



**SONOMA BAY
COMMUNITY DEVELOPMENT
DISTRICT**

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

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

www.sonomabaycdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
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AGENDA
SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT
Sonoma Bay Clubhouse
3600 Sonoma Drive
Riviera Beach, Florida 33404
REGULAR BOARD MEETING
April 10, 2017
4:15 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. February 13, 2017 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Discussion Regarding Lake Maintenance
 - 2. Consider Selection of Security Contractor.....Page 5
 - 3. Consider Resolution No. 2017-01 – Electronic Approval Process and Authorized Signatories...Page 6
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

**SONOMA BAY COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2016/2017
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Sonoma Bay Community Development District will hold Regular Meetings in the Sonoma Bay Clubhouse located at 3600 Sonoma Drive, Riviera Beach, Florida 33404, at 10:00 a.m. on the following dates:

- October 10, 2016
- November 14, 2016
- December 12, 2016
- January 9, 2017
- February 13, 2017
- March 13, 2017
- April 10, 2017
- May 8, 2017
- June 12, 2017
- July 10, 2017
- August 14, 2017
- September 11, 2017

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 five (5) days 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.

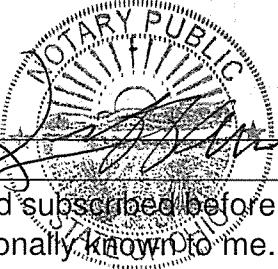
Meetings may be cancelled from time to time without advertised notice.

**SONOMA BAY COMMUNITY
DEVELOPMENT DISTRICT**

www.sonomabaycdd.org
PUB: The Palm Beach Post 9-26/2016
#653608

SONOMA BAY CDD PROOF OF PUBLICATION
STATE OF FLORIDA COUNTY OF PALM BEACH
Before the undersigned authority personally appeared Tiffani Everett, who on oath says that she is Call Center Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a Notice was published in said newspaper on First date of Publication 09/26/2016 and last date of Publication 09/26/2016 Affiant further says that the said The Post is a newspaper published at West Palm Beach, in said Palm Beach County, Florida, and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she/he has neither paid nor promised any person, firm or corporation any discount rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Also published in Martin and St. Lucie Counties.
SONOMA BAY CDD Ad ID: 1272552 Ad Cost: 271.76

Signed



NADIA YAGELES, Notary Public
In and for the State of Ohio
My Commission Expires Sept. 2, 2019

Sworn to and subscribed before 09/28/2016.
Who is personally known to me.

SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
FEBRUARY 13, 2017

A. CALL TO ORDER

District Manager Richard Ellington called the February 13, 2017, Regular Board Meeting of the Sonoma Bay Community Development District to order at 10:20 a.m. in the Sonoma Bay Clubhouse located at 3600 Sonoma Drive, Riviera Beach, Florida 33404.

B. PROOF OF PUBLICATION

Mr. Ellington presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 26, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Ellington determined that the attendance of Chairperson Jeanne Kulick, Vice Chairperson Dorothy Dennis and Supervisors Chancy Gelin, Consuella Bailey and Rokibul Hasan constituted a quorum and it was in order to proceed with the meeting.

Also present were District Managers Richard Ellington & Jason Pierman of Special District Services, Inc.; and District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

Also present were Kena Brown, Elliott DeCastro and Eva from Mr. Castro's office.

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.

Supervisor Rokibul Hasan joined the meeting at this point.

F. APPROVAL OF MINUTES

1. January 9, 2017, Regular Board Meeting

Mr. Ellington presented the minutes of the January 9, 2017, Regular Board Meeting. Without comment, Ms. Dennis made a **motion**, seconded by Mr. Gelin to approve the minutes of the January 9, 2017, Regular Board Meeting, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

G. OLD BUSINESS

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FEBRUARY 13, 2017

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

H. NEW BUSINESS

1. Discussion Regarding Security

Ms. Kulick wanted to discuss the possibility of going out for an RFP for the security services for the District. She indicated that she thought the idea from the last meeting was to invite Mr. DeCastro to the meeting so as to give him a courtesy that the Board wanted to go out to see what else was on the street from a pricing standpoint and a servicing standpoint. Ms. Dennis indicated that she did not recall that as being the purpose of the meeting, but rather to invite Mr. DeCastro to the meeting for the Board to discuss any issues they may have with the current provider and if they were not satisfied with the responses, then make a decision as to what they wanted to do as it related to going out for an RFP. Kena Brown, the HOA Manager, indicated there had been several issues that had been raised by both the HOA Board and other citizens regarding the quality of service that was being received from the current security provider. Those included the fact that many of the guards were not repeat guards and they were new guards rather than having regular people who were familiar with the operations of the community. She also mentioned the turnover and the consistency of the service that was being provided. In response, Mr. DeCastro indicated that he did not believe there was a high turnover. He went through the training process and then a discussion incurred about the number of cars and a bar code.

Ms. Kulick continued to suggest the need for an RFP to evaluate the service now being received versus what was available was the direction the Board should take. Following an extensive discussion on these matters between the Board and Mr. DeCastro, Ms. Dennis made a **motion** that the Board continue with the existing provider and if, in the future, matters deteriorated, then the Board could go out for an RFP. This **motion** was seconded by Mr. Hasan. The intent of the motion was then debated by the Board and attempted to be clarified by both Mr. Ellington and Ms. Wald as to the meaning of the motion. After clarifying the intent of the motion, a vote was taken and the **motion failed** with one person voting for the motion and 4 people voting against.

Following the failure of the first motion, Mr. Gelin then **moved** that the Board direct staff to prepare an RFP for Security Services and to give notice pursuant to the contract to the current vendor of the termination of the agreement. Mr. Hasan seconded. That motion was then debated as to when the sequence of events would take place. Mr. Ellington indicated that he could get an RFP on the street fairly quickly, but you needed time for people to respond and doubted he could get a recommendation to the Board earlier than the April meeting. The Board agreed that that was a timeframe that would be acceptable. Thereafter, a vote was taken and the **motion** carried to go out for an RFP and that vote was 4 to 1 in favor.

Ms. Wald then suggested that the Board set a date for the termination of the existing agreement and the start date for any new agreement. Ms. Bailey **moved** that April 30,

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REGULAR BOARD MEETING
FEBRUARY 13, 2017

2017, be the ending date and that May 1, 2017, be the beginning date, as discussed above. Mr. Gelin seconded that **motion** and it carried 4 to 0.

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, Ms. Dennis **moved** for adjournment at 11:05 a.m., Ms. Bailey seconded and the **motion** carried 5 to 0.

Secretary

Chairperson

2017
SONOMA BAY CDD
SECURITY SERVICES

CRITERIA

		Marksman	Hi-Tech	American Aerial Services	United America Security
1	Cost - Annual Total	1165,462.12	164,640	159,539.60	224,023.80
2	Marked Patrol Car	5	5	5	
3	Marked Golf Cart	Yes	No	No	
4	Hours	Annual Hours	Weekly	Monthly	Annual Hours
5	Gate	✓	✓	✓	
6	Rover	✓	✓	✓	
7	Quality of Response	5	5	5	
8	Ability to Meet Time & Budget	5	4	5	
9	Location	2	4	2	
10	Workload	5	4	5	
11	Established Business**	5	4	4	
12	Past Performance	5	3	4	
Total Points		32	29	30	0
5 = Best					
Budget for Security = \$					
* After DM took out taxes					
** Did not meet submittal requirements					

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Sonoma Bay Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Lennart Lindahl and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 10th day of April, 2017.

ATTEST:

**SONOMA BAY
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson