

**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 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
Chuck Cavaretta	Assistant Secretary
Lindsey Roden	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk
Patrick Collins <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry
Lisa Kelley <i>via Zoom</i>	District Engineer, Dewberry
Joey Duncan <i>via Zoom</i>	District Engineer, Dewberry

*The following is a summary of the discussions and actions taken at the July 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. Four 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**

**Organizational Matters**

**A. Acceptance of Resignation of Jessica Kowalski**

Ms. Burns asked for a motion to accept Ms. Kowalski's resignation.

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On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Accepting the Resignation of Jessica Kowalski, was approved.

**B. Appointment to Fill Vacant Board Seat #4**

Ms. Burns asked for a motion to fill the vacant seat. Ms. Henley appoint Lindsey Roden.

On MOTION by Ms. Henley, seconded by Mr. Cavaretta, with all in favor, Appointment to Fill Vacant Board Seat #4 with Lindsey Roden, was approved.

**C. Administration of Oath to Newly Appointed Supervisors Meeting**

Ms. Burns swore in Ms. Roden.

**D. Consideration of Resolution 2024-04 Appointing an Assistant Secretary**

Ms. Burns stated that this resolution will appoint Lindsey Roden as an Assistant Secretary.

On MOTION by Ms. Henley, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-04 Appointing an Assistant Secretary, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the April 24, 2024 Board of Supervisors Meeting**

Ms. Burns asked for any comments or corrections to the April 24, 2024 meeting minutes.

The Board had no changes.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, the Minutes for the April 24, 2024 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

Ms. Burns stated this public hearing has been advertised in the paper.

On MOTION by Mr. Cavaretta, seconded by Ms. Henley, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated there were no members of the public present.

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

**A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget**

**i. Consideration of Resolution 2024-05 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds**

Ms. Burns stated that the budget was included in the agenda package for Board review. She noted that the budget will be primarily Developer funded in the upcoming year.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-05 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

**ii. Consideration of Fiscal Year 2024/2025 Developer Funding Agreement**

Ms. Burns stated this was with GLK. GLK will fund the operations and maintenance of the District for the upcoming year. Ms. Burns asked for a motion to approve as amended.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Fiscal Year 2024/2025 Developer Funding Agreement, was approved as amended.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-06 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025**

Ms. Burns stated the meeting will be held on the first Tuesday of the month at 9:30 a.m. at the same location.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2024-06 Designation of a Regular Monthly Meeting Date, Time, and Location, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of the Adoption of Goals and Objectives for the District**



