

**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, **December 16, 2021** at 9:08 a.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum were:

Rennie Heath	Chairman
Lauren Schwenk <i>via Zoom</i>	Vice-Chairman
Patrick Marone	Assistant Secretary
Christine Aviles	Assistant Secretary
Jessica Kowalski	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Sarah Warren	District Counsel, KE Law Group
Marshall Tindall	GMS

The following is a summary of the discussions and actions taken at the December 16, 2021 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 constituting a quorum. Ms. Schwenk joined the meeting via Zoom.

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 November 18, 2021 Board of Supervisors Meeting

Ms. Burns presented the minutes of the November 18, 2021 Board of Supervisors meeting minutes. Ms. Burns asked for any comments or corrections to the minutes. The Board had no changes.

On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, the Minutes of the November 18, 2021 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-02
Electing Officers**

Ms. Burns stated everyone was sworn in at the last meeting and she reviewed the previous officers. The Board made the motion to keep all officers in the same positions. Officers are Mr. Heath as Chairman, Ms. Schwenk as Vice Chairperson, Mr. Marone, Ms. Aviles, and Ms. Kowalski as Assistant Secretaries, Ms. Burns as Secretary and Mr. Flint as Assistant Secretary.

On MOTION by Mr. Heath, seconded by Ms. Aviles, with all in favor, the Resolution 2022-02 Electing Officers with Mr. Heath as Chairman, Ms. Schwenk as Vice-Chair, Mr. Marone, Ms. Aviles, and Ms. Kowalski, and Mr. Flint as Assistant Secretaries and Ms. Burns as Secretary, was approved.

FIFTH ORDER OF BUSINESS

**Ratification of Phase 1 and Phase 2
Common Area Conveyance Documents**

Ms. Burns stated these had been signed outside the meeting by the Chair and have been recorded. She added that ratification was needed. It was noted that there were some items that Patrick was following up on for final completion of some of area sodding, and construction area.

On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, the Phase 1 and Phase 2 Common Area Conveyance Documents, were ratified.

SIXTH ORDER OF BUSINESS

**Consideration of Quote from
ProPlaygrounds for Playground
Equipment**

Ms. Burns stated the total for this project was \$99,999. This includes benches, shade structures, and some bike racks.

On MOTION by Mr. Marone, seconded by Mr. Heath, with all in favor, the Quote for \$99,999 from ProPlaygrounds for Playground Equipment, was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Equipment
Lease/Purchase Agreement for
Playground Equipment**

Ms. Burns noted this was tabled for the next meeting. The Board asked about the current amount of funds in the construction fund. Ms. Burns noted she would need to look into that exact balance and send to the Board.

EIGHTH ORDER OF BUSINESS

**Consideration of 2022 Data Sharing and
Usage Agreement with Polk County
Property Appraiser**

Ms. Burns stated this was direction from their office about not disclosing exempt parcels from certain professions.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the 2022 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

NINTH ORDER OF BUSINESS

**Consideration of Contract Agreement
with Polk County Property Appraiser**

Ms. Burns stated this was an annual agreement to be able to collect assessments on roll.

On MOTION by Mr. Heath, seconded by Ms. Aviles, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated there was nothing further to report.

B. Engineer

There being none, the next item followed

C. Field Manager's Report

Mr. Tindall reviewed his report for the Board. Items included landscape review, amenity program upgrades, maintenance proposal, and items to be monitored included slope erosion, rutting, damaged concrete, and sod gaps.

D. District Manager’s Report

i. Approval of Check Register

Mr. Burns stated that the check register was included in the package. The total was \$6,169.17 She asked if there were any questions, and hearing none asked for a motion to approve.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Check Register for \$6,169.17, was approved.

ii. Balance Sheet and Income Statement

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

iii. Ratification of:

- a. Series 2020 Phase 1 & 2 Requisitions #55 to #59
- b. Series 2020 Phase 3 Requisitions #47 to #49
- c. Fiscal Year 2022 Phase 1 and 2 Funding Requests #1 and #2
- d. Fiscal Year 2022 Phase 3 Funding Request #1

Mr. Burns noted these had been approved and needed ratification.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Series 2020 Phase 1 & 2 Requisitions #55 to #59, Series 2020 Phase 3 Requisitions #47 to #49, Fiscal Year 2022 Phase 1 and 2 Funding Request #1 and #2, and Fiscal Year 2022 Phase 3 Funding Request #1, were ratified.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

The Board asked about the follow-up on the police report. Ms. Burns replied they were awaiting the report for reporting for insurance coordination.

December 16, 2021

Scenic Highway CDD

THIRTEENTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman