

**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 20, 2024**, at 1:32 p.m. at Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Patricia Hudson
Bobbie Henley

Chairman
Vice Chairperson
Assistant Secretary
Appointed as Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk
Savannah Hancock
Rey Malave *by Zoom*
Joey Duncan *by Zoom*
Joel Blanco *by Zoom joined late*

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:32 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

Organizational Matters

A. Acceptance of Resignation of Supervisor Chuck Cavaretta

Ms. Burns stated there was a letter of resignation from Mr. Chuck Cavaretta. She asked for a motion to accept the resignation.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Resignation of Supervisor Chuck Cavaretta was approved.
--

November 20, 2024

Scenic Terrace South CDD

B. Consideration of Appointment to Board Seat #4

Ms. Burns asked for nominations for Board Seat #4. Ms. Bobbie Henley was nominated.

On MOTION by Ms. Schwenk, seconded by Ms. Hudson, with all in favor, Appointing Bobbie Henley to Board Seat #4 was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Ms. Henley.

D. Consideration of Resolution 2025-01 Appointing an Assistant Secretary

Ms. Burns stated that Ms. Henley had been appointed as Assistant Secretary.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, Resolution 2025-01 Appointing an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the July 17, 2024,
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the July 17, 2024, Board of Supervisors meeting. She asked for any questions, comments, or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Hudson, seconded by Mr. Heath, with all in favor, the Minutes of the July 17, 2024, Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2025-02
Authorizing the Publication of Legal
Advertisements and Public Notices on a
Publicly Accessible Website in Polk
County**

Ms. Burns stated they were utilizing the newspaper as required in Florida stature for most of their legal notice. She noted there had been a change in the law that said if a county had a website, utilizing to post their public notices, they could piggyback off that website and use the county website to publish meeting notices. Ms. Burns added some assessment notices or budget

November 20, 2024

Scenic Terrace South CDD

notices would have to go to the newspaper, which would direct the public to the new Polk County website, and they can utilize that.

On MOTION by Ms. Henley, seconded by Mr. Heath, with all in favor, Resolution 2025-02 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Amendment to Landscape & Irrigation Maintenance Services Agreement with Prince & Sons

Ms. Burns noted this ratification was executed outside before the meeting.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, the Amendment to Landscape & Irrigation Maintenance Services Agreement with Prince & Sons, was ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock stated that there was nothing to report. She could answer any questions.

B. Engineer

i. Ratification of Work Authorization 2025-1 for District Engineering Services from Dewberry

Mr. Malave stated that there was nothing to report. He noted that he had ratified their work authorization for the new fiscal year and could answer any questions.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Work Authorization 2025-1 for District Engineering Services from Dewberry, was ratified.

C. Field Manager's Report

Ms. Burns stated that Mr. Blanco was not present and that he was at the grand opening of Lake Deer Amenity. She added they like a field manager there in case of any issues. Ms. Burns noted that she would go over Mr. Blanco's report. She stated in the report that the staff was on site before the hurricane. They said they would secure all the furniture and prepare everything for the

November 20, 2024

Scenic Terrace South CDD

storm. The furniture was stacked in the restroom building. She added that the report revealed significant fencing and structural damage. There will be an insurance claim for lost or damaged items.

**Mr. Blanco joined the meeting via Zoom at this time.*

Mr. Blanco stated they did conduct pre- and post-hurricane reviews of the site. He noted reports of significant fence damage throughout the District on Scenic Highway, which is Phase One and Phase Two, Hughes Road. Phase One, White Clay Pit Rd. On Phase for Detour Road on Phase One and along Hughes Rd. There are some minor sections on Phase One on Starlight's home side. They collected and organized a lot of that material. He added that they were collecting an estimate to repair the significant damage along those roads and coordinated with their maintenance staff to restore minor damage in that phase. In the Phase Two section, the shade structure was completely damaged. Mr. Blanco stated they should be receiving estimates. They are collecting pricing on the cable replacements.

Mr. Blanco noted they conducted an overall review of the District, landscaping, and pawn review. The landscaping and the dry ponds remain in satisfactory condition. He said a proposal is to add the front fence track on Phase One and Phase Three along Scenic Highway to the existing agreement with Prince & Sons. Mr. Blanco wanted to know if the Board would like to review it before proceeding with the Field Managers' Report. He then said they would finish the report and present a proposal.

Mr. Blanco added several trees were damaged or leaning. He said the landscaping vendor had been there to stake the trees. He added that the amenity had successfully opened. The pool had been free and clear of any debris. The janitorial staff had cleaned, which included the dog park waste bins. Two of the bins were found damaged but were replaced. Mr. Blanco noted that it could be weeks or months. The storm deductible is a minimum of \$10,000.00 per named storm. He added that their crew working on getting everything replaced gets billed at an hourly rate. Man hours are a part of the repair cost that would be submitted. Mr. Blanco mentioned the shade structures, the fencing, and the playground. He spoke typically, and the crews could easily do playground shade structures.

i. Consideration of Proposal to Add Front Fence Landscaping for Phase 1 & Phase 3 to Current Landscaping Contract

November 20, 2024

Scenic Terrace South CDD

Mr. Blanco presented the proposal to add the front fence line in Phase One and Phase Three to the agenda. He stated that the trees had been planted and the mulch along the fencing had been installed. Mr. Blanco noted he'd be happy to answer any questions.

Ms. Burns noted that this contract would be \$24,432.00. She stated that Prince & Sons had been on this job for at least a year and that they don't get many landscaping complaints from residents. She added that they have done a good job across Polk County. A Board member asked if this contract amount was within the budget, and Mr. Blanco indicated it was.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Proposal to Add Front Fence Landscaping for Phase 1 & Phase 3 to Current Landscaping Contract, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register in the agenda package for the Board to review.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated that financial packets are included in the agenda package for review. The Board does not need to take any action.

EIGHTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

November 20, 2024

Scenic Terrace South CDD

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

8215FA2B8FB744A...

Chairman/Vice Chairman