



**SONOMA BAY  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
JANUARY 13, 2025  
10:30 A.M.**

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

[www.sonomabaycdd.org](http://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**  
January 13, 2025  
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. October 7, 2024 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Sonoma Bay Projects
    - Previous Approval of Russ Total Lawn Maintenance, LLC for Plant Proposal for Fence Line Security
    - FPL Extra Lighting for Security
    - Security Camera's
- H. New Business
  - 1. Discussion Regarding Letter from Sonoma Bay HOA.....Page 5
- I. Administrative Matters
  - 1. Financial Report.....Page 7
- 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  
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## **AFFIDAVIT OF PUBLICATION**

SonomaBay Cdd  
Sonoma Bay Cdd  
2501 BURNS RD  
STE A

PALM BEACH GARDENS FL 334105207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

09/20/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/20/2024

\_\_\_\_\_  
Legal Clerk

\_\_\_\_\_  
Notary, State of WI, County of Brown

\_\_\_\_\_  
My commission expires

Publication Cost:	\$267.74	
Tax Amount:	\$0.00	
Payment Cost:	\$267.74	
Order No:	10583043	# of Copies:
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**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

RYAN SPELLER  
Notary Public  
State of Wisconsin

SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2024/2025 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 7, 2024  
November 4, 2024  
December 9, 2024  
January 13, 2025  
February 10, 2025  
March 3, 2025  
April 14, 2025  
May 12, 2025  
June 9, 2025  
July 14, 2025  
August 11, 2025  
September 8, 2025

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 ensure 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  
No. 10583043

Sept. 20, 2024

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 7, 2024**

**A. CALL TO ORDER**

The October 7, 2024, Regular Board Meeting of the Sonoma Bay Community Development District (the “District”) was called to order at 10:30 a.m. in the Sonoma Bay Clubhouse located at 3600 Sonoma Drive, Riviera Beach, Florida 33404.

**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 September 20, 2024, as part of the District’s Fiscal Year 2024/2025 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

It was determined that the attendance of Chairperson Dorothy Dennis, Vice Chairperson Jordia Spence and Supervisors Pamela Carter and Rokibul Hasan 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.; and District Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**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. August 12, 2024, Regular Board Meeting**

The minutes of the August 12, 2024, Regular Board Meeting were presented for Board consideration.

A **motion** was made by Ms. Spence, seconded by Mr. Hasan and passed unanimously approving the minutes of the August 12, 2024, Regular Board Meeting, as presented.

**G. OLD BUSINESS**

**1. Update on Discussion Regarding Previous Approval of Russ Total Lawn Maintenance, LLC for Plant Proposal for Fence Line Security**

Ms. Carter stated that the current landscape company would not maintain the new plants because they did not install them, but she would verify with Allison, the property manager. A lengthy

discussion ensued. Ms. Carter stated she had spoken with Allison and the company will maintain the new plants but would not be responsible for them if they died.

Ms. Spence inquired about irrigation and would like to follow up with Mr. Russ. Ms. Bethel contacted Mr. Russ, and he stated that he would have to take a look at the area but he would make necessary irrigation modifications, if needed.

Ms. Bethel will set up a meeting with Mr. Russ and Ms. Spence. Once the irrigation has been determined, if a modification is needed, the Board will proceed with moving forward on this action.

A **motion** was made by Ms. Dennis, seconded by Ms. Spence and passed unanimously approving the Russ Total Lawn Maintenance, LLC plant installation not to exceed \$6,200.

## **2. Update on Discussion Regarding FPL Extra Lighting for Security**

Ms. Bethel advised that she had spoken with the FPL representative and he confirmed that there was no additional cost for the lights to be installed. The amount listed on the document is an estimate of monthly usage cost. A land survey is required, which is in the meeting book for Board review and consideration. The representative referred the vendor. Once this has been completed an easement can be prepared.

A **motion** was made by Ms. Dennis, seconded by Ms. Spence and passed unanimously approving payment to TMS Land Surveying, Inc in the amount of \$1,500.

## **3. Update on Discussion Regarding Security Cameras**

Ms. Carter stated that the security cameras would not work because of the complications of wiring and installation.

### **H. NEW BUSINESS**

#### **1. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2023/2024 Amended Budget**

Resolution No. 2024-05 was presented, entitled:

#### **RESOLUTION NO. 2024-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

Ms. Bethel Went over the budget with the Board. Mr. Hasan inquired about the bonds to which Ms. Bethel explained the bond rates, maturity date and balance.

A **motion** was then made by Mr. Hasan, seconded by Ms. Dennis and passed adopting Resolution No. 2024-05 – Adopting a Fiscal Year 2023/2024 Amended Budget, as presented.

**I. ADMINISTRATIVE MATTERS**

**1. Financial Report**

Ms. Bethel asked that the Board review the financial report and let her know if there were any questions.

Ms. Bethel asked, if there were no action items for the agenda, could the November and December meetings be cancelled? The Board agreed.

**J. BOARD MEMBER COMMENTS**

Ms. Spence advised of an even on October 19, 2024, at the Boynton Beach Civic Center called, “Don’t Sell Grandma’s House.”

**K. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 11:17 a.m. on a **motion** made by Ms. Carter, seconded by Ms. Dennis and passed unanimously.

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Secretary

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Chairperson

EDWARD DICKER  
ATTORNEY at LAW  
88556 Golden Mountain Circle  
Boynton Beach, Florida 33473

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[ed@dickerlaw.org](mailto:ed@dickerlaw.org)

Email:

Sylvia Bethel  
Special District Services, Inc.  
The Oak Center  
2501A Burns Rd.  
Palm Beach Gardens, FL 33410

Re: Sonoma Bay Homeowners Association, Inc.

December 6, 2024

Dear Ms. Bethel:

Please be advised that this law firm represents Sonoma Bay Homeowners Association, Inc. The Board of Directors of Sonoma Bay Homeowners Association objects to the CDD decisions regarding New Lighting and Landscaping.

1. Installation of New Lighting around the lake
  - a. The HOA had no input in the decision-making process.
  - b. All funds for security were removed from the budget several years ago. Excess funds of over \$500 per unit were mailed to the 402 Homeowners.
  - c. As per the Proposed Budget dated October 1, 2024 there was an excess of approximately \$54,000 dollars. Jordia Spence as supervisor of the CDD asked about the excess funds. Sylvia Bethel responded that the amount of money was not excess but to be used to pay monthly expenses if needed. At no time does the CDD Board Minutes explain other options for the excess funds. The 2024/25 Budget should have had all expenses stated in the final budgets.
  - d. The CDD Meeting held to finalize the 2024/25 Budget had many Homeowners in attendance only because the CDD had to send a letter to all Homeowners stating that there was an increase of \$200,000. The Homeowners that attended this meeting made it clear that this money would not be included in the Budget. At that time Ms. Bethel should have disclosed the fact that there were other options for the EXCESS FUNDS.
  - e. In the past 15 years Sonoma Bay has not had any security issues around the lake. The cost for implementing this project did not

disclose the actual cost for the installation and monthly electrical bill. The HOA had no written explanation from the CDD regarding this project. Silvia Bethel emailed the property manager several times before getting the actual cost to Homeowners. The total cost given was \$13,000 which of course is not true. Ms. Bethel's constant remark is "It is not going to cost the Homeowners any money". The only option to pay for this project is the excess funds which belonged to the Homeowners.

- f. **Sonoma Bay HOA Board meeting:** After a discussion regarding the CDD projects and the actual cost, Jordia Spence spoke on speaker to the attendees that "There was no cost to the homeowners" She explained her reasoning for completing this project. I believe Ms. Spence may have violated her responsibility as a CDD Board Supervisor. Her remarks are written in the HOA Board Minutes for the record.

2. Landscaping

- a. Under no circumstances should the CDD attempt to Landscape the Common Areas of Sonoma Bay HOA. This certainly oversteps the agreement regarding security.
- b. Sonoma Bay HOA has a contract with a landscaping company who manages the trimming and maintenance of all plants. New plants provided by the contracted landscaper are warrantied and replaced if necessary. To assume that the contracted landscaper would maintain and be responsible for an outside vender without payment is absurd.
3. As a result, the Sonoma Bay Homeowners Association, Inc. is requesting that the CDD rescind the agreement between the HOA and the CDD regarding security, lighting, lake et al. Please put this on the agenda for the January 13, 2025 Board meeting.
4. The HOA would like the CDD to schedule a meeting with the HOA at a time convenient to homeowners. The Board suggests a weekday evening at 6:30 P.M.

Thank you for your time and consideration in this matter.

Very truly yours,



Edward Dicker, Atty at Law



Sonoma Bay  
Community Development District

**Financial Report For  
December 2024**

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
DECEMBER 2024**

	<b>Annual Budget 10/1/24 - 9/30/25</b>	<b>Actual Dec-24</b>	<b>Year To Date Actual 10/1/24 - 12/31/24</b>
<b>REVENUES</b>			
O&M Assessments	132,649	98,390	109,289
Debt Assessments	173,041	130,377	144,844
Other Revenues	0	0	0
Interest Income	600	0	0
<b>Total Revenues</b>	<b>\$ 306,290</b>	<b>\$ 228,767</b>	<b>\$ 254,133</b>
<b>EXPENDITURES</b>			
Supervisor Fees	11,000	0	800
Payroll Taxes - Employer	880	0	53
Engineering/Inspections	1,500	0	0
Lighting	13,000	931	2,794
Contingency	27,300	0	0
Management	31,260	2,605	7,815
Legal	13,000	0	1,710
Assessment Roll	7,500	0	0
Audit Fees	3,500	0	0
Insurance	7,100	0	6,858
Legal Advertisements	1,900	0	0
Miscellaneous	1,000	0	1,571
Postage	475	0	0
Office Supplies	850	0	47
Dues & Subscriptions	175	0	175
Trustee Fee	2,500	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	167	500
<b>Total Expenditures</b>	<b>\$ 125,290</b>	<b>\$ 3,703</b>	<b>\$ 22,323</b>
<b>Revenues Less Expenditures</b>	<b>\$ 181,000</b>	<b>\$ 225,064</b>	<b>\$ 231,810</b>
Bond Payments	(162,659)	(123,937)	(137,664)
<b>BALANCE</b>	<b>\$ 18,341</b>	<b>\$ 101,127</b>	<b>\$ 94,146</b>
County Appraiser & Tax Collector Fee	(6,113)	(2,197)	(3,210)
Discounts For Early Payments	(12,228)	(9,101)	(10,154)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 89,829</b>	<b>\$ 80,782</b>
Carryover from Prior Year	\$ -	\$ -	\$ -
<b>NET/EXCESS (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 89,829</b>	<b>\$ 80,782</b>

<b>Bank Balance As Of 12/31/24</b>	<b>\$ 415,580.46</b>
<b>Accounts Payable As Of 12/31/24</b>	<b>\$ 141,867.78</b>
<b>Accounts Receivable As Of 12/31/24</b>	<b>\$ -</b>
<b>Available Funds As Of 12/31/24</b>	<b>\$ 273,712.68</b>

**Sonoma Bay Community Development District**  
**Expenditures**  
**October through December 2024**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>Expenditures</b>					
<b>511.122 · Payroll Taxes</b>					
	10/07/2024	PR 10.07.24	Payroll	mtg 10.07.24 ck 10.09.24 (Dennis, Carter, Spence, Hasan)	53.00
Total 511.122 · Payroll Taxes					<u>53.00</u>
<b>511.131 · Supervisor Fee</b>					
	10/07/2024	PR 10.07.24	Payroll	mtg 10.07.24 ck 10.09.24 (Dennis, Carter, Spence, Hasan)	800.00
Total 511.131 · Supervisor Fee					<u>800.00</u>
<b>511.304 · Lighting</b>					
	10/18/2024	31246-25371	FPL	For: Sep 18, 2024 to Oct 18, 2024 (30 days)	931.18
	11/18/2024	31246-25371	FPL	For: Oct 18, 2024 to Nov 18, 2024 (31 days)	931.18
	12/18/2024	31246-25371	FPL	For: Nov 18, 2024 to Dec 18, 2024 (30 days)	931.18
Total 511.304 · Lighting					<u>2,793.54</u>
<b>511.311 · Management Fees</b>					
	10/31/2024	2024-1434	Special District Services, Inc.	Management Fee Oct 2024	2,605.00
	11/30/2024	2024-1570	Special District Services, Inc.	Management Fee Nov 2024	2,605.00
	12/31/2024	2024-1800	Special District Services, Inc.	Management Fee Dec 2024	2,605.00
Total 511.311 · Management Fees					<u>7,815.00</u>
<b>511.315 · Legal Fees</b>					
	10/31/2024	190269	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Oct 2024	1,210.00
	11/30/2024	190793	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Nov 2024	500.00
Total 511.315 · Legal Fees					<u>1,710.00</u>
<b>511.450 · Insurance</b>					
	10/01/2024	24779	Egis Insurance & Risk Advisors	Policy #100124062 10/01/2024-10/01/2025Florida Insurance Alliance	6,858.00
Total 511.450 · Insurance					<u>6,858.00</u>
<b>511.512 · Miscellaneous</b>					
	10/07/2024	PR 10.07.24	Payroll	mtg 10.07.24 ck 10.09.24 (Dennis, Carter, Spence, Hasan)	61.20
	10/12/2024	24-147	Timothy M. Smith Land Surveying, Inc	Legal description & sketch for proposed FPL easements. (Contract \$1500)	1,500.00
	10/31/2024	2024-1434	Special District Services, Inc.	Travel Sept 2024	4.82
	11/30/2024	2024-1570	Special District Services, Inc.	Travel Oct 2024	4.82
Total 511.512 · Miscellaneous					<u>1,570.84</u>
<b>511.514 · Office Supplies</b>					
	10/31/2024	2024-1434	Special District Services, Inc.	Copier Sept 2024	3.90
	11/30/2024	2024-1570	Special District Services, Inc.	Copier Oct 2024	19.20
	11/30/2024	2024-1570	Special District Services, Inc.	Meeting Books Oct 2024	24.00
	12/31/2024	2024-1800	Special District Services, Inc.	Copier Nov 2024	0.45
Total 511.514 · Office Supplies					<u>47.55</u>

**Sonoma Bay Community Development District**  
**Expenditures**  
**October through December 2024**

<b>Date</b>	<b>Invoice #</b>	<b>Vendor</b>	<b>Memo</b>	<b>Amount</b>
<b>511.540 · Dues, License &amp; Subscriptions</b>				
10/01/2024	90844	Florida Commerce	Fiscal Year 2024 2025 Special District State Fee	175.00
Total 511.540 · Dues, License & Subscriptions				175.00
<b>511.750 · Website Management</b>				
10/31/2024	2024-1434	Special District Services, Inc.	Website Oct 2024	166.66
11/30/2024	2024-1570	Special District Services, Inc.	Website Nov 2024	166.66
12/31/2024	2024-1800	Special District Services, Inc.	Website December 2024	166.66
Total 511.750 · Website Management				499.98
<b>Total Expenditures</b>				<b>22,322.91</b>