



**CITYPLACE
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MAY 12, 2017
8:30 A.M.**

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

www.cityplacecdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
Chamber of Commerce of the Palm Beaches
401 North Flagler Drive
West Palm Beach, Florida 33401
REGULAR BOARD MEETING
May 12, 2017
8:30 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Consider Appointment to Board Vacancy
- F. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- G. Comments from the Public for Items Not on the Agenda
- H. Approval of Minutes
 - 1. November 10, 2016 Regular Board Meeting Minutes.....Page 2
- I. Old Business
- J. New Business
 - 1. Consider Resolution No. 2017-01 – Adopting a Fiscal Year 2017/2018 Proposed Budget.....Page 4
 - 2. Consider Resolution No. 2017-02 – Electronic Approval Process and Authorized Signatories.....Page 10
- K. Administrative Matters
- L. Board Members Comments
- M. Adjourn

The Palm Beach Post

Palm Beach Daily News



CITYPLACE COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the City Place Community Development District will hold Regular Meetings in the Conference Room of The Chamber of Commerce of the Palm Beaches, 401 North Flagler Drive, West Palm Beach, Florida 33401 at 8:30 a.m. on the following dates:

November 10, 2016
February 10, 2017
May 12, 2017
August 11, 2017

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 Agenda 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.

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.

CITYPLACE COMMUNITY
DEVELOPMENT DISTRICT
www.cityplacecdd.org

PUB: The Palm Beach Post
10-28/2016 #666222

Signed _____



JUSTIN PETERSON, Notary Public
In and for the State of Ohio
My Commission Expires July 31, 2019

Sworn to and subscribed before 10/31/2016
Who is personally known to me.

CITYPLACE CDD PROOF OF PUBLICATION STATE OF FLORIDA COUNTY OF PALM BEACH Before the undersigned authority personally appeared Tiffani Everett, who on oath says that she is Call Center Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a Notice was published in said newspaper on First date of Publication 10/28/2016 and last date of Publication 10/28/2016 Affiant further says that the said The Post is a newspaper published at 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 she/he 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 the said newspaper. Also published in Martin and St. Lucie Counties.
MEETING NOTICE Ad ID: 1302367 Ad Cost: 244.24

CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 10, 2016

A. CALL TO ORDER

District Manager Richard Ellington called the November 10 2016, Regular Board Meeting of the CityPlace Community Development District to order at 8:40 a.m. at the Chamber of Commerce of the Palm Beaches located at 401 North Flagler Drive, West Palm Beach, Florida 33401.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 14, 2016, and October 21, 2016, as legally required.

At this point, Lynn Harris, Dennis Grady and Ken Tuma were sworn in by Sharon L. McIntosh.

C. ESTABLISH A QUORUM

It was determined that the attendance of Lynn Harris, Ryan Hallihan, Ken Tuma and Dennis Grady constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance were: District Manager Richard Ellington of Special District Services, Inc.; and District Counsel Bill Capko of Lewis Longman & Walker, P.A.

All officers were re-elected as they currently serve.

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 26, 2016, Public Hearing & Regular Board Meeting

Mr. Ellington presented the minutes of the August 26, 2016, Public Hearing & Regular Board Meeting and without comment, Mr. Grady **moved** and Mr. Hallihan seconded that the minutes of the August 26, 2016, Public Hearing & Regular Board Meeting be approved, as presented. That **motion** carried 4 to 0.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 10, 2016

H. NEW BUSINESS

1. Consider Resolution No. 2016-05 – Adopting a Fiscal Year 2015/2016 Amended Budget

Mr. Ellington introduced Resolution No. 2016-03, entitled:

RESOLUTION NO. 2016-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CITYPLACE COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2015/2016 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

Mr. Ellington went over several of the numbers and indicated there was a savings between the amount budgeted and the amount spent under the CDD controlled expenditures. He also answered Mr. Tuma’s question on a couple of the items that caused the flow-through budget expenditures to be slightly higher than the actual budget. Following that explanation, Mr. Tuma **moved** approval of Resolution No. 2016-05, seconded by Mr. Hallihan and the **motion** carried 4 to 0.

I. ADMINISTRATIVE MATTERS

There were no Administrative Matters to come before the Board.

J. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 8:50 a.m. on a **motion** from Ms. Harris, seconded by Mr. Hallihan and the **motion** carried 4 to 0.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CITYPLACE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2017/2018; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the CityPlace Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2017/2018 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CITYPLACE COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2017 at 8:30 a.m. in the Chamber of Commerce of the Palm Beaches, 401 North Flagler Drive, West Palm Beach, Florida 33401, for the purpose of receiving public comments on the Proposed Fiscal Year 2017/2018 Budget.

PASSED, ADOPTED and EFFECTIVE this 12th day of May, 2017.

ATTEST:

**CITYPLACE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

CityPlace
Community Development District

**Proposed Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

CONTENTS

- I PROPOSED BUDGET**
- II DETAILED PROPOSED BUDGET**
- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET**

PROPOSED BUDGET
CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET
REVENUES	
Assessments - Administrative	124,312
Assessments - Maintenance	2,637,570
Parking Revenue	5,045,160
Sponsor & Promotion Revenue	108,300
Rental Income	45,000
Tenant CAM Reimbursement	712,900
Interest Income	180
TOTAL REVENUES	\$ 8,673,422
EXPENDITURES	
ADMINISTRATIVE EXPENDITURES	
Supervisor Fees	4,000
Payroll Taxes (Employer)	320
Engineering	2,000
Management Fee	37,980
Legal	7,500
Audit Fees	8,600
Arbitrage Rebate Fee	950
Insurance	48,667
Legal Advertising	1,400
Bank Service Charges	350
Miscellaneous	1,200
Postage	250
Office Supplies	500
Dues & Subscriptions	175
Trustee Fees	8,100
Continuing Disclosure Fee	1,000
Website Management	1,500
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 124,492
MAINTENANCE EXPENDITURES	
Palladium CDD Property	
Parking Expenses	2,300,000
Administrative	450,000
Payroll	713,500
Professional Fees	75,000
Sweeping and Cleaning	465,000
Utilities	795,000
Insurance	65,000
Landscaping And Irrigation	247,900
Contracted Services	170,000
Repairs & Maintenance	175,000
Security	2,100,000
Marketing	440,000
Management Fee	200,000
Plaza CDD Property	
Plaza Entertainment	325,000
Signage	27,530
TOTAL MAINTENANCE EXPENDITURES	\$ 8,548,930
TOTAL EXPENDITURES	\$ 8,673,422
EXCESS/ (SHORTFALL)	\$ -

DETAILED PROPOSED BUDGET
CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
Assessments - Administrative	120,297	123,475	124,312	Administrative Expenditures Less Interest
Assessments - Maintenance	2,104,418	2,462,570	2,637,570	\$175,000 Increase From 2016/2017 Budget
Parking Revenue	4,668,334	5,045,160	5,045,160	No Change From 2016/2017 Budget
Sponsor & Promotion Revenue	74,524	108,300	108,300	No Change From 2016/2017 Budget
Rental Income	41,827	45,000	45,000	No Change From 2016/2017 Budget
Tenant CAM Reimbursement	589,138	812,900	712,900	\$100,000 Decrease From 2016/2017 Budget
Interest Income	201	120	180	Projected At \$15 Per Month
TOTAL REVENUES	\$ 7,598,739	\$ 8,597,525	\$ 8,673,422	
EXPENDITURES				
ADMINISTRATIVE EXPENDITURES				
Supervisor Fees	2,200	4,000	4,000	Projected At Four Meetings Per Year
Payroll Taxes (Employer)	168	320	320	Projected At 8% Of Supervisor Fees
Engineering	0	2,000	2,000	No Change From 2016/2017 Budget
Management Fee	36,948	37,200	37,980	CPI Adjustment
Legal	4,511	8,000	7,500	\$500 Decrease From 2016/2017 Budget
Audit Fees	8,200	8,400	8,600	\$200 Decrease From 2016/2017 Budget
Arbitrage Rebate Fee	950	950	950	No Change From 2016/2017 Budget
Insurance	43,376	48,000	48,667	Insurance Company Estimate
Legal Advertising	1,163	1,400	1,400	No Change From 2016/2017 Budget
Bank Service Charges	328	350	350	No Change From 2016/2017 Budget
Miscellaneous	565	1,200	1,200	No Change From 2016/2017 Budget
Postage	108	250	250	No Change From 2016/2017 Budget
Office Supplies	240	550	500	\$50 Decrease From 2016/2017 Budget
Dues & Subscriptions	175	175	175	No Change From 2016/2017 Budget
Trustee Fees	7,005	8,300	8,100	\$200 Decrease From 2016/2017 Budget
Continuing Disclosure Fee	1,000	1,000	1,000	No Change From 2016/2017 Budget
Website Management	1,500	1,500	1,500	No Change From 2016/2017 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 108,437	\$ 123,595	\$ 124,492	
MAINTENANCE EXPENDITURES				
Palladium CDD Property				
Parking Expenses	2,128,626	2,300,000	2,300,000	No Change From 2016/2017 Budget
Administrative	417,519	450,000	450,000	No Change From 2016/2017 Budget
Payroll	513,760	713,500	713,500	No Change From 2016/2017 Budget
Professional Fees	44,149	75,000	75,000	No Change From 2016/2017 Budget
Sweeping and Cleaning	461,739	385,000	465,000	\$80,000 Increase From 2016/2017 Budget
Utilities	707,520	825,000	795,000	\$30,000 Decrease From 2016/2017 Budget
Insurance	44,783	65,000	65,000	No Change From 2016/2017 Budget
Landscaping And Irrigation	228,183	247,900	247,900	No Change From 2016/2017 Budget
Contracted Services	173,921	170,000	170,000	No Change From 2016/2017 Budget
Repairs & Maintenance	171,182	175,000	175,000	No Change From 2016/2017 Budget
Security	1,661,049	2,100,000	2,100,000	No Change From 2016/2017 Budget
Marketing	404,122	440,000	440,000	No Change From 2016/2017 Budget
Management Fee	200,000	200,000	200,000	No Change From 2016/2017 Budget
Plaza CDD Property				
Plaza Entertainment	307,486	300,000	325,000	\$25,000 Increase From 2016/2017 Budget
Signage	14,202	27,530	27,530	No Change From 2016/2017 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ 7,478,241	\$ 8,473,930	\$ 8,548,930	
TOTAL EXPENDITURES	\$ 7,586,678	\$ 8,597,525	\$ 8,673,422	
EXCESS/ (SHORTFALL)	\$ 12,061	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
CITYPLACE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016	FISCAL YEAR 2016/2017	FISCAL YEAR 2017/2018	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	9,248	650	2,000	Projected Interest For 2017/2018
Tax Incremental Revenues	3,944,010	3,944,010	4,131,937	Projected 2018 TIF - 2017 TIF Was \$4,131,937
Developer Contributions	0	259,965	71,563	2018 P & I Payments Less Earned Interest & TIF
Total Revenues	\$ 3,953,258	\$ 4,204,625	\$ 4,205,500	
EXPENDITURES				
Principal Payments	1,925,000	2,615,000	2,750,000	Principal Payment Due In 2018
Interest Payments	1,751,250	1,589,625	1,455,500	Interest Payments Due In 2018
Total Expenditures	\$ 3,676,250	\$ 4,204,625	\$ 4,205,500	
Excess/ (Shortfall)	\$ 277,008	\$ -	\$ -	

Series 2012 Bond Refunding Information

Original Par Amount =	\$39,890,000	Annual Principal Payments Due =	May 1st
Interest Rate =	5.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	April 2012		
Maturity Date =	May 2026		

RESOLUTION NO. 2017-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CITYPLACE COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The CityPlace Community Development District ("District") has established a District checking/operating account in order for the District to expend public funds of the District as authorized and required; and

WHEREAS, the Board of Supervisors (the "Board") of the District shall designate authorized staff and/or District officials to approve expenditures, via electronic or non-electronic approval processes, from the checking/operating account;

WHEREAS, the Board of the District has selected Todd Wodraska, Jason Pierman, Patricia LasCasas, Lennart Lindahl, Michael McElligott and _____ to serve as the signatories, as required, on the District checking/operating account; and

WHEREAS, all resolutions or parts thereof of the District in conflict with the provisions contained herein are to the extent of any such conflict, hereby superseded and repealed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CITYPLACE COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. Each expenditure from the checking/operating account will require a minimum of two (2) approvals and a designated member of the Board, by an electronic approval procedure, will have an opportunity to review the District's expenditure(s) prior to release of payment(s).

Section 3. When necessary to write checks, the signatures of two (2) of the designated signatories named herein will be required on all District checks tendered from the District checking/operating account, as approved.

PASSED, ADOPTED and becomes EFFECTIVE this 12th day of May, 2017.

ATTEST:

**CITYPLACE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson