

MINUTES
Pembroke Harbor Community
Development District

Budget and Regular Meeting
August 27,2020
6:30 p.m.

Virtual Meeting

<https://munilytics.my.webex.com/munilytics.my/j.php?MTID=mfd27557b0bf613436df0df249cc0d7a6>

or by using a telephone by dialing 1-408-418-9388 United States Toll and using the following meeting access code: 132 644 0824

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AGENDA

1. **Call To Order.** The meeting was called to order at 6:30p.m.
2. **Roll Call.** In attendance were Chair Karena Bland, Vice Chair Helen Porche, Supervisors Julio Rodriguez and Rafaela Espinosa, District Attorney Vanessa Steinerts, and District Manager Christopher Wallace.
3. **Approval of Minutes.**
 - a. **June 22, 2020 Regular Meeting.** Vice Chair Porche moved to approve the minutes and Chair Bland seconded. In a voice vote, the minutes were unanimously approved. **(Minutes approved 4-0).**
4. **Public Hearings.** The meeting was opened up for a public hearing and both items were considered together. There were no members of the public present during this virtual meeting.
 - a. **Resolution 2020-3. A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2020-2021.** Supervisor Rodriguez moved to approve the budget and Vice Chair Porche seconded. In a voice vote, the resolution was unanimously approved. **(Resolution approved 4-0).**
 - b. **Resolution 2020-4. A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING AND LEVYING AN ASSESSMENT AND ESTABLISHING AN ASSESSMENT RATE FOR BENEFITED PARCELS FOR FISCAL YEAR 2020-2021.** Chair Bland moved to approved the resolution and Supervisor Rodriguez

seconded. In a voice vote, the resolution was unanimously approved.
(Resolution approved, 4-0).

5. Staff Reports

- a. **Setting Meeting Schedule for Fiscal Year 2020-2021.** The Board agreed to keep the second Thursday of each month set as possible meeting dates.
- b. **Financial Disclosure Reminder.** Mr. Wallace reminded the Board members to file their annual report by the end of the month to avoid a fine.

6. Audience Comments. There were no audience comments.

7. Supervisor's Comments. There were no supervisor comments.

8. Other Business. There was no other business.

9. Adjournment. Chair Bland moved to adjourn the meeting. Vice Chair Porche seconded the motion, and in a unanimous voice vote, the meeting was adjourned. **(Meeting adjourned, 6:45p.m.)**

RESOLUTION NO. 2020-3

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT
ADOPTING THE BUDGET FOR FISCAL YEAR 2020-2021**

WHEREAS, Pembroke Harbor Community Development District tentatively adopted a proposed budget on June 22, 2020; and

WHEREAS, the District has sent first class notices to all property owners, provided for the required advertising and notice of the budget and proposed assessments, and placed a copy of the proposed budget on its website; and

WHEREAS, the Board of Supervisors has considered the proposed FY2020-2021 operating budget:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. The FY2020-2021 budget (Exhibit "A") is hereby adopted.

Section 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 27th DAY OF AUGUST 2020.

ATTEST:

**PEMBROKE HARBOR COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Christopher Wallace, Secretary

By: _____
Karena Bland, Chair

	FY2020 Adopted	FY2021 Adopted
Revenues:		
Assessments	231,589	231,589
Discounts Allowed	(9,264)	(9,264)
Total Revenues	222,325	222,325
Expenditures:		
Administrative		
Supervisor's Fees	6,000	6,000
Property Appraiser and Tax Collector Fees	6,600	6,600
Engineering	1,000	1,000
Legal	7,200	7,200
Audit	4,500	4,500
Trustee and Paying Agent Fees	4,000	4,000
Management Fees	20,000	20,000
Assessment Administration	-	-
Postage and Freight	100	100
Insurance	4,100	4,100
Printing and Binding	150	150
Advertising	600	600
Other Current Charges	500	500
Office Supplies	200	200
Dues, Licenses, and Subscriptions	175	175
Miscellaneous Expenses	500	500
Total Administrative	55,625	55,625
Debt Service		
Principal	35,000	35,000
Interest	111,650	109,200
One-time Loan Repayment/Contingency	20,050	22,500
Total Debt Service	166,700	166,700
Total Expenditures	222,325	222,325
Revenues Less Expenditures	0	0
Gross Assessments, 208 Units	1,113.41	1,113.41
Net Assessments, 208 Units	1,068.87	1,068.87

Resolution 2020-4

A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT ADOPTING LEVYING AN ASSESSMENT AND ESTABLISHING AN ASSESSMENT RATE FOR BENEFITED PARCELS FOR FISCAL YEAR 2020-2021

WHEREAS, Pembroke Harbor Community Development District has adopted a budget on June 22, 2020; and

WHEREAS, the adopted budget contemplates revenues derived from parcels benefiting from the improvements and services provided to those parcels; and

WHEREAS, the Board of Supervisors has previously established and confirms for fiscal year 2020-2021 that all parcels equally benefit from the improvements and services and each parcel should be assessed the same rate of assessment:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Board hereby levies an assessment of \$231,589 to fund the District's fiscal year 2020-2021 budget.

Section 2. Each parcel in the District is assessed \$1,113.41.

Section 3. The District Manager is hereby instructed to certify the final roll to the Broward County Property Appraiser and Broward County Tax Collector

Section 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 27th DAY OF AUGUST 2020.

Attest:

Chair Karena Bland

Secretary Christopher Wallace