

**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 **Tuesday, July 8, 2025**, at 9:30 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum were:

Jessica Spencer	Assistant Secretary
Bobbie Shockley	Assistant Secretary
Lindsey Roden	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Savannah Hancock <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Rey Malave <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 8, 2025, Pollard Road Community Development District's Regular Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order. Three Supervisors were present in person 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 April 1, 2025,
Board of Supervisors Meeting**

July 8, 2025

Pollard Road CDD

Ms. Burns presented the minutes of the April 1, 2025, Board of Supervisors’ meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Minutes for the April 1, 2025, Board of Supervisors’ Meeting were approved.

FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns stated that this public hearing had been advertised. She asked for a motion to open the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-05 Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds

Ms. Burns stated that the budget was included in the package for review and was developer funded, with expenses only being billed as they were incurred. She noted it was the same as previously presented except for updated actuals.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2025-05 Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds, was approved.

ii. Consideration of Fiscal Year 2025/2026 Developer Funding Agreement

Ms. Burns stated that this agreement was with Highland Cassidy, LLC. She added that the entity would agree to fund the operations and maintenance of the District based on the budget the Board had just approved.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Fiscal Year 2025/2026 Developer Funding Agreement, was approved.

July 8, 2025

Pollard Road CDD

Ms. Burns asked for a motion to close the public hearing.

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-06 Designation of a Regular Monthly Meeting Date, Time, and Location of Fiscal Year 2025/2026

Ms. Burns stated that the Fiscal Year 2026 was included in the package for Board review. The proposed schedule set meetings for the first Tuesday of the month at 10:45 a.m.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2025-06 Designation of a Regular Monthly Meeting Date, Time, and Location of Fiscal Year 2025/2026, was approved.

SIXTH ORDER OF BUSINESS

Presentation of Fiscal Year 2024 Audit Report

Ms. Burns stated that the management letter at the end of the audit confirmed there were no findings and no instances of non-compliance. The audit was submitted to the state by the June 30th deadline.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Fiscal Year 2024 Audit Report, was approved.

SEVENTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals & Objectives

Ms. Burns stated that the goals and objectives were included in the package for review. She added that the Board would be adopting the Fiscal Year 2026 goals and objectives, which were the same as those from 2025, and approving them would meet the statutory requirement.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Adoption of Fiscal Year 2026 Goals & Objectives, was approved.

July 8, 2025

Pollard Road CDD

B. Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute

Ms. Burns stated that they were required to review the goals and objectives for the current year at the end of the fiscal year before confirming to the state that they had all been met. A copy of those goals was included, and they were on track to meet them. Ms. Burns requested that the Chair be authorized to sign off at the end of the fiscal year, confirming that the goals had been met.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board of the ethics training that is due by the end of the year and of their goals and objectives.

B. Engineer

Mr. Malave stated that he had nothing to report.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns stated that the check register for May 28, 2025, through June 30, 2025, which totaled \$3,727.50, is included in the agenda package for review. She added that if anyone had questions, she would be happy to answer those.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns presented the balance sheet and income statements through May and stated there was no action necessary.

iii. Presentation of Number of Registered Voters – 0

Ms. Burns stated that the number of registered voters as of April 15, 2025 was 0.

July 8, 2025

Pollard Road CDD

NINTH ORDER OF BUSINESS

Other Business

There were being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There were being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

8215FA2B8FB744A...

Chairman/Vice Chairman