



**MONTEREY CONGRESS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
& PUBLIC HEARING  
JUNE 3, 2025  
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)

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 3, 2025**  
**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 1, 2025 Regular Board Meeting Minutes.....Page 2
- G. Public Hearing
  - 1. Proof of Publication.....Page 5
  - 2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
  - 3. Consider Resolution No. 2025-03 – Adopting a Fiscal Year 2024/2025 Final Budget.....Page 6
- H. Old Business
- I. New Business
  - 1. Discussion Regarding Additional Lighting
  - 2. Consider Resolution No. 2025-04 – Adopting a Fiscal Year 2024/2025 Meeting Schedule.....Page 13
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

# LOCALiQ

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

## AFFIDAVIT OF PUBLICATION

MontereyCongress Cdd  
Monterey Congress Cdd  
2501 BURNS RD  
STE A

PALM BEACH GARDENS FL 334105207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

09/23/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/23/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$267.74  
Tax Amount: \$0.00  
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Order No: 10581332  
Customer No: 730497  
PO #: meetings notice

# of Copies:  
1

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MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2024/2025 REGULAR MEETING SCHEDULE  
NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Monterey/Congress Community Development District will hold meetings at 100 Lake Monterey Circle, Boynton Beach, Florida 33426 at 6:00 p.m. on the following dates:

October 1, 2024  
November 5, 2024  
December 3, 2024  
January 7, 2025  
February 4, 2025  
March 4, 2025  
April 1, 2025  
May 6, 2025  
June 3, 2025  
July 1, 2025  
August 5, 2025  
September 2, 2025

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  
No.10581332

Sept. 23, 2024

RYAN SPELLER  
Notary Public  
State of Wisconsin

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
APRIL 1, 2025**

**A. CALL TO ORDER**

District Manager Jason Pierman called the April 1, 2025, Regular Board Meeting of the Monterey/Congress Community Development District (“District”) to order at 6:07 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 25, 2024, as part of the District’s Fiscal Year 2024/2025 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Chairperson Libia Cristancho, Vice Chairman Willie Ford and Supervisors 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 Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Erick Betances (via phone) who was elected to the Board in November, but has not yet been sworn in.

**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 1, 2024, Regular Board Meeting**

Mr. Pierman presented the minutes of the October 1, 2024, Regular Board Meeting and asked if there were any changes.

There being no changes, a **motion** was made by Ms. Montavo, seconded by Mr. Ford and passed unanimously approving the minutes of the October 1, 2024, Regular Board Meetings, as presented.

**G. OLD BUSINESS**

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

## **H. NEW BUSINESS**

### **1. Discussion Regarding Additional Lighting**

Ms. Montavo stated that, with the ground lighting removed, more lighting was needed at the front.

Following discussion, a **motion** was made by Ms. Montavo, seconded by Ms. Puentes and unanimously passed to add 50% more lights for a not-to-exceed cost of \$6,000.

### **2. Consider Resolution No. 2025-01 – Adopting a Fiscal Year 2025/2026 Proposed Budget**

Resolution No. 2025-01 was presented, entitled:

#### **RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025/2026; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Ms. Montavo, seconded by Mr. Ford and passed unanimously adopting Resolution No. 2025-01, as presented, setting the Public Hearing for June 3, 2025.

### **3. Consider Resolution No. 2025-02 – Registered Agent Change**

Resolution No. 2025-02 was presented, entitled:

#### **RESOLUTION 2025-02**

**A RESOLUTION OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING MICHAEL J. PAWELCZYK AS THE DISTRICT'S REGISTERED AGENT AND DESIGNATING THE OFFICE OF BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A. AS THE REGISTERED OFFICE**

A **motion** was made by Mr. Ford, seconded by Ms. Puentes and passed unanimously adopting Resolution No. 2025-02, as presented.

## **I. ADMINISTRATIVE MATTERS**

Ms. Puentes explained that she was moving from the community and tendered her resignation from the Board.

A **motion** was made by Mr. Ford, seconded by Ms. Cristancho and unanimously passed reluctantly accepting her resignation.

Mr. Pierman noted that the next meeting would be held on June 3, 2025.

## **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 Ms. Cristancho, seconded by Ms. Montavo and unanimously passed adjourning the Regular Board Meeting at 6:20 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

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 3, 2025, at 6:30 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 2025/2026 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 Districts 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 1-877-737-4922, 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](http://www.montereycongresscdd.org)

No.11303526 May 14, 21, 2025

**RESOLUTION NO. 2025-03**

**A RESOLUTION OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2025/2026 BUDGET.**

**WHEREAS**, the Monterey Congress Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 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 2025/2026 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 3<sup>rd</sup> day of June, 2025

**ATTEST:**

**MONTEREY CONGRESS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



# Monterey/Congress Community Development District

**Final Budget For  
Fiscal Year 2025/2026  
October 1, 2025 - September 30, 2026**

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

**FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	<b>FISCAL YEAR 2025/2026 BUDGET</b>
<b>REVENUES</b>	
O & M Assessments	75,326
Debt Assessments	217,294
Other Revenues	0
Interest Income	960
<b>TOTAL REVENUES</b>	<b>\$ 293,580</b>
<b>EXPENDITURES</b>	
Supervisor Fees	6,000
Payroll Taxes (Employer)	480
Engineering/Inspections	2,500
Management	23,820
Secretarial	3,000
Legal	7,000
Assessment Roll	3,000
Audit Fees	3,400
Insurance	7,400
Legal Advertisements	1,200
Miscellaneous	700
Postage	200
Office Supplies	325
Dues & Subscriptions	175
Trustee Fee	4,400
Website Management	2,000
Reserve	6,166
<b>TOTAL EXPENDITURES</b>	<b>\$ 71,766</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 221,814</b>
Bond Payments	(204,256)
<b>BALANCE</b>	<b>\$ 17,558</b>
County Appraiser & Tax Collector Fee	(5,853)
Discounts For Early Payments	(11,705)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M Assessments	75,635	75,326	75,326	Expenditures Less Interest & Carryover/.94
Debt Assessments	217,382	217,294	217,294	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	9,375	480	960	Interest Projected At \$80 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 302,392</b>	<b>\$ 293,100</b>	<b>\$ 293,580</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	3,000	6,000	6,000	Supervisor Fees
Payroll Taxes (Employer)	230	480	480	Projected At 8% Of Supervisor Fees
Engineering/Inspections	2,750	2,500	2,500	\$250 Increase From 2024/2025 Budget
Management	22,488	23,160	23,820	CPI Adjustment
Secretarial	3,000	3,000	3,000	No Change From 2024/2025 Budget
Legal	7,602	7,000	7,000	No Change From 2024/2025 Budget
Assessment Roll	3,000	3,000	3,000	No Change From 2024/2025 Budget
Audit Fees	3,500	3,600	3,400	Accepted Amount For 2024/2025 Audit
Insurance	6,594	7,200	7,400	Fiscal Year 2024/2025 Expenditure Was \$6,858
Legal Advertisements	1,096	1,200	1,200	No Change From 2024/2025 Budget
Miscellaneous	411	750	700	\$50 Decrease From 2024/2025 Budget
Postage	74	200	200	No Change From 2024/2025 Budget
Office Supplies	217	350	325	\$25 Decrease From 2024/2025 Budget
Dues & Subscriptions	175	175	175	No Change From 2024/2025 Budget
Trustee Fee	4,139	4,400	4,400	No Change From 2024/2025 Budget
Website Management	2,000	2,000	2,000	No Change From 2024/2025 Budget
Reserve	949	6,271	6,166	Reserve
<b>TOTAL EXPENDITURES</b>	<b>\$ 61,225</b>	<b>\$ 71,286</b>	<b>\$ 71,766</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 241,167</b>	<b>\$ 221,814</b>	<b>\$ 221,814</b>	
Bond Payments	(207,067)	(204,256)	(204,256)	2026 Principal & Interest Payments
<b>BALANCE</b>	<b>\$ 34,100</b>	<b>\$ 17,558</b>	<b>\$ 17,558</b>	
County Appraiser & Tax Collector Fee	(1,624)	(5,853)	(5,853)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(11,098)	(11,705)	(11,705)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 21,378</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover From Prior Year	0	0	0	Carryover From Prior Years
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 21,378</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	
	2023/2024	2024/2025	2025/2026	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	8,240	500	1,000	Projected Interest For 2025/2026
NAV Tax Collection	207,067	204,256	204,256	Maximum Debt Service Collection
Prepaid Bond Collection	0	0	0	
<b>Total Revenues</b>	<b>\$ 215,307</b>	<b>\$ 204,756</b>	<b>\$ 205,256</b>	
<b>EXPENDITURES</b>				
Principal Payments	157,000	161,000	164,000	Principal Payment Due In 2026
Interest Payments	47,916	43,023	39,676	Interest Payments Due In 2026
Extraordinary Principal Payments	0	733	1,580	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 204,916</b>	<b>\$ 204,756</b>	<b>\$ 205,256</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 10,391</b>	<b>\$ -</b>	<b>\$ -</b>	

**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 1/1/25 = \$2,169,000

## Monterey/Congress Community Development District Assessment Comparison

	Fiscal Year 2021/2022 Assessment*	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Assessment*	Fiscal Year 2025/2026 Projected Assessment*
O & M	\$ 251.11	\$ 251.11	\$ 251.11	\$ 251.11	\$ 251.11
Debt	\$ 948.11	\$ 726.74	\$ 726.74	\$ 726.74	\$ 726.74
Total	<b>\$ 1,199.22</b>	<b>\$ 977.85</b>	<b>\$ 977.85</b>	<b>\$ 977.85</b>	<b>\$ 977.85</b>

\* 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. 2025-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 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 2025/2026; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2025/2026 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 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 3<sup>rd</sup> day of June, 2025.

**ATTEST:**

**MONTEREY CONGRESS  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2025/2026 REGULAR MEETING SCHEDULE**

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

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December 2, 2025  
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**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**

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**PUBLISH: PALM BEACH POST**