

**MINUTES OF A BOARD OF SUPERVISORS MEETING
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT 07/24/19**

Pursuant to the foregoing Notice, the Board of Supervisors of Northern Palm Beach County Improvement District met at approximately 8:07 a.m. on July 24, 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; Cliff Hertz of Nelson, Mullins, et al.; and Amy Eason of AECOM.

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 reported that Staff is asking the Board to remove Item 7b) Unit No. 16 - Consider Quit Claim Deed from the Regular Agenda as its consideration is dependent upon the Board's approval of the Declaration of Surplus Property which was removed from the Agenda of the just concluded Public Hearing. He also requested that Item 6e) Unit No. 43 – Consider Purchase Order to PI Electric, Inc. be

moved to the Regular Agenda and listed as a new Item 7b). The Board thereupon consented to both of these Agenda change requests.

4) APPROVAL OF MINUTES

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the Minutes of the June 26, 2019 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

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the following Consent Agenda Items (with the exception of Item e) which was moved to the Regular Agenda):

- a) Unit No. 2 – Frenchman’s Creek
Consider Authorization to Record Permit No. PER-02-192 – Seacoast Utility Authority
- b) Unit No. 11 - PGA National
Consider Purchase Order to Flying Scot, Inc.
- c) Unit No. 16 - Palm Beach Park of Commerce
Consider Fifteenth Addendum to Law Enforcement Service Agreement – Sheriff of Palm Beach County
- d) Unit No. 18 - Ibis Golf & Country Club
Consider Purchase Order to Flying Scot, Inc.
- ~~e) Unit No. 43 – Mirasol
Consider Purchase Order to PI Electric, Inc.~~
- f) Unit No. 53 – Arden
Consider Purchase Orders to Michael B. Schorah & Associates, Inc.
- g) Multi-Unit
Consider Purchase Order to Everglades Laboratories, Inc.
- h) Payment Requests

copies of which are contained in applicable Northern files.

7) REGULAR AGENDA

**a) UNIT OF DEVELOPMENT NO. 2C – ALTON
Consider Third Amendment to Maintenance Agreement**

Mr. Beatty explained that this Third Amendment to the Maintenance Agreement essentially incorporates the I-95 and Turnpike buffer walls and associated landscaping projects as new maintenance duties. He explained that as certain projects are completed, Northern transfers their maintenance responsibility to the Alton Property Owners Association (POA) by means of amendments to the Maintenance Agreement and, therefore, Staff is recommending approval of this Third Amendment to the Maintenance Agreement.

Mr. Boykin asked what Northern's responsibilities will be within this Unit once the improvements are completed. Mr. Beatty advised that there are various public improvements that will remain Northern's responsibility, and Staff is meeting with Kolter Homes and POA representatives later this morning to identify each party's roles and maintenance obligations. He further advised that Northern will be primarily responsible for stormwater management improvements and those on-site roadways that have been dedicated to it.

A general discussion followed with regard to how that information is provided to homeowners.

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 Third Amendment to the Maintenance Agreement, as presented.

~~**b) UNIT OF DEVELOPMENT NO. 16 – PALM BEACH PARK OF COMMERCE
Consider Quit Claim Deed**~~

This item was removed from the agenda at the beginning of the meeting and replaced with the following Item:

**b) UNIT OF DEVELOPMENT NO. 43 – MIRASOL
Consider Purchase Order to PI Electric, Inc.**

Mr. Lawson stated that since this is an electrical project that was estimated to exceed \$75,000, it was publicly bid due to a requirement in Florida Statutes. He explained that this project involves changing out the lighting assembly on approximately 105 light poles that Northern owns along Jog Road to more energy efficient LED lighting. Mr. Lawson reported that two bids were received and the low bidder was PI Electric, Inc. in the amount of \$174,375.00. He noted that Mirasol Master Maintenance Association (MMMA) uses this contractor for their lighting services and is happy with their performance, so approval is recommended.

Mr. Cohen asked who pays for the cost of the electricity, and Mr. Beatty advised that this is included in the High Level Maintenance Agreement for the maintenance of the street lights and the MMMA pays the electric bill for the lighting.

A general discussion followed with regard to the recouping of costs for these types of projects.

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 Purchase Order No. 19-567 to PI Electric, Inc. in the amount of \$174,375.00, as presented.

8) COMMITTEE REPORTS

a) Legal Committee

i) Consider Legal Committee Recommendation

Mr. Bardin reported that a Legal Committee Meeting was held on July 24, 2019 for the purpose of considering the engagement of Jones Foster, P.A. for certain types of litigation services. He reported that it was the recommendation of the Committee that Northern engage the services of Jones Foster, P.A. for general and administrative litigation services, with Thomas J. Baird, Esquire to act as the lead attorney.

Mr. Edwards asked that the motion include the execution of the Legal Services Agreement included in the Board's materials.

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 Agreement for Provision of Legal Services with Jones Foster, P.A., as presented.

ii) Consider Approval of June 26, 2019 Minutes

A **motion** was made by Mr. Salee, seconded by Mr. Cohen and unanimously passed approving the Committee minutes of June 26, 2019.

9) MISCELLANEOUS REPORTS

a) ENGINEER

Mr. Lawson had nothing to report.

b) ATTORNEY

Mr. Edwards reported that with regard to the Unit No. 18 State Road 7 matter, the Florida Department of Transportation (FDOT) has withdrawn its Environmental Resource Permit application to the South Florida Water Management District and the Chapter 120 hearing is no longer pending at this time. He stated that it is Northern's understanding that FDOT is still moving forward with the State Road 7 extension but some issues need to be readdressed.

Mr. Cohen asked how this affects Northern's agreement with the City of West Palm Beach (City). Mr. Edwards advised that this new development does not change the Amended and Restated Operation and Maintenance Agreement with the City other than the fact that the City may want to reconsider some of the timeframes, but he has not heard from the City at this time.

c) EXECUTIVE DIRECTOR

The Community Information Report is included in the Board materials for review, and Mr. Bardin had nothing further to report.

10) RECEIVE AND FILE

The following items were presented to be received and filed:

- Assessment Collection Status as of July 10, 2019;
- Northern Quarterly Financial Report; and
- Proof of Publication of Meeting Notice

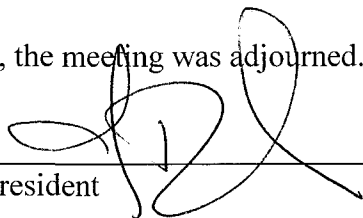
copies of which are contained in Northern's records.

11) COMMENTS FROM THE BOARD

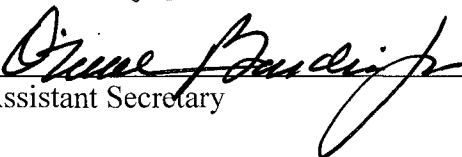
There were no comments from the Board.

12) ADJOURN

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



President



Assistant Secretary