

**MINUTES OF MEETING  
SCENIC HIGHWAY  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Scenic Highway Community Development District was held on Thursday, **February 20, 2020** at 10:35 a.m. at 346 E. Central Ave. Winter Haven, Florida 33880.

Present and constituting a quorum were:

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

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via phone</i>	Hopping Green & Sams

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted there were no members of the public present at the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the January 16,  
2020 Board of Supervisors Meeting**

Ms. Burns asked for questions, comments, corrections, or deletions on the minutes. The board had no changes.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, the Minutes of the January 16, 2020 Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of 2020-05 Direct Purchase Resolution**

Ms. Burns stated this outlines that the District would have some savings by directly purchasing the materials for the construction project. There were several attachments that outlined how the process is handled. Included was a Purchase Requisition Form and Certificate of Entitlement. They will name either the District Manager or the District Engineer the purchasing agent.

On MOTION by Mr. Heath, seconded by Mr. Marone, with all in favor, Resolution 2020-05 Direct Purchase Resolution, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-06 Adopting an Internal Controls Policy**

Ms. Burns stated the District is required to establish and maintain internal controls designed to prevent fraud, waste, and abuse.

On MOTION by Mr. Heath, seconded by Mr. Rhinehart, with all in favor, Resolution 2020-06 Adopting an Internal Controls Policy, was approved.

**SIXTH ORDER OF BUSINESS**

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

Ms. Schwenk and Mr. Heath stated they would not be on roll by the deadline of September 15<sup>th</sup>. Ms. Burns stated it could still be approved, although they are not going on roll.

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

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Ms. Schwenk stated they are looking at a deal with some investors for this property. She stated she knew that they need to move forward with a bond issuance, but they are still trying to

figure that out. Ms. Burns stated she had updated numbers from John's office but separating the two areas for Phase 1 and Phase 2, and an updated report was just sent to him.

**C. District Manager's Report**

**i. Balance Sheet and Income Statement**

Ms. Burns stated financials were in the packet and she could answer questions. No action was needed. The board had no questions.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman