



**MONTEREY CONGRESS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
OCTOBER 4, 2022  
6:00 P.M.**

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

[www.montereycongresscdd.org](http://www.montereycongresscdd.org)

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**AGENDA**  
**MONTEREY CONGRESS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
100 Lake Monterey Circle  
Boynton Beach, Florida 33426  
**REGULAR BOARD MEETING**  
**October 4, 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. June 7, 2022 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2022/2023 Amended Budget.....Page 5
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- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

## Miscellaneous Notices



Published in The Palm Beach Post on September 23, 2022

### Location

Palm Beach County,

### Notice Text

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

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 ensure 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](http://www.montereycongresscdd.org)

Sept 23, 2022 #7803402

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 7, 2022**

**A. CALL TO ORDER**

District Manager Jason Pierman called the June 7, 2022, Regular Board Meeting of the Monterey/Congress Community Development District (“District”) to order at 6:01 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 Diana Puentes and Lissette Montavo (via phone) 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. April 5, 2022, Regular Board Meeting**

Mr. Pierman presented the minutes April 5, 2022, Regular Board Meeting and asked if there were any changes.

There being none, a **motion** was made by Mr. Ford, seconded by Ms. Puentes and passed unanimously approving the minutes of the April 5, 2022, Regular Board Meeting, as presented.

The Regular Board Meeting was then recessed, and the Public Hearing was opened.

**G. PUBLIC HEARING**

**1. 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 18, 2022, and May 25, 2022, as legally required.

## **2. Receive Public Comment on Fiscal Year 2022/2023 Final Budget**

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

## **3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget**

Resolution No. 2022-02 was presented, entitled:

### **RESOLUTION NO. 2022-02**

#### **A RESOLUTION OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2022/2023**

A **motion** was made by Ms. Puentes, seconded by Mr. Ford and passed unanimously adopting Resolution No. 2022-02, as presented.

The Public Hearing was then closed, and the Regular Board Meeting was reconvened.

## **H. OLD BUSINESS**

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

## **I. NEW BUSINESS**

### **1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule**

Resolution No. 2022-03 was presented, entitled:

### **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.**

A **motion** was made by Ms. Puentes, seconded by Mr. Ford and passed unanimously adopting Resolution No. 2022-03, as presented.

### **2. Consider Holiday Lighting Reimbursement to POA**

Mr. Pierman presented a request from the Association for the District to reimburse them for holiday lighting done in December 2021. Mr. Cochran explained that the full amount could not be reimbursed without further action, due to the fact that the lights were purchased by the Association. He noted that the District could fund the installation of the lights. Following discussion, the Board consensus was to not fund the past lighting, but to instead fund the labor for future holiday lighting.

A **motion** was made by Ms. Puentes, seconded by Mr. Ford and unanimously passed to fund the labor to install the 2022 holiday lighting, and for Mr. Pierman to inform the Association so that they can budget accordingly.

**J. ADMINISTRATIVE MATTERS**

Mr. Pierman announced that the qualifying period runs from June 13<sup>th</sup> to the 17<sup>th</sup>, 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.

**K. BOARD MEMBER COMMENTS**

There were no further comments from the Board Members.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Ms. Clark, seconded by Mr. Ford, and unanimously passed adjourning the Regular Board Meeting at 6:16 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

**RESOLUTION NO. 2022-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 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 2021/2022 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 4<sup>th</sup> day of October, 2022.

**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 2021/2022  
October 1, 2021 - September 30, 2022**



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**AMENDED FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	<b>FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22</b>	<b>AMENDED FINAL BUDGET 10/1/21 - 9/30/22</b>	<b>YEAR TO DATE ACTUAL 10/1/21 - 8/31/22</b>
<b>REVENUES</b>			
O & M Assessments	75,325	75,378	75,378
Debt Assessments	283,481	283,570	283,570
Other Revenues	0	0	0
Interest Income	180	20	18
<b>TOTAL REVENUES</b>	<b>\$ 358,986</b>	<b>\$ 358,968</b>	<b>\$ 358,966</b>
<b>EXPENDITURES</b>			
Supervisor Fees	6,000	2,600	2,600
Payroll Taxes (Employer)	480	199	199
Engineering/Inspections	2,000	5,000	3,000
Management	21,204	21,204	19,437
Secretarial	3,000	3,000	2,750
Legal	7,000	7,000	5,128
Assessment Roll	3,000	3,000	0
Audit Fees	3,300	3,300	3,300
Insurance	6,000	5,706	5,706
Legal Advertisements	1,250	1,000	603
Miscellaneous	650	650	428
Postage	200	175	151
Office Supplies	375	275	242
Dues & Subscriptions	175	175	175
Trustee Fee	4,100	4,100	0
Continuing Disclosure Fee	1,000	1,000	0
Website Management	2,000	2,000	1,833
Reserve	9,252	9,252	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 70,986</b>	<b>\$ 69,636</b>	<b>\$ 45,552</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 288,000</b>	<b>\$ 289,332</b>	<b>\$ 313,414</b>
Bond Payments	(266,472)	(270,230)	(270,230)
<b>BALANCE</b>	<b>\$ 21,528</b>	<b>\$ 19,102</b>	<b>\$ 43,184</b>
County Appraiser & Tax Collector Fee	(7,176)	(4,338)	(4,338)
Discounts For Early Payments	(14,352)	(13,468)	(13,468)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 1,296</b>	<b>\$ 25,378</b>
Carryover From Prior Year		0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 1,296</b>	<b>\$ 25,378</b>

FUND BALANCE AS OF 9/30/21
FY 2021/2022 ACTIVITY
FUND BALANCE AS OF 9/30/22

\$141,214
\$1,296
\$142,510

**AMENDED FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	<b>FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22</b>	<b>AMENDED FINAL BUDGET 10/1/21 - 9/30/22</b>	<b>YEAR TO DATE ACTUAL 10/1/21 - 8/31/22</b>
<b>REVENUES</b>			
Interest Income	25	6	6
NAV Tax Collection	266,472	<b>270,230</b>	270,230
<b>Total Revenues</b>	<b>\$ 266,497</b>	<b>\$ 270,236</b>	<b>\$ 270,236</b>
<b>EXPENDITURES</b>			
Principal Payments	125,000	<b>151,000</b>	151,000
Interest Payments	141,497	<b>31,917</b>	31,917
Bond Redemption	0	<b>0</b>	0
<b>Total Expenditures</b>	<b>\$ 266,497</b>	<b>\$ 182,917</b>	<b>\$ 182,917</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 87,319</b>	<b>\$ 87,319</b>

FUND BALANCE AS OF 9/30/21	\$10,227
FY 2021/2022 ACTIVITY	\$87,319
FUND BALANCE AS OF 9/30/22	\$97,546

Notes

Revenue Fund Balance = \$97,546\*.

Revenue Fund Balance to be used to make 11/1/2022 Interest Payment of \$25,544.

Original Budget amounts based on the amortization for the Series 2005 Bond, which was refinanced in September 2021.

\* Approximate Amounts

**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 8/31/22 =	\$2,480,000	

October 4, 2022

RE: Monterey/Congress Community Development District Auditor Renewal

At the October 1, 2019 Monterey/Congress Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-23 audits.

The fees for the 9-30-2019 audit were \$3,100. The fees for the 9-30-2020 audit were \$3,200. And the fees for the 9-30-2021 audit were \$3,300. The proposed fees for the 9-30-2022 audit is \$3,400, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. The proposed fee for the 9-30-2023 audit is \$3,500.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.