



**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 7, 2022
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 & PUBLIC HEARING
June 7, 2022
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. April 5, 2022 Regular Board Meeting Minutes.....Page 3
- G. Public Hearing
 - 1. Proof of Publication.....Page 6
 - 2. Receive Public Comments on Fiscal Year 2022/2023 Final Budget
 - 3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget.....Page 7
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule.....Page 14
 - 2. Consider Approval of Holiday Lighting Reimbursement to POA.....Page 16
- J. Administrative Matters
- K. Board Members Comments
- L. 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 - Public Notice was published in said newspaper in issues dated: first date of Publication 09/24/2021 and last date of Publication 09/24/2021. 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.

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

Invoice/Order Number:	0000660683
Ad Cost:	\$261.44
Paid:	\$0.00
Balance Due:	\$261.44

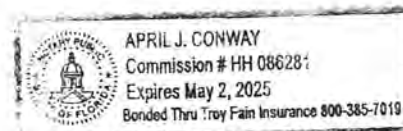
Signed



(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 24th day of September, 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:	0000660683
Ad Cost:	\$261.44
Paid:	\$0.00
Balance Due:	\$261.44

**MONTEREY/CONGRESS COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022
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 5, 2021
November 2, 2021
December 7, 2021
January 4, 2022
February 1, 2022
March 1, 2022
April 5, 2022
May 3, 2022
June 7, 2022
July 5, 2022
August 2, 2022
September 6, 2022

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
9-24/2021

0000660683-01

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 5, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the April 5, 2022, Regular Board Meeting of the Monterey/Congress Community Development District (“District”) to order at 6:03 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 24, 2021, as part of the District’s Fiscal Year 2021/2022 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairperson Betty Clark, Vice Chairman Willie Ford and Supervisors Libia Cristancho, 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. October 5, 2021, Regular Board Meeting

Mr. Pierman presented the minutes October 5, 2021, 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 approving the minutes of the October 5, 2021, Regular Board Meeting, as presented.

G. OLD BUSINESS

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

H. NEW BUSINESS

1. Consider Resolution No. 2022-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget

Resolution No. 2022-01 was presented, entitled:

RESOLUTION NO. 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2022/2023; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Puentes, seconded by Ms. Clark and passed unanimously adopting Resolution No. 2022-01, as presented, setting the Public Hearing for June 7, 2022.

2. Discussion Regarding 20-Year Stormwater Report

Mr. Pierman explained that the State had recently mandated that every District create a 20-Year Stormwater Report by June 30, 2022. He noted that he had already contacted the District's Engineer and requested that they create the report.

I. ADMINISTRATIVE MATTERS

Mr. Pierman announced that the qualifying period is June 13th to the 17th, noting that Seats 3, 4 and 5 (Mr. Ford, Ms. Montavo, and Ms. Cristancho, respectively) were up for election this year. He also reminded the Board to submit their Form 1's.

J. BOARD MEMBER COMMENTS

Discussion ensued regarding the HOA's mention of terminating the District's maintenance easement. Mr. Pierman noted that the HOA cannot terminate it without the District's approval and questioned why the HOA would want that. The easement was created as a result of the District and HOA working together years ago to enable the District to help fund landscape and lighting improvements. The maintenance of those improvements is the HOA's responsibility. Following discussion, the Board agreed that there was a misconception regarding what the District is, and requested that the District Manager contact the HOA manager to clear up any misunderstandings, and to also draft a letter to homeowners explaining what the District is.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Montavo, seconded by Mr. Ford, and unanimously passed to adjourn the Regular Board Meeting at 6:53 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Miscellaneous Notices



Published in The Palm Beach Post on May 25, 2022

Location

Palm Beach County, Florida

Notice Text

Notice of Public Hearing and
Regular Board Meeting of the
Monterey/Congress Community Development District

The Board of Supervisors of the Monterey/Congress Community Development District (the District) will hold a Public Hearing and Regular Board Meeting on June 7, 2022, at 6:00 p.m., or as soon thereafter as the meeting can be heard, at 100 Lake Monterey Circle, Boynton Beach, Florida 33426.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2022/2023 Proposed Final Budget of the District. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. A copy of the Budget and/or the Agenda may be obtained from the District s website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will 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.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-7374922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Monterey/Congress Community Development District

www.montereycongresscdd.org

May 18, 25, 2022 #7291628

RESOLUTION NO. 2022-02

A RESOLUTION OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2022/2023 BUDGET.

WHEREAS, the Monterey Congress Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The 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 7th day of June, 2022

ATTEST:

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Monterey/Congress Community Development District

**Final Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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- I FINAL BUDGET**
- II DETAILED FINAL BUDGET**
- III DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV ASSESSMENT COMPARISON**

FINAL BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2022/2023 BUDGET
REVENUES	
O & M Assessments	75,326
Debt Assessments	217,294
Other Revenues	0
Interest Income	180
TOTAL REVENUES	\$ 292,800
EXPENDITURES	
Supervisor Fees	6,000
Payroll Taxes (Employer)	480
Engineering/Inspections	2,500
Management	21,840
Secretarial	3,000
Legal	7,000
Assessment Roll	3,000
Audit Fees	3,400
Insurance	6,000
Legal Advertisements	1,250
Miscellaneous	800
Postage	175
Office Supplies	350
Dues & Subscriptions	175
Trustee Fee	4,100
Continuing Disclosure Fee	1,000
Website Management	2,000
Reserve	7,916
TOTAL EXPENDITURES	\$ 70,986
REVENUES LESS EXPENDITURES	\$ 221,814
Bond Payments	(204,256)
BALANCE	\$ 17,558
County Appraiser & Tax Collector Fee	(5,853)
Discounts For Early Payments	(11,705)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
REVENUES				
O & M Assessments	72,526	75,325	75,326	Expenditures Less Interest & Carryover/.94
Debt Assessments	286,304	283,481	217,294	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	390	180	180	Interest Projected At \$15 Per Month
TOTAL REVENUES	\$ 359,220	\$ 358,986	\$ 292,800	
EXPENDITURES				
Supervisor Fees	5,000	6,000	6,000	Supervisor Fees
Payroll Taxes (Employer)	383	480	480	Projected At 8% Of Supervisor Fees
Engineering/Inspections	2,500	2,000	2,500	\$500 Increase From 2021/2022 Budget
Management	20,916	21,204	21,840	CPI Adjustment (Capped At 3%)
Secretarial	3,000	3,000	3,000	No Change From 2021/2022 Budget
Legal	8,155	7,000	7,000	No Change From 2021/2022 Budget
Assessment Roll	3,000	3,000	3,000	No Change From 2021/2022 Budget
Audit Fees	3,200	3,200	3,400	Accepted Amount For 2021/2022 Audit
Insurance	5,513	6,000	6,000	Insurance Estimate
Legal Advertisements	1,252	1,250	1,250	No Change From 2021/2022 Budget
Miscellaneous	802	750	800	\$50 Increase From 2021/2022 Budget
Postage	97	200	175	\$25 Decrease From 2021/2022 Budget
Office Supplies	290	375	350	\$25 Decrease From 2021/2022 Budget
Dues & Subscriptions	175	175	175	No Change From 2021/2022 Budget
Trustee Fee	4,089	4,100	4,100	No Change From 2021/2022 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2021/2022 Budget
Website Management	2,000	2,000	2,000	No Change From 2021/2022 Budget
Reserve	2,325	9,252	7,916	Reserve
TOTAL EXPENDITURES	\$ 63,697	\$ 70,986	\$ 70,986	
REVENUES LESS EXPENDITURES	\$ 295,523	\$ 288,000	\$ 221,814	
Bond Payments	(272,721)	(266,472)	(204,256)	2023 P & I Payments Less Earned Interest
BALANCE	\$ 22,802	\$ 21,528	\$ 17,558	
County Appraiser & Tax Collector Fee	(2,553)	(7,176)	(5,853)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(13,570)	(14,352)	(11,705)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 6,679	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 6,679	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023

	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	20	25	25	Projected Interest For 2022/2023
NAV Tax Collection	272,721	266,472	204,256	2023 P & I Payments Less Earned Interest
Prepaid Bond Collection	0	0	0	
Total Revenues	\$ 272,741	\$ 266,497	\$ 204,281	
EXPENDITURES				
Principal Payments	120,000	125,000	154,000	Principal Payment Due In 2023
Interest Payments	151,709	141,497	49,502	Interest Payments Due In 2023
Extraordinary Principal Payments	25,000	0	779	Estimated Excess Debt Collections
Total Expenditures	\$ 296,709	\$ 266,497	\$ 204,281	
Excess/ (Shortfall)	\$ (23,968)	\$ -	\$ -	

Series 2021 Bond Refunding Information

Original Par Amount =	\$2,631,000	Annual Principal Payments Due:
Interest Rate =	2.060%	May 1st
Issue Date =	September 2021	Annual Interest Payments Due:
Maturity Date =	May 2036	May 1st & November 1st
Par Amount As Of 1/1/22 =	\$2,631,000	

Monterey/Congress Community Development District Assessment Comparison

	Fiscal Year 2018/2019 Assessment*	Fiscal Year 2019/2020 Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Projected Assessment*
O & M	\$ 246.37	\$ 255.20	\$ 241.68	\$ 251.11	\$ 251.11
Debt	\$ 952.85	\$ 944.02	\$ 957.54	\$ 948.11	\$ 726.74
Total	\$ 1,199.22	\$ 1,199.22	\$ 1,199.22	\$ 1,199.22	\$ 977.85

* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

Community Information:

Total Units	300
Prepayments	1
Billed for Debt	299

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS 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.

WHEREAS, it is necessary for the Monterey Congress Community Development District ("District") to establish a regular meeting schedule for fiscal year 2022/2023; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2022/2023 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2022/2023 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 7th day of June, 2022.

ATTEST:

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023 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 4, 2022
November 1, 2022
December 6, 2022
January 3, 2023
February 7, 2023
March 7, 2023
April 4, 2023
May 2, 2023
June 6, 2023
July 11, 2023
August 1, 2023
September 5, 2023**

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MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT

www.montereycongresscdd.org

PUBLISH: THE PALM BEACH POST

Richard Dixon

From: Timothy Maupin <outfrontlandscapingllc@gmail.com>
Sent: Friday, November 26, 2021 8:40 AM
To: Richard Dixon
Subject: Christmas Light Quote

Outfront Landscaping
7649 Hollington Place
Lake Worth, FL. 33467
(561)877-9154 Outfrontlandscapingllc@gmail.com

11/25/2021
Work Performed at:
Lake Monterey
Boynton Beach, FL. 33426

Entrance Christmas Lights Quote

(3) Canary Palms wrapped @ \$400 each.

(4) Robellini Palms wrapped @ \$125 each.

All extension cords needed \$550

Commercial hard rubber extension cord cover \$150

Total \$2,400

*Prices include delivery and installation.

*All lights are white.

*Please note all material listed will be Lake Monterey property to keep.

Payment is as follows: \$1,200 upon signing of agreement and remaining balance \$1,200 upon completion.

Thank you for the opportunity please call if you have any questions.

Accepted William Leggat Date 11/26/21
--

Tim Maupin
Outfront Landscaping LLC