



**MONTEREY CONGRESS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
OCTOBER 7, 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  
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561.630.4923 Facsimile

**AGENDA**  
**MONTEREY CONGRESS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
100 Lake Monterey Circle  
Boynton Beach, Florida 33426  
**REGULAR BOARD MEETING**  
**October 7, 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. June 3, 2025 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2025-05 – Adopting a Fiscal Year 2024/2025 Amended Budget.....Page 5
  - 2. Consider Resolution No. 2025-06 – Goals and Objectives Annual Report.....Page 10
  - 3. Discussion Regarding Final Years of Bond Payments
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

Publication Date  
2025-09-23

Subcategory  
Miscellaneous Notices

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:

October 7, 2025  
November 4, 2025  
December 2, 2025  
January 6, 2026  
February 3, 2026  
March 3, 2026  
April 7, 2026  
May 5, 2026  
June 2, 2026  
July 7, 2026  
August 4, 2026  
September 1, 2026

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 Districts 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, 2025 #11671210

**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
JUNE 3, 2025**

**A. CALL TO ORDER**

District Manager Jason Pierman called the June 3, 2025, Regular Board Meeting of the Monterey/Congress Community Development District (“District”) to order at 6:09 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, 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 Supervisor Lisette 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. April 1, 2025, Regular Board Meeting**

Mr. Pierman presented the minutes of the April 1, 2025, Regular Board Meeting and asked if there were any changes.

There being no changes, a **motion** was made by Mr. Ford, seconded by Ms. Cristancho and passed unanimously approving the minutes of the April 1, 2025, 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 14, 2025, and May 21, 2025, as legally required.

## **2. Receive Public Comment on Fiscal Year 2025/2026 Final Budget**

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

## **3. Consider Resolution No. 2025-03 – Adopting a Fiscal Year 2025/2026 Final Budget**

Resolution No. 2025-03 was presented, entitled:

### **RESOLUTION NO. 2025-03**

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

A motion was made by Ms. Montavo, seconded by Mr. Ford and passed unanimously adopting Resolution No. 2025-03, 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. Discussion Regarding Additional Lighting**

Mr. Pierman noted that 11 additional lights had been installed, and the cost was under the not-to-exceed amount set by the Board.

## **2. Consider Resolution No. 2025-04 – Adopting a Fiscal Year 2025/2026 Meeting Schedule**

Resolution No. 2025-04 was presented, entitled:

### **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.**

A **motion** was made by Mr. Ford, seconded by Ms. Cristancho and passed unanimously adopting Resolution No. 2025-04, as presented.

## **J. ADMINISTRATIVE MATTERS**

Mr. Pierman reminded the Board to complete their Form 1 – Statement of Financial Interests and noted that the next meeting was scheduled for October 7, 2025.

## **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. Cristancho, 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. 2025-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2024/2025 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 2024/2025 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 7<sup>th</sup> day of October, 2025.

**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 2024/2025  
October 1, 2024 - September 30, 2025**

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- II       AMENDED FINAL DEBT SERVICE FUND BUDGET**

**AMENDED FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

|                                      | <b>FISCAL YEAR<br/>2024/2025<br/>BUDGET<br/>10/1/24 - 9/30/25</b> | <b>AMENDED<br/>FINAL<br/>BUDGET<br/>10/1/24 - 9/30/25</b> | <b>YEAR<br/>TO DATE<br/>ACTUAL<br/>10/1/24 - 8/31/25</b> |
|--------------------------------------|-------------------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------|
| <b>REVENUES</b>                      |                                                                   |                                                           |                                                          |
| O & M Assessments                    | 75,326                                                            | 75,571                                                    | 75,571                                                   |
| Debt Assessments                     | 217,294                                                           | 217,361                                                   | 217,361                                                  |
| Other Revenues                       | 0                                                                 | 0                                                         | 0                                                        |
| Interest Income                      | 480                                                               | 7,800                                                     | 7,721                                                    |
| <b>TOTAL REVENUES</b>                | <b>\$ 293,100</b>                                                 | <b>\$ 300,732</b>                                         | <b>\$ 300,653</b>                                        |
| <b>EXPENDITURES</b>                  |                                                                   |                                                           |                                                          |
| Supervisor Fees                      | 6,000                                                             | 2,200                                                     | 2,200                                                    |
| Payroll Taxes (Employer)             | 480                                                               | 168                                                       | 168                                                      |
| Engineering/Inspections              | 2,500                                                             | 2,500                                                     | 0                                                        |
| Management                           | 23,160                                                            | 23,160                                                    | 21,230                                                   |
| Secretarial                          | 3,000                                                             | 3,000                                                     | 2,750                                                    |
| Legal                                | 7,000                                                             | 8,200                                                     | 6,268                                                    |
| Assessment Roll                      | 3,000                                                             | 3,000                                                     | 0                                                        |
| Audit Fees                           | 3,600                                                             | 3,300                                                     | 3,300                                                    |
| Insurance                            | 7,200                                                             | 6,858                                                     | 6,858                                                    |
| Legal Advertisements                 | 1,200                                                             | 1,200                                                     | 391                                                      |
| Miscellaneous                        | 750                                                               | 750                                                       | 386                                                      |
| Postage                              | 200                                                               | 40                                                        | 30                                                       |
| Office Supplies                      | 350                                                               | 300                                                       | 253                                                      |
| Dues & Subscriptions                 | 175                                                               | 175                                                       | 175                                                      |
| Trustee Fee                          | 4,400                                                             | 4,400                                                     | 0                                                        |
| Website Management                   | 2,000                                                             | 2,000                                                     | 1,833                                                    |
| Reserve (Lighting, Etc.)             | 6,271                                                             | 15,000                                                    | 12,475                                                   |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 71,286</b>                                                  | <b>\$ 76,251</b>                                          | <b>\$ 58,317</b>                                         |
| <b>REVENUES LESS EXPENDITURES</b>    | <b>\$ 221,814</b>                                                 | <b>\$ 224,481</b>                                         | <b>\$ 242,336</b>                                        |
| Bond Payments                        | (204,256)                                                         | (207,081)                                                 | (207,081)                                                |
| <b>BALANCE</b>                       | <b>\$ 17,558</b>                                                  | <b>17,400</b>                                             | <b>\$ 35,255</b>                                         |
| County Appraiser & Tax Collector Fee | (5,853)                                                           | (3,377)                                                   | (3,377)                                                  |
| Discounts For Early Payments         | (11,705)                                                          | (11,039)                                                  | (11,039)                                                 |
| <b>EXCESS/ (SHORTFALL)</b>           | <b>\$ -</b>                                                       | <b>\$ 2,984</b>                                           | <b>\$ 20,839</b>                                         |
| Carryover From Prior Year            |                                                                   | 0                                                         | 0                                                        |
| <b>NET EXCESS/ (SHORTFALL)</b>       | <b>\$ -</b>                                                       | <b>\$ 2,984</b>                                           | <b>\$ 20,839</b>                                         |

|                            |
|----------------------------|
| FUND BALANCE AS OF 9/30/24 |
| FY 2024/2025 ACTIVITY      |
| FUND BALANCE AS OF 9/30/25 |

|           |
|-----------|
| \$201,253 |
| \$2,984   |
| \$204,237 |

**AMENDED FINAL BUDGET**  
**MONTEREY/CONGRESS COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

|                            | <b>FISCAL YEAR<br/>2024/2025<br/>BUDGET<br/>10/1/24 - 9/30/25</b> | <b>AMENDED<br/>FINAL<br/>BUDGET<br/>10/1/24 - 9/30/25</b> | <b>YEAR<br/>TO DATE<br/>ACTUAL<br/>10/1/24 - 8/31/25</b> |
|----------------------------|-------------------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------|
| <b>REVENUES</b>            |                                                                   |                                                           |                                                          |
| Interest Income            | 500                                                               | <b>5,900</b>                                              | 5,711                                                    |
| NAV Tax Collection         | 204,256                                                           | <b>207,081</b>                                            | 207,081                                                  |
| <b>Total Revenues</b>      | <b>\$ 204,756</b>                                                 | <b>\$ 212,981</b>                                         | <b>\$ 212,792</b>                                        |
|                            |                                                                   |                                                           |                                                          |
| <b>EXPENDITURES</b>        |                                                                   |                                                           |                                                          |
| Principal Payments         | 161,000                                                           | <b>161,000</b>                                            | 161,000                                                  |
| Interest Payments          | 43,023                                                            | <b>44,681</b>                                             | 44,681                                                   |
| Bond Redemption            | 733                                                               | <b>0</b>                                                  | 0                                                        |
| <b>Total Expenditures</b>  | <b>\$ 204,756</b>                                                 | <b>\$ 205,681</b>                                         | <b>\$ 205,681</b>                                        |
|                            |                                                                   |                                                           |                                                          |
| <b>Excess/ (Shortfall)</b> | <b>\$ -</b>                                                       | <b>\$ 7,300</b>                                           | <b>\$ 7,111</b>                                          |

|                            |           |
|----------------------------|-----------|
| FUND BALANCE AS OF 9/30/24 | \$114,659 |
| FY 2024/2025 ACTIVITY      | \$7,300   |
| FUND BALANCE AS OF 9/30/25 | \$121,959 |

Notes

Revenue Fund Balance = \$121,959\*.

Revenue Fund Balance to be used to make 11/1/2025 Interest Payment of \$20,682.

\* 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 8/31/25 = | \$2,008,000    |                                |

**RESOLUTION NO. 2025-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
MONTEREY CONGRESS COMMUNITY DEVELOPMENT DISTRICT  
ADOPTING AN ANNUAL REPORT OF GOALS, OBJECTIVES, AND  
PERFORMANCE MEASURES AND STANDARDS; PROVIDING A  
SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Monterey Congress Community Development District (the “District”) is a local unit of special-purpose government organized and existing under and pursuant to Chapters 189 and 190, Florida Statutes, as amended; and

**WHEREAS**, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida, and creating Section 189.0694, Florida Statutes; and

**WHEREAS**, the District adopted Resolution 2024-04 on August 6, 2024, establishing goals and objectives for the District and creating performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

**WHEREAS**, pursuant to Section 189.0694, Florida Statutes, the District must adopt and publish on its website an annual report prior to December 1<sup>st</sup> of each year, describing the goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination, and any goals or objectives the district failed to achieve.

**WHEREAS**, the District Manager has the annual report of the District’s goals, objectives, and performance measures and standards attached hereto and made a part hereof as **Exhibit A** (the “Annual Report”) and presented the Annual Report to the Board of the District; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached annual report of the goals, objectives and performance measures and standards.

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

**SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

**SECTION 2.** The District Board of Supervisors hereby adopts the Annual Report regarding the District’s success or failure in achieving the adopted goals and objectives and directs the District Manager to take all necessary actions to comply with Section 189.0694, Florida Statutes.

**SECTION 3.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 7<sup>th</sup> day of October, 2025.

**ATTEST:**

**MONTEREY CONGRESS COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chairman, Board of Supervisors

**Exhibit A:** Annual Report of Performance Measures/Standards

## **Exhibit A**

### **Program/Activity: District Administration**

**Goal:** Remain compliant with Florida Law for all district meetings

**Objectives:**

- Notice all District regular, special, and public hearing meetings
- Conduct all post-meeting activities
- District records retained in compliance with Florida Sunshine Laws

**Performance Measures:**

- All Meetings publicly noticed as required (**YES**)
- Meeting minutes and post-meeting action completed (**YES**)
- District records retained as required by law (**YES**)

### **Program/Activity: District Finance**

**Goal:** Remain Compliant with Florida Law for all district financing activities

**Objectives:**

- District adopted fiscal year budget
- District amended budget at end of fiscal year
- Process all District finance accounts receivable and payable
- Support District annual financial audit activities

**Performance Measures:**

- District adopted fiscal year budget (**YES**)
- District amended budget at end of fiscal year (**YES**)
- District accounts receivable/payable processed for the year (**YES**)
- “No findings” for annual financial audit (**NO**)
  - o If “yes” explain

### **Program/Activity: District Operations**

**Goal:** Insure, Operate and Maintain District owned Infrastructure & assets

**Objectives:**

- Annual renewal of District insurance policy(s)
- Contracted Services for District operations in effect
- Compliance with all required permits

**Performance Measures:**

- District insurance renewed and in force (**YES**)
- Contracted Services in force for all District operations (**YES**)
- Permits in compliance (**YES**)