



**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
APRIL 4, 2023
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
April 4, 2023
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 4, 2022 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget.....Page 4
 - 2. Consider Adjustment to District Counsel Fee Structure.....Page 11
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

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The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Monterey Congress Cdd
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2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

09/23/2022

and that the fees charged are legal.
Sworn to and subscribed before on 09/23/2022

Legal Clerk

Notary, State of WI, County of Brown

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Notary Public
State of Wisconsin

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 tele-
phone; therefore a speaker tele-
phone 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 meet-
ings, 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 accom-
modations 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 particu-
lar meeting.

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

MONTEREY/CONGRESS COMMU-
NITY DEVELOPMENT DISTRICT
www.montereycongresscdd.org
Sept 23, 2022 #7803402

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 4, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the October 4, 2022, Regular Board Meeting of the Monterey/Congress Community Development District (“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 23, 2022, as part of the District’s Fiscal Year 2022/2023 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. June 7, 2022, Public Hearing & Regular Board Meeting

Mr. Pierman presented the minutes June 7, 2022, Public Hearing & Regular Board Meeting and asked if there were any changes.

There being none, a **motion** was made by Ms. Puentes, seconded by Mr. Ford and passed unanimously approving the minutes of the June 7, 2022, Public Hearing & 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. 2022-04 – Adopting a Fiscal Year 2022/2023 Amended Budget

Resolution No. 2022-04 was presented, entitled:

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.**

A **motion** was made by Mr. Ford, seconded by Ms. Montavo and passed unanimously adopting Resolution No. 2022-04, as presented.

2. Consider Auditor Renewal

A **motion** was made by Ms. Puentes, seconded by Mr. Ford and unanimously passed approving the renewal of the auditor contract.

I. ADMINISTRATIVE MATTERS

Mr. Pierman noted that the next meeting would be held February 7, 2023.

J. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Ford, seconded by Ms. Clark and unanimously passed adjourning the Regular Board Meeting at 6:17 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2023-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT
APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024;
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 2023/2024 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 2023/2024 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for June 6, 2023 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 2023/2024 Budget.

PASSED, ADOPTED and EFFECTIVE this 4th day of April, 2023.

ATTEST:

**MONTEREY CONGRESS
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Monterey/Congress Community Development District

**Proposed Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

CONTENTS

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

PROPOSED BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
O & M Assessments	75,326
Debt Assessments	217,294
Other Revenues	0
Interest Income	300
TOTAL REVENUES	\$ 292,920
EXPENDITURES	
Supervisor Fees	6,000
Payroll Taxes (Employer)	480
Engineering/Inspections	2,500
Management	22,488
Secretarial	3,000
Legal	7,000
Assessment Roll	3,000
Audit Fees	3,500
Insurance	6,600
Legal Advertisements	1,200
Miscellaneous	775
Postage	175
Office Supplies	350
Dues & Subscriptions	175
Trustee Fee	4,400
Continuing Disclosure Fee	0
Website Management	2,000
Reserve	7,463
TOTAL EXPENDITURES	\$ 71,106
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 PROPOSED BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O & M Assessments	75,378	75,326	75,326	Expenditures Less Interest & Carryover/.94
Debt Assessments	283,570	217,294	217,294	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	20	180	300	Interest Projected At \$25 Per Month
TOTAL REVENUES	\$ 358,968	\$ 292,800	\$ 292,920	
EXPENDITURES				
Supervisor Fees	2,600	6,000	6,000	Supervisor Fees
Payroll Taxes (Employer)	199	480	480	Projected At 8% Of Supervisor Fees
Engineering/Inspections	4,350	2,500	2,500	No Change From 2022/2023 Budget
Management	21,204	21,840	22,488	CPI Adjustment (Capped At 3%)
Secretarial	3,000	3,000	3,000	No Change From 2022/2023 Budget
Legal	5,928	7,000	7,000	No Change From 2022/2023 Budget
Assessment Roll	3,000	3,000	3,000	No Change From 2022/2023 Budget
Audit Fees	3,300	3,400	3,500	Accepted Amount For 2022/2023 Audit
Insurance	5,706	6,000	6,600	Fiscal Year 2022/2023 Expenditure Was \$6,134
Legal Advertisements	603	1,250	1,200	\$50 Decrease From 2022/2023 Budget
Miscellaneous	428	800	775	\$25 Decrease From 2022/2023 Budget
Postage	151	175	175	No Change From 2022/2023 Budget
Office Supplies	243	350	350	No Change From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	4,139	4,100	4,400	\$300 Increase From 2022/2023 Budget
Continuing Disclosure Fee	0	1,000	0	Prager Is No Longer Charging Fee
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
Reserve	0	7,916	7,463	Reserve
TOTAL EXPENDITURES	\$ 57,026	\$ 70,986	\$ 71,106	
REVENUES LESS EXPENDITURES	\$ 301,942	\$ 221,814	\$ 221,814	
Bond Payments	(270,230)	(204,256)	(204,256)	2024 Principal & Interest Payments
BALANCE	\$ 31,712	\$ 17,558	\$ 17,558	
County Appraiser & Tax Collector Fee	(2,348)	(5,853)	(5,853)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(13,468)	(11,705)	(11,705)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 15,896	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 15,896	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE BUDGET
MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	7	25	100	Projected Interest For 2023/2024
NAV Tax Collection	270,230	204,256	204,256	Maximum Debt Service Collection
Prepaid Bond Collection	0	0	0	
Total Revenues	\$ 270,237	\$ 204,281	\$ 204,356	
EXPENDITURES				
Principal Payments	151,000	154	157,000	Principal Payment Due In 2024
Interest Payments	31,917	49,502	46,299	Interest Payments Due In 2024
Extraordinary Principal Payments	0	779	1,057	Estimated Excess Debt Collections
Total Expenditures	\$ 182,917	\$ 50,435	\$ 204,356	
Excess/ (Shortfall)	\$ 87,320	\$ 153,846	\$ -	

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 1/1/23 = \$2,480,000

Monterey/Congress Community Development District Assessment Comparison

	Fiscal Year 2019/2020 Assessment*	Fiscal Year 2020/2021 Assessment*	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Projected Assessment*
O & M	\$ 255.20	\$ 241.68	\$ 251.11	\$ 251.11	\$ 251.11
Debt	\$ 944.02	\$ 957.54	\$ 948.11	\$ 726.74	\$ 726.74
Total	\$ 1,199.22	\$ 1,199.22	\$ 1,199.22	\$ 977.85	\$ 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

LAW OFFICES

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.

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February 7, 2023

VIA E-MAIL ONLY— jpierman@sdsinc.org

Mr. Jason Pierman
District Manager
Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33410

**Re: Adjustment to District Counsel Fee Structure
Monterey Congress Community Development District
Our File: 623.04375**

Dear Jason:

This firm's current fee structure has been in place since 2005. Although we are certainly mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for us to adjust our hourly rates effective May 1, 2023, as follows:

- Attorneys/Partners: \$275.00 per hour
- Attorneys/Associates: \$225.00 per hour

This hourly fee structure will be adjusted on a periodic basis in connection with the District's budget process no later than every third Fiscal Year to reflect changes in the Consumer Price Index published by the U. S. Department of Labor. The CPI has reflected a 54% increase since the year 2005 and we have not raised our fees during that time.

Mr. Jason Pierman
February 7, 2023
Page 2

Naturally, should you have any questions or require any further information in support of this adjustment you should feel free to contact me at your convenience. As I think you are aware, we very much appreciate the opportunity to serve as District Counsel as well as your courtesy and cooperation with regard to the necessity of what we believe to be both infrequent and reasonable adjustments to our schedule of professional fees.

Very truly yours,



Scott C. Cochran
For the Firm

SCC/jmp