



**MARSH HARBOUR  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
OCTOBER 20, 2017  
10:00 A.M.**

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

[www.marshharbourcdd.org](http://www.marshharbourcdd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
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**AGENDA**  
**MARSH HARBOUR**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Marsh Harbour Community Clubhouse  
1000 Marsh Harbour Drive  
Riviera Beach, Florida 33404  
**REGULAR BOARD MEETING**  
October 20, 2017  
10:00 a.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. September 15, 2017 Regular Board Meeting Minutes.....Page 2
- G. Old Business
  - 1. Discussion Regarding Security
- H. New Business
  - 1. Consider Post – Hurricane Landscape Proposals
  - 2. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget.....Page 5
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

**Palm Beach Post, The**  
Oct. 2, 2017  
Miscellaneous Notices

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Marsh Harbour Community Development District will hold Regular Meetings at 10:00 a.m. in the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbour Drive, Riviera Beach, Florida 33404 on the following dates: October 20, 2017 November 17, 2017 December 15, 2017 January 19, 2018 February 16, 2018 March 16, 2018 April 20, 2018 May 18, 2018 June 15, 2018 July 20, 2018 August 17, 2018 September 21, 2018 The purpose of the meetings is to conduct any 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. Meetings 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. MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT [www.marshharbourcdd.org](http://www.marshharbourcdd.org)  
PUBLISH: PALM BEACH POST 10-2/ 2017

MARSH HARBOUR  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 15, 2017

**A. CALL TO ORDER**

District Manager Jason Pierman called the September 15, 2017, Regular Board Meeting of the Marsh Harbour Community Development District to order at 10:01 a.m. at the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbor Drive, Riviera Beach, Florida 33404.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the September 15, 2017, Regular Board Meeting had been published in *The Palm Beach Post* on October 3, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Chairperson Charlene Little (via conference call) and Supervisors Judy Briggs, Heather Eccles and Allen Walker constituted a quorum and it was in order to proceed with the meeting.

Staff present were: District Manager Jason Pierman of Special District Services, Inc.; and District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present were Misha Meyer of Allied Universal Security; and Briana Palmer, the Marsh Harbour HOA Manager.

**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**

Mr. Pierman noted that he had authorized Leaderscape to conduct a post-storm clean-up prior to Hurricane Irma hitting, in order to mobilize the clean-up effort as quickly as possible. The Board agreed that Leaderscape had been onsite and the clean-up was going well.

**F. APPROVAL OF MINUTES**

**1. August 18, 2017, Regular Board Meeting**

Mr. Pierman presented the minutes of the August 18, 2017, Regular Board Meeting. Without discussion, Mr. Walker **moved** approval and Ms. Eccles seconded that the minutes of the August 18, 2017, Regular Board Meeting be approved, as presented. The **motion** carried 4 to 0.

MARSH HARBOUR  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 15, 2017

**G. OLD BUSINESS**

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

**H. NEW BUSINESS**

**1. Discussion Regarding Security**

Mr. Pierman welcomed Misha Meyer and asked the Board to share their security concerns. Ms. Briggs noted that rovers were talking on their phones and hanging out with residents. Ms. Eccles also noted that the gate guard does not always require IDs, and that a dress code should be enforced. Mr. Walker noted that he had observed the security cart parked in driveways at 3:00 a.m. Ms. Meyer suggested that Allied install a camera inside the gatehouse to monitor the guards. This would be done at Allied's cost, should the Board approve the camera installation. She also agreed to discuss ways of monitoring guards' location with her IT department. Discussion then ensued regarding the guards' performance during the hurricane. The Board expressed appreciation for their efforts.

**I. ADMINISTRATIVE MATTERS**

There were no Administrative Matters to come before the Board.

**J. BOARD MEMBER COMMENTS**

There were no comments from the Board Members.

**K. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 10:34 a.m. on a **motion** made by Mr. Walker, seconded by Ms. Briggs and the **motion** carried 4 to 0.

MARSH HARBOUR  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 15, 2017

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

**RESOLUTION NO. 2017-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Marsh Harbour 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 MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The Amended Budget for Fiscal Year 2016/2017 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 20<sup>th</sup> day of October, 2017.

**ATTEST:**

**MARSH HARBOUR  
COMMUNITY DEVELOPMENT DISTRICT**

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

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

Marsh Harbour  
Community Development District

**Amended Final Budget For  
Fiscal Year 2016/2017  
October 1, 2016 - September 30, 2017**



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- I      **AMENDED FINAL OPERATING FUND BUDGET**
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**AMENDED FINAL BUDGET**  
**MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
<b>REVENUES</b>			
O & M Assessments	533,116	537,232	537,232
Debt Assessments	254,507	256,588	256,588
Other Revenues	0	0	0
Interest Income	60	820	808
<b>TOTAL REVENUES</b>	<b>\$ 787,683</b>	<b>\$ 794,640</b>	<b>\$ 794,628</b>
<b>EXPENDITURES</b>			
Supervisor Fees	10,000	10,400	10,400
Payroll Taxes - Employer	800	796	796
Engineering/Inspections	3,000	2,000	0
Lake Maintenance	14,500	9,000	7,800
Landscaping/Irrigation/Maintenance	120,000	135,000	130,343
Lighting	38,000	36,000	33,445
Security	215,000	238,000	208,032
Security - HOA/Police	48,000	40,000	25,826
Management	30,864	30,864	30,864
Secretarial	4,200	4,200	4,200
Legal	11,000	9,000	7,333
Assessment Roll	7,500	7,500	7,500
Audit Fees	3,600	3,600	3,600
Insurance	6,100	5,778	5,778
Legal Advertisements	1,800	1,600	1,001
Miscellaneous	1,000	1,000	776
Postage	375	180	166
Office Supplies	775	600	556
Dues & Subscriptions	175	175	175
Trustee Fee	2,500	2,500	2,500
Continuing Disclosure Fee	500	350	350
Website Management	1,500	1,500	1,500
Storm Cleanup - IRMA	0	37,665	37,665
Reserve	10,000	10,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 531,189</b>	<b>\$ 587,708</b>	<b>\$ 520,606</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 256,494</b>	<b>\$ 206,932</b>	<b>\$ 274,022</b>
Bond Payments	(239,237)	(245,957)	(245,957)
<b>BALANCE</b>	<b>\$ 17,257</b>	<b>\$ (39,025)</b>	<b>\$ 28,065</b>
County Appraiser & Tax Collector Fee	(15,752)	(8,862)	(8,662)
Discounts For Early Payments	(31,505)	(25,347)	(25,347)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (30,000)</b>	<b>\$ (73,234)</b>	<b>\$ (5,944)</b>
Carryover From Prior Year	30,000	30,000	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (43,234)</b>	<b>\$ (5,944)</b>

FUND BALANCE AS OF 9/30/16
FY 2016/2017 ACTIVITY
FUND BALANCE AS OF 9/30/17

\$222,929
(\$73,234)
\$149,695

**Note**  
\$30,000 Of Fund Balance Used To Reduce 2016/2017 Assessments.  
\$36,500 Of Fund Balance To Be Used To Reduce 2017/2018 Assessments.

**AMENDED FINAL BUDGET**  
**MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2016/2017**  
**OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

	<b>FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17</b>	<b>AMENDED FINAL BUDGET 10/1/16 - 9/30/17</b>	<b>YEAR TO DATE ACTUAL 10/1/16 - 9/29/17</b>
<b>REVENUES</b>			
Interest Income	25	335	332
NAV Tax Collection	239,237	245,956	245,956
<b>Total Revenues</b>	<b>\$ 239,262</b>	<b>\$ 246,291</b>	<b>\$ 246,288</b>
<b>EXPENDITURES</b>			
Principal Payments	135,000	135,000	135,000
Interest Payments	100,359	102,546	102,546
Additional Principal Payments	3,903	0	0
<b>Total Expenditures</b>	<b>\$ 239,262</b>	<b>\$ 237,546</b>	<b>\$ 237,546</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 8,745</b>	<b>\$ 8,742</b>

FUND BALANCE AS OF 9/30/16	\$125,231
FY 2016/2017 ACTIVITY	\$8,745
FUND BALANCE AS OF 9/30/17	\$133,976

Notes

Reserve Fund Balance = \$60,117\*. Revenue Fund Balance = \$73,859\*.

Revenue Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$49,086.

\* Approximate Amounts

**Series 2015 Bond Refunding Information**

Original Par Amount =	\$3,295,000	Annual Principal Payments Due:
Interest Rate =	3.24% - 5.45%	May 1st
Issue Date =	August 2015	Annual Interest Payments Due:
Maturity Date =	May 2035	May 1st & November 1st
 Par Amount As Of 9/30/17 =	 \$3,030,000	