MINUTES OF MEETING
BOYNTON VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Boynton Village Community Development District held a Special Meeting and Audit Committee Meeting on December 3, 2024 at 11:00 a.m., at Pacifica Apartments: 1100 Audace Ave., Boynton Beach, Florida 33426.

Present:

Tierra Smith	Chair
Shimon Davis	Assistant Secretary
Edward Turner, Jr.	Assistant Secretary

Also present:

Kristen Thomas	District Manager
Ginger Wald	District Counsel
Benjamin Schor	Supervisor-Appointee

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Thomas called the meeting to order at 11:07 a.m. Supervisor Davis and holdover Supervisors Smith and Turner were present in person. Two seats were vacant.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-01, Declaring a Vacancy in Seats 3, 4 and 5 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date**

Ms. Thomas presented Resolution 2025-01. This is necessary because no one qualified to run for any of the three Seats in the November 2024 General Election.

On MOTION by Ms. Smith and seconded by Mr. Davis, with all in favor, Resolution 2025-01, Declaring a Vacancy in Seats 3, 4 and 5 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Acceptance of Resignation of Helen Belfour [Seat 2]; Term expires November 2026**

Ms. Thomas presented the Helen Belfour's resignation from Seat 2.

On MOTION by Ms. Smith and seconded by Mr. Davis, with all in favor, the resignation of Helen Belfour from Seat 2, was accepted.

FIFTH ORDER OF BUSINESS **Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 2**

This item was deferred.

SIXTH ORDER OF BUSINESS **Administration of Oath of Office to Newly Appointed Supervisor (the following will also be provided in a separate package)**

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligation and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

This item was deferred.

SEVENTH ORDER OF BUSINESS **Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 3; Term Expires November 2028**

Mr. Davis nominated Ms. Tierra Smith to fill Seat 3. No other nominations were made.

On MOTION by Mr. Davis and seconded by Mr. Turner, with all in favor, the appointment of Ms. Tierra Smith to Seat 3, was approved.

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

Ms. Thomas, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Tierra Smith. As a returning Board Member, Ms. Smith is familiar with the items in the new Supervisor packet.

EIGHTH ORDER OF BUSINESS **Consider Appointment of Qualified Elector to fill Unexpired Term of Seat 4; Term Expires November 2028**

Ms. Smith nominated Mr. Edward Turner Jr. to fill Seat 4. No other nominations were made.

On MOTION by Mr. Davis and seconded by Ms. Smith, with all in favor, the appointment of Mr. Turner to Seat 4, was approved.

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

Ms. Thomas, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Edward Turner. As a returning Board Member, Mr. Turner is familiar with the items in the new Supervisor packet.

NINTH ORDER OF BUSINESS **Consider Appointment of Qualified Elector to fill Unexpired Term of Seat 5; Term Expires November 2028**

Mr. Davis nominated Mr. Benjamin Schor to fill Seat 5. No other nominations were made.

On MOTION by Mr. Turner and seconded by Ms. Smith, with all in favor, the appointment of Mr. Benjamin Schor to Seat 5, was approved.

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

Ms. Thomas, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Benjamin Schor. She provided Mr. Schor with a new Supervisor packet and urged him to contact her with questions.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Thomas presented Resolution 2025-02. Mr. Davis nominated the following slate:

Tierra Smith	Chair
Shimon Davis	Vice Chair
Edward Turner Jr.	Assistant Secretary
Benjamin Schor	Assistant Secretary

No other nominations were made.

The Resolution removes the following Officer from the slate as of December 3, 2024:

Helen Belfour	Vice Chair

The following prior appointments by the Board remain unaffected by the Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Kristen Thomas	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Turner and seconded by Mr. Davis, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

On MOTION by Ms. Smith and seconded by Mr. Schor, with all in favor, the Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

TWELFTH ORDER OF BUSINESS **Review of Responses to Request for Proposals (RFP) For Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

On MOTION by Mr. Turner and seconded by Mr. Davis, with all in favor, the RFP and Evaluation Criteria Matrix and all actions taken to effectuate the RFP and advertising the RFP, were ratified.

Ms. Wald stated, since there are two respondents instead of three, the Board must waive the requirement for three proposals.

On MOTION by Mr. Davis and seconded by Ms. Smith, with all in favor, waiving the requirement to have three proposals, was approved.

C. Respondents

- **DiBartolomeo, McBee, Hartley & Barnes**
- **Grau & Associates**

D. Auditor Evaluation Matrix/Ranking

Ms. Thomas stated she researched the respondents and completed an Evaluation Criteria/Ranking sheet.

Ms. Thomas presented her scores and ranking, as follows:

#1	Grau & Associates	100 points
#2	DiBartolomeo, McBee, Hartley & Barnes	95 points

The Audit Selection Committee concurred with Ms. Thomas' scores, ranking and recommendation to rank Grau & Associates as the #1 ranked respondent.

THIRTEENTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

On MOTION by Mr. Schor and seconded by Mr. Davis, with all in favor, the Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

FOURTEENTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

On MOTION by Ms. Smith and seconded by Mr. Turner, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation ranking Grau & Associates as the #1 ranked respondent, as the Board's own scores and ranking, and awarding the Annual Audit Services contract to Grau & Associates, the #1 ranked respondent, and, if not accepted, awarding the contract to DiBartolomeo, McBee, Hartley & Barnes, the #2 ranked respondent, was approved.

FIFTEENTH ORDER OF BUSINESS **Consideration/Discussion: Pathway Lighting Cortina Greenway Proposal**

Ms. Thomas stated the landscapers reported that all the lights on the Cortina Greenway are out and need to be replaced. She obtained a proposal for under $5,000; however, she would like an authorization for a not-to-exceed amount for the repairs and to enter into a maintenance agreement with the vendor, stipulating that the vendor check the Greenway monthly to ensure there are no outages.

On MOTION by Ms. Smith and seconded by Mr. Turner, with all in favor, authorizing a not to exceed amount of $15,000 for Lighting repairs on Cortina Greenway and entering into a Maintenance Agreement with the vendor, was approved.

SIXTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of October 31, 2024**

On MOTION by Mr. Davis and seconded by Mr. Turner, with all in favor, the Unaudited Financial Statements as of October 31, 2024, were accepted.

SEVENTEENTH ORDER OF BUSINESS **Approval of August 14, 2024 Public Hearing and Regular Meeting Minutes**

On MOTION by Ms. Smith and seconded by Mr. Schor, with all in favor, the August 14, 2024 Public Hearing and Regular Meeting Minutes, as presented, were approved.

EIGHTEENTH ORDER OF BUSINESS **Staff Reports**

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

Ms. Wald reminded the Board Members to complete the required ethics training courses by December 31, 2024. She reviewed the completion deadlines for ethics training depending on when Board Members are/were appointed during the year.

Ms. Thomas will email District Counsel's memorandum with links to online courses.

B. District Engineer: Schnars Engineering Corporation

There was no report.

C. District Manager: Wrathell, Hunt and Associates, LLC

NEXT MEETING DATE: May 12, 2025 at 2:00 PM [Presentation of FY2026 Budget]

- **QUORUM CHECK**

NINTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTIETH ORDER OF BUSINESS **Supervisors' Requests**

Asked if the dog park is under the CDD's jurisdiction, Ms. Thomas stated no, it was conveyed to the City.

TWENTY-FIRST ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Turner and seconded by Mr. Davis, with all in favor, the meeting adjourned at 11:40 a.m.

Secretary/Assistant Secretary

Chair/Vice Chair