

**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, **August 1, 2023** at 11:02 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairperson
Daniel Arnette	Assistant Secretary
Kevin Chinoy	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Lauren Gentry	District Counsel, KVW Law
Marshall Tindall	Field Manager, GMS
Monica Virgen	GMS

The following is a summary of the discussions and actions taken at the August 1, 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

Ms. Burns stated that there were no members of the public present and no members of the public joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the June 6, 2023
Board of Supervisors Meeting**

Ms. Burns presented the June 6, 2023 minutes and asked for any comments or changes. Hearing no changes, she asked for a motion of approval.

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On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Minutes of the June 6, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Chinoy, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that this public hearing was advertised in the paper and there were no members of the public present. She asked for a motion to close the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2023-12 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds

Ms. Burns presented this resolution to the Board. She explained that there were not a lot of changes from what they saw at the meeting where they adopted the preliminary budget. She stated that the majority of the increases were for the future phases that they anticipate coming online. She noted that there were some additional playground leases that were added, increased scope for janitorial, and increased scope for pool maintenance. She added that there was no increased proposed on the platted lots, so everybody who had a full platted rate the current year was not seeing an increase. The only increase was Phase 4, which was previously an unplatted rate and now it’s getting a platted rate for the current year. She pointed out that there was a \$10 decrease on the unplatted because they were able to reduce the admin portion.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2023-12 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds, was approved.

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B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated that they sent mailed notice to property owners that were receiving an increase of just Phase 4 and it was also advertised in the paper.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present. She asked for a motion to close the public hearing.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2023-13 Imposing Special Assessments and Certifying on Assessment Roll

Ms. Burns stated that this resolution was in the agenda package for review. She noted that this resolution outlined the O&M amounts based on the budget that was just adopted as well as the debt amounts that vary by phase. She was happy to answer any questions.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2023-13 Imposing Special Assessments and Certifying on Assessment Roll, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-14 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024

Ms. Burns stated that they had this meeting set for the first Thursday at 10:00 a.m. After Board discussion, it was decided to change the date of the meeting to the first Tuesday at 10:00 a.m.

On MOTION by Ms. Schwenk, seconded by Mr. Chinoy, with all in favor, Resolution 2023-14 Designating the Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024 for the First Tuesday at 10:00 a.m., was approved as amended.

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SIXTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2022 Audit Report

Ms. Burns stated that on page 32 of the agenda package was the report to management, which summarizes that the audit was considered a clean audit and there were no findings or instances of non-compliance and the District did not meet any of the conditions for financial emergency. She was happy to answer any questions. Hearing none,

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Accepting the Fiscal Year 2022 Audit Report, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memo Regarding Ethics Training for Elected Officials

Ms. Gentry stated that they included a memo for the Boards reference on the new ethics training requirement, which goes into effect in the calendar year 2024. She explained that they had plenty of time to complete that and was just four hours per calendar year. She noted that their firm was putting together some targeted CDD materials to help the Board meet that requirement and she would provide more details on it as it gets closer.

B. Engineer

There being no comments, the next item followed.

C. Field Manager’s Report

Mr. Tindall presented the Field Manager’s Report to the Board. He explained that overall, the amenity had done well. He noted that the pool mushroom fountain feature was repaired and was operational again and the playground review was completed with no issues. He stated that the landscaping overall looked good. It was noted that the landscapers kept the common areas mowed and the beds were well maintained. He explained that there was a little bit of room left in the landscape replacement project. He noted that the palm tree at the entrance would be replaced. The solar flood lights were put in at the back entrance. Ms. Burns asked about the builders signs up in Phase 1. Mr. Tindall responded that they were wrapping up one or two near the amenity. Ms. Burns stated that they would monitor that and make sure the builders grab their signs because a lot of times they don’t take their signs with them. Mr. Tindall continued his review stating that overall,

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the ponds looked good. There were a couple of algae blooms that had occurred, and the pond contractor was working to treat them. It was noted that the overall levels were still on the low side. He stated that the review was done of the new Phase 3 and the conveyance report was assembled. It was noted that one-time mows were arranged while contract addendums were prepared, a proposal was prepared for pond, and they were reviewing the new townhome section with landscaper for proposals. He reviewed the site items stating that the missing traffic signs were replaced, and they were coordinating installation of the approved parking signage.

i. Presentation of Conveyance Report for Phase 3

Mr. Tindall presented the Conveyance Report for Phase 3 to the Board.

**ii. Consideration of Proposal for Pond Maintenance from Aquagenix for Phase 3
(to be provided under separate cover)**

Mr. Tindall presented the proposal for pond maintenance from Aquagenix for Phase 3 to the Board.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Proposal for Pond Maintenance from Aquagenix for Phase 3, was approved.

iii. Consideration of Proposal for Landscape Maintenance from Prince and Sons, Inc. for Phase 3 (to be provided under separate cover)

Mr. Tindall presented the proposal for landscape maintenance from Prince and Sons, Inc. for Phase 3 to the Board.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Proposal for Landscape Maintenance from Prince and Sons, Inc. for Phase 3, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from May to July totaling \$1,612,873.30. She offered to answer any questions on any of the invoices. There being no questions, she asked for a motion of approval.

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

ii. Balance Sheet & Income Statement

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

EIGHTH ORDER OF BUSINESS Other Business

Ms. Gentry stated that the Board previously authorized them to do a boundary amendment. She noted that the Board instructed them to wait until after the budget process was done for that. She further noted that they had been working on those documents, getting the information that they need and would have an update for them at the next meeting.

NINTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH 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
Secretary / Assistant Secretary

DocuSigned by:
Rennie Heath
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Chairman / Vice Chairman