

**MINUTES OF MEETING
SCENIC TERRACE SOUTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Scenic Terrace South Community Development District was held **Wednesday, November 17, 2021** at 2:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Patrick Marone	Vice Chairman
Justin Frye	Assistant Secretary
Patricia Brewer-Hudson	Assistant Secretary
Christine Aviles	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk <i>via Zoom</i>	KE Law Group
Rey Malave <i>via Zoom</i>	Dewberry
Margie Lloyd <i>via Zoom</i>	Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that there were no members of the public present to provide comments.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns swore all newly elected Board members into office.

B. Consideration of Resolution 2022-32 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns reported that the landowner's election was held prior to the start of the Board of Supervisor's meeting and stated that Ms. Schwenk and Mr. Marone were elected to serve four-

year terms and Mr. Frye, Ms. Brewer-Hudson, and Ms. Aviles were elected to serve two-year terms.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Aviles, with all in favor, Resolution 2022-32 Canvassing and Certifying the Results of the Landowner's Election, was approved.

C. Election of Officers

I. Consideration of Resolution 2022-33 Electing Officers

Ms. Burns stated that a Chair and Vice Chair will be elected and the rest of the Board members will act as Assistant Secretaries along with George Flint with GMS staff. Ms. Burns asked that she be named Secretary. Ms. Schwenk was appointed as Chairperson, Mr. Marone was appointed Vice Chairman, and the remainder of the Board will serve as Assistant Secretaries.

On MOTION by Mr. Frye, seconded by Mr. Marone, with all in favor, Resolution 2022-33 Electing Officers as slated above, were approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the October 28, 2021 Board of Supervisors Meeting

Ms. Burns asked for any comments, corrections, or changes to the October 28, 2021 meeting minutes. The Board had no changes.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, the Minutes of the October 28, 2021 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that this public hearing was advertised in the paper and mailed notice had been sent to all property owners within the District.

On MOTION by Ms. Brewer-Hudson, seconded by Mr. Frye, with all in favor, the Opening of the Public Hearing, was approved.

i. Presentation of Engineer's Report

Ms. Burns noted that this public hearing was advertised in the paper along with a mailed notice to all the landowners. Mr. Malave presented the engineer's report to the Board which

provides a structure for the capital improvements for the District. Total acreage is 206.56 acres that will consist of 744 lots. The cost estimate was provided under separate cover totaling \$32,825,460.

Mr. Malave noted that the costs are reasonable and relate to current costs. He stated that there is no reason to believe that the improvements cannot be constructed as outlined in the report at this time. There being no questions for the engineer, Ms. Burns asked for a motion of approval.

On MOTION by Mr. Frye, seconded by Ms. Brewer-Hudson, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Ms. Burns gave a brief overview of the Master Assessment Methodology which allocates the debts to the properties based on special benefits that each receive from the capital improvement plan. Table 1 shows the development plan with a total of 744 lots. Single family 40-foot lots have an ERU of 1 and the single family 50-foot lots have an ERU of 1.25. Table 2 shows the capital improvement plan with a total cost of \$32,825,460. Table 3 shows a bond sizing of \$42 million. Table 4 shows the improvement cost per unit. Table 5 shows the par debt per unit with a 40-foot lot at \$48,611 for a 50-foot lot it would \$60,764. Table 6 shows the net and gross annual debt assessments per unit. The gross assessments contemplate additional fees for collection costs and early payment discounts when collected on the Polk County tax bill. Table 7 show the preliminary assessment roll which allocates the debt by acre.

Mr. Van Wyk asked if it was Ms. Burns's opinion that the cost of assessments is less than or equal to the amount of benefit received by each of the parcels within the District, and Ms. Burns answered yes, it is. Mr. Van Wyk asked if it was Ms. Burns's opinion that the assessments as set forth in the report are fairly and reasonably apportioned across the product types in the District, and Ms. Burns answered yes.

On MOTION by Mr. Marone, seconded by Mr. Frye, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-34 Levying Special Assessments

Ms. Burns asked for any questions the Board may have. There being none, she asked for a motion of approval.

On MOTION by Mr. Marone, seconded by Ms. Aviles, with all in favor, Resolution 2022-34 Levying Special Assessments, was approved.

On MOTION by Mr. Frye, seconded by Ms. Brewer-Hudson, with all in favor, the Public Hearing was closed.

A. Public Hearing on the District’s Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns noted that the public hearing was advertised in the paper and asked for a motion to open the public hearing.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Aviles, with all in favor, the Public Hearing was opened.

i. Consideration of Resolution 2022-35 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns noted that adopting this resolution would allow the District to collect assessments using the Polk County tax bill when they are ready.

On MOTION by Mr. Marone, seconded by Ms. Aviles, with all in favor, Resolution 2022-35 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

On MOTION by Ms. Brewer-Hudson, seconded by Mr. Marone, with all in favor, the Public Hearing was closed.

B. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns noted that this public hearing has been advertised in the paper and asked for a motion to open the public hearing.

On MOTION by Ms. Frye, seconded by Ms. Aviles, with all in favor, the Public Hearing was opened.

ii. Consideration of Resolution 2022-36 Adopting the Rules of Procedure

Ms. Burns noted that these are general sets of rules that the District will use for operation and asked if any Board Members had any questions. There being none, she asked for a motion of approval.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, Resolution 2022-36 Adopting the Rules of Procedure, was approved.

On MOTION by Mr. Frye, seconded by Mr. Marone, with all in favor, the Public Hearing was closed.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns noted that staff was authorized to issue an RFQ for engineering services and received one response from Dewberry Engineer. There were no questions on the proposal and Ms. Burns recommended that they be ranked as the number one and authorize the GMS office to send a notice of intent to award and authorize Mr. Malave’s office to draft a form of agreement.

On MOTION by Mr. Frye, seconded by Ms. Aviles, with all in favor, Ranking of Proposals for District Engineering Services and Selection of District Engineer and Authorization for Counsel to Draft and Agreement and Authorization for the Chairman to Execute the Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk stated that the validation hearing is set for January 3rd, 2022.

B. Engineer

There being none, the next item followed.

C. District Manager’s Report

There being none, the next item followed.

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

Ms. Burns adjourned the meeting.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman