

**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 17, 2024** at 1:45 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Patricia Hudson	Assistant Secretary
Chuck Cavaretta	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk
Rey Malave <i>by Zoom</i>	District Engineer, Dewberry
Clayton Smith	Field Operations, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:49 p.m. and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted there were no members of the public present nor joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the March 20,
2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the March 20, 2024 Board of Supervisors meeting. She asked for any questions, comments, or corrections. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Minutes of the March 20, 2024 Board of Supervisors Meeting, were approved.
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April 17, 2024

Scenic Terrace South CDD

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-05 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 17, 2024), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2024/2025 Budget and the Imposition of Operations and Maintenance Assessments

Ms. Burns presented the resolution to the Board and suggested the public hearing date be held at the regularly scheduled Board of Supervisors meeting on July 17, 2024. She highlighted the assessment amount to be noticed at \$971. This includes a large capital reserve transfer which will be able to be adjusted and possibly brought down at the coming meetings. She offered to answer any questions for the Board. Hearing none, she asked for a motion of approval.

On MOTION by Mr. Cavaretta, seconded by Ms. Hudson, with all in favor, Resolution 2024-05 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 17, 2024), Declaring Special Assessments and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget and the Imposition of Operations and Maintenance Assessments, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-06 Setting a Public Hearing to Adopt Amenity Rules and Rates for the District

Ms. Burns noted that a standard set of amenity rules that have been used at a lot of facilities was included in the agenda package and highlighted some of the general policies for the Board. A non-resident user fee was included at \$2,500 a year. The suggested date for this public hearing is the same as the above, July 17, 2024. Ms. Burns explained the management of amenity facilities before asking for a motion of approval.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, Resolution 2024-06 Setting a Public Hearing to Adopt Amenity Rules and Rates for the District, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

April 17, 2024

Scenic Terrace South CDD

A. Attorney

Mr. Van Wyk had nothing further for the Board, so the next item followed.

B. Engineer

i. Consideration of Work Order 2024-02 for Annual Consulting Engineering Services from Dewberry

Mr. Malave presented the work order stating normally an engineering annual report is required based on the bond holder conditions and noted that they will confirm if it is required at this point and asked for a motion of approval if it is required.

On MOTION by Mr. Cavaretta, seconded by Ms. Hudson, with all in favor, Work Order 2024-02 for Annual Consulting Engineering Services from Dewberry, was approved.

C. Field Manager's Report

Mr. Smith presented the Field Manager's Report which was included in the agenda package. In progress items include:

- Landscape reviews are in process including areas surrounding the pond since the vendor started on April 1st.
- Phase 3 is pending sod instillation at dry pond and smaller tracts.
- GMS staff have continued to review all dry ponds throughout the neighborhood.
- Staff continues to monitor amenity progress.

Mr. Smith offered to answer any questions for the Board. Hearing none, the next item followed.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register that was included in the agenda package for the Board to review for the month of March totaling \$751,149.16.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Check Register totaling \$751,149.16, was approved.

ii. Balance Sheet & Income Statement

April 17, 2024

Scenic Terrace South CDD

Ms. Burns stated financial packets are included in the agenda package for review through the month of February. There is no action necessary from the Board.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

Rennie Heath

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Chairman/Vice Chairman