

**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, **December 21, 2022** at 1:38 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Lauren Schwenk <i>via Zoom</i>	Vice Chairperson
Jessica Kowalski	Assistant Secretary
Bobbie Henley	Assistant Secretary
Chuck Cavaretta <i>via Zoom</i>	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Lisa Kelley <i>via Zoom</i>	District Engineer, Dewberry
Lauren Gentry	District Counsel, KVV Law

*The following is a summary of the discussions and actions taken at the December 21, 2022 Pollard Road Community Development District's Regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order. Three Supervisors were in attendance at the meeting constituting a quorum and two Supervisors joined via Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 26, 2022 Board of Supervisors Meeting and Audit Committee Meeting**

Ms. Burns asked for changes or corrections to the October 26, 2022 Board of Supervisors meeting and Audit Committee meeting minutes. The Board had no changes to the minutes.

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On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Minutes of the October 26, 2022 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award**

Ms. Burns explained that they held the Audit Committee meeting just prior to the start of this Board meeting at which time the Board adopted the rankings of DiBartolomeo, McBee, Hartley & Barnes as #1, Grau & Associates as #2, and Carr, Riggs & Ingram as #3.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, Accepting the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award DiBartolomeo, McBee, Hartley & Barnes, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Contract Agreement Polk County Property Appraiser**

Ms. Burns explained that this was just their annual renewal that would allow them to send them the parcels that they use to collect their assessments on roll.

**SIXTH ORDER OF BUSINESS**

**Consideration of 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns stated that this was an administrative agreement that discussed that they would not turn over any exempt parcels for a records request.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Contract Agreement Polk County Property Appraiser and the 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser, were approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

District counsel had nothing further to report.

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**B. Engineer**

Ms. Kelley had nothing to report.

**C. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns presented the check register totaled \$17,183.97.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Check Register for \$17,183.97, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns noted these were the unaudited financials and no action was required by the Board.

**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**

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

Jill Burns  
Secretary/Assistant Secretary

Rennie Heath  
Chairman/Vice Chairman