

**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, **May 4, 2022** at 10:30 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida and by Zoom.

Present and constituting a quorum:

Justin Frye	Chairman
Adam Rhinehart	Vice Chairman
Matthew Cassidy <i>joined late</i>	Assistant Secretary
Lindsay Roden	Assistant Secretary

Also present were:

Tricia Adams	District Manager, GMS
Meredith Hammock <i>via Zoom</i>	District Counsel, KE Law
Peter Armans <i>via Zoom</i>	District Engineer, Dewberry Engineers
Marshal Tindall	Assistant Field Operations, GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll. There were three Board members in attendance at the start of the meeting and a quorum was established. Mr. Cassidy joined the meeting during proposed budget discussion.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams stated there were no members of the public in attendance nor do they have any members of the public on Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 6, 2022  
Board of Supervisors Meeting**

Ms. Adams presented the minutes from the April 6, 2022 Board of Supervisor’s meeting. She noted the minutes had been reviewed by District Counsel and staff. She asked for any changes or corrections. Hearing none, there was a motion of approval.

On MOTION by Mr. Frye, seconded by Mr. Rhinehart, with all in favor, the Minutes of the April 6, 2022 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-07  
Approving the Proposed Fiscal Year 2023  
Budget and Setting a Public Hearing**

Ms. Adams stated this resolution is included in the Board packet and she noted by approving the resolution they are approving the proposed budget. This required every year by June 15<sup>th</sup>. She suggested the public hearing be set for August 3, 2022 at 10:30 a.m. where they would adopt the final budget. This resolution allows for transmitting the proposed budget to Polk County as well as noticing the public hearing.

Ms. Adams reviewed the attached proposed budget and noted they are not contemplating an assessment increase. Ms. Adams added that this budget’s proposed assessments are the same as the current year. She noted that this budget includes an increase in management fees from \$36,050 to \$37,853. Other expenses are very similar to last year. She noted that the fiscal year runs from October 1<sup>st</sup> through September 30<sup>th</sup>.

*\*Supervisor Cassidy joined the meeting at this time and all future Board action will include his vote.*

Ms. Adams stated the operations and maintenance expenses are broken between field and amenity expenses. She noted that an expected increase in landscape maintenance for tree trimming. The current adopted budget is \$142,769 and the proposed budget for field expenses are \$147,281. The amenity expenditures include an intergovernmental expense with Holly Hill Road East and has increase to \$73,823 and that is subject to change. Other expenses in that category include playground and trash collection. The amenity expense category is the largest category increase to \$81,718. The current budget has plans for a transfer out to a reserve fund of \$10,000. The proposal

is for the same for the FY23 budget. The budget amount per unit is \$919.49 for residents. A detailed narrative section is included in the budget.

On MOTION by Mr. Frye, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-07 Approving the Proposed Fiscal Year 2023 Budget and Setting a Public Hearing for August 3, 2022 at 10:30 a.m., was approved.

**FIFTH ORDER OF BUSINESS**

**Review of Stormwater Needs Analysis Report**

Ms. Adams stated that Mr. Armans joined the meeting via Zoom at this time. Ms. Adams noted a draft of the report was provided to the Board. Mr. Armans presented the stormwater needs analysis and noted this was in line with the requirements. The revised copy sent to the Board now has the maps and exhibits. He added this will be submit to the county and then to the state.

On MOTION by Mr. Frye, seconded by Mr. Cassidy, with all in favor, the Stormwater Needs Analysis Report, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

District Counsel had nothing further to report.

**B. Engineer**

Mr. Armans stated he had nothing further to report.

**C. Field Manager's Report**

Mr. Tindall noted presented the field manager's report which included landscaping and proposals for the sod installation. He noted the original proposal was \$55,000- \$60,000 and added this will include about 110,000 – 100,000 square feet of sod. He reviewed the priority areas that needed sod installation. Ms. Adams asked Mr. Tindall with the construction funding being \$35,268, which areas are priority. After discussion it was concluded these would be #3, #4, and #9, excluding the county right of way. This would include up to \$35,268. Next year's budget does include plant replacement and contingencies built into the next budget.

**i. Approval of Sod Installation for Areas #3, #4, #9 and In Accordance with Sod Review Plan as Presented Excluding County Right of Way – ADDED**

On MOTION by Mr. Frye, seconded by Mr. Cassidy, with all in favor, the Sod Installation for Areas #3, #4, #9 in Accordance with Sod Review Plan as Presented Excluding County Right of Way, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Adams presented the check register for February 1, 2022 through March 31, 2022 noting that it totaled \$512,610.03.

On MOTION by Mr. Frye, seconded by Ms. Roden, with all in favor, the Check Register totaling \$512,610.03, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Adams noted the unaudited financials through March were included in the agenda package. She added that \$35,268 is available and will be spent on sod installation. The total expenditures prorated are \$173,966 and total expenditures are \$148,416. A transfer out is anticipated of \$10,000 before the end of the fiscal year.

**iii. Presentation of Number of Registered Voters: 562**

Ms. Adams noted the number of registered voters in North Boulevard is 562. Two seats will transition from Landowner election to the general election process.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Ms. Adams adjourned the meeting.

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman