

**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, **September 5, 2023** at 11:02 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk <i>by Zoom</i>	Vice Chairperson
Daniel Arnette	Assistant Secretary
Emily Cassidy	Assistant Secretary
Kevin Chinoy <i>joined late by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, KVV Law
Marshall Tindall	Field Manager, GMS

The following is a summary of the discussions and actions taken at the September 5, 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 in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the public comment period on any of the agenda items. She noted that no members of the public were joining via Zoom. Hearing no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the August 1, 2023
Board of Supervisors Meeting**

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Ms. Burns presented the August 1, 2023 minutes and asked for any comments or changes. Hearing no changes, she asked for a motion of approval.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the Minutes of the August 1, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-15 Ratifying Actions Related to Corrective Ordinance

Ms. Burns presented Resolution 2023-15 to the Board. She explained that when they got the tax roll from the county, they realized there was an error with the Phase 3 parcels in that ordinance. They filed a petition to correct that with the county and it was approved. She explained that this would fix that issue with the ordinance to clean it up for Phase 3.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2023-15 Ratifying Actions Related to Corrective Ordinance, was approved.

FIFTH ORDER OF BUSINESS

Approval/Ratification of Amended and Restated Notice of Boundary Amendment (to be provided under separate cover)

Ms. Hammock stated that pending the approval, which was just received this morning, they had not gone ahead and prepared a file or anything. She noted that for today, they were asking for the Board to direct staff and give staff the authority to record such amended and restated notice and they would bring that back to the next meeting for ratification.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the Amended and Restated Notice of Boundary Amendment, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Third Amended and Restated Engineer's Report dated February 2022

Ms. Burns stated that due to that issue with the ordinance, as an abundance of caution, they decided that they would go back through the assessment proceedings for that phase just to make

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sure that the corrected ordinance was included in the description for the recorded lien that was on the property. She explained that the next few items were related to that. She noted that they had already issued bonds on that phase, but they would go back through the hearing process and rerecord that lien due to the scrivener’s error in the ordinance. She noted that included was the confirmation of the third amended and restated Engineer’s Report dated February 2022. She added that was the final Engineer’s Report that was included in the issuance and the only thing that had been changed was the legal description.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the Third Amended and Restated Engineer’s Report dated February 2022, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Amended and Restated Master Assessment Methodology dated January 19, 2022

A. Presentation and Approval of Updated Assessment Roll

Ms. Burns stated that this was the final methodology that was used and the only thing that had been updated in this would be the updated assessment roll, which was Exhibit 7.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the Updated Assessment Roll and Amended and Restated Master Assessment Methodology dated January 19, 2022, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-16 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 presented Resolution 2023-16 to the Board. She explained that they needed to send ad’s in, and they wouldn’t have enough time for the October meeting. So, they would be looking at November 7 at 10:00 a.m. for their hearing to utilize the Uniform Method.

On MOTION by Mr. Heath seconded by Mr. Arnette, with all in favor, Resolution 2023-16 Setting a Public Hearing Expressing the

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District’s Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments on Boundary Amendment Parcel for November 7, 2023 at 10:00 a.m., was approved.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2023-17
Declaring Special Assessments on
Boundary Amendment Parcels**

Ms. Burns stated that they said they would go back through the assessment process and that these next two resolutions were related to those declaring assessments on the Phase 3 assessment area.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2023-17 Declaring Special Assessments on Boundary Amendment Parcels, was approved.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-18
Setting a Public Hearing on the Imposition
of Special Assessments on Boundary
Amendment Parcels**

Ms. Burns stated that they needed to set their Public Hearing on imposing special assessments on that Boundary Amendment Parcel. She explained that they suggested the same date because it required a 30-day notice to landowners, which would be November 7, 2023 at 10:00 a.m. in the current location.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2023-18 Setting a Public Hearing on the Imposition of Special Assessments on Boundary Amendment Parcels for November 7, 2023 at 10:00 a.m. in the Current Location, was approved.

ELEVENTH ORDER OF BUSINESS

**Consideration of Bill(s) of Sale for
Conveyance of Mailboxes from HOA to
the CDD**

Ms. Burns stated that they got a request from the HOA since the CDD maintained most of the infrastructure out there and it does a lot of the maintenance. She explained that the only thing that the HOA was maintaining right now was the mailboxes. She noted that they requested starting

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October 1 to convey those to the CDD for maintenance. She further explained that this deed would convey those to the CDD and would subsequently maintain them starting the next fiscal year. Ms. Hammock requested that the approval be in substantial form, if the Board wanted to approve it.

On MOTION by Mr. Heath, seconded by Ms. Cassidy, with all in favor, the Bill(s) of Sale for Conveyance of Mailboxes from HOA to the CDD, was approved in substantial form.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock stated that the ordinance was approved, and they did get confirmation from Ms. Lauren Gentry this morning. She noted that if the Board had any questions to please let her know. The question was asked what she had to go through to get that done. Ms. Hammock responded a Boundary Amendment process. Ms. Burns also responded that she didn't think they had to file a petition, it was a corrected ordinance. Ms. Hammock explained that it was not the full Boundary Amendment. It was also asked if it went to the city or county. Ms. Burns responded that it was the county, Polk County.

**Kevin Chinoy joined the meeting via Zoom.*

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 reviewed the post storm assessment stating that staff monitored the storm throughout its track to assess potential impact. The pool was closed Wednesday, and the facilities were promptly assessed after the storm and reopened on Thursday. He noted that the ponds had risen but were all still fairly low. He explained that the vendors had kept the facilities clean and maintained. He stated that they were monitoring the mailboxes to try and take them over. He stated that he consulted with the insurance agency to get them the final numbers and to make sure everything was in place. He noted that the landscaping looked good, and the flowers looked good. He stated that the ponds overall were doing ok. It was noted that the vendor had started treating Phase Three and was working to get the cattails under control. He discussed the pool planters stating that they were coordinating with the landscaper for

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palm removal and that they were planning new plantings to improve maintainability and safeguard pool plumbing. He reviewed the parking signs with the Board. He stated that one of the parking signs had disappeared. Ms. Burns explained that they would start the towing enforcement this week. She noted that all the signs had been up for a while and all the residents got their mailed notice that they sent out. She added that they also sent out a couple of blasts to remind residents that they were going to start enforcing that this week now that the towing company was ready to get started. Mr. Tindall readdressed the missing parking sign stating that if he could not locate the sign, he would have it replaced as soon as possible. He asked if anyone had any questions. Hearing none, the next item followed.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register through August 25, 2023 totaling \$307,181.50. She offered to answer any questions on any of the invoices. There being no questions, she asked for a motion of approval.

On MOTION by Mr. Heath, 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.

THIRTEENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

A resident commented on the mailboxes stating that when it rains, the mail gets wet. Ms. Burns responded that they could look at something for that, if residents were interested. She added that it would be expensive, and they would have to increase assessments to do that. Discussion ensued on a possible shade structure for the mailboxes, and it was decided to get some pricing.

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FIFTEENTH ORDER OF BUSINESS

Adjournment

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

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

Jill Burns

Secretary / Assistant Secretary

DocuSigned by:

Rennie Heath

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Chairman / Vice Chairman