

**MINUTES OF A BOARD OF SUPERVISORS MEETING  
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT 10/23/19**

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Pursuant to the foregoing Notice, the Board of Supervisors of Northern Palm Beach County Improvement District met at approximately 8:00 a.m. on October 23, 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; and Permit and Contract Specialist Mila Acosta.

**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. Edwards asked that the Board to remove Item 7b) ii) Unit No. 53 - Consider Bills of Sale (2) from the Regular Agenda as they have not been released by their grantor at this time. Therefore, he would recommend delaying consideration of that matter. 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 September 25, 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:

- a) Multi-Unit  
Consider Change Order to Solitude Lake Management, LLC - Annual Aquatic Weed Control and Marsh Maintenance (CO No. 2)  
Consider Termination of Contract with Tree Huggers Landscaping and Nursery, LLC and Award of Contract to The Grassroots Corporation
- b) Unit No. 2C – Alton  
Consider Change Order to J.W. Cheatham, LLC – Parcels E & F (CO No. 13)
- c) Unit No. 47 – Jupiter Isles  
Consider Ratification of Certificate of Correction
- d) Unit No. 53 – Arden  
Consider Change Order to Centerline Utilities, Inc. – Parcels K & E-South (CO No. 4)
- e) General  
Consider Vehicle Purchase Authorization  
Consider Local Mitigation Strategy (LMS) Resolution (2019-07)
- f) Payment Requests

copies of which are contained in applicable Northern files.

**7) REGULAR AGENDA**

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

Mr. Beatty gave a status report of this project, initially displaying the site plan, followed by aerial photos. He noted that two areas on the site plan have been marked in red to highlight that they are the only remaining residential developments that still have Northern bond funded projects to

implement. These projects should be out to bid in the near future. The aerial photos included views of Parcels E and F, some of the multi-family parcels and the linear park site. Other photos showed the Hood Road improvements, Artistry photos, including the Amenities Center and home construction.

Mr. Beatty reported that, as had been reported at the last Board Meeting, there was discussion regarding the need for additional preserve work. He stated that Northern received a proposal and executed a Purchase Order to the Engineer for some additional drainage elements which would mitigate the drainage issues. He also noted that the issue was not as extensive as initially anticipated, and a Change Order for the improvements will be presented at a future meeting for Board consideration.

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

**b) UNIT OF DEVELOPMENT NO. 53 – ARDEN**

**i) Status Report**

Mr. Beatty gave a status report of this project, initially displaying the site plan with the areas remaining to be developed marked in red, followed by aerial photos. The photos included views of Pod E South, Pod F West, Pod C South, Pod K, the Amenities Center and the Farm.

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

**~~ii) Consider Bills of Sale (2)~~**

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

**c) GENERAL**

**Consider Purchase Order to Data Flow Systems, Inc. for Telemetry System Upgrade**

Mr. Beatty stated that this next item is for a Purchase Order to Data Flow Systems. He explained that Data Flow is Northern's sole source telemetry provider, noting that there are 69 telemetry sites that Staff monitors. The system is also used to control the pumps, gates and intrusion alarms. He further explained that as development has occurred, Northern has experienced interruptions in the signal and Data

Flow has recommended converting the signal from UHF to VHF which would mitigate many of the interruptions. Mr. Beatty stated that this is a costly upgrade, but it will include all 69 facilities which will improve Northern's capabilities and reduce the amount of interruptions in the radio signals.

Mr. Block inquired as to what would happen to the old equipment, and Mr. Beatty advised that most of the old equipment is obsolete.

Mr. Boykin asked for confirmation that Data Flow is a sole source provider, and Mr. Beatty responded in the affirmative. Mr. Boykin then asked if the cost of the project is spread across the various units. Mr. Beatty responded in the affirmative and stated that the project is budgeted for this fiscal year.

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. 20-003 to Data Flow Systems in the amount of \$256,699.00.

## **8) MISCELLANEOUS REPORTS**

### **a) ENGINEER**

Mr. Lawson had nothing to report.

### **b) ATTORNEY**

Mr. Edwards reported that Northern has received a letter from the Florida Department of Transportation (FDOT) requesting a Temporary Easement over some acreage along I-95 for construction of an interchange at a later date. He explained that this item will come back to the Board for consideration at a later date.

Mr. Boykin asked where the proposed interchange is located, and Mr. Lawson advised that it will be on the west side of I-95 adjacent to the new wall near Artistry.

With regard to the sole source inquiry earlier, Mr. Edwards explained that Staff brought the sole source request to the Board years ago in order to have a unified telemetry system. The Board approved

that request as the company that was recommended was one of the leaders in the industry.

**c) EXECUTIVE DIRECTOR**

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

**9) RECEIVE AND FILE**

The following items were presented to be received and filed:

- Northern Quarterly Financial Report; and
- Proof of Publication of Meeting Notice

copies of which are contained in Northern's records.

**10) COMMENTS FROM THE BOARD**

Mr. Cohen stated that he had two items to discuss, both of which are related. The first item was that Northern has a Mutual Aid Agreement in place to work with other organizations in the case of a disaster, i.e. a hurricane, etc., and he asked if Mr. Bardin would refresh the Board's memory as to the details of that Agreement. He stated that the second part of his discussion request deals with Northern's two 360 kilowatt mobile generators. Given the recent disaster in the Bahamas, he would like the Board to consider the opportunity to share Northern's resources during the hurricane off-season.

Mr. Boykin expressed his concern about the cost involved.

Mr. Cohen would like the Board to consider looking into the boundaries of Northern's ability to provide disaster relief assistance, such as allowing the use of its generators for the benefit of others, provided there is no cost to Northern. Mr. Boykin stated he was fine with the topic being researched, but noted that the costs with regard to shipping and maintenance would need to be considered.

Mr. Cohn added there is also the issue of the security of the equipment itself, what to do if it is damaged, and other ancillary considerations, but commended Mr. Cohen on the idea.

Mr. Salee stated that there is also a question of the hookup of the generators and noted that Northern may have additional needs for the equipment outside of a hurricane.

Mr. Cohen stated that he is not proposing that both generators be offered for use and is merely suggesting that Staff research the possibility.

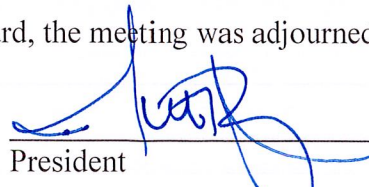
Mr. Boykin asked Mr. Bardin for his thoughts, and he advised that Staff has had some discussions regarding Mr. Cohen's request. Mr. Bardin stated that Staff is coordinating with other utilities to see what equipment they have, how they use it and encouraging them to visit Northern to do the same.

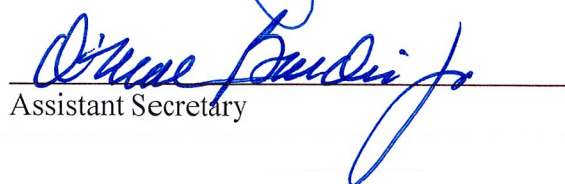
Mr. Bardin stated that Northern is a party to the Mutual Aid Agreement for the State of Florida. Under that Agreement, a City, County, Special District or other local government that is a party to the Agreement can request that Northern provide equipment to it, noting that the Agreement addresses the details involved with such a request. He briefly explained that operational Staff and the requested equipment are to be provided and the recipient pays for all the expenses. He stated that Staff would like to coordinate discussions with other local governments to determine what equipment they have in case Northern has a problem and so those local governments know what equipment Northern has.

There was a consensus of the Board to have Staff pursue its communications with other local governments.

## 11) ADJOURN

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

  
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President

  
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Assistant Secretary