

DRAFT

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

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The Board of Supervisors of the Boynton Village Community Development District held a Regular Meeting on December 8, 2021, at 2:00 p.m., at the Sea Lofts at Boynton Village, 600 Sea Lofts Dr., Boynton Beach, Florida 33426.

Present were:

Richard Buck (via telephone)	Chair
Harvey Gonzalez	Vice Chair
Tierra Smith	Assistant Secretary
Sara Cox	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Scott Cochran	District Counsel
Gus Zimmer (via telephone)	Shidler
James Wallace, III	Morgan Group Property Management
Jennifer Stull	Ram Realty Advisers

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 2:21 p.m. Supervisors Gonzalez, Smith and Cox were present in person. Supervisor Buck was attending via telephone. Supervisor Fischer was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Bret Fischer,
Seat 5; Term Expires November, 2024**

Mr. Rom presented the letter of resignation from Mr. Fischer.

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On MOTION by Mr. Gonzalez and seconded by Ms. Smith, with all in favor, the resignation of Mr. Bret Fischer from Seat 5, dated December 2, 2021, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 5

Mr. Buck nominated Mr. James Wallace, III, to fill Seat 5; term expires November, 2024.

No other nominations were made.

On MOTION by Mr. Gonzalez and seconded by Ms. Cox, with all in favor, the appointment of Mr. James Wallace, III, to Seat 5, term expires November, 2024, was approved.

- **Administration of Oath of Office (*the following will be provided in a separate package*)**
Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. James Wallace, III.

- **Acceptance of Resignation of Supervisor Harvey Gonzalez, Seat 2; Term Expires November, 2022**

This item was an addition to the agenda.

Mr. Rom presented the letter of resignation from Mr. Gonzalez.

On MOTION by Ms. Smith and seconded by Ms. Cox, with all in favor, the resignation of Mr. Harvey Gonzalez from Seat 2, effective immediately, was accepted.

Mr. Rom thanked Mr. Gonzalez for his service on the Board.

- **Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 2**

This item was an addition to the agenda.

Mr. Buck nominated Ms. Jennifer Stull to fill Seat 2; term expires November, 2022. No other nominations were made.

74 **On MOTION by Ms. Smith and seconded by Ms. Cox, with all in favor, the**
 75 **appointment of Ms. Jennifer Stull to Seat 2, term expires November, 2022, was**
 76 **approved.**

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▪ **Administration of Oath of Office to Jennifer Stull**

This item was an addition to the agenda.

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Jennifer Stull. He confirmed that Mr. Wallace and Ms. Stull are qualified electors.

Mr. Rom and Mr. Cochran provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B – Memorandum of Voting Conflict**

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-01, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Rom presented Resolution 2022-01. Mr. Buck nominated the following slate of officers.

Tierra Smith	Chair
James Wallace III	Vice Chair
Craig Wrathell	Secretary
Sara Cox	Assistant Secretary
Richard Buck	Assistant Secretary
Jennifer Stull	Assistant Secretary
Daniel Rom	Assistant Secretary

106 No other nominations were made. Prior appointments by the Board for Treasurer and
107 Assistant Treasurer(s) remain unaffected by this Resolution.

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109 **On MOTION by Ms. Cox and seconded by Ms. Stull, with all in favor, Resolution**
110 **2022-01, Designating Certain Officers of the District, as nominated, and**
111 **Providing for an Effective Date, was adopted.**

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114 **SIXTH ORDER OF BUSINESS**

**Discussion: Renaissance Commons Blvd.
Bridge Report**

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117 • **Consideration of Bridge Repair Proposals**

118 Mr. Rom presented the Renaissance Commons Blvd Bridge Report, dated October 2021,
119 and noted this was approved at the last meeting. He reported the following:

120 ➤ Page 8 – Summary and Recommendations: The Wantman Group, Inc. (WGI)
121 Representative and those contractors WGI referred to do the work conveyed that the repair
122 work was relatively minor work.

123 ➤ Two of the four contractors WGI recommended declined the project, as it was too small
124 and they had busy schedules. Another contractor's bid exceeded \$100,000, which the District
125 Engineer felt was too high.

126 Mr. Rom stated he would work with the District Engineer in reviewing the proposal,
127 obtain other proposals and ask for WGI's professional opinion as to the cost. He would update
128 the Board if they decide to proceed with the project and approve not-to-exceed amount.

129 Discussion ensued regarding proposals, funding and using unassigned fund balance to
130 offset any shortage, as a budget amendment is not necessary.

131 To prevent delays, Mr. Cochran suggested appointing a Board Member to evaluate the
132 proposals received and approve a not-to-exceed amount; the Board can ratify these actions at
133 the next meeting, anticipated for April, 2022.

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135 **On MOTION by Ms. Stull and seconded by Ms. Cox, with all in favor,**
136 **authorizing Mr. Rom to work with the District Engineer to obtain and review**
137 **proposals, proceed with the bridge repairs in a not-to-exceed amount of**

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\$6,500, subject to the Chair’s review, and authorizing the Chair to execute the proposal, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Authorizing the Chair of the Board of Supervisors to Enter into Certain Contracts Without Prior Approval of the Board of Supervisors; Authorizing the District Manager to Enter into Certain Contracts and Disburse Funds for Payment of Certain Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold and Providing for an Effective Date

Mr. Rom presented Resolution 2022-02 and read the title. He distributed an updated Resolution in which Sections 1 and 2 authorized the District Manager and the Chair to disburse funds up to \$2,500 without approval; the amount differed from the amount in the Resolution in the agenda package.

On MOTION by Ms. Smith and seconded by Ms. Cox, with all in favor, Resolution 2022-02, as amended, Authorizing the Chair of the Board of Supervisors to Enter into Certain Contracts Without Prior Approval of the Board of Supervisors; Authorizing the District Manager to Enter into Certain Contracts and Disburse Funds for Payment of Certain Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2021

Mr. Rom presented the Unaudited Financial Statements as of October 31, 2021.

On MOTION by Ms. Cox and seconded by Ms. Smith, with all in favor, the Unaudited Financial Statements as of October 31, 2021, were accepted.

177 **NINTH ORDER OF BUSINESS****Approval of August 11, 2021 Public Hearing
and Regular Meeting Minutes**

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180 Mr. Rom presented the August 11, 2021 Public Hearing and Regular Meeting Minutes.

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On MOTION by Ms. Stull and seconded by Ms. Cox, with all in favor, the August 11, 2021 Public Hearing and Regular Meeting Minutes, as presented, were approved.

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187 **TENTH ORDER OF BUSINESS****Staff Reports**

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

190 Mr. Cochran stated that he was filling in for Ms. Wald who was on vacation; the new

191 Board Members would meet her at the next meeting.

192 **B. District Engineer: *Schnars Engineering Corporation***

193 There was no report.

194 **C. District Manager: *Wrathell, Hunt and Associates, LLC***195 **I. Update: BTCMA Repairs from July 2021 Trust Indenture Report**

196 Mr. Rom reported the following:

197 ➤ The traffic striping project was completed.

198 ➤ The Boynton Town Center Master Association's (BTCMA) north and south pond bank

199 repair projects, originally scheduled for 2021 and 2022, respectively, are anticipated to

200 commence soon. Updates would be provided at the next meeting.

201 ➤ The BTCMA project spreadsheet would be presented at the next meeting.

202 ➤ Upon receipt, the District Engineer's proposal to prepare the Stormwater Needs Analysis

203 Report would be emailed to the Board. The Report is due to the State by June 30, 2022 and

204 required every five years thereafter. As this new legislation passed after the budget was

205 adopted, it was not included in the Fiscal Year 2022 budget.

206 **II. NEXT MEETING DATE: January 12, 2021 at 2:00 P.M., at *The District Boynton,***207 ***1000 Audace Ave., Boynton Beach, Florida 33426***208 ○ **QUORUM CHECK**

209 The next meeting would be held on April 13, 2022 and any previously scheduled
210 meeting dates in between would be cancelled, unless there is something pressing to address.

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212 **ELEVENTH ORDER OF BUSINESS**

Public Comments

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214 There were no public comments.

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216 **TWELFTH ORDER OF BUSINESS**

Supervisors' Requests

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218 There were no Supervisors' requests.

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220 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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222 There being nothing further to discuss, the meeting adjourned.

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224 **On MOTION by Ms. Cox and seconded by Ms. Smith, with all in favor, the**
225 **meeting adjourned at 3:01 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair