

**MINUTES OF MEETING
BOYNTON VILLAGE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Boynton Village Community Development District held a Regular Meeting on April 10, 2019 at 2:00 p.m., at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

Present at the meeting were:

Richard Buck (via telephone)	Chair
Adam Freedman	Assistant Secretary
Michael Bowden	Assistant Secretary
Jim Gielda	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Lisa Dao	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel
Jeff Schnars	District Engineer
Harvey Gonzalez	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 2:02 p.m. Supervisors Freedman, Gielda, and Bowden were present, in person. Supervisor Buck was attending via telephone. Supervisor Schlecker was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Supervisor
Evan Schlecker [SEAT 2], *Term Expires
November, 2022***

Ms. Cerbone presented Mr. Evan Schlecker's resignation letter for consideration.

On MOTION by Mr. Freedman and seconded by Mr. Bowden, with all in favor, the resignation of Mr. Evan Schlecker, effective immediately, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment of Mr. Harvey Gonzalez to fill Unexpired Term of Office of SEAT 2

Mr. Giolda nominated Mr. Harvey Gonzalez to fill Seat 2. No other nominations were made.

On MOTION by Mr. Bowden and seconded by Mr. Freedman, with all in favor, the appointment of Mr. Harvey Gonzalez to Seat 2, term expires November, 2022, was approved.

A. Administration of Oath of Office to Newly Appointed Supervisor (*the following will be provided in a separate package*)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Harvey Gonzalez. She provided and briefly explained the following items:

- i. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- ii. Membership, Obligations and Responsibilities**
- iii. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X, Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
- iv. Form 8B – Memorandum of Voting Conflict**

B. Consideration of Resolution 2019-04, Electing Officers of the District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2019-04. Mr. Freedman nominated the following slate of officers:

Chair

Richard Buck

Vice Chair	Harvey Gonzalez
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Cindy Cerbone
Assistant Secretary	Adam Freedman
Assistant Secretary	Jim Gielda
Assistant Secretary	Michael Bowden
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Bowden and seconded by Mr. Gielda, with all in favor, Resolution 2019-04, Electing Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Osprey Landscape Proposal Number 2999 for Additional Landscape Work for the Greenway (deferred from February 13, 2019)

Ms. Cerbone recalled that the landscaper for the Greenway previously recommended mulching. She suggested and the Board agreed to declining the landscaper’s recommendation and deferring consideration of mulching until construction is completed.

SIXTH ORDER OF BUSINESS

Update: Status of Observation Deck

Mr. Schnars stated that construction of the observation deck was completed; the fully executed Release of Lien would be requested from the Developer, before accepting the Bill of Sale, which District Staff already reviewed. It was confirmed that the Developer would convey the observation deck to the District and not to the City as originally planned, which had required obtaining the sketch and legal documents. Ms. Cerbone would record the sketch, legal documents and the Perpetual Public Access Easement Agreement, which was approved October 24, 2018, in public records.

Mr. Giolda asked who is responsible for maintaining the observation deck. Ms. Cerbone stated the District. Typically, whoever constructed the deck would provide a warranty of at least one year. It was confirmed that, along with the Bill of Sale, the District would obtain an Assignment of any warranties provided BR Cortina Acquisition, the entity that engaged into the agreement with the contractor for the construction of the observation deck. Ms. Cerbone stated that, once the warranty expires, funds would be budgeted for maintenance. An estimate of \$500 to insure the property for one year was obtained and the District's General Liability insurance was not affected. Since the structure would not be conveyed to the District for 30 to 45 days, the insurance would be pro-rated.

SEVENTH ORDER OF BUSINESS

Update: Abandonment of Utility Easements – ALTA Cortina Project

Ms. Cerbone presented, in final form, the documents related to the District's abandonment of all three utility easements and creating new ones, prepared by District Counsel. Ms. Wald stated the Board approved this action at the last meeting and this was the actual form that provides for that release. Ms. Cerbone stated the exhibit would be attached and the documents would be sent to the Chair for execution.

EIGHTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of February 28, 2019

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2019. Only on-roll assessments were expected for Fiscal Year 2020; no off-roll assessments were anticipated. She discussed the following:

- Page 2, "Repairs and maintenance" and "Bridge repair" budget line items: Except for the bridge and the Greenway, the District does not budget to maintain certain District items. Instead, those are maintained through a Maintenance Agreement with The Boynton Town Center Master Association (BTCMA), which includes maintaining landscaping, irrigation, roadways, sidewalks, lighting, etc.

In response to a question, Ms. Cerbone would confirm whether the BTCMA completed any lake bank erosion repairs, specifically those with deteriorating slopes. Proposals were obtained to determine the costs and the impact on assessments, if the District took over maintenance of all assets, rather than the BTCMA maintaining them. Proposals from landscaper irrigation firms, other than the current landscaper for the Greenway, could not be obtained. Since the District was unaware of any lake bank erosion issues, she suggested adding lake bank erosion repairs to the budget or requesting a written plan from the BTCMA.

➤ Greenway Lighting: Work was almost completed. Service would be restored within a few weeks now that Florida Power & Light (FPL) was repairing the power feed that it cut and the electrician received the replacement parts and structures that the LED lighting supplier provided. Commercial-grade surge protectors were ordered to prevent damage to the control structures during power issues. Power to the north section of the Greenway was restored and, once restored in the remaining sections; the electrician must evaluate the area.

Ms. Cerbone presented a proposed Fiscal Year 2020 budget plan that represented additional costs associated with taking over maintenance responsibility of the District's assets. The proposed Fiscal Year 2020 budget was compared against the Fiscal Year 2019 budget. She highlighted the following items in Version 1:

- Insurance – observation deck: Change proposed cost from “\$2,500” to “\$500”.
- Bridge repair: Discussion ensued regarding how often the bridges should be evaluated. It was determined they would be evaluated every five years and a bridge repair maintenance reserve line item of \$5,000 would be added to the budget.
- Lake water, fountain & littoral management: Estimated at slightly over \$3,200.
- Porter Services – Park/Deck: Interclean quote consisted of servicing the expanded dog park and the addition of the observation deck; Interclean is the current provider engaged by the BTCMA to service the city/dog park and the Greenway. Because of the existing working relationship on the Greenway, she recommended retaining Interclean, since Crystal Building Maintenance's quote was slightly higher.
- Repairs and maintenance: Since the BTCMA did not budget lighting and sidewalk and roadway repairs, within Renaissance Commons Blvd., funds were designated for those repairs.

Ms. Cerbone suggested the District Engineer inspect the District's assets and prepare a report of the conditions, which would enable preparation of a proposed Fiscal Year 2020 budget with sufficient reserve funds to cover expenses, if the Board decided to have the District take over maintenance of District assets.

➤ Landscape & irrigation Services - Greenway, Renaissance Commons Blvd. and dog park: Additional proposals would be obtained from Florida Exotic Landscaping and The Davey Tree Expert Company, since the proposal for the District was significantly higher than the amount the BTCMA was paying; BrightView and Luke's Landscaping did not respond to the request.

Ms. Cerbone provided an overview of the assessment increase, should the District maintain the assets. A Board Member stated the BTCMA budget should then decrease, accordingly. Ms. Cerbone was concerned about timing a transition so there is no duplication in expenses that residents pay. Ms. Wald stated the District is required to provide 90-days written notice to cancel the Agreement with the BTCMA. To coordinate with the District's Fiscal Year, the Amended Agreement commenced January 1, 2018 and ended September 30, 2018 and included an automatic renewal for up to five years. For the next meeting, Ms. Cerbone would obtain quotes and additional proposals, confirm whether the District Engineer needs to provide another report and obtain a copy of the BTCMA's current cost breakdown.

➤ Ops/contracts management fee: This would be an additional line item, since Ms. Cerbone would perform monthly inspections or have on-site visits with vendors.

On MOTION by Mr. Giolda and seconded by Mr. Freedman, with all in favor, the Unaudited Financial Statements as of February 28, 2019, were approved.

Ms. Cerbone stated the Developer conveyed the city/dog park to the City. The recorded plat indicated the District has a maintenance easement but named the Boynton Village Master Association (BVMA) as having maintenance obligations. Ms. Wald stated, if the District takes over maintenance, it would enter into an Interlocal Agreement with the City.

NINTH ORDER OF BUSINESS

Approval of February 13, 2019 Regular Meeting Minutes

Ms. Cerbone presented the February 13, 2019 Regular Meeting Minutes.

On MOTION by Mr. Freedman and seconded by Mr. Giolda, with all in favor, the February 13, 2019 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*

There being no report, the next item followed.

B. District Engineer: *Schnars Engineering Corporation*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: May 8, 2019 at 2:00 P.M.**

The next meeting will be held on May 8, 2019 at 2:00 p.m.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Gonzalez asked if there was a conflict with him simultaneously sitting on this and the POA Boards. Ms. Wald replied no but encouraged him to be cognizant of which Board he is acting on.

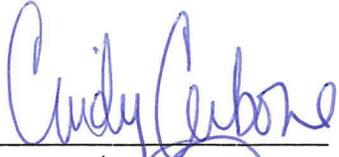
TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Freedman and seconded by Mr. Gonzalez, with all in favor, the meeting adjourned at 3:00 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair