



**MARSH HARBOUR
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
MAY 21, 2021
10:00 A.M.**

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

www.marshharbourcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT
Marsh Harbour Community Clubhouse
1000 Marsh Harbour Drive
Riviera Beach, Florida 33404
REGULAR BOARD MEETING & PUBLIC HEARING
May 21, 2021
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. April 16, 2021 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 4
 - 2. Receive Public Comments on Fiscal Year 2021/2022 Final Budget
 - 3. Consider Resolution No. 2021-03 – Adopting a Fiscal Year 2021/2022 Final Budget.....Page 5
- H. Old Business
 - 1. Discussion Regarding Security
- I. New Business
 - 1. Discussion Regarding Landscape
 - 2. Consider Resolution No. 2021-04 – Adopting a Fiscal Year 2021/2022 Meeting Schedule.....Page 12
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

Publication Date
2021-04-30

Subcategory
Miscellaneous Notices

Notice of Public Hearing and Regular Board Meeting of the Marsh Harbour Community Development District
The Board of Supervisors of the Marsh Harbour Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on May 21, 2021, at 10:00 a.m., or as soon thereafter as can be heard, at the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbour Drive, Riviera Beach, Florida 33404. The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2021/2022 Proposed Final Budget of the District. The purpose of the Regular Board Meeting is for the Board to consider any business which may properly come before it. A copy of the Budget and/or the Agenda may be obtained 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. Marsh Harbour Community Development District www.marshharbourcdd.org 4-30, 5-7/2021

**MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
APRIL 16, 2021**

A. CALL TO ORDER

The April 16, 2021, Regular Board Meeting of the Marsh Harbour Community Development District (the “District”) was called to order at 10:13 a.m. in the Marsh Harbour Community Clubhouse located at 1000 Marsh Harbour Drive, Riviera Beach, Florida 33404.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 7, 2020, as part of the District’s Fiscal Year 2020/2021 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairperson Allen Walker, Vice Chairman Kent Pollock (via phone) and Supervisors Judy Briggs, Heather Eccles and Nadine Sampson (via phone) constituted a quorum and it was in order to proceed with the meeting.

Staff present included: District Manager Andrew Karmeris and Sylvia Bethel of Special District Services, Inc.; and District Counsel Vanessa Steinerts of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present was Tara Bennett, the onsite HOA Manager.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were 2 additions to the agenda:

Resident Tree Removals and Security Presentations from Regions Security and SOS Security Online Solutions.

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. March 19, 2021, Regular Board Meeting

The minutes of March 19, 2021, Regular Board Meeting were presented.

Mr. Pollock **moved** approval and Ms. Briggs seconded that the minutes of March 19, 2021, Regular Board Meeting be approved, as presented. The **motion** carried 5 to 0.

G. OLD BUSINESS

1. Update Regarding the Lakes

Mr. Karmeris advised that the aerators were still under warranty and Aquatic Vegetation Control would be repairing them.

2. Update Regarding Allied Security

H. NEW BUSINESS

1. Consider Proposal for Additional Fence Around Storm Drain

A **motion** was made by Mr. Pollock, seconded by Mr. Allen and passed unanimously approving the proposal from Fencing Florida in the amount of \$1,110 for additional fencing around the storm drain.

2. Security Presentations by Regions Security and SOS Security Online Solutions

Staff will bring information regarding this matter to the next meeting for Board discussion.

I. ADMINISTRATIVE MATTERS

Ms. Steinerts advised that this would be her last meeting, as she will be moving. She indicated that Ginger Wald would probably take over for her.

J. BOARD MEMBER COMMENTS

Mr. Pollock is fed up with the Allied Security rovers. Ms. Bennett indicated that Allied Security did not have enough staff to cover their roving duties. Mr. Karmeris noted that staff would get with legal to see what options were available.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 11:35 a.m. on a **motion** made by Mr. Walker, seconded by Mr. Pollock and the **motion** passed unanimously.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Publication Date
2021-04-30

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Miscellaneous Notices

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RESOLUTION NO. 2021-03

A RESOLUTION OF THE MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2021/2022 BUDGET.

WHEREAS, the Marsh Harbour Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2021/2022 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 MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2021/2022 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 21st day of May, 2021.

ATTEST:

**MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Marsh Harbour
Community Development District

**Final Budget For
Fiscal Year 2021/2022
October 1, 2021 - September 30, 2022**

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FINAL BUDGET
MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET
REVENUES	
O & M Assessments	532,908
Debt Assessments	253,887
Other Revenues	0
Interest Income	360
TOTAL REVENUES	\$ 787,155
EXPENDITURES	
Supervisor Fees	11,000
Payroll Taxes - Employer	880
Engineering/Inspections	2,000
Lake Maintenance	12,000
Landscaping/Irrigation/Maintenance	136,000
Lighting	35,000
Security	250,000
Security - HOA/Police	45,000
Management	33,984
Secretarial	4,200
Legal	12,000
Assessment Roll	7,500
Audit Fees	3,600
Insurance	5,900
Legal Advertisements	1,500
Miscellaneous	800
Postage	300
Office Supplies	775
Dues & Subscriptions	175
Trustee Fee	2,500
Continuing Disclosure Fee	350
Website Management	2,000
Reserve	2,000
TOTAL EXPENDITURES	\$ 569,464
REVENUES LESS EXPENDITURES	\$ 217,691
Bond Payments	(238,654)
BALANCE	\$ (20,963)
County Appraiser & Tax Collector Fee	(15,735)
Discounts For Early Payments	(31,472)
EXCESS/ (SHORTFALL)	\$ (68,170)
Carryover Funds From Prior Year	68,170
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
REVENUES				
O & M Assessments	532,453	532,937	532,908	Expenditures Less Interest & Carryover/.94
Debt Assessments	253,506	253,887	253,887	Bond Payments/.94
Other Revenues	1,614	0	0	
Interest Income	466	360	360	Interest Projected At \$30 Per Month
TOTAL REVENUES	788,039	\$ 787,184	\$ 787,155	
EXPENDITURES				
Supervisor Fees	7,000	11,000	11,000	Supervisor Fees
Payroll Taxes - Employer	536	880	880	Projected At 8% Of Supervisor Fees
Engineering/Inspections	0	2,000	2,000	No Change From 2020/2021 Budget
Lake Maintenance	28,480	10,000	12,000	\$2,000 Increase From 2020/2021 Budget
Landscaping/Irrigation/Maintenance	144,494	132,000	136,000	\$4,000 Increase From 2020/2021 Budget
Lighting	32,151	36,000	35,000	\$1,000 Decrease From 2020/2021 Budget
Security	237,854	250,000	250,000	No Change From 2020/2021 Budget
Security - HOA/Police	46,070	43,000	45,000	\$2,000 Increase From 2020/2021 Budget
Management	32,772	33,516	33,984	CPI Adjustment
Secretarial	4,200	4,200	4,200	No Change From 2020/2021 Budget
Legal	9,885	12,000	12,000	No Change From 2020/2021 Budget
Assessment Roll	7,500	7,500	7,500	As Per Contract
Audit Fees	3,600	3,600	3,600	Accepted Amount For 2020/2021 Audit
Insurance	5,251	5,900	5,900	Insurance Estimate
Legal Advertisements	2,356	1,500	1,500	No Change From 2020/2021 Budget
Miscellaneous	555	900	800	\$100 Decrease From 2020/2021 Budget
Postage	110	300	300	No Change From 2020/2021 Budget
Office Supplies	464	800	775	\$25 Decrease From 2020/2021 Budget
Dues & Subscriptions	175	175	175	No Change From 2020/2021 Budget
Trustee Fee	2,500	2,500	2,500	No Change From 2020/2021 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2020/2021 Budget
Website Management	2,000	2,000	2,000	No Change From 2020/2021 Budget
Reserve	0	2,800	2,000	Reserve
TOTAL EXPENDITURES	568,303	\$ 562,921	\$ 569,464	
REVENUES LESS EXPENDITURES	219,736	\$ 224,263	\$ 217,691	
Bond Payments	(242,634)	(238,654)	(238,654)	2022 P & I Payments Less Earned Interest
BALANCE	(22,898)	\$ (14,391)	\$ (20,963)	
County Appraiser & Tax Collector Fee	(3,997)	(15,736)	(15,735)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(26,252)	(31,473)	(31,472)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (53,147)	\$ (61,600)	\$ (68,170)	
Carryover Funds From Prior Year	0	61,600	68,170	Carryover Funds From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (53,147)	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2019/2020	FISCAL YEAR 2020/2021	FISCAL YEAR 2021/2022	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,288	100	25	Projected Interest For 2021/2022
NAV Tax Collection	242,634	238,654	238,654	Maximum Debt Service Collection
Total Revenues	\$ 243,922	\$ 238,754	\$ 238,679	
EXPENDITURES				
Principal Payments	145,000	150,000	160,000	Principal Payment Due In 2022
Interest Payments	89,100	81,972	76,950	Interest Payments Due In 2022
Bond Redemption	0	6,782	1,729	Estimated Excess Debt Collections
Total Expenditures	\$ 234,100	\$ 238,754	\$ 238,679	
Excess/ (Shortfall)	\$ 9,822	\$ -	\$ -	

Series 2015 Bond Refunding Information

Original Par Amount =	\$3,295,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.24% - 5.45%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	August 2015		
Maturity Date =	May 2035		
Par Amount As Of 1/1/21 =	\$2,605,000		

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Fiscal Year 2018/2019 <u>Assessment*</u>	Fiscal Year 2019/2020 <u>Assessment*</u>	Fiscal Year 2020/2021 <u>Assessment*</u>	Fiscal Year 2021/2022 <u>Projected Assessment*</u>
O & M For Two Bedroom Units	\$ 1,325.96	\$ 1,325.87	\$ 1,325.72	\$ 1,325.65
<u>Debt For Two Bedroom Units</u>	<u>\$ 499.52</u>	<u>\$ 499.52</u>	<u>\$ 499.52</u>	<u>\$ 499.52</u>
Total For Two Bedroom Units	\$ 1,825.48	\$ 1,825.39	\$ 1,825.24	\$ 1,825.17
O & M For Three Bedroom Units	\$ 1,325.96	\$ 1,325.87	\$ 1,325.72	\$ 1,325.65
<u>Debt For Three Bedroom Units</u>	<u>\$ 684.28</u>	<u>\$ 684.28</u>	<u>\$ 684.28</u>	<u>\$ 684.28</u>
Total For Three Bedroom Units	\$ 2,010.24	\$ 2,010.15	\$ 2,010.00	\$ 2,009.93

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Two Bedroom Units	111
<u>Three Bedroom Units</u>	<u>291</u>
Total Units	402

Three Bedroom Information

Total Units	291
<u>Prepayments</u>	<u>1</u>
Billed For Debt	290

RESOLUTION NO. 2021-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2021/2022 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Marsh Harbour Community Development District ("District") to establish a regular meeting schedule for fiscal year 2021/2022; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2021/2022 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MARSH HARBOUR 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 2021/2022 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 21st day of May, 2021.

ATTEST:

**MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022 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 15, 2021
November 19, 2021
December 17, 2021
January 21, 2022
February 18, 2022
March 18, 2022
April 15, 2022
May 20, 2022
June 17, 2022
July 15, 2022
August 19, 2022
September 16, 2022**

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

PUBLISH: PALM BEACH POST 00/00/20