



**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 3, 2020
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 3, 2020
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 2, 2020 Regular Board Meeting & Public Hearing Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2020/2021 Amended Budget.....Page 6
 - 2. Consider Resolution No. 2020-05 – Ratifying Actions Taken Pursuant to EO No. 20-69.....Page 11
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

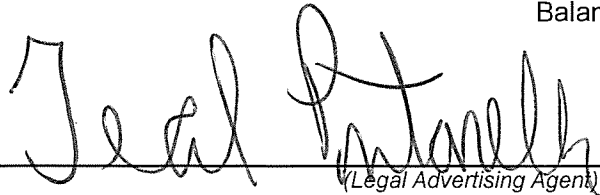
PUBLIC NOTICE

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 on: first date of Publication 09/25/2020 and last date of Publication 09/25/2020. 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

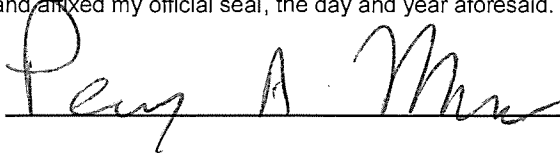
Invoice/Order Number:	0000596650
Ad Cost:	\$261.44
Paid:	\$0.00
Balance Due:	\$261.44

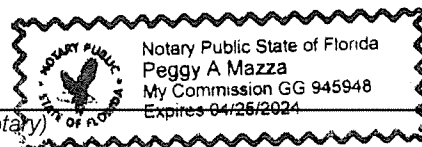
Signed


(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 28th day of September, 2020 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).

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Ad Cost: \$261.44
Paid: \$0.00
Balance Due: \$261.44

**MONTEREY/CONGRESS COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Monterey/Congress Community Development District will hold meeting at 100 Lake Monterey Circle, Boynton Beach, Florida 33426 at 6:00 p.m. on the following dates:

October 6, 2020
November 3, 2020
December 1, 2020
January 5, 2021
February 2, 2021
March 2, 2021
April 6, 2021
May 4, 2021
June 1, 2021
July 6, 2021
August 3, 2021
September 7, 2021

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
9-25/2020

0000596650-01

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
VIDEO ACCESS AT: [HTTPS://US02WEB.ZOOM.US/J/81295995478](https://us02web.zoom.us/j/81295995478)
MEETING ID: 812 9599 5478
PHONE FOR TELEPHONIC ACCESS AT: 929-436-28
JUNE 2, 2020**

A. CALL TO ORDER

District Manager Jason Pierman called the June 23, 2020, Regular Board Meeting of the Monterey/Congress Community Development District to order at 6:01 p.m. via Zoom.

Mr. Pierman explained that the Board was able to meet electronically, due to the Governor's Emergency Order, which has temporarily suspended the "in person" requirement for quorums.

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 May 13, 2020, and May 20, 2020, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the virtual attendance of Chairperson Betty Clark, Vice Chairman Willie Ford and Supervisors Natalia Patel, 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. March 3, 2020, Regular Board Meeting

Mr. Pierman presented the minutes March 3, 2020, Regular Board Meeting and asked if there were any changes. There being none, a **motion** was made by Ms. Montavo, seconded by Mr. Ford and passed unanimously approving the minutes of the March 3, 2020, 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

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 13, 2020, and May 20, 2020, as legally required.

2. Receive Public Comment on the Fiscal Year 2020/2021 Final Budget

Mr. Pierman noted there were no members of the public in attendance.

3. Consider Resolution No. 2020 -02 – Adopting a Fiscal Year 2020/2021 Final Budget

Resolution No. 2020-02 was presented, entitled:

RESOLUTION NO. 2020-02

**A RESOLUTION OF THE MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL
YEAR 2020/2021 BUDGET.**

A **motion** was made by Mr. Ford, seconded by Ms. Patel and passed unanimously adopting Resolution No. 2020-02, 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. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule

Resolution No. 2020-03 was presented, entitled:

RESOLUTION NO. 2020-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY
CONGRESS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A
REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND
SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS;
AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was then made by Ms. Patel, seconded by Mr. Ford and passed unanimously adopting Resolution No. 2020-03, as presented.

J. ADMINISTRATIVE MATTERS

Mr. Pierman reminded the Board to submit their Form 1's before the July 1st deadline. He also advised that the qualifying period for the November election runs from noon on June 8th through noon on June 12th, noting that both Ms. Clark and Ms. Puentes were up for election.

Mr. Pierman noted that the next meeting would take place in November.

K. BOARD MEMBER COMMENTS

Discussion ensued regarding the possibility of installing a bench at the entrance. Mr. Pierman and Mr. Cochran explained that the maintenance easement was meant for landscape maintenance, but they can check into it if the HOA wants to make a request.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Montavo, seconded by Ms. Patel and unanimously passed to adjourn the Regular Board Meeting at 6:18 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 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 2019/2020 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 3rd day of November, 2020.

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 2019/2020
October 1, 2019 - September 30, 2020**

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 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
O & M Assessments	76,556	76,677	76,677
Debt Assessments	283,205	282,432	282,432
Other Revenues	0	0	0
Interest Income	180	362	362
TOTAL REVENUES	\$ 359,941	\$ 359,471	\$ 359,471
EXPENDITURES			
Supervisor Fees	6,000	3,000	3,000
Payroll Taxes (Employer)	480	230	230
Engineering/Inspections	3,000	1,200	1,200
Management	20,448	20,448	20,448
Secretarial	3,000	3,000	3,000
Legal	7,000	7,000	5,664
Assessment Roll	3,000	3,000	3,000
Audit Fees	3,300	3,100	3,100
Insurance	6,356	5,251	5,251
Legal Advertisements	1,250	1,500	1,163
Miscellaneous	750	750	621
Postage	250	85	77
Office Supplies	400	170	155
Dues & Subscriptions	175	175	175
Trustee Fee	4,100	4,089	4,089
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	2,000	2,000	2,000
Landscape Lighting	1,000	655	655
Reserve	8,634	4,000	900
TOTAL EXPENDITURES	\$ 72,143	\$ 60,653	\$ 55,728
REVENUES LESS EXPENDITURES	\$ 287,798	\$ 298,818	\$ 303,743
Bond Payments	(266,213)	(269,249)	(269,249)
BALANCE	\$ 21,585	\$ 29,569	\$ 34,494
County Appraiser & Tax Collector Fee	(7,195)	(4,303)	(4,303)
Discounts For Early Payments	(14,390)	(13,371)	(13,371)
EXCESS/ (SHORTFALL)	\$ -	\$ 11,895	\$ 16,820
Carryover From Prior Year		0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 11,895	\$ 16,820

FUND BALANCE AS OF 9/30/19	
FY 2019/2020 ACTIVITY	
FUND BALANCE AS OF 9/30/20	

\$116,237
\$11,895
\$128,132

AMENDED FINAL BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Interest Income	200	2,384	2,380
NAV Tax Collection	266,213	269,249	269,249
Total Revenues	\$ 266,413	\$ 271,633	\$ 271,629
EXPENDITURES			
Principal Payments	110,000	110,000	110,000
Extraordinary Principal Payments	0	25,000	25,000
Interest Payments	156,413	158,966	158,966
Total Expenditures	\$ 266,413	\$ 293,966	\$ 293,966
Excess/ (Shortfall)	\$ -	\$ (22,333)	\$ (22,337)

FUND BALANCE AS OF 9/30/19	\$349,060
FY 2019/2020 ACTIVITY	(\$22,333)
FUND BALANCE AS OF 9/30/20	\$326,727

Notes

Reserve Fund Balance = \$192,034*. Revenue Fund Balance = \$125,460*.

Prepayment Account Balance = \$9,233*.

Revenue Fund Balance To Be Used To Make 11/1/2020 Interest Payment Of \$76,056
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 9/30/20 =	\$2,830,000	

RESOLUTION 2020-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC

WHEREAS, the COVID-19 pandemic has significantly impacted the Monterey Congress Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

WHEREAS, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

WHEREAS, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

WHEREAS, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-139, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until June 30, 2020; and

WHEREAS, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

WHEREAS, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

WHEREAS, on June 4, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

WHEREAS, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meeting(s) held via media communications technology on June 4, 2020; and

WHEREAS, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

WHEREAS, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and June 30, 2020, was necessary to properly conduct the business of the District.

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

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

Section 2. Those actions taken by the District Board of Supervisors at its meeting held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on June 4, 2020, are hereby ratified and approved.

Section 3. Any use by the District between March 1, 2020 and June 30, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments

necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

Section 4. All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this ___ day of _____, 2020, by the Board of Supervisors of the Monterey Congress Community Development District.

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair