

**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 1, 2022** at 1:45 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairman
Andrew Rhinehart	Assistant Secretary
Matthew Cassidy	Assistant Secretary
Patrick Marone	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	KE Law Group
Marshall Tindall	GMS
Ashton Bligh	Greenberg Traurig

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns stated that there were no members of the public present or joining the meeting by Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 1, 2022 Board of Supervisors Meeting**

Ms. Burns asked for any comments, corrections, or changes to the February 1, 2022 meeting minutes. The Board had no changes or corrections.

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On MOTION by Mr. Rhinehart, seconded by Mr. Heath, with all in favor, the Minutes of the February 1, 2022 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Presentation and Approval of the First Supplemental Engineer’s Report dated February 10, 2022**

Ms. Burns noted that the engineer is not present at the meeting and presented the changes to the Board. Cost projections for Phase 3 were adjusted to reflect the current construction costs and a legal description has been proved for Phase 3. The Engineer’s report was provided in the agenda package. The Board had no questions. Ms. Burns asked for a motion of approval.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the first Supplemental Engineer’s Report dated February 10, 2022, was approved.

**FIFTH ORDER OF BUSINESS**

**Presentation and Approval of Supplemental Assessment Methodology for Assessment Area Two dated March 1, 2022**

Ms. Burns stated that this report allocates debt to be incurred by the District to the benefitting properties within Assessment Area 2, Phase 3 of the District. The report can be found in the agenda package and Ms. Burns reviewed the attached tables for the Board. The development program shows 186 single family units and the cost for the assessment area is approximately \$3,965,500. Table three shoes a bond sizing of \$3,785,000.00. Table four outlines the improvement costs per unit. Table five shows the par debt per unit which is \$20,349. Table six show the net and gross annual debt assessments per unit. Table seven shows the tax roll that is 35.86 acres in the assessment area owned by JMBI. She asked for any questions from the Board.

Mr. Van Wyk asked if the Supplemental Assessment Methodology was consistent with the Master Assessment Methodology Report, and she stated that it was. Mr. Van Wyk asked if the benefit to the parcel exceeds the burden placed on it by the special assessments, and she again answered yes. Mr. Van Wyk asked if it is Ms. Burn’s opinion that the assessments are fairly and reasonably apportioned across the product types within the assessment area, and she answered yes. There being no other questions, she asked for a motion of approval.

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On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Supplemental Assessment Methodology for Assessment Area Two Dated March 1, 2022, was approved.

**SIXTH ORDER OF BUSINESS****Consideration of Resolution 2022-03  
Delegation Resolution**

Ms. Bligh reviewed the delegation for the Board and stated that it is for a second series of bonds. It will be one series titled Assessment Area 2 that will provide funds for Phase 3 of the project that is described in the engineer's report. She brought two sections of the agreements found in the resolution to the Board's attention. In section four, Florida law requires certain findings so you don't have to do a public offering and the findings are listed in section four. In section five the parameters for the bonds are included. Any optional redemption of the Assessment Area 2 bonds will be determined at pricing. The interest rate shall not exceed the maximum rate allowed by the law. The aggregate principal amount of the Assessment Area 2 bonds will not exceed \$6,000,000. The Assessment Area 2 bonds will have a final maturity not later than the maximum term allowed by Florida law. The price at which the Assessment Area 2 bonds are sold to the underwriter will not be less than 98% of the aggregate face amount of the Assessment Area 2 bonds. The Board had no questions and Ms. Burns asked for a motion of approval.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-03 Delegation Resolution, was approved.

**SEVENTH ORDER OF BUSINESS****Consideration of Construction Funding  
Agreement for Phase 3**

Ms. Burns noted that this agreement is with JMBI and under the terms of the agreement, any costs advanced to the District will be reimbursed out of the future bond issuance.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Construction Funding Agreement, was approved.

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**EIGHTH ORDER OF BUSINESS**

**Consideration of Temporary Construction and Access Easement Agreement for Phase 3**

Ms. Burns stated that under this agreement, JMBI will grant the District temporary nonexclusive construction and access easement through the easement area for the purpose of constructing improvements. This easement will remain in place until the improvements are completed or until the District acquires the easement area.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Temporary Construction and Access Easement Agreement for Phase 3, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Letter from FMS for Underwriter Services**

Ms. Burns presented the letter from FMS to the Board and asked for any questions. There being none, there was a motion of approval.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Letter from FMS for Underwriter Services, was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk had nothing further to report.

**B. Engineer**

There being none, the next item followed.

**C. Field Manager's Report**

Mr. Tindall presented the field manager's report to the Board. Completed items include:

- Meeting with the landscaper to monitor the site
- Monitoring pond areas and fences
- Crepe Myrtle annual trimming
- Pool vendor has taken over maintenance in preparation for opening
- Keycards have been ordered and setup is being finalized

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**i. Consideration of Proposals for Security Cameras at Amenity**

Mr. Tindall presented two proposals to the Board for security cameras. Both proposals can be found in the agenda package. Board discussion followed on the options, and they agreed on the five-camera system for \$5,981.00.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, the Proposal for Five Security Cameras at Amenity, was approved.

**D. District Manager’s Report**

**i. Approval of the Check Register**

Ms. Burns presented the check register.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, 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.

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn.

On MOTION by Mr. Marone, seconded by Mr. Rhinehart, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

*Rennie Heath*

Chairman/Vice Chairman