

**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 Thursday, **May 18, 2023** 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:

Adam Rhinehart  
Lindsey Roden  
Bobbie Henley  
Emily Cassidy

Chairman  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Tricia Adams  
Roy Van Wyk *by Zoom*  
Molly Banfield *by Zoom*  
Marshall Tindall  
Jessica Petrucci

District Manager, GMS  
District Counsel, KVV Law  
District Engineer, Dewberry  
Field Services, GMS  
Appointed to the Board of Supervisors

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll. There were four Board members in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Adams stated there were no members of the public in attendance and no members of the public joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 20, 2023 Board of Supervisors Meeting**

Ms. Adams presented the minutes from the April 20, 2023 Board of Supervisor’s meeting. She asked for any comments or corrections. Hearing none there was a motion of approval.

On MOTION by Ms. Roden, seconded by Mr. Rhinehart, with all in favor, the Minutes of the April 20, 2023 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Organizational Matters**

**A. Appointment of Individual to Fulfill Vacancy in Seat #5 with Term Ending 11/2023**

Ms. Adams noted that there was a resignation from Seat #5 that had a term ending in November 2023. She asked if the Board had an appointment to fill the vacant seat and the Board nominated Jessica Petrucci to Seat #5.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, Appointing Jessica Petrucci to Fulfill Vacancy in Seat #5 with Term Ending November 2023, was approved.

**B. Administrating Oath of Office**

Ms. Adams administered the oath to Jessica Petrucci. All future Board of Supervisors actions includes participation of Jessica Petrucci. District counsel had no further input for her participation.

**C. Consideration of Resolution 2023-02 Electing Officer**

Ms. Adams noted that Adam Rhinehart currently serves as Chair, Lindsey Roden serving as the Vicechair, and the reaming Board members serving as Assistant Secretaries. There are also staff members fulfilling roles as Treasure, Assistant Treasure, and Assistant Secretary. She then asked for a motion to appoint Jessica Petrucci as Assistant Secretary. The Board agreed.

On MOTION by Ms. Rhinehart, seconded by Ms. Henley, with all in favor, Resolution 2023-02 Electing Officers, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03  
Approving the Proposed Fiscal Year 2024  
Budget and Setting a Public Hearing**

Ms. Adams presented the resolution to the Board and stated that it is included in the agenda packet for review. This particular budget is being proposed without an increase and by approving the resolution the Board will be setting the highwater mark for the operations and maintenance assessment for the year. The suggested date for the public hearing is August 17, 2023 at 10:30 a.m. at their regular meeting time and location. This resolution also authorizes the proceedings of statutory compliance matters regarding transmission of the budget, posting of the budget, and publication of the budget. The Fiscal Year starts October 1, 2023 and end September 30, 2024. Ms. Adams then gave a brief overview for the Boards information and asked for any questions of concerns. Hearing none, there was a motion of approval.

On MOTION by Mr. Rhinehart, seconded by Ms. Henley, with all in favor, Resolution 2023-03 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing for August 17, 2023 at 10:30 a.m., was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04  
Extending Terms of Office**

Ms. Adams noted that this resolution will extend the terms of office to synchronize with the general election cycle. They are looking to extend terms until November 2024 for Seat #3, #4, and #5 and November 2026 for Seats #1 and #2.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, Resolution 2023-04 Extending Terms of Office, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Work Order for Annual  
Engineer's Report**

Ms. Adams stated that this is an authorization for an annual inspection. This work is performed in accordance with the bond trust indenture which requires the District's assets to be inspected by the engineer. The cost is \$2,000. The District engineer offered to answer any questions for the Board and noted that the process will be quick and happening in the next few weeks. Hearing none, Ms. Adams asked for a motion of approval.

On MOTION by Mr. Rhinehart, seconded by Ms. Roden, with all in favor, the Work Order for Annual Engineer's Report, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk had no report for the Board and there were no questions for counsel, so the next item followed.

**B. Engineer**

Ms. Banfield had nothing further for the Board, so the next item followed.

**C. Field Manager's Report**

Mr. Tindall reviewed the field manager's report for the Board which was included in the agenda package. The primary focus has been on the landscaping vendor turnover to Prince and Sons. The overall site, in his opinion, has improved noticeably. The irrigation is now functioning making everything greener. There were small general repairs that occurred, and he reported on them. There was a complaint of ants at the playground, and they believe they took care of the problem without further costs to the District. Mr. Tindall is working with district counsel on the tree violations and will closely monitor the situation as to not let the issue continue. He asked for any questions from the Board and hearing none, the next item followed.

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Adams presented the check register for March 1, 2023 through March 31, 2023 noting that it totaled \$37,610.17.

On MOTION by Ms. Rhinehart, seconded by Ms. Roden, with all in favor, the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Adams reviewed the balance sheet and income statement with the Board. No Board action is required.

**iii. Presentation of Number of Registered Voters: 612**

Ms. Adams reported the number of voters which is a requirement annually.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience  
Comments**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Adams adjourned the meeting.

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman