

*Scenic Highway
Community Development District*

Agenda

October 15, 2020

AGENDA

Scenic Highway

Community Development District

219 E. Livingston St., Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

October 8, 2020

**Board of Supervisors
Scenic Highway
Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the **Scenic Highway Community Development District** will be held **Thursday, October 15, 2020 at 10:30 AM via Zoom Teleconference.**

Zoom Video Link: <https://zoom.us/j/92024023165>

Zoom Call-In Information: 1-646-876-9923

Meeting ID: 920 2402 3165

Following is the advance agenda for the meeting:

1. Roll Call
2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the September 25, 2020 Board of Supervisors Meeting
4. Review and Ranking of Phase 3 Request for Proposals for Construction Services and Authorizing Staff to Issue Notice of Intent to Award
5. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of the Check Register
 - ii. Balance Sheet & Income Statement
6. Other Business

¹ Comments will be limited to three (3) minutes

7. Supervisors Requests and Audience Comments
8. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items. Speakers must fill out a Request to Speak form and submit it to the District Manager prior to the beginning of the meeting.

The third order of business is the approval of the minutes of the September 25, 2020 Board of Supervisors meeting. A copy of the minutes is enclosed for your review.

The fourth order of business is the Review and Ranking of the Phase 3 RFP for Construction Services and Authorizing Staff to Issue Notice of Intent to Award. Ranking are enclosed for your review.

The fifth order of business is Staff Reports. Section C is the District Manager's report. Sub-Section 1 includes the check register for your approval and Sub-Section 2 includes balance sheet and income statement for your review.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please do not hesitate to contact me.

Sincerely,

Jill Burns
District Manager

CC: Roy Van Wyk, District Counsel
Enclosure

MINUTES

**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 Friday, **September 25, 2020** at 10:18 a.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented.

Present and constituting a quorum were:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chairwoman
Patrick Marone	Assistant Secretary
Jack Berry	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	Hopping Green & Sams
April Payeur	Developer's Office
Bob Gang	Greenberg Taurig

The following is a summary of the discussions and actions taken at the September 25, 2020 Scenic Highway Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order. There were four members present via Zoom 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 August 20, 2020 Board of Supervisors Meeting**

Ms. Burns presented the August 20, 2020 meeting minutes and asked for questions, comments, or corrections on the minutes. The Board had no changes.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Minutes of the August 20, 2020 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Supplemental Assessment Methodology – ADDED**

Ms. Burns noted that the change to this was that the previous Supplemental Methodology was for Assessment Area One, and it has been changed to be the entire scope of the project, all 368 lots. Table 1 shows that there is the ERU for one unit of a similar size and there are 368 single family lots. The Engineer's Report outlines the Capital Improvement Plan, for a total of \$10,565,000. Table 3 shows a bond sizing of \$7,715,000. The allocation of improvement costs shows the improvement costs per unit for each of the 368 units. Table 5 shows the allocation of par debt at \$20,965 per single family platted lot. Table 6 shows the net and gross annual debt assessment per unit. The net debt assessment per lot is \$1,213. Table 7 shows the preliminary assessment role which allocates the debt by acre to each of the parcels that are listed.

Mr. Van Wyk asked Ms. Burns if the Supplemental is consistent with the Master Methodology that was previously adopted, and Ms. Burns answered yes, it is. Mr. Van Wyk asked if the assessment levels are equal to or less than the amount of assessment being on the lands based on the benefit, and Ms. Burns answered yes. Mr. Van Wyk asked if Ms. Burns believes the assessments are fairly reasonably apportioned across the product type, and Ms. Burns answered yes.

On MOTION by Mr. Heath, seconded by Mr. Berry, with all in favor, the Supplemental Assessment Methodology, was approved.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2020-10 Amending the Delegation Resolution**

Mr. Gang reported that on January 16th the Board adopted Resolution 2020-03 which authorized \$4,610,000 for Phases 1 and 2, which contained a total of 225 units. Now the decision is to finance the entire Phases 1, 2, and 3 including 368 units. Resolution 2020-03 will be amended to increase the maximum principal amount to \$9,000,000 which is more than the assessment shows but that will provide cushion. It will include changing the delegation parameters that were in the original resolution to give more flexibility to the underwriter to allow options of what the redemption date should be. This is for when the underwriter is pricing bonds, instead of having a firm date. The maximum principal amount would go to the full \$9,000,000 for all 368 lots in one phase. The Board had no questions on the amendment.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, the Resolution 2020-10 Amending the Delegation Resolution, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk: I have nothing further to report today.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register and asked for any questions. Hearing none,

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

ii. Balance Sheet and Income Statement

Ms. Burns stated that the financials were included in the package, but no action is needed.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

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

Chairman/Vice Chairman

SECTION IV

Horton Phase 3

Bid Evaluation

Owner: Scenic Highway CDD
 Engineer: Wood & Associates Engineering, LLC



		EVALUATION CRITERIA						
		Personell	Experience	Understanding of Scope	Financial Capability	Schedule	Price	Total
	Points Available	(5)	(15)	(20)	(10)	(25)	(25)	(100)
Rank	Contractor	POINTS AWARDED						
1	Blue Ox	4.50	15.00	20.00	8.50	24.50	25.00	97.50
2	Kearney	4.50	15.00	16.60	9.50	25.00	20.75	91.35
3	Tucker	5.00	15.00	17.60	9.00	22.50	22.00	91.10
4	Watson Civil	4.00	13.00	16.40	10.00	25.00	20.50	88.90

Horton Ph 3

BID COMPARISON

Owner: Scenic Highway CDD
 Engineer: Wood & Associates Engineering, LLC



Contractor	Stack Stone	Aluminum Railing	TV Storm	8' Sidewalk	Total
Blue Ox	-\$109,562.05	-\$17,172.54	No Bid	-\$16,847.40	-\$143,581.99
Watson Civil	No Bid	No Bid	No Bid	No Bid	0
Tucker	-\$207,606.18	-\$80,680.89	-\$10,592.08	No Bid	-\$318,879.15
Kearney	-\$185,262.40	-\$73,064.16	No Bid	No Bid	-\$258,326.56

ADJUSTED BID PRICES APPLIES TO APPLES

	Contractor	Bid	Adjust	Adjusted Bid	
1	Blue Ox	\$1,872,397.70	-\$143,581.99	\$1,728,815.71	
2	Tucker	\$2,287,919.23	-\$318,879.15	\$1,969,040.08	
3	Kearney	\$2,345,678.91	-\$258,326.56	\$2,087,352.35	
4	Watson Civil	\$2,115,397.72	-\$0	\$2,115,397.72	

Horton Ph 3

ADJUSTED BID RANKING

Owner: Scenic Highway CDD
 Engineer: Wood & Associates Engineering, LLC



Ranking	Contractor	Bid Amount	Adjusted Bid
1	Blue Ox	\$1,872,397.70	\$1,728,815.71
2	Tucker	\$2,287,919.23	\$1,969,040.08
3	Kearney	\$2,345,678.91	\$2,087,352.35
4	Watson Civil	\$2,115,397.72	\$2,115,397.72

	<u>PRICE</u>	
Blue Ox	15 x 1 + 10 x 1	25.00
Tucker	15 x .88 + 10 x .88	22.00
Kearney	15 x .83 + 10 x .83	20.75
Watson Civil	15 x .82 + 10 x .82	20.50
	<u>SCHEDULE</u>	
	<u>Days</u>	<u>Points</u>
Blue Ox	183 .98 x 25	24.50
Tucker	200 .90 x 25	22.50
Kearney	180 1.00 x 25	25.00
Watson Civil	180 1.00 x 25	25.00
	<u>FINANCIAL</u>	
Blue Ox	Bonding Limit \$30,000,000	8.50
Tucker	Bonding Limit \$50,000,000	9.00
Kearney	Bonding Limit \$80,000,000	9.50
Watson Civil	Bonding Limit \$250,000,000	10.00
	<u>UNDERSTANDING SCOPE</u>	
Blue Ox	20 x 1.0	20.00
Tucker	20 x .88	17.60
Kearney	20 x .83	16.60
Watson Civil	20 x .82	16.40
	<u>EXPERIENCE</u>	
Blue Ox		15.00
Tucker		15.00
Kearney		15.00
Watson Civil		13.00
	<u>PERSONNEL</u>	
Blue Ox	5.0 x .9	4.50
Tucker	5.0 x 1.0	5.00
Kearney	5.0 x .9	4.50
Watson Civil	5.0 x .8	4.00

SECTION V

SECTION C

SECTION 1

SCENIC HIGHWAY
Community Development District

Summary of Checks

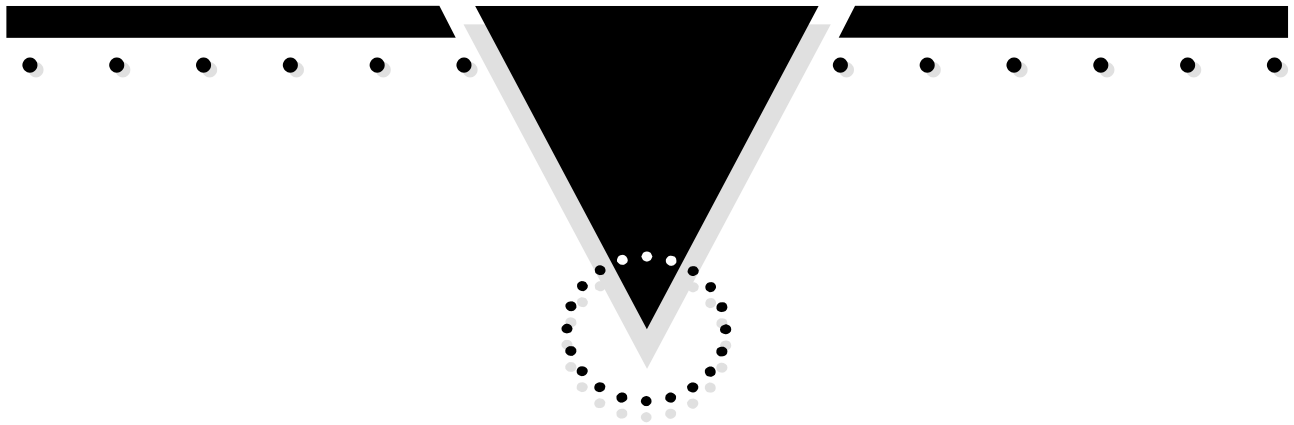
September 09, 2020 to October 08, 2020

Bank	Date	Check No.'s	Amount	
General Fund	9/23/20	54-63	\$	22,580.83
			\$	22,580.83
			\$	22,580.83

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/23/20	00008	5/21/20 LS052120	202005 310-51300-11000		*	200.00	
		SUPERVISOR FEE 05/21/20					
		8/20/20 LS082020	202008 310-51300-11000		*	200.00	
		SUPERVISOR FEE 082020					
				LAUREN SCHWENK			400.00 000059
9/23/20	00010	5/21/20 PM052120	202005 310-51300-11000		*	200.00	
		SUPERVISOR FEE 05/21/20					
		8/20/20 PM082020	202008 310-51300-11000		*	200.00	
		SUPERVISOR FEE 08/20/20					
				PATRICK MARONE			400.00 000060
9/23/20	00009	5/21/20 RH052120	202005 310-51300-11000		*	200.00	
		SUPERVISOR FEE 05/21/20					
				RENNIE HEATH			200.00 000061
9/23/20	00004	7/31/20 1040078	202007 310-51300-48000		*	624.81	
		NOT PUBLIC HEARING BUDGET					
		8/31/20 1040777	202008 310-51300-48000		*	1,319.29	
		REQ PROP/NOTICE HEARING					
				THE LEDGER/NEW CHIEF			1,944.10 000062
9/23/20	00012	7/30/20 1816	202008 310-51300-35100		*	2,375.00	
		WEB DESIGN ADA 08/2020					
				VGLOBALTECH			2,375.00 000063
TOTAL FOR BANK A						22,580.83	
TOTAL FOR REGISTER						22,580.83	

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SECTION 2



Scenic Highway

Community Development District

Unaudited Financial Reporting

September 30, 2020



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SCENIC HIGHWAY
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
September 30, 2020

	General Fund	Capital Projects Fund	Totals FY20
<u>ASSETS:</u>			
<u>CASH</u>			
OPERATING ACCOUNT	\$6,023	---	\$6,023
PREPAID EXPENSES	\$5,381		\$5,381
TOTAL ASSETS	<u>\$11,404</u>	<u>\$0</u>	<u>\$11,404</u>
<u>LIABILITIES:</u>			
ACCOUNTS PAYABLE	\$4,631	---	\$4,631
DUE TO DEVELOPER	---	\$19,657	\$19,657
DEFERRED REVENUE	\$5,381	---	\$5,381
<u>FUND EQUITY:</u>			
FUND BALANCES:			
UNASSIGNED	\$1,393	---	\$1,393
RESERVED FOR CAPITAL PROJECTS	---	(\$19,657)	(\$19,657)
TOTAL LIABILITIES & FUND EQUITY	<u>\$11,404</u>	<u>\$0</u>	<u>\$11,404</u>

SCENIC HIGHWAY

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending September 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/20	ACTUAL THRU 09/30/20	VARIANCE
<u>REVENUES:</u>				
DEVELOPER CONTRIBUTIONS	\$113,178	\$60,000	\$60,000	\$0
TOTAL REVENUES	\$113,178	\$60,000	\$60,000	\$0
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
SUPERVISORS FEES	\$12,000	\$12,000	\$5,800	\$6,200
FICA EXPENSE	\$918	\$918	\$0	\$918
ENGINEERING	\$15,000	\$15,000	\$0	\$15,000
ATTORNEY	\$25,000	\$25,000	\$11,828	\$13,172
MANAGEMENT FEES	\$35,000	\$35,000	\$35,000	(\$0)
INFORMATION TECHNOLOGY	\$1,500	\$1,500	\$3,275	(\$1,775)
TELEPHONE	\$300	\$300	\$0	\$300
POSTAGE	\$1,000	\$1,000	\$81	\$919
INSURANCE	\$5,000	\$5,000	\$5,125	(\$125)
PRINTING & BINDING	\$1,000	\$1,000	\$120	\$880
LEGAL ADVERTISING	\$10,000	\$10,000	\$5,990	\$4,010
OTHER CURRENT CHARGES	\$5,000	\$5,000	\$0	\$5,000
OFFICE SUPPLIES	\$625	\$625	\$22	\$603
TRAVEL PER DIEM	\$660	\$660	\$0	\$660
DUES, LICENSES, & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE:	\$113,178	\$113,178	\$67,416	\$45,762
TOTAL EXPENDITURES	\$113,178	\$113,178	\$67,416	\$45,762
EXCESS REVENUES (EXPENDITURES)	\$0		(\$7,416)	
FUND BALANCE - BEGINNING	\$0		\$8,809	
FUND BALANCE - ENDING	\$0		\$1,393	

SCENIC HIGHWAY

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL PROJECTS FUND

Statement of Revenues & Expenditures

For The Period Ending September 30, 2020

REVENUES:

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/20	ACTUAL THRU 09/30/20	VARIANCE
INTEREST	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$0	\$0	\$0	\$0

EXPENDITURES:

CAPITAL OUTLAY	\$0	\$0	\$1,694	(\$1,694)
CAPITAL OUTLAY - COST OF ISSUANCE	\$0	\$0	\$102	(\$102)
TOTAL EXPENDITURES	\$0	\$0	\$1,796	(\$1,796)
EXCESS REVENUES (EXPENDITURES)	\$0		(\$1,796)	
FUND BALANCE - BEGINNING	\$0		(\$17,861)	
FUND BALANCE - ENDING	\$0		(\$19,657)	

SCENIC HIGHWAY

Community Development District

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>REVENUES:</u>													
DEVELOPER CONTRIBUTIONS	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$60,000
TOTAL REVENUES	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$60,000
<u>EXPENDITURES:</u>													
<u>ADMINISTRATIVE:</u>													
SUPERVISORS FEES	\$800	\$1,000	\$0	\$800	\$800	\$800	\$0	\$800	\$0	\$0	\$800	\$0	\$5,800
FICA EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENGINEERING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ATTORNEY	\$2,361	\$546	\$690	\$3,167	\$514	\$1,141	\$532	\$1,628	\$766	\$483	\$0	\$0	\$11,828
MANAGEMENT FEES	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$2,917	\$35,000
INFORMATION TECHNOLOGY	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$2,450	\$75	\$3,275
TELEPHONE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
POSTAGE	\$1	\$20	\$43	\$0	\$7	\$3	\$0	\$1	\$5	\$2	\$0	\$1	\$81
INSURANCE	\$5,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,125
PRINTING & BINDING	\$0	\$26	\$35	\$2	\$19	\$24	\$5	\$0	\$1	\$0	\$0	\$8	\$120
LEGAL ADVERTISING	\$1,743	\$301	\$276	\$272	\$280	\$35	\$459	\$680	\$0	\$625	\$1,319	\$0	\$5,990
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$5	\$3	\$3	\$0	\$3	\$3	\$0	\$3	\$0	\$0	\$3	\$22
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES, LICENSES, & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
TOTAL ADMINISTRATIVE	\$13,197	\$4,889	\$4,039	\$7,235	\$4,611	\$4,997	\$3,990	\$6,101	\$3,767	\$4,101	\$7,486	\$3,002	\$67,416
TOTAL EXPENDITURES	\$13,197	\$4,889	\$4,039	\$7,235	\$4,611	\$4,997	\$3,990	\$6,101	\$3,767	\$4,101	\$7,486	\$3,002	\$67,416
EXCESS REVENUES/(EXPENDITURES)	(\$13,197)	\$15,111	(\$4,039)	(\$7,235)	\$15,389	(\$4,997)	(\$3,990)	(\$6,101)	(\$3,767)	(\$4,101)	(\$7,486)	\$16,998	(\$7,416)

**Scenic Highway Community Development District
Developer Contributions/Due from Developer**

Funding Request #	Prepared Date	Payment Received Date	Check/Wire Amount	Total Funding Request	General Fund Portion (FY19)	General Fund Portion (FY20)	General Fund Portion (FY21)	Over and (short) Balance Due
1	3/6/19	5/20/19	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -
2	7/10/19	8/21/19	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -
3	9/27/19	11/4/19	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -
FY20								
1	11/5/19	12/24/19	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ -
2	2/25/20	3/20/20	\$ 20,000.00	\$ 20,000.00		\$ 20,000.00	\$ -	\$ -
3	9/11/20	9/22/20	\$ 25,381.00	\$ 25,381.00		\$ 20,000.00	\$ 5,381.00	\$ -
Due from Developer			\$ 125,381.00	\$ 125,381.00	\$ 60,000.00	\$ 60,000.00	\$ 5,381.00	\$ -

Total Developer Contributions FY20

\$ 60,000.00