

**MINUTES OF MEETING  
NORTH POWERLINE ROAD  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Powerline Road Community Development District was held on Thursday, **February 24, 2021** at 10:00 a.m. at 346 East Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Kevin Chinoy	Assistant Secretary
Phillip Allende <i>via phone</i>	Assistant Secretary
Andrew Rhinehart	Assistant Secretary

Also present were:

Jill Burns	District Manager/GMS
Heather Wertz <i>via Zoom</i>	Absolute Engineering
Michelle Rigoni	HGS

*The following is a summary of the discussions and actions taken at the February 24, 2021 North Powerline Road Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Four Board members were present in person constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

No members of the public were present via Zoom. There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Recognition that Supervisor Phillip Allende was Sworn in Outside of Meeting**

Ms. Burns noted that Mr. Allende was sworn in prior to the Board meeting.

**B. Administration of Oath to Supervisor Andrew Rhinehart**

Ms. Burns read the oath of office and swore in Mr. Rhinehart.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the December 10, 2020 Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, or corrections on the December 10, 2020 minutes. The Board had no changes to the minutes.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the December 10, 2020 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Third Amended and Restated Engineer's Report**

Ms. Burns asked that items five through eight be tabled and placed on the next agenda for discussion and review.

**SIXTH ORDER OF BUSINESS**

**Consideration of Amended and Restated Master Assessment Methodology**

This item was tabled.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-07 Declaring Special Assessments on Boundary Amendment Parcel**

This item was tabled.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-08 Setting a Public Hearing on the Imposition of Special Assessments on Boundary Amendment Parcel**

This item was tabled.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-09  
Setting a Public Hearing Expressing the  
District's Intent to Utilize the Uniform  
Method of Levying, Collecting, and  
Enforcing Non-Ad Valorem Assessments  
on Boundary Amendment Parcel**

Ms. Burns noted that this resolution will allow them to collect the assessments on roll for the new area that was added to the District. She suggested setting the public hearing for April 28, 2021.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2021-09 Setting Public Hearing Expressing the District's Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments on Boundary Amendment Parcel for April 28, 2021, was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Disclosure of Public  
Financing**

Ms. Burns stated that the Disclosure of Public Financing will be recorded in the public record to put property owners on notice of the Series 2020 bond issuance.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Disclosure of Public Financing and Authorization for Counsel to Record, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-10  
Ratifying the Emergency Action Taken by  
the District Engineer, District Manager,  
and District Chairman**

Ms. Burns noted that this resolution allows them to issue an RFP outside of a meeting, which helps not delay the construction.

On MOTION by Mr. Heath, seconded by Mr. Chinoy, with all in favor, Resolution 2021-10 Ratifying the Emergency Action Taken by the District Engineer, District Manager, and District Chairman, was approved.

**TWELTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-11  
Appointing Treasurer and Assistant  
Treasurer**

Ms. Burns noted that this resolution would appoint George Flint as Treasurer and Katie Costa as Assistant Treasurer.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Resolution 2021-11 Appointing Mr. Flint as Treasurer and Ms. Costa as Assistant Treasurer, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Memorandum from  
Hopping, Green & Sams Regarding E-  
Verify Requirements in 2021**

Ms. Burns reviewed the memorandum and asked for ratification of the actions taken by the District Manager regarding the E-Verify requirements.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Actions taken by the District Manager Regarding E-Verify Requirements in 2021, was ratified.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Fee Increase Letter from  
Hopping, Green & Sams for District  
Counsel Services**

Ms. Rigoni reviewed the Hopping, Green & Sams fee increase letter. Their agreement with the District contemplates annual adjustments.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Fee Increase Letter from Hopping, Green & Sams for District Counsel Services, was approved.

**FIFTEENTH ORDER OF BUSINESS**

**Ratification of 2021 Data Sharing and  
Usage Agreement with Polk County  
Property Appraiser**

Ms. Burns stated that Polk County requires an annual agreement that confirms the District will not disclose the exempt parcels on the tax roll.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the 2021 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

**SIXTEENTH ORDER OF BUSINESS**

**Ratification of Contract Agreement with  
Polk County Property Appraiser**

Ms. Burns noted this agreement is for the upcoming tax year.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Contract Agreement with Polk County Property Appraiser, was ratified.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni had nothing further to report to the Board.

**B. Engineer**

Ms. Wertz had nothing further to report for the board.

**C. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns stated that the check register was included in the agenda package. It is from November 18<sup>th</sup> through February 17<sup>th</sup> and totaled \$30,393.94.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the Check Register for \$30,393.94, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that the financials were in the package and there was no action required. She asked for any questions. Hearing none,

**iii. Ratification of Kearney Change Orders #8 and #11**

Ms. Burns noted that the change orders had been approved, and she was seeking ratification.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Kearney Change Orders #8 and #11, were ratified.

**iv. Ratification of Summary of Requisitions**

**a) Series 2020 Phase 1 Requisitions #1-#24 and #26-#27**

**b) Series 2020 Phase 2 Requisitions #1 to #12**

Ms. Burns noted that the requisitions had been approved, and she was seeking ratification.

On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Series 2020 Phase 1 Requisitions #1-#24 and #26-#27, and the Series 2020 Phase 2 Requisitions #1-#12, were ratified.

**EIGHTEENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINETEENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**TWENTIETH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman