

MINUTES
Pembroke Harbor Community
Development District

Rescheduled Budget and Regular
Meeting
September 20, 2024
6:30 p.m.

Pool Area of Pembroke Cay
807 SW 143rd Terrace
Pembroke Pines, Florida

**Pembroke Harbor Community Development District
Budget and Regular Meeting
September 20, 2024
6:30 p.m.
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807 SW 143rd Terrace, Pembroke Pines, Florida**

MINUTES

1. **Call To Order.** The meeting was called to order at 6:49 p.m.
2. **Roll Call.** In attendance were Chair Karena Bland, Vice Chair Helen Porche, Supervisors Julio Rodriguez and Juan Pinzon, District Attorney Gregory George, and District Manager Christopher Wallace. Supervisor Kenia Goris was absent.
3. **Public Hearings.**
 - a. **Resolution 2024-2. A RESOLUTION OF THE BOARD OF SUPERVISORS OF PEMBROKE HARBOR COMMUNITY DEVELOPMENTDISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2024-2025.** Helen Porche moved to adopt the resolution and the motion was seconded by Julio Rodriguez. There being no discussion and no members of the public present, the Board unanimously adopted the resolution. **(Resolution adopted 4-0)**
 - b. **Resolution 2024-3. 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 2024-2025.** Karena Bland moved to adopt the resolution and the motion was seconded by Julio Rodriguez. There being no discussion and no members of the public present, the Board unanimously adopted the resolution. **(Resolution adopted 4-0)**

The public hearing was then closed.
4. **New Business**
 - a. **November Election discussion.** Mr. Wallace stated that he was not aware of anyone having qualified for any of the seats up for election in the November election date. Discussion followed on what options the Board had. Supervisor Goris

was no longer attending the meeting but had not yet resigned her office, which expires in 2026. Mr. Wallace offered to reach out to her again and see if she was going to resign. A meeting was also scheduled for October 22, 2024, at 6:30 p.m. at the community pool in Pembroke Harbor, in order to address this issue.

5. **Staff Reports.** There were no staff reports.
6. **Audience Comments.** No one from the public was in attendance so there were no audience comments.
7. **Supervisor's Comments.** There were no Supervisor comments.
8. **Other Business.** There was no further business.
9. **Adjournment.** The meeting was adjourned at 6:59 p.m.

Resolution 2024-2

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
PEMBROKE HARBOR COMMUNITY DEVELOPMENT DISTRICT
ADOPTING THE BUDGET FOR FISCAL YEAR 2024-2025**

WHEREAS, Pembroke Harbor Community Development District tentatively adopted a proposed budget on April 18, 2024; and

WHEREAS, the Board of Supervisors has considered the proposed FY2024-2025 operating budget; and

WHEREAS, the Board of Supervisors has considered the proposed Fiscal Year 2024-2025 operating budget.

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

Section 1. The Fiscal Year 2024-2025 budget (Exhibit "A") is hereby adopted.

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

PASSED AND ADOPTED THIS 20th DAY OF SEPTEMBER 2024.

Attest:

Chair Karena Bland

Secretary Christopher Wallace

Exhibit A

| | FY2024 Adopted | FY2025 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 | 5,500 |
| Supervisor of Election Fees | - | 1,500 |
| Engineering | 1,000 | 4,500 |
| Legal | 7,200 | 7,200 |
| Audit | 4,500 | 5,300 |
| Trustee and Paying Agent Fees | 4,000 | 4,000 |
| Management Fees | 20,000 | 20,000 |
| Assessment Administration | - | - |
| Postage and Freight | 100 | 250 |
| Insurance | 4,100 | 5,800 |
| Printing and Binding | 150 | 150 |
| Advertising | 600 | 800 |
| Other Current Charges | 500 | 500 |
| Office Supplies | 200 | 100 |
| Dues, Licenses, and Subscriptions | 175 | 175 |
| Miscellaneous Expenses | 500 | 500 |
| Total Administrative | 55,625 | 62,275 |
| | | |
| Debt Service | | |
| Principal | 50,000 | 55,000 |
| Interest | 97,650 | 90,300 |
| One-time Loan Repayment/Contingency | 20,900 | 14,750 |
| Total Debt Service | 166,700 | 160,050 |
| | | |
| Total Expenditures | 222,325 | 222,325 |
| | | |
| Revenues Less Expenditures | - | - |
| | | |
| Gross Assessments, 208 Units | 1,113.41 | 1,113.41 |
| Net Assessments, 208 Units | 1,068.87 | 1,068.87 |

Resolution 2023-4

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 2024-2025

WHEREAS, Pembroke Harbor Community Development District has adopted a budget on September 20, 2024; 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 2024-2025 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 \$216,224 to fund the District's Fiscal Year 2024-2025 budget.

Section 2. Each parcel in the District is assessed \$1,039.54.

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 20TH DAY OF SEPTEMBER 2024.

Attest:

Chair Karena Bland

Secretary Christopher Wallace