



**PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
APRIL 19, 2023
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
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AGENDA
PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
Palm Beach Plantation Clubhouse
8751 Palm Beach Plantation Boulevard
Royal Palm Beach, Florida 33411
REGULAR BOARD MEETING
April 19, 2023
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. March 15, 2023 Regular Board Meeting.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Approval of Proposals for Lake 8 Erosion.....Page 6
- I. Administrative Matters
 - 1. Financial Update.....Page 7
- J. Board Members Comments
- K. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Palm Beach Plantation Cdd
Palm Beach Plantation Cdd
2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

10/07/2022

and that the fees charged are legal.
Sworn to and subscribed before on 10/07/2022

Legal Clerk

Notary, State of WI, County of Brown

My commision expires

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VICKY FELTY
Notary Public
State of Wisconsin

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT

FISCAL YEAR 2022/2023
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 2022/2023 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 19, 2022
- November 16, 2022
- December 21, 2022
- January 18, 2023
- February 15, 2023
- March 15, 2023
- April 19, 2023
- May 17, 2023
- June 21, 2023
- July 19, 2023
- August 16, 2023
- September 20, 2023

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
Oct. 7, 2022 #7862594

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 15, 2023

A. CALL TO ORDER

District Manager Michael McElligott called to order the Regular Board Meeting of the Palm Beach Plantation Community Development District on March 15, 2023, at 4:07 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 7, 2022, as legally required.

C. DECLARE BOARD SEAT VACANCY & CONSIDER NOMINATIONS

Mr. McElligott explained that seats 1, 3, and 5 were up for election in November of 2022 and no one qualified for those seats. At this time the Board members in those seats are holdovers and it would be appropriate to declare the seats vacant and consider nominations to fill those seats for the 4-year term ending in 2026.

There was a **motion** by Mr. Feltz, with a second by Mr. Warnet, to declare seat 1 vacant, and to nominate Mrs. Delgado to fill seat 1 for the remainder of the 4-year term ending in 2026. The **motion** passed **4-0**. Since there were no other nominations, Mrs. Delgado won the seat by acclamation.

There was a **motion** by Mr. Feltz, with a second by Mr. Vey, to declare seat 3 vacant, and to nominate Mr. Warnet to fill seat 3 for the remainder of the 4-year term ending in 2026. The **motion** passed **4-0**. Since there were no other nominations, Mr. Warnet wins the seat by acclamation.

There was a **motion** by Mr. Feltz, with a second by Mr. Warnet, to declare seat 5 vacant, and to nominate Mr. Vey to fill seat 5 for the remainder of the 4-year term ending in 2026. The **motion** passed **4-0**. Since there were no other nominations, Mr. Vey wins the seat by acclamation.

D. SEAT NEW BOARD MEMBERS, ADMINISTER OATHS, & REVIEW BOARD RESPONSIBILITIES AND DUTIES

Mr. McElligott administered the Oath of Office to all 3 newly appointed Board members. Mr. McElligott also briefly went over the Board responsibilities and duties.

E. ESTABLISH A QUORUM

PALM BEACH PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 15, 2023

Present and constituting a quorum were Russ Warnet, Richard Feltz, Rebecca Delgado and Bob Vey.

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

F. ELECTION OF OFFICERS

Mr. McElligott explained that since we have sat the Board members to new terms, it is appropriate to elect the officers of the board. The current slate of the board has Mr. Warnet as Chair, Mr. Feltz as Vice Chair, Mrs. Delgado, Mr. Vey, and Mr. Brackett as Assistant Secretaries, and Mr. McElligott as the Secretary and Treasurer.

A **motion** was made by Mrs. Delgado, with a second from Mr. Feltz, to keep the current slate of officers the same. The **motion** passed **4-0**.

G. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

I. APPROVAL OF MINUTES

1. January 18, 2023, Regular Board Meeting

Mr. McElligott presented the minutes of the January 18, 2023, Regular Board Meeting and asked if there were any changes or corrections. Without comment, a **motion** was made by Mr. Vey, seconded by Mrs. Delgado that the minutes of the January 18, 2023, Regular Board Meeting be approved, as presented. That **motion** passed unanimously.

J. OLD BUSINESS

1. Update on RFP for Lake 8 Erosion Project

Mr. Kahn informed the Board that boundary and topographic surveys have been done and the bid package has been sent out. Currently there are 6 potential companies that may bid on the project. The bids are scheduled to be back in time to review and consider at the April meeting. Mr. Warnet asked if the linear feet of work needed to be done on Lake 8 was more or less than the last project they did for Lake 6. Mr. Kahn explained that Lake 8

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has more linear feet of repair needed, and cost of work has gone up since the lake 6 project of 2019, so we would expect to see higher bids than the lake 6 project.

K. NEW BUSINESS

1. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget

Mr. McElligott presented Resolution No. 2023-01.

RESOLUTION NO. 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PALM BEACH PLANTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott presented the budget. There was a lot of discussion regarding the cost of the future lake erosion projects and the speed of replenishing the reserve funds to pay for them. The budget presented did not include an increase, but if the Board wants to start doing the lake bank projects quicker and more often, we will need to increase the O&M assessment to build the reserve balance faster. Mr. McElligott reminded the Board that this is the proposed budget that sets the max assessment rate. The Board can lower O&M assessment rate at the final budget hearing, but not increase it.

After an extensive conversation, a **motion** was then made by Mr. Feltz, seconded by Mr. Vey, passing Resolution 2023-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget as amended to include a \$75 increase to the O&M assessment and setting the Public Hearing for June 21, 2023, at 4:00 p.m. The **motion** passed unanimously.

2. Consider Approval of Adjustment to District Counsel Fee Structure

Mr. Pawelczyk reviewed the memo in the meeting materials. He explained that the District Counsel rates have not increased since 2003. Mr. Warnet commented that the district counsel has always done a great job and has been a pleasure to work with. Mr. Warnet also commented that it has been too long for them not to have had any increases.

A **motion** was then made by Mrs. Delgado, seconded by Mr. Feltz, to approve the adjustment to the District Counsel fee structure as presented. The **motion** passed **4-0**.

L. ADMINISTRATIVE MATTERS

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COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 15, 2023

1. Financial Report

Mr. McElligott presented the Financial Report in the meeting book and opened it up for any questions. There was no action required.

2. Other Matters

There were no other matters.

M. BOARD MEMBER COMMENTS

There were no Board member comments.

N. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Vey, seconded by Mr. Warnet to adjourn the Regular Board Meeting at 4:54 p.m. That **motion** passed unanimously.

Secretary/Asst. Secretary

Chair/Vice Chair

**CONSIDER APPROVAL OF
PROPOSALS FOR LAKE 8 EROSION**

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**

Palm Beach Plantation Community Development District
Budget vs. Actual
October 2022 through March 2023

	<u>Oct '22 - Mar 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
363.100 · O & M Assessments	114,376.57	120,614.00	-6,237.43	94.83%
363.810 · Debt Assessments	456,476.65	481,699.00	-25,222.35	94.76%
363.820 · Debt Assessment-Paid To Trustee	-434,864.28	-462,431.00	27,566.72	94.04%
363.831 · Discounts For Early Payments	-22,423.32	-24,093.00	1,669.68	93.07%
369.401 · Interest Income	2,970.89	240.00	2,730.89	1,237.87%
Total Income	<u>116,536.51</u>	<u>116,029.00</u>	<u>507.51</u>	<u>100.44%</u>
Expense				
511.122 · Payroll Expense	155.85	640.00	-484.15	24.35%
511.131 · Supervisor Fee	1,800.00	8,000.00	-6,200.00	22.5%
511.305 · Maintenance/Contingency	0.00	7,500.00	-7,500.00	0.0%
511.310 · Engineering	11,507.50	10,000.00	1,507.50	115.08%
511.311 · Management Fees	17,982.00	35,964.00	-17,982.00	50.0%
511.312 · Secretarial Fees	2,100.00	4,200.00	-2,100.00	50.0%
511.315 · Legal Fees	3,286.00	8,500.00	-5,214.00	38.66%
511.318 · Assessment/Tax Roll	0.00	3,000.00	-3,000.00	0.0%
511.320 · Audit Fees	0.00	3,600.00	-3,600.00	0.0%
511.330 · Arbitrage Calculation Rprt Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	6,441.00	6,000.00	441.00	107.35%
511.480 · Legal Advertisements	241.02	1,300.00	-1,058.98	18.54%
511.512 · Miscellaneous	167.52	875.00	-707.48	19.15%
511.513 · Postage and Delivery	11.13	300.00	-288.87	3.71%
511.514 · Office Supplies	127.65	675.00	-547.35	18.91%
511.515 · Website Management Fees	625.02	1,250.00	-624.98	50.0%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.732 · Reserve/Contingency	0.00	11,800.00	-11,800.00	0.0%
511.733 · Trustee Fees	0.00	4,100.00	-4,100.00	0.0%
511.735 · County Appraiser & Tax Coll Fee	6,604.30	7,500.00	-895.70	88.06%
Total Expense	<u>51,223.99</u>	<u>116,029.00</u>	<u>-64,805.01</u>	<u>44.15%</u>
Net Ordinary Income	<u>65,312.52</u>	<u>0.00</u>	<u>65,312.52</u>	<u>100.0%</u>
Net Income	<u><u>65,312.52</u></u>	<u><u>0.00</u></u>	<u><u>65,312.52</u></u>	<u><u>100.0%</u></u>

Bank Balance As Of 3/31/23	\$ 272,295.08
Accounts Payable As Of 3/31/23	\$ 10,581.52
Accounts Receivable As Of 3/31/23	\$ -
Total Fund Balance As Of 3/31/23	\$ 261,713.56