

*Pollard Road  
Community Development District*

*Meeting Agenda*

*January 24, 2024*

# AGENDA

# MINUTES

# SECTION IV

# SECTION V



Marsha M. Faux, CFA, ASA
POLK COUNTY PROPERTY APPRAISER

Revised 12/2023
ADA Compliant

2024 Data Sharing and Usage Agreement

This Data Sharing and Usage Agreement, hereinafter referred to as "Agreement," establishes the terms and conditions under which the Pollard Road Community Development District hereinafter referred to as "agency," can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in FS 119.071.

In accordance with the terms and conditions of this Agreement, the agency agrees to protect confidential data in accordance with FS 282.3185 and FS 501.171 and adhere to the standards set forth within these statutes.

For the purposes of this Agreement, all data is provided. It is the responsibility of the agency to apply all statutory guidelines relative to confidentiality and personal identifying information.

The confidentiality of personal identifying information including: names, mailing address and OR Book and Pages pertaining to parcels owned by individuals that have received exempt / confidential status, hereinafter referred to as "confidential data," will be protected as follows:

- 1. The agency will not release confidential data that may reveal identifying information of individuals exempted from Public Records disclosure.
2. The agency will not present the confidential data in the results of data analysis (including maps) in any manner that would reveal personal identifying information of individuals exempted from Public Records disclosure.
3. The agency shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
4. The agency shall ensure any employee granted access to confidential data is subject to the terms and conditions of this Agreement.
5. The agency shall ensure any third party granted access to confidential data is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the agency by the third party before personal identifying information is released.
6. The agency agrees to comply with all regulations for the security of confidential personal information as defined in FS 501.171.
7. The agency, when defined as "local government" by FS 282.3185, is required to adhere to all cybersecurity guidelines when in possession of data provided or obtained from the Polk County Property Appraiser.

The term of this Agreement shall commence on January 1, 2024, and shall run until December 31, 2024, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew. A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

POLK COUNTY PROPERTY APPRAISER

Signature: [Handwritten Signature]
Print: Marsha M. Faux CFA, ASA
Title: Polk County Property Appraiser
Date: December 1, 2023

Agency: \_\_\_\_\_
Signature: \_\_\_\_\_
Print: \_\_\_\_\_
Title: \_\_\_\_\_
Date: \_\_\_\_\_

Please email the signed agreement to pataxroll@polk-county.net.

# SECTION VI

# SECTION C



# SECTION 1

# Pollard Road Community Development District

## Summary of Check Register

July, 15 2023 to January 9, 2024

Bank	Date	Check No.'s	Amount
General Fund	8/4/23	74-77	\$ 1,299.34
	8/10/23	78	\$ 3,176.11
	8/17/23	79	\$ 1,177.74
	8/31/23	80	\$ 260.00
	9/14/23	81-82	\$ 3,321.99
	9/28/23	83	\$ 5,200.00
	10/4/23	84	\$ 340.09
	10/12/23	85	\$ 175.00
	10/19/23	86	\$ 3,168.00
	11/16/23	87	\$ 3,168.66
	12/13/23	88	\$ 3,166.67
	12/21/23	89	\$ 324.50
			\$ 24,778.10
<b>Total Amount</b>			<b>\$ 24,778.10</b>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED YRMO	TO DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/04/23	00012	7/26/23	BH072620	202307	310	51300	11000		SUPERVISOR FEES-07/26/23	*	200.00		
									BOBBIE HENLEY			200.00	000074
8/04/23	00006	7/31/23	00057486	202307	310	51300	48000		NOT. HEARING FY24 BUDGET	*	699.34		
									CA FLORIDA HOLDINGS, LLC			699.34	000075
8/04/23	00014	7/26/23	CC072620	202307	310	51300	11000		SUPERVISOR FEES-07/26/23	*	200.00		
									CHARLES F. CAVARETTA			200.00	000076
8/04/23	00010	7/26/23	RH072620	202307	310	51300	11000		SUPERVISOR FEES-07/26/23	*	200.00		
									RENNIE HEATH			200.00	000077
8/10/23	00002	8/01/23	18	202308	310	51300	34000		MANAGEMENT FEES-AUG23	*	2,916.67		
		8/01/23	18	202308	310	51300	35200		WEBSITE MANAGEMENT-AUG23	*	100.00		
		8/01/23	18	202308	310	51300	35100		INFORMATION TECH-AUG23	*	150.00		
		8/01/23	18	202308	310	51300	51000		OFFICE SUPPLIES	*	2.56		
		8/01/23	18	202308	310	51300	42000		POSTAGE	*	6.88		
									GOVERNMENTAL MANAGEMENT SERVICES			3,176.11	000078
8/17/23	00005	8/11/23	7228	202307	310	51300	31500		ATTORNEY SVCS-JUL23	*	1,177.74		
									KILINSKI / VAN WYK, PLLC			1,177.74	000079
8/31/23	00013	8/18/23	2321567	202307	310	51300	31100		ENGINEERING SVCS-JUL23	*	260.00		
									DEWBERRY ENGINEERS INC.			260.00	000080
9/14/23	00002	9/01/23	19	202309	310	51300	34000		MANAGEMENT FEES-SEP23	*	2,916.67		
		9/01/23	19	202309	310	51300	35200		WEBSITE MANAGEMENT-SEP23	*	100.00		
		9/01/23	19	202309	310	51300	35100		INFORMATION TECH-SEP23	*	150.00		
		9/01/23	19	202309	310	51300	51000		OFFICE SUPPLIES	*	.15		
		9/01/23	19	202309	310	51300	42000		POSTAGE	*	3.17		
									GOVERNMENTAL MANAGEMENT SERVICES			3,169.99	000081
									POLL POLLARD ROAD AGUZMAN				

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/14/23	00005	9/11/23	7532	202309	310-51300	31500		ATTORNEY SVCS-AUG23 KILINSKI / VAN WYK, PLLC	*	152.00	152.00	000082
9/28/23	00004	8/29/23	19222	202308	300-15500	10000		FY24 INSURANCE POLICY EGIS INSURANCE & RISK ADVISORS, LLC	*	5,200.00	5,200.00	000083
10/04/23	00006	9/30/23	00059095	202309	310-51300	48000		BOS MEETING FY23/24 CA FLORIDA HOLDINGS, LLC	*	340.09	340.09	000084
10/12/23	00003	10/02/23	89484	202310	310-51300	54000		SPECIAL DISTRICT FEE FY24 DEPARTMENT OF ECONOMIC OPPORTUNITY	*	175.00	175.00	000085
10/19/23	00002	10/01/23	20	202310	310-51300	34000		MANAGEMENT FEES-OCT23 WEBSITE MANAGEMENT-OCT23 INFORMATION TECH-OCT23 OFFICE SUPPLIES POSTAGE GOVERNMENTAL MANAGEMENT SERVICES	*	2,916.67	3,168.00	000086
11/16/23	00002	11/01/23	21	202311	310-51300	34000		MANAGEMENT FEES-NOV23 WEBSITE MANAGEMENT-NOV23 INFORMATION TECH-NOV23 OFFICE SUPPLIES POSTAGE GOVERNMENTAL MANAGEMENT SERVICES	*	2,916.67	3,168.66	000087
12/13/23	00002	12/01/23	22	202312	310-51300	34000		MANAGEMENT FEES DEC 23 WEBSITE ADMIN DEC 23 INFORMATION TECH DEC 23 GOVERNMENTAL MANAGEMENT SERVICES	*	2,916.67	3,166.67	000088

POLL POLLARD ROAD AGUZMAN

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
12/21/23	00005	12/16/23 8219	202311 310-51300-31500	ATTORNEY SERVICES NOV23	*	324.50	
							324.50 000089
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						TOTAL FOR BANK A	24,778.10
						TOTAL FOR REGISTER	24,778.10

POLL POLLARD ROAD AGUZMAN

# SECTION 2

***Pollard Road***  
***Community Development District***

***Unaudited Financial Reporting***  
***December 31, 2023***



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1	<hr/>	Balance Sheet
2	<hr/>	General Fund
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**Pollard Road**  
**Community Development District**  
**Combined Balance Sheet**  
**December 31, 2023**

		<i>General Fund</i>
<b>Assets:</b>		
<b>Cash:</b>		
Operating Account	\$	18,196
<b>Total Assets</b>	<b>\$</b>	<b>18,196</b>
<b>Liabilities:</b>		
Accounts Payable	\$	-
<b>Total Liabilities</b>	<b>\$</b>	<b>-</b>
<b>Fund Balance:</b>		
Unassigned	\$	18,196
<b>Total Fund Balances</b>	<b>\$</b>	<b>18,196</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$</b>	<b>18,196</b>

# Pollard Road

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending December 31, 2023

	Adopted Budget	Prorated Budget Thru 12/31/23	Actual Thru 12/31/23	Variance
<b>Revenues:</b>				
Developer Contributions	\$ 406,550	\$ 20,000	\$ 20,000	\$ -
<b>Total Revenues</b>	<b>\$ 406,550</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 12,000	\$ 3,000	\$ -	\$ 3,000
Engineering	\$ 15,000	\$ 3,750	\$ -	\$ 3,750
Attorney	\$ 25,000	\$ 6,250	\$ 325	\$ 5,926
Annual Audit	\$ 3,500	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ -	\$ -	\$ -
Trustee Fees	\$ 4,050	\$ -	\$ -	\$ -
Management Fees	\$ 35,000	\$ 8,750	\$ 8,750	\$ -
Information Technology	\$ 1,800	\$ 450	\$ 450	\$ -
Website Maintenance	\$ 1,200	\$ 300	\$ 300	\$ -
Postage & Delivery	\$ 1,000	\$ 250	\$ 3	\$ 247
Insurance	\$ 5,750	\$ 5,750	\$ 5,200	\$ 550
Copies	\$ 1,000	\$ 250	\$ -	\$ 250
Legal Advertising	\$ 10,000	\$ 2,500	\$ -	\$ 2,500
Administrative Contingency	\$ 5,000	\$ 1,250	\$ 115	\$ 1,135
Office Supplies	\$ 625	\$ 156	\$ 0	\$ 156
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
<b>Subtotal General &amp; Administrative:</b>	<b>\$ 131,550</b>	<b>\$ 32,831</b>	<b>\$ 15,317</b>	<b>\$ 17,514</b>
<b><u>Operations &amp; Maintenance</u></b>				
Playground Lease	\$ 25,000	\$ 6,250	\$ -	\$ 6,250
Field Contingency	\$ 250,000	\$ 62,500	\$ -	\$ 62,500
<b>Subtotal Operations &amp; Maintenance:</b>	<b>\$ 275,000</b>	<b>\$ 68,750</b>	<b>\$ -</b>	<b>\$ 68,750</b>
<b>Total Expenditures</b>	<b>\$ 406,550</b>	<b>\$ 101,581</b>	<b>\$ 15,317</b>	<b>\$ 86,264</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,683</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,513</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,196</b>	

**Pollard Road**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Developer Contributions	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
<b>Total Revenues</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ 325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dissemination	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Fees	\$ 2,917	\$ 2,917	\$ 2,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,750
Information Technology	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Postage & Delivery	\$ 1	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3
Insurance	\$ 5,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,200
Copies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Contingency	\$ 38	\$ 38	\$ 38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115
Office Supplies	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
<b>Subtotal General &amp; Administrative:</b>	<b>\$ 8,581</b>	<b>\$ 3,531</b>	<b>\$ 3,205</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,317</b>
<b>Operations &amp; Maintenance</b>													
Playground Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Operations &amp; Maintenance:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 8,581</b>	<b>\$ 3,531</b>	<b>\$ 3,205</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,317</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 11,419</b>	<b>\$ (3,531)</b>	<b>\$ (3,205)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,683</b>