

**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 Tuesday, **April 4, 2023** at 11:00 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk *by Zoom*  
Kevin Chinoy  
Daniel Arnette  
Emily Cassidy

Vice Chairperson  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Lauren Gentry  
Marshall Tindall

District Manager/GMS  
District Counsel, KVV Law  
Field Manager, GMS

*The following is a summary of the discussions and actions taken at the April 4, 2023 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. Three Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

No members of the public were present via Zoom or in person to provide public comments.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the February 7,  
2023 Board of Supervisors Meeting**

Ms. Burns presented the February 7, 2023 minutes from the Board of Supervisors meeting and asked for any comments or changes. Hearing none, she asked for a motion of approval.

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On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, the Minutes of the February 7, 2023 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06  
Directing Chairman and District Staff to  
File a Petition Amending District  
Boundaries**

Ms. Burns stated this would add an additional 27.43 acres to the District. Ms. Gentry added that this corresponds to a boundary amendment from Crosswinds West to take land out of that CDD and add it to North Powerline Road. There has been a request to hold off on filing this until the budget is published so that everything stays consistent on those parcels. Because of this, they are asking for approval of the resolution with instructions for the Chair to work with staff to get it filed when the timing is appropriate. There being no questions on the resolution, Ms. Burns asked for a motion of approval.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, Resolution 2023-06 Directing Chairman and District Staff to File a Petition Amending District Boundaries, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Boundary Amendment  
Funding Agreement**

Ms. Burns stated reported that this agreement is with GLK Real Estate, LLC. The entity will fund any costs related to the boundary amendment that are not reimbursable. She asked if the Board had any questions. There being none, she asked for motion of approval from the Board.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, the Boundary Amendment Funding Agreement, was approved.

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**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07 Approving the Proposed Fiscal Year 2023/2024 Budget (Suggested Date: August 1, 2023), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2023/2024 Budget and the Imposition of Operations and Maintenance Assessments**

Ms. Burns noted that the budget was included in the agenda package attached to the resolution as exhibit ‘A’. There were several areas that increased due to some phases that were undeveloped last year that are now developed with residents and landscaping needs. Although there was an increase to the total budget, those costs were absorbed by changing those phases from the un-platted ERU to the fully platted ERU. This budget contemplates no increase to the platted lots with an exception to phase 3 that needs to hold an assessment hearing. All other phases are either decreasing or staying the same. Most of the increases that are shown are related to adding field expenses for the new phases that are coming online.

Ms. Burns offered to answer any questions the Board may have and asked if there were any lime items that needed to be changed. At this point, there is no need to send a mailed notice to the residents because there is not an anticipation of increased assessments. This also contemplates a transfer of approximately \$89,000 to the reserve funds even with the increases and Ms. Burns believes the residents will be happy to hear that there should not be an increase to assessments. She suggested the public hearing date for both the assessment hearing for the increase for phase 3 and the budget adoption hearing for August 1, 2023 at 11:00 a.m.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, Resolution 2023-07 Approving the Proposed Fiscal Year 2023/2024 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2023/2024 Budget and the Imposition of Operations and Maintenance Assessment for August 1, 2023 at 11:00 a.m., was approved.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-08  
Authorizing Bank Account Signatories**

Ms. Burns noted that this appoints certain officers instead of actual people as the bank account signers allowing to provide this resolution along with the resolution appointing officers to the bank in the event that the officers change.

On MOTION by Mr. Chinoy, seconded by Mr. Arnette, with all in favor, Resolution 2023-08 Authorizing Bank Account Signatories, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Gentry had nothing further for the Board and offered to answer any questions for the Board. There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Field Manager's Report**

Mr. Tindall presented the field manager's report to the Board which was included in the agenda package. Completed projects include:

- Landscaping & Ponds
  - Landscape work has been good.
  - Ponds look good overall.
  - Some trash concerns have been reviewed and the vendor is working to address the issue.
  - Tract C3 corner cleanup completed.
- Amenity
  - Maintenance of facilities is satisfactory.
  - New table frame was installed.
  - Pool furniture has been cleaned to prepare for spring.
  - The Oaks along the pool create extra maintenance, additional cleanings are recommended. They currently clean three times a day and Mr. Tindall is now

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recommending six days a week and staff will amend the contract to reflect this in the next renewal process in the fall.

**i. Consideration of Playground Fencing Proposals**

**a) Jim Williams Fence Company, Inc.**

**b) Hillcrest Fence, LLC**

Mr. Tindall presented two proposals for fencing at the playground. Jim Williams Fence Company, Inc. totaling \$9,485.00 not including the permit fee. Hillcrest Fence, LLC totaling \$11,682.00. Mr. Tindall mentioned if the Board wanted to push this project into the next year, that might be more practical for budgeting purposes. Ms. Burns added if there was a want to do it this year, there is \$7,500.00 in the contingency for amenity. Mr. Tindall recommended setting a not to exceed amount for \$10,000.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, Setting a Not to Exceed Amount for \$10,000 Moving Forward with Jim Williams Fence Company, LLC., was approved.

**ii. Consideration of Renewal of Pond Maintenance Services Agreement with Aquagenix**

Mr. Tindall presented the contract to include the ponds in phase 3 totaling \$15,204.00 for the year. His recommendation would be to continue service because they have done a good job and believes they will do better with trash pickup in the future.

On MOTION by Mr. Chinoy, seconded by Mr. Arnette, with all in favor, Renewal of Pond Maintenance Services Agreement with Aquagenix, was approved.

**iii. Consideration of Landscape Maintenance Services Proposal with Prince & Sons for Phases 1-3 with Updated Scope of Work**

Mr. Tindall presented the proposal from Prince & Sons to include the landscape for phase 3 that can be found in the agenda included with maps to show additional areas totaling \$75,480. This includes phases 1-3 and Mr. Tindall recommends the Board moving forward with Prince as they have done a good job up to this point.

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On MOTION by Mr. Chinoy, seconded by Mr. Arnette, with all in favor, the Landscape Maintenance Service Proposal with Prince & Sons for Phase 1-3 with Updated Scope of Work, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns added for the record that Ms. Schwenk joined the call. She then presented the check register for the month of February totaling \$25,776.97. She offered to answer any questions on any of the invoices. There being none, she asked for a motion of approval.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, the Check Register, was approved.

**ii. Balance Sheet & Income Statement**

Ms. Burns presented the financials, asking if there were any questions. Hearing none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Other Business**

Ms. Burns asked if there was any other business. Hearing none,

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Mr. Arnette, seconded by Mr. Chinoy, with all in favor, the meeting was adjourned.

*Jill Burns*  
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Secretary / Assistant Secretary

*Rennie Heath*  
\_\_\_\_\_  
Chairman / Vice Chairman