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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 **Wednesday**, **November 12, 2025,** at 10:02 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Alex Diaz *by Zoom*	Vice Chairperson
Jessica Spencer	Assistant Secretary
Lindsey Roden	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Marshall Tindall	Field Manager, GMS

The following is a summary of the discussions and actions taken at the November 12, 2025, 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 at 10:02 a.m. and called the roll. There were three Supervisors present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Public Comment Period** *(Public Comments are limited to (3) minutes each)*

Ms. Burns opened the public comment period. There being no comments, the public comment period was closed.

THIRD ORDER OF BUSINESS **Approval of Minutes of the October 22, 2025 Board of Supervisors Meeting**

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Ms. Burns presented the minutes of the October 22, 2025 Board of Supervisors meeting, which were included in the agenda package. There were no comments or corrections.

> On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Minutes of the October 22, 2025 Board of Supervisors Meeting, were approved as presented.

FOURTH ORDER OF BUSINESS Public Hearing

A. Public Hearing on the Adoption of the Amended and Restated Rules Relating to Parking Enforcement

Ms. Burns stated that the public hearing has been advertised and asked the Board for a motion to open the public hearing. She noted that there were no members of the public present at this time.

> On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-01 Adopting Amended and Restated Rules of Procedure for the District

Ms. Burns presented the Resolution 2026-01 adopting the amended and restated Rules of Procedure for the District to the Board. She stated that these have not changed since they were last seen by the Board. She noted that these are just updating a couple of minor items which were required due to changes to the Florida statutes.

> On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-01 Adopting Amended and Restated Rules of Procedure for the District, was approved.

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

> On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Closing the Public Hearing, was approved.

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FIFTH ORDER OF BUSINESS **Consideration of Audit Services Engagement Letter for Fiscal Year 2025 Audit from DiBartolomeo, McBee, Hartley & Barnes**

Ms. Burns presented the Audit Services Engagement Letter for Fiscal Year 2025 Audit from DiBartolomeo, McBee, Hartley & Barnes to the Board. She stated that this is part of the previously awarded contract by the Board. She noted that the total for this Fiscal Year 2025 is not to exceed $4,150.

> On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2025 Audit from DiBartolomeo, McBee, Hartley & Barnes, was approved.

SIXTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Ms. Hammock stated that she had nothing specific to report and reminded the Board about the ethics training due by the end of this calendar year.

B. Engineer

Ms. Burns stated that their District Engineer is not present at this time.

C. Field Manager's Report

i. Discussion Regarding Landscape Maintenance Agreement

a) Presentation of Landscape Scope & Updated Service Area Map

Mr. Tindall opened the discussion regarding the landscape maintenance agreement. He stated that there is also a landscape contract update that he will present to the Board. He noted that overall, the amenity looks good and clean. He added that the fences are in progress as far as everything else goes and everything is ironed out contractually. Mr. Tindall stated that they are waiting on deposit, and that should be it. He noted that otherwise, some odds and ends are being done now that they are in fall after a busy season. He added that there has been some cleaning of the deck area around the amenity, under the mailboxes, cleaning the playground and furniture has been done. He stated that they are also doing some work on the dog park fence. Mr. Tindall stated that overall, landscaping is doing ok, and annuals went in and look clean. He noted that the palms are neat and trimmed at the amenity entrance and they are still reviewing some areas for sod,

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mainly the pond tracks and trying to get some numbers together as an overall project for planning and they will have those ready soon. He stated that there was an algae bloom that happened around the time the weather turned and all of that was treated. He noted that the pond plantings have established and are growing. Mr. Tindall stated that the mailbox parking signs that were approved were installed in accordance with the previous agreement that was adopted and all of those are in along with some other odds and ends that were completed. He noted that the entrance lights that were approved previously are all in the process of being installed and should be up later this month. Mr. Tindall presented the update on the contract with the landscaper to the Board. He stated that it includes a forecasted increase that was planned last year in the budget, and it also includes re-absorbing phase three in the common areas that it was being done by the townhomes, and it also pulls everything together that had been done in odds and ends into a single monthly payment. He noted that it all came in just under the budget.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Landscape Scope and Updated Service Area Map, was approved.

b) Consideration of Proposal from Landscape Maintenance Vendor to Include Amended Contract Area

Mr. Tindall presented the Proposal from Landscape Maintenance Vendor to include amended contract area to the Board. With no questions or comments the next item followed.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Proposal from Landscape Maintenance Vendor to Include Amended Contract Area, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the Check Register for October 11, 2025, to October 31, 2025, in the amount of $115,198.28, which was included in the agenda package.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Check Register for October 11, 2025, to October 31, 2025, in the amount of $115,198.28, was approved.

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ii. Balance Sheet & Income Statement

Ms. Burns presented the unaudited financial statements through September 30, 2025, which were included in the agenda package.

iii. Consideration of Resident Request to Teach Fitness Classes on CDD Property and Approval to Suspend Towing for Holidays

Ms. Burns stated that they typically suspend towing for the Thanksgiving, Christmas and New Year Holidays and she asked the Board if they wanted to continue this. After a brief discussion with the Board, they decided to suspend towing from Wednesday through Sunday during the weeks of each holiday. Ms. Burns presented the resident request to teach fitness classes on CDD Property to the Board. She stated that they had residents that had reached out about fitness classes or swimming lessons. She noted this specific resident wanted to do yoga at the grass area next to the pool. She stated that they informed the residents that the Board would typically require insurance and a license, which they provided. She added that the residents also said that they have insurance as well and would be willing to provide that to the District if it is something that the Board was interested in. She noted that the residents proposed doing chair yoga for seniors at 11:00 a.m. on Mondays and then mat yoga in the grass area at 7:00 p.m. on Mondays. Ms. Burns stated that she asked if it would be open to residents only or both residents and non-residents and they said they were willing to do whatever the Board liked. She noted that they planned to charge $10.00 per person per class. Ms. Hammock suggested that the Board do a license agreement if the Board wants to move forward with this, and she noted that their standard license agreement has an exhibit that designates the area that they are permitted to use with a photo and it is outlined so that it is accurate and expressly clear that what the Board is authorizing is use of that specific outdoor space. Ms. Burns asked for a motion for council to draft a license agreement with the resident for the Monday classes and authorize the Chair to sign.

On MOTION by Mr. Diaz, seconded by Ms. Shockley, with all in favor the Resident Request to Teach Fitness Classes on CDD Property, was approved.

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iv. Next Meeting is Scheduled for Wednesday, December 10, 2025

Ms. Burns stated that the next meeting is scheduled for Wednesday, December 10, 2025.

SEVENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Ms. Burns stated that there were no Supervisor requests or audience comments.

NINTH ORDER OF BUSINESS Adjournment

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

Jill Burns
Secretary / Assistant Secretary

Signed by:
Bobbie Shockley
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Chairman / Vice Chairman