



**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 6, 2018
6:00 P.M.**

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

www.montereycongresscdd.org

561.630.4922 Telephone
877.SDS.4922 Toll Free
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AGENDA
MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT
100 Lake Monterey Circle
Boynton Beach, Florida 33426
REGULAR BOARD MEETING
March 6, 2017
6:00 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. October 3, 2017 Regular Board Meeting Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 7
 - 2. Discussion Regarding Lighting
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Tiffani Everett, 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 - Notice was published in said newspaper on: first date of Publication 09/20/2017 and last date of Publication 09/20/2017. 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.

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PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000217838
Ad Cost:	\$271.76
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Balance Due:	\$271.76

Signed

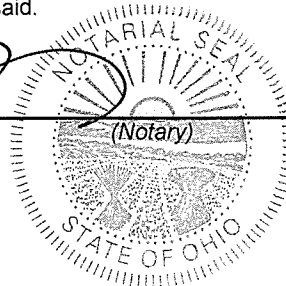


(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 21st day of September, 2017 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed





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**MONTEREY/CONGRESS
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Monterey/Congress Community Development District has the Fiscal Year 2017/2018 Regular Meeting Schedule to reflect that meetings will be held at 100 Lake Monterey Circle, Boynton Beach, Florida 33426 at 6:00 p.m. on the following dates:

**October 3, 2017
November 7, 2017
December 5, 2017
January 2, 2018
February 6, 2018
March 6, 2018
April 3, 2018
May 1, 2018
June 5, 2018
July 3, 2018
August 7, 2018
September 4, 2018**

The purpose of the meetings is to conduct any and all 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 the Agendas for any of the meetings may be obtained from 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. Meeting 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 at 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.

**MONTEREY/CONGRESS COMMUNITY
DEVELOPMENT DISTRICT**

www.montereycongresscdd.org
9-20/2017

0000217838-01

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 3, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the October 3, 2017, Regular Board Meeting of the Monterey/Congress Community Development District to order at 6:08 p.m. at 100 Lake Monterey Circle, Boynton Beach, Florida 33426.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 20, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairperson Cheli Rosa (via conference call), Vice Chairman Willie Ford and Supervisors Betty Clark, Diana Puentes and Lissette Montavo constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance were District Manager Jason Pierman of Special District Services, Inc.; and General 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. June 6, 2017, Public Hearing & Regular Board Meeting

Mr. Pierman presented the minutes of June 6, 2017, Public Hearing & Regular Board Meeting and asked if there were any changes. There being none, a **motion** was made by Ms. Puentes, seconded by Ms. Montavo and passed unanimously to approve the minutes of the June 6, 2017, Public Hearing & Regular Board Meeting, as presented.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

I. NEW BUSINESS

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 3, 2017

1. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget

Mr. Pierman presented Resolution No. 2017-05, entitled:

RESOLUTION NO. 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Ford, seconded by Ms. Montavo and passed unanimously to adopt Resolution No. 2017-05, as presented.

2. Discussion Regarding Lighting

Ms. Clark suggested installing lights on the perimeter wall. Following a discussion, Mr. Pierman suggested having the HOA organize the quotes and bring it to the CDD as a request.

I. ADMINISTRATIVE MATTERS

1. Annual Audit – Consider Approval of 2-Year Renewal Option with Grau & Associates

A **motion** was made by Ms. Montavo, seconded by Mr. Ford, and unanimously passed approving the 2-year renewal option with Grau & Associates.

J. BOARD MEMBER COMMENTS

Mr. Pierman noted that the next meeting would be held in March, unless the CDD receives a request for lighting from the HOA prior to that date.

Mr. Cochran noted that, at a previous meeting, the question of rock speakers was discussed. He explained that it is possible for the CDD to purchase and install the speakers, should the Board so choose.

Ms. Montavo asked if a sound barrier wall could be installed. After reviewing the location, it was determined that the CDD does not have an easement over that area, but it could possibly be an option for the HOA.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Clark, seconded by Ms. Montavo and unanimously passed to adjourn the Regular Board Meeting at 6:35 p.m.

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 3, 2017

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the Monterey Congress 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 2018/2019 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2018 at 6:00 p.m. at 100 Lake Monterey Circle, Boynton Beach, Florida 33426, for the purpose of receiving public comments on the Proposed Fiscal Year 2017/2018 Budget.

PASSED, ADOPTED and EFFECTIVE this 6th day of March, 2018.

ATTEST:

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Monterey/Congress
Community Development District

**Proposed Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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- IV ASSESSMENT COMPARISON**

PROPOSED BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O & M Assessments	73,910
Debt Assessments	285,854
Other Revenues	0
Interest Income	180
TOTAL REVENUES	\$ 359,944
EXPENDITURES	
Supervisor Fees	6,000
Payroll Taxes (Employer)	480
Engineering/Inspections	3,000
Management	20,076
Secretarial	3,000
Legal	7,000
Assessment Roll	3,000
Audit Fees	3,200
Insurance	6,356
Legal Advertisements	1,300
Miscellaneous	750
Postage	250
Office Supplies	425
Dues & Subscriptions	175
Trustee Fee	4,100
Continuing Disclosure Fee	1,000
Website Management	1,500
Congress Buffer Plantings	0
Reserve	8,044
TOTAL EXPENDITURES	\$ 69,656
REVENUES LESS EXPENDITURES	\$ 290,288
Bond Payments	(268,703)
BALANCE	\$ 21,585
County Appraiser & Tax Collector Fee	(7,195)
Discounts For Early Payments	(14,390)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
O & M Assessments	71,433	73,370	73,910	Expenditures Less Interest & Carryover/.94
Debt Assessments	288,484	286,397	285,854	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	207	180	180	Interest Projected At \$15 Per Month
TOTAL REVENUES	\$ 360,124	\$ 359,947	\$ 359,944	
EXPENDITURES				
Supervisor Fees	2,800	6,000	6,000	Supervisor Fees
Payroll Taxes (Employer)	214	480	480	Projected At 8% Of Supervisor Fees
Engineering/Inspections	2,506	3,000	3,000	No Change From 2017/2018 Budget
Management	19,272	19,668	20,076	CPI Adjustment
Secretarial	3,000	3,000	3,000	No Change From 2017/2018 Budget
Legal	8,212	7,000	7,000	No Change From 2017/2018 Budget
Assessment Roll	3,000	3,000	3,000	No Change From 2017/2018 Budget
Audit Fees	3,000	3,100	3,200	\$100 Increase From 2017/2018 Budget
Insurance	5,778	6,356	6,356	Insurance Estimate
Legal Advertisements	1,201	1,300	1,300	No Change From 2017/2018 Budget
Miscellaneous	515	750	750	No Change From 2017/2018 Budget
Postage	116	250	250	No Change From 2017/2018 Budget
Office Supplies	263	450	425	\$25 Decrease From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fee	3,717	3,800	4,100	Trustee (US Bank) Increasing Fees In 2018/2019
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2017/2018 Budget
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
Congress Buffer Plantings	5,795	0	0	Fiscal Year 2016/2017 Expenditure
Reserve	0	8,320	8,044	Reserve
TOTAL EXPENDITURES	\$ 62,064	\$ 69,149	\$ 69,656	
REVENUES LESS EXPENDITURES	\$ 298,060	\$ 290,798	\$ 290,288	
Bond Payments	(273,066)	(269,213)	(268,703)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 24,994	\$ 21,585	\$ 21,585	
County Appraiser & Tax Collector Fee	(2,270)	(7,195)	(7,195)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(13,416)	(14,390)	(14,390)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 9,308	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 9,308	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Interest Income	1,057	100	100	Projected Interest For 2018/2019
NAV Tax Collection	273,066	269,213	268,703	2019 P & I Payments Less Earned Interest
Total Revenues	\$ 274,123	\$ 269,313	\$ 268,803	
EXPENDITURES				
Principal Payments	95,000	100,000	105,000	Principal Payment Due In 2019
Interest Payments	177,913	169,313	163,803	Interest Payments Due In 2019
Extraordinary Principal Payments	30,000	0	0	
Total Expenditures	\$ 302,913	\$ 269,313	\$ 268,803	
Excess/ (Shortfall)	\$ (28,790)	\$ -	\$ -	

Series 2005 Bond Information

Original Par Amount =	\$4,045,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.375%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	October 2005		
Maturity Date =	May 2036		

Monterey/Congress Community Development District Assessment Comparison

	Original Projected Assessment*	Fiscal Year 2015/2016 Assessment*	Fiscal Year 2016/2017 Assessment*	Fiscal Year 2017/2018 Assessment*	Fiscal Year 2018/2019 Projected Assessment*
O & M	\$ 212.77	\$ 238.27	\$ 237.99	\$ 244.56	\$ 246.37
<u>Debt</u>	<u>\$ 973.37</u>	<u>\$ 960.95</u>	<u>\$ 961.23</u>	<u>\$ 954.66</u>	<u>\$ 952.85</u>
Total	\$ 1,186.14	\$ 1,199.22	\$ 1,199.22	\$ 1,199.22	\$ 1,199.22

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units 300