

**MINUTES OF A BOARD OF SUPERVISORS MEETING  
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT 02/25/26**

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Pursuant to the foregoing Notice, the Board of Supervisors of Northern Palm Beach County Improvement District was called to order at approximately 8:01 a.m. on February 25, 2026, 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 Ellen T. Baker, L. Marc Cohn, Brian J. LaMotte and Gregory Block; Executive Director Dan Beatty; and General Counsel Kenneth W. Edwards of Caldwell Pacetti et al.

Also present were Director of Finance & Administration Katie Roundtree; District Engineer Kim Leser; District Clerk Susan Scheff; Director of Operations Ken Roundtree; Budget & Tax Roll Manager Laura Ham; Permit Coordinator Kimberly Marcello; Technical Assistant/Records Management Specialist Kathleen Maloney-Pollack; Steven Eaddy of TRB Capital Markets; Jonathan Ricketts of JTR, Inc.; Moises Ariza of CBIZ CPAs P.C.; Bruce Honig of Shady Lakes (Unit 2); Robert Domini of Alton (Unit 2C); Evan Bachove of Fields & Bachove and Paul Fortini of Paseos Property Owners Association, Inc. (Unit 45); and Jon Shainman of WPTV.

**2) ESTABLISHMENT OF A QUORUM**

Mr. Boykin announced that there was a quorum and that it was in order to consider any business to properly come before the Board.

**3) ADDITIONS OR DELETIONS TO THE AGENDA**

Mr. Beatty reported that no additions or deletions to the Agenda were necessary.

**4) APPROVAL OF MINUTES**

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving the Minutes of the January 28, 2026 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**

Mr. Boykin called for any comments from the public on the Consent Agenda to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving the following Consent Agenda Items:

- a) Unit No. 14 – Eastpointe  
Consider Purchase Order to Ferreira Construction Company
- b) Unit No. 54 – Artistry Lakes  
Consider Encumbrance Modification to Simmons & White, Inc.
- c) General
  - i) Consider Fiscal Year 2026/2027 Budget Calendar
  - ii) Consider Declaration of Surplus Equipment
- d) Payment Requests

copies of which are contained in applicable Northern files.

**7) REGULAR AGENDA**

**a) UNIT OF DEVELOPMENT NO. 5A – VISTA CENTER OF PALM BEACH**

**i) Consider Approval of Piggyback Agreement with Nu-Pipe, LLC**

Ms. Leser stated that this item involves rehabilitation of two runs of stormwater drainage pipe in Vista Center along Vista Parkway, explaining that Staff had requested Mock, Roos & Associates evaluate the project to determine if it would be a good candidate for the use of spin casting. She explained the spin casting process in more detail, advising it is the best method and more cost effective for pipes of this size. She further explained that Staff reached out to Northern’s general services contractor, Nu-Pipe, LLC, which performs spin cast rehabilitation services, to provide an existing competitively bid contract with another

special district, municipality or county, and they provided an existing Lake County, Florida contract that was competitively bid and entered into in October 2022 and subsequently modified in 2023, 2024 & 2025.

Ms. Leser reported that Northern's General Counsel prepared a Piggyback Agreement to the Lake County Stormwater Pipe Lining Services Contract which Piggyback Agreement has been executed by Nu-Pipe. If the Board approves execution of the Piggyback Agreement, a Purchase Order will be issued to Nu-Pipe for the work based on the schedule of values included in the referenced Lake County Stormwater Pipe Lining Services Contract. She stated that there are sufficient funds available, and Staff recommends approval of the Piggyback Agreement.

Mr. LaMotte asked Mr. Edwards if Northern has to abide by all of the conditions in the Lake County contract and Mr. Edwards responded affirmatively.

Mr. LaMotte then asked Ms. Leser about the possible replacement of the pipes and she explained how that process would be extremely involved and much more expensive.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving the Piggyback Agreement with Nu-Pipe, LLC.

**ii) Consider Purchase Order to Nu-Pipe, LLC**

Ms. Leser explained that this item is related to the Piggyback Agreement that the Board just approved. She stated that Staff had requested a proposal for the subject pipe's spin casting work, including some additional requirements, from Nu-Pipe. She further stated that they provided a proposal in the amount of \$1,025,530.63, and Staff recommends approval.

Mr. LaMotte asked where the funds are coming from, and Ms. Leser explained that these funds were included in the proceeds of the 2023 Multi-Unit loan for Unit No. 5A and several other units of development.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving Purchase Order No. 26-483 to Nu-Pipe, LLC in the amount of \$1,025,530.63.

**iii) Consider Purchase Order to Mock, Roos & Associates, Inc.**

Ms. Leser explained that this third item is also associated with the spin casting project. She reported that since Mock Roos completed the evaluation for this project and has experience with spin casting, Staff asked them to provide a proposal for construction phase services for the Unit No. 5A spin casting project. She explained that they submitted a proposal in the amount of \$65,165.00, adding that the funding would also come from the 2023 Multi-Unit loan proceeds, and Staff recommends approval.

Mr. Edwards added that Mock Ross is one of Northern's Project Engineers, so Staff did not have to go out for CCNA.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving Purchase Order No. 26-480 to Mock, Roos & Associates, Inc. in the amount of \$65,165.00.

**b) UNIT OF DEVELOPMENT NO. 54 – ARTISTRY LAKES  
Consider Resolution Amending Unit Boundary (2026-02)**

Mr. Edwards explained that the next step following the Public Hearing held prior to this meeting is to adopt this Resolution which deletes 7.7 acres, from the previously approved Unit Boundary for Unit No. 54. He further explained that this change is being made at the request of the current landowner, as it intends to use the acreage for a possible Civic Center or public space. He stated that the timing is good since it is being done prior to the finalization of the Unit's Plan of Improvements and Report of Engineer, and approval is recommended.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving Resolution No. 2026-02, as presented.

**c) GENERAL**

**i) Consider Acceptance of Annual Financial Report for the Fiscal Year Ended September 30, 2025-CBIZ CPAs P.C.**

Ms. Roundtree informed the Board that the audit was completed for the fiscal year ended September 30, 2025, and Northern once again received an Unmodified Opinion which is the best opinion you can receive, as well as no adverse Management Letter comments. She commended Northern Staff along with a special acknowledgment of Laura Ham and Quinton Dang.

Ms. Roundtree then introduced Moises Ariza of CBIZ CPAs P.C., the Board's auditors, to present its findings.

Mr. Ariza addressed the Board and stated that he is with CBIZ CPAs, explaining that CBIZ prepares the Auditor's Opinion on Northern's financial statement and the remainder of the document is prepared by Northern Management. The Board Members each had a copy of the Annual Financial Report for the fiscal year ended September 30, 2025, in front of them to follow along as Mr. Ariza briefly reviewed the document with emphasis on Northern Management's responsibility, the Auditor's responsibility, the Auditor's Opinion, some of the financial highlights, new accounting standards and the Communication Letter. He reported that it was a clean, Unmodified Opinion and there were no adverse Management Letter comments.

Mr. Ariza stated that the Communication Letter summarizes the Auditor's processes. He explained that there were no difficulties in performing the audit and no disagreements with Management. He commended Northern's Finance Department for their assistance throughout the process.

Mr. Ariza advised the Board that if they have any further questions, they may contact him at any time.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed accepting the Annual Financial Report for Fiscal Year Ending September 30, 2025, as presented.

## **ii) Consider Assignment Agreement**

Ms. Roundtree stated that, as was mentioned in the recent Telemetry System presentation to the Board, Data Flow Systems was previously purchased by SmartCover, as a subsidiary. SmartCover and Data Flow Systems were subsequently bought out by Badger Meter, Inc. Both companies were initially run as subsidiaries of Badger Meter, but as of January 1, 2026, both companies were merged into and became a part of Badger Meter, Inc. She explained that the Assignment Agreement assigns the Data Flow contract to Badger Meter, Inc. and Staff recommends approval of the Assignment Agreement to the Annual Telemetry and Instrumentation Services Agreement with Badger Meter, Inc.

Mr. Edwards added that the Assignment Agreement also updates the underlying agreement with newly required statutory provisions that Northern has to comply with since Northern first entered into its agreement with Data Flow Systems, and he also recommends approval.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving the Assignment Agreement to the Annual Telemetry and Instrumentation Services Agreement with Badger Meter, Inc.

## **iii) Consider Authorization for Issuance of Request for Qualifications (RFQ) for Bond Underwriter Services**

Ms. Roundtree stated that following a Request for Qualifications (RFQ) for Bond Underwriter Services that was done in April 2015, the Board approved a list of qualified bond underwriters to underwrite Northern's future debt financing requirements. She reported that a total of nine firms were added to the list at that time, but over the past 11 years, several of the listed firms have either changed lead personnel or are no longer in the municipal bond underwriting business. She advised the Board of a couple potential bond issues coming up and stated that it is recommended that Northern issue a new RFQ for Bond Underwriter Services.

Ms. Roundtree explained that Matthew Sanbury of Northern’s Municipal Advisor, Public Resources Advisory Group (PRAG), drafted an RFQ for Board consideration. She reviewed the RFQ process with pertinent dates. She stated that if the Board approves proceeding with the RFQ, then following a Debt Finance Committee Meeting to discuss the submittals, a recommended list of Underwriters is intended to be presented to the Board for consideration on April 22, 2026.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed authorizing the issuance of a Request for Qualifications for Bond Underwriter Services.

## **8) MISCELLANEOUS REPORTS**

### **a) ENGINEER**

Ms. Leser gave the following status updates with accompanying photos under her report:

Multi-Unit: Ms. Leser reported on the status of the Pump Station Control Panel Replacement Project, explaining that the contractor has done quite a bit of work in Unit 21, Old Marsh, and Unit 24, Ironhorse. She further explained that while the contractor waits on the arrival of some equipment, they have moved on to Unit 18, Ibis East and West Pump Stations, noting that the project is on track and the equipment is expected sometime in March.

Unit No. 53 – Arden: Ms. Leser reported that the Brightview Landscaping contract manuals for the Linear Park, Phase 3 Project have been returned for Board execution. She stated that a preconstruction meeting is scheduled for next week with a Notice to Proceed to follow.

Unit No. 54 – Artistry Lakes: Ms. Leser reported that she is working on the Plan of Improvements and Report of Engineer, noting that the Developer’s annexation process into the Village of Wellington is ongoing. She further stated that the Board approved the amendment to the Unit boundary earlier in this meeting.

**b) ATTORNEY**

Mr. Edwards reported that another slip and fall lawsuit has been filed in Unit 11, noting that Northern was made aware of the incident about a year ago. He stated that the lawsuit has been turned over to Northern's insurance carrier and briefly explained the process.

Mr. Edwards also reported that he has not been made aware thus far of any potential legislation that could be of concern to special districts.

A brief discussion followed with regard to monetary caps on slip and fall claims.

**c) EXECUTIVE DIRECTOR**

Mr. Beatty thanked Northern's Financial Department for producing another incredible Financial Report.

The Public and Community Relations Report was included in the Board materials for review.

**9) COMMITTEE REPORTS**

Prior to introduction of the Committee Reports, Mr. Boykin acknowledged that he and Mr. Cohn have to leave the meeting at 8:30 a.m. He then requested the Personnel Committee Report be presented first, as the Engineering Committee Report is more involved.

**b) PERSONNEL COMMITTEE (Moved at Board President's request)  
Consider Committee Recommendations**

Mr. Beatty reported the Personnel Committee met on February 11, 2026, to discuss revisions to the Personnel Manual in order to comply with recent judicial changes with regard to open carry firearms. He stated that Lara Donlon, Northern's Labor Attorney, provided language to modify the Personnel Manual to comply with a recent judicial decision on the state law.

The Committee reviewed the proposed revisions to the Personnel Manual and recommended approval, with the exception of a few minor grammatical edits. He stated that those edits have been made and approval is recommended.

Mr. Boykin called for any comments from the public to which there was no response.

A **motion** was made by Ms. Baker, seconded by Mr. LaMotte and unanimously passed approving the recommendation of the Personnel Committee.

As stated previously, Mr. Boykin had to leave the meeting at this time and handed the gavel to Ms. Baker, as Vice-President, to Chair the remainder of the meeting. Mr. Cohn also left the meeting at this time but a quorum remained.

**a) ENGINEERING REVIEW COMMITTEE**  
**Consider Committee Recommendations**

Mr. Beatty reported the Engineering Review Committee (ERC) met on February 11, 2026, adding that there were several items on its agenda for consideration, each of which will be addressed separately.

**i) Unit No. 2 – Frenchman’s Creek**  
**Discuss Shady Lakes Stormwater Culvert Interconnect Ownership & Maintenance**

Mr. Beatty reported that the first item involved a discussion with respect to the condition of an existing interconnect lake culvert pipe. He stated that representatives from the Shady Lakes Homeowners Association (HOA) attended and provided information to the Committee. He further stated that the Committee discussed the condition of the pipe as well as Northern’s responsibilities versus the responsibilities of the HOA, the developer and potentially the City of Palm Beach Gardens.

It was the recommendation of the Committee to have Staff reach out to the various entities to evaluate a joint funding effort to potentially restore the pipe. He stated that the Committee also requested Staff retain a quote for cleaning and inspection services of the pipe in order to obtain a better estimate of the cost of its repair/replacement, which Staff has done, adding that it is up to the Board whether or not to proceed with the cleaning and inspection services.

Mr. LaMotte reviewed that the ownership and maintenance responsibility for the pipe in question is undefined. He explained his understanding that Northern maintains the lakes, but not the water management system, also mentioning the City’s ownership of the roads. He reiterated that the Committee asked Staff to look into developing a potential agreement between Northern, the HOA, the City and the

Developer of Shady Lakes to share the costs for the repair/replacement of the pipe, as the ownership is undefined.

Mr. Beatty stated that Staff is seeking direction as to whether the Board would authorize the expenditure of \$6,800 for the cleaning and inspection services.

Mr. Edwards discussed the potential funding for the initial inspection, as well as requiring Board authorization prior to pursuing Funding Agreement discussions with the other parties who may have an interest in this culvert. He noted that those discussions would involve getting consent of the parties and possibly a Bill of Sale for the culvert in question from the Developer at a later date.

Mr. Edwards stated that the reason for requesting authorization for the initial expenditure is to get an estimate for repair costs. He also stated that Unit 2 is much larger than the Shady Lakes development, so the purpose of seeking a Funding Agreement is to avoid the use of the Unit's funds for what could be a potentially large expense.

Ms. Baker called for any comments from the public.

Having filled out a speaker card, Bruce Honig was asked to approach the podium. He brought some handouts to the Board including a letter from South Florida Water Management District (SFWMD), as well as portions of backup material that had been included in the Board's materials on this matter. He stated that he has been a resident of Shady Lakes for the past 20 years and is Chairman of the Lakes Committee for the HOA. He noted the hurricanes that have passed through over the years and commended the District, thanking them for the services they provide to the community.

Mr. Honig stated that a permit was issued in the early 80's for the development of the Shady Lake community, which included a surface water management permit issued by SFWMD. He stated that the permit identifies the predecessor of Northern as being responsible in perpetuity for the maintenance and operation of the surface water management system. He acknowledged that others have stated that it is not clearly defined, but he gave his opinion that it is clear the responsibility lies with Northern. He referenced

the items that he has read and handed out which led him to reach this conclusion. He stated his belief that someone dropped the ball 40 years ago by not taking ownership interest in the culvert as part of the complete surface water management system and that is the issue that needs to be resolved. He then thanked the Board for their time.

Ms. Baker asked Mr. Honig if he is satisfied with the Board's authorization of the study of the culvert pipe, and he responded affirmatively, stating that it is a first step. He emphasized that the deterioration of the pipe and his concerns for the safety of the community are what prompted him to bring this issue to the Board.

A **motion** was made by Mr. Block, seconded by Mr. LaMotte and unanimously passed approving the recommendation of the Engineering Review Committee and authorizing the expenditure of \$6,800.00 for the cleaning and inspection of the culvert pipe.

**ii) Unit No. 19 – Regional Center  
Discuss Landowner Annexation Request**

Mr. Beatty stated that the next two items involve specific requests from Landowners and, in order to consider each of their requests, Northern requires that they pay for the costs involved in researching each request in order to be able to make a recommendation to bring to the Board for consideration. He reported that it was the recommendation of the Committee to proceed with preparation of a Funding Agreement with each Landowner to research their specific request.

Ms. Baker called for any comments from the public to which there was no response.

A **motion** was made by Mr. Block, seconded by Mr. LaMotte and unanimously passed authorizing preparation of a Funding Agreement for Unit 19, pursuant to the recommendation of the Engineering Review Committee.

**iii) Unit No. 21 – Old Marsh  
Discuss Landowner Conveyance Request**

Mr. Beatty presented this item above, but the motions were handled separately.

Ms. Baker called for any comments from the public to which there was no response.

A **motion** was made by Mr. Block, seconded by Mr. LaMotte and unanimously passed authorizing preparation of a Funding Agreement for Unit 21, pursuant to the recommendation of the Engineering Review Committee.

**iv) Unit No. 45 – Paseos**  
**Discuss Parking Violation Enforcement**

Mr. Edwards stated that the Committee initially considered a request from Paseos Property Owners Association (POA) to enter into an agreement between Northern and the POA to allow the POA to enforce its Declaration of Covenants restrictions as to parking upon Northern's roadways within the Unit. He further stated that at the time of the Committee meeting, the POA's attorney had provided Mr. Edwards with a draft agreement for review. He reported that it was the recommendation of the Committee to proceed with a final draft of the agreement for Board consideration.

Mr. Edwards stated that the proposed final Agreement was included in the Board's materials. He then briefly reviewed some of the provisions of the Agreement and emphasized that the Agreement includes an indemnification clause protecting Northern's interests. He added that this Agreement may be used as a template for other Units that are experiencing similar parking issues, such as Unit 2C, Alton, and Staff recommends approval.

Mr. LaMotte asked the difference between the situations in Unit 2C and Unit 45, and Mr. Edwards stated in this case, it appears the POA is comfortable entering into the Agreement and handling the enforcement. Mr. Edwards acknowledged that the Attorney for the Paseos POA was in attendance and asked if he would like to speak to the Board.

Evan Bachove addressed the Board stating that he is the General Counsel for the Paseos POA, and acknowledged that the POA President, Paul Fortini, was also in attendance. He stated that parking violations have been ongoing in the community and some residents have stated that since the POA does not own the streets, they are unable to do anything about it. Mr. Bachove reported that, as Mr. Edwards

previously stated, the Agreement does indemnify Northern for any issues that may arise from the POA's enforcement efforts. He also stated that the Agreement has a termination provision of 60 days with or without cause, so the Agreement can be either modified or terminated, if necessary.

A general discussion followed with regard to the increase in street parking violation issues.

Mr. Edwards added that this type of agreement is typically not recorded, but the Paseos POA requested recordation and Northern has no objection, so there is related Joint Consent document for Board approval as well.

Ms. Baker called for any comments from the public to which there was no response.

A **motion** was made by Mr. Block, seconded by Mr. LaMotte and unanimously passed approving the Agreement for Enforcement of Parking and Vehicle Violations, pursuant to the recommendation of the Engineering Review Committee, as well as the related Joint Consent for Recording, as presented.

**v) Multi-Unit  
Discuss Encroachment Remedies**

Ms. Leser stated that the last item involves Staff's request that the Committee give direction as to whether Staff can follow through with the previously approved Encroachment Policy. This policy is included in Northern's Engineering Standards Manual and includes guidelines on notifications, removal of the encroachment and invoicing of removal costs to the responsible party if they have not taken care of removal themselves.

It was the recommendation of the Committee to have the Board confirm its support of Staff following the guidelines of the Encroachment Policy with regard to notification and removal of identified encroachments.

Mr. Edwards explained that, prior to enforcing the policy, there is a notification process regarding the removal of trees, etc., which may cause potentially unhappy residents to attend Board

Meetings to voice their displeasure, therefore Staff wanted to confirm Board support before moving forward with the process.

Ms. Baker called for any comments from the public to which there was no response.

A **motion** was made by Mr. Block, seconded by Mr. LaMotte and unanimously passed approving the recommendation of the Engineering Review Committee to approve enforcement of its Encroachment Policy, as presented.

#### **10) RECEIVE AND FILE**

The following items were presented to be received and filed:

- Assessment Collection Status;
- Northern Monthly Financial Reports; and
- Proof of Publication of Meeting Notice

copies of which are contained in Northern's records.

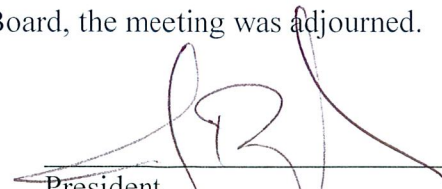
#### **11) COMMENTS FROM THE BOARD**

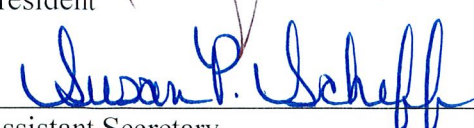
Ms. Baker thanked the Finance Department for another successful Financial Report.

#### **12) ADJOURN**

A **motion** was made by Mr. LaMotte, seconded by Mr. Block and unanimously passed to adjourn the meeting.

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