, 2021, as legally required.

C. ESTABLISH A QUORUM

Present and constituting a quorum were Chairman Russell Warnet, Vice Chairman Richard Feltz and Supervisors Richard Brackett, Rebecca Delgado, and Robert Vey.

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

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. McElligott added election of officers to the agenda since we had recently added 2 new Board members. There was no objection.

Mr. Brackett asked about the treasurer position and if it made sense to have someone else, other than the district manager be treasure. Mr. McElligott explained why it was beneficial to the operations of the district to keep the manager as treasurer. He also explained the checks and balances currently in place and that the Board Chairperson receives the invoices for approval before they are paid, and anyone, Board member or not, can request copies of invoices and payments to review.

After a lengthy discussion, there was a **motion** by Mr. Brackett, with a second by Mr. Feltz, to keep the existing slate of officers the same while adding the 2 recent new Board members as Assistant Secretaries. The **motion** passes 5-0.

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

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 19, 2021

1. March 17, 2021, Regular Board Meeting

Mr. McElligott presented the minutes of the March 17, 2021, 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 Mrs. Delgado that the minutes of the March 17, 2021, Regular Board Meeting be approved. Upon being put to a vote, the **motion** carried 5 to 0.

G. PUBLIC HEARING

The public hearing was opened at 4:17 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 April 29, 2021, and May 6, 2021, as legally required.

2. Receive Public Comment on Fiscal Year 2021/2022 Final Budget

There was no public comment on the Fiscal Year 2021/2022 Final Budget.

3. Consider Resolution No. 2021-03 – Adopting a Fiscal Year 2021/2022 Final Budget

Mr. McElligott presented Resolution No. 2021-03, entitled:

RESOLUTION NO. 2021-03

**A RESOLUTION OF THE PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A
FISCAL YEAR 2021/2022 BUDGET.**

Mr. McElligott presented the budget and explained that this is the same budget the Board had approved as a proposed budget.

After a brief discussion, a **motion** was made by Mr. Feltz, seconded by Mr. Warnet and passed unanimously to adopt Resolution No. 2021-03, as presented.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 19, 2021

Mr. McElligott then closed the Public Hearing at 4:19 p.m. and reconvened the Regular Board Meeting.

H. OLD BUSINESS

There was no old business.

I. NEW BUSINESS

1. Consider Resolution No. 2021-04 – Adopting a Fiscal Year 2021/2022 Meeting Schedule

Mr. McElligott presented Resolution No. 2021-04, entitled:

RESOLUTION NO. 2021-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2021/2022 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott presented the meeting schedule which is similar to the current meeting schedule.

After a brief discussion, a **motion** was made by Mrs. Delgado, seconded by Mr. Vey, and passed unanimously to adopt Resolution No. 2021-04, as presented.

2. Discussion Regarding Possible New Irrigation

Mr. McElligott refreshed the Board on the previous discussions on this topic. It was confirmed that the HOA put in the irrigation pump originally. Mr. Khan did confirm that it is within our permit to put in a second irrigation pump if needed but there would be steps to go through if we wished to proceed. Mr. Warnet was able to confirm with the HOA that the pipe that pulls from the lake is about 10 feet off the bottom. There followed a log discussion regarding lake levels and irrigation. There was not specific motion or action taken at this time.

3. Discussion Regarding Resident Drainage Project

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REGULAR BOARD MEETING & PUBLIC HEARING
MAY 19, 2021

Mr. McElligott updated the Board that there was another resident doing a drainage project on their property and review and approval steps implemented previously seem to be working well.

J. ADMINISTRATIVE MATTERS

1. Financial Report

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

K. BOARD MEMBER COMMENTS

Mrs. Delgado stated and her and her husband would be out to lubricate the gates before hurricane season to make them easier to operate.

Mr. Warnet, and Mr. McElligott, went over the procedure for operating the gates to refresh the Board. Mrs. Delgado offered to be 3rd in line to be responsible for opening the gates if Mr. Warnet and Mr. Feltz are not available.

Mr. Brackett brought up an issue with the littoral plantings in lake 11. Mrs. Delgado said she would check with the HOA vendor about it. Mr. Brackett will email Mr. McElligott the photos and Mr. McElligott will send them on to Mrs. Delgado.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Feltz, seconded by Mr. Brackett to adjourn the Regular Board Meeting at 5:10 p.m. That **motion** carried 5 to 0.

Secretary/Asst. Secretary

Chair/Vice Chair

RESOLUTION NO. 2021-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2020/2021 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 2020/2021 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 20th day of October, 2021.

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 2020/2021
October 1, 2020 - September 30, 2021**

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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 2020/2021
OCTOBER 1, 2020 - SEPTEMBER 30, 2021

	FISCAL YEAR 2019/2020 BUDGET 10/1/20 - 9/30/21	AMENDED FINAL BUDGET 10/1/20 - 9/30/21	YEAR TO DATE ACTUAL 10/1/20 - 9/29/21
REVENUES			
O & M Assessments	123,873	123,968	123,968
Debt Assessments	480,587	480,798	480,798
Other Income	0	0	0
Interest Income	240	440	432
TOTAL REVENUES	\$ 604,700	\$ 605,206	\$ 605,198
EXPENDITURES			
Supervisor Fees	8,000	2,000	2,000
Payroll Taxes	640	156	156
Maintenance/Contingency	7,500	2,500	0
Engineering/Inspections	10,000	3,000	945
Management	34,440	34,440	34,440
Secretarial	4,200	4,200	4,200
Legal	8,500	6,500	5,504
Assessment Roll	3,000	3,000	3,000
Audit Fees	3,400	3,400	3,400
Arbitrage Calculation Report Fee	650	650	650
Insurance	6,064	5,789	5,789
Legal Advertisements	1,200	1,200	771
Miscellaneous	950	500	205
Postage	350	80	68
Office Supplies	750	175	151
Dues & Subscriptions	175	175	175
Trustee Fee	4,100	4,080	4,080
Website Management	1,250	1,250	1,250
Reserve/Contingency	16,489	2,500	0
County Appraiser & Tax Collector Fee	7,500	7,039	7,039
TOTAL EXPENDITURES	\$ 119,158	\$ 82,634	\$ 73,823
REVENUES LESS EXPENDITURES	\$ 485,542	\$ 522,572	\$ 531,375
Bond Payments	(461,364)	(461,364)	(461,364)
BALANCE	\$ 24,178	\$ 61,208	\$ 70,011
Discounts For Early Payments	(24,178)	(22,717)	(22,717)
EXCESS/ (SHORTFALL)	\$ -	\$ 38,491	\$ 47,294
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 38,491	\$ 47,294

FUND BALANCE AS OF 9/30/20	\$102,619
FY 2020/2021 ACTIVITY	\$38,491
FUND BALANCE AS OF 9/30/21	\$141,110

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

	FISCAL YEAR 2019/2020 BUDGET 10/1/20 - 9/30/21	AMENDED FINAL BUDGET 10/1/20 - 9/30/21	YEAR TO DATE ACTUAL 10/1/20 - 9/29/21
REVENUES			
Interest Income	200	20	19
NAV Tax Collection	461,364	461,364	461,364
Total Revenues	\$ 461,564	\$ 461,384	\$ 461,383
EXPENDITURES			
Principal Payments	295,000	295,000	295,000
Interest Payments	166,564	172,375	172,375
Extraordinary Principal Payments	0	0	0
Total Expenditures	\$ 461,564	\$ 467,375	\$ 467,375
Excess/ (Shortfall)	\$ -	\$ (5,991)	\$ (5,992)

FUND BALANCE AS OF 9/30/20	\$348,416
FY 2020/2021 ACTIVITY	(\$5,991)
FUND BALANCE AS OF 9/30/21	\$342,425

Notes

Reserve Fund Balance = \$236,567*. Revenue Fund Balance = \$105,858*.

Revenue Fund Balance To Be Used To Make 11/1/2021 Interest Payment Of \$80,376.

* 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 9/30/21 =	\$4,080,000	

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

October 20, 2021

RE: Palm Beach Plantation Community Development District Auditor Renewal

At the November 14, 2018 Palm Beach Plantation Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2018, 9-30-2019 and 9-30-2020 year end audits of the District with an option to perform the 9-30-2021 and 9-30-2022 audits.

The fees for the 9-30-2018 audit were \$3,200. The fees for the 9-30-2019 audit were \$3,300. And the fees for the 9-30-2020 audit were \$3,400. The proposed fee for the 9-30-2021 audit is \$3,500, which is the budgeted amount for audit fees for Fiscal Year 2021/2022. And the proposed fee for the 9-30-2022 audit is \$3,600.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2021 and 9-30-2022 audits for Grau & Associates.

Special District Services, Inc.