

**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 on **Wednesday, December 17, 2025**, at 9:30 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Lindsey Roden	Vice Chairperson
Bobbie Shockley	Assistant Secretary
Jessica Spencer	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Chace Arrington <i>by Zoom</i>	District Engineer, Dewberry
Joel Blanco	Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 9:35 a.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Resident questioned the proposal to install mulch.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members – Jessica Spencer (Seat #2), Lauren Schwenk (Seat #3) & Bobbie Shockley (Seat #4)(Landowners' Election held on November 19, 2025)

Ms. Burns administered the oath of office to Jessica Spencer and Bobbie Shockley. Lauren Schwenk is not present and will be sworn in at a later time.

B. Consideration of Resolution 2026-05 Canvassing and Certifying the Results of the Landowners' Election

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Ms. Burns presented the results of the November 19, 2025 Landowners’ election with three Supervisors elected. She offered to take questions otherwise she asked for a motion to approve the resolution.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2026-05 Canvassing and Certifying the Results of the Landowners’ Election, was approved.

C. Election of Officers

D. Consideration of Resolution 2026-06 Electing Officers

Ms. Burns stated previously Rennie Heath was Chair, Lauren Schwenk was Vice Chair, and Lindsey Roden, Pat Hudson (replaced with Jessica Spencer at Landowners Election), and Bobbie Shockley, were Assistant Secretaries. After Board discussion, their consensus was for Lauren Schwenk to serve as Chair, Lindsey Roden as Vice Chair and the other Supervisors will serve as Assistant Secretaries along with George Flint, and Jill Burns as Secretary.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, Resolution 2026-06 Electing Officers as slated above, was approved.

E. Consideration of Resolution 2026-07 Extending Board Seat Terms to Coincide with Election Years

Ms. Burns stated right now the general election process has not been reached. The general election process starts when the District has been established for at least six years and there are at least 250 registered voters within the District. At that time, two seats turn over to residents who reside within the community. That process is handled by the Supervisor of Elections. Residents will get entered on the ballot when they go to vote. That has to line up with even years because it goes on the Supervisor of Election schedules. This resolution extends the terms to the even years. They are currently 2027 and 2029 and will move to the even years 2028 and 2030.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-07 Extending Borad Seat Terms to Coincide with Election Years, was approved.

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FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 15, 2025 Board of Supervisors Meeting & the November 19, 2025 Landowners' Meeting

Ms. Burns presented the minutes from the October 15, 2025, Board of Supervisors meeting and the November 19, 2025 Landowners' meeting. She asked for any comments, corrections, or questions. The Board had no changes to the minutes.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Minutes of October 15, 2025 Board of Supervisors Meeting and November 19, 2025 Landowners' Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District

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

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2026-08 Adopting Amended and Restated Rules of Procedure for the District

Ms. Burns explained this is amending the District's existing Rules of Procedure that governs the District. It is being updated for recent Florida statute changes and minor corrections. These are the same that the Board saw at the previous meeting that have been posted. Ms. Burns asked for any public comments on the amended and restated Rules of Procedure. There being no questions, Ms. Burns asked for a motion to approve the resolution.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Resolution 2026-08 Adopting Amended and Restated Rules of Procedure for the District, was approved.

Ms. Burns asked for a motion to the close the public hearing.

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On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-09 Adopting an Amended Meeting Date for Remaining Fiscal Year 2026 Board Meetings

Ms. Burns stated meetings are scheduled monthly, currently the third Wednesday of the month at 9:30 a.m. The Board had some conflict with the Wednesday date so it has been moved to the fourth Thursday. She noted that the location and time are the same. The website will be updated with the new dates and those dates will be readvertised.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2026-09 Adopting an Amended Meeting Date for Remaining Fiscal Year 2026 Board Meetings, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Arbitrage Rebate Report from AMTEC for Series 2023 Project Bonds

Ms. Burns stated this report is required under the Trust Indenture for the bonds. The District has to demonstrate under internal revenue code that they do not earn more interest than they pay on the bonds. Page 4 shows a negative arbitrage amount.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Accepting the Arbitrage Rebate Report from AMTEC for Series 2023 Project Bonds, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns stated this is the annual renewal of the existing agreement that they require the District to enter into every year. It is primarily administrative. There are certain procedures that have to be followed, for example certain police, judges, their information may be exempt from public record. This is required in order to collect assessments on the tax bill.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board of ethics training due by the end of the calendar year. Form1 will be submitted next year.

B. Engineer

Mr. Arrington had nothing to report but offered to take questions.

C. Field Manager’s Report

Mr. Blanco reviewed the Field Manager’s report on page 116 of the agenda package.

i. Consideration of Proposal for Purchase and Installation of New Pool Motor

Ms. Burns stated the pool motor is declining and is not under warranty. The pool vendor suggested replacing it now. She suggested that the Board delegate authority to the Chair to approve if the pool motor fails, if not Mr. Blanco will bring back additional options.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Delegating Authority to the Chair to Approve if Pool Motor Fails, if not Mr. Blanco to bring back additional options, was approved.

ii. Consideration of Landscaping Proposals

a) Proposal to Install Pine Bark Mulch Around the Amenity Center

Mr. Blanco stated this would be a refresh of the mulch around the amenity.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Proposal to Install Pine Bark Mulch Around the Amenity Center, was approved.

b) Proposal to Install Pine Bark Mulch Around District Perimeter & Common Areas

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Mr. Blanco stated this proposal is to install pine bark mulch around the District perimeter and common areas.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Proposal to Install Pine Bark Mulch Around District Perimeter & Common Areas, was approved.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register from September 1, 2025 through October 31, 2025 totaling \$139,847.31. She offered to take any questions.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns stated the financial statements were included in the package for review. These are for informational purposes. No action is required. These are for October which is the first month of the fiscal year.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Resident spoke about the pool motor and getting more than one quote. Ms. Burns noted the motor comparison; it was the recommendation of the pool vendor. They will ask if there are other options.

Resident spoke about the pine mulch bringing in rodents and bugs. Sent an email about the field in Phase 1 that has no landscaping and asked what the boundaries are and if Scenic Terrace is responsible for it. Ms. Burns stated pine mulch is standard. Rock would be considerably more.

Resident stated the above lot is next to her house and she gets snakes and more bugs in her yard because the lot is not maintained. It’s an eyesore. Mr. Blanco spoke to the landscape vendor

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so when they are out there, they will make sure that is mowed. Resident commented about the cheap fencing that will get blown/knocked down. Ms. Burns noted the fencing is what was installed when they had the hurricane. For insurance to cover it, it is replaced with the same fencing. If residents want to explore another type of fencing, the District would have to budget and increase assessments.

Resident (Nick Callas) stated lawn maintenance doesn't pick up trash before mowing and just mow over the trash. Mr. Blanco stated they will address this with the landscaping vendor. They should pick up trash in areas that they mow. They aren't contracted to pick up trash in areas they don't mow.

Resident (Wendy) stated the lights in the sign on Scenic Terrace are dull and asked for more lighting. She asked to put a sidewalk from the side of the pool to the mailboxes. Spoke about security at the pool, people jumping the fence and making a mess. Ms. Burns noted this was not intended to be a staffed pool but with concern from residents, there is seasonal coverage Memorial Day to Labor Day on a limited basis. Expanding security is an option but at the expense of raising assessments to residents. There is a trespass order in place with the police department if you do see someone jumping the fence. Email the amenity access team if rules are being broken at the pool when there is no staff on duty.

Resident stated when leaving the subdivision it's hard to see the traffic Northbound and asked to have the vegetation trimmed back. Mr. Blanco noted that he will look into that.

TWELFTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

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Laven O. Schaub
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Chairman/Vice Chairman