

**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, **April 19, 2023** at 1:45 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk	Vice Chair
Patricia Hudson	Assistant Secretary
Daniel Arnette	Assistant Secretary
Chuck Cavaretta	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, KVV Law
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Five 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 at this time or via zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the February 15,
2023 Board of Supervisors Meetings**

Ms. Burns presented the minutes from the February 15, 2023 Board of Supervisors meeting and asked for any changes or corrections from the Board.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Minutes of the February 15, 2023 Board of Supervisors Meeting, were approved.

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FOURTH ORDER OF BUSINESS**Consideration of Resolution 2023-02 Approving the Proposed Fiscal Year 2023/2024 Budget (Suggested Date: July 19, 2023), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2023/2024 Budget and the Imposition of Operations and Maintenance Assessments**

Mr. Burns stated that the suggested date for the public hearing is July 19th. She noted based on the estimates received, landscaping should be ready to turn over to the CCD in August of this year so a full year of landscaping improvements have been contemplated based on the plans that were received. She stated the amenity estimate was February 2024, so about seven months of amenity expenses were listed.

Ms. Burns stated the sheet sent by Greg with all of the timelines has this clubhouse construction starting July of 2023 and finishing in February. Mr. Cavaretta stated he thinks it is going to be a little bit later, probably late March to April. Ms. Burns stated that Greg has it finishing about February so they have February through the end of the year and then landscaping would be done prior to the start of the fiscal year. He shows it being done, some in June and some in August of this year and it is all platted so the levying will go on roll in November of 2023.

Ms. Burns stated that the per lot assessment was \$689.59. She stated this is not for a full year of amenity operation. She stated there would be lots closing in April or May. Ms. Burns stated right now it is developer funding in the current year so there are no assessments levied. She stated at this point the assessment is going to be on the land whether there is a home on it or not. Mr. Heath stated the builder pays for the assessment and then once the house is conveyed over to the homebuyer, the homebuyer pays it. Ms. Burns stated in this scenario when the tax record comes out next November, some may have homes on them and some may not, that is usually prorated at closing so the homebuilder will pay the tax bill at the beginning of the year and then those assessments will be prorated when closed with each buyer. Ms. Hudson stated those funds won't come into the CDD until the tax roll comes out in October or November. Ms. Burns stated that's right. Usually, the hardest year is the year between when we developer funded the year where they move to the tax bill because if the tax bill comes out in November, they do not get funds from the tax collector until December so there is usually a gap there so there is a little time to cover that.

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Ms. Burns noted this one is a little different because the whole project is being constructed at the same time and there are no future phases. She stated most of the time there is a direct bill that will cover them for those two months. Ms. Burns stated that they would add the \$200,000 contingency and will send the notice at that and when the budget is adopted that contingency can be taken out. She stated notices will be sent at that amount.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2023-02 Approving Proposed Fiscal Year 2024 Budget and Setting PH on Budget & Imposition of O&M as amended to add a \$200,000 contingency, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-03
Waiving a Portion of the Rules of
Procedure Regarding Noticing of
Meetings**

Ms. Burns stated that only the annual meeting notice would be placed and not the monthly meeting notice.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, Resolution 2023-03 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings, was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2023-04
Authorizing Bank Account Signatories**

Ms. Burns stated this authorizes certain officers to sign on behalf of the District.

On MOTION by Mr. Cavaretta, seconded by Ms. Hudson, with all in favor, Resolution 2023-04 Authorizing Bank Account Signatories, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk had nothing for the Board.

B. Engineer

Mr. Malave had nothing for the Board.

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C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register that is included in the agenda package for Board review. She asked for any questions on those, otherwise looking for a motion to approve.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated financial packets were included in the package for review through February. No action is necessary.

iii. Ratification of Summary of Series 2022 Requisitions #118 to #148

Ms. Burns stated these have already been approved and just need to be ratified by the Board.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Series 2022 Requisitions #118 to #148, were ratified.

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. Cavaretta, seconded by Mr. Arnette, with all in favor, the meeting was adjourned.

Jill Burns

Rennie Heath

Secretary/Assistant Secretary

Chairman/Vice Chairman