

**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 **Thursday, July 23, 2026**, at 9:37 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Lindsey Roden
Bobbie Shockley
Jessica Spencer

Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Meredith Hammock *by Zoom*
Chace Arrington *by Zoom*
Rey Malave *by Zoom*
Joel Blanco

District Manager, GMS
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 9:41 a.m. and called the roll. Three Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated for the record that there were no members of the public present for comment and the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the June 25, 2026 Board of Supervisors Meeting

Ms. Burns presented the minutes from the June 25, 2026 Board of Supervisors meeting and 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 the June 25, 2026 Board of Supervisors Meeting, were approved.

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FOURTH ORDER OF BUSINESS**Public Hearing****A. Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget**

Ms. Burns stated that the public hearing on the adoption of the fiscal year 2027 budget had been properly advertised.

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

i. Consideration of Resolution 2026-11 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds

Ms. Burns stated that Resolution 2026-11 would adopt the District's Fiscal Year 2027 budget and appropriate funds. No members of the public were present to provide comments. Ms. Burns stated that the proposed budget kept assessments unchanged, increased the reserve transfer from approximately \$79,000 to \$120,000, increased security funding, and reduced certain utility and meeting-related costs due to consistently lower expenses and the proposed bimonthly meeting schedule.

She noted that the capital reserve transfer included a \$25,000 allocation for long-term planning to potentially replace the existing fence wall with a concrete wall or another alternative, helping prevent it from becoming a long-term maintenance issue.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Resolution 2026-11 Adopting the District's Fiscal Year 2026/2027 Budget and Appropriating Funds, were approved.

ii. Consideration of Resolution 2026-12 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns stated that Resolution 2026-12 would impose special assessments and certify the assessment roll for collection based on the newly approved budget and previously levied debt assessments.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2026-12 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

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

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2026-13 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026/2027

Ms. Burns stated that Resolution 2026-13 established the Fiscal Year 2027 regular meeting scheduled on the fourth Thursday on a bimonthly basis, with the December meeting rescheduled due to the holiday.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-13 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026/2027, was approved.

SIXTH ORDER OF BUSINESS

Presentation of Fiscal Year 2025 Audit Report and Letter from Auditor

Ms. Burns stated that the Fiscal Year 2025 audit report was clean, with no findings or instances of noncompliance, and had been submitted to the state by the June 30 deadline.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Accepting the Fiscal Year 2025 Audit Report and Letter from Auditor, were approved.

SEVENTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2027 Goals & Objectives

B. Review of Approved Fiscal Year 2026 Goals & Objectives and Authorizing Chair to Execute Final Form

Ms. Burns stated that the Fiscal Year 2027 goals and objectives, unchanged from Fiscal Year 2026, were presented for approval. The Board was also asked to authorize the Chair to review and confirm completion of the Fiscal Year 2026 goals, sign the required form, and submit it to the state.

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On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Adopting the Fiscal Year 2027 Goals & Objectives and the Fiscal Year 2026 Goals & Objectives and Authorizing Chair to Execute Final Form, were approved.

EIGHTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Ms. Hammock had nothing to report to the Board.

B. Engineer

Mr. Arrington stated he had nothing to report.

C. Field Manager's Report

i. Consideration of Proposal to Address Two (2) Areas of Washout at Dry Pond (to be provided under separate cover)

Mr. Blanco reported that declining plants at the main monument were replaced under warranty. Pond inspections identified two significant washout areas near mitered end sections on Dusty Miller Road; the drains showed no sediment blockage. A proposal totaling \$18,325 was presented to backfill both areas and install fabric and riprap to slow water flow and reduce erosion. Ms. Burns suggested approving the work on a not-to-exceed basis, subject to review and confirmation by the District engineers' team.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Proposal to Address Two (2) Areas of Washout at Dry Pond, was approved.

ii. Consideration of Proposal to Add an Additional Day of Service to Janitorial and Pool Maintenance Contracts

Mr. Blanco reported increased amenity use compared with the prior year and proposed adding a fourth weekly pool-maintenance and janitorial service day, preferably on weekends, during the peak season through Labor Day. The additional janitorial service would cost \$185 per month. Ms. Burns noted that the extra service was needed due to complaints about pool cleanliness.

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Mr. Blanco stated that the additional fourth weekly pool-maintenance visit would cost \$175 per month from Memorial Day through Labor Day and would occur on a weekend, typically late Saturday or early Sunday, between the existing weekday visits. He reported that new column signs and stabilizing brackets had been ordered for all six locations, with installation scheduled for September 3. Photographs of the completed installations would be included in the September field manager's report.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, the Proposal to Add an Additional Day of Service to Pool Maintenance Contract, was approved.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Proposal to Add an Additional Day of Service to Janitorial Maintenance Contract, was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register and offered to answer any questions. There being no questions, she asked for a motion of approval.

On MOTION by Ms. Roden, seconded by Ms. Shockley, 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.

SIXTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being no comments, the next item followed.

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EIGHTH 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

DocuSigned by:

Laven O. Schaub

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Chairman/Vice Chairman