

**MINUTES OF A BOARD OF SUPERVISORS MEETING
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT 07/26/23**

Pursuant to the foregoing Notice, the Board of Supervisors of Northern Palm Beach County Improvement District met at approximately 8:03 a.m. on July 26, 2023, in the Administrative Building and Emergency Operations Center, 359 Hiatt Drive, Palm Beach Gardens, Florida.

1) ROLL CALL

There were present Board President Matthew J. Boykin and Supervisors Gregory Block, Ellen T. Baker and Brian J. LaMotte; Executive Director Dan Beatty; and General Counsel Kenneth W. Edwards of Caldwell Pacetti, et al.

Board Supervisor L. Marc Cohn was not present at this time.

Also present were District Engineer Kim Leser; District Clerk Susan Scheff; Director of Operations Ken Roundtree; Budget & Tax Roll Manager Laura Ham; Project Coordinator Polly Scherman; Permit Coordinator Kimberly Morgan; Technical Assistant/Records Management Specialist Kathleen Maloney-Pollack; Senior Accounting Intern Quinton Dang; Past Senior Accounting Intern Sahra Jamgotchian; Junior Accounting Intern Jazmin Gonzales; Karen Kummerlen of Palm Beach Gardens High School; and Ray Spear of The Grassroots Corporation.

2) ESTABLISHMENT OF A QUORUM

Mr. Boykin announced that there was a quorum and that it was in order to consider any business to properly come before the Board.

3) ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Beatty reported that no additions or deletions to the Agenda were necessary.

4) APPROVAL OF MINUTES

A **motion** was made by Ms. Baker, seconded by Mr. Block and unanimously passed approving the Minutes of the June 28, 2023 Regular Meeting.

5) COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Mr. Boykin called for any comments from the public for items not on the Agenda to which there was no response.

6) CONSENT AGENDA

Mr. Boykin called for any comments from the public on the Consent Agenda to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. Block and unanimously passed approving the following Consent Agenda Items:

- a) Multi-Unit
Consider Purchase Order to Everglades Laboratories, Inc.
- b) Unit No. 11 – PGA National
 - i) Consider Purchase Order to Future Horizons
 - ii) Consider Acceptance of Access Easement
- c) Unit No. 14 - Eastpointe
Consider Purchase Order to Shenandoah General Construction, LLC
- d) Payment Requests

copies of which are contained in applicable Northern files.

7) REGULAR AGENDA

- a) **UNIT OF DEVELOPMENT NO. 2C – ALTON
Status Report**

Mr. Cohn joined the meeting at this time.

Mr. Beatty began by showing the Board the unit map and site plan. He stated that the final lift of asphalt project for Pasteur Boulevard and the balance of Alton Road has been awarded, pre-construction

meetings have taken place and final lift contracts executed.

Ms. Leser stated that the Notice to Proceed was issued late June, but a minor Change Order has been requested by the City of Palm Beach Gardens, so they are reviewing the Change Order proposal submitted by the Contractor and believe construction should begin in the next few weeks.

Mr. Boykin asked if this will be the last final lift project within Alton, and Ms. Leser advised that one additional final lift of roadway will need to be done.

Mr. Beatty then showed a photo of the hospital site, noting that the trees that were shown in last month's photos are no longer there.

Mr. LaMotte asked about the internal roads by the homes, and Ms. Leser advised that the alleyways are private, but most of roadways are Northern's with some of the main roads belonging to the City. Mr. LaMotte then asked if Northern has been approached by the University of Florida about the 70-acre parcel, and Mr. Beatty advised that there has been no contact.

Mr. Beatty then continued with additional photos of the project area.

This item was presented for information only and no Board action was required.

**b) UNIT OF DEVELOPMENT NO. 5 – HENRY ROLF
Status Report – Pipe Rehabilitation Project**

Mr. Beatty began by showing the Board the unit map and an aerial photo of the site. He stated that the pre-construction meeting has taken place for this project which involves the large pipe beneath Vista Boulevard that is being replaced. He also stated that Northern has been awarded a Florida Resiliency Grant for approximately \$1.5 million which will supplement the Unit 5 budget.

Ms. Leser reported that in addition to the pre-construction meeting having been held, the Notice to Proceed has been issued, shop drawings are being reviewed and materials ordered with construction expected to begin mid-August.

A general discussion followed with regard to the cost of the project, whether there is a timeline in which the grant money can be spent, and if the grant money could be used for the portion of the project which was removed due to lack of funding.

This item was presented for information only and no Board action was required.

**c) UNIT OF DEVELOPMENT NO. 5A – VISTA CENTER OF PALM BEACH
Consider Purchase Order to Shenandoah General Construction, LLC**

Mr. Beatty stated that this item involves a lake interconnect pipe that was identified during a routine inspection as needing replacement. He stated that a request for proposals was sent to three of Northern's General Service Contractors. Shenandoah General Construction, LLC submitted the only bid in the amount of \$296,430.00, and approval is recommended.

Mr. Boykin asked if the price is in line with the estimate, and Mr. Beatty advised that the estimate was \$280,000.00.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. Block and unanimously passed approving the referenced Purchase Order No. 23-840 in the amount of \$296,430.00 to Shenandoah General Construction, LLC.

**d) UNIT OF DEVELOPMENT NO. 11 – PGA NATIONAL
Status Report – Avenue of the Masters Milling and Resurfacing Project**

Mr. Beatty began by showing the Board the unit map and an aerial photo of the site. He then showed the Board some construction photos of the project, acknowledging Ms. Scherman for taking them. He showed various progress photos, stating that the project is going smoothly and traffic control is being well handled. He believes that Staff has not received any complaints.

This item was presented for information only and no Board action was required.

e) UNIT OF DEVELOPMENT NO. 16 – PALM BEACH PARK OF COMMERCE

i) Status Report – Venture Way Extension Project

Mr. Beatty began by showing the unit map and site location, followed by aerial photos taken by Northern’s drone and some photos taken on-site. He explained that our Contractor has commenced installation of the drainage and sewer elements of the project, and the project is moving along well.

This item was presented for information only and no Board action was required.

ii) Consider Exchange Agreement

Mr. Beatty stated that this is an Exchange Agreement associated with a permit, explaining that Northern has drainage facilities which will need to be relocated as a result of a proposed site plan for this property. He further explained that the Exchange Agreement stipulates that the new improvements will need to be installed and certified prior to Northern’s abandonment of the no longer needed, old drainage facilities.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. Block and unanimously passed approving the Exchange Agreement.

**f) UNIT OF DEVELOPMENT NO. 20 – JUNO ISLES
Status Report – Salinity Weir Rehabilitation Project**

Mr. Beatty began by showing the Board the unit map and site plan. He then displayed photos of the new weir, stating that the only part of the project that remains to be completed is the salinity structure component, which is currently being fabricated.

Mr. Boykin asked about the timeline for the project’s completion, and Mr. Beatty advised he has been told the project should be completed in the next week or two, noting that installation of the salinity structure component can be done in one day, once it is fabricated and received at the site.

Mr. Block asked if Northern has received any resident feedback, and Mr. Beatty advised that he has not heard of any complaints, adding that the boat lift was only out of service for five days.

This item was presented for information only and no Board action was required.

**g) UNIT OF DEVELOPMENT NO. 53 – ARDEN
Status Report**

Mr. Beatty began his report by initially displaying the unit map and site plan, stating that there are no construction photos, as not much construction is taking place. He reported that a Change Order may be coming to the August Board for work that was previously removed from an awarded contract, explaining that Lennar is now ready to move forward on the deleted work. He stated that Staff has heard nothing further from Lennar about future bond funding since the last Board meeting.

This item was presented for information only and no Board action was required.

**h) GENERAL
Accounting Intern Presentation**

Ms. Ham introduced Northern's three Accounting Interns, Class of 2022 Sahra Jamgotchian, Class of 2023 Quinton Dang, and Class of 2024 Jazmin Gonzales.

Each of the interns proceeded to introduce themselves and began their group presentation by explaining the origin of the program in 2016 and the change to a two intern program in 2019. They then explained the relationship Northern has with the Palm Beach Gardens High School Magnet Program, the internship cycle, and the responsibilities of the interns as they cycle through Northern's internship program. The group then presented a slide reviewing Northern's interns over the years and what they are doing now. Ms. Jamgotchian, Mr. Dang and Ms. Gonzales described their future plans and how the program has helped them. They thanked the Board, Northern Staff and their teacher, noting that she was also in attendance, and asked if the Board had any questions.

Mr. Block asked if the interns have had an opportunity to go out in the field yet, and was advised that some of the interns have and some have not.

Mr. Boykin explained that over 60 percent of the Certified Public Accountant exam is governmental-related, noting that the interns are getting real world experience.

Mr. LaMotte commented that the interns can now add public speaking to their list of skills learned, and the Board thanked them for their presentation.

This item was presented for information only and no Board action was required.

8) MISCELLANEOUS REPORTS

a) ENGINEER

Ms. Leser stated the Mirasol Boardwalk project has been advertised and she gave the relevant dates with regard to bid submittals.

b) ATTORNEY

Mr. Edwards reported that Northern settled the lawsuit with Mr. and Mrs. Greenberg in Unit 2C, noting that it was settled for significantly less than what they initially sought.

He also reported that the Request for Proposals for Annual Audit Services has been advertised and will be presented to the Board for consideration in August.

c) EXECUTIVE DIRECTOR

Mr. Beatty stated that his report is in the file, but took a moment to thank the interns once again for their presentation.

The Public and Community Relations Report was included in the Board materials for review.

9) RECEIVE AND FILE

The following items were presented to be received and filed:

- Assessment Collection Status;
- Northern Monthly Financial Reports; and
- Proof of Publication of Meeting Notice

copies of which are contained in Northern's records.

10) COMMENTS FROM THE BOARD

Mr. Block stated that Staff and Consultants had previously presented a discussion item regarding taking over a preserve in The Bears Club (Unit 44). He further stated his understanding that the Town of Jupiter has preempted that idea and asked Mr. Beatty to summarize what has taken place.

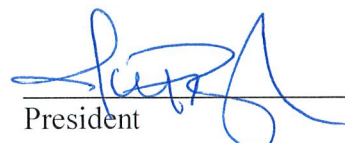
Mr. Beatty explained his understanding that several years ago, after some back and forth with Northern, The Bears Club's took title to the preserve. They recently inquired about giving the preserve back to Northern, but Northern had some requirements that had to be met before taking the preserve property back. He reported that unbeknownst to Northern, The Bear's Club was also working with the Town of Jupiter on the preserve's ownership and came to an agreement with them for the Town to take ownership of the preserve property instead of Northern. He explained that he expects that the Town will maintain the preserve property, in perpetuity, in a manner similar to how Northern maintains a 60-acre piece of preserve property in Abacoa.

There was a brief discussion with regard to the location of the preserve area as well as the preserve Northern maintains along Donald Ross Road.

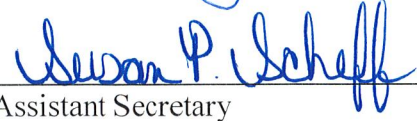
11) ADJOURN

A **motion** was made by Ms. Baker, seconded by Mr. Block and unanimously passed to adjourn the meeting.

There being no further business to come before the Board, the meeting was adjourned.



President



Assistant Secretary