



**SONOMA BAY  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
MAY 12, 2025  
9:00 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 & PUBLIC HEARING**  
May 12, 2025  
9:00 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. February 10, 2025 Regular Board Meeting.....Page 2
- G. Public Hearing
  - 1. Proof of Publication.....Page 5
  - 2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
  - 3. Consider Resolution No. 2025-02 – Adopting a Fiscal Year 2025/2026 Final Budget.....Page 6
- H. Old Business
  - 1. Review Revised Agreement between CDD and HOA
- I. New Business
  - 1. Consider Resolution No. 2025-03 – Adopting a Fiscal Year 2025/2026 Meeting Schedule.....Page 13
  - 2. Consider Resolution No. 2025-04 – Registered Agent Change.....Page 15
- J. Administrative Matters
  - 1. Financial Report.....Page 17
- K. Board Member Comments
- L. 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

## **AFFIDAVIT OF PUBLICATION**

Sonoma Bay 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:

01/31/2025

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 01/31/2025

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$224.48

Tax Amount: \$0.00

Payment Cost: \$224.48

Order No: 10976862

Customer No: 730511

PO #:

# of Copies:

1

**THIS IS NOT AN INVOICE!**

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

### SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT REVISED 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 9:00 a.m. on the following dates:

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  
1/31/25 #10976862

RYAN SPELLER  
Notary Public  
State of Wisconsin

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
FEBRUARY 10, 2025**

**A. CALL TO ORDER**

The February 10, 2024, Regular Board Meeting of the Sonoma Bay Community Development District (the “District”) was called to order at 9:06 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 January 31, 2025, as part of the District’s REVISED 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.

Also present were Jeanne Kulick, HOA Secretary, and Allison Stauffer, HOA Administrator.

**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. January 13, 2025, Regular Board Meeting**

The minutes of the January 13, 2025, Regular Board Meeting were presented for Board consideration.

A **motion** was made by Mr. Hasan, seconded by Ms. Dennis and passed unanimously approving the minutes of the January 13, 2025, Regular Board Meeting, as presented.

**G. OLD BUSINESS**

**1. Discussion Regarding Letter from Sonoma Bay HOA**

- **Review Revised Agreement between District and HOA**

Mr. George indicated that he needed further clarification on the direction the Board would like to take. The agreement that currently stands, the District only maintains stormwater, lakes, and fountains. The HOA maintains the lakes and fountains, therefore, there is nothing to revise in the agreement because the District does not maintain anything. Mr. George summarized the agreement and the 4 amendments. A lengthy discussion ensued. Ms. Kulick asked how the District could move forward with the lighting project and plant installation. Mr. George reminded the Board that all projects were subject to HOA approval. Ms. Spence asked Ms. Kulick if the HOA would let the District move forward with the plant installation project for better security around the outer perimeter of the community at no cost to the homeowners because it has already been budgeted and Ms. Kulick stated that the HOA discussed it and rejected the offer to move forward with the project. Ms. Kulick recommended that the District turn over lighting to the HOA and look at the special security powers the District had. Mr. George asked the Board if they would like to proceed with this item.

A **motion** was made by Mr. Hasan, seconded by **Ms. Carter** and passed unanimously directing Mr. George to NOT investigate turning the FPL lighting over to the HOA and special security powers of the District.

## **H. NEW BUSINESS**

### **1. Consider Resolution No. 2025-01 – Adopting a Fiscal Year 2025/2026 Proposed Budget**

Resolution No. 2025-01 was presented, entitled:

#### **RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025/2026; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Ms. Spence, seconded by Ms. Dennis and passed unanimously adopting Resolution No. 2025-01, Adopting a Fiscal Year 2025/2026 Proposed Budget (Scenario 1), as presented, setting the Public Hearing for May 12, 2025.

## **I. ADMINISTRATIVE MATTERS**

### **1. Financial Report**

Ms. Bethel reminded the Board that the Form 1 would be sent and that the date for the ethics training would need to be included on the form.

## **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 10:07 a.m. on a **motion** made by Ms. Dennis, seconded by Ms. Spence and passed unanimously.

---

Secretary

---

Chairperson

Publication Date  
2025-04-22

Subcategory  
Miscellaneous Notices

Notice of Public Hearing and  
Regular Board Meeting

of the Sonoma Bay Community Development District

The Board of Supervisors of the Sonoma Bay Community Development District (the District) will hold a Public Hearing and Regular Board Meeting on May 12, 2025, at 9:00 a.m., or as soon thereafter as can be heard, at the Sonoma Bay Clubhouse located at 3600 Sonoma Drive, Riviera Beach, Florida 33404.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2025/2026 Proposed Final Budget of the Sonoma Bay Community Development 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 from the Districts website or 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.

Sonoma Bay Community Development District

[www.sonomabaycdd.org](http://www.sonomabaycdd.org)

4/22, 4/29/25 #11236509

**RESOLUTION NO. 2025-02**

**A RESOLUTION OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2025/2026 BUDGET.**

**WHEREAS**, the Sonoma Bay Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 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 SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The Final Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 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 12<sup>th</sup> day of May, 2025.

**ATTEST:**

**SONOMA BAY  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



# Sonoma Bay Community Development District

**Final Budget For  
Fiscal Year 2025/2026  
October 1, 2025 - September 30, 2026**

# **CONTENTS**

- I        FINAL BUDGET**
- II       DETAILED FINAL BUDGET**
- III      DETAILED FINAL DEBT SERVICE FUND BUDGET**
- IV      ASSESSMENT COMPARISON**

**FINAL BUDGET**  
**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	<b>FISCAL YEAR 2025/2026 BUDGET</b>
<b>REVENUES</b>	
O&M Assessments	132,298
Debt Assessments	173,041
Other Revenues	0
Interest Income	900
<b>TOTAL REVENUES</b>	<b>\$ 306,239</b>
<b>EXPENDITURES</b>	
Supervisor Fees	10,000
Payroll Taxes - Employer	800
Engineering/Inspections	1,500
Lighting	13,000
Contingency	27,300
Management	32,160
Legal	13,000
Assessment Roll	7,500
Audit Fees	3,600
Insurance	7,400
Legal Advertisements	1,800
Miscellaneous	900
Postage	475
Office Supplies	800
Dues & Subscriptions	175
Trustee Fee	2,500
Continuing Disclosure Fee	350
Website Management	2,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 125,260</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 180,979</b>
Bond Payments	(162,659)
<b>BALANCE</b>	<b>\$ 18,320</b>
County Appraiser & Tax Collector Fee	(6,107)
Discounts For Early Payments	(12,213)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover Funds From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED FINAL BUDGET**  
**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
<b>REVENUES</b>				
O&M Assessments	133,276	132,649	132,298	Expenditures Less Interest/.94
Debt Assessments	173,325	173,041	173,041	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	10,511	600	900	Interest Projected At \$75 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 317,112</b>	<b>\$ 306,290</b>	<b>\$ 306,239</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	4,000	11,000	10,000	Supervisor Fees
Payroll Taxes - Employer	265	880	800	Projected At 8% Of Supervisor Fees
Engineering/Inspections	0	1,500	1,500	No Change From 2024/2025 Budget
Lighting	11,350	13,000	13,000	No Change From 2024/2025 Budget
Contingency	0	27,300	27,300	Contingency
Management	30,360	31,260	32,160	CPI Adjustment
Legal	9,630	13,000	13,000	No Change From 2024/2025 Budget
Assessment Roll	7,500	7,500	7,500	As Per Contract
Audit Fees	3,400	3,500	3,600	Accepted Amount For 2024/2025 Audit
Insurance	6,594	7,100	7,400	FY 24/25 Expenditures Was \$6,858
Legal Advertisements	871	1,900	1,800	\$100 Decrease From 2024/2025 Budget
Miscellaneous	323	1,000	900	\$100 Decrease From 2024/2025 Budget
Postage	71	475	475	No Change From 2024/2025 Budget
Office Supplies	451	850	800	\$50 Decrease From 2024/2025 Budget
Dues & Subscriptions	175	175	175	No Change From 2024/2025 Budget
Trustee Fee	2,500	2,500	2,500	No Change From 2024/2025 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2024/2025 Budget
Website Management	2,000	2,000	2,000	No Change From 2024/2025 Budget
<b>TOTAL EXPENDITURES</b>	<b>\$ 79,840</b>	<b>\$ 125,290</b>	<b>\$ 125,260</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 237,272</b>	<b>\$ 181,000</b>	<b>\$ 180,979</b>	
Bond Payments	(165,723)	(162,659)	(162,659)	2026 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 71,549</b>	<b>\$ 18,341</b>	<b>\$ 18,320</b>	
County Appraiser & Tax Collector Fee	(1,982)	(6,113)	(6,107)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(10,564)	(12,228)	(12,213)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 59,003</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover Funds From Prior Year	0	0	0	Carryover Funds From Prior Year
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 59,003</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE FUND BUDGET**  
**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2025/2026**  
**OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	FISCAL YEAR 2025/2026	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	7,710	400	1,000	Projected Interest For 2025/2026
NAV Tax Collection	165,723	162,659	162,659	Yearly Maximum Debt Assessment
<b>Total Revenues</b>	<b>\$ 173,433</b>	<b>\$ 163,059</b>	<b>\$ 163,659</b>	
<b>EXPENDITURES</b>				
Principal Payments	115,000	110,000	95,000	Principal Payment Due In 2026
Interest Payments	45,807	45,903	63,901	Interest Payment Due In 2026
Bond Redemption	0	7,156	4,758	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 160,807</b>	<b>\$ 163,059</b>	<b>\$ 163,659</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 12,626</b>	<b>\$ -</b>	<b>\$ -</b>	

**Series 2015 Bond Refunding Information**

---

Original Par Amount = \$2,240,000      Annual Principal Payments Due = May 1st

Interest Rate = 3.17% - 5.45%      Annual Interest Payments Due = May 1st & November 1st

Issue Date = August 2015

Maturity Date = May 2035

Par Amount As Of 1/1/25 = \$1,330,000

# SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT ASSESSMENT COMPARISON

	Fiscal Year 2022/2023 Assessment*	Fiscal Year 2023/2024 Assessment*	Fiscal Year 2024/2025 Assessment*	Fiscal Year 2025/2026 Projected Assessment*
O & M For Two Bedroom Units	\$ 439.80	\$ 439.42	\$ 439.24	\$ 438.08
<u>Debt For Two Bedroom Units</u>	<u>\$ 391.23</u>	<u>\$ 391.23</u>	<u>\$ 391.23</u>	<u>\$ 391.23</u>
<b>Total For Two Bedroom Units</b>	<b>\$ 831.03</b>	<b>\$ 830.65</b>	<b>\$ 830.47</b>	<b>\$ 829.31</b>
O & M For Three Bedroom Units	\$ 439.80	\$ 439.42	\$ 439.24	\$ 438.08
<u>Debt For Three Bedroom Units</u>	<u>\$ 535.94</u>	<u>\$ 535.94</u>	<u>\$ 535.94</u>	<u>\$ 535.94</u>
<b>Total For Three Bedroom Units</b>	<b>\$ 975.74</b>	<b>\$ 975.36</b>	<b>\$ 975.18</b>	<b>\$ 974.02</b>
O & M For Three Bedroom Units With Garage	\$ 439.80	\$ 439.42	\$ 439.24	\$ 438.08
<u>Debt For Three Bedroom Units With Garage</u>	<u>\$ 782.46</u>	<u>\$ 782.46</u>	<u>\$ 782.46</u>	<u>\$ 782.46</u>
<b>Total For Three Bedroom Units With Garage</b>	<b>\$ 1,222.26</b>	<b>\$ 1,221.88</b>	<b>\$ 1,221.70</b>	<b>\$ 1,220.54</b>

\* Assessments Include the Following :

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

Community Information:

Two Bedroom Units	76
Three Bedroom Units	136
<u>Three Bedroom Units With Garage</u>	<u>90</u>
Total Units	302

**RESOLUTION NO. 2025-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for the Sonoma Bay Community Development District ("District") to establish a regular meeting schedule for fiscal year 2025/2026; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2025/2026 which is attached hereto and made a part hereof as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SONOMA BAY 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 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 12<sup>th</sup> day of May, 2025.

**ATTEST:**

**SONOMA BAY  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2025/2026 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 9:00 a.m. on the following dates:

**October 06, 2025**  
**November 3, 2025**  
**December 8, 2025**  
**January 12, 2026**  
**February 09, 2026**  
**March 2, 2026**  
**April 13, 2026**  
**May 11, 2026**  
**June 8, 2026**  
**July 13, 2026**  
**August 10, 2026**  
**September 14, 2026**

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](http://www.sonomabaycdd.org)**

**PUBLISH: THE PALM BEACH POST 00/00/2025**



## **RESOLUTION 2025-04**

### **A RESOLUTION OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING MICHAEL J. PAWELCZYK AS THE DISTRICT'S REGISTERED AGENT AND DESIGNATING THE OFFICE OF BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A. AS THE REGISTERED OFFICE**

**WHEREAS**, Section 189.014, Florida Statutes requires that the Sonoma Bay Community Development District (the "District") designate a registered office and a registered agent, and further authorizes the District to change its registered office and registered agent, at the discretion of the District Board of Supervisors (the "Board"); and

**WHEREAS**, the designation of both a registered office and a registered agent is for the purpose of accepting service of process, notice, or demand that is required or permitted by law to be served upon the District; and

**WHEREAS**, the Board has been informed by the office of District Counsel that there is a need to designate a new registered agent for the District; and

**WHEREAS**, the Board seeks designate Michael J. Pawelczyk as the registered agent for the District, and update the business address of the registered office of the District, as necessary.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The foregoing recitals are hereby incorporated as findings of fact of the Board.

**Section 2.** Michael J. Pawelczyk is hereby designated as the registered agent for the District, thereby replacing any previously designated registered agent.

**Section 3.** The registered office of the District is hereby designated as the office at Billing, Cochran, Lyles, Mauro & Ramsey, P.A., 515 East Las Olas Boulevard, Suite 600, Fort Lauderdale, Florida 33301. The registered office is identical to the business address of the registered agent designated in Section 2 of this Resolution.

**Section 4.** Pursuant to the requirements of Section 189.014(2), Florida Statutes, the District's Secretary shall transmit copies of this Resolution to the local governing authority or authorities and to the Florida Department of Economic Opportunity.

**Section 5.** All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

**Section 6.** If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

**Section 7.** This Resolution shall be effective immediately upon adoption.

**PASSED AND ADOPTED THIS 12<sup>th</sup> DAY OF May, 2025.**

**SONOMA BAY  
COMMUNITY DEVELOPMENT DISTRICT**

**ATTEST:**

\_\_\_\_\_  
Print name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print name: \_\_\_\_\_  
Chair/Vice-Chair, Board of Supervisors

Sonoma Bay  
Community Development District

**Financial Report For  
April 2025**

**SONOMA BAY COMMUNITY DEVELOPMENT DISTRICT**  
**MONTHLY FINANCIAL REPORT**  
**APRIL 2025**

	<b>Annual Budget 10/1/24 - 9/30/25</b>	<b>Actual Apr-25</b>	<b>Year To Date Actual 10/1/24 - 4/30/25</b>
<b>REVENUES</b>			
O&M Assessments	132,649	7,284	126,940
Debt Assessments	173,041	8,357	165,770
Other Revenues	0	0	0
Interest Income	600	0	5,043
<b>Total Revenues</b>	<b>\$ 306,290</b>	<b>\$ 15,641</b>	<b>\$ 297,753</b>
<b>EXPENDITURES</b>			
Supervisor Fees	11,000	0	2,400
Payroll Taxes - Employer	880	0	159
Engineering/Inspections	1,500	0	0
Lighting	13,000	972	6,684
Contingency	27,300	0	0
Management	31,260	2,605	18,235
Legal	13,000	0	6,468
Assessment Roll	7,500	0	0
Audit Fees	3,500	0	0
Insurance	7,100	0	6,858
Legal Advertisements	1,900	0	224
Miscellaneous	1,000	0	1,783
Postage	475	0	3
Office Supplies	850	4	173
Dues & Subscriptions	175	0	175
Trustee Fee	2,500	0	0
Continuing Disclosure Fee	350	0	0
Website Management	2,000	166	1,167
<b>Total Expenditures</b>	<b>\$ 125,290</b>	<b>\$ 3,747</b>	<b>\$ 44,329</b>
<b>Revenues Less Expenditures</b>	<b>\$ 181,000</b>	<b>\$ 11,894</b>	<b>\$ 253,424</b>
Bond Payments	(162,659)	(8,274)	(158,099)
<b>BALANCE</b>	<b>\$ 18,341</b>	<b>\$ 3,620</b>	<b>\$ 95,325</b>
County Appraiser & Tax Collector Fee	(6,113)	(156)	(3,740)
Discounts For Early Payments	(12,228)	0	(10,676)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 3,464</b>	<b>\$ 80,909</b>
Carryover from Prior Year	\$ -	\$ -	\$ -
<b>NET/EXCESS (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 3,464</b>	<b>\$ 80,909</b>

Bank Balance As Of 4/30/25	\$ 288,036.46
Accounts Payable As Of 4/30/25	\$ 14,196.63
Accounts Receivable As Of 4/30/25	\$ -
Contingency/Reserve As Of 4/30/25	\$ 27,900.00
Available Funds As Of 4/30/25	\$ 245,939.83

**Sonoma Bay Community Development District**  
**Expenditures**  
**October 2024 through April 2025**

	Date	Num	Name	Memo	Amount
<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
	01/08/2025	PR 01.13.25	Payroll	mtg 01.13.25 ck 01.14.25 (Dennis, Carter, Spence, Hasan)	53.00
	02/12/2025	PR 02.10.25	Payroll	mtg 02.10.25 ck 02.12.25 (Dennis, Carter, Spence, Hasan)	53.12
Total 511.122 · Payroll Taxes					159.12
<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
	01/08/2025	PR 01.13.25	Payroll	mtg 01.13.25 ck 01.14.25 (Dennis, Carter, Spence, Hasan)	800.00
	02/12/2025	PR 02.10.25	Payroll	mtg 02.10.25 ck 02.12.25 (Dennis, Carter, Spence, Hasan)	800.00
Total 511.131 · Supervisor Fee					2,400.00
<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
	01/17/2025	31246-25371	FPL	For: Dec 18, 2024 to Jan 17, 2025 (30 days)	971.91
	02/19/2025	31246-25371	FPL	For: Jan 17, 2025 to Feb 19, 2025 (33 days)	974.01
	03/19/2025	31246-25371	FPL	For: Feb 19, 2025 to Mar 19, 2025 (28 days)	972.15
	04/17/2025	31246-25371	FPL	For: Mar 19, 2025 to Apr 17, 2025 (29 days)	972.15
Total 511.304 · Lighting					6,683.76
<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
	01/31/2025	2025-0043	Special District Services, Inc.	Management Jan 2025	2,605.00
	02/28/2025	2025-0156	Special District Services, Inc.	Management Feb 2025	2,605.00
	03/31/2025	2025-0284	Special District Services, Inc.	Management March 2025	2,605.00
	04/30/2025	2025-0416	Special District Services, Inc.	Management April 2025	2,605.00
Total 511.311 · Management Fees					18,235.00

**Sonoma Bay Community Development District**  
**Expenditures**  
**October 2024 through April 2025**

	Date	Num	Name	Memo	Amount
<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
	12/31/2024	191142	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Dec 2024	1,397.50
	01/31/2025	191821	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Jan 2025	1,530.00
	02/28/2025	192216	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Feb 2025	1,330.00
	03/31/2025	192692	Billing, Cochran, Lyles, Mauro & Ramsey	Legal Fees Mar 2025	500.00
					<u>6,467.50</u>
Total 511.315 · Legal Fees					
<b>511.450 · Insurance</b>					
	10/01/2024	24779	Egis Insurance & Risk Advisors	10/01/2024-10/01/2025Florida Insurance Alliance	6,858.00
					<u>6,858.00</u>
Total 511.450 · Insurance					
<b>511.480 · Legal Advertisements</b>					
	01/31/2025	0006933160	Gannett Florida LocalIQ	REVISED FY 24/25 Mtg Schedule	224.48
					<u>224.48</u>
Total 511.480 · Legal Advertisements					
<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 and sketch for proposedFPL easements	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
	01/08/2025	PR 01.13.25	Payroll	mtg 01.13.25 ck 01.14.25 (Dennis, Carter, Spence, Hasan)	61.20
	01/30/2025		Paymaster	W2 processing fee	80.00
	02/12/2025	PR 02.10.25	Payroll	mtg 02.10.25 ck 02.12.25 (Dennis, Carter, Spence, Hasan)	61.20
	02/28/2025	2025-0156	Special District Services, Inc.	Travel Jan 2025	5.04
	03/31/2025	2025-0284	Special District Services, Inc.	Travel Feb 2025	5.04
					<u>1,783.32</u>
Total 511.512 · Miscellaneous					
<b>511.513 · Postage and Delivery</b>					
	02/28/2025	2025-0156	Special District Services, Inc.	Postage Jan 2025	2.76
					<u>2.76</u>
Total 511.513 · Postage and Delivery					

Sonoma Bay Community Development District  
Expenditures  
October 2024 through April 2025

Date	Num	Name	Memo	Amount
511.514 · Office Supplies				
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
01/31/2025	2025-0043	Special District Services, Inc.	Copier Dec 2024	8.25
02/28/2025	2025-0156	Special District Services, Inc.	Copier Jan 2025	17.40
02/28/2025	2025-0156	Special District Services, Inc.	Meeting Books Jan 2025	28.00
03/31/2025	2025-0284	Special District Services, Inc.	Copier Feb 2025	44.40
03/31/2025	2025-0284	Special District Services, Inc.	Meeting Books Feb 2025	24.00
04/30/2025	2025-0416	Special District Services, Inc.	Copier March 2025	3.60
Total 511.514 · Office Supplies				173.20
511.540 · Dues, License & Subscriptions				
Total 511.540 · Dues, License & Subscriptions				175.00
511.750 · Website Management				
10/01/2024	90844	Florida Commerce	Fiscal Year 2024 2025 Special District State Fee	175.00
Total 511.750 · Website Management				175.00
511.750 · Website Management				
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
01/31/2025	2025-0043	Special District Services, Inc.	Website Jan 2025	166.66
02/28/2025	2025-0156	Special District Services, Inc.	Website Feb 2025	166.66
03/31/2025	2025-0284	Special District Services, Inc.	Website March 2025	166.66
04/30/2025	2025-0416	Special District Services, Inc.	Website April 2025	166.66
Total 511.750 · Website Management				1,166.62
Total Expenditures				44,328.76