



**MARSH HARBOUR
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
DECEMBER 16, 2022
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
December 16, 2022
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. October 21, 2022 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Discussion Regarding Landscape
- H. New Business
 - 1. Consider Approval of Landscape- Initial Clean Up.....Page 5
 - 2. Consider Approval of New “No Trespassing Signs” Proposal.....Page 6
- I. Administrative Matters
- J. Board Members Comments
- K. 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

PROOF OF PUBLICATION

Marsh Harbour Cdd
Marsh Harbour Cdd
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:

10/11/2022

and that the fees charged are legal.
Sworn to and subscribed before on 10/11/2022

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$228.66

Order No: 7894555

Customer No: 730531

PO #:

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Please do not use this form for payment remittance.

MARSH HARBOUR COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023

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 21, 2022
November 18, 2022
December 16, 2022
January 20, 2023
February 17, 2023
March 17, 2023
April 27, 2023
May 19, 2023
June 16, 2023
July 21, 2023
August 18, 2023
September 15, 2023

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

MARIAH VERHAGEN
Notary Public
State of Wisconsin

**MARSH HARBOUR
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 21, 2022**

A. CALL TO ORDER

The October 21, 2022, Regular Board Meeting of the Marsh Harbour Community Development District (the “District”) was called to order at 10:02 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 11, 2022, as part of the District’s Fiscal Year 2022/2023 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

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

Staff present included: District Manager Sylvia Bethel of Special District Services, Inc.; District Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and Onsite HOA Manager Tara Bennett.

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. September 16, 2022, Regular Board Meeting

The minutes of September 16, 2022, Regular Board Meeting were presented.

A **motion** was made by Mr. Pollock, seconded by Mr. Walker and unanimously passed approving the minutes of the September 16, 2022, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Discussion Regarding Landscaping

Ms. Bethel advised of an email received from the HOA about tree trimming. A discussion ensued. The Board decided to direct staff to request a proposal from Russ Total Lawn Maintenance, LLC for this tree trimming.

Ms. Bethel advised about a request made at the last meeting for a new scope of work and a credit from BrightView. Ms. Bethel went on to state that she has emailed, called and left messages for Mr. Richter, and his manager, Mr. Conover, with no response. Ms. Bethel asked for an update on BrightView's performance since the September 15th meeting. A lengthy discussion ensued about landscaping. Mr. Pollock indicated that the quality of work was poor and none of the issues discussed had been resolved. Mr. George expressed concern about BrightView's admission of not completing all services and suggested holding payments until they receive a response about a credit. The Board agreed and directed staff to hold all payments until they receive a response about a credit from BrightView.

Ms. Bethel went over the Russ Total Lawn Maintenance, LLC landscape proposals. The Board requested staff to have Mr. Russ attend the next meeting and decided to move forward with Russ Total Lawn Maintenance, LLC.

A **motion** was made by Mr. Walker, seconded by Mr. Pollock and unanimously passed directing staff to hold BrightView's payments until a response is received about a credit owed to the District.

A **motion** was then made by Ms. Briggs, seconded by Mr. Pollock and unanimously passed terminating the services of BrightView Landscape Services, Inc.

A **motion** was then made by Mr. Walker, seconded by Ms. Mullings and unanimously passed approving the Russ Total Lawn Maintenance, LLC landscape proposal for 24 cuts for the monthly amount of \$9,500 for a total of \$114,000 yearly.

2. Consider Privacy Bush Proposal

Ms. Bethel reminded the Board that Mr. Pollock was going to obtain some information and could he give an update on what he found. Mr. Pollock/Ms. Bennett found out that another district handles the maintenance along Congress and the Marsh Harbour HOA pays into it yearly for maintenance. They have requested an invoice from the district to see what is covered. Once they review this information, they will provide an update for the Board.

3. Consider Fountain Proposal

Ms. Bethel indicated that this item was still on agenda, but the Board wanted to table it until they see how Superior Waterway does with the lakes. Mr. Pollock informed Mr. Bethel that they can take the item off the agenda and put it back on January's agenda. The Board was pleased with how the lakes looked.

H. NEW BUSINESS

1. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget

Resolution No. 2022-04 was presented, entitled:

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MARSH HARBOUR 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.

Ms. Bethel reviewed the amended budget and explained that a few line items were over, such as landscape/irrigation/maintenance, security and legal. Discussion ensued.

A **motion** was made by Mr. Pollock, seconded by Mr. Walker and unanimously passed approving Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget, as presented.

I. ADMINISTRATIVE MATTERS

There were no Administrative Matters to come before the Board.

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, the Regular Board Meeting was adjourned at 10:43 a.m. on a **motion** made by Mr. Pollock, seconded by Ms. Briggs and the **motion** passed unanimously.

Secretary/Assistant Secretary

Chairman/Vice Chairman

From: JOHN RUSS [mailto:john_a_russ@yahoo.com]
Sent: Wednesday, December 7, 2022 10:30 PM
To: Sylvia Bethel <sbethel@sdsinc.org>
Subject: Initial cleanup of Marsh Harbour

Russ Total Lawn Maintenance, L.L.C.
1731 Ave F.
Riviera Beach Fl. 33404
John Russ

Date: December 7th 2022

ATTN: Tara Bennett

Tara,
Thank you for allowing us to submit this proposal for the Initial Cleanup at: ***Marsh Harbour in Riviera Beach***. If any questions please do not hesitate to contact me at: (561) 319-7110.

Initial Clean up Proposal Introduction

This document proposes that Russ Total Lawn Maintenance will perform the necessary clean up in an effort to restore the beauty of the property.

R.T.L.M. will be responsible for the following deliverables:

Deliverables

- Collect existing leaves throughout property
- Collect existing down branches and limbs throughout property
- Cut hanging dead and dangerous palm fronds
- Collect and disposed all debris

Compensation

Our complete price for this project base on the deliverables outlined is: **\$3,250.00.**

Woman Owned Small Business Enterprise
www.signarama-npb.com
Licensed Palm Beach County Sign Contractor #U22244
Licensed Broward County Sign Contractor # 19-SE21530-R

Payment Terms: No Term Customer

DESCRIPTION: Reflective No Trespassing Signs

Bill To: Marsh Harbor Community District
C/O Special District Services, Inc
2501A Burns Rd
Palm Beach Gardens, FL 33410
US

Installed: Marsh Harbor Community District
1000 Marsh Harbor Dr
Riviera Beach, FL 33404
US

Requested By: Sylvia Bethel
Email: sbethel@sdsinc.org
Work Phone: (561) 630-4922 x 227
Cell Phone: (561) 630-4922

Salesperson: Rosanna Zaldivar
Email: customerservice@sar-npb.com

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 Reflective No Trespassing Signs Size: 12" x 18" Color: White and Red	14	\$99.00	\$1,386.00

To Read:
NO
TRESPASSING
Trespassers
will be prosecuted
to the fullest extent
of the law by
Marsh Harbour CDD

Per Florida Statute
State 810.09
City 12-14

Customer to approve proof prior to fabrication.
Installation priced separately.

* Design details, materials, sizes, & colors used are as specified in this estimate.
Customer changes after final proof approval will result in a change to the final price *

Subtotal:	\$1,386.00
Taxes:	\$0.00
Grand Total:	\$1,386.00

** All deposits on new orders are non-refundable ** Balance is due before or

upon installation ** ACH information is available upon request **

PROCESSING FEE FOR CREDIT CARD PAYMENTS IS 2.99%. FEE WILL BE REFLECTED
ON CREDIT CARD RECEIPT, NOT ON THE SAR NPB INVOICE.

PRICES QUOTED ARE GUARANTEED FOR 14 DAYS, AFTER WHICH PRICES MAY BE ADJUSTED.

Signature: _____ Date: _____

Certified Woman Owned Small Business Enterprise.

PRICES QUOTED ARE GUARANTEED FOR 14 DAYS, AFTER WHICH PRICES MAY BE ADJUSTED.



1300 N Florida Mango Rd
Suite 20
West Palm Beach, FL 33409
(561) 688-9100

INVOICE

INV-21223

<http://www.signsbytomorrow.com/wpb>

Payment Terms: 50% on order- Bal. on compl.

Order Due Date: 11/18/2022

Created Date: 11/15/2022

DESCRIPTION: 12x24 No trespassing signs

Bill To: Marsh Harbour Community Development District
2501A Burns Road
Palm Beach Garden, FL 33401
US

Pickup At: Signs By Tomorrow
1300 N Florida Mango Rd
Suite 20
West Palm Beach, FL 33409
US

Ordered By: Sylvia Bethel
Email: sbethel@sdsinc.org
Tax ID: 85-8013421292C-3

Salesperson: House Signs by Tomorrow - WPB
Entered By: Jazmine Ortiz

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	12"x24" No trespassing signs	14	\$73.50	\$0.00	\$1,029.00
1.1	.080" Aluminum - Part Qty: 1 Width: 12.00" Height: 24.00" Sides: 1				
	Drilled Holes - Number of Holes: 2.00 - Material Thickness:				
2	Design Setup	1	\$47.50	\$0.00	\$47.50
2.1	Design Service - - # of Hours: 0.5				
3	installation	1	\$460.00	\$0.00	\$460.00
3.1	Installation - - Retail Price Each: \$460.00				

This invoice covers only the services listed. Changes to the order may have additional charges.

TERMS: 50% Deposit Required, Balance Due on Completion. Failure to pay the balance within terms may have additional collection fees up to and including fees charged by a collection agent. This order will be started once we received the deposit, a signed estimate and approved graphics.

Subtotal:	\$1,536.50
Taxable Amount:	\$0.00
Taxes:	\$0.00
Grand Total:	\$1,536.50
Amount Paid:	\$0.00
BALANCE DUE:	\$1,536.50

Signature: _____ **Date:** _____