

**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, **April 24, 2024** at 9:40 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Lauren Schwenk	Vice Chair
Bobbie Henley	Assistant Secretary
Jessica Kowalski	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Ashton Bligh <i>via Zoom</i>	Bond Counsel, Greenberg Traurig
Bob Gang <i>via Zoom</i>	Bond Counsel, Greenberg Traurig

The following is a summary of the discussions and actions taken at the April 24, 2024 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.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present or joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the March 27, 2024
Board of Supervisors Meetings**

Ms. Burns presented the minutes from the the March 27, 2024 Board of Supervisors meeting minutes and asked for any questions, comments, or corrections. There being none there was a motion of approval.

April 24, 2024

Pollard Road CDD

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Minutes of the March 27, 2024 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Presentation and Approval of Supplemental Engineer's Report dated April 8, 2024

Mr. Malave reviewed the supplemental report to the original Engineer's Report dated April 8, 2024 and summarized the updates for the Board. This version updates all the charts and costs of the proposed infrastructure improvements. The total number of units for this project is 424 and the costs and description of all the improvements are delineated within the report with a total approximated construction cost of \$21,015,885 that is shown in table 7 of the report. A copy of the Supplemental Engineer's Report can be found in the agenda package and Mr. Malave offered to answer any Board questions. There being no questions, Ms. Burns asked for a motion to approve the report.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Supplemental Engineer's Report dated April 8, 2024, was approved.

FIFTH ORDER OF BUSINESS

Presentation and Approval of Preliminary Supplemental Assessment Methodology Report dated April 24, 2024

Ms. Burns stated that this report is based on the most recent bond sizing provided by FMS, and she summarized the tables for the Board and a copy of the report was provided in the agenda package. Ms. Burns offered to answer any Board questions and noted they were waiting on the legal description to be sure the final boundaries are included, and Mr. Van Wyk noted that Mr. Malave needs to make sure the legal description is an external boundary to capture all the right-of-way's.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Preliminary Supplemental Assessment Methodology Report dated April 24, 2024, was approved.

April 24, 2024

Pollard Road CDD

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2024-01
Delegation Resolution (Series 2024 Bonds)**

Ms. Bligh presented the resolution and summarized it for the Board noting that this resolution contains documents with attached exhibits to sell on series of bonds for the primary purpose of providing funds to pay all or a portion of the cost of the public infrastructure for 422 residential units which is the Series 2024 Project. The resolution was provided in the agenda package for review. She highlighted some of the exhibits for Board information and offered to answer any questions. There being no questions, she asked for a motion to adopt the resolution.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2024-01 Delegation Resolution (Series 2024 Bonds), was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Series 2024 Developer
Agreements**

A. True-Up Agreement

Mr. Van Wyk asked the Board to approve these developer agreements in substantial form stating that the Board has seen these agreements in the past.

B. Collateral Assignment Agreement

Mr. Van Wyk stated that Collateral Assignment allows the District to complete infrastructure improvements that the developer does not allowing the District to step into their shoes for the development rights.

C. Acquisition Agreement

Mr. Van Wyk noted that the Acquisition Agreement sets forth the process by which the District may acquire updates for improvements.

D. Completion Agreement

Mr. Van Wyk noted this is the agreement where the developer will agree to pay the costs associated with completion of the project in the even that there are not enough bond proceeds.

E. Declaration of Consent

April 24, 2024

Pollard Road CDD

Mr. Van Wyk noted this is an acknowledgement of the developer that the assessments are there and that they are valid.

F. Notice of Special Assessments

Mr. Van Wyk noted this will be recorded in public record once the bond financing is complete and Mr. Van Wyk asked for a motion to approve all of the developer agreements in substantial form.

On MOTION by Ms. Schwenk, seconded by Ms. Kowalski, with all in favor, the Series 2024 Developer Agreements, were approved in substantial form.

EIGHTH ORDER OF BUSINESS

Consideration of Letter for Underwriter Services from FMS Bonds for Series 2024 Bond Issuance

Ms. Burns presented the letter of engagement for underwriting services from FMS Bonds to the Board and asked for a motion to approve.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Letter for Underwriting Services from FMS Bonds for Series 2024 Bond Issuance, was approved.

NINTH ORDER OF BUSINESS

Consideration of Temporary Construction and Access Easement Agreement

Ms. Burns stated that this allows the District access to construct the improvements outlined for this project noting the easement is temporary and will dissipate once the District has completed the improvements or has acquired the property.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Temporary Construction and Access Easement Agreement, was approved.

TENTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement

April 24, 2024

Pollard Road CDD

Ms. Burns noted this is with Highland Cassidy, LLC. and they will fund the construction of the District until the time of bond issuance.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Construction Funding Agreement, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-02 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 24, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns presented the proposed budget to the Board and stated the public hearing date will be July 24, 2024 which is the regularly scheduled July meeting for this Board. The budget will be developer funded and are mostly admin expenses with an inclusion of funds for field contingency and playground ways based on the developer timeline given. There being no questions, Ms. Burns asked for a motion of approval.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2024-02 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 24, 2024) and Setting the Public Hearing on Adoption of Fiscal Year 2024/2025 Budget, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2024-03 Designating a Date, Time, and Location for a Landowners' Meeting and Election (November 5, 2024)

Ms. Burns presented the resolution and noted that the election has to be held November 5th by Florida statute which is the first Tuesday of November. The time will be held at 9:20 and will be held at the hotel and the Board may send a proxy, not all Board members need to be present at the time of the Landowners' meeting and election.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2024-03 Designating a Date, Time, and Location for a Landowners' Meeting and Election (November 5, 2024), was approved.

April 24, 2024

Pollard Road CDD

THIRTEENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Van Wyk had nothing further for the Board.

B. Engineer

There being no comments, the next item followed.

C. District Manager’s Report

i. Ratification of FY 2024 Funding Request #5

Ms. Burns noted that this has already been approved and funded and she is just looking for ratification from the Board.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Ratification of FY 2024 Funding Request #5, was approved.

ii. Approval of Check Register

Ms. Burns presented the check register from March 16th through April 12th totaling \$4,357.12

On MOTION by Ms. Kowalski, seconded by Ms. Henley, with all in favor, the Check Register totaling \$4,357.12, was approved.

iii. Balance Sheet and Income Statement

Ms. Burns noted these are the unaudited financials and are included in the package for review. No action required by the Board.

iv. Presentation of Number of Registered Voters – 0

There are currently no registered voters in the District at this time.

FOURTEENTH ORDER OF BUSINESS Other Business

There being no comments, the next item followed.

April 24, 2024

Pollard Road CDD

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

There being no comments, the next item followed.

SIXTEENTH ORDER OF BUSINESS Adjournment

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman