

**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 Tuesday, **March 2, 2021** at 1:45 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Matthew Cassidy
Patrick Marone

Chairman
Vice Chair
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Michelle Rigoni

District Manager, GMS
Hopping Green & Sams

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the October 20,
2020 Board of Supervisors Meeting and
Audit Committee Meeting**

Ms. Burns asked for any comments, corrections, or changes to the minutes. The Board had no changes or corrections to the October 20, 2020 Board of Supervisors meeting or Audit Committee meeting minutes.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Minutes of the October 20, 2020 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2021-02
Appointing Treasurer and Assistant
Treasurer**

Ms. Burns noted that this resolution would appoint George Flint as Treasurer and Katie Costa as Assistant Treasurer. The Board had no questions.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2021-02 Appointing George Flint as Treasurer and Katie Costa as Assistant Treasurer, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Proposals for Series 2020
AA1 Arbitrage Rebate Services**

A. Grau

B. AMTEC

Ms. Burns noted that the Grau proposal totaled \$600 annually and the AMTEC proposal totaled \$450 annually. Ms. Burns suggested approving AMTEC due to the lower proposal amount. The Board had no questions.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the AMTEC Proposal for Series 2020 AA1 Arbitrage Rebate Services for \$450, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Memorandum from
Hopping, Green & Sams Regarding E-
Verify Requirements in 2021**

Ms. Burns review the memorandum regarding the E-Verify requirements that Hopping, Green & Sams had prepared. The Board had no questions.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Memorandum from Hopping, Green & Sams Regarding E-Verify Requirements in 2021, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Fee Increase Letter from
Hopping, Green & Sams for District
Counsel Services**

Ms. Burns reviewed the Hopping, Green & Sams fee increase letter. Ms. Rigoni noted this was a similar letter that the Board had seen at many of the other Districts. The Board had no questions on the increase and moved to approve the new rates.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Fee Increase Letter from Hopping, Green & Sams for District Counsel Services, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Revised Audit
Engagement Letter from Grau with
Increase in Services Price for Fiscal Year
2020 Audit**

Ms. Burns reviewed the revised Audit Engagement Letter from Grau. She noted that the District entered into an agreement with Grau prior to issuing bonds, and the increase was related to the bond issuance. The total was \$4,300.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Revised Audit Engagement Letter from Grau with Increase in Services Price for Fiscal Year 2020 Audit, was approved.

NINTH ORDER OF BUSINESS

**Ratification of 2021 Data Sharing and
Usage Agreement with Polk County
Property Appraiser**

Ms. Burns noted this was annual agreement with Polk County that the District is required to enter into.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the 2021 Data Sharing and Usage Agreement with Polk County Property Appraiser, was ratified.

TENTH ORDER OF BUSINESS

**Ratification of Contract Agreement with
Polk County Property Appraiser**

Ms. Burns presented the contract agreement with Polk County Property Appraiser and asked for a motion to ratify.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Contract Agreement with Polk County Property Appraiser, was ratified.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rigoni asked if the Board had a tentative construction or financing timeline for the remaining phases within the District so counsel can prepare anything on their end that is necessary. Mr. Heath noted that they were a year away from starting the last phase.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

i. Approval of the Check Register

Ms. Burns stated the check register was through October 22nd through February 22nd. The Board had no questions on the check register.

On MOTION by Mr. Heath, seconded by Mr. Cassidy, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated the financials were in the package for review, and there was no action that needed to be taken.

iii. Ratification of Summary of Series 2020 (AA1) Requisitions #1 to #46

Ms. Burns presented the summary of Series 2020 AA1 requisitions #1 through #46. The Board had no questions.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Series 2020 (AA1) Requisitions #1 to #46, were ratified.

iv. Ratification of Moving Monthly Meeting Date to the 1st Tuesday at 1:45

Ms. Burns noted this would put the meeting in line with some other Districts. There was no opposition to the meeting date change from the Board.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Moving the Monthly Meeting Date to the 1st Tuesday at 1:45 p.m., was ratified.

TWELTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

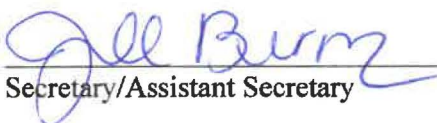
There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

Hearing no further comments, Ms. Burns asked for a motion to adjourn.

On MOTION by Ms. Schwenk seconded by Mr. Heath, with all in favor, the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman