



**SONOMA BAY
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
FEBRUARY 8, 2021
10:30 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
561.630.4923 Facsimile

AGENDA
SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT
Sonoma Bay Clubhouse
3600 Sonoma Drive
Riviera Beach, Florida 33404
REGULAR BOARD MEETING
February 8, 2021
10:30 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. December 14, 2020 Regular Board Meeting Minutes.....Page 3
- G. Old Business
 - 1. Discussion Regarding FPL Workshop
- H. New Business
- I. Administrative Matters
 - 1. Security Report
 - 2. Financial Report.....Page 6
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA


PUBLIC NOTICE

Before the undersigned authority, personally appeared Teal Pontarelli, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - PublicNotice was published in said newspaper on: first date of Publication 10/02/2020 and last date of Publication 10/02/2020. Affiant further says that the said The Palm Beach Post is a newspaper published in 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 he/she 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 said newspaper.

SONOMA BAY CDD
2501 BURNS RD
STE A
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000597904
Ad Cost:	\$268.32
Paid:	\$0.00
Balance Due:	\$268.32

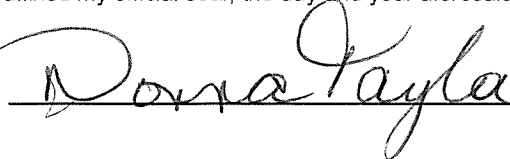
Signed



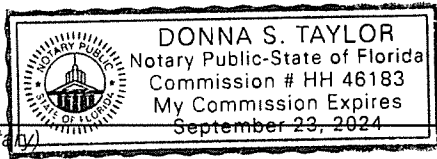
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 6th day of October, 2020 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)



Please see Ad on following page(s).

Invoice/Order Number: 0000597904
Ad Cost: \$268.32
Paid: \$0.00
Balance Due: \$268.32

**SONOMA BAY COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
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 10:30 a.m. on the following dates:

October 12, 2020
November 9, 2020
December 14, 2020
January 11, 2021
February 8, 2021
March 8, 2021
April 12, 2021
May 10, 2021
June 14, 2021
July 12, 2021
August 9, 2021
September 13, 2021

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
10-2/2020

0000597904-01

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
VIDEO ACCESS AT: [HTTPS://US02WEB.ZOOM.US/J/88430408242](https://us02web.zoom.us/j/88430408242)
MEETING ID: 884 3040 8242
CALL IN NUMBER: 1 929 436 2866
DECEMBER 14, 2020**

A. CALL TO ORDER

The December 14, 2020, Regular Board Meeting of the Sonoma Bay Community Development District (the “District”) was called to order at 10:30 a.m. at the offices of Special District Services, Inc., located at 2501A Burns Road, Palm Beach Gardens, Florida 33410 and via Zoom.

B. PROOF OF PUBLICATION

Proof of publication was presented which stated that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 2, 2020, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairperson Dorothy Dennis, Vice Chairperson Consuella Bailey and Supervisors José Farigua, Rokibul Hasan and Pamela Turner (who arrived at 10:42 a.m.) constituted a quorum and it was in order to proceed with the meeting.

Staff present included: District Manager Andrew Karmeris of Special District Services, Inc.; District Counsel Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.; and Security Representative Joseph Benner of Marksman Security.

Also present was Neimah Spence, a resident of the District.

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. October 12, 2020, Regular Board Meeting

The October 12, 2020, Regular Board Meeting minutes were presented for consideration.

A **motion** was made by Mr. Hasan, seconded by Ms. Dennis and passed unanimously approving the minutes of the October 12, 2020, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update Regarding FPL Street Lighting

Mr. Karmeris gave an update regarding the FPL street lighting and presented the information provided in the agenda package. A lengthy discussion ensued among the Board Members regarding the landscaping, lighting and the HOA and the need for a cooperative effort between all parties. Ms. Bailey asked staff to plan a site visit with FPL, the CDD and the HOA to walk the site. The Board agreed and decided January was a good time to set up the workshop.

H. NEW BUSINESS

1. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2019/2020 Amended Budget

Resolution No. 2020-04 was presented, entitled:

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Farigua, seconded by Mr. Hasan and passed unanimously to adopt Resolution No. 2020-04, as presented.

2. Consider Resolution No. 2020-05 – Ratifying Actions Taken Pursuant to EO No. 20-69

Resolution No. 2020-05 was presented, entitled:

RESOLUTION 2021-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC

A **motion** was mad by Ms. Bailey, seconded by Mr. Hasan and passed unanimously to adopt Resolution No. 2020-05, as presented.

I. ADMINISTRATIVE MATTERS

1. Security Report

Ms. Bailey asked Mr. Benner if there had been any incident reports, as she had not seen any. Mr. Benner advised that crime had gone down dramatically. He also stated that the off-duty police officer was working.

District resident, Neimah Spence, asked that security try to be more consistent with the golf carts and where they park. Mr. Benner said he would handle it.

2. Financial Report

Mr. Karmeris presented the report, as provided within the agenda package. There were no questions from the Members of the Board.

J. BOARD MEMBER COMMENTS

Ms. Turner addressed the Board and resigned from Seat #2. The Board accepted her resignation.

K. ADJOURNMENT

There being no further business to come before the Board, Mr. Hasan **moved** for adjournment at 11:36 a.m., Ms. Bailey seconded, and the **motion** carried 3 to 0.

Secretary

Chairperson

Sonoma Bay
Community Development District

**Financial Report For
December 2020**

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
DECEMBER 2020**

	Annual Budget 10/1/20 - 9/30/21	Actual Dec-20	Year To Date Actual 10/1/20 - 12/31/20
REVENUES			
O&M Assessments	274,790	192,014	210,106
Debt Assessments	173,041	123,065	134,897
Other Revenues	0	0	0
Interest Income	240	0	16
Total Revenues	\$ 448,071	\$ 315,079	\$ 345,019
EXPENDITURES			
Supervisor Fees	11,000	0	1,000
Payroll Taxes - Employer	880	0	53
Engineering/Inspections	1,500	0	0
Lake Maintenance	1,250	0	0
Fountain Maintenance	1,000	0	0
Lighting	13,000	882	2,645
Security	191,580	18,719	55,532
Off Duty Police Officer	25,000	690	3,595
Management	28,632	2,386	7,158
Legal	9,500	1,057	2,143
Assessment Roll	7,500	0	0
Audit Fees	3,600	0	0
Insurance	6,000	0	5,513
Legal Advertisements	1,200	265	1,183
Miscellaneous	1,000	0	77
Postage	300	0	15
Office Supplies	725	28	35
Dues & Subscriptions	175	0	175
Trustee Fee	2,500	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	167	500
Total Expenditures	\$ 308,692	\$ 24,194	\$ 79,624
Revenues Less Expenditures	\$ 139,379	\$ 290,885	\$ 265,395
Bond Payments	(162,659)	(116,998)	(128,216)
BALANCE	\$ (23,280)	\$ 173,887	\$ 137,179
County Appraiser & Tax Collector Fee	(8,957)	(3,026)	(4,082)
Discounts For Early Payments	(17,913)	(12,503)	(13,770)
EXCESS/ (SHORTFALL)	\$ (50,150)	\$ 158,358	\$ 119,327
Carryover from Prior Year	\$ 50,150	\$ -	\$ -
NET/EXCESS (SHORTFALL)	\$ -	\$ 158,358	\$ 119,327

Bank Balance As Of 11/30/20	\$ 95,347.70
Funds Received: 12/1/20 - 12/31/20	\$ 299,550.50
Disbursements: 12/1/20 - 12/31/20	\$ 23,914.88
Bank Balance As Of 12/31/20	\$ 370,983.32
Accounts Payable As Of 12/31/20	\$ 134,891.67
Accounts Receivable As Of 12/31/20	\$ -
Available Funds As Of 12/31/20	\$ 236,091.65

Sonoma Bay Community Development District
Expenditures
October through December 2020

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Expenditures					
511.122 · Payroll Taxes					
	10/12/2020	PR 10.12.20	Payroll	mtg 10.12.20 ck 10.13..20 (Bailey, Dennis, Turner, Hasan, Farigua)	52.75
Total 511.122 · Payroll Taxes					52.75
511.131 · Supervisor Fee					
	10/12/2020	PR 10.12.20	Payroll	mtg 10.12.20 ck 10.13..20 (Bailey, Dennis, Turner, Hasan, Farigua)	1,000.00
Total 511.131 · Supervisor Fee					1,000.00
511.304 · Lighting					
	10/19/2020	31246-25371	FPL	For: Sep 18 2020 to Oct 19 2020 (31 days)	881.74
	11/17/2020	31246-25371	FPL	For: Oct 19 2020 to Nov 17 2020 (29 days)	881.74
	12/17/2020	31246-25371	FPL	For: Nov 17 2020 to Dec 17 2020 (30 days)	881.74
Total 511.304 · Lighting					2,645.22
511.308 · Security					
511.301 · Off Duty Police Officer					
	10/02/2020	2992	Riviera Beach Police Department	Administrative Fees	400.00
	10/05/2020	10.05.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	10/07/2020	10.07.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	10/09/2020	10.09.2020	Jonathan Nance	\$35 an Hour x 3	105.00
	10/13/2020	10.13.2020	Jonathan Nance	\$35 an Hour x 3	105.00
	10/23/2020	10.23.2020	Cherrise Knight	\$35 an Hour x 3	105.00
	10/24/2020	10.24.2020	Cherise Phillips	\$35 an Hour x 3	105.00
	10/26/2020	10.26.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	10/29/2020	10.29.2020	Nathan O. Gordon	\$35 an Hour x 3	105.00
	10/30/2020	10.30.2020	Cherise Phillips	\$35 an Hour x 3	105.00
	11/01/2020	11.01.2020	Everton Morgan Jr.	\$35 x 3	105.00
	11/03/2020	11.03.20.20	Everton Morgan Jr.	\$35 an Hour x 3	105.00
	11/04/2020	11.03.2020	Everton Morgan Jr.	\$35 an Hour x 3	105.00
	11/04/2020	3019	Riviera Beach Police Department	Administrative Fees	300.00
	11/05/2020	11.05.2020	Andrew Leroy Hinds Jr.	\$35 an Hour	105.00
	11/07/2020	11.07.2020	Cherise Phillips	\$35 an Hour x 3	105.00
	11/11/2020	11.11.2020	Cherise Phillips	\$35 an Hour x 3	105.00
	11/21/2020	11.21.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	11/24/2020	11.24.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	11/25/2020	11.25.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	11/27/2020	11.27.2020	Cherise Phillips	\$35 an Hour x 3	105.00
	11/29/2020	11.29.2020	Corey D Tate Jr.	\$35.00 x 3 Hours	105.00
	11/30/2020	11.30.2020	Kenneth Jones	\$35 an Hour x 3	105.00
	12/02/2020	12.02.2020	Everton Morgan Jr.	\$35 an Hour x 3	105.00
	12/02/2020	3030	Riviera Beach Police Department	Administrative Fees	270.00
	12/03/2020	12.03.2020	Everton Morgan Jr.	\$35 an Hour x 3	105.00
	12/11/2020	12.11.2020	Ramiro E. Pena	\$35 an Hour x 3	105.00
	12/20/2020	12.20.2020	Obed Chareius	\$35 an Hour x 3	105.00

Sonoma Bay Community Development District
Expenditures
October through December 2020

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Total 511.301 · Off Duty Police Officer					3,595.00
511.308 · Security - Other					
	10/09/2020	72607	Marksman Security Corporation	Security Services provided from 9.26.2020- 10.09.2020	9,195.20
	10/23/2020	73137	Marksman Security Corporation	Security Services provided from 10.10.2020 - 10.23.2020	9,195.20
	11/06/2020	73694	Marksman Security Corporation	Security Services provided from 10.24.2020 - 11.06.2020	9,228.04
	11/07/2020	74221	Marksman Security Corporation	Security Services provided from 11.07.2020 - 11.20.2020	9,195.20
	12/04/2020	74851	Marksman Security Corporation	Security Services provided from 11.21.2020 - 12.04.2020	9,523.60
	12/18/2020	75274	Marksman Security Corporation	Security Services provided from 12.05.2020 - 12.18.2020	9,195.20
Total 511.308 · Security - Other					<u>55,532.44</u>
Total 511.308 · Security					59,127.44
511.311 · Management Fees					
	10/31/2020	2020.2464	Special District Services, Inc.	Management Fee Oct 2020	2,386.00
	11/30/2020	2020-2661	Special District Services, Inc.	Management Fee Nov 2020	2,386.00
	12/31/2020	2020-2862	Special District Services, Inc.	Management Fee Dec 2020	2,386.00
Total 511.311 · Management Fees					<u>7,158.00</u>
511.315 · Legal Fees					
	10/31/2020	165468	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Services for Oct 2020	585.00
	11/30/2020	165969	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Services for Nov 2020	500.00
	12/31/2020	166499	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Services for Dec 2020	1,057.50
Total 511.315 · Legal Fees					<u>2,142.50</u>
511.450 · Insurance					
	10/01/2020	11474	Egis Insurance & Risk Advisors	Policy #100120062 10/01/2020-10/01/2021	5,513.00
Total 511.450 · Insurance					<u>5,513.00</u>
511.480 · Legal Advertisements					
	10/02/2020	I00597904-10022020	PBN (NEWSPAPER)	FY 20/21 Mtg Schedule	268.32
	10/05/2020	I00598493-10052020	PBN (NEWSPAPER)	Notice of Special Electronic Board Mtg	419.68
	10/30/2020	I00604274-10312020	PBN (NEWSPAPER)	Notice of Change of Location of Reg Board Mtg	230.48
	12/07/2020	I00611779-12072020	PBN (NEWSPAPER)	Notice of Change of Location of Reg Board Mtg	264.88
Total 511.480 · Legal Advertisements					<u>1,183.36</u>
511.512 · Miscellaneous					
	10/12/2020	PR 10.12.20	Payroll	mtg 10.12.20 ck 10.13..20 (Bailey, Dennis, Turner, Hasan, Farigua)	76.50
Total 511.512 · Miscellaneous					<u>76.50</u>
511.513 · Postage and Delivery					
	10/31/2020	2020.2464	Special District Services, Inc.	Postage Sept 2020	14.88
Total 511.513 · Postage and Delivery					<u>14.88</u>
511.514 · Office Supplies					
	10/31/2020	2020.2464	Special District Services, Inc.	Copier Sept 2020	5.40
	11/30/2020	2020-2661	Special District Services, Inc.	Copier Oct 2020	1.20
	12/31/2020	2020-2862	Special District Services, Inc.	Copier Nov 2020	8.40
	12/31/2020	2020-2862	Special District Services, Inc.	Meeting Books Nov 2020	20.00

Sonoma Bay Community Development District
Expenditures
October through December 2020

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Total 511.514 · Office Supplies					35.00
511.540 · Dues, License & Subscriptions					
	10/01/2020	83105	Department of Economic Opportunity	Special District Fee FY 2020/2021	175.00
Total 511.540 · Dues, License & Subscriptions					175.00
511.750 · Website Management					
	10/31/2020	2020.2464	Special District Services, Inc.	Website Fee Oct 2020	166.66
	11/30/2020	2020-2661	Special District Services, Inc.	Website Fee Nov 2020	166.66
	12/31/2020	2020-2862	Special District Services, Inc.	Website Fee Dec 2020	166.66
Total 511.750 · Website Management					499.98
Total Expenditures					79,623.63