

**MINUTES OF MEETING
SCENIC TERRACE NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Scenic Terrace North Community Development District was held Wednesday, **October 20, 2021** at 2:05 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Chairman
Patrick Marone	Vice-Chairman
Justin Frye	Assistant Secretary
Patricia Brewer-Hudson	Assistant Secretary
Christine Aviles	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Sarah Warren	KE Law Group
Margie Lloyd	Dewberry
Rey Malave <i>via Zoom</i>	Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Five Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns swore in five Supervisors: Ms. Lauren Schwenk, Mr. Justin Frye, Mr. Patrick Marone, Ms. Christine Aviles and Ms. Patricia Brewer-Hudson. Ms. Burns asked that all forms be completed and turned in to her.

B. Consideration of Resolution 2022-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated that the Landowner’s election was held prior to the meeting and reviewed the results of the meeting.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, Resolution 2022-01 Canvassing and Certifying the Results of the Landowners’ Election, was approved.

C. Election of Officers

D. Consideration of Resolution 2022-02 Electing Officers

Ms. Burns stated that Ms. Schwenk would be the Chairman and Mr. Marone would serve as Vice-Chairman. She asked that she be appointed as Secretary and George Flint from her office be appointed Assistant Secretary with Mr. Frye, Ms. Brewer-Hudson and Ms. Aviles all Assistant Secretary.

On MOTION by Ms. Schwenk, seconded by Ms. Brewer-Hudson, with all in favor, Resolution 2022-02 Appointing Officers with Ms. Lauren Schwenk as Chairman, Mr. Patrick Marone as Vice Chairman, Ms. Patricia Brewer-Hudson as Assistant Secretary, Mr. Justin Frye as Assistant Secretary, Ms. Christine Aviles as Assistant Secretary, along with Mr. George Flint as Assistant Secretary, and Ms. Jill Burns as Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 2, 2021 Organizational Meeting

Ms. Burns asked if the Board had any comments or corrections to the September 2, 2021 organizational meeting minutes. The Board had no changes.

On MOTION by Ms. Schwenk, seconded by Ms. Brewer-Hudson, with all in favor, the Minutes of the September 2, 2021 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated that this public hearing was advertised in the paper and mailed notice had been sent to all property owners within the District.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Opening of the Public Hearing, was approved.

i. Presentation of Engineer's Report

Ms. Lloyd provided a brief overview of the report for the Board. She stated that there were 113.29 acres and 429 residential lots of various sizes for single-family. She reviewed the tables in the report for the Board that detailed the future work in the area. Ms. Lloyd certified that the costs were reasonable and can provide for the construction of them.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Schwenk, with all in favor, the Engineer's Report, was approved.

ii. Presentation of Assessment Methodology

Ms. Burns stated that this report allocates debt to the properties based on the special benefit that each receives based on the capital improvements that Ms. Lloyd reviewed on the Engineer's Report. Ms. Burns stated that the report will be supplemented with one or more supplemental methodologies that will reflect the actual terms and conditions at the time of the issuance of those series of bonds. She reviewed the tables in the report for the Board as well.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2022-03 Levying Special Assessments

Ms. Burns stated that this actually levies the assessments on the property and has several findings that the assessments are fairly and reasonably apportioned and that the improvements can be constructed as outlined in the Engineer's report. This resolution will adopt the methodology and Engineer's report that the Board just approved as well. Ms. Warren followed up and stated that Ms. Burns confirmed for them that the assessments as levied would be equal to or in excess of the benefit provided by the improvements that would be constructed with the proceeds of the bonds. Ms. Warren stated that the resolution also finds that the mailed and published notices were provided as required by Florida statutes.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, Resolution 2022-03 Levying Special Assessments, was approved.

iv. Consideration of Notice of Master Lien of Assessments

Ms. Burns stated they would also need a motion to authorize counsel to record which will put potential property owners in the area under the assessments that had been levied on this land.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Schwenk, with all in favor, the Notice of Master Lien of Assessments and Authorizing Counsel to Record, was approved.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Schwenk, with all in favor, the Closing of the Public Hearing, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns stated that this public hearing was advertised in the paper.

On MOTION by Ms. Schwenk, seconded by Ms. Brewer-Hudson, with all in favor, the Opening of the Public Hearing, was approved.

i. Consideration of Resolution 2022-04 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns stated that this resolution was included in the agenda package. This resolution will be sent to the Polk County Property Appraiser and Tax Collector's office due to the tax roll being used to collect assessments when ready to do so.

On MOTION by Ms. Schwenk, seconded by Ms. Brewer-Hudson, with all in favor, Resolution 2022-04 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

On MOTION by Mr. Frye, seconded by Ms. Schwenk, with all in favor, the Closing of the Public Hearing, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns stated that this public hearing was advertised in the paper.

On MOTION by Ms. Brewer-Hudson, seconded by Ms. Schwenk, with all in favor, the Opening of the Public Hearing, was approved.

i. Consideration of Resolution 2022-05 Adopting the Rules of Procedure

Ms. Burns stated that this was included in the agenda package and that the rules had not changed since the Board saw them at the previous meeting.

On MOTION by Ms. Schwenk, seconded by Mr. Marone, with all in favor, Resolution 2022-05 Adopting the Rules of Procedure, was approved.

On MOTION by Ms. Schwenk, seconded by Mr. Frye, with all in favor, the Closing of the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that at the last meeting they authorized staff to issue an RFQ for engineering services. They received one response back from Dewberry Engineering.

On MOTION by Ms. Schwenk, seconded by Ms. Brewer-Hudson, with all in favor, the Proposal for District Engineering Services and Selection of District Engineer, Ranking Dewberry #1, Authorizing Staff to Send the Notice of Intent to Award, and Authorizing Counsel to Draft a Form of Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Warren stated that she did not have anything to report.

B. Engineer

Ms. Lloyd stated that she did not have anything to report.

C. District Manager's Report

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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


Secretary/Assistant Secretary


Chairman/Vice Chairman