

**MINUTES OF MEETING
NORTH BOULEVARD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the North Boulevard Community Development District was held Wednesday, **August 4, 2021** at 11:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Matthew Cassidy	Assistant Secretary
Andrew Rhinehart	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>by Zoom</i>	KE Law
Rey Malave	Dewberry
Clayton Smith	GMS
Marshall Tindall	GMS
Justin Frye	
Adam Rhinehart	

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were two Board members present due to three Supervisors resigning prior to the meeting, so they were unable to constitute a quorum. The remaining two Supervisors have the ability to appoint someone to those vacancies. They appointed Justine Frye to Seat 1, Adam Rhinehart to Seat 2, and Christine Aviles to Seat 3. Two of the three new Board members were sworn in. Ms. Aviles was not present and will be sworn in at a later date.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Cassidy, with all in favor, Appointing Justin Frye to Seat 1, was approved.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Cassidy, with all in favor, Appointing Adam Rhinehart to Seat 2, was approved.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, Appointing Christine Aviles to Seat 3, was approved.

There being four Supervisors present, a quorum was established.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns opened the floor to public comments concerning items on the agenda and asked that comments be kept to three minutes or less giving everyone opportunity to say something if they wished.

- Resident (Shana Amster): Would like for the HOA Board to be involved with the CDD Board and would like a representative from the HOA to be on the CDD Board and is wondering if that is possible. Ms. Burns explained that after the CDD has been established for six years or when there are at least 250 registered voters within the District, the Board seats will transition over to residents. Until then it is entirely up to the Board members who they decide to appoint.

There being no other comments, the next item followed.

THIRD ORDER OF BUSINESS

Ratification of Joint Letter from Hopping Green & Sams and KE Law Group Regarding District Counsel Representation

Ms. Burns presented the ratification to the Board that was signed by the Chair outside the meeting.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, the Joint Letter from Hopping Green & Sams KE Law Group Regarding District Counsel Representation, was ratified.

FOURTH ORDER OF BUSINESS

Consideration of Fee Agreement with KE Law Group

Ms. Burns noted that the terms and rates of this agreement are the same as they were with the previous law firm.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, the Fee Agreement with KE Law Group, was approved.

FIFTH ORDER OF BUSINESS

Organizational Matters

- A. Acceptance of Resignations from Scott Shapiro, Rennie Heath, and Patrick Marone**
- B. Appointment of Individuals to Fulfill Board Vacancies with Terms Ending November 2021 and November 2023**
- C. Administration of Oaths to Newly Appointed Supervisors**

These items were completed at the beginning of the meeting. The oath for Supervisor Aviles will be administered at a later date.

D. Consideration of Resolution 2021-06 Electing Officers

Ms. Burns noted that a Chair and Vice Chair will need to be appointed while the remaining Supervisors would be appointed Assistant Secretaries. She also asked that she be named as the Secretary and George Flint as Assistant Secretary. The Board agreed to appoint Justin Frye to the position of Chair and Adam Rhinehart as Vice Chair. Andrew Rhinehart, Matthew Cassidy, and Christine Aviles will act as Assistant Secretaries.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, Resolution 2021-06 Electing Officers, was approved.

SIXTH ORDER OF BUSINESS

Approval of Minutes of the May 5, 2021 Board of Supervisors Meeting

Ms. Burns presented the minutes from the May 5, 2021 Board of Supervisor’s meeting and asked for any comments or corrections. There being none, there was a motion of approval.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, the Minutes from the May 5, 2021 Board of Supervisors Meetings, were approved.

SEVENTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2022 Budget

Ms. Burns noted that the public hearing was advertised in the paper and mailed notice was sent to the property owners within the community. She then asked for a motion to open the public hearing.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, the Public Hearing Opening, was approved.

i. Consideration of Resolution 2021-07 Adoption of the District’s Fiscal Year 2022 Budget and Appropriating Funds

Ms. Burns presented the Fiscal Year 2022 budget and reviewed it for the Board. Staff is proposing an increase for the fiscal year starting October 1, 2021 and runs through September 30, 2022. The increase amount is \$139.13 per unit. The main reason for the increases come from field and amenity related expenses.

Ms. Burns opened the floor to public comments and will answer any questions at the end of all the comments.

- Raya Bellow: She has noticed that the landscaping is horrendous and asked how frequently the maintenance people will be coming to maintain landscaping and what changes will the CDD be making going forward.
- Shana Amster: She would like to know the difference between landscape maintenance, landscape replacement/enhancement, and irrigation repairs. Why did website maintenance budget go from \$0 to \$1,200? Why did the streetlight budget go up from \$19,430 to \$26,305? Why are they leasing out a playground? What is the intergovernmental expense? What is involved with the capital reserve? Net assessments and 7%, is that tax? Legal advertisement, what is that? Why are Supervisors being paid when they have to be reported to?

Ms. Burns ran through some of the explanations of the budget to answer the questions that the residents had. The Board had no changes to the budget.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2021-07 Adopting the District’s Fiscal Year 2022 Budget and Appropriating Funds, was approved.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, Closing the Public Hearing, was approved.

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

Ms. Burns stated that the public hearing has been advertised as well as sent mailed notice to the property owners. This imposes the operations and maintenance assessment based on the budget that the Board has adopted and certifies an assessment roll that has the operations and maintenance and debt assessments listed. This will be sent to the tax collector’s office in order to levy the CDD’s assessments on the tax bill.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2021-08 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated that the resolution can be found in the agenda package and asked for any comments from the public or the Board. There being none, there was a motion of approval.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2021-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, Closing the Public Hearing, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2021-09 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2022

Ms. Burns stated that the schedule found in the agenda packet would contemplate using the same meeting time and dates making it the first Wednesday of each month at 11:30 a.m.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, Resolution 2021-09 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2022, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-10 Re-Designating the Registered Agent for the District

Ms. Burns noted that this would redesignate the registered agent to be her and her office in Orlando.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Adam Rhinehart, with all in favor, Resolution 2021-10 Re-Designating the Registered Agent for the District, was approved.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-11 Designating a Date, Time, and Location for a Landowners Meeting and Election

Ms. Burns stated that they are required by statute to announce the date of the landowner’s election at least 90 days prior to the election date. She suggested the date of November 3rd at 11:30 a.m. during the regularly scheduled meeting.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, Resolution 2021-11 Designating a Date, Time, and Location for a Landowner’s Meeting and Election, was approved.

ELEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2020 Audit Report

Ms. Burns presented the report to the Board and stated there were no findings or instances of noncompliance. It was considered a clean audit.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, the Fiscal Year 2020 Audit Report, was accepted.

TWELTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing further for the Board at this time, the next item followed.

B. Engineer

There being none, the next item followed.

C. Field Manager’s Report

Mr. Tindall went over the field manager’s report which can be found in the agenda packet.

i. Consideration of Proposal for Annual Re-Mulching *(to be provided under separate cover)*

The quote from Prince & Sons totaled \$8,075.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, Quote from Prince & Sons for Mulch, was approved.

ii. Consideration of Proposal for Adding an Access Gate to Perimeter Fence *(to be provided under separate cover)*

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, Adding an Access Gate to the Perimeter Gate, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register. The Board had no questions.

On MOTION by Mr. Andrew Rhinehart, seconded by Mr. Frye, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns noted that the financials were included in the agenda package, and that there was no action necessary by the Board. She asked if the Board had any questions, and hearing none, the next item followed.

iii. Ratification of Series 2019 Requisitions #100 to #103

Ms. Burns presented requisitions #100-#103.

On MOTION by Mr. Frye, seconded by Mr. Andrew Rhinehart, with all in favor, the Series 2019 Requisitions #100 to #103 of Series, were ratified.

THIRTEENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience comments

- Raya Bellow: requested cover for the playground area and requested the installation of a basketball court.
- Tamisha Lopez: complained about a fly problem.
- Shana Amster: requested the installation of a fence around the playground. She would also like to see the installation of Doggie stations around the community.

Staff will work on getting quotes for the requested items and see if they can be fit into the current budget. There is no plan for additional amenities such as a basketball court at that time.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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



 Secretary/Assistant Secretary



 Chairman/Vice Chairman