

**MINUTES OF MEETING  
FOREST LAKE  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Forest Lake Community Development District was held Wednesday, February 26, 2020 at 11:50 a.m. at 346 E. Central Ave., Winter Haven, Florida 33880.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk ( <i>joined late</i> )	Vice Chairman
Patrick Marone	Assistant Secretary
Andrew Rhinehart	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni <i>via phone</i>	Hopping Green & Sams

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. There were three members present, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns asked for any public comments. There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the January 29,  
2020 Landowners' and Board of  
Supervisors Meeting**

Ms. Burns asked for any corrections or changes. The board had no changes.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the January 29, 2020 LO and BOS Meetings, were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-32  
Adopting an Internal Controls Policy**

Ms. Burns noted the District was statutorily required to establish and maintain internal controls designed to prevent and detect fraud, waste, and abuse. The board had no questions.

On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, the Resolution 2020-32 Adopting an Internal Controls Policy, was approved.

**FIFTH ORDER OF BUSINESS**

**Review and Ranking of Phase 1 and Phase  
2 Construction**

Ms. Burns stated that she and Mr. Heath had discussed this issue prior to the meeting and decided to table the item and continue the meeting to next Wednesday March 4, 2020.

**SIXTH ORDER OF BUSINESS**

**Consideration of Uniform Collection  
Agreement with Polk County Tax  
Collector**

Ms. Burns stated she didn't feel this district was going on roll, but this could be approved so that it would be in place the following year. Mr. Heath clarified that this District would not go on roll this year.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Uniform Collection Agreement with Polk County, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Personnel Leasing  
Agreement**

Ms. Burns noted this would allow the district to enter into a leasing agreement with JMBI Real Estate, LLC, to lease certain administrative personnel to assist the District Engineer and District Manager on site.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the Personnel Leasing Agreement with JMBI Real Estate, LLC, was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Michelle Rigoni stated she had nothing for the report, other than that they validated the bonds this morning.

**B. Engineer**

There being none, the next item followed.

**C. District Manager's Report**

There being none, the next item followed.

**NINETH ORDER OF BUSINESS**

**Adjournment**

Mr. Burns stated they would need to continue this meeting to next Wednesday, March 4, 2020 at 9:45 a.m.

*Ms. Schwenk joined the meeting.*

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Continuing the meeting to Wednesday, March 4, 2020 at 9:45 a.m., was approved.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman