



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
AUGUST 17, 2022
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
August 17, 2022
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 18, 2022 Regular Board Meeting & Public Hearing.....Page 3
- G. Old Business
 - 1. Discussion on Lake Level Issue.....Page 7
 - 2. Discussion on Erosion Issues
 - 3. Discussion on Dodd Frank Act Effecting Palm Beach Plantation CDD
- H. New Business
- I. Administrative Matters
 - 1. Financial Update.....Page 8
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION

STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Teal Pontarelli, 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 in issues dated: first date of Publication 10/07/2021 and last date of Publication 10/07/2021. 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: 0000663129

Ad Cost: \$261.44

Paid: \$0.00

Balance Due: \$261.44

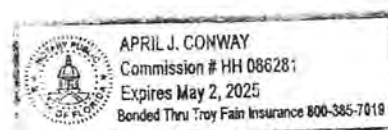
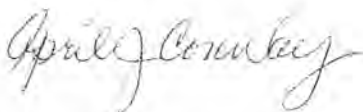
Signed



(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 20th day of October, 2021 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



Please see Ad on following page(s).

Invoice/Order Number: 0000663129
Ad Cost: \$261.44
Paid: \$0.00
Balance Due: \$261.44

**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

0000663129-01

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 18, 2022

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 18, 2022, at 4:03 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 28, 2022, and May 5, 2022, as legally required.

C. ESTABLISH A QUORUM

Present and constituting a quorum were Chairman Russell Warnet, Vice Chairman Richard Feltz and Supervisors Richard Brackett, 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 Scott Cochran 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. March 16, 2022, Regular Board Meeting

Mr. McElligott presented the minutes of the March 16, 2022, 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 March 16, 2022, Regular Board Meeting be approved. Upon being put to a vote, the **motion** carried 4 to 0.

G. PUBLIC HEARING

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 18, 2022

The public hearing was opened at 4:04 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 28, 2022, and May 5, 2022, as legally required.

2. Receive Public Comment on Fiscal Year 2022/2023 Final Budget

There was no public comment on the Fiscal Year 2022/2023 Final Budget.

3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget

Mr. McElligott presented Resolution No. 2022-02, entitled:

RESOLUTION NO. 2022-02

**A RESOLUTION OF THE PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A
FISCAL YEAR 2022/2023 BUDGET.**

Mr. McElligott presented the budget and explained that this is the same budget the Board had approved as a proposed budget. Mr. Brackett asked for some clarification on the reserve calculation, which Mr. McElligott was able to provide.

After a brief discussion, a **motion** was made by Mr. Feltz, seconded by Mr. Brackett and passed unanimously to adopt Resolution No. 2022-02, as presented.

H. OLD BUSINESS

1. Discussion on Lake Level Issue

Mr. McElligott refreshed the Board on the lake level issue discussed at previous meetings. District Engineer, Matthew Kahn gave some possible explanations of factors that could lead to the levels being seen. Some of these could be natural factors out of the districts control, some could be infrastructure problems that would need to be fixed. After a lengthy discussion, the Board came to a consensus to have Mr. Khan do a simple visual inspection of some of the pipes as an inexpensive first step and then report back to the Board.

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 18, 2022

2. Discussion on Erosion Issue

Mr. McElligott and Mr. Khan reminded the Board that they had done a lake study in the past that identified the likely order of lake bank erosion projects that would need to be done based on the estimated condition of the various lakes. During the discussion it was decided that it was nearing time to do the next project. Mr. McElligott noted that depending on size of the project, there should be funds available in the upcoming year from the reserve funds accumulated. The Board authorized Mr. Kahn to do a visual inspection of the lakes that would be next in line for the erosion project and report back to the Board with his recommendation.

I. NEW BUSINESS

1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Mr. McElligott presented Resolution No. 2022-03, entitled:

RESOLUTION NO. 2022-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
PALM BEACH PLANTATION COMMUNITY DEVELOPMENT
DISTRICT, ESTABLISHING A REGULAR MEETING
SCHEDULE FOR FISCAL YEAR 2022/2023 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 Mr. Brackett, seconded by Mr. Vey, and passed unanimously to adopt Resolution No. 2022-03, as presented.

2. Discussion Regarding Dodd Frank Act Effecting Palm Beach Plantation CDD

Mr. McElligott refreshed the Board that this question was brought up by Mr. Brackett at a previous meeting. Mr. McElligott provided the response from the trustee bank which stated that there is nothing in Dodd Frank that could negatively affect the Palm Beach Plantation CDD. Mr. Brackett asked Mr. McElligott to specifically ask the trustee about “Bail-Ins” mentioned in Dodd Frank. Mr. McElligott will report back the response.

3. Discussion on Starting Bond Refinance Early

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING
MAY 18, 2022

Mr. McElligott explained that he asked the underwriter about the possibilities of starting the process of refinancing the bonds now, instead of waiting. Mr. McElligott shared with the Board the underwriters response which shows that the Bond documents do not allow for any refinance until 2024, so there is nothing we can do until then.

J. ADMINISTRATIVE MATTERS

1. Financial Report

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

2. Other Updated

Mr. McElligott also reminded the Board that Form 1s are coming due soon and of the qualifying period in June for those seats up this November.

K. BOARD MEMBER COMMENTS

There were no Board Member comments.

L. 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 4:57 p.m. That **motion** carried 4 to 0.

Secretary/Asst. Secretary

Chair/Vice Chair

Tricia Lascasas

From: Matthew Kahn <matthew@cwiasoc.com>
Sent: Tuesday, July 12, 2022 11:53 AM
To: Michael McElligott
Subject: RE: Palm Beach Plantation CDD pipe inspections

Good morning Michael,

Our inspectors completed their report previously but I asked that they revisit the site to reconfirm a few questions of mine. They have now completed that revisit as well.

The first note is that the inspector did not see any difference in lake elevation between the 3 easternmost lakes on Palm Beach Plantation. It may still be a good idea to have lake elevation gauges installed in any of the lakes of concern to measure actual water elevations to potentially confirm elevation variances.

The inspector did not find any existing pipe plugs or obstructions in any of the lake interconnect pipes interconnecting the three easternmost lakes on the project. There was sediment buildup in some of the structure sumps/bottoms but not enough to reduce pipe flow between the lakes. Please keep in mind, this inspection was from the surface such that a potential break/blockage in pipes between structures would not be readily visible to our inspector.

If the CDD is still concerned with lake elevations, the following are some options to further diagnose the potential issues.

1. Installation of lake elevation gauges in an lakes of concern to measure actual lake water elevations and any potential variance between the lakes.
2. Hiring of a 3rd party pipe cleaning contractor such as Shenandoah who could clean and more importantly CCTV the existing pipe interconnects between the structures to determine a potential pipe blockage or break between the drainage structures.

Please advise if any questions/comments on the above and feel free to call/email me as needed to discuss.

Thank you,

Matt

Matthew Kahn, P.E. | Project Manager
matthew@cwiasoc.com | Cell: 561-221-9056

Caulfield & Wheeler, Inc.
Office: 561-392-1991 | Fax: 561-750-1452
Boca Office: 7900 Glades Road, Suite 100, Boca Raton, FL 33434
PSL Office: 410 SE Port Saint Lucie Blvd, Port Saint Lucie, FL 34984
Website: <https://cwi-assoc.com>
Links: <https://linktr.ee/cwiasoc>

From: Michael McElligott <MMcElligott@sdsinc.org>
Sent: Tuesday, July 5, 2022 12:36 PM
To: Matthew Kahn <matthew@cwiasoc.com>
Subject: Palm Beach Plantation CDD pipe inspections

Matt,

At the last Board meeting for Palm Beach Plantation CDD the Board had authorized your office to do some preliminary inspections for possible clogs in some of the stormwater lakes connecting pipes. Have you had a chance to perform that work? I am checking to see if you would have any kind of report, written or verbal, to give the Board if we decide to have the meeting later this month. Thanks.

BOARD MEMBERS: Please do not use the reply all feature of your e-mail as it may be deemed a violation of the Sunshine law. Please reply only to the management office. Thank You.

NOTE: Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Michael McElligott

Special District Services, Inc.
2501 A Burns Road
Palm Beach Gardens, FL 33410

Phone: (561) 630-4922 x 226
Fax: (561) 630-4923

PALM BEACH PLANTATION

10 YEAR LAKE REMEDIATION PLAN

<u>LAKE NO.</u>	<u>PRIORITY (1 THRU 5)</u>	<u>REMEDICATION YEAR</u>
#1	4	2029
#2	5	2031
#3	5	2032
#4	1	2024
#5	2	2025
#6	COMPLETE	COMPLETE
#7	3	2026
#8	1	2023
#9	3	2027
#10	4	2030
#11	3	2028
#12	5	2033

Palm Beach Plantation Community Development District

Budget vs. Actual October 2021 through July 2022

	Oct '21 - Jul 22	21/22 Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	123,747.25	123,873.00	-125.75	99.9%
363.810 · Debt Assessments	478,277.99	478,874.00	-596.01	99.88%
363.820 · Debt Assessment-Paid To Trustee	-459,719.00	-459,719.00	0.00	100.0%
363.831 · Discounts For Early Payments	-22,701.90	-24,110.00	1,408.10	94.16%
369.401 · Interest Income	22.26	240.00	-217.74	9.28%
Total Income	119,626.60	119,158.00	468.60	100.39%
Expense				
511.122 · Payroll Expense	155.85	640.00	-484.15	24.35%
511.131 · Supervisor Fee	2,000.00	8,000.00	-6,000.00	25.0%
511.305 · Maintenance/Contingency	0.00	7,500.00	-7,500.00	0.0%
511.310 · Engineering	2,610.00	10,000.00	-7,390.00	26.1%
511.311 · Management Fees	29,100.00	34,920.00	-5,820.00	83.33%
511.312 · Secretarial Fees	3,500.00	4,200.00	-700.00	83.33%
511.315 · Legal Fees	5,106.00	8,500.00	-3,394.00	60.07%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	3,500.00	3,500.00	0.00	100.0%
511.330 · Arbitrage Calculation Rprt Fee	650.00	650.00	0.00	100.0%
511.450 · Insurance	5,992.00	6,000.00	-8.00	99.87%
511.480 · Legal Advertisements	694.04	1,300.00	-605.96	53.39%
511.512 · Miscellaneous	320.90	925.00	-604.10	34.69%
511.513 · Postage and Delivery	80.13	325.00	-244.87	24.66%
511.514 · Office Supplies	302.40	725.00	-422.60	41.71%
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	15,948.00	-15,948.00	0.0%
511.733 · Trustee Fees	4,079.63	4,100.00	-20.37	99.5%
511.735 · County Appraiser & Tax Coll Fee	7,019.53	7,500.00	-480.47	93.59%
Total Expense	66,327.18	119,158.00	-52,830.82	55.66%
Net Ordinary Income	53,299.42	0.00	53,299.42	100.0%
Net Income	53,299.42	0.00	53,299.42	100.0%

Bank Balance As Of 7/31/22	\$ 220,407.06
Accounts Payable As Of 7/31/22	\$ 14,953.83
Accounts Receivable As Of 7/31/22	\$ -
Total Fund Balance As Of 7/31/22	\$ 205,453.23