

**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, **August 2, 2022** at 2:34 p.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Andrew Rhinehart
Matthew Cassidy

Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Lauren Gentry *via Zoom*
Jarett Wright
Chuck Cavaretta

District Manager, GMS
District Counsel, KE Law Group
Field Management, GMS
Appointed as an Assistant Secretary

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were three 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

Organizational Matters

A. Acceptance of Resignation from Patrick Marone

Ms. Burns asked for a motion to accept the resignation from Patrick Marone.

<p>On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Accepting the Resignation from Patrick Marone, was approved.</p>

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B. Appointment to Fill the Vacant Board Seat

Ms. Burns asked the Board if there was a nomination to fill the vacant seat. Ms. Schwenk nominated Chuck Cavaretta.

On MOTION by Ms. Schwenk, seconded by Mr. Rhinehart, with all in favor, Nominating Chuck Cavaretta to the Board of Supervisors, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns administered the oath of office to Chuck Cavaretta.

D. Consideration of Resolution 2022-08 Appointing Assistant Secretary

Ms. Burns noted that this resolution appoints Chuck Cavaretta as an Assistant Secretary. The Board had no questions on the resolution.

On MOTION by Mr. Cassidy, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-08 Appointing Chuck Cavaretta as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the May 3, 2022 Board of Supervisors Meeting and May 18, 2022 Continued Board of Supervisors Meeting

Ms. Burns asked for any questions, comments, or corrections to the May 3, 20202 meeting and May 18, 2022 continued meeting minutes. The Board had no changes or corrections.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Minutes of the May 3, 2022 Board of Supervisors Meeting and the May 18, 2022 Continued Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2023 Budget

Ms. Burns noted that this public hearing had been advertised in the paper.

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On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present or joining via Zoom at this time.

On MOTION by Mr. Cavaretta, seconded by Mr. Rhinehart, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2022-09 Adopting the District’s Fiscal Year 2023 Budget and Appropriating Funds

Ms. Burns noted that this resolution was included in the agenda package. She stated that this budget had not changed much since the Board saw it at the last meeting. She also stated that they had updated the actuals since the last meeting. She noted that she made a couple of minor revisions.

Ms. Burns noted that the current assessment amount for platted lots was \$748.68. She explained that the proposed amount in this budget was \$974.90 and that the increase on this one was \$226.22. She stated that the main increase that they were seeing was for the last phase of landscaping and the streetlights. She explained that they had a full year of actual contracts for the amenity in place. She noted that there was an increase to the security and the playground. She anticipated that it would go up again once construction was complete because they had about \$5,000 set aside as a capital reserve. She noted that the number would be \$974.90.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-09 Adopting the District’s Fiscal Year 2023 Budget and Appropriating Funds, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated that a mailed notice was sent to all property owners and it was published in an ad as well.

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On MOTION by Mr. Rhinehart, seconded by Mr. Cavaretta, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present at this time and no members of the public joined via Zoom.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Closing the Public Hearing, was approved.

ii. Consideration of Resolution 2022-10 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns noted that this resolution was included in the agenda package and that the tax roll was attached to the resolution. She asked if anyone had any questions. Hearing none,

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-10 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-11 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2023

Ms. Burns stated that this resolution would be on the first Tuesday of the month at 10:00 a.m. and it was moved to the Holiday Inn.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, Resolution 2022-11 Designating a Regular Monthly Meeting for the First Tuesday at 10:00 a.m. at the Holiday Inn, was approved as amended.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-12 Designating a Date, Time, and Location for a Landowners' Meeting and Election

Ms. Burns stated this resolution sets the date for the Landowners' election for the first Tuesday of November at 10:00 a.m. at the hotel which lined up with their meeting date.

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On MOTION by Mr. Rhinehart, seconded by Mr. Cavaretta, with all in favor, Resolution 2022-12 Designating a Date for the First Tuesday of November at 10:00 a.m. at the Holiday Inn Hotel for the Landowners' Meeting and Election, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-13 Ratifying Series 2022 (Assessment Area Two Project) Bonds

Ms. Burns stated that this resolution ratified, confirmed, and approved all the actions taken by the District Chair, officers, and staff in issuance of the Series 2022 bonds.

On MOTION by Mr. Cavaretta, seconded by Mr. Rhinehart, with all in favor, Resolution 2022-13 Ratifying Series 2022 (Assessment Area Two Project) Bonds, was approved.

NINTH ORDER OF BUSINESS

Consideration of Amended and Restated Disclosure of Public Financing

Ms. Burns stated that this had been updated to add the most recent bond issuance.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Amended and Restated Disclosure of Public Financing, was approved.

TENTH ORDER OF BUSINESS

Consideration of Proposal from AMTEC for Series 2022 (Assessment Area Two Project) Arbitrage Rebate Services

Ms. Burns stated that this proposal from AMTEC was \$450 annually for the Series 2022 (Assessment Area Two Project) arbitrage rebate services.

On MOTION by Mr. Rhinehart, seconded by Mr. Cavaretta, with all in favor, the Proposal from AMTEC for \$450 for the Series 2022 (Assessment Area Two Project) Arbitrage Rebate Services, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry had nothing further to report.

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B. Engineer**i. Ratification of Stormwater Needs Analysis Report**

Ms. Burns stated that they had ratification of the stormwater needs analysis report, which was submitted to the state by the June 30th deadline.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Stormwater Needs Analysis Report, was ratified.

C. Field Manager's Report

Mr. Wright stated that they were keeping up with the landscaping. He noted that they repaired the damaged monument sign. He explained that they replaced palms at the amenity center. He noted that they added a cover to the pool lift to try to prevent graffiti. He also noted that the entry gate keycard system was repaired, the playground was installed with the shade structure, but the swings were still pending installment. He stated that the mailbox lighting was being scheduled for installment. He stated that the biggest issue was the sod. He explained that they did a bad job of installing the sod in the area and along the pond. He noted that they had withheld \$50,000 in that proposal to make any adjustments. He stated that they were working with getting proposals to start replacing the priority areas of that sod and that they would work within the budget. He noted that they were coordinating to prepare for a perimeter fence along Tract D. He noted that a lot of people were starting to park at the amenity center overnight, so they were going to put up some no parking signs.

D. District Manager's Report**i. Approval of the Check Register**

Ms. Burns presented the check register and stated that the total was \$177,898.98 through July 25, 2022. She asked for any questions. Hearing none, there was a motion to approve.

On MOTION by Mr. Cavaretta, 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 that they were through June 30, 2022. There was no action that needed to be taken.

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iii. Ratification of Requisitions

a) Summary of Series 2022 #1 through #10

Ms. Burns presented the Series 2022 Requisitions #1 through #10.

On MOTION by Mr. Rhinehart, seconded by Mr. Cassidy, with all in favor, the Series 2022 Requisitions #1 through #10, were ratified.

TWELFTH 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

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman