



**BEELINE
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
AUGUST 15, 2023
10:30 A.M.**

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

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

AGENDA
BEELINE COMMUNITY DEVELOPMENT DISTRICT
The Oaks Center
2501 Burns Road, Suite A
Palm Beach Gardens, Florida 33410
(877) 873-8017 ACCESS #9758310
REGULAR BOARD MEETING & PUBLIC HEARING
August 15, 2023
10:30 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. May 16, 2023 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 4
 - 2. Receive Public Comments on Fiscal Year 2023/2024 Final Budget
 - 3. Consider Resolution No. 2023-02 – Adopting a Fiscal Year 2023/2024 Final Budget.....Page 5
- H. Old Business
 - 1. Update on Fire and Water Systems
- I. New Business
 - 1. Consider Approval of Permit Request to Install a Line via HDD Under District Canal.....Page 14
 - 2. Consider Resolution No. 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 22
 - 3. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy.....Page 24
 - 4. Discussion Regarding Required Ethics Training.....Page 28
 - 5. Accept and Receive Annual Inspection Report.....Page 33
- J. Administrative Matters
 - 1. Monthly Status Report – Operations.....Page 64
 - 2. Monthly Status Report – Engineer.....Page 67
- K. Board Members Comment
- 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

PROOF OF PUBLICATION

Beeline Comm Dev Dist
Beeline Comm Dev Dist
2501 BURNS RD
STE A

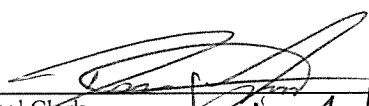
PALM BEACH GARDENS FL 334105207

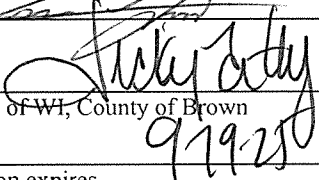
STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

10/07/2022

and that the fees charged are legal.
Sworn to and subscribed before on 10/07/2022



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THIS IS NOT AN INVOICE!

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VICKY FELTY
Notary Public
State of Wisconsin

BEELINE COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
REGULAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that
the Board of Supervisors of the
Beeline Community Development
District will hold Regular Meetings
in the Conference Room at The Oaks
Center, 2501A Burns Road, Palm
Beach Gardens, Florida 33410 at
10:30 a.m. on the following dates:
October 18, 2022
November 15, 2022
December 20, 2022
January 17, 2023
February 21, 2023
March 21, 2023
April 18, 2023
May 16, 2023
June 20, 2023
July 18, 2023
August 15, 2023
September 19, 2023

The purpose of the meetings is to
conduct any all business coming
before the Board. 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 prior to the
date of the particular meeting.

From time to time one or two Super-
visors may participate by tele-
phone; therefore a speaker tele-
phone will be present at the meeting
location so that Supervisors may be
fully informed of the discussions
taking place.

If any person decides to appeal any
decision made with respect to any
matter considered at these meet-
ings, 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 of
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 accom-
modations or an interpreter to
participate at any of these 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 particular
meeting.

Meetings may be cancelled from
time to time without advertised
notice.

BEELINE COMMUNITY DEVEL-
OPMENT DISTRICT
www.beelinecdd.org
Oct. 7, 2022 #7852601

**BEELINE COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MAY 16, 2023**

A. CALL TO ORDER

The May 16, 2023, Regular Board Meeting of the Beeline Community Development District (the “District”) was called to order at 10:32 a.m. in the Conference Room of The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

B. PROOF OF PUBLICATION

Proof of publication was presented which showed that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 7, 2022, as part of the District’s Fiscal Year 2022/2023 Meeting Schedule, as legally required.

C. ESTABLISH QUORUM

A quorum was established with the following Supervisors:

Chair	John Sillan	Present
Vice-Chair	William Howden	Present
Supervisor	Joseph Pruszynski	Present via phone.
Supervisor	Robert Simm	Present
Supervisor	Jack Harris, Jr.	Absent

Also in attendance were:

District Manager	Todd Wodraska	Special District Services, Inc.
District Manager	Andrew Karmeris	Special District Services, Inc.
Landowner Rep	RL Busby	Pratt Whitney
District Counsel	Dennis Lyles (via phone)	Billing, Cochran, Lyles, Mauro & Ramsey, PA

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. February 21, 2023, Regular Board Meeting

A **motion** was made by Mr. Pruszynski, seconded by Mr. Simm and unanimously passed approving the minutes of the February 21, 2023, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update on Fire and Water Systems

This item is closed and will be removed from future agendas.

H. NEW BUSINESS

1. Consider Approval of Permit Request to Install a Line via HDD Under District Canal

This item was tabled for a future meeting.

2. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget

A **motion** was made by Mr. Sillan, seconded by Mr. Howden and unanimously passed Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget and setting the public hearing for August 15th, 2023.

I. ADMINISTRATIVE MATTERS

1. Monthly Status Report - Operations

Mr. Wodraska presented the most recent reports. There were no questions from the Board Members.

Mr. Busby informed the board that there was a streetlight down on innovation and endeavor. He also informed the board that there were two other lights that need bulb replacement.

2. Monthly Status Report – Engineer

There was no update from the District Engineer.

J. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

K. ADJOURNMENT

The meeting was adjourned at 10:55 a.m. by Mr. Sillan. There were no objections.

Secretary/Assistant Secretary

Chair/Vice-Chair

Miscellaneous Notices

Published in The Palm Beach Post on July 26, 2023

Location

Palm Beach County, Florida

Notice Text

Notice of Public Hearing and Regular Board Meeting of the Beeline Community Development District The Board of Supervisors (the Board) of the Beeline Community Development District (the District) will hold a Public Hearing and Regular Board Meeting on August 15, 2023, at 10:30 a.m., or as soon thereafter as can be heard, in the Conference Room at The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2023/2024 Proposed Final Budget of the District. A copy of the Budget and/or 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 purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. 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 1-877-7374922, 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.

Beeline Community Development District

www.beelinecdd.org

07/26/23, 08/02/23

RESOLUTION NO. 2023-02

A RESOLUTION OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2023/2024 BUDGET.

WHEREAS, the Beeline Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 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 BEELINE COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 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 15th day of August, 2023.

ATTEST:

**BEELINE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Beeline
Community Development District

**Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- VI DEBT ASSESSMENT RECAP -
SERIES 2018 METHODOLOGY - TABLE 1

FINAL BUDGET
BEELINE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR	
	2023/2024	
	BUDGET	
REVENUES		
O & M Assessments		311,959
Debt Assessments		643,406
Other Revenues		3,000
Interest Income		0
TOTAL REVENUES	\$	958,365
EXPENDITURES		
Supervisor Fees		8,000
Payroll Taxes - Employer		640
Fire Protection Maintenance		0
Signage Maintenance		1,000
Surface Water Maintenance		7,500
Engineering/Inspections		14,000
Management - General		51,816
Management - Signage		732
Management - Surface Water		18,096
Secretarial		4,200
Legal		19,000
Assessment Roll		5,000
Audit Fees		5,200
Arbitrage Rebate Calculation Fee		650
Insurance		8,500
Legal Advertising		1,500
Miscellaneous Expense		3,300
Postage/Office Supplies		1,500
Dues & Subscriptions		175
Trustee Fee		3,500
Continuing Disclosure Fee		0
Legal - Greenberg Traurig (Reimbursed By Landowners)		3,000
Contingency - Repairs & Maintenance		15,000
Maintenance - Lakes & Canals		25,000
Management Fee - Bishop		69,000
Bishop - Insurance		9,400
Electricity		8,500
Contract Maintenance		27,000
Security Services		1,750
Website Management		2,000
TOTAL EXPENDITURES	\$	314,959
EXCESS/ (SHORTFALL)	\$	643,406
Bond Payments	\$	(604,800)
BALANCE	\$	38,606
County Appraiser & Tax Collector Fee		(12,869)
Discounts For Early Payments		(25,737)
NET EXCESS/ (SHORTFALL)	\$	-

DETAILED FINAL BUDGET
BEELINE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O & M Assessments	245,351	309,107	311,959	Expenditures Less Interest & Reimbursements
Debt Assessments	643,446	643,406	643,406	Payment To Trustee/.94
Other Revenues	671	4,000	3,000	
Interest Income	0	0	0	
TOTAL REVENUES	\$ 889,468	\$ 956,513	\$ 958,365	
EXPENDITURES				
Supervisor Fees	6,200	8,000	8,000	No Change From 2022/2023 Budget
Payroll Taxes - Employer	474	640	640	8% Of Supervisor Fees
Fire Protection Maintenance	0	0	0	Fire Protection Eliminated
Signage Maintenance	0	1,000	1,000	No Change From 2022/2023 Budget
Surface Water Maintenance	5,985	7,500	7,500	No Change From 2022/2023 Budget
Engineering/Inspections	8,432	15,000	14,000	FY 22/23 Expenditure Through March 2023 Was \$2,790
Management - General	48,840	50,304	51,816	CPI Adjustment (Capped At 3%)
Management - Signage	708	720	732	CPI Adjustment (Capped At 3%)
Management - Surface Water	17,064	17,568	18,096	CPI Adjustment (Capped At 3%)
Secretarial	4,200	4,200	4,200	No Change From 2022/2023 Budget
Legal	8,565	20,000	19,000	FY 22/23 Expenditure Through March 2023 Was \$3,622
Assessment Roll	5,000	5,000	5,000	No Change From 2022/2023 Budget
Audit Fees	5,000	5,100	5,200	Accepted Amount For 2022/2023 Audit
Arbitrage Rebate Calculation Fee	650	650	650	No Change From 2022/2023 Budget
Insurance	5,975	8,500	8,500	Insurance Estimate
Legal Advertising	654	1,600	1,500	\$100 Decrease From 2022/2023 Budget
Miscellaneous Expense	666	3,300	3,300	No Change From 2022/2023 Budget
Postage/Office Supplies	625	1,600	1,500	\$100 Decrease From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	3,500	3,500	3,500	No Change From 2022/2023 Budget
Continuing Disclosure Fee	0	1,000	0	Prager No Longer Charges Fee
Legal - Greenberg Traurig (Reimbursed By Landowners)	465	4,000	3,000	Legal - Greenberg Traurig (Reimbursed By Landowners)
Contingency - Repairs & Maintenance	9,721	15,000	15,000	No Change From 2022/2023 Budget
Maintenance - Lakes & Canals	24,420	25,000	25,000	No Change From 2022/2023 Budget
Management Fee - Bishop	69,000	69,000	69,000	\$5,750.00 Per Month
Bishop - Insurance	8,141	8,000	9,400	FY 22/23 Expenditure Was \$9,303
Electricity	5,165	9,000	8,500	FY 22/23 Expenditure Through March 2023 Was \$3,411
Contract Maintenance	25,000	24,000	27,000	\$2,250 Per Month
Security Services	898	1,750	1,750	No Change From 2022/2023 Budget
Website Management	2,000	2,000	2,000	No Change From 2022/2023 Budget
TOTAL EXPENDITURES	\$ 267,523	\$ 313,107	\$ 314,959	
EXCESS/ (SHORTFALL)	\$ 621,945	\$ 643,406	\$ 643,406	
Bond Payments	\$ (611,493)	\$ (604,800)	\$ (604,800)	2024 Principal & Interest Payments
BALANCE	\$ 10,452	\$ 38,606	\$ 38,606	
County Appraiser & Tax Collector Fee	(3,851)	(12,869)	(12,869)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(25,736)	(25,737)	(25,737)	Four Percent Of Total Assessment Roll
NET EXCESS/ (SHORTFALL)	\$ (19,135)	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE BUDGET
BEELINE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	1,231	25	100	Projected Interest For 2023/2024
Debt Assessments	611,493	604,800	604,800	Yearly Maximum Debt Assessment
Total Revenues	\$ 612,724	\$ 604,825	\$ 604,900	
EXPENDITURES				
Principal Payments	325,000	335,000	350,000	Principal Payment Due On 5-1-2024
Interest Payments	284,600	264,900	251,200	Interest Payments Due In 2024
Bond Redemption	0	4,925	3,700	Estimated Excess Debt Collections
Total Expenditures	\$ 609,600	\$ 604,825	\$ 604,900	
Excess/(Shortfall)	\$ 3,124	\$ -	\$ -	

Series 2018 Bond Refunding Information

Original Par Amount =	\$8,200,000	Annual Principal Payments Due =	May 1st
Interest Rate =	4.00%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	March 2018		
Maturity Date =	May 2037		
Par Amount As Of 1/1/23 =	\$6,790,000		

**Beeline Community Development District
Fiscal Year 2023/2024 Assessments**

FY 2023/2024 Beeline Assessments

	Pratt Whitney (UTC)	Congress Ave. Properties	FPL	Total Assessment
Total O & M Assessment	280,922.86	22,978.36	8,057.78	311,959.00
<u>Debt Assessment</u>	<u>422,610.00</u>	<u>182,881.00</u>	<u>37,915.00</u>	<u>643,406.00</u>
Total Assessment	703,532.86	205,859.36	45,972.78	955,365.00

Notes: Debt Assessments On Tax Roll; O & M Assessment Direct Billed.

O & M Assessment

For All Items Management Fee - Bishop			
Percentages (Based On Acreage)		FY 2023/2024 Assessment	
Pratt Whitney (UTC)	94.00%	Pratt Whitney (UTC)	228,381.46
Congress Ave. Properties	4.00%	Congress Ave. Properties	9,718.36
FPL	2.00%	FPL	<u>4,859.18</u>
Total	100.00%	Total	242,959.00

For Management Fee - Bishop (See page V)	
Total FY 2023/2024 Management Fee - Bishop Assessment	
Pratt Whitney (UTC)	52,541.40
Congress Ave. Properties	13,260.00
FPL	<u>3,198.60</u>
Total	69,000.00

Total FY 2023/2024 O & M Assessment	
Pratt Whitney (UTC)	280,922.86
Congress Ave. Properties	22,978.36
FPL	<u>8,057.78</u>
Total	311,959.00

Debt Assessment

Total FY 2023/2024 Debt Assessment	
Pratt Whitney (UTC)	\$422,610.00
Congress Ave. Properties	\$182,881.00
FPL	<u>\$37,915.00</u>
Total	\$643,406.00

Beeline Community Development District Bishop Assessment Recap

<u>Scope A - Public Water (\$0 Per Month)</u>	
Pratt Whitney (UTC)	\$0.00
<u>Scope B - Drinking Water \$0 Per Month)</u>	
Pratt Whitney (UTC)	\$0.00
<u>Scope C - Deep Well (\$1,500 Per Month)</u>	
Pratt Whitney (UTC)	\$0.00
<u>Scope D - Storm Water (\$2,250 Per Month)</u>	
Pratt Whitney (94%)	\$2,115.00
Congress (4%)	\$90.00
FPL (2%)	\$45.00
Total	\$2,250.00
<u>Scope E - Fire Protection (\$0 Per Month)</u>	
Pratt Whitney (0%)	\$0.00
Congress (100%)	\$0.00
FPL (0%)	\$0.00
Total	\$0.00
Monthly Management Fee - Bishop Assessment	
Pratt Whitney	\$ 4,378.45
Congress	\$ 1,105.00
FPL	\$ 266.55
Grand Total - Monthly	\$ 5,750.00

<u>Scopes A - E (\$3,750 Per Month)</u>	
Pratt Whitney (UTC)	\$2,115.00
Congress	\$90.00
FPL	\$45.00
Total	2,250.00

Project Administration Percentages

Pratt Whitney	64.67%
Congress	29.00%
FPL	6.33%
Total	100.00%

Project Administration Amount (\$3,500 Per Month)

Pratt Whitney	\$ 2,263.45
Congress	\$ 1,015.00
FPL	\$ 221.55
Total	\$ 3,500.00

Annual Management Fee - Bishop Assessment

Pratt Whitney	\$ 52,541.40
Congress	\$ 13,260.00
FPL	\$ 3,198.60
Grand Total - Annual	\$ 69,000.00

**Beeline Community Development District
Debt Assessment Recap -
2018 Methodology - Table 1**

Table 1 – Assessment Rates

Product	Assessable Acres	Series 2018 Total Maximum Annual Assessment Per Landowner*	Series 2018 Bond Debt Allocation Per Landowner
United Technologies Corp. (Pratt Whitney)	901.61	\$422,610	\$5,420,081
Congress Ave. Prop.	42.73	\$182,881	\$2,305,507
FPL	15.27	\$37,915	\$474,412
Totals	959.61	\$643,406	\$8,200,000

* Grossed up to include a 4% discount for early payment of taxes and adjusted to include a 1% collection fee of the County Tax Collector and a 1% service fee of the County Property Appraiser.

**BEELINE COMMUNITY DEVELOPMENT DISTRICT PERMIT
PERMIT NO. 2023 - 01**

THIS PERMIT is granted this ____ day of _____, 2023, by Beeline Community Development District, to BellSouth Telecommunications, LLC d/b/a AT&T Florida (hereinafter referred to as the "Permittee") as a non-exclusive permit to install 90 feet of 2" HDPE conduit as shown on the plans and specifications identified as FIBSVC: 700 Universe Bld-15430 Endeavor Dr. attached hereto and made a part hereof.

W I T N E S S E T H:

1. In the event the DISTRICT is not the fee title owner of the real property (the "Property") to which this Permit is applicable, the Permittee agrees, prior to commencement, to obtain all necessary consents from the fee title owners of the Property.

2. This Permit does not constitute a waiver of the necessity by the Permittee to obtain such other necessary and appropriate permits required by other governmental bodies or agencies; therefore the Permittee, prior to commencement, is required to obtain any and all other applicable federal, state, and local permits required in connection with Permittee's use of the Property and agrees that at all times it will comply with the requirements of all federal, state and local laws, ordinances, rules and regulations applicable or pertaining to the use of the Property by the Permittee.

3. Permittee understands and agrees that the use of the Property pursuant to this Permit is subordinate to the rights and interests of the DISTRICT and to the extent applicable, that of the fee title owner of the Property. Further, Permittee does hereby stipulate that the Permittee is not relying upon any representations whatsoever by the DISTRICT regarding the DISTRICT'S right, title, interest, or ownership as to the Property for which this Permit is applicable.

4. The DISTRICT specifically reserves the right to maintain its facilities located over, under or upon the Property; to make improvements; add additional facilities; maintain, construct or alter its roads; maintain any facilities, devices, or improvements on the Property which aid in or are necessary to the DISTRICT'S operation; and the right to enter upon the Property at all times for such purposes. Permittee understands that in the exercise of such rights and interest, the DISTRICT may require Permittee, at no cost to DISTRICT, to relocate, alter, or remove the Permittee's facilities and equipment or other improvements made by Permittee pursuant to this Permit which interfere with or prevent the DISTRICT, in the DISTRICT'S opinion, from properly and faithfully constructing, improving and maintaining its facilities. If the Permittee should fail to relocate, alter, or remove the Permittee's facilities, equipment or other improvements made by the Permittee pursuant to this Permit within a reasonable time period following receipt of notice from the DISTRICT requesting same, then in that event the DISTRICT shall have the right to enter upon the lands and make such relocation, alterations or removal of the Permittee's facilities, equipment/or other improvements at no cost to DISTRICT.

5. Permittee agrees that it will not use the Property in any manner which interferes

with the DISTRICT'S use of the Property or causes a hazardous condition to exist.

6. The DISTRICT assumes no responsibility for the ownership, operation and/or maintenance of the Permittee's facilities as permitted herein.

7. The Permittee agrees to backfill any excavation it makes within the Property and to repair or replace (i) any below-grade authorized facilities and features located therein, including but not limited to: water, sewer, stormwater or irrigation facilities, structures or appurtenances and (ii) as to at or above-grade facilities and features, this requirement shall only be applicable to grasses and sod, sidewalks, and roadway improvements (the term roadway improvements shall include but not be limited to curbing, roadway base, subgrade and asphaltic or concrete surfaces) which are removed or damaged as a direct result of said excavation. Such repair or replacement shall substantially restore these features to their condition as it existed immediately prior to the event precipitating the excavation.

8. All below-grade Permittee installations, including water and sewer lines, whether subaqueous or not, together with appurtenant facilities, shall be located underground and have a minimum ground cover of thirty inches (30") below original design profile grade, including District waterways and roadways.

9. All Permittee activity related to subaqueous utility, water and/or sewer lines, including appurtenant facilities, shall be conducted in such fashion that the primary functional purpose of the canal or lake body facility, specifically flood control, within which the activity is taking place is not adversely affected.

10. Permittee shall, at no expense to DISTRICT and within a reasonable time following notice, adjust the positions and elevations of its facilities as may be required in connection with future improvements to, or construction of, works of the DISTRICT.

11. Permittee does hereby indemnify and hold harmless the DISTRICT, its Board of Supervisors, officers and personnel against any claims, losses, damages (including consequential), expenses, or legal fees that might arise out or result from the implementation of the proposed project by the Permittee.

12. The Permittee shall be obligated at the time of submission of its Permit application, to provide a detail of any other existing improvements located over, under, upon or through the Property and the Permittee's accompanying plans and specifications shall clearly indicate how the Permittee will comply with required clearances between the requested permitted activity and existing improvements located over, under and upon the Property, including compliance with other permitted users duly adopted and published standards.

13. Permittee shall reimburse the DISTRICT for its legal, engineering and other expenses incurred as a result of the implementation of the proposed project.

14. If Permittee should violate any of the terms or conditions of the Permit and shall not correct or remedy same within ten (10) days of receiving written notice of said violation from

the DISTRICT, then in that event, the DISTRICT may, at its option, revoke, cancel and terminate this Permit.

15. This Permit may not be assigned by the Permittee without the prior written approval of the DISTRICT.

16. Unless otherwise adjusted, modified or terminated as set forth hereinabove, including the Conditions attached hereto, this Permit shall continue in full force and effect so long as Permittee complies with the terms of this Permit.

17. In any litigation, including breach, enforcement or interpretation arising out of this Permit, the prevailing party to this Permit shall be entitled to recover reasonable attorney's fees, costs and expenses related to said action from the non-prevailing party.

18. That attached hereto are Supplemental Conditions to this Permit which are incorporated herein and made a part hereof.

WITNESSES:

BEELINE COMMUNITY DEVELOPMENT DISTRICT

BY: _____
NAME TYPED: Todd Wodraska
TITLE: District Manager

WITNESSES:

PERMITTEE

BY: _____
NAME TYPED: Timothy Gibbs, Mgr. OSPPLNG & ENGRG
Design
ADDRESS: 120 N. K St, Rm 328
Lake Worth, FL 33460

PERMIT INFORMATION

OWNER

AT&T
NAME

561-706-6350 (c)
BUSINESS PHONE

120 N. K St., Rm 328
ADDRESS
Lake Worth, FL 33460

OTHER

ATTORNEY

NAME

BUSINESS PHONE

ADDRESS

OTHER

ENGINEER

Dwight Thomasson
NAME

614-477-8073
BUSINESS PHONE

ADDRESS

OTHER

OTHER REPRESENTATIVE/PROFESSIONAL

Timothy Gibbs
NAME

561-706-6350 (c)
BUSINESS PHONE

120 N. K St., Rm 328
ADDRESS
Lake Worth, FL 33460

tg5166@att.com
EMAIL

SUPPLEMENTAL CONDITIONS TO PERMIT NO. 2023 - 01

A. GENERAL CONDITIONS

1. Notification shall be given by the Permittee to the District Engineer, Karen Brandon, at 561-684-3375 or karen.brandon@aec.com, forty-eight (48) hours prior to commencement of the permitted activity. The District Engineer shall establish points of construction, if applicable, which will require inspection by the District Engineer prior to construction of the permitted activity. When the Permittee considers the permitted activity complete, the Permittee shall notify the District Engineer and schedule an on-site final inspection which shall be held in the presence of a representative of the Permittee and the District Engineer.

2. The permitted activity shall be implemented, constructed and/or /installed in full accordance with the approved plans and specifications. Deviations from the approved plans or specifications shall be coordinated with and approved by the District Engineer prior to implementation of any such deviation.

3. When working in a District road right-of-way, not more than one-half (½) of the road or street shall be closed and traffic shall be controlled so as to provide for the safety and minimum hindrance to the public. All traffic control operations shall conform to the most current issue of the Florida Department of Transportation publication "Manual on Traffic Controls and safe Practices for Street and Highway Construction, Maintenance and Utility Operations."

4. The District Engineer shall be the final authority as to the quality and quantity of the material and works required to satisfy the terms and conditions of this Permit as they relate to District improvements and facilities.

5. Upon completion of the permitted activity and after its final inspection and acceptance by the District Engineer THE PERMITTEE SHALL DELIVER TO THE DISTRICT OFFICE ONE COMPLETE SET OF THE FINAL "RECORD DRAWINGS AND BORE LOGS." FAILURE TO PROVIDE THE FINAL RECORD DRAWINGS MAY RESULT IN THE REVOCATION, CANCELLATION AND TERMINATION OF THIS PERMIT.

6. The above Conditions shall be continuing obligations of the Permittee and shall be complied with in the event of any subsequent maintenance, repair, replacement or modification of the permitted improvement.

B. UNDERGROUND IMPROVEMENTS - CONDITIONS

1. All underground Improvements (said term is defined to include but not be limited to utilities, equipment of any nature whatsoever and structures) shall have a minimum cover of thirty (30) inches below profile grade of District waterways and roadways.

2. All underground Improvements shall maintain a minimum clearance of twelve (12) inches, either over or under existing culverts, and shall be protected; however, other clearances may be approved or required by the District Engineer.

3. Any affected District road right-of-way, in its entirety, together with appurtenances therein or thereon, shall be left in as good a condition as that which existed before construction. An inspection by the District Engineer and Permittee shall be made of the road right-of-way located within the permitted construction area no later than twenty-four (24) hours before commencement of the permitted work activity.

4. All permitted activity and installations shall be implemented and constructed in a workmanlike manner using best engineering practices.

5. Trenches shall be refilled in a thoroughly compacted manner so that no future settling will occur.

6. The Permittee shall, at the request of the District Engineer or his duly authorized representative, submit copies of density reports of density determinations by an independent testing laboratory. If density reports are requested, they shall be furnished prior to final inspection.

7. The finished surface of any excavated area shall be replaced with the same type material as existed when the work began, such as sod for sod; shell for shell; etc.

8. Where fill, slopes, shoulders and/or ditches are disturbed, they shall be stabilized as directed by the District Engineer or his duly authorized representative, in a manner that will afford protection against erosion.

9. All pavement crossings, if made subsequent to final placement of base material and pavement surface, shall, except as may be otherwise authorized by issuance of a special condition which if granted shall be attached hereto, be made by jacking, boring or augering, and shall contain an adequate casing if required by the District Engineer.

10. The above Conditions shall be continuing obligations of the Permittee and shall be complied with in the event of any subsequent maintenance, repair, replacement or modification of the permitted improvement.

C. SPECIAL CONDITIONS

1. The Permittee shall be obligated throughout the term of this Permit to provide insurance coverage in accordance with the attached Exhibit 1 titled "Insurance Coverage". A copy of the Certificate of Insurance shall be provided to the District prior to commencement of work.

2. This Permit is subject to termination if the lands upon which of the permitted works are to be installed are conveyed to or acquired by another governmental entity unless approved in writing by the District.

EXHIBIT 1

INSURANCE COVERAGE

GENERAL

Beeline Community Development District shall be named as “Additional Named Insured” and certificate holder on both the general liability and auto liability policies.

Cancellation clause must read “should any of the above described policies be canceled before the expiration date thereof, the issuing company shall mail thirty (30) days written notice to the certificate holder name.

INSURANCE REQUIREMENTS

The limits of liability for the insurance required shall provide coverage for not less than the following amounts or greater when required by law and regulations:

Workers’ Compensation:

- | | |
|--|------------|
| 1. State: | Statutory |
| 2. Applicable Federal (e.g. Longshoreman’s and Harbour Workers’ Compensation, Maritime, Jones Act., etc.): | Statutory |
| 3. Employer’s Liability: | \$ 500,000 |

Comprehensive General Liability:

- | | |
|---|------------------|
| 1. Bodily Injury (including completed operations and Products Liability): | |
| \$1,000,000 | Each Occurrence |
| \$1,000,000 | Annual Aggregate |
| Property Damage: | |
| \$1,000,000 | Each Occurrence |
| \$1,000,000 | Annual Aggregate |
| or a combined single limit of | \$1,000,000 |
| 2. Property Damage liability insurance will provide Exposition, Collapse and Underground coverage where applicable. | |
| 3. Personal Injury, with employee exclusion deleted | |
| \$1,000,000 | Annual Aggregate |

Comprehensive Automobile Liability:

- | | | |
|-------------------------------|--|-----------------|
| 1. Bodily Injury: | | |
| \$ 500,000 | | Each Person |
| \$1,000,00 | | Each Occurrence |
| 2. Property Damage: | | |
| \$ 500,000 | | Each Occurrence |
| or a combined single limit of | | \$1,000,000 |

Umbrella Excess Liability Insurance:

- | | |
|--|------------------|
| 1. \$1,000,000 | Each Occurrence |
| \$1,000,000 | Annual Aggregate |
| 2. The umbrella coverage shall be Following-Form being no more restrictive than coverage required for the underlying policies. | |

The comprehensive general liability insurance and umbrella insurance required herein shall include Owner and Engineer as additional insured.

Contractual Liability Insurance: The Contractual Liability Insurance required shall provide coverage for not less than the following amounts.

- | | | |
|---------------------|------------------|-----------------|
| 1. Bodily Injury: | | Each Occurrence |
| \$1,000,000 | | |
| 2. Property Damage: | | |
| \$1,000,000 | Each Occurrence | |
| \$1,000,000 | Annual Aggregate | |

Builder's Risk: This coverage will be provided by all contractors involved in the construction of a new building or improvement, alteration or revision of an existing structure. Builder's Risk coverage shall be "All Risk" with limits equal to one hundred percent (100%) of the completed value of the structure(s), building(s) or addition(s).

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Beeline Community Development District ("District") to establish a regular meeting schedule for fiscal year 2023/2024; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BEELINE 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 2023/2024 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 15th day of August, 2023.

ATTEST:

**BEELINE
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**BEELINE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Beeline Community Development District will hold Regular Meetings in the Conference Room at The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410 at 10:30 a.m. on the following dates:

October 17, 2023
November 14, 2023 ** 1 week early
December 19, 2023
January 16, 2024
February 20, 2024
March 19, 2024
April 16, 2024
May 21, 2024
June 18, 2024
July 16, 2024
August 20, 2024
September 17, 2024

The purpose of the meetings is to conduct any all business coming before the Board. 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 prior to the date of the particular meeting.

From time to time one or two 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.

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 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 particular meeting.

Meetings may be cancelled from time to time without advertised notice.

BEELINE COMMUNITY DEVELOPMENT DISTRICT

www.beelinecdd.org

PUBLISH: THE PALM BEACH POST 00/00/2023

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Beeline Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, Section 257.36(5), *Florida Statutes*, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records and to provide for the appointment of a records management liaison officer (“Records Management Liaison Officer”); and

WHEREAS, the District desires for the Records Management Liaison Officer to be an employee of the District or an employee of the District Manager; and

WHEREAS, the District desires to authorize the District’s records custodian to appoint a Records Management Liaison Officer, which may or may not be the District’s records custodian; and

WHEREAS, the District desires to prescribe duties of the Records Management Liaison Officer and provide for the assignment of additional duties; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution a records retention policy (the “Records Retention Policy”) for immediate use and application.

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

SECTION 1. The District hereby authorizes the District’s records custodian to appoint a Records Management Liaison Officer and report such appointment to the appropriate State of Florida agencies. A Records Management Liaison Officer shall be an employee of the District or the District Manager. The Board, and the District’s records custodian, shall each have the individual power to remove the Records Management

Liaison Officer at any time for any reason. Immediately following the removal or resignation of a Records Management Liaison Officer, the District's records custodian shall appoint a replacement Records Management Liaison Officer.

SECTION 2. The duties of the Records Management Liaison Officer shall include the following:

- A.** Serve as the District's contact with the Florida Department of State, State Library and Archives of Florida;
- B.** Coordinate the District's records inventory;
- C.** Maintain records retention and disposition forms;
- D.** Coordinate District records management training;
- E.** Develop records management procedures consistent with the Records Retention Policy, as amended as provided herein;
- F.** Participate in the development of the District's development of electronic record keeping systems;
- G.** Submit annual compliance statements;
- H.** Work with the Florida Department of State, State Library and Archives of Florida to establish individual retention schedules for the District, from time to time and as may be necessary; and
- I.** Such other duties as may be assigned by the Board or the District's records custodian in the future.

SECTION 3. The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), *Florida Statutes*, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, *Florida Statutes*, and the General Records Schedules established by the Division. However, the District will retain certain records longer than required by the General Records Schedules established by the Division as set forth in Exhibit A. To the extent the above statute, rules or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment shall not reduce the retention times set forth in Exhibit A. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

SECTION 4. In accordance with section 668.50, Florida Statutes, and section 119.01, Florida Statutes, the Board finds that the electronic record shall be considered the official record and any paper originals are hereby duplicates which may be disposed of unless required to be preserved by any applicable statute, rule or ordinance.

SECTION 5. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 6. This Resolution shall become effective upon its passage; shall replace, supplant, and supersede any prior policy or resolution of the District regarding records retention; and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED at a meeting of the District Board of Supervisors, this 15th day of August, 2023.

ATTEST:

**BEELINE COMMUNITY
DEVELOPMENT DISTRICT**

Print name: _____

Print name: _____

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amendments to General Records Schedules Established by the Division

Exhibit A

Amendments to General Records Schedules established by the Division

ADVERTISEMENTS: LEGAL (Item #25)

The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to proceedings under uniform method of collection of debt assessments permanently. The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to the levy of assessments securing bonds for five (5) fiscal years provided applicable audits have been released, or until three (3) calendar years after related bonds are redeemed, whichever is later.

AUDITS: INDEPENDENT (Item #56)

The District shall retain the record copy of independent audits for ten (10) fiscal years or until three (3) calendar years after all related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: DETAIL (Item #340)

The District shall retain the record copy of disbursement records relating to the use of bonds for five (5) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: SUMMARY (Item #341)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

FINANCIAL REPORTS: LOCAL GOVERNMENT ANNUAL REPORTS (Item #107)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

INCIDENT REPORT FILES (Item #241)

The District shall retain incident reports for five (5) anniversary years from the date of the incident.

MINUTES: OFFICIAL MEETINGS (PRELIMINARY/AUDIO RECORDINGS/VIDEO RECORDINGS (Item #4)

The District shall retain audio recordings of board of supervisor meetings for five (5) calendar years after adoption of the official minutes.

PROJECT FILES: CAPITAL IMPROVEMENT (Item #136)

The District shall retain the record copy of project files for projects funded with bonds for ten (10) fiscal years after completion of the project provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

REAL PROPERTY RECORDS: CONDEMNATION/DEMOLITION (Item #364)

The District shall retain the record copy of project files for condemnation/demolition projects funded with bonds for five (5) anniversary years after final action or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

REAL PROPERTY RECORDS: PROPERTY ACQUIRED (Item #172)

The District shall retain the record copy of documents related to property acquisitions funded with bonds for three (3) fiscal years after final disposition of the property provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

MEMORANDUM

TO: District Manager

FROM: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
District Counsel

DATE: June 6, 2023

RE: Required Ethics Training

On May 24, 2023, the Governor signed CS/HB 199 into law as Chapter 2023-121, Laws of Florida. Section 112.3142, Florida Statutes, requires that specified constitutional officers, elected municipal officers, and commissioners complete four (4) hours of ethics training annually. This requirement is noted on page 1 of the Form 1, Statement of Financial Interests. This legislation provides that beginning January 1, 2024, elected and appointed commissioners of community redevelopment agencies and local officers of independent special districts are now required to complete four (4) hours of ethics training annually. The training must address, at a minimum, s. 8, Art. II of the Florida Constitution (ethics for public officers and financial disclosure), the Code of Ethics for Public Officers and Employees, and the Florida Public Records Law and Open Meetings laws. The legislation specifically provides that this training requirement may be satisfied by completing a continuing legal education class or other continuing professional education class or seminar if the required subject matter is covered therein.

For current supervisors and officers, it is recommended that this training requirement be completed by July 1, 2024, so that the supervisor or officer can verify compliance with the required training on his or her Form 1, Statement of Financial Interests (2023). Elected local officers of independent special districts that assume office on or before March 31st must complete annual ethics training by December 31st of the year the term begins; however, if the term starts after March 31st, the officer is not required to complete the required ethics training until December 31st of the following year. The Legislature intends for those elected officers to receive the required training as close as possible to the date that he or she assumes office. The chart below can be used as a reference:

Date elected or appointed	Annual Training Completed By
Current Officer/Supervisor	December 31, 2024 (recommend completion by July 1, 2024)
January 1 – March 31, 2024	December 31, 2024
April 1 – December 31, 2024	December 31, 2025

The legislation also amends Section 112.313(a), Florida Statutes, clarifying the conflicts exception for public officers or employees of water control districts (Chapter 298, Florida Statutes)

or a special tax districts created by general (i.e. community development districts) or special law and which is limited specifically to constructing, maintaining, managing, and financing improvements in the land area over which the district has jurisdiction. Employment with or entering into a contractual relationship with a business entity is not prohibited and is not deemed a conflict per se; however, conduct by such officer or employee that is prohibited by or otherwise frustrates the intent of Section 112.313(7), Florida Statutes, including conduct that violates subsections (6) (misuse of public position) and (8) (disclosure of information not otherwise available to the public for personal benefit) thereof is deemed an impermissible conflict of interest.

For convenience, we have included a copy of the legislation referenced in this memorandum. We request that you include this memorandum as part of the agenda packages for upcoming meetings of the governing boards of those special districts in which you serve as the District Manager and this firm serves as District Counsel. You can expect our traditional legislative memorandum in the coming weeks, where we will summarize other legislation from the 2023 Legislative Session relevant to special districts.

CHAPTER 2023-121

Committee Substitute for House Bill No. 199

An act relating to ethics requirements for officers and employees of special tax districts; amending s. 112.313, F.S.; specifying that certain conduct by certain public officers and employees is deemed a conflict of interest; making technical changes; amending s. 112.3142, F.S.; requiring certain ethics training for elected local officers of independent special districts beginning on a specified date; specifying requirements for such training; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (7) of section 112.313, Florida Statutes, is amended to read:

112.313 Standards of conduct for public officers, employees of agencies, and local government attorneys.—

(7) **CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP.—**

(a) No public officer or employee of an agency shall have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of, or is doing business with, an agency of which he or she is an officer or employee, excluding those organizations and their officers who, when acting in their official capacity, enter into or negotiate a collective bargaining contract with the state or any municipality, county, or other political subdivision of the state; nor shall an officer or employee of an agency have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his or her private interests and the performance of his or her public duties or that would impede the full and faithful discharge of his or her public duties.

1. When the agency referred to is that certain kind of special tax district created by general or special law and is limited specifically to constructing, maintaining, managing, and financing improvements in the land area over which the agency has jurisdiction, or when the agency has been organized pursuant to chapter 298, then employment with, or entering into a contractual relationship with, such business entity by a public officer or employee of such agency ~~is~~ shall not be prohibited by this subsection or be deemed a conflict per se. However, conduct by such officer or employee that is prohibited by, or otherwise frustrates the intent of, this section, including conduct that violates subsections (6) and (8), is shall be deemed a conflict of interest in violation of the standards of conduct set forth by this section.

2. When the agency referred to is a legislative body and the regulatory power over the business entity resides in another agency, or when the regulatory power which the legislative body exercises over the business entity or agency is strictly through the enactment of laws or ordinances, then employment or a contractual relationship with such business entity by a public officer or employee of a legislative body shall not be prohibited by this subsection or be deemed a conflict.

(b) This subsection shall not prohibit a public officer or employee from practicing in a particular profession or occupation when such practice by persons holding such public office or employment is required or permitted by law or ordinance.

Section 2. Paragraphs (d) and (e) of subsection (2) of section 112.3142, Florida Statutes, are redesignated as paragraphs (e) and (f), respectively, present paragraph (e) of that subsection is amended, and a new paragraph (d) is added to that subsection, to read:

112.3142 Ethics training for specified constitutional officers, elected municipal officers, and commissioners of community redevelopment agencies, and elected local officers of independent special districts.—

(2)

(d) Beginning January 1, 2024, each elected local officer of an independent special district, as defined in s. 189.012, and each person who is appointed to fill a vacancy for an unexpired term of such elective office must complete 4 hours of ethics training each calendar year which addresses, at a minimum, s. 8, Art. II of the State Constitution, the Code of Ethics for Public Officers and Employees, and the public records and public meetings laws of this state. This requirement may be satisfied by completion of a continuing legal education class or other continuing professional education class, seminar, or presentation, if the required subject matter is covered by such class, seminar, or presentation.

(f)(e) The Legislature intends that a constitutional officer, ~~or~~ elected municipal officer, or elected local officer of an independent special district who is required to complete ethics training pursuant to this section receive the required training as close as possible to the date that he or she assumes office. A constitutional officer, ~~or~~ elected municipal officer, or elected local officer of an independent special district assuming a new office or new term of office on or before March 31 must complete the annual training on or before December 31 of the year in which the term of office began. A constitutional officer, ~~or~~ elected municipal officer, or elected local officer of an independent special district assuming a new office or new term of office after March 31 is not required to complete ethics training for the calendar year in which the term of office began.

Section 3. This act shall take effect July 1, 2023.

Approved by the Governor May 24, 2023.

Filed in Office Secretary of State May 24, 2023.

Memorandum

To	Todd Wodraska, District Manager	Page 1
CC	Board of Supervisors	
Subject	Beeline Community Development District Annual Inspection Report	
From	Karen D. Brandon, P.E., District Engineer	
Date	June 30, 2023	

INTRODUCTION

The Beeline Community Development District (CDD) consists of approximately 999.5 acres of land located entirely within Palm Beach County, Florida and lying in portions of Sections 13, 14, 15, and 16, Township 41 South, Range 40 East. In addition, the District is located within the 7,000 acre Pratt & Whitney complex. The District boundary includes an industrial campus of four large buildings, several smaller buildings, and a 6,000 foot runway with associated facilities.

AECOM Technology Services, Inc. was contracted by the CDD to inspect facilities under the control of the CDD and report as to the condition of the facilities and to recommend any maintenance or repairs required during the ensuing Fiscal Year, including an estimate of the amount of money necessary for such purposes.

SITE INVESTIGATION

The following is a summary of findings from our field activities and inspections conducted on May 26, 2023:

Water/Wastewater Utilities

There are no water/wastewater utility facilities under the CDD's control. A Palm Beach County Water Utilities Department chlorine booster pump station remains on the utility site. The utility parcel is in the process of being transferred back to Pratt & Whitney/UTC.

Water Management System

A South Florida Water Management District General Surface Water Management Permit was issued on May 12, 2005, which transferred ownership of a portion (39.9 acres) of the United Technologies Corporation/Pratt & Whitney surface water management system to the CDD. The CDD assumed responsibility for operation and maintenance of the drainage system downstream from a point after the Test Area weir at Innovation Drive, as well as the system downstream from a point after the Stormwater pond control structure at the north property line. Pratt & Whitney/UTC retained ownership and responsibility for operation and maintenance of the drainage system upstream of those two points.

The lake, canal banks and berms are well maintained with regular mowing and vegetation trimming (see Figures 1-20). Since BCDD contracted with a company for aquatic weed control, floating vegetation and aquatic weeds have not been an issue for the pump station operations. An area of erosion was observed as seen in Figures 1 and 2 on the backside of the headwall on the north end of the culvert under Innovation Drive at the Control No. 1 pump station. Further inspection is recommended to check for culvert deterioration below and the area should be backfilled.



Figure 1 – Looking north at canal on east side of stormwater tract, upstream of pump station. Note erosion at backside of the top of headwall.



Figure 2 – Closer view of erosion behind headwall



Figure 3 – Turbidity Barrier located north of Control Structure No. 1

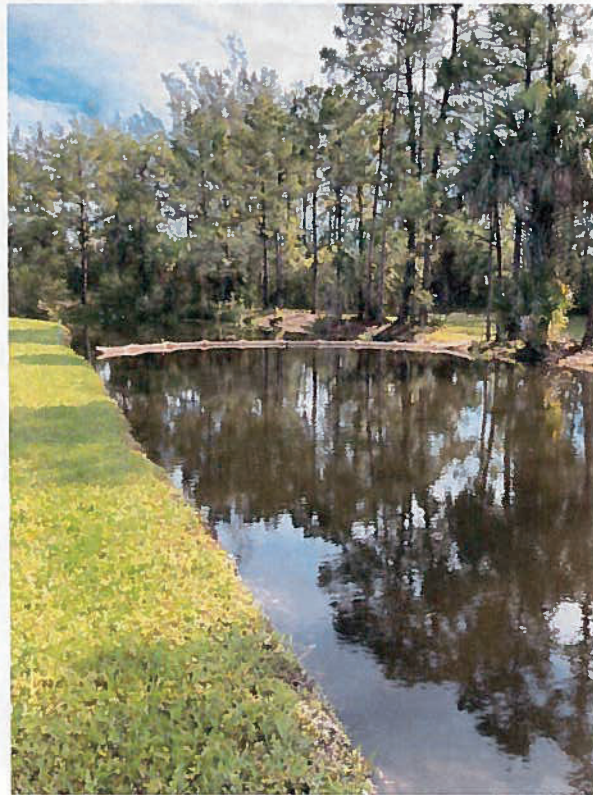


Figure 4 – Looking northwest at canal north of Innovation Drive



Figure 5 – Looking northwest at canal north of Innovation Drive



Figure 6 – Looking east at canal on north side of Innovation Drive



Figure 7 – Looking west at canal along north side of Innovation Drive

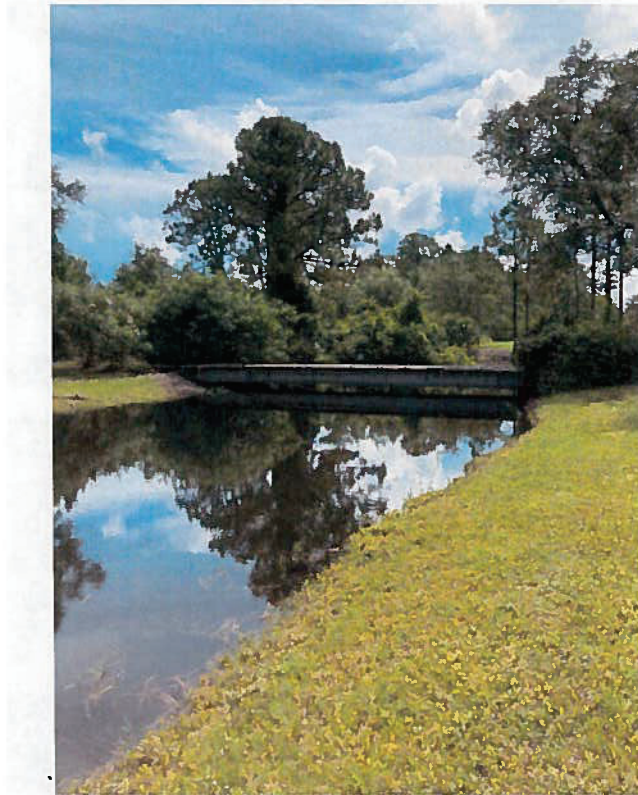


Figure 8 – Looking east at canal and pedestrian bridge on north side of Innovation Drive



Figure 9 – Looking east at canal on north side of Innovation Drive near warehouse



Figure 10 – Looking west at canal on north side of Innovation Drive

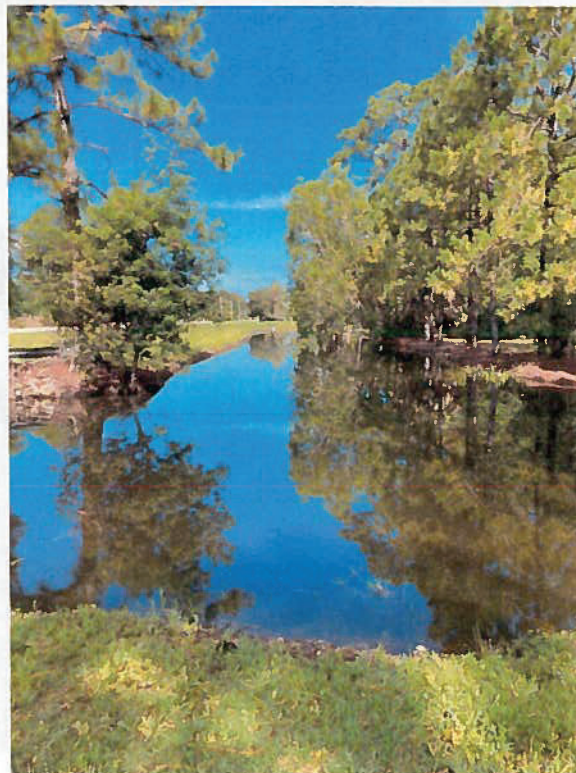


Figure 11 – Looking west at canal on north side of Innovation Drive



Figure 12 – Looking south at outfall canal upstream of Innovation Drive



Figure 13 – North end of lined culvert under Innovation Drive



Figure 14 – Erosion of canal bank on north end of slip-lined culvert under Innovation Drive



Figure 15 – North end of slip-lined culvert under Innovation Drive



Figure 16 – South end of slip-lined culvert under Innovation Drive

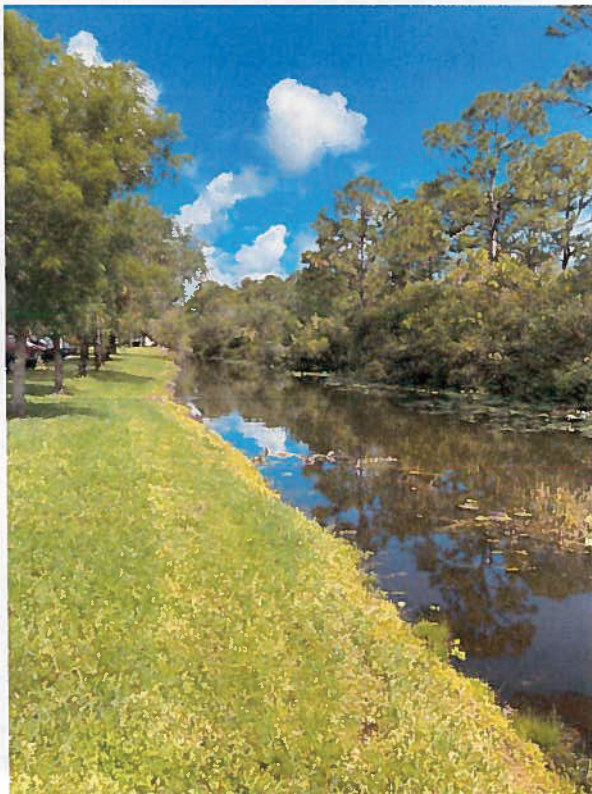


Figure 17 – Looking west at north canal near FPL

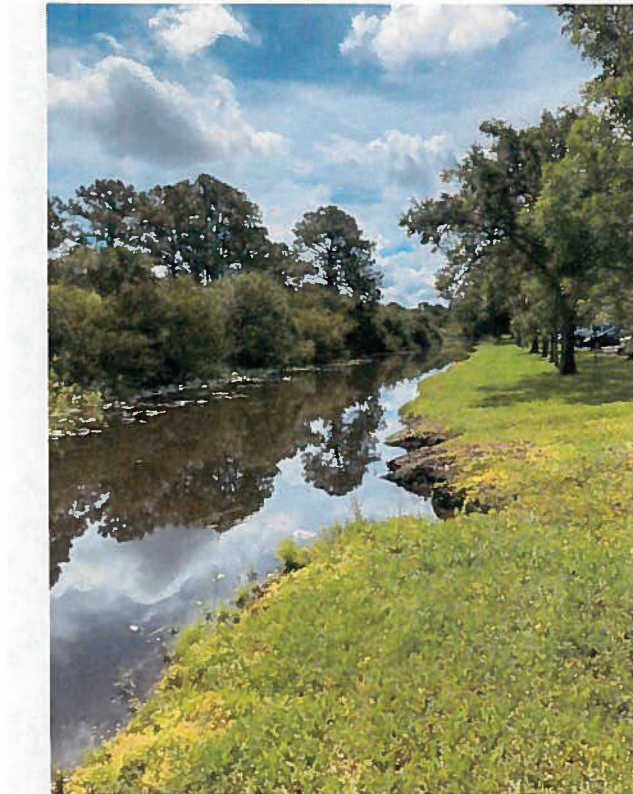


Figure 18 – Looking east at canal along north boundary; area of canal bank eroded

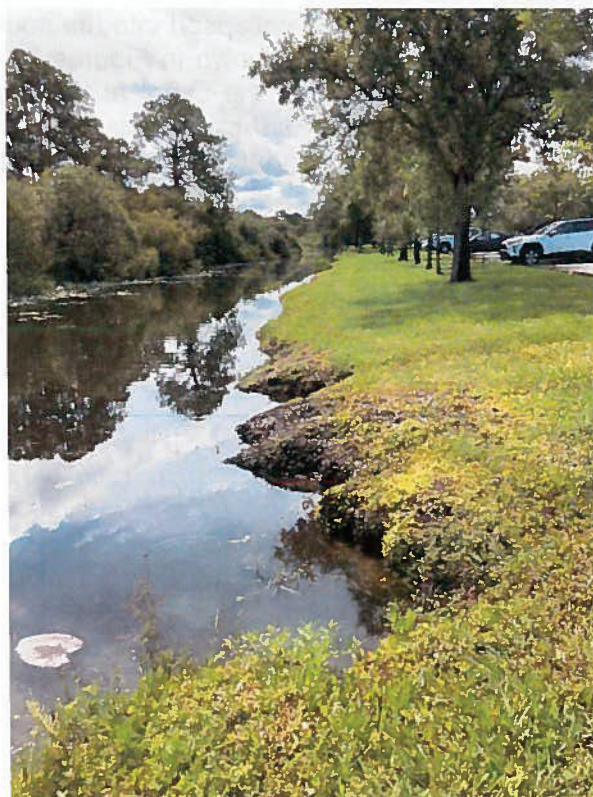


Figure 19 – Closer view looking east at canal along north boundary adjacent to FPL



Figure 20 – Looking East at canal along north boundary near FPL

This past year a portion of a parking area collapsed into the south bank of the north canal. The landowner performed some repairs as shown in Figures 21-23. However, there is still evidence of sedimentation that washed into the canal at this location and the area is still continuing to erode (see **Figures 24-28**). Further measures are needed in order to stabilize this area. During the inspection, it was observed that heavy vehicles continue to be parked on the asphalt in this area.



Figure 21 – Parking area west of FPL recently repaired along north canal



Figure 22 – Parking area west of FPL recently repaired along north canal



Figure 23 – Asphalt added along guardrail



Figure 24 – Sediment washed into north canal at repair area



Figure 25 – Area of continued erosion



Figure 26 – Tree growing out of canal bank



Figure 27 – Same area of recent erosion



Figure 28 – Area of recent erosion

Culvert Maintenance

One of the overflow culverts from the stormwater pond to the north canal has been severely damaged and is in need of repair. **See Figures 29 and 30** for photographs of the overflow culverts. The culverts should be replaced in the future, during the next time similar work is contracted by BCDD.

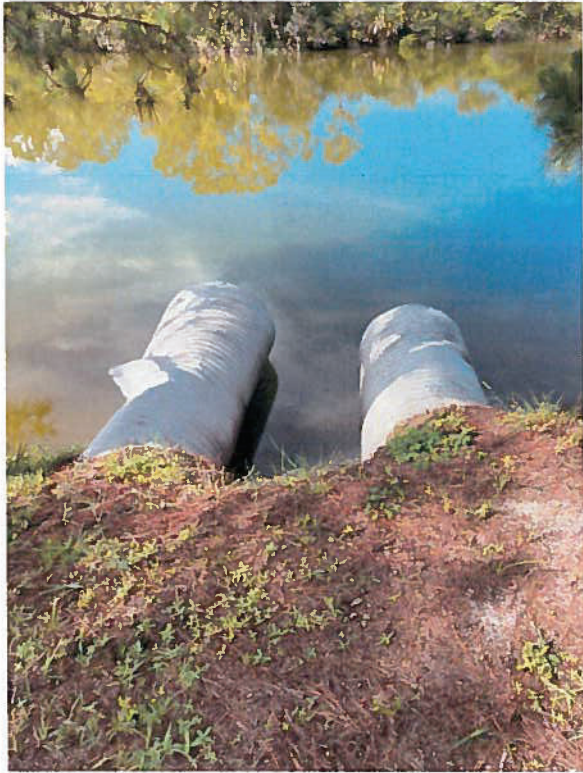


Figure 29 – Overflow Culverts from Stormwater Tract to North Canal



Figure 30 – Overflow Culverts from Stormwater Tract to North Canal

A 12" diameter CMP culvert, located south of the P&W/UTC Manufacturing Area, which crosses under Innovation Drive, has been damaged. **See Figures 31 and 32** showing the south and north ends of the culvert.

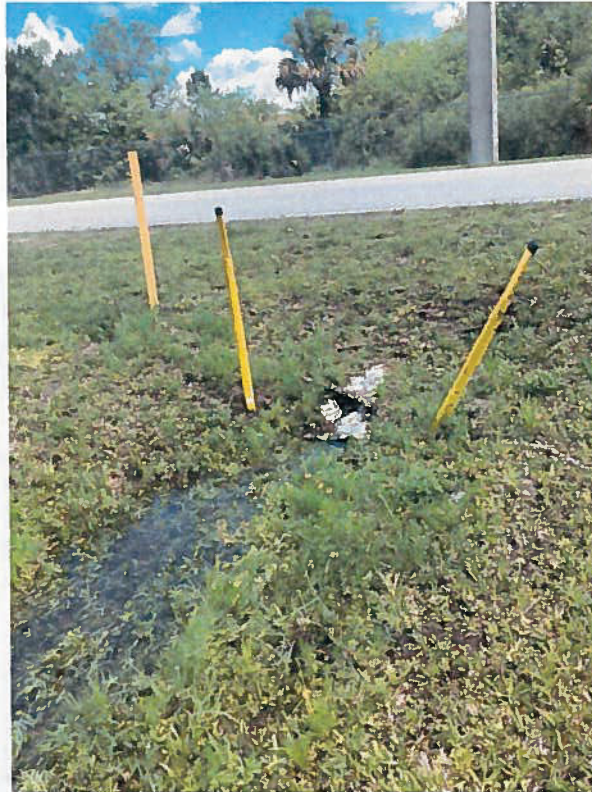


Figure 31 – South end of 12” CMP culvert under Innovation Drive



Figure 32 – North end of 12” CMP culvert under Innovation Drive

Sheetpile Wall

Figure 33 shows an existing sheetpile structure located on the north side of the north canal which has deteriorated with age. The structure is very old and it is not part of a permit requirement for stormwater management. At this time, there are no plans to replace the structure.

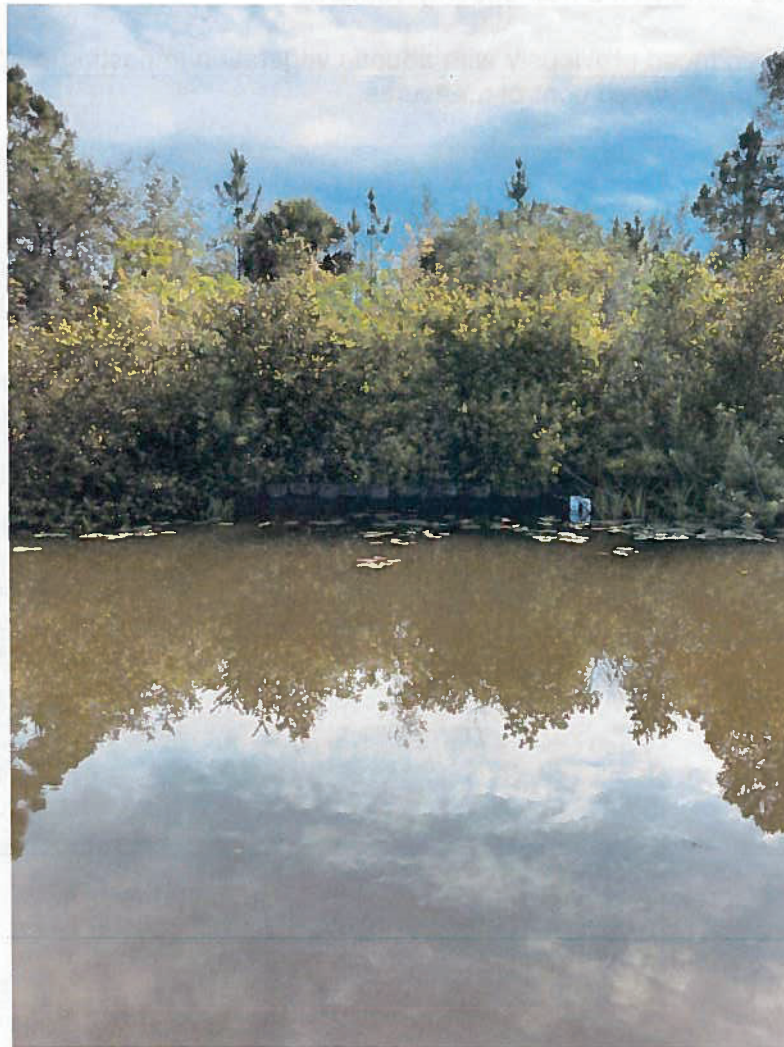


Figure 33 – Looking north at old sheetpile structure along north canal

Control Structure No. 1 (Stormwater Pump Station)

Improvements to the Control No. 1 structure, including the installation of electric gate actuators, replacement of the Couch turbine pumps with electric submersible pumps, a new larger diesel engine generator for backup power to the pumps, site lighting, and the installation of an automatic level control system were completed in 2014 (see Figures 34 - 43). In addition, an internet connection was hardwired through the local telephone service for remote control and status monitoring of the pump station. A security camera was also connected to the internet. A wireless auto-dialer serves as a backup for notification of alarm conditions at the site. In April of 2020, SCADA system upgrades, including both hardware and software, were completed along with a new security camera.

The issues experienced previously with aquatic vegetation impacting pump operations have improved with aquatic weed control measures.



Figure 34 – Control No. 1 Pump Station



Figure 35 – Control No. 1 Pump Station



Figure 36 – Stilling well at Control No. 1



Figure 37 – Gate actuators at Control Structure No. 1



Figure 38 – Electrical panel at Control Structure No. 1

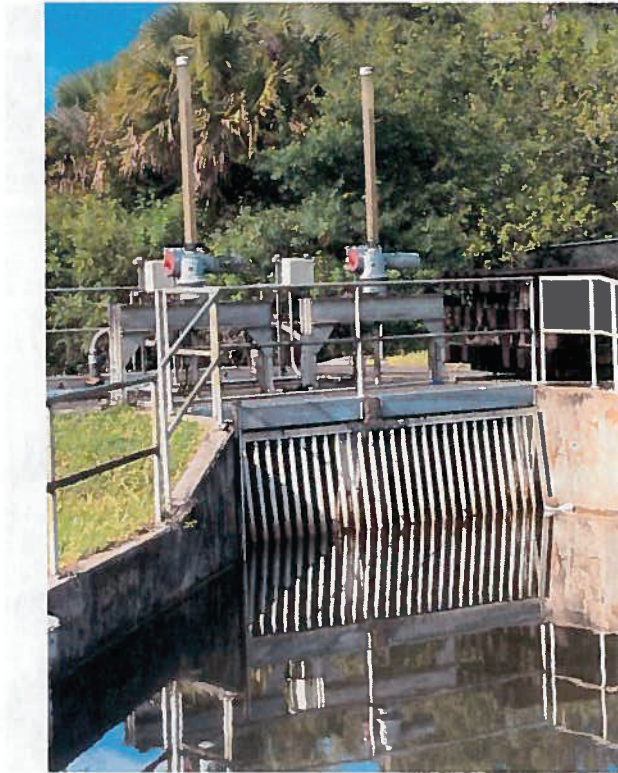


Figure 39 – Trash rack at Control Structure No. 1

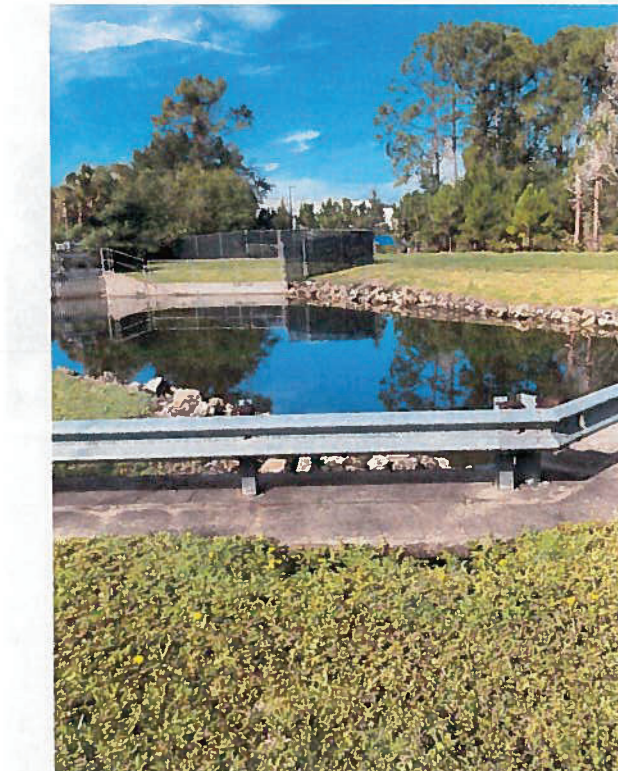


Figure 40 – Inflow basin at Control Structure No. 1



Figure 41 – Staff gauge at Control Structure No. 1



Figure 42 – Back-up generator at Control Structure No. 1



Figure 43 – Looking north from Control No. 1

Fire Protection System

The fire protection system for the Blackbird and Innovation Subdivisions consisted of two separate systems. The original system included a fire pump, including a backup diesel engine, contained in a pump house located on the south side of the Stormwater Management Tract (lake) of the Blackbird Subdivision and located east of the old Administrative Office Building (AOB), which is now owned by FPL.

The FPL Building's fire protection system was connected to Palm Beach County's Water Utility Department's (PBCWUD) system with reconstructed fire mains and hydrants to meet current PBCWUD Standards in 2016.

Construction was completed on Phase 2 of the fire protection system improvements which has connected the KOB and Warehouse buildings to Palm Beach County's water system and includes reconstruction of the fire mains and hydrants. Project closeout with PBCWUD was completed in May, 2023.

Removal of the existing fire pump, diesel engine, and related appurtenances has been completed (see **Figures 44-48**). The pump house building structure was kept to house irrigation pumps.



Figure 44 – Irrigation Pump Building



Figure 45 – Irrigation Pump Building



Figure 46 – Former fuel tank location at pump building



Figure 47 – Irrigation pump building



Figure 48 – Irrigation Pump Building



A street light pole was reported damaged in May, 2023 (see **Figure 49**). Palm Beach County claims the light is not their responsibility to replace. Street lighting is not the CDD's responsibility. The CDD is coordinating with the landowners and Palm Beach County to get the street light replaced.



Figure 49 – Damaged light pole near intersection of Innovation Drive and Endeavor Drive

Entrance Sign

The Beeline Corporate Park entrance sign (see **Figure 50**) is located at the main entrance at the southwest corner of the intersection of Beeline Highway (SR 710) and Innovation Drive. The entrance sign is in good condition.



Figure 50 – Entrance Sign

SUMMARY AND RECOMMENDATIONS

Overall, the Beeline CDD facilities are maintained in good condition. Items that were identified for maintenance or repair include the following:

- Repair of erosion at headwall on north side of Innovation Drive at culvert upstream of Control No. 1 pump station. It is recommended that a dive inspection be conducted to determine the condition of the culvert.
- Replacement of the damaged overflow culvert from the stormwater pond.
- Replacement of the 12" diameter culvert under Innovation Drive.
- Canal Bank stabilization of north canal adjacent to asphalt parking area.

Funds are already included in Beeline CDD's annual budget for routine maintenance and repair items such as culvert replacement and continued mowing and aquatic weed control.

DRAFT

Karen D. Brandon, P.E.
No. 38579

AECOM Technical Services, Inc. No. 8115
2090 Palm Beach Lakes Blvd., Suite 600
West Palm Beach, Florida 33409

BISHOP ENVIRONMENTAL SPECIALISTS, INC.

3 St. Giles Road, Palm Beach Gardens, FL 33418

(561) 310-4529

June 1, 2023

Todd Wodraska
Beeline Community Development District
2501A Burns Road
Palm Beach Gardens, Florida 33410

Re: Monthly Status Report

Dear Mr. Wodraska:

Bishop Environmental Specialists, Inc. ("BES") is pleased to offer the following BCDD ball park storm water pump station progress report.

Storm Water Pump Station (Scope D)

BES personnel have monitored as described in approved Scope D and continue recording canal levels on both the intake and discharge side of the pump station as well as pump/gate operation and elapsed time readings. BES has performed weekly functional and load testing for gates, pumps and the emergency generator and is monitoring system telemetry for operational status changes.

The system performed as designed throughout the month. The gate motor and lift mechanism, both of which were serviced last month, performed satisfactorily in testing throughout the month. BES staff located procured an effective lubricant to help offset the effects of age on the slide gates, storing a supply on site. An agreement with a new generator servicing company was secured during the month.

If you require additional information, please do not hesitate to call.

Sincerely,

BISHOP ENVIRONMENTAL SPECIALISTS, INC.
Rim Bishop, President

BISHOP ENVIRONMENTAL SPECIALISTS, INC.

3 St. Giles Road, Palm Beach Gardens, FL 33418

(561) 310-4529

July 1, 2023

Todd Wodraska
Beeline Community Development District
2501A Burns Road
Palm Beach Gardens, Florida 33410

Re: Monthly Status Report

Dear Mr. Wodraska:

Bishop Environmental Specialists, Inc. ("BES") is pleased to offer the following BCDD ball park storm water pump station progress report.

Storm Water Pump Station (Scope D)

BES personnel have monitored as described in approved Scope D and continue recording canal levels on both the intake and discharge side of the pump station as well as pump/gate operation and elapsed time readings. BES has performed weekly functional and load testing for gates, pumps and the emergency generator and is monitoring system telemetry for operational status changes.

The system performed as designed throughout the month. Routine generator maintenance, minor repairs and scheduled battery replacement were completed. At advice of CR Dunn Electric, recommended by Murray Logan Construction (contractor that built the station), BES staff increased gate motor torque limit to 90% to overcome tripping during gate operational testing. Continued lubricating gate guides, will monitor and if the issue does not resolve, BES will recommend gate guide replacement.

If you require additional information, please do not hesitate to call.

Sincerely,

BISHOP ENVIRONMENTAL SPECIALISTS, INC.
Rim Bishop, President

BISHOP ENVIRONMENTAL SPECIALISTS, INC.

3 St. Giles Road, Palm Beach Gardens, FL 33418
(561) 310-4529

August 1, 2023

Todd Wodraska
Beeline Community Development District
2501A Burns Road
Palm Beach Gardens, Florida 33410

Re: Monthly Status Report

Dear Mr. Wodraska:

Bishop Environmental Specialists, Inc. ("BES") is pleased to offer the following BCDD ball park storm water pump station progress report.

Storm Water Pump Station (Scope D)

BES personnel have monitored as described in approved Scope D and continue recording canal levels on both the intake and discharge side of the pump station as well as pump/gate operation and elapsed time readings. BES has performed weekly functional and load testing for gates, pumps and the emergency generator and is monitoring system telemetry for operational status changes.

The system performed as designed throughout the month. At advice of CR Dunn Electric, recommended by Murray Logan Construction (contractor that built the station), BES staff periodically lubricated the gate guides, reducing friction and avoiding the operating motor overloads witnessed in previous months.

If you require additional information, please do not hesitate to call.

Sincerely,

BISHOP ENVIRONMENTAL SPECIALISTS, INC.
Rim Bishop, President

MEMORANDUM

TO: The Board of Supervisors
Beeline Community Development District

FROM: Karen D. Brandon, P.E., District Engineer *KDB*

DATE: **August 2, 2023**

RE: ENGINEER'S REPORT FOR MAY 2023 - JULY 2023

The following is a summary of activities and communications that were of significance since the last Board meeting:

A. Fire Protection System Improvements – Phase 2

The Fire Protection System Improvements – Phase 2 project was finally closed out in May.

B. Annual Inspection Report

The Annual Inspection was conducted on May 26, 2023. The items identified include areas of erosion behind a headwall and along a canal bank, as well as some damaged culverts in need of replacement.

C. Permit Review - AT&T Conduit Installation

A permit was reviewed for an AT&T fiber conduit installation via horizontal directional drill (HDD) under the culvert crossing of Innovation Drive at the Control No. 1 Pump Station. The recommendation is for approval.

Should you have any questions or comments, please feel free to contact me for more detailed information on the above.

cc: Todd Wodraska
Andrew Karmeris
Rim Bishop