



Northern Palm Beach County Improvement District  
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## EXECUTIVE SUMMARY

**TO:** Matthew J. Boykin  
Ellen T. Baker  
L. Marc Cohn  
Brian J. LaMotte  
Gregory Block

**DATE:** November 19, 2025

**FROM:** Katie Roundtree, CPA, Director of Finance and Administration

**THROUGH:** C. Danvers Beatty, P.E., Executive Director

**RE:** Report on Compliance with Goals & Objectives

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### **Background**

Effective July 1, 2024, the Florida Legislature adopted House Bill 7013, codified as Chapter 2024-136, Laws of Florida (HB 7013) and creating Section 189.0694, Florida Statutes. This statute requires that the District establish goals and objectives and create performance measures and standards to evaluate the District's achievement of those goals and objectives. In September 2024, the Board adopted Resolution No. 2024-08 listing the District's goals, objectives, performance measures and standards to meet the requirements of Section 189.0694, Florida Statutes. Attached is a reporting of those goals & objectives showing that the District was in compliance of them for the past reporting year.

### **Fiscal Impact**

All expenses relating to the goals, objectives, and performance measures and standards have been budgeted or will be budgeted in future budget planning.

### **Recommendation**

As required by Section 189.0694, Florida Statutes, this annual report is for information only and will be posted on Northern's website prior to December 1, 2025. No Board action is required.

**Program/Activity:** District Administration

**Goal:** Remain Compliant with Florida Law for all District Meetings

**Objectives:**

- Notice all District regular, special, and public hearing meetings
- Conduct all post-meeting activities
- District records retained in compliance with Florida Sunshine Laws

**Performance Measures:**

- All Meetings publicly noticed as required (yes/no)
  - Meeting minutes and post-meeting action completed (yes/no)
  - District records retained as required by law (yes/no)
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**Program/Activity:** District Finance

**Goal:** Remain Compliant with Florida Law for all District Financing Activities

**Objectives:**

- Adopt fiscal year budget annually
- Process all District finance accounts receivable and payable
- Support District annual financial audit activities
- Maintain investments in compliance with investment policy and bond covenants
- All required disclosures made

**Performance Measures:**

- Adopted fiscal year budget (yes/no)
  - District accounts receivable/payable processed for the year (yes/no)
  - Unmodified opinion on annual financial report (yes/no)  
If "no" explain
  - Investments are in compliance with investment policy and bond covenants (yes/no)
  - All required disclosures were made (yes/no)
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**Program/Activity:** District Operations

**Goal:** Insure, Operate and Maintain District-Owned Infrastructure & Assets

**Objectives:**

- Annual renewal of District insurance policy(s)
- Contracted services for District operations in effect
- Compliance with all required permits

## **District Operations (con't.)**

### **Performance Measures:**

- District insurance renewed and in force (yes/~~no~~)
  - Contracted services in force for all District operations (yes/~~no~~)
  - Permits in compliance (yes/~~no~~)
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**Program/Activity:** District Engineering

**Goal:** Prepare annual report, maintain engineering standards manual, and perform permitting and plat reviews

### **Objectives:**

- Preparation of annual report for Board presentation
- Engineering standards manual to be reviewed annually
- Permits and plats to be reviewed in accordance with District Guidelines

### **Performance Measures:**

- Annual report prepared (yes/~~no~~)
- Engineering standards manual reviewed annually (yes/~~no~~)
- Permits and plats reviewed in accordance with District Guidelines (yes/~~no~~)