

**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, **July 6, 2021**, at 1:45 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chair
Matthew Cassidy	Assistant Secretary
Patrick Marone	Assistant Secretary
Andrew Rhinehart <i>by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Michelle Rigoni	Hopping Green & Sams

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. There were three Board members physically present constituting a quorum. Mr. Rhinehart joined the meeting via Zoom.

**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 April 6,  
2021 Board of Supervisors Meeting**

Ms. Burns asked for any comments, corrections, or changes to the April 6, 2021 meeting minutes. The Board had no changes or corrections.

On MOTION by Ms. Schwenk seconded by Mr. Marone, with all in favor, the Minutes of the April 6, 2021, Board of Supervisors Meeting, was approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Conveyance Documents  
for Phase 1**

Ms. Burns reviewed the tracts listed in the legal description. Ms. Rigoni added that they reviewed the Title Opinion in addition to the Standard Deed and Bill of Sale. They had a couple different partial releases of mortgage. She stated that the District cannot take on land that has any liens on them. Ms. Burns asked for any questions, and hearing none

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, the Conveyance Documents for Phase 1, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Assignment of Amenity  
Construction Contract**

Ms. Burns reviewed the assignment of the Amenity Construction Contract, and the Board did not have any questions.

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, the Assignment of Amenity Construction Contract, was approved.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Fiscal Year 2020 Audit  
Report**

Ms. Burns noted that there were no findings and no instances of noncompliance. She stated that the audit has been submitted to the state. She asked for a motion for the Board to accept the audit.

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, Acceptance of Fiscal Year 2020 Audit Report, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape  
Services *(to be provided under separate  
cover)***

This item was tabled until the next meeting.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rigoni had nothing further to report.

**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 through June 29, 2021 was a total of \$12,223.76.

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, the Check Register for \$12,223.76, 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 #55 to #86**

Ms. Burns stated the Series 2020 AA1 requisitions #55 through #86 had been approved and needed ratifying. The Board had no questions.

On MOTION by Ms. Schwenk, seconded by Mr. Cassidy, with all in favor, the Series 2020 (AA1) Requisitions #55 to #86, were ratified.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

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

July 6, 2021

Forest Lake CDD

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman