

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

The Board of Supervisors of the Boynton Village Community Development District held a Regular Meeting on March 11, 2020 at 2:00 p.m., at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

**Present at the meeting were:**

Richard Buck	Chair
Harvey Gonzalez	Vice Chair
Michael Bowden	Assistant Secretary
Jocelyn Pruna	Assistant Secretary
Solange Camet	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Ginger Wald	District Counsel
Jeff Schnars	District Engineer
Jennifer Stull	Ram Realty

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 2:03 p.m. Supervisors Buck, Gonzalez and Bowden were present, in person. Supervisors Freedman and Giolda were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

▪ **Acceptance of Resignation of Supervisor Giolda, Seat 3**

**This item was an addition to the agenda.**

Ms. Cerbone stated Mr. Giolda submitted his resignation.

**On MOTION by Mr. Bowden and seconded by Mr. Gonzalez, with all in favor, the resignation of Mr. Jim Giolda, was accepted.**

Mr. Buck nominated Ms. Jocelyn Pruna to fill the unexpired term of Seat 3. No other nominations were made.

**On MOTION by Mr. Buck and seconded by Mr. Gonzalez, with all in favor, the appointment of Ms. Jocelyn Pruna to Seat 3, was approved.**

**Administration of Oath of Office to Newly Appointed Supervisor**

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

- ✓ **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- ✓ **Membership, Obligations and Responsibilities**
- ✓ **Financial Disclosure Forms**

**Form 1: Statement of Financial Interests**

**Form 1X: Amendment to Form 1, Statement of Financial Interests**

**Form 1F: Final Statement of Financial Interests**

- ✓ **Form 8B – Memorandum of Voting Conflict**

Ms. Cerbone and Ms. Wald discussed CDD election procedures and eligibility requirements to serve on the Board.

**Mr. Freedman joined the meeting via telephone.**

- **Acceptance of Resignation of Supervisor Adam Freedman**

**This item was an addition to the agenda.**

Mr. Freedman tendered his verbal resignation and stated he would provide a resignation letter.

**On MOTION by Mr. Bowden and seconded by Ms. Pruna, with all in favor, the resignation of Mr. Adam Freedman, was accepted.**

Mr. Buck nominated Ms. Solange Camet to fill the unexpired term of Seat 4. No other nominations were made.

**On MOTION by Mr. Bowden and seconded by Mr. Gonzalez, with all in favor, the appointment of Ms. Solange Camet to Seat 4, was approved.**

**Administration of Oath of Office to Newly Appointed Supervisor**

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Camet. She provided and summarized the documents previously described. Ms. Camet and Ms. Pruna elected to receive Supervisor compensation.

**THIRD ORDER OF BUSINESS**

**Presentation/Discussion: Ongoing Dog Park Maintenance Options (*Andrew Mack, City of Boynton Beach Director of Public Works*)**

Mr. Buck stated he is a representative of the Boynton Town Center Master Association (BTCMA) and was working with Mr. Mack, in that capacity, to address the BTCMA’s obligation to maintain the dog park; he felt there was no desire for the District to take over maintenance.

This item would be removed from future agendas.

**FOURTH ORDER OF BUSINESS**

**Consideration of Observation Deck Conveyance from BR Cortina Acquisition, LLC**

Ms. Cerbone presented the Bill of Sale for the observation deck that the Developer built on a construction easement granted by the District.

**On MOTION by Mr. Buck and seconded by Mr. Bowden, with all in favor, the Bill of Sale, in substantial form, conditional with the assignment of manufacturer’s warranty by BR Cortina Acquisition, was approved.**

**FIFTH ORDER OF BUSINESS**

**Discussion: Updated Signage on Renaissance Commons Boulevard**

Mr. Buck stated Morgan Group’s offer to rebuild the sign was rejected. The sign would likely be constructed on the east side, as originally planned.

**SIXTH ORDER OF BUSINESS**

**Discussion: Contract Recap**

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Mr. Rom and Ms. Cerbone distributed and reviewed handouts and discussed contracts, as follows:

- BTCMA: Performs all CDD maintenance except for the Greenway, bridge and pump station. The BTCMA is responsible for roads, lights, landscaping along Renaissance Commons Boulevard, storm water ponds, etc.
- Inter Kleen, Inc. (Inter Kleen): Performs porter services on the District Greenways, including waste receptacles, doggie waste stations, debris and garbage.
- Osprey Group, LLC: Manages all landscape maintenance services on the Greenway only.

**SEVENTH ORDER OF BUSINESS**

**Discussion: Outstanding Repair & Maintenance Items**

Ms. Cerbone stated there were still open items from the annual Engineer’s Report sent to the BTCMA in May 2019.

Mr. Rom discussed open items and provided updates about scheduled items, safety hazards, tree damage, sign installations, lake erosion, etc.

**EIGHTH ORDER OF BUSINESS**

**Discussion: Cost Estimate for District Engineer to Research Options to Secure Pump Station**

This item was presented in conjunction with the Ninth Order of Business.

**NINTH ORDER OF BUSINESS**

**Update: Irrigation and Pump Station Ongoing Maintenance Work**

Mr. Rom discussed and reported the following:

- There were various ongoing issues with supply pump station operations.
- At a January meeting with District Management, Staff, BTCMA and vendors, an action plan was developed to identify and address issues.
- A necessary supply pump repair was approved, locks and time clocks were installed on the pump station and contact information was posted.

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➤ Invoices were presented for review.

Ms. Cerbone stated the cost for Mr. Schnars to evaluate the options for securing the pump station would likely be less than \$2,000. The consensus was to take it month-by-month. Ms. Cerbone stated that all aspects of the pump station were currently manual.

Mr. Schnars distributed a quote from Sullivan for a station monitoring and notification system. Discussion ensued regarding ongoing pump station failures and further information required, including cost and operating procedures. District Staff would work with Mr. Schnars to evaluate whether the pump station monitoring system was necessary.

Discussion ensued regarding what procedure District Staff should follow in the event that emergency pump station repairs are necessary, outages and related issues, reserves and budgeting.

**On MOTION by Mr. Bowden and seconded by Mr. Buck, with all in favor, authorizing the District Manager to expend funds, in a not-to-exceed amount of \$10,000, for emergency repairs, was approved.**

**TENTH ORDER OF BUSINESS**

**Discussion/Consideration: Osprey  
Landscape Contracting and Maintenance  
Proposal**

Mr. Rom presented proposals for mulching and tree maintenance. Discussion ensued regarding costs, schedules, maintenance versus additional proposals and hurricane season. The consensus was to request a more detailed proposal including annual and periodic maintenance.

Ms. Cerbone stated Inter Kleen expressed concern about the condition of the benches, light fixtures and trash receptacles. She felt that a budget line item and/or building reserves for rehabilitation and/or replacement would be justified.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Landscape Forms, Inc.,  
Quote 301269**

Ms. Cerbone stated that daytime and nighttime walkthroughs showed that many lights were out. The electrician completed an assessment; the engineer and the manufacturer of the

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lights were provided with an itemized list of issues and warranties were under review. Landscape Forms, Inc. conducted an inspection and provided quotes for repairs and replacement. Two power boxes were missing lights; the cost to replace the lights was approximately \$2,400.

**On MOTION by Mr. Bowden and seconded by Mr. Buck, with all in favor, replacing the light structures, as stipulated in the plans, was approved.**

**TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of January 31, 2020**

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2020.

**On MOTION by Mr. Gonzalez and seconded by Ms. Pruna, with all in favor, the Unaudited Financial Statements as of January 31, 2020, were accepted.**

**THIRTEENTH ORDER OF BUSINESS**

**Approval of September 11, 2019 Public Hearings and Regular Meeting Minutes**

Ms. Cerbone presented the September 11, 2019 Public Hearings and Regular Meeting Minutes.

**On MOTION by Mr. Bowden and seconded by Mr. Gonzalez, with all in favor, the September 11, 2019 Public Hearings and Regular Meeting Minutes, as presented, were approved.**

**FOUREENTH 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***

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**I. Discussion: City of Boynton Beach Notice of Violation, Lighting – Exterior Standards**

Ms. Cerbone discussed a violation notice from the City of Boynton Village for lights on Renaissance Commons Boulevard and stated she was unable reach the Property Manager for three days. The issue was eventually resolved and she was assured that, in the future, an emergency text would ensure a response within hours.

**II. Discussion: Residents’ Concerns Regarding Speeding on Renaissance Commons Blvd., and Old Boynton Beach Blvd.**

Ms. Cerbone stated a resident who complained about speeding advised her that he called police. She would ask the police about enforcement.

**III. NEXT MEETING DATE: April 8, 2020 at 2:00 P.M.**

- **QUORUM CHECK**

**FIFTEENTH ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**SIXTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

There being no Supervisors’ requests, the next item followed.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Bowden and seconded by Ms. Pruna, with all in favor, the meeting adjourned at 4:20 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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DocuSigned by:  
*Cindy Carbone*  
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Secretary/Assistant Secretary

DocuSigned by:  
*Richard A. Buck*  
7A3FCCA43E7B443...  
Chair/Vice Chair