

**MINUTES OF MEETING
POLLARD ROAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Pollard Road Community Development District was held on Wednesday, **July 27, 2022** at 9:32 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

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|------------------|---------------------|
| Rennie Heath | Chairman |
| Jessica Kowalski | Assistant Secretary |
| Bobbie Henley | Assistant Secretary |

Also, present were:

| | |
|--------------------------------|-----------------------------|
| Jeremy LeBrun | District Manager, GMS |
| Roy Van Wyk <i>via Zoom</i> | District Counsel, KE Law |
| Molly Banfield <i>via Zoom</i> | District Engineer, Dewberry |
| Chuck Cavaretta | Elected to the Vacant Seat |

The following is a summary of the discussions and actions taken at the July 27, 2022 Pollard Road Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order at 9:32 a.m. Three Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation from Justin Frye

Mr. LeBrun stated a letter of resignation was received from Mr. Frye. Mr. LeBrun asked the Board to accept the resignation.

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On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, Accepting the Letter of Resignation from Mr. Justin Frye, was approved.

B. Appointment to Fill the Vacant Board Seat

Mr. LeBrun asked for an appointment to fill the vacant seat. Mr. Kowalski nominated Chuck Cavaretta to the vacant seat.

On MOTION by Ms. Kowalski, seconded by Mr. Heath, with all in favor, Appointing Mr. Chuck Cavaretta to the Vacant Seat, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Mr. LeBrun stated a notary was needed for the swearing of the oath, so they will do this at a later time. He added Mr. Cavaretta is officially appointed to the Board. This oath will be added to a future agenda.

D. Consideration of Resolution 2022-39 Appointing Assistant Secretary

Mr. LeBrun stated this will be delayed until the oath of office is performed.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 25, 2022 Board of Supervisors Meetings

Mr. LeBrun asked for changes or corrections to the May 25, 2022 Board of Supervisors meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Minutes from the May 25, 2022 Board of Supervisors Meetings, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2022/2023 Budget (Continued from May 25, 2022 Board of Supervisors Meeting)

Mr. LeBrun stated this is a continuation of the public hearing from the last meeting on May 25, 2022. He added this is a continued hearing and no members of the public were present. He asked for a motion to close.

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On MOTION by Ms. Henley, seconded by Ms. Kowalski, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-40 Adopting the District’s Fiscal Year 2022/2023 Budget and Appropriating Funds

Mr. Heath stated he didn’t see how this was appropriate since there is no activity in the community. Mr. LeBrun stated that Ms. Burns had created a timeline for the activity and the Developer is responsible as it is incurred. The District Attorney confirmed the Developer would not be responsible. Mr. Heath noted that he was unfamiliar with this process of approving at this stage.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, Resolution 2022-40 Adopting the District’s Fiscal Year 2022/2023 Budget and Appropriating Funds, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing to report.

B. Engineer

Ms. Banfield had nothing to report.

C. District Manager’s Report

i. Check Register

Mr. LeBrun presented the check register from May 18 through June 30, 2022. These are for check numbers 1-23 for a total of \$33,190.71. Mr. Heath asked if a website was up and running and Mr. LeBrun confirmed there was an active website.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Check Register for \$33,190.71, was approved.

ii. Balance Sheet and Income Statement

Mr. LeBrun noted these were the unaudited financials through June 30th. No action is required by the Board.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

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EIGHTH ORDER OF BUSINESS **Supervisors Requests and Audience**
Comments

There being none, the next item followed.

NINTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman