

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 3, 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 were:

Adam Rhinehart
Matthew Cassidy
Lindsay Roden

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Tricia Adams
Meredith Hammock
Molly Banfield
Jarret Wright

District Manager
District Counsel
District Engineer
Field Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Adams called the meeting to order and called the roll. There were three Board members in attendance and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Justin Frye

Ms. Adams stated a resignation letter was received from Mr. Frye and asked if the Board wanted to accept it.

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On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Accepting the Resignation of Justin Frye, was approved.

B. Appointment of Individual to Fulfill Board Vacancy

Ms. Adams stated this term will expire in November 2025. She asked if the Board would like to make an appointment. She noted that a Chairman and officers would need to be appointed. The Board deferred the appointment to fulfill the vacancy.

C. Administration of Oath of Office to Newly Appointed Board Member

This item was deferred.

D. Consideration of Resolution 2022-08 Electing Officers

Ms. Adams reviewed the current Board officers with Mr. Rhinehart as Vice Chairman, and remaining Board members serving as Assistant Secretaries as well as GMS staff. Ms. Roden nominated Mr. Adam Rhinehart as Chairman. Mr. Rhinehart nominated Ms. Roden as Vice Chairperson.

On MOTION by Mr. Roden, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-08 Election of Officers with Mr. Adam Rhinehart as Chair and Ms. Roden as Vice Chair and the Remaining Members as Assistant Secretaries, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 4, 2022 Board of Supervisors Meeting

Ms. Adams presented the minutes from the May 4, 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 Ms. Roden, seconded by Mr. Cassidy, with all in favor, the Minutes of the May 4, 2022 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

Ms. Adams asked for a motion to open the public hearings.

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

A. Fiscal Year 2023 Budget

Ms. Adams stated the budget was included in the agenda packet for review.

i. Public Comment

Ms. Adams confirmed there were no members of the public present or on Zoom for comments.

ii. Consideration of Resolution 2022-09 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations

Ms. Adams provided an overview of the budget and noted all assessments from the tax roll were on roll and they anticipated \$332,645.00 in revenue for 2023. She added they were recognizing a small amount of surplus funds as a carry forward to balance. She noted a \$3,000 increase in the operating section. The field expenditures have an anticipated increase from \$142,769 to a proposed of \$147,281 for landscaping maintenance, enhancements, and replacements. Amenity expenditures includes the interlocal agreement with Holly Hill Road East. This expense is proposed at \$73,823. Security services increase is anticipated. The transfer out from the Capital Reserve fund is for \$10,000. The net assessment and gross per unit assessment is anticipated to remain the same. The gross per unit for the 389 parcels is \$919.49 which includes the early payment discount and the deeds collected by the county. The debt service outlines the payments due based on the amortization schedules that are attached to each bond series.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-09 Adopting the Fiscal Year 2023 Budget and Relating to the Annual Appropriations, was approved.

iii. Consideration of Resolution 2022-10 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Adams stated this Resolution funds the budget with assessments on the property tax bill.

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On MOTION by Ms. Roden, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-10 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

B. Parking Rules

i. Public Comments Regarding Proposed Parking Rules

Ms. Adams stated this hearing is open and noted this is for administrative changes to parking rules.

ii. Consideration of Resolution 2022-11 Adopting Rules Relating to Parking Enforcement

Ms. Adams stated a copy of the administrative parking rules is attached to the resolution. This was proposed to further define the definition for overnight parking and clarifying language needed to give clarity to towing service providers and residents. This clarifies overnight parking between 10:00 p.m. and 6:00 a.m. She noted there are no audience in attendance to provide comments.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-11 Adopting Rules Relating to Parking Enforcement, was approved.

Ms. Adams asked for a motion to close the hearing.

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

SIXTH ORDER OF BUSINESS

Ratification of Proposal from Creative Association Services, Inc.

Ms. Adams stated there was a failure with the irrigation well and the management worked with the Vice Chair to approve this proposal to move forward with the work. The proposal from Creative Association Services, Inc included in the packet was not correct, and this item will be deferred to a future agenda for ratification.

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SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-12
Approving the Fiscal Year 2023 Meeting
Schedule**

Ms. Adams stated a copy of the meeting schedule in the agenda packet but will need to be amended to start October 20, 2022 and include September 21, 2023. She suggested the Board meets the 3rd Thursday of each month at 10:30 a.m. in the same location.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-12 Approving the Fiscal Year 2023 Meeting Schedule, was approved as amended.

EIGHTH ORDER OF BUSINESS

**Review and Acceptance of Fiscal Year
2021 Audit Report**

Ms. Adams presented the audit report by Grau and Associates in printed form. There were no findings and the audit was in compliance with Florida statutes. She added it is considered a clean audit. The report has been filed.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Fiscal Year 2021 Audit Report, was accepted.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing further to report.

B. Engineer

Mr. Banfield stated she had nothing further to report.

C. Field Manager's Report

Mr. Wright presented the Field Report to include updates on site reviews and monitoring of mowing. He included the playground inspections were completed, bushhogging completed, vendor for sod enhancements backed out and they are looking for another vendor, and other cleaning updates.

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D. District Manager’s Report

i. Approval of Check Register

Ms. Adams presented the check register for April 1, 2022 through May 31, 2022 noting that it totaled \$79,818.76.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Check Register totaling \$79,818.76, was approved.

ii. Balance Sheet and Income Statement

Ms. Adams noted details are included in the agenda packet. She noted the unassigned balance is \$211,952. No Board action is required.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Adams adjourned the meeting.

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

Tricia Adams

Secretary/Assistant Secretary

Adam Rhinehart

Chairman/Vice Chairman