

**MINUTES OF A BOARD OF SUPERVISORS MEETING
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT 11/20/19**

Pursuant to the foregoing Notice, the Board of Supervisors of Northern Palm Beach County Improvement District met at approximately 8:02 a.m. on November 20, 2019 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 L. Marc Cohn, John P. Cohen, Adrian M. Salee and Gregory Block; Executive Director O'Neal Bardin, Jr.; District Engineer Robert W. Lawson of Arcadis and General Counsel Kenneth W. Edwards of Caldwell Pacetti, et al.

Also present were Deputy Director Dan Beatty; Finance Director Katie Roundtree; Executive Assistant Susan Scheff; Director of Operations Ken Roundtree; Project Manager/Construction Coordinator Tim Helms; Programs Administrator Jared Kneiss; Permit and Contract Specialist Mila Acosta; Amy Eason of AECOM and Steve Eaddy and Lourdes Abadin of Estrada Hinojosa.

2) ESTABLISHMENT OF A QUORUM

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

3) ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Bardin asked that the Board remove Item 9b) for Unit No. 21 – Old Marsh, noting that the item will be brought back at a future meeting. The Board thereupon consented to the request.

4) APPROVAL OF MINUTES

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the minutes of the October 23, 2019 Regular Meeting.

5) NOMINATION AND ELECTION OF OFFICERS

Mr. Boykin announced that it was in order to nominate and elect the officers to serve the Northern Board.

Mr. Cohn suggested that the Board's Officers remain the same for this term unless someone would like to make a change.

A **motion** was made by Mr. Salee, seconded by Mr. Block and unanimously passed retaining the current slate of the Board's Officers.

6) CONSIDER APPOINTMENTS

Mr. Boykin reported that it was in order to consider the Committee Appointments, Intergovernmental Representatives and Miscellaneous Appointments at this time.

Mr. Cohn made the same suggestion regarding retaining the same appointments for another term unless someone wishes to make a change.

A **motion** was made by Mr. Salee, seconded by Mr. Block and unanimously passed retaining the current slate of Committee Appointments, Intergovernmental Representatives and Miscellaneous Appointments.

7) 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.

8) CONSENT AGENDA

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

- a) Unit No. 2C – Alton
Consider Change Order to Arazoza Brothers Corporation (CO No. 3)
Consider Change Order to J.W. Cheatham – Parcel G, Phase II (CO No. 5)
- b) Unit No. 11 - PGA National
Consider Authorization to Record Permit No. PER-11-460 – Amado

- c) Unit No. 53 – Arden
Consider Change Order to Centerline Utilities, Inc. – Parcels K and E-South (CO No. 6)
- d) General
Consider Approval of General Services Contract – Florida Pavement Services, Inc.
- e) Payment Requests

copies of which are contained in applicable Northern files.

9) REGULAR AGENDA

a) UNIT OF DEVELOPMENT NO. 2C – ALTON

i) Status Report

Mr. Beatty stated that since most of the construction activity has not changed since last month's presentation, Mr. Bardin suggested that the presentation focus on the commercial development that has been completed in the Alton Town Center area. He began the presentation by displaying a map of the Unit with the Town Center area highlighted in red. The photos included views of the retail shopping center from various angles, as well as a vacant parcel that Mr. Beatty believes is expected to be a large home improvement store. There were additional photos of the shopping center, Publix and the apartment complex directly behind the shopping center.

Mr. Beatty also reported that the current construction activities are progressing as expected.

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

ii) Consider Change Order to J.W. Cheatham – Parcel G, Buffer Wall (CO No. 8)

Mr. Lawson stated that this is a deductive Change Order to J.W. Cheatham in the amount of (\$506,586.99). He explained that there are three components resulting in this deductive Change Order. The first component is that there was an Alternate included in the project's bid and contract for painting the wall, but the Developer has decided it looks fine as is, which accounts for almost \$150,000 of the Change Order deduction. Another component has to do with structural fill related to the building of a temporary access roadway adjacent

to I-95 and the Turnpike for the construction of the wall. He reported that the project did not take as much structural fill as originally estimated, and that change accounted for an additional \$150,000 of the deductive Change Order. Mr. Lawson stated that the last component has to do with fencing, explaining that there is a limited access fence installed adjacent to all interstate highways, so there was a fence on the I-95 side and the Turnpike side prior to the wall construction. Since the wall is now constructed, the Turnpike gave Northern permission to remove the requirement to replace the limited access fence. He explained that Staff is currently negotiating with the Florida Department of Transportation (FDOT) to also remove the replacement of the limited access fence requirement for the I-95 side. This component amounted to almost \$181,000 of the Change Order.

Mr. Lawson stated that those were the largest components of the Change Order. If Staff is unsuccessful in negotiating with FDOT, a Purchase Order will be issued for that amount and the contractor has agreed to hold their per foot price until March of 2020. Staff recommends approval in order to close this contract out.

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

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving Change Order No. 8 to J.W. Cheatham, LLC.

**b) ~~UNIT OF DEVELOPMENT NO. 21 – OLD MARSH~~
~~Consider Purchase Order to MWI Pumps~~**

This item was removed from the agenda at the beginning of the meeting.

c) UNIT OF DEVELOPMENT NO. 53 – ARDEN

i) Status Report

Mr. Beatty gave a status report of this project, noting that the construction activities within this project are progressing very well. He stated that the next two items on the agenda are Bills of Sale with regard to completed improvements. He reported that there was not much to show with drone photos, as the project has not

changed visually since last month, and suggested moving along to the next item unless the Board had any questions.

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

ii) Consider Bill of Sale and No Lien Affidavit for Pod K

Mr. Beatty reported that the water and sewer improvements have been completed in Pod K and are now ready to be conveyed to Palm Beach County Water Utilities as has been done in the past. Staff recommends approval of the Bill of Sale.

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

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the Bill of Sale, as presented.

iii) Consider Acceptance of Bills of Sale (2)

Mr. Beatty stated that these Bills of Sale are slightly different than the previous one, noting that they are for permitted improvements that the Developer constructed along the Western Buffer Linear Park. He further stated that these improvements are park facilities included within the Plan of Improvements that the Developer chose to construct. He noted that those improvements have been completed and are ready to be accepted by Northern. Mr. Lawson has provided a recommendation letter and Staff recommends acceptance. Mr. Beatty reported that these improvements will be maintained through a High Level Maintenance Agreement by the Arden Homeowners Association.

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

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed accepting the Bills of Sale, as presented.

10) MISCELLANEOUS REPORTS

a) ENGINEER

Mr. Lawson had nothing to report.

b) ATTORNEY

Mr. Edwards asked the Board to go back to its motion for agenda item 9ci) U53 Bill of Sale and expand the motion to include the No Lien Affidavit, noting that the County requires it to be executed along with the Bill of Sale.

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

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the Bill of Sale and No Lien Affidavit, as presented.

c) EXECUTIVE DIRECTOR

Mr. Bardin noted that the Community Information Report is included in the Board materials for review.

11) RECEIVE AND FILE

The following items were presented to be received and filed:

- U53 – Partial Release of Easement
- U53 – Special Warranty Deed
- Assessment Collection Status as of November 6, 2019;
- Northern Monthly Financial Reports; and
- Proof of Publication of Meeting Notice

copies of which are contained in Northern's records.

12) COMMENTS FROM THE BOARD

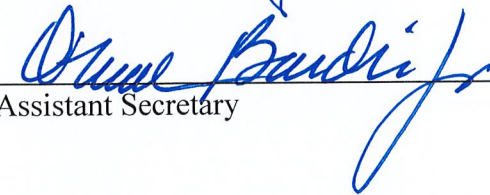
There were no comments from the Board.

13) ADJOURN

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



President



Assistant Secretary