

**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, **February 15, 2023** at 1:55 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Patricia Hudson	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, KVW Law
Lisa Kelley <i>by Zoom</i>	District Engineer, Dewberry
Molly Banfield <i>by Zoom</i>	District Engineer, Dewberry
Heather Wertz <i>by Zoom</i>	Project Engineer, Absolute Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three 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

Approval of the Minutes of the December 21, 2022 Audit Committee Meeting and Board of Supervisors Meeting

Ms. Burns presented the minutes from the December 21, 2022 Audit Committee meeting and regular Board of Supervisors meeting and asked for any comments or corrections. Hearing none, she asked for a motion of approval.

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On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Minutes of the December 21, 2022 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

FOURTH ORDER OF BUSINESS

Review and Ranking of Proposals Received for Offsite Roadway Improvements Request for Proposals and Authorizing Staff to Send a Notice of Intent to Award

Ms. Wertz presented the ranking results to the Board and stated that three bidders qualified, Tucker Paving, JR Davis, and Kearney. The pricing between Tucker Paving and JR Davis was very close and the standout difference was that Tucker Paving’s timeline is shorter than JR Davis’s timeline. Tucker Paving was ranked #1 followed by JR Davis at #2 and Kearney last.

Ms. Wertz recommended that the Board go with Tucker Paving, and she offered to answer any questions the Board may have. Mr. Van Wyk asked for the record that nothing was missing from the RFP and there was no material exempt exceptions, and there were none. Hearing no other questions, Ms. Burns asked for a motion of approval.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Ranking of Proposals Received for Offsite Roadway Improvements Requests for Proposals with Tucker Paving Ranked #1 and Authorizing Staff to Send a Notice of Intent to Award to Tucker Paving, was approved.

FIFTH ORDER OF BUSINESS

Ratification of Engagement Letter for Fiscal Year 2022 Audit Services with DiBartolomeo, McBee, Hartley & Barnes, P.A.

Ms. Burns stated this engagement letter is for the Fiscal Year 2022 audit with a price not to exceed \$3,250 and she was looking for a motion to ratify.

On MOTION by Ms. Hudson, seconded by Mr. Arnette, with all in favor, the Engagement Letter for Fiscal Year 2022 Audit Services with DiBartolomeo, McBee, Hartley & Barnes, was ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

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A. Attorney

Mr. Van Wyk had nothing further for the Board.

B. Engineer

Ms. Hertz reported that the exhibits for the boundary amendment have been revised and are ready to be filed.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register that is also included in the agenda package for Board review from November 1, 2022 through December 31, 2022 totaling \$14,493.56. There being no questions, Ms. Burns asked for a motion of approval.

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

ii. Balance Sheet & Income Statement

Ms. Burns reviewed the financials and there was no action necessary. The Board had no questions.

iii. Ratification of Summary of Series 2022 Requisitions #105 to #117

Ms. Burns presented requisitions #105 through #117 and asked for the Board to ratify them. They have already been approved.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Series 2022 Requisitions #105 through #117, were ratified.

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

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Ms. Burns adjourned the meeting.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the meeting was adjourned at 2:00 p.m.

Jill Burns

Secretary/Assistant Secretary

Rennie Heath

Chairman/Vice Chairman