

**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, **April 21, 2022** at 9:06 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>joined late by Zoom</i>	Vice Chairperson
Patrick Marone	Assistant Secretary
Jessica Kowalski	Assistant Secretary
Lindsey Roden	Assistant Secretary

Also, present were:

Jill Burns	District Manager, GMS
Marshall Tindall	GMS
Jake Whealdon	KE Law Group

*The following is a summary of the discussions and actions taken at the April 21, 2022 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.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Burns noted there were no members of the public present at the meeting and no members of the public joining via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the March 17, 2022 Board of Supervisors Meeting**

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Ms. Burns presented the minutes of the March 17, 2022 Board of Supervisors meeting minutes and asked for any comments or corrections. There being none, there was a motion of approval.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Minutes of the March 17, 2022 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS****Public Hearing****A. Public Hearing on the Adoption of Amenity Policies and Rates**

Ms. Burns asked for a motion to open the public hearing.

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

**i. Consideration of Resolution 2022-07 Adopting Amenity Policies and Rates for the District**

Ms. Burns stated that these are the standard set of rules. The only two rates listed is the non-resident user fee, which is for outside people who are not residents of the community and want to pay to utilize the facilities. It would be \$2,500 a year. She noted that they were a form of government, and that they have to offer that. Most people don't know that is available and it's rarely ever taken advantage of, but if someone wanted to be able to use the pool and playground, then they would pay \$2,500 a year for their household and would be given access. Mr. Heath asked what if they said they just wanted to use it one time. Ms. Burns answered that they couldn't unless they are a guest of someone. She stated that under these policies, residents can bring up to four guests per household.

Ms. Burns stated that the other fee was for replacement cards for amenity access which is \$30. They are given two cards initially per household. Mr. Heath asked if \$30 covers it. Ms. Burns responded that it does and that they are expensive. She noted that it was \$4,000 for a pack of 500 cards. That price covers some of the costs for having to reissue. They are given the first one free, but that's enough to cover replacements. She stated especially once they pass them all out, if they have to buy smaller packs that cost goes up and that would cover it at the lowest number they can purchase. Ms. Burns asked for any questions on the rules or the rates. Hearing none,

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On MOTION by Mr. Heath, seconded by Ms. Roden, with all in favor, Resolution 2022-07 Adopting Amenity Policies and Rates for the District, was approved.

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

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Resolution 2022-08 Approving the Proposed Fiscal Year 2022/2023 Budget (Suggested Date: July 21, 2022), Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2022/2023 Budget and Imposition of Operations and Maintenance Assessments**

Ms. Burns stated that they were setting two separate hearings. The first was on the budget adoption and the next would be setting the public hearing for the assessment increase as well. It would be held together. She stated that the differences in the Fiscal Year 2022 to Fiscal Year 2023 is the 2022 budget was based on a lot of estimates for the field and amenity items because it wasn't constructed or built yet.

*\*Ms. Schwenk joined the meeting at this time.*

Ms. Burns noted that looking at the field services, the landscape maintenance, they were able to cut in half from \$70,000 that is based on the actual contract that is in place. The other one is landscape replacement to \$15,000. She stated that everything has been installed that allows a one-time mulch of the community. Ms. Schwenk stated that she talked to Drew and they went through all the builder contracts and they were good.

Ms. Burns noted that streetlight decreased. General repair and maintenance they increased as well as the contingency. The playground lease was increased and that was based on the actual amount of the playground and furniture that the Board approved that contract for the lease.

Ms. Burns stated that they do have one thing to consider. She noted that this facility is not open yet. It opens in the next couple of weeks because they were still waiting on internet access. They have been including about \$34,000 for security. They were able to find someone that would do security on a limited basis, not full time 40 hours a week. The \$34,000 figure is based on someone being there 24 hours, which would be 3 days a week at an 8-hour shift. The idea would

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be Friday, Saturday, and Sunday. She noted that they would also do mobile patrol. She stated that obviously this facility is not open yet. They don't know if they are going to have the same kind of security issues there that they have had at some of the other facilities. She stated that she thought that they should assume that and leave it in and assume that if they get to the budgeted option, it's been open and they've not seen security issues then they can address that then.

Ms. Burns stated that there is no internet yet, so the keycards and cameras don't work until they can get internet. Mr. Heath asked when that would happen. Ms. Burns stated that they have pushed to May 5<sup>th</sup>. Mr. Tindall stated that they have pushed it back two times. Mr. Heath asked what the reason was. Mr. Tindall answered that their infrastructure is not there to get the ISP connected at the facility. He stated that it was across the street somewhere and that they have to bore under the street. Mr. Marone asked if it was Frontier. Mr. Tindall stated yes it was Frontier and that Spectrum stated that they have no infrastructure in that neighborhood. Mr. Marone stated that Frontier started a while back. Mr. Tindall stated that he had them set up at the homes, just not at the amenities across the street. Mr. Marone asked when they were originally going to have it. Mr. Tindall answered about 5-6 weeks ago is when they planned for it. Ms. Burns stated that they show up for each appointment and then push it another week and then they push it again. Mr. Heath stated to tell them that this is the last subdivision they can come in.

Ms. Burns stated that it had been an issue and their thought is that they prefer not to open it without the keycard access and cameras. Ms. Burns stated that they have had this issue where they had to wait 6 months at Towne Park by the time they got something. She asked that if they come to that meeting on May 5<sup>th</sup> and they are not able to connect it, did they want them to go ahead and open with a temporary code or did they want to keep waiting. Mr. Heath stated that they should wait until the internet is online. Ms. Kowalski asked when the security would start. Ms. Burns answered that this would be for the next fiscal year, so right now there would not be any security. The security line item in the budget this year is \$7,500, but that is just to cover the cameras that are going to be installed. So, initially the ideas were that there wouldn't be any security on the site. Mr. Heath asked if it would be until October. Ms. Burns answered that until October is when this would start. Ms. Schwenk questioned Ms. Burns about her saying that Spectrum would be there in June. Ms. Burns stated that they had reached out to Spectrum, and they said that they had no infrastructure in the community at all. Mr. Tindall stated that they told him no when he first called them. So, he reached out to Frontier, and they stated that they could do that. He stated that

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he met them at site, and then they said no. Ms. Burns stated that they were going to keep working on it, and hopefully they can get something by at least the time school gets out. Mr. Heath stated that they were using Summit in other developments. Mr. Marone stated that there were concerns for Summit too. He noted of hearing that they had lost some people and were overwhelmed right now. Ms. Burns stated that they could reach out and see.

Ms. Burns stated that the other thing that they had added was \$25,000 for capital reserve to start establishing that for long term reserves for the District. If they approved this budget, that would put the assessments at \$1,198.98 per unit. The current year gross amount was \$806.45 and that was because they had capped that and had a developer contribution offsetting some of the assessments, which they don't anticipate for the next year. Ms. Burns asked for any questions of changes to this budget. Hearing none, she noted the date they proposed for setting the public hearing on the budget would be July 21<sup>st</sup> at 9:00 a.m. at this location and they would hold a hearing because they were increasing the assessments.

<p>On MOTION by Mr. Heath, seconded by Ms. Roden, with all in favor, Resolution 2022-08 Approving the Proposed Fiscal Year 2022/2023 Budget, Declaring Special Assessments, and Setting the Public Hearings on the Fiscal Year 2022/2023 Budget and Imposition of Operations and Maintenance Assessments for July 21, 2022 at 9:00 a.m., were approved.</p>
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## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Whealdon stated there was nothing further to report.

#### **B. Engineer**

There being none, the next item followed

#### **C. Field Manager's Report**

##### **i. Discussion Regarding Janitorial Services at Amenity**

Mr. Tindall reviewed the proposals, noting that they were addressing the oil spill with final repairs and the street over there was supposed to schedule a time for tomorrow, but they pushed that back about two weeks and they were coordinating with them on that. He stated that the pool

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maintenance contract is in place. He noted that they were reviewing the janitorial and he would find out what the proposal was for that and finalize it. He stated that landscaping was established.

Mr. Tindall discussed additional proposals for janitorial. He stated that CSS is still the cheapest and based on their history with them, they had been consistently good. He noted that their recommendation would be to go with them. Jani-King is the closest. He noted that for reference CSS is \$425 a month and Jani-King comes in at \$464 a month. If Jani-King doesn't provide the consumables, they would have to source them separately, which is an unnecessary headache, and they are still not the cheapest and they have no history with them. He stated that the other ones came in at more than double. He stated that his recommendation would be to go with CSS and to finalize the janitorial contract at the facility for \$425 a month.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Proposal for CSS Janitorial Services, was approved.

Mr. Tindall mentioned the solar lights that they had already discussed. He referred to the mailbox and the depiction of that proposal and referred to the picture and stated that there was one on each end. He mentioned they could hold off and review it the next fiscal year as they get closer to dark season. Mr. Heath stated that he recommended to go ahead and do it and that it was liability issue. Mr. Tindall stated that it was \$1,195 and that includes the labor, materials, and installation.

On MOTION by Mr. Heath, seconded by Ms. Kowalski, with all in favor, the Solar Light Proposal, was approved.

#### **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 \$62,976.23.

On MOTION by Ms. Kowalski, 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 was needed.

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**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item was 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 Mr. Heath, seconded by Mr. Marone, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

*Rennie Heath*

Chairman/Vice Chairman