



**BEELINE  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
& PUBLIC HEARING  
AUGUST 20, 2024  
10:30 A.M.**

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

[www.beelinecdd.org](http://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 20, 2024  
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 21, 2024 Regular Board Meeting & Public Hearing.....Page 3
- G. Public Hearing
  - 1. Proof of Publication.....Page 5
  - 2. Receive Public Comments on Adopting a Fiscal Year 2024/2025 Final Budget
  - 3. Consider Resolution No. 2024-03 – Adopting a Fiscal Year 2024/2025 Final Budget.....Page 6
- H. Old Business
- I. New Business
  - 1. Consider Resolution No. 2024-04 – Adopting a Fiscal Year 2024/2025 Meeting Schedule.....Page 14
  - 2. Consider Resolution No. 2024-05 – Adopting Goals and Objectives.....Page 16
  - 3. Consider Approval of Rate Increase to The Grassroots Corporation.....Page 19
  - 4. Consider Appointment of Audit Committee & Approval of Evaluation Criteria.....Page 20
- J. Administrative Matters
  - 1. Monthly Status Report – Operations.....Page 24
  - 2. Monthly Status Report – Engineer.....Page 25
- 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

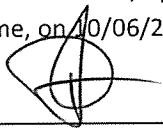
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

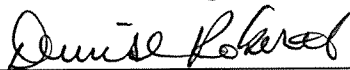
10/06/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

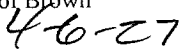
Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 10/06/2023



Legal Clerk



Notary, State of WI, County of Brown



My commission expires

Publication Cost: \$231.75  
Order No: 9342624 # of Copies:  
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PO #: FY23/24 Meeting Date

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*Please do not use this form for payment remittance.*

DENISE ROBERTS  
Notary Public  
State of Wisconsin

### 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 of 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
- 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

9342624 10/6/23

**BEELINE COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
MAY 21, 2024**

**A. CALL TO ORDER**

The May 21, 2024, Regular Board Meeting of the Beeline Community Development District (the “District”) was called to order at 10:31 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 6, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

**C. CONSIDER BOARD MEMBER RESIGNATION**

A **motion** was made by Mr. Howden, seconded by Mr. Sillan accepting the resignation of Joseph Pruszynski, effective May 21, 2024.

**D. ESTABLISH QUORUM**

A quorum was established with the following Supervisors:

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

Also in attendance were:

District Manager	Andrew Karmeris	Special District Services, Inc.
Landowner Rep	RL Busby	Pratt Whitney
District Counsel	Michael Pawelczyk	Billing, Cochran, Lyles, Mauro & Ramsey, PA
District Engineer	Karen Brandon	AECOM

Also present was Jackson Wodraska.

**E. ADDITIONS OR DELETIONS TO THE AGENDA**

A **motion** was made by Mr. Harris, seconded by Mr. Howden and passed unanimously to add “Request for Qualifications (RFQ) for Engineering Services” under New Business.

**F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**G. APPROVAL OF MINUTES**

**1. February 20, 2023, Public Hearing & Regular Board Meeting**

A **motion** was made by Mr. Howden, seconded by Mr. Harris and unanimously passed approving the minutes of the February 20, 2023, Public Hearing & Regular Board Meeting, as presented.

**H. OLD BUSINESS**

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

**I. NEW BUSINESS**

**1. Consider Resolution No. 2024-02 – Adopting a Fiscal Year 2024/2025 Proposed Budget**

Resolution No. 2024-02 was presented, entitled:

**RESOLUTION NO. 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Howden, seconded by Mr. Harris and passed unanimously adopting Resolution No. 2024-02, as presented, setting the Public Hearing for August 20, 2024.

**2. Request for Qualifications (RFQ) for Engineering Services**

Ms. Karmeris presented the RFQ for consideration.

A **motion** was made by Mr. Harris, seconded by Mr. Howden and passed unanimously approving the publication of the Request for Qualifications (RFQ) for Engineering Services with a due date of August 1, 2024.

**J. ADMINISTRATIVE MATTERS**

**1. Monthly Status Report – Operations**

**2. Monthly Status Report – Engineer**

Ms. Brandon presented her annual inspection report. RL Busby asked questions about the culvert sunken under a part of the road. Ms. Brandon recommends dive camera inspections.

A **motion** was made by Mr. Sillan, seconded by Mr. Harris directing staff to obtain proposals and have the work completed for a price not to exceed \$5,000. The **motion** carried 3 to 0.

Mr. Karmeris announced that the Landowner's Meeting would be held on November 19, 2024, at 10:30 a.m. at the regular meeting location.

**K. BOARD MEMBER COMMENTS**

The Board asked staff to send the Form 1 online portal link.

**I. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 11:04 a.m. by Mr. Sillan, seconded by Mr. Howden and passed unanimously.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice-Chair

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 20, 2024, 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 2024/2025 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 1-877-737-4922, 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](http://www.beelinecdd.org)

July 31, Aug. 7, 202410419024

**RESOLUTION NO. 2024-03**

**A RESOLUTION OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2024/2025 BUDGET.**

**WHEREAS**, the Beeline Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2024/2025 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 2024/2025 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 20<sup>th</sup> day of August, 2024.

**ATTEST:**

**BEELINE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



Beeline  
Community Development District

**Final Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

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- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT RECAP
- V DEBT ASSESSMENT RECAP -  
SERIES 2018 METHODOLOGY - TABLE 1

**FINAL BUDGET**  
**BEELINE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	<b>FISCAL YEAR</b>	
	<b>2024/2025</b>	
	<b>BUDGET</b>	
<b>REVENUES</b>		
O & M Assessments		312,779
Debt Assessments		643,406
Other Revenues		0
Interest Income		0
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>956,185</b>
<b>EXPENDITURES</b>		
Supervisor Fees		7,000
Payroll Taxes - Employer		560
Fire Protection Maintenance		0
Signage Maintenance		1,000
Surface Water Maintenance		7,500
Engineering/Inspections		13,000
Engineering - Extraordinary		0
Management - General		53,364
Management - Signage		744
Management - Surface Water		18,636
Secretarial		4,200
Legal		19,000
Assessment Roll		5,000
Audit Fees		5,300
Arbitrage Rebate Calculation Fee		650
Insurance		8,500
Legal Advertising		1,500
Miscellaneous Expense		3,200
Postage/Office Supplies		1,400
Dues & Subscriptions		175
Trustee Fee		3,500
Legal - Greenberg Traurig (Reimbursed By Landowners)		0
Contingency - Repairs & Maintenance		15,000
Maintenance - Lakes & Canals		25,000
Management Fee - Bishop		69,000
Bishop - Insurance		9,800
Electricity		8,500
Contract Maintenance		27,000
Security Services		2,250
Website Management		2,000
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>312,779</b>
<b>EXCESS/ (SHORTFALL)</b>	<b>\$</b>	<b>643,406</b>
Bond Payments	\$	(604,800)
<b>BALANCE</b>	<b>\$</b>	<b>38,606</b>
County Appraiser & Tax Collector Fee		(12,869)
Discounts For Early Payments		(25,737)
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$</b>	<b>-</b>

**DETAILED FINAL BUDGET**  
**BEELINE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
O & M Assessments	310,410	311,959	312,779	Expenditures Less Interest & Reimbursements
Debt Assessments	643,741	643,406	643,406	Payment To Trustee/.94
Other Revenues	45,000	3,000	0	
Interest Income	0	0	0	
<b>TOTAL REVENUES</b>	<b>\$ 999,151</b>	<b>\$ 958,365</b>	<b>\$ 956,185</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	3,200	8,000	7,000	Supervisor Fees
Payroll Taxes - Employer	245	640	560	8% Of Supervisor Fees
Fire Protection Maintenance	0	0	0	Fire Protection Eliminated
Signage Maintenance	0	1,000	1,000	No Change From 2023/2024 Budget
Surface Water Maintenance	5,985	7,500	7,500	No Change From 2023/2024 Budget
Engineering/Inspections	7,793	14,000	13,000	FY 23/24 Expenditure Through March 2024 Was \$2,016
Engineering - Extraordinary	40,000	0	0	FY 2022/2023 Expenditure
Management - General	50,304	51,816	53,364	CPI Adjustment (Capped At 3%)
Management - Signage	720	732	744	CPI Adjustment (Capped At 3%)
Management - Surface Water	17,568	18,096	18,636	CPI Adjustment (Capped At 3%)
Secretarial	4,200	4,200	4,200	No Change From 2023/2024 Budget
Legal	8,988	19,000	19,000	FY 23/24 Expenditure Through March 2024 Was \$8,968
Assessment Roll	5,000	5,000	5,000	No Change From 2023/2024 Budget
Audit Fees	5,100	5,200	5,300	\$100 Increase From 2023/2024 Budget
Arbitrage Rebate Calculation Fee	650	650	650	No Change From 2023/2024 Budget
Insurance	6,952	8,500	8,500	Insurance Estimate
Legal Advertising	1,056	1,500	1,500	No Change From 2023/2024 Budget
Miscellaneous Expense	1,178	3,300	3,200	\$100 Decrease From 2023/2024 Budget
Postage/Office Supplies	580	1,500	1,400	\$100 Decrease From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fee	3,500	3,500	3,500	No Change From 2023/2024 Budget
Legal - Greenberg Traurig (Reimbursed By Landowners)	0	3,000	0	Legal - Greenberg Traurig (Reimbursed By Landowners)
Contingency - Repairs & Maintenance	7,510	15,000	15,000	No Change From 2023/2024 Budget
Maintenance - Lakes & Canals	24,420	25,000	25,000	No Change From 2023/2024 Budget
Management Fee - Bishop	69,000	69,000	69,000	\$5,750.00 Per Month
Bishop - Insurance	9,303	9,400	9,800	Insurance Estimate
Electricity	7,435	8,500	8,500	No Change From 2023/2024 Budget
Contract Maintenance	27,000	27,000	27,000	\$2,250 Per Month
Security Services	2,298	1,750	2,250	\$500 Increase From 2023/2024 Budget
Website Management	2,000	2,000	2,000	No Change From 2023/2024 Budget
<b>TOTAL EXPENDITURES</b>	<b>\$ 312,160</b>	<b>\$ 314,959</b>	<b>\$ 312,779</b>	
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 686,991</b>	<b>\$ 643,406</b>	<b>\$ 643,406</b>	
Bond Payments	\$ (611,493)	\$ (604,800)	\$ (604,800)	2025 Principal & Interest Payments
<b>BALANCE</b>	<b>\$ 75,498</b>	<b>\$ 38,606</b>	<b>\$ 38,606</b>	
County Appraiser & Tax Collector Fee	(7,447)	(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
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 42,315</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED FINAL DEBT SERVICE BUDGET**  
**BEE LINE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	16,610	100	500	Projected Interest For 2024/2025
Debt Assessments	611,493	604,800	604,800	Yearly Maximum Debt Assessment
<b>Total Revenues</b>	<b>\$ 628,103</b>	<b>\$ 604,900</b>	<b>\$ 605,300</b>	
<b>EXPENDITURES</b>				
Principal Payments	335,000	350,000	365,000	Principal Payment Due On 5-1-2025
Interest Payments	271,600	251,200	236,900	Interest Payments Due In 2025
Bond Redemption	0	3,700	3,400	Estimated Excess Debt Collections
<b>Total Expenditures</b>	<b>\$ 606,600</b>	<b>\$ 604,900</b>	<b>\$ 605,300</b>	
<b>Excess/(Shortfall)</b>	<b>\$ 21,503</b>	<b>\$ -</b>	<b>\$ -</b>	

**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 1/1/24 =	\$6,455,000		

**Beeline Community Development District  
Fiscal Year 2024/2025 Assessments**

**FY 2024/2025 Beeline Assessments**

	<b>Pratt Whitney (UTC)</b>	<b>Congress Ave. Properties</b>	<b>FPL</b>	<b>Total Assessment</b>
Total O & M Assessment	293,887.15	13,918.67	4,973.19	312,779.00
Debt Assessment	<u>422,610.00</u>	<u>182,881.00</u>	<u>37,915.00</u>	<u>643,406.00</u>
<b>Total Assessment</b>	<b>716,497.15</b>	<b>196,799.67</b>	<b>42,888.19</b>	<b>956,185.00</b>

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

**O & M Assessment**

<b><u>Percentages (Based On Acreage)</u></b>		<b><u>FY 2024/2025 Assessment</u></b>	
Pratt Whitney (UTC)	93.96%	Pratt Whitney (UTC)	293,887.15
Congress Ave. Properties	4.45%	Congress Ave. Properties	13,918.67
FPL	<u>1.59%</u>	FPL	<u>4,973.19</u>
Total	100.00%	Total	312,779.00

**Debt Assessment**

<b><u>Total FY 2024/2025 Debt Assessment</u></b>	
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  
Debt Assessment Recap -  
2018 Methodology - Table 1**

**Table 1 – Assessment Rates**

<b>Product</b>	<b>Assessable Acres</b>	<b>Series 2018 Total Maximum Annual Assessment Per Landowner*</b>	<b>Series 2018 Bond Debt Allocation Per Landowner</b>
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
<b>Totals</b>	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.

**RESOLUTION NO. 2024-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024/2025 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 2024/2025; and

**WHEREAS**, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2024/2025 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 2024/2025 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

**PASSED, ADOPTED and EFFECTIVE** this 20<sup>th</sup> day of August, 2024.

**ATTEST:**

**BEELINE  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson



**BEELINE COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2024/2025 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 15, 2024  
November 19, 2024  
December 17, 2024  
January 21, 2025  
February 18, 2025  
March 18, 2025  
April 15, 2025  
May 20, 2025  
June 17, 2025  
July 15, 2025  
August 19, 2025  
September 16, 2025**

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](http://www.beelinecdd.org)**

**PUBLISH: THE PALM BEACH POST XX/XX/XX**

## RESOLUTION 2024-05

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BEELINE COMMUNITY DEVELOPMENT DISTRICT ADOPTING GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Beeline Community Development District (the “District”) is a local unit of special-purpose government organized and existing under and pursuant to Chapters 189 and 190, Florida Statutes, as amended; and

**WHEREAS**, effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (“HB 7013”) and creating Section 189.0694, Florida Statutes; and

**WHEREAS**, pursuant to HB 7013 and Section 189.0694, Florida Statutes, beginning October 1, 2024, the District shall establish goals and objectives for the District and create performance measures and standards to evaluate the District’s achievement of those goals and objectives; and

**WHEREAS**, the District Manager has prepared the attached goals, objectives, and performance measures and standards and presented them to the Board of the District; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the attached goals, objectives and performance measures and standards.

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

**SECTION 1.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Resolution.

**SECTION 2.** The District Board of Supervisors hereby adopts the goals, objectives and performance measures and standards as provided in **Exhibit A**. The District Manager shall take all actions to comply with Section 189.0694, Florida Statutes, and shall prepare an annual report regarding the District’s success or failure in achieving the adopted goals and objectives for consideration by the Board of the District.

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 20<sup>th</sup> day of August, 2024.

**ATTEST:**

**BEELINE COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman, Board of Supervisors

**Exhibit A:** Performance Measures/Standards and Annual Reporting

## Exhibit A

**Program/Activity: District Administration**

**Goal:** Remain compliant with Florida Law for all district meetings

**Objectives:**

- Notice all District regular, special, and public hearing meetings
- Conduct all post-meeting activities
- District records retained in compliance with Florida Sunshine Laws

**Performance Measures:**

- All Meetings publicly noticed as required (yes/no)
- Meeting minutes and post-meeting action completed (yes/no)
- District records retained as required by law (yes/no)

**Program/Activity: District Finance**

**Goal:** Remain Compliant with Florida Law for all district financing activities

**Objectives:**

- District adopted fiscal year budget
- District amended budget at end of fiscal year
- Process all District finance accounts receivable and payable
- Support District annual financial audit activities

**Performance Measures:**

- District adopted fiscal year budget (yes/no)
- District amended budget at end of fiscal year (yes/no)
- District accounts receivable/payable processed for the year (yes/no)
- “No findings” for annual financial audit (yes/no)
  - If “yes” explain

**Program/Activity: District Operations**

**Goal:** Insure, Operate and Maintain District owned Infrastructure & assets

**Objectives:**

- Annual renewal of District insurance policy(s)
- Contracted Services for District operations in effect
- Compliance with all required permits

**Performance Measures:**

- District insurance renewed and in force (yes/no)
- Contracted Services in force for all District operations (yes/no)
- Permits in compliance (yes/no)

# **THE GRASSROOTS CORPORATION**

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**Certified General Contractor – cgc# 1517651**

**Todd Wodraska  
Beeline Community Development District  
2501-A Burns Road  
Palm Beach Gardens, FL 33418**

**Re: contract rate increase**

**June 2, 2024**

**Dear Todd,**

**This letter is to serve as a formal request for a \$500.00 per month rate increase to the Beeline Community Development District contract. The inflationary increases in insurance, labor, materials and fuel within our industry has risen dramatically. This has unfortunately forced us to make this request, we postponed the ask for as long as we could. As you know in the 14 years working with the district we have only requested an increase one other time.**

**If you have any questions or would like to discuss this please let me know. As always, we truly value our partnership with BCDD and our relationship with its employees.**

**Thank you,**

**Ray Spear  
owner**

**743-6111 office  
744-8351 fax**

**6072 Eagles Nest Dr. – Jupiter, FL 33458  
spear@thegrassrootscorp.com  
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**BEELINE COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION  
EVALUATION CRITERIA**

**1. *Ability of Personnel (10 Points).***

(E.g., geographic locations of the firm’s headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer’s Experience (10 Points).***

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

**3. *Understanding of Scope of Work (10 Points).***

Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.

**4. *Ability to Furnish the Required Services (10 Points).***

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price (10 Points).***

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

**BEELINE COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2023/2024, 2024/2025 and 2025/2026  
With Two Year Option (2026/2027 and 2027/2028)  
Palm Beach County, Florida**

**BEELINE COMMUNITY DEVELOPMENT DISTRICT  
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than September 17, 2024 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. REJECTION OF PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit one (1) copy of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Beeline Community Development District” on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.



**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**SECTION 15. REJECTION OF ALL PROPOSALS.** The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

***BISHOP ENVIRONMENTAL SPECIALISTS, INC.***

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

July 1, 2024

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 diesel generator engine block heater was replaced and successfully tested on June 14.

The system generally performed as designed throughout the month. 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

***BISHOP ENVIRONMENTAL SPECIALISTS, INC.***

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

(561) 310-4529

August 1, 2024

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

Re: Monthly Status Report

Dear Mr. Wodraska:

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The system generally performed as designed throughout the month. 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

# **MONTHLY STATUS REPORT – ENGINEER**

**TO BE DISTRIBUTED  
UNDER SEPARATE COVER**