



**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 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
561.630.4923 Facsimile

AGENDA
MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT
100 Lake Monterey Circle
Boynton Beach, Florida 33426
REGULAR BOARD MEETING
November 6, 2018
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. June 5, 2018 Regular Board Meeting Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2017/2018 Amended Budget.....Page 7
 - 2. Update Regarding Lighting Proposal
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

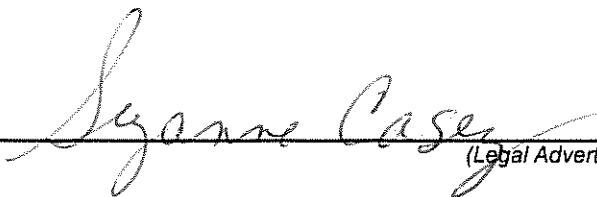
PUBLIC NOTICE

Before the undersigned authority, personally appeared Suzanne Casey, 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 on: first date of Publication 09/21/2018 and last date of Publication 09/21/2018. 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.

MONTEREY CONGRESS CDD
2501 BURNS RD
STE A
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000423320
Ad Cost:	\$268.32
Paid:	\$0.00
Balance Due:	\$268.32

Signed



(Legal Advertising Agent)

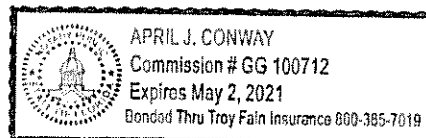
Sworn or affirmed to, and subscribed before me, this 21st day of September, 2018 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)

Please see Ad on following page(s).



MONTEREY CONGRESS CDD
2501 BURNS RD
STE A
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number: 0000423320
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**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Monterey/Congress Community Development District has the Fiscal Year 2018/2019 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 2, 2018
November 6, 2018
December 4, 2018
February 5, 2019
March 5, 2019
April 2, 2019
May 7, 2019
June 4, 2019
July 2, 2019
August 6, 2019
September 3, 2019

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
9-21/2018

0000423320-01

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 5, 2018

A. CALL TO ORDER

District Manager Jason Pierman called the June 5, 2018, Regular Board Meeting of the Monterey/Congress Community Development District to order at 5:39 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, Vice Chairman Willie Ford and Supervisors Betty Clark, Diana Puentes (via conference call) 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.

Also present was Maria Barbat, the HOA Manager.

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 6, 2018, Regular Board Meeting

Mr. Pierman presented the minutes of March 6, 2018, Regular Board Meeting and asked if there were any changes. There being none, a **motion** was made by Ms. Clark, seconded by Ms. Montavo and passed unanimously to approve the minutes of the March 6, 2018, Regular Board Meeting, as presented.

Mr. Pierman then recessed the Regular Board Meeting and opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 5, 2018

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 16, 2018, and May 23, 2018, as legally required.

2. Receive Public Comment on Fiscal Year 2018/2019 Final Budget

There were no members of the public in attendance.

3. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Final Budget

Resolution No. 2018-02 was presented, entitled:

RESOLUTION NO. 2018-02

A RESOLUTION OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2018/2019 BUDGET.

A **motion** was made by Ms. Clark, seconded by Mr. Ford and passed unanimously to adopt Resolution No. 2018-02, as presented.

Mr. Pierman then closed the Public Hearing and reconvened the Regular Board Meeting.

H. OLD BUSINESS

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

I. NEW BUSINESS

1. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule

Mr. Pierman presented Resolution No. 2018-03, entitled:

RESOLUTION NO. 2018-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Following discussion regarding the schedule, the Board consensus was to delete the January 1, 2019, meeting date and change all meeting times to 6:00 p.m. A **motion** was made by Mr. Ford, seconded by Ms. Clark and passed unanimously to adopt Resolution No. 2018-03, as amended.

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 5, 2018

2. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement

Resolution No. 2018-04 was presented, entitled:

RESOLUTION NO. 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A motion was made by Ms. Montavo, seconded by Mr. Ford and passed unanimously to adopt Resolution No. 2018-04, as presented.

3. Consider Approval of Lighting Proposal

Ms. Clark presented the proposal, explaining that the lights would go outside and illuminate the perimeter wall. She indicated that the lights would be on the ground, shooting up with protection around them. Mr. Pierman explained that the contract would have to be with the CDD, not the HOA; and Mr. Cochran recommended entering into a small project agreement with the vendor. A **motion** was made by Ms. Montavo, seconded by Ms. Clark, and unanimously passed to authorize staff to enter into small project agreements with Simon Electric and Tropical Landscape Lighting, subject to the proposal being revised to reflect the District instead of the HOA, for a not-to-exceed amount of \$22,000.

4. Consider Approval of Mulch Proposal

Mr. Pierman explained that the same situation applied with this proposal – the proposal needs to be made to the CDD, which would eliminate the sales tax. A **motion** was made by Mr. Ford, seconded by Ms. Montavo, and unanimously passed to authorize staff to enter into a small project agreement with East Coast Mulch, subject to the proposal being revised to reflect the District instead of the HOA, for a not-to-exceed amount of \$1,750.

J. ADMINISTRATIVE MATTERS

Mr. Pierman reminded the Board to complete their Financial Disclosure form (Form 1) prior to the July deadline. He also noted that the qualifying period for Seats 3, 4, and 5 (Mr. Ford, Ms. Montavo, and Ms. Rosa, respectively) runs from noon, June 18, 2018, to noon, June 22, 2018.

K. BOARD MEMBER COMMENTS

MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 5, 2018

There were no comments from the Board Members.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Puentes, seconded by Ms. Clark and unanimously passed to adjourn the Regular Board Meeting at 6:09 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2018-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Monterey Congress 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 MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The Amended Budget for Fiscal Year 2017/2018 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 6th day of November, 2018.

ATTEST:

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Monterey / Congress
Community Development District

**Amended Final Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

CONTENTS

- I **AMENDED FINAL OPERATING FUND BUDGET**
- II **AMENDED FINAL DEBT SERVICE FUND BUDGET**

AMENDED FINAL BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18	AMENDED FINAL BUDGET 10/1/17 - 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
O & M Assessments	73,370	73,399	73,399
Debt Assessments	286,397	286,427	286,427
Other Revenues	0	0	0
Interest Income	180	240	240
TOTAL REVENUES	\$ 359,947	\$ 360,066	\$ 360,066
EXPENDITURES			
Supervisor Fees	6,000	2,800	2,800
Payroll Taxes (Employer)	480	214	214
Engineering/Inspections	3,000	2,000	1,000
Management	19,668	19,668	19,668
Secretarial	3,000	3,000	3,000
Legal	7,000	6,054	6,054
Assessment Roll	3,000	3,000	3,000
Audit Fees	3,100	3,000	3,000
Insurance	6,356	5,778	5,778
Legal Advertisements	1,300	1,300	928
Miscellaneous	750	600	451
Postage	250	90	81
Office Supplies	450	225	198
Dues & Subscriptions	175	175	175
Trustee Fee	3,800	3,717	3,717
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	1,500	1,500	1,500
Reserve	8,320	8,320	0
TOTAL EXPENDITURES	\$ 69,149	\$ 62,441	\$ 52,564
REVENUES LESS EXPENDITURES	\$ 290,798	\$ 297,625	\$ 307,502
Bond Payments	(269,213)	(273,028)	(273,028)
BALANCE	\$ 21,585	\$ 24,597	\$ 34,474
County Appraiser & Tax Collector Fee	(7,195)	(4,372)	(4,372)
Discounts For Early Payments	(14,390)	(13,382)	(13,382)
EXCESS/ (SHORTFALL)	\$ -	\$ 6,843	\$ 16,720
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 6,843	\$ 16,720

FUND BALANCE AS OF 9/30/17
FY 2017/2018 ACTIVITY
FUND BALANCE AS OF 9/30/18

\$104,605
\$6,843
\$111,448

AMENDED FINAL BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18	AMENDED FINAL BUDGET 10/1/17 - 9/30/18	YEAR TO DATE ACTUAL 10/1/17 - 9/29/18
REVENUES			
Interest Income	100	4,017	4,017
NAV Tax Collection	269,213	273,028	273,028
Total Revenues	\$ 269,313	\$ 277,045	\$ 277,045
EXPENDITURES			
Principal Payments	100,000	100,000	100,000
Extraordinary Principal Payments	0	15,000	15,000
Interest Payments	169,313	171,597	171,597
Total Expenditures	\$ 269,313	\$ 286,597	\$ 286,597
Excess/ (Shortfall)	\$ -	\$ (9,552)	\$ (9,552)

FUND BALANCE AS OF 9/30/17	\$354,071
FY 2017/2018 ACTIVITY	(\$9,552)
FUND BALANCE AS OF 9/30/18	\$344,519

Notes

Reserve Fund Balance = \$216,261*. Revenue Fund Balance = \$128,258*.

Revenue Fund Balance To Be Used To Make 11/1/2018 Interest Payment Of \$82,909
And Extraordinary Principal Payment Of \$15,000.

* Approximate Amounts

Series 2005 Bond Information

Original Par Amount =	\$4,045,000	Annual Principal Payments Due:
Interest Rate =	5.375%	May 1st
Issue Date =	October 2005	Annual Interest Payments Due:
Maturity Date =	May 2036	May 1st & November 1st
Par Amount As Of 9/30/18 =	\$3,085,000	