



**QUANTUM PARK OVERLAY
DEPENDENT DISTRICT**

**CITY OF BOYNTON BEACH
REGULAR BOARD MEETING
DECEMBER 17, 2018
2:00 P.M.**

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

www.quantumparkoverlaydd.org

561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
QUANTUM PARK OVERLAY DEPENDENT DISTRICT
Boynton Beach Fire Station No. 5
2080 High Ridge Road
Boynton Beach, Florida 33426
REGULAR BOARD MEETING
December 17, 2018
2:00 p.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. November 15, 2018 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Status Report of the Auditor Selection Process
 - 2. Finalization of Settlement Agreement
- H. New Business
- I. Administrative Matters
 - 1. Manager’s Report
 - 2. Attorney’s Report
 - 3. Financial Report.....Page 6
 - 4. Field Report
- J. Board Member Comments
- K. Adjourn

Palm Beach Post, The
Dec. 9, 2018
Miscellaneous Notices

Notice Regular Board Meeting of the Quantum Park Overlay Dependent District The Board of Supervisors of the Quantum Park Overlay Dependent District (the "District") will hold a Regular Board Meeting on December 17, 2018, at 2:00 p.m. in a Conference Room at Boynton Beach Fire Station No. 5 located at 2080 High Ridge Road, Boynton Beach, Florida 33426. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. A copy of the Agenda may be obtained from the District's website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. 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 this meeting 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 meeting. If any person decides to appeal any decision made with respect to any matter considered at this 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. Quantum Park Overlay Dependent District www.quantumparkoverlaydd.org 12-9/2018

**QUANTUM PARK OVERLAY DEPENDENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 15, 2018**

A. CALL TO ORDER

District Manager Peter L. Pimentel called the November 15, 2018, Regular Board Meeting of the Quantum Park Overlay Dependent District to order at 2:02 p.m. in a Conference Room of the Boynton Beach Fire Station No. 5, 2080 High Ridge Road, Boynton Beach, Florida 33426.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the November 15, 2018, Regular Board Meeting had been published in *The Palm Beach Post* on November 1, 2018, as legally required.

C. SEAT NEW BOARD MEMBERS

Mr. Pimentel reported the results of the recently held landowners' election:

- Jim Lahiff and Grant Horwitz each received 4 year terms expiring in November 2022.
- Terese Urban received a 2 year term expiring in November 2020.

D. ADMINISTER OATH OF OFFICE & REVIEW BOARD MEMBER RESPONSIBILITIES AND DUTIES

Mr. Pimentel administered the oath of office to the 3 newly elected Board Members.

E. ESTABLISH A QUORUM

Mr. Pimentel stated that the attendance of Supervisors Jim Lahiff, Colin Groff, Charles Geragi, Grant Horwitz, and Terese Urban constituted a quorum and it was in order for the meeting to proceed.

Also in attendance were: District Managers Peter L. Pimentel and Andrew Karmeris of Special District Services, Inc. and District Attorney Sherry Sutphen.

Resident Charles Kanter, Attorney Andre Park and 2 members of the public were also in attendance.

F. ELECTION OF OFFICERS

There was a **motion** made by Mr. Geragi, seconded by Mr. Horwitz, and passed unanimously to elect the following slate of officers:

Chairman	Colin Groff
Vice Chairman	Charles Geragi
Secretary	Peter L. Pimentel
Treasurer	Peter L. Pimentel
Assistant Secretary	Jim Lahiff
Assistant Secretary	Grant Horwitz
Assistant Secretary	Terese Urban

G. ADDITIONS OR DELETIONS TO THE AGENDA

A **motion** was made by Mr. Geragi, seconded by Mr. Horwitz, and passed unanimously to add a discussion item under the Attorney’s Report regarding the dissolution of the District

H. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Charles Kanter informed the Board that the Love Vines on the trees along Gateway and Quantum have not been removed and this was discussed 6 to 8 weeks ago. Chairman Groff requested the District Manager to send a reminder to his office.

I. APPROVAL OF MINUTES

1. October 18, 2018, Regular Board Meeting

Mr. Pimentel presented the minutes of the October 18, 2018, Regular Board Meeting. A **motion** was made by Mr. Horwitz, seconded by Mr. Lahiff and passed unanimously to approve the minutes of the October 18, 2018, Regular Board Meeting as presented.

J. OLD BUSINESS

1. Status Report of the Auditor Selection Process

Mr. Pimentel informed the Board that an RFP was sent to 6 different auditing firms to perform the State required audit and to include an analysis of all money spent on legal, engineering, and management services during the last 5 years, and to identify any perceived conflicts of interest with Board members during this time period. No responses were received to the RFQ.

Mr. Geragi questioned the purpose of the District and Mr. Pimentel gave a brief overview of the District’s history. Mr. Groff asked if it would be possible to request separate bids for the State required audit and for the forensic audit.

A **motion** was made by Mr. Geragi, seconded by Mr. Horwitz, and passed unanimously to keep Grau & Associates as the current auditor and to direct the District Manager to negotiate a contract for the forensic audit from the 2 firms that responded to the initial RFQ.

K. NEW BUSINESS

1. Consider Settlement Agreement

Attorney Sutphen reported on the status of the lawsuits against the District and distributed copies of a proposed Settlement Agreement that, if approved, would put an end to the lawsuits against the District. She reviewed the proposed Agreement in detail and answered questions from the Board Members.

A **motion** was made by Mr. Geragi, seconded by Mr. Horwitz, and passed unanimously to accept the Settlement Agreement with the stipulation that a requirement to comply with the DRI be placed on the deed.

2. Consider Resolution No. 2018-07 – Electronic Approval Process and Authorized Signatories

Resolution No. 2018-07 was presented, entitled:

RESOLUTION NO. 2018-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE QUANTUM PARK OVERLAY DEPENDENT 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.

A **motion** was made by Mr. Horwitz, seconded by Mr. Lahiff and passed unanimously to adopt Resolution No. 2018-07, as presented, including Assistant Secretaries Jim Lahiff, Grant Horwitz, and Terese Urban as authorized District signatories.

L. ADMINISTRATIVE MATTERS

1. Manager's Report

Mr. Pimentel reminded the Board that no meeting was scheduled for December since the Regular Meeting would fall on December 20th. The consensus of the Board was to hold a Regular Meeting on December 17th at 2:00 p.m. at this location. Mr. Pimentel stated that he would advertise the meeting.

2. Attorney's Report

- **Update on Litigation**

Attorney Sutphen covered this update under the Settlement Agreement item.

- **Steps to Dissolve the District**

Mr. Groff requested that Attorney Sutphen research the steps to dissolve the District. He requested that she address how the debt of the District would be handled and what would happen to excess revenue and property of the District. A discussion ensued regarding options for retaining the District and options for restructuring the Board. No specific action was taken regarding this item.

3. Financial Report

Mr. Pimentel presented the Financial Report contained in the meeting book.

4. Field Report

There was no field report.

M. BOARD MEMBER COMMENTS

Mr. Geragi made a comment to Ms. Sutphen regarding putting a list together to dissolve the District.

N. ADJOURNMENT

There being no further business to come before the Board, Mr. Horwitz **moved** for adjournment at 3:25 p.m., Mr. Groff seconded and the **motion** carried 5 to 0.

Secretary

Chairperson

Quantum Park Overlay
Dependent District

**Financial Report For
November 2018**

**QUANTUM PARK OVERLAY DEPENDENT DISTRICT
MONTHLY FINANCIAL REPORT
NOVEMBER 2018**

	Annual Budget 10/1/18 - 9/30/19	Actual Nov-18	Year To Date Actual 10/1/18 - 11/30/18
REVENUES			
O & M ASSESSMENTS	409,928	31,163	31,163
DEBT ASSESSMENTS (2008 LOAN)	101,973	7,753	7,753
DEBT ASSESSMENTS (2010 LOAN)	285,406	21,701	21,701
OTHER REVENUES	0	0	0
INTEREST INCOME	720	0	56
TOTAL REVENUES	\$ 798,027	\$ 60,617	\$ 60,673
EXPENDITURES			
ENGINEERING/GENERAL SERVICES	0	0	0
ENGINEERING/PERMITS	2,000	0	0
ENGINEERING - EXTRAORDINARY	0	1,800	1,800
MAINTENANCE MANAGEMENT	54,000	4,500	9,000
MAINTENANCE RESERVE	100,000	16,180	23,414
SUPERVISORS FEES	2,400	0	0
PAYROLL TAXES - EMPLOYER	192	0	0
MANAGEMENT	49,056	4,088	8,176
LEGAL - GENERAL	55,000	0	0
LEGAL - LITIGATION & EXPENSES	90,000	0	0
ASSESSMENT ROLL	7,500	0	0
AUDIT FEES	3,800	0	0
INSURANCE	13,129	0	11,250
LEGAL ADVERTISING	2,000	272	1,078
MISCELLANEOUS	3,000	28	40
POSTAGE	800	39	56
OFFICE SUPPLIES	1,500	178	289
DUES & SUBSCRIPTIONS	175	0	175
WEBSITE MANAGEMENT	1,500	125	250
APPRAISAL FEE	0	0	0
CONTINGENCY	0	0	0
DISTRICT IMPROVEMENTS	0	0	0
		0	0
TOTAL EXPENDITURES	\$ 386,052	\$ 27,210	\$ 55,528
REVENUES LESS EXPENDITURES	\$ 411,975	\$ 33,407	\$ 5,145
2008 LOAN PAYMENTS	(95,855)	(7,367)	(7,367)
2010 LOAN PAYMENTS	(268,282)	(20,621)	(20,621)
BALANCE	\$ 47,838	\$ 5,419	\$ (22,843)
COUNTY APPRAISER & TAX COLLECTOR FEE	(15,946)	(582)	(1,702)
DISCOUNTS FOR EARLY PAYMENTS	(31,892)	(2,434)	(2,434)
EXCESS/ (SHORTFALL)	\$ -	\$ 2,403	\$ (26,979)
CARRYOVER FROM PRIOR YEAR	0		
NET EXCESS/ (SHORTFALL)	\$ -	\$ 2,403	\$ (26,979)

Total Fund Balance As Of 11/30/18	\$ 650,601.93
--	----------------------

Bank Balance As Of 10/31/18	\$ 406,921.01	2008 Loan Bank Account Recap	
Funds Received: 11/1/18 - 11/30/18	\$ 61,981.03	Bank Balance As Of 10/31/18	\$ 23,117.60
Disbursements: 11/1/18 - 11/30/18	\$ 18,906.82	Activity: 11/1/18 - 11/30/18	\$ -
Bank Balance As Of 11/30/18	\$ 449,995.22	Bank Balance As Of 11/30/18	\$ 23,117.60
Accounts Payable As Of 11/30/18	\$ 53,056.44	2010 Debt Loan Account Recap	
Permit Review Fees As Of 11/30/18	\$ 14,273.78	Bank Balance As Of 10/31/18	\$ 499,439.87
Accounts Receivable As Of 11/30/18	\$ 1,307.50	Activity: 11/1/18 - 11/30/18	\$ (255,928.04)
Operating Account Balance As Of 11/30/18	\$ 383,972.50	Bank Balance As Of 11/30/18	\$ 243,511.83

**Quantum Park Overlay Dependent District
Expenditures
October through November 2018**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Expenditures					
511.311 · Management Fees					
	10/31/2018	2018-2573	Special District Services, Inc	Management Fee Oct 2018	4,088.00
	11/30/2018	2017-2753	Special District Services, Inc	Management Fees Nov 2018	4,088.00
Total 511.311 · Management Fees					<u>8,176.00</u>
511.314 · Maintenance Management					
	10/31/2018	2018-2573	Special District Services, Inc	Management Fee-Field Maintenance Oct 2018	4,500.00
	11/30/2018	2017-2753	Special District Services, Inc	Management Fee-Field Maintenance Nov 2018	4,500.00
Total 511.314 · Maintenance Management					<u>9,000.00</u>
511.450 · Insurance					
	10/01/2018	8063	Egis Insurance & Risk Advisors	Invoice #8063 Renew Policy #100118055 10/1/18-10/1/19	11,250.00
Total 511.450 · Insurance					<u>11,250.00</u>
511.480 · Legal Advertisements					
	10/08/2018	I00427996-10082018	PBN	Invoice #I00427996-10082018 RFP for Annual Audit Services	275.20
	10/10/2018	I00428895-101028	PBN	Invoice #I00428895-101028 Notice of LO Mtg	426.56
	10/11/2018	i0000353326-1011	ALM Media LLC	invoice #I0000353326-1011 Notice of Reg Board Mtg	104.81
	11/08/2018	I00432776-11022018	PBN	Invoice # I00432776-11022018 FY 18/19 Reg Mtg Schedule	271.76
Total 511.480 · Legal Advertisements					<u>1,078.33</u>
511.512 · Miscellaneous					
	10/31/2018	2018-2573	Special District Services, Inc	Document Storage Sept 2018	12.66
	11/30/2018	2017-2753	Special District Services, Inc	Document Storage Oct 2018	12.66
	11/30/2018	2017-2753	Special District Services, Inc	Conference Calls Oct 2018	14.48
Total 511.512 · Miscellaneous					<u>39.80</u>
511.513 · Postage and Delivery					
	10/31/2018	2018-2573	Special District Services, Inc	Postage Sept 2018	18.16
	11/30/2018	2017-2753	Special District Services, Inc	FedEx Charges Oct 2018	33.36
	11/30/2018	2017-2753	Special District Services, Inc	Postage Charges Oct 2018	5.17
Total 511.513 · Postage and Delivery					<u>56.69</u>
511.514 · Office Supplies					
	10/31/2018	2018-2573	Special District Services, Inc	Copier Charges Sept 2018	77.85
	10/31/2018	2018-2573	Special District Services, Inc	Meeting Books Sept 2018	32.00
	11/30/2018	2017-2753	Special District Services, Inc	Chargeback for Notary Oct 2018	13.34
	11/30/2018	2017-2753	Special District Services, Inc	Copier Charges Oct 2018	133.05
	11/30/2018	2017-2753	Special District Services, Inc	Meeting Books Oct 2018	32.00
Total 511.514 · Office Supplies					<u>288.24</u>
511.516 · Website Management Fee					
	10/31/2018	2018-2573	Special District Services, Inc	Website Management Oct 2018	125.00
	11/30/2018	2017-2753	Special District Services, Inc	Website Management Fees Nov 2018	125.00
Total 511.516 · Website Management Fee					<u>250.00</u>
511.540 · Dues, License & Subscriptions					
	10/01/2018	72530	Department of Economic Opportunit	Invoice #72530 FY 2018/2019 Special District Fee	175.00
Total 511.540 · Dues, License & Subscriptions					<u>175.00</u>

**Quantum Park Overlay Dependent District
Expenditures
October through November 2018**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
512.325 · Engineering - Extraordinary					
	11/26/2018	1427	Higgins Engineering, Inc	Inv# 1427 Engineering Services for 10.16.18-11.15.18	1,800.00
Total 512.325 · Engineering - Extraordinary					<u>1,800.00</u>
512.500 · Maintenance Reserve					
	10/01/2018	1810311	American Ecosystems, Inc.	Invoice #1810311 Water Treatment Management	1,750.00
	10/01/2018	19740	Michael R. Briggs	Invoice #19740 Monthly Service of Irrigation for Oct 2018	500.00
	10/01/2018	12763	BG Katz Property Maint	Invoice #12763 Landscape Maint for October 2018	2,340.00
	10/04/2018	19781	Michael R. Briggs	Invoice #19781 Replace Time Clock #3	926.06
	10/18/2018	20666-65163	FPL	Account #20666-65163 for 09/19//2018 to 10/18/2018	43.93
	10/23/2018	19801	Michael R. Briggs	Invoice #19801 Materials fore Oct Monthly Irrigation Services	168.65
	10/25/2018	144050	Hoover Pumping Systems, Inc.	Invoice #144050 Pump Repair	1,504.98
	11/01/2018	1811295	American Ecosystems, Inc.	Invoice #1811295 Water Treatment Management Nov 2018	1,750.00
	11/01/2018	19912	Michael R. Briggs	Invoice #19912 Monthly Irrigation Services Nov 18	500.00
	11/05/2018	12295-88460	FPL	Account #12295-88460 for 10.05.18 to 11.05.18	23.88
	11/05/2018	70939-87357	FPL	Account #70939-87357 for 10.05.18 to 11.05.18	41.40
	11/05/2018	95592-61418	FPL	Account #95592-61418 for 10.05.18 to 11.05.18	325.18
	11/06/2018	19946	Michael R. Briggs	Invoice #19946 Flow Meter Certification per SF Water Management District	550.00
	11/06/2018	10299	Sullivan Electric & Pump, Inc	Replace Existing Part Wind Motor Starters w/Electric Soft Start w/Door Kit Operat...	3,702.96
	11/06/2018	10298	Sullivan Electric & Pump, Inc	Invoice #10298 Replace Electric Motor	8,736.99
	11/07/2018	9864	Michael R. Briggs	Invoice #19864 Review Irrigation Plans/Onsite Locations 10.18.18-11.7.18	357.50
	11/16/2018	20666-65163	FPL	Account #20666-65163 for 10.18.18-11.16.18	44.32
	11/27/2018	20041	Michael R. Briggs	Invoice #20041 Materials for Nov Monthly Irrigation Service	147.70
Total 512.500 · Maintenance Reserve					<u>23,413.55</u>
Total Expenditures					<u>55,527.61</u>

The current balance of the 2008 Quantum Overlay Loan is \$415,765.21 – loan matures In May 2023
The current balance of the 2010 Quantum Overlay Loan is \$511,316.00 – loan matures In November 2020