

MINUTES
NORTH PALM BEACH HEIGHTS WATER CONTROL DISTRICT

June 16, 2015 at 6:30 P.M.

**Jupiter Library
705 Military Trail
Jupiter, FL. 33458**

The Monthly Business Meeting of the North Palm Beach Heights Water Control District ("District"), having been duly advertised and posted, was held on June 16, 2015 at the Jupiter Library, 705 Military Trail, Jupiter, FL. 33458. The meeting was called to order at 6:34 P.M., the Pledge of Allegiance was read and roll call was taken :

Present :

Jeff Iravani

Wally Baldwin

Lee Hintemeyer

Lynn McCullough

Brett Carpenter

Meeting Minutes to be Approved :

There were no meeting minutes to be approved.

Motion to Accept the 2015 – 2016 Budget @ \$147.33 per lot :

Revenues :

Taxes : \$185,400.00
Interest : \$ 8,000.00
Reserve Transfers : \$200,000.00
Miscellaneous : \$ 26,600.00

TOTAL REVENUES : \$420,400.00

Expenses :

Maintenance/Canal Cleaning : \$75,000.00
Engineering Fees : \$25,000.00

TOTAL EXPENSES : \$110,000.00

Adminstration Expenses :

Office Rent & Expenses : \$ 20,000.00
Insurance : \$ 6,500.00
Telephone & Electric : \$ 6,000.00
Supervisor Fees : \$ 14,600.00
Engineering : \$ 10,000.00
Secretary Fees : \$ 000.00
Payroll Tax : \$ 1,800.00
Attorney Fees/Advertising : \$ 40,000.00
Fiscal Audit : \$ 11,500.00

TOTAL ADMIN. EXPENSES : \$110,400.00

Tax Roll Preparations :

Tax Roll Preparations : \$ 10,000.00
Contingency : \$ 000.00

TOTAL TAX PREPARATION FEES : \$ 10,000.00

Capitol Assets/Improvements :

- Internal Budget Transfer & Does \$200,000.00

Not Effect Annual Assessment

TOTAL CAPITOL ASSETS/IMPROVE- \$200,000.00

MENTS :

TOTAL EXPENSES : \$420,400.00

Mr. McCullough, with that , I will entertain a motion to accept the 2015 – 2016 budget.

Mr. Hintemeyer made a motion to accept the 2015-2016 budget as outlined.

Mr. Carpenter seconded the motion.

All three supervisor approved the budget as written.

Report by Mr. Baldwin, District Attorney:

1. The District Attorney has prepared an emended budget for Board review following consultation with the District Engineer, District CPA and District Chairman.
2. A Statement of Financial Interest Form has been issued to all Supervisors and will be provided to the Supervisor of Elections upon receipt.

Report by Jeff Iravani, District Engineer :

1. NC-4 restoration is underway.
2. Canal restoration at 6050/6054 Felter Street is partially completed.
3. The existing trees at NC-2 from Leslie Street to Robinson Street are to be surveyed.
4. Town of Jupiter is to start Drake Street South endwall reconstruction this week.
5. Future Capitol Improvements :
 - A) NC-5 restoration at Leslie Street & NC-4 ... Have bid for \$30,000.00
 - B) Tree removal at NC-6 (S. of Indiantown Road)

C) NC-1 restoration, partial.

Mr. McCullough, these trees are the Areca Palms along the fence there ?

Mr. Iravani, Yes they are.

Mr. McCullough, I would like to be able to go in there and trim those and cut them back somewhat b a quick ecause the main complaint by the resident that the branches are falling off into the canal. I would like to have Zach go back to do a quick look through the canals as there are a lot of palm prawns specially along the Garrett Street Canal. Where you can see they did a beautiful job weeding and cleaning it out but there is still trash in there that will float. And I don't want that moving forward. If we can get them back out there to remove the trash I would like that.

Mr. McCullough, I got a telephone call from a resident concerned about the trash build-up that we get at both ends of the Leslie Street canal at the bend. I went and looked at it yesterday and she is right. I've seen it a couple of times while out walking where it gets loaded with trash sometimes after it rains. I would like to, if possible, make it a regularly schedule event probably the for 1st of the month and the 15th of the month where Aquagenix goes out there and I don't care if they use a shrimpers net or a pole whatever I would like to get as much debre out of those two bends as possible. It varies in amount and quantity from time to time as it looks junky. We're paying good money for this and if we need to pay a little more I think the board would support that. Get ahold of those folks at Aquagenix and lets see if we can set that up, Jeff where twice a month they're getting that stuff out of the canals.

Mr. McCullough, I had a chance to drive and do a canal inspection last night and whether you're aware of this or not, if you take a look at NC-5 the main North/South canal right now, there are spots South of Leslie Street where it is not drying up and on Lucerne Street North of Michael there's only a couple inches in there and if you go South, it's just about dry. And there is a lot of trash I can see in there and I would like to get it out before we get back into our normal rain pattern. And again, if this is something that they've got to bill us extra for, get a quote for trash pick-up or whatever you want to call it. Let's get four or five guys out there and take advantage of this and lets get this junk out of there as much as possible. The canal restoration that we're talking about is the main outflow canal that runs underneath Leslie Street and we've done capitol improvements there trying to line the canal back up with the culverts under the road. Over the years the canal banks have deteriorated and shifted and the idea is to expedite the water flow out of the neighborhood. So, we've been several hundred thousand dollars in reshaping the canal banks, cleaning the bottoms and lining them up with the holes in the culverts so we can get the water flow out. That's what we're talking about. But now that we've had this funny dry period, if you drive through there's all sorts of trash in there and a lot of times when the guys go in there to do their reading, nobody goes in behind them and picks up the palm prawns, the husks or anything

like that. I'd like to get that taken care of when their done. And that was driving the concern of Margarete with the Areca Palms there and the way they fall off into the canal.

Mr. McCullough, were we able to gain any traction on trimming those sea grapes that we got pictures of ? I know what of them had been trimmed but there was one that was almost near the sidewalk on the corner.

Mr. McCullough, for the benefit of the members of the public, as well as the board members, give us a quick update as to where we are with NC-4.

Mr. Iravani, from Leslie Street south all the way to Drake Street is complete. From Drake Street to Heather Street is the one we are working on now.

Mr. McCullough, the money that we're going to amend the budget for tonight, what is that funding going cover ? The work that's already in progress ?

Mr. Iravani, yes.

Mr. McCullough, and what is that ?

Mr. Iravani, the completion of NC-4 from Drake to Heather streets.

Mr. McCullough, so this money will complete the NC-4 restoration in its entirety ?

Mr. Iravani, yes.

Mr. McCullough, now the work we were going to do on NC-5 is strictly on the west/east end ?

Mr. Iravani, just the western end.

Mr. McCullough to Mr. Iravani, at the September meeting I'd like if you give us a projection of what work you would anticipate doing in the next fiscal year. Because if we need to go in and do another budget transfer internally, I want to start looking at that now. And if there is a cost objection we need to know that. It will give us time to decide what we want to fund and how much we want to get done and have some options here.

Items by members of public for items not on the Agenda :

There were no members of the public present.

Items by Board Members :

Mr. McCullough : This is a resolution adopting the budget for fiscal year 2015-2016 for the North Palm Beach Heights Water Control District. The resolution of the board of supervisors of the North Palm Beach Heights Water Control District Jupiter, Florida. Adopting a budget for the fiscal year October 1, 2015 – September 30, 2016 both inclusive. North Palm Beach Heights Water Control District providing that the annual assessment known as the maintenance tax shall be certified in writing by the board of supervisors to the Palm Beach County Property Appraiser and Palm Beach County Tax Collector. And providing for an effective date. Be it resolved by the board of supervisors of the North Palm Beach Heights Water Control District :

Section 1: That for the fiscal year ending September 30, 2016, the revenues, expenses and debt service are anticipated as set for on exhibit A attached hereto and made a part hereof.

Section 2 : Upon passage of this resolution, the board of supervisors shall certify in writing to the Palm Beach County Property Appraisers and the Palm Beach County Tax Collector the annual assessment known as the maintenance tax as set forth for each lot within the North Palm Beach Heights Water Control District.

Section 3 : This resolution shall take effect immediately upon its adoption. Passed and adopted this sixteenth day of June, 2015 by chairman Lynn McCullough, supervisor Lee Hintemeyer and supervisor Brett Carpenter.

Mr. McCullough, with that I'll entertain a motion to accept this resolution as read into the record.

Mr. Hintemeyer, made a resolution to accept the 2015-2016 budget as written into the record.

Mr. McCullough, I'll entertain a second.

Mr. Carpenter, Seconds the motion

Mr. McCullough, all in favor... all the supervisors agree. Motion carries and resolution is adopted as read.

Additional resolutions :

Mr. Baldwin, the first resolution amending the budget for 2014-2015, I forwarded this to the board members previously. The only item being amended in this budget is the amount of money being allocated for Capitol improvements. And it was initially passed with an amount of \$200,000 reserve transfers utilized for Capitol improvements and the amended amount is increased to \$300,000.00. The purpose is to make sure the district operates within whatever

budget is adopted by the board through the fiscal year. So, I've got two separate resolutions, only one has the budget attached.

The next resolution is for amending the current fiscal year budget this is to transfer money from a reserve account to the operating account for Capitol improvements for the canal systems. This will provide an extra \$100,000.00 above and beyond the original \$200,000.00 budget amount

Mr. McCullough, this is a resolution amending the budget for fiscal year 2014 – 2015. A resolution of the board of supervisors of the North Palm Beach Heights Water Control District Jupiter, Florida amending the budget for the fiscal year October 1, 2014 – September 30, 2015. Both inclusive the North Palm Beach Heights Water Control District providing that the amount allocated for Capitol improvements relating to fiscal year 2014-2015 is amended and providing for an effective date. Whereas the North Palm Beach Heights Water Control District Jupiter, Florida here and after called "district", is an independent special district of the state of Florida duly organized and operating pursuant to Chapter 298 Florida statute and other authority. And whereas the "district" has revised the amount for Capitol improvement relating to fiscal year 2014 – 2015, from \$200,000.00 to \$300,000.00. And whereas the "district" has prepared an amended budget for fiscal year 2014 – 2015. Be it resolved by the board of supervisors of the North Palm Beach Heights Water Control District :

Section 1) That for the fiscal year ending September 30th, 2015 the amended budget set forth on exhibit A attached hereto and part a hereof is hereby approved and adopted.

Section 2) Upon passage of this resolution the board of supervisors is authorized to transfer funds, execute any and all necessary transmittals, certifications, or other acknowledgements or writings as necessary to comply with the intent of this resolution.

Section 3) This resolution shall take effect immediately upon its adoption. Passed and adopted this sixteenth day of June, 2015. North Palm Beach Heights Water Control District. Recorded by chairman Lynn McCullough, attested by supervisor Lee Hintemeyer and supervisor Brett Carpenter.

Mr. McCullough, with that, I will entertain a motion to accept that resolution amending the budget as read into the record.

Mr. Hintemeyer, made a motion to accept the 2014-2015 budget amendment for capitol improvements as read.

Mr. McCullough, I'll entertain a second.

Mr. Carpenter, I second.

Mr. McCullough, all in favor ? Mr. Hintemeyer, Mr. Carpenter and Mr. McCullough all approve.

Motions carries.

Mr. Baldwin, the next item is a resolution appointing district secretary. As the board knows, chairman McCullough has been serving for some time and the proposed resolution would appoint supervisor Hintemeyer to serve as district secretary. And it's a fairly simple resolution, that would take effect upon enactment. And is there any discussion on that.

Mr. McCullough, this is a resolution appointing the district secretary. The resolution of the board of supervisors of the North Palm Beach Heights Water Control District Jupiter Florida, appointing district supervisor Lee Hintemeyer as district secretary and providing for an effective date. Whereas, the North Palm Beach Heights Water Control District Jupiter Florida, herein called "district", is an independent special district of the state of Florida duly organized and operating pursuant to Chapter 298 Florida statute and other authority. And whereas supervisor Lynn McCullough is serving as secretary of the district. Whereas, the board of supervisors wishes to appoint supervisor Lee Hintemeyer to the position of district secretary. Be it resolved by the board of supervisors of the North Palm Beach Heights Water Control District :

Section 1) supervisor Lynn McCullough shall no longer serve as district secretary.

Section 2) supervisor Lee Hintemeyer is hereby appointed to serve as district secretary in accordance with Florida statute 298 with full power and authority to perform all duties by virtue thereof.

Section 3) This resolution shall take effect immediately upon it adoption. Passed and adopted this sixteenth day of June, 2015. North Palm Beach Heights Water Control District Jupiter, FL. By chairman Lynn McCullough attest by supervisor Lee Hintemeyer and supervisor Brett Carpenter.

Mr. McCullough : Any questions ? Ok. Will accept a motion to pass the resolution to pass the new district secretary.

Mr. Carpenter : I will make a motion to accept the resolution appointing Mr. Hintemeyer as the new district secretary.

Mr. McCullough, I'm going to set the gavel aside and second it. Can't vote. All in favor : Mr. Carpenter, Mr. McCullough and Mr. Hintemeyer approve. Motion carries.

Mr. Baldwin : The last resolution is regarding attendance at the Florida Association of Special District conference by the chairman and district attorney. The conference is over several days but seeking to cover expenses from June 23rd – June 25th. And it provides for compensation for the district attorney at

Mr. McCullough : This is a resolution regarding attendance at the Florida Association of Special Districts conference.

Section 1) A resolution of the board of supervisors of the North Palm Beach Heights Water Control District, Jupiter FL. Authorizing the district attorney and district chairman to attend the FASD conference to be held June 23rd 2015 – June 25th 2015 and providing for compensation for the district attorney. Be it resolved by the board of supervisors of the North Palm Beach Heights Water Control District, that the district attorney and district chairman are hereby authorized to attend the FASD 2015 conference to be held June 23rd 2015 – June 25th 2015.

Section 2) The district attorney shall be compensated at a reduced rate of compensation for daily attendance at the conference at an amount not to exceed four hours of billable time per day for time expended in attending the conference.

Section 3) This resolution shall take effect immediately upon its adoption. Passed and adopted this sixteenth day of June, 2015. North Palm Beach Heights Water Control District by chairman Lynn McCullough attested by supervisors Lee Hintemeyer & Brett Carpenter.

Mr. McCullough : Any questions by the board ? With that, I will entertain a motion to accept The resolution regarding attendance at the FASD conference.

Mr. Hintemeyer : I will make a motion to accept the resolution for attendance at the FASD conference.

Mr. McCullough : I'll look for a second.

Mr. Carpenter : I'll second.

Mr. McCullough : All in favor : Mr. Hintemeyer, Mr. Carpenter and Mr. McCullough all favor.

Motion carries.

Mr. McCullough : The audit for 2013-2014 has been completed. This is the last year that Cara

Peterson will be doing our audit. Ms. Peterson has resigned her position at Nolan, Holt and Minor. She will be going to Loxahatchee Environmental Control District as their financial officer. So, we will still be in touch with her from time to time.

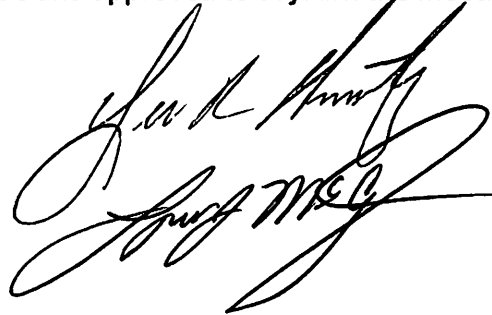
Mr. McCullough : Our next meeting will be in September. We will not have one in July or August. The annual landowners meeting will be in November.

Mr. McCullough : Mr. Baldwin, I will need you to check the files to see who is up for re-election if you can please. And I will start putting that letter and program together so we can have that ready to roll. And that will close out the calendar year for us.

Mr. McCullough, I am going to ask the supervisors to stay after the meeting is over to sign all of the resolutions passed this evening.

Meeting Adjourned :

A motion was made and approved to adjourn the meeting at 7:07 P.M.

The image shows two handwritten signatures in black ink. The top signature is written in a cursive style and appears to read "John A. Smith". The bottom signature is also in cursive and appears to read "John M. G.". The signatures are overlapping and positioned centrally on the page.