

**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, **July 17, 2024** at 1:52 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Patricia Hudson
Chuck Cavaretta
Daniel Arnette

Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Savannah Hancock *by Zoom*
Savannah Gaultierie *by Zoom*
Marshall Tindall *by Zoom*

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
District Engineer, Dewberry
Field Operations, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:52 p.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted there were no members of the public present and none joining via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the June 19, 2024
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the June 19, 2024 Board of Supervisors meeting. She asked for any questions, comments, or corrections. The Board had no changes to the minutes.

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| <p>On MOTION by Mr. Cavaretta, seconded by Ms. Hudson, with all in favor, the Minutes of the June 19, 2024 Board of Supervisors Meeting, were approved.</p> |
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FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns stated this public hearing has been advertised in the paper. She asked for a motion to open the public hearing.

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

Ms. Burns stated there are no members of the public present at this time and none joining via Zoom. She asked for a motion to close the public hearing.

On MOTION by Ms. Hudson, seconded by Mr. Cavaretta, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2024-07 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds

Ms. Burns stated the budget version in the agenda package matches the notice amount that was previously sent. Last year’s notice was for Phases 1-3 and the total gross amount was \$969.21. Phase 4 was developed later and hadn’t been provided notice at the same rate. This budget was put together and they sent Phase 4 the notice at \$969.21. Everyone in the community has the same notice level. In the proposed budget all of the line items are the same except the capital reserve transfer was reduced to \$150,000. This version would be \$881 per unit as opposed to the \$969. FY2024 was \$681.18 so the increased amount is \$200.24. Ms. Burns noted the number in this budget for security is \$33,000.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2024-07 Adopting the District’s Fiscal Year 2024/2025 Budget and Appropriating Funds – Version 2, was approved.

B. Public Hearing on the Imposition of Operations and Maintenance Special Assessments

Ms. Burns stated this public hearing has been advertised and mailed notice sent for the increase to Phase 4 only. She asked for a motion to open the public hearing.

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On MOTION by Mr. Arnette, seconded by Ms. Hudson, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns asked for a motion to close the public hearing because there are no members of the public present to provide comments.

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

i. Consideration of Resolution 2024-08 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated this resolution will certify the assessment roll for collection on the Polk County tax bill.

On MOTION by Ms. Hudson, seconded by Mr. Arnette, with all in favor, Resolution 2024-08 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

C. Public Hearing on the Adoption of Amenity Policies and Rates

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

On MOTION by Mr. Arnette, seconded by Ms. Hudson, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated there are no members of the public present. She asked for a motion to close the public hearing.

On MOTION by Mr. Arnette, seconded by Ms. Hudson, with all in favor, Closing the Public Hearing, was approved.

i. Consideration of Resolution 2024-09 Adopting Amenity Policies and Rates for the District

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Ms. Burns stated because the facility shares with Scenic Terrace North, this is identical to what was approved at the last meeting.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2024-09 Adopting Amenity Policies and Rates for the District, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-10 Designating of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024/2025

Ms. Burns stated the proposed time for the monthly Board meeting is the third Wednesday at 1:30 p.m. at this location.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2024-10 Designating the Regular Monthly Meeting on the Third Wednesday at 1:30 p.m. at this location for Fiscal Year 2024/2025, was approved.

SIXTH ORDER OF BUSINESS

Consideration of the Adoption of Goals and Objectives for the District

Ms. Burns stated this would satisfy the requirement through statute for the District to adopt goals and objectives. The exact same set of goals and objectives for this District.

On MOTION by Mr. Cavaretta, seconded by Ms. Hudson, with all in favor, the Adoption of Goals and Objectives for the District, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Security Services (to be provided under separate cover)

A. Nation Security

Ms. Burns presented the Nation Security proposal for guard service only. It is a new company that reached out and we started getting proposals from. The big benefit is this company will let you hire them seasonally or as needed. It is a weekly price and does not change whether it be seasonal or every month. The weekly rate is \$462 for 16 hours. Annually it would be \$24,024.

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B. Securitas

Ms. Burns presented the Securitas proposal with hybrid remote monitoring and lifeguard. It's 16 hours per week of a lifeguard who would be there to enforce pool rules. In addition to the 16 hours a week of the lifeguard, there is a remote monitoring pool protection camera system that has call down capability essentially utilized for hours when the pool is closed. The pool is closed from 8 p.m. to 8 a.m. There are motion sensors on the cameras. It is \$8,272 for the remote guarding and \$23,862 for the 16 hours per week for a total of \$32,134.

C. Deep Sentinel Corp

Ms. Burns presented the Deep Sentinel Corp proposal with a camera system that basically does what the Securitas remote guarding does. It is monitored and voice activated. Price for installation is \$2,635. The price to monitor is \$3,000/year.

On MOTION by Mr. Arnette, seconded by Ms. Hudson, with all in favor, the Deep Sentinel & Nation Security Proposals, were approved.

EIGHTH ORDER OF BUSINESS

Presentation of Fiscal Year 2023 Audit Report

Ms. Burns stated on page 30 of the agenda is the report to management stating it was a clean audit with no instances of noncompliance. It was submitted to the state by June 30th.

On MOTION by Ms. Hudson, seconded by Mr. Arnette, with all in favor, Accepting the Fiscal Year 2023 Audit Report, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk gave a brief update on advertising options coming forward and will bring that Resolution to the next meeting.

B. Engineer

i. Presentation of Annual Engineer's Report

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Ms. Gaultierie stated on their inspection of the infrastructure, the infrastructure that is currently being maintained is in reasonably good repair. The O&M budget for FY2025 is sufficient for the Scenic Terrace South CDD. The current limits of the insurance are adequate for the community.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Annual Engineer’s Report, was approved.

C. Field Manager’s Report

Mr. Tindall presented the field manager’s report on page 141 of the agenda package.

i. Consideration of Proposals for Recurring Landscaping Services

a) Amenity Tract

b) Phase 3 & Phase 4 Dry Ponds

Mr. Tindall presented the proposals to extend the maintenance to the amenity area and the ponds in Phases 3 & 4. The annual proposal to extend the contract is \$16,800 for ponds 3 & 4. The annual proposal to extend service to the amenity area is an additional \$20,160. The existing contract for Phases 1 & 2 would be \$82,950 bringing the new total for Phases 1 & 2, ponds in Phases 3 & 4 and the amenity to \$119,910 annually or \$9,992.50/month. He recommended they extend and add these addendums to the existing contract to ensure everything stays well maintained. Ms. Burns noted there is \$125K in the budget.

On MOTION by Mr. Arnette, seconded by Ms. Hudson, with all in favor, the Proposals for Recurring Landscaping Services, was approved.

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.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, the Check Register, was approved.

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ii. Balance Sheet & Income Statement

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

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:
Rennie Heath
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Chairman/Vice Chairman