

**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, **October 6, 2021** at 10:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Justin Frye	Chairman
Adam Rhinehart	Vice Chairman
Christine Aviles	Assistant Secretary
Matthew Cassidy	Assistant Secretary
Andrew Rhinehart	Assistant Secretary

Also present were:

Tricia Adams	GMS
Jill Burns <i>by Zoom</i>	GMS
Clayton Smith <i>by Zoom</i>	GMS
Roy Van Wyk	KE Law
Marshal Tindall	GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Adams opened the floor for public comment and hearing none, the next item followed.

THIRD ORDER OF BUSINESS

**Administration of Oath to Newly
Appointed Supervisor Christine Aviles**

Ms. Adams noted that the Oath of Office had been administered prior to the start of the meeting.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the August 4, 2021
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the August 4, 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. Frye, seconded by Mr. Cassidy, with all in favor, the Minutes from the August 4, 2021 Board of Supervisors Meetings, were approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2022-01
Waiving a Portion of the Rules of
Procedure Regarding Notice of District
Meetings**

Mr. Wyk stated that rules and procedures required they publish notice of each meeting seven days prior to the meeting. However, the resolution he presented eliminated that requirement and would instead rely on the posting of the annual meetings at the beginning of the fiscal year and posting of the meetings on the website. He added that it was his opinion that it was sufficient notice, as well as the fact that if there was a meeting that was not on the original schedule or included new agenda items on a continued agenda, they would then need to send a notice out.

Ms. Adams asked if there were any questions, and hearing none, asked for a motion to approve.

On MOTION by Mr. Frye, seconded by Mr. Adam Rhinehart, with all in favor, Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of District Meetings, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Audit Services
Engagement Letter for Fiscal Year 2021
Audit**

Ms. Adams presented the resolution, noting that the Board had met previously as an audit committee and selected Grau & Associates. She noted the letter was included in the agenda package and added that it was the financials that ended September 30th, 2021. She explained the agreement was in accordance with their proposals and was within the budget of \$4,600. She asked for a motion to approve.

On MOTION by Mr. Frye seconded by Mr. Adam Rhinehart, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2021 Audit, was approved.

**Andrew Rhinehart joined the meeting at this time.*

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memorandum Regarding Wastewater Services and Stormwater Management Needs Analysis

Mr. Wyk reviewed the memorandum, noting that the District Engineer would need to put together a report by June 2022 to submit to the county. He explained the report would include the infrastructure in place for the stormwater systems as to what improvements they expected in the next five years and what those costs would be. He asked if there were any questions and hearing none, 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 to Add Shade Structures to Existing Playgrounds
(to be provided under separate cover)**

Mr. Tindall stated he had reached out to several companies to add 20x30 shade structures to existing playgrounds.

Ms. Adams added that as far as quotes and a budget for the shade structures, the budget that was adopted for the current year had a small contingency allocated for capital reserves. She noted the shade structure projected was not funded as part of the current budget.

Mr. Tindall also noted the cheapest quote he had received was close to \$3,000, so it was better to wait.

Ms. Adams stated that they would defer the item and bring it back as the Board considered the budget for the next fiscal year as a potential capital project.

ii. Consideration of Proposal to Add Fencing to Existing Playgrounds *(to be provided under separate cover)*

Mr. Tindall stated that there were two different locations that they would need fencing.

Ms. Adams also noted that if the Board would want a staff recommendation as to prioritizing shade versus fencing, or if they were both found to be critical, she would provide the information.

The Board decided to also defer this item until the next year's budget.

iii. Consideration of Proposal to Add Dog Waste Stations to Select Common Areas *(to be provided under separate cover)*

Ms. Adams noted this was a much more affordable project and that Mr. Tindall had provided a phase-in option of starting with two dog waste stations and considering more in the future as a budget-friendly option. The total for the two stations was \$860, which was within budget.

On MOTION by Mr. Frye, seconded by Mr. Adam Rhinehart, with all in favor, the Proposal to Add Dog Waste Stations to Select Common Areas, was approved.

iv. Consideration of Proposals for Landscape Enhancements *(to be provided under separate cover)*

Ms. Adams stated that this proposal was for a supplemental entrance cleanup totaling \$450. He noted that this also covered replacing the trees around the entrances that had died, but that they would defer it to the Fiscal Year 2023 budget. He also added that there was mulch that needed to be replaced as well.

D. District Manager's Report

i. Discussion Regarding Resident Requests to Replace Street Trees

Ms. Adams noted that residents had requested that trees be replaced around the CDD but asked for Board input due them being on CDD property. Ms. Burns added that the Board could decide whether or not the trees could be replaced by residents, and if they were allowed, they wanted to know what they could be replaced with.

The Board decided that they would have Mr. Smith come up with a list of 3 different trees that they could replace it with that was approved by the City of Davenport.

ii. Approval of Check Register

Ms. Adams presented the check register, noting that it totaled \$39,870.30. The Board had no questions, so she asked for a motion to approve.

On MOTION by Mr. Frye, seconded by Mr. Adam Rhinehart, with all in favor, the Check Register, totaling \$39,870.30, was approved.

iii. Balance Sheet and Income Statement

Ms. Adams noted that the unaudited financials through August 31st 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.

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

Ms. Adams presented requisitions #100-#103 and asked for a motion to ratify.

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

v. Reminder that the Landowners' Election is Scheduled for Wednesday, November 3, 2021 @ 11:30 AM at Winter Haven Holiday Inn Meeting Location

a. Regular November Board Meeting is Currently Scheduled for 10:30 AM that Same Day

Ms. Adams noted that there had been some adjustments to the meeting schedule for the current fiscal year, so District staff recommended that they change the meeting time to the same time of 11:30 a.m. She also noted that if there were not any time-sensitive District matters, the meeting was subject to being cancelled for lack of agenda items.

Mr. Cassidy asked which seats were open, and Ms. Burns responded that they were seat numbers 1, 2, and 5 would be up for election.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

**Supervisors Requests and
Audience comments**

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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



Secretary/Assistant Secretary



Chairman/Vice Chairman