

*Scenic Terrace North
Community Development District*

Meeting Agenda

April 19, 2023

AGENDA

Scenic Terrace North

Community Development District

219 E. Livingston St., Orlando, Florida 32801

Phone: 407-841-5524 – Fax: 407-839-1526

April 12, 2023

**Board of Supervisors
Scenic Terrace North
Community Development District**

Dear Board Members:

A regular Board of Supervisors Meeting of the **Scenic Terrace North Community Development District** will be held on **Wednesday, April 19, 2023** at **1:30 PM** at **346 E. Central Ave., Winter Haven, FL 33880**.

Zoom Video Link: <https://us06web.zoom.us/j/81629000991>

Zoom Call-In Number: 1-646-876-9923

Meeting ID: 816 2900 0991

Following is the advance agenda for the meeting:

Board of Supervisors Meeting

1. Roll Call
2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
3. Approval of Minutes of the February 15, 2023 Board of Supervisors Meeting
4. Consideration of Resolution 2023-01 Approving the Proposed Fiscal Year 2023/2024 Budget (Suggested Date: July 19, 2023), Declaring Special Assessments, and Setting the Public Hearings on the Adoption of the Fiscal Year 2023/2024 Budget and the Imposition of Operations and Maintenance Assessments
5. Consideration of Resolution 2023-02 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings
6. Consideration of Resolution 2023-03 Authorizing Bank Account Signatories
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Approval of Check Register
 - ii. Balance Sheet & Income Statement
8. Other Business
9. Supervisors Requests and Audience Comments
10. Adjournment

¹ Comments will be limited to three (3) minutes

MINUTES

**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, **February 15, 2023** at 1:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath	Chairman
Lauren Schwenk <i>by Zoom</i>	Vice Chairperson
Daniel Arnette	Assistant Secretary
Pat Hudson	Assistant Secretary
Chuck Cavaretta <i>by Zoom</i>	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, KVV Law
Lisa Kelley <i>by Zoom</i>	District Engineer, Dewberry
Molly Banfield <i>by Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three Board members were present in person 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

Approval of Minutes of the November 16, 2022 Audit Committee and Board of Supervisors Meetings

Ms. Burns presented the minutes from the November 16, 2022 Board of Supervisors and Audit Committee meetings and asked for any changes or corrections from the Board. There being no changes, she asked for a motion of approval.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Minutes of the November 16, 2022 Board of Supervisors
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meeting and the November 16, 2022 Audit Committee meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Subordination Easement Agreement**

Mr. Van Wyk presented the agreement drafted by Polk County to the Board. They need to make sure Duke subordinates Polk County's interest in the right-of-way for Powerline Rd. that will run through Scenic Terrace North and the District would like to join into the subordination agreement so that the District can have their crossroads not subject to the Duke easement as well as the placement of the guidelines. District counsel drafted a revision to the agreement that was submitted to Polk County and is asking for the Board to approve the agreement in substantial form subject to final revision by the Polk County and Duke. This will preserve the District's interest in the easement areas so there are no problems with crossroads and planned layout moving forward.

Mr. Heath asked why the county is even involved in this and Mr. Van Wyk responded that because there may be some utility lines placed through the roadway and the county wants to be sure wherever the powerlines are placed will not interfere with their plans for the roadway itself. There were questions between the Board and staff of why the county is involved because the roads are supposed to be CDD owned and not turned over to the county. After further discussion they came to an understanding that it is not a roadway but just an easement. To be clear, Mr. Van Wyk stated that they are not granting the easement, the easement was granted by the developer and has been settled, this is just stating that the District will have a roadway that crosses over as well, so don't do anything that will impact that and is the reason for joining in on the subordination agreement.

Ms. Burns noted for the record that Chuck Cavaretta joined the meeting.

On MOTION by Mr. Heath, seconded by Mr. Arnette, with all in favor, the Subordination Easement Agreement, was approved in substantial form.

FIFTH ORDER OF BUSINESS**Ratification of Engagement Letter for Fiscal Year 2022 Audit Services with Grau & Associates**

Ms. Burns stated that the total amount for Fiscal Year 2022 is \$3,200. The Board budgeted \$4,000 for this line item.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Engagement Letter for Fiscal Year 2022 Audit Services with Grau & Associates, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of Contract Agreement with Polk County Property Appraiser

Ms. Burns stated that items number six and seven can be taken together and noted that this is the annual renewal that will allow for the District to collect assessments on the tax roll.

SEVENTH ORDER OF BUSINESS

Ratification of 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser

Ms. Burns noted that this item is more administrative for the GMS office which talks about not disclosing exempt parcels for certain professions for people who have their information redacted from public record.

On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Contract Agreement with Polk County Property Appraiser and the 2023 Data Sharing and Usage Agreement with Polk County Property Appraiser, were ratified.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk noted that session will be starting soon and that they will be monitoring session to be sure to report anything of importance to the Board. Mr. Heath stated that they would be rebidding the job in the near future, and he wanted to confirm that the letter to the contractors had been drafted and sent and Mr. Van Wyk confirmed that they had. There being no further questions for District counsel, the next item followed.

B. Engineer

Ms. Banfield noted that she had received revised exhibits for the boundary amendments, and they are getting them filed. There being nothing else, the next item followed.

C. District Manager's Report**i. Approval of Check Register**

Ms. Burns presented the check register to the Board which is also included in the agenda package and offered to answer any questions on any of the invoices. The dates for the check register range from October 1, 2022 through December 31, 2022 and the total is \$25,901.12.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated that the financials were included in the agenda package for review and that there was no action needed.

NINTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

TENTH ORDER OF BUSINESS**Supervisors Requests and Audience Comments**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS**Adjournment**

Ms. Burns adjourned the meeting.

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SECTION IV

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2023/2024; DECLARING SPECIAL ASSESSMENTS TO FUND THE PROPOSED BUDGETS PURSUANT TO CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; SETTING PUBLIC HEARINGS; ADDRESSING PUBLICATION; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Scenic Terrace North Community Development District (“**District**”) prior to June 15, 2023, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

WHEREAS, it is in the best interest of the District to fund the administrative and operations services (together, “**Services**”) set forth in the Proposed Budget by levy of special assessments pursuant to Chapters 170, 190 and 197, Florida Statutes (“**Assessments**”), as set forth in the preliminary assessment roll included within the Proposed Budget; and

WHEREAS, the District hereby determines that benefits would accrue to the properties within the District, as outlined within the Proposed Budget, in an amount equal to or in excess of the Assessments, and that such Assessments would be fairly and reasonably allocated as set forth in the Proposed Budget; and

WHEREAS, the Board has considered the Proposed Budget, including the Assessments, and desires to set the required public hearings thereon;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT:

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. DECLARING ASSESSMENTS. Pursuant to Chapters 170, 190 and 197, Florida Statutes, the Assessments shall defray the cost of the Services in the total estimated amounts set forth in the Proposed Budget. The nature of, and plans and specifications for, the Services to be funded by the Assessments are described in the Proposed Budget and in the reports (if any) of the District Engineer, all of which are on file and available for public inspection at the “**District’s Office**,” located at Governmental Management Services-CF, LLC – 219 East Livingston Street, Orlando, Florida 32801. The Assessments shall be levied within the District on all benefitted lots and lands, and shall be apportioned, all as described in the Proposed Budget and the preliminary assessment roll included therein. The preliminary assessment roll is also on file and available for public inspection at the District’s Office. The Assessments shall be paid in one more installments pursuant to a bill issued by the District in November of 2023, and pursuant to Chapter 170, Florida

Statutes, or, alternatively, pursuant to the *Uniform Method* as set forth in Chapter 197, Florida Statutes.

3. SETTING PUBLIC HEARINGS. Pursuant to Chapters 170, 190, and 197, Florida Statutes, public hearings on the approved Proposed Budget and the Assessments are hereby declared and set for the following date, hour and location:

DATE: Wednesday, July 19, 2023

HOUR: 1:30 p.m.

LOCATION: 346 East Central Avenue
Winter Haven, Florida 33880

4. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL-PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Haines City and Polk County at least 60 days prior to the hearing set above.

5. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 3, and shall remain on the website for at least 45 days.

6. PUBLICATION OF NOTICE. The District shall cause this Resolution to be published once a week for a period of two weeks in a newspaper of general circulation published in Polk County. Additionally, notice of the public hearings shall be published in the manner prescribed in Florida law.

7. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 19TH DAY OF APRIL 2023.

ATTEST:

**SCENIC TERRACE NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

Scenic Terrace North
Community Development District

Proposed Budget
FY 2024



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1 General Fund

2-4 General Fund Narrative

Scenic Terrace North
Community Development District
Proposed Budget
General Fund

Description	Adopted Budget FY2023	Actuals Thru 2/28/22	Projected Next 7 Months	Total Thru 9/30/23	Proposed Budget FY2024
<u>Revenues</u>					
Developer Contributions	\$ 258,666	\$ 25,000	\$ 67,005	\$ 92,005	\$ 234,510
Boundary Amendment Contribution	\$ -	\$ 3,243	\$ 1,415	\$ 4,658	\$ -
Total Revenues	\$ 258,666	\$ 28,243	\$ 68,420	\$ 96,663	\$ 234,510
<u>Expenditures</u>					
<u>General & Administrative</u>					
Supervisor Fees	\$ 12,000	\$ 1,800	\$ 7,000	\$ 8,800	\$ 12,000
Engineering	\$ 15,000	\$ 985	\$ 8,750	\$ 9,735	\$ 15,000
Attorney	\$ 25,000	\$ 2,931	\$ 14,583	\$ 17,515	\$ 25,000
Annual Audit	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Arbitrage	\$ 450	\$ -	\$ -	\$ -	\$ 450
Dissemination	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
Trustee Fees	\$ 4,041	\$ -	\$ -	\$ -	\$ 4,041
Management Fees	\$ 36,750	\$ 15,313	\$ 21,438	\$ 36,750	\$ 36,750
Information Technology	\$ 1,800	\$ 750	\$ 1,050	\$ 1,800	\$ 1,800
Website Maintenance	\$ 1,200	\$ 500	\$ 700	\$ 1,200	\$ 1,200
Postage & Delivery	\$ 1,000	\$ 59	\$ 583	\$ 642	\$ 1,000
Insurance	\$ 5,625	\$ 5,375	\$ -	\$ 5,375	\$ 6,469
Printing & Binding	\$ 1,000	\$ -	\$ 583	\$ 583	\$ 1,000
Legal Advertising	\$ 10,000	\$ 307	\$ 5,833	\$ 6,140	\$ 10,000
Other Current Charges	\$ 5,000	\$ -	\$ 2,917	\$ 2,917	\$ 5,000
Boundary Amendment Expenses	\$ -	\$ 3,579	\$ 1,080	\$ 4,658	\$ -
Office Supplies	\$ 625	\$ 9	\$ 365	\$ 373	\$ 625
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total General & Administrative:	\$ 133,666	\$ 31,781	\$ 64,882	\$ 96,663	\$ 134,510
<u>Operations & Maintenance</u>					
Playground Lease	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
Field Contingency	\$ 100,000	\$ -	\$ -	\$ -	\$ 75,000
Total Operations & Maintenance:	\$ 125,000	\$ -	\$ -	\$ -	\$ 100,000
Total Expenditures	\$ 258,666	\$ 31,781	\$ 64,882	\$ 96,663	\$ 234,510
Excess Revenues/(Expenditures)	\$ -	\$ (3,538)	\$ 3,538	\$ -	\$ -

Scenic Terrace North

Community Development District

General Fund Budget

Revenues:

Developer Contributions

The District will enter into a funding agreement with the Developer to fund the General Fund expenditures for the Fiscal Year.

Expenditures:

General & Administrative:

Supervisor Fees

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings.

Engineering

The District's engineer Dewberry provides general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review invoices and various projects as directed by the Board of Supervisors and the District Manager.

Attorney

The District's legal counsel provides general legal services to the District, e.g. attendance and preparation for meetings, preparation and review of agreements, resolutions, etc. as directed by the Board of Supervisors and the District Manager. The District has contract with KE Law Group, PLLC.

Annual Audit

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis.

Assessment Administration

The District will contract to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

Arbitrage

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on an anticipated bond issuance.

Dissemination

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues. This cost is based upon an anticipated bond issuance.

Scenic Terrace North

Community Development District

General Fund Budget

Trustee Fees

The District will incur trustee related costs with the issuance of its' issued bonds.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services-Central Florida, LLC. The services include but are not limited to, recording and transcription of board meetings, administrative services, budget preparation, all financial reports, annual audits, etc.

Information Technology

Represents various cost of information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc. Governmental Management Services – Central Florida, LLC provides these services.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Governmental Management Services – Central Florida, LLC provides these services.

Postage & Delivery

The District incurs charges for mailing of Board meeting agenda packages, overnight deliveries, correspondence, etc.

Insurance

The District's general liability and public official's liability insurance coverages.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings, etc. in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

Any supplies that may need to be purchased during the fiscal year, e.g., paper, minute books, file folders, labels, paper clips, etc. Governmental Management Services – Central Florida, LLC provides these services.

Scenic Terrace North

Community Development District

General Fund Budget

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Operation and Maintenance:

Playground lease

The District will enter into a leasing agreement with company for playgrounds installed in the community.

Field Contingency

Represents any additional field expense that may not have been provided for in the budget.

SECTION V

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT MAKING CERTAIN FINDINGS; WAIVING A PORTION OF RULE 1.3(1), RULES OF PROCEDURE; PROVIDING FOR REASONABLE NOTICE OF BOARD MEETINGS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Scenic Terrace North Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Haines City, Florida; and

WHEREAS, the District’s Board of Supervisors (“Board”) holds public meetings, hearings, and workshops for the purpose of conducting District business; and

WHEREAS, Section 189.015, *Florida Statutes*, requires that the District file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities, and publish said notice in accordance with statutory requirements, and such regularly scheduled meetings are required to be listed on the District’s website by Section 189.069(2)(a), *Florida Statutes*; and

WHEREAS, Section 286.011(1), *Florida Statutes*, requires the District to provide reasonable notice of all meetings of its Board; and

WHEREAS, the District previously adopted Rule 1.3(1) of its Rules of Procedure providing, among other things, that “Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days, but no more than thirty (30) days public notice shall be given of any public meeting, hearing or workshop of the Board,” and that “Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located”; and

WHEREAS, the Board finds that providing the published notice required by Section 189.015, *Florida Statutes*, together with posting meeting dates, times, and locations on the District’s website, constitutes reasonable notice for purposes of Section 286.011(1), *Florida Statutes*; and

WHEREAS, the Board accordingly finds that it is in the District’s best interests to waive the requirement of Rule 1.3(1) that published notice of meetings may not be published more than thirty (30) days before the meeting, and to set forth alternative minimum standards for reasonable notice of Board meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. RECITALS. The above stated recitals are true and correct and are hereby incorporated herein by reference.

SECTION 2. FINDINGS. The Board hereby finds providing the published notice required by Section 189.015, *Florida Statutes*, together with posting meeting dates, times, and locations on the District's website, constitutes reasonable notice for purposes of Section 286.011(1), *Florida Statutes*.

SECTION 3. WAIVER. The Board hereby waives the provision of Rule 1.3(1) of the District's Rules of Procedure that the required published notice of meetings may not be published more than thirty (30) days before the meeting. Publication of the quarterly, semiannual, or annual meeting notice as required by Section 189.015, *Florida Statutes*, is deemed to satisfy the requirement for published notice in Rule 1.3(1) of the District's Rules of Procedure for those meetings included in the quarterly, semiannual, or annual notice. This Resolution does not supersede any requirements of the Florida Statutes as to additional published notice required for any meeting or hearing of the District.

SECTION 4. REASONABLE NOTICE.

- A. **Regular meetings.** The District Manager is directed to (a) file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities, and publish said notice in accordance with statutory requirements; (b) post the date, time, and location of all regular meetings on the District's website at least seven (7) days prior to each meeting; and (c) take any other actions as are reasonable under the circumstances to provide notice of meetings.
- B. **Special meetings.** For any meeting not included in the quarterly, semiannual, or annual notice, the District Manager is directed to (a) publish an additional notice at least seven (7) days before said meeting in the manner specified in Rule 1.3(1), and (b) post the date, time, and location on the District's website at least seven (7) days prior to each meeting, and (c) take any other actions as are reasonable under the circumstances to provide notice of meetings.
- C. **Statutorily required notice.** Where the Florida Statutes require published notice of certain meetings or hearings, including but not limited to budget hearings, assessment hearings, rulemaking hearings, and others, the District Manager is directed to strictly comply with such requirements.

SECTION 5. SEVERABILITY. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 19th day of April 2023.

ATTEST:

**SCENIC TERRACE NORTH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

SECTION VI

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT APPOINTING THE DISTRICT'S APPOINTED TREASURER, ASSISTANT TREASURER, AND SECRETARY OF THE DISTRICT AS SIGNORS ON THE DISTRICT'S LOCAL BANK ACCOUNT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Scenic Terrace North Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, and situated within the City of Haines City, Polk County, Florida; and

WHEREAS, the District's Board of Supervisors desires to appoint the District's appointed Treasurer, Assistant Treasurer, and Secretary as signors on the District's local bank account.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SCENIC TERRACE NORTH COMMUNITY DEVELOPMENT DISTRICT THAT:

SECTION 1. The District's appointed Treasurer, Assistant Treasurer, and Secretary shall be appointed as signors on the District's local bank account.

SECTION 2. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 19th day of April 2023.

ATTEST:

**SCENIC TERRACE NORTH
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

SECTION VII

SECTION C

SECTION 1

Scenic Terrace North Community Development District

Summary of Check Register

January 01, 2023 through February 28, 2023

Fund	Date	Check No.'s		Amount
General Fund	1/11/23	72-74	\$	3,628.90
	2/2/23	75	\$	1,500.00
	2/7/23	76	\$	39.00
	2/17/23	77	\$	2,068.81
	2/21/23	78-82	\$	1,000.00
Total Amount			\$	8,236.71

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
2/21/23	00012	2/15/23	DA021520 202302 310-51300-11000 BOS MEETING 2/15/23	DANIEL ARNETTE	*	200.00	200.00 000079
2/21/23	00007	2/15/23	LS021520 202302 310-51300-11000 BOS MEETING 2/15/23	LAUREN SCHWENK	*	200.00	200.00 000080
2/21/23	00010	2/15/23	PH021520 202302 310-51300-11000 BOS MEETING 2/15/23	PATRICIA J HUDSON	*	200.00	200.00 000081
2/21/23	00013	2/15/23	RH021520 202302 310-51300-11000 BOS MEETING 2/15/23	RENNIE HEATH	*	200.00	200.00 000082
TOTAL FOR BANK A						8,236.71	
TOTAL FOR REGISTER						8,236.71	

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SECTION 2

Scenic Terrace North
Community Development District

Unaudited Financial Reporting
February 28, 2023



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1	<hr/>	Balance Sheet
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Scenic Terrace North
Community Development District
Combined Balance Sheet
February 28, 2023

		<i>General Fund</i>
Assets:		
<u>Cash:</u>		
Operating Account	\$	12,800
Due From Developer	\$	2,614
Total Assets	\$	15,414
Liabilities:		
Accounts Payable	\$	4,299
Total Liabilites	\$	4,299
Fund Balance:		
Unassigned	\$	11,116
Total Fund Balances	\$	11,116
Total Liabilities & Fund Balance	\$	15,414

Scenic Terrace North

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending February 28, 2023

	Adopted	Prorated Budget	Actual	
	Budget	Thru 02/28/23	Thru 02/28/23	Variance
<u>Revenues:</u>				
Developer Contributions	\$ 258,666	\$ 25,000	\$ 25,000	\$ -
Boundary Amendment Contribution	\$ -	\$ -	\$ 3,243	\$ 3,243
Total Revenues	\$ 258,666	\$ 25,000	\$ 28,243	\$ 3,243
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 5,000	\$ 1,800	\$ 3,200
Engineering	\$ 15,000	\$ 6,250	\$ 985	\$ 5,265
Attorney	\$ 25,000	\$ 10,417	\$ 2,931	\$ 7,485
Annual Audit	\$ 4,000	\$ -	\$ -	\$ -
Assessment Administration	\$ 5,000	\$ -	\$ -	\$ -
Arbitrage	\$ 450	\$ -	\$ -	\$ -
Dissemination	\$ 5,000	\$ -	\$ -	\$ -
Trustee Fees	\$ 4,041	\$ -	\$ -	\$ -
Management Fees	\$ 36,750	\$ 15,313	\$ 15,313	\$ -
Information Technology	\$ 1,800	\$ 750	\$ 750	\$ -
Website Maintenance	\$ 1,200	\$ 500	\$ 500	\$ -
Postage & Delivery	\$ 1,000	\$ 417	\$ 59	\$ 358
Insurance	\$ 5,625	\$ 5,625	\$ 5,375	\$ 250
Printing & Binding	\$ 1,000	\$ 417	\$ -	\$ 417
Legal Advertising	\$ 10,000	\$ 4,167	\$ 307	\$ 3,860
Other Current Charges	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Boundary Amendment Expenses	\$ -	\$ -	\$ 3,579	\$ (3,579)
Office Supplies	\$ 625	\$ 260	\$ 9	\$ 252
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative:	\$ 133,666	\$ 51,373	\$ 31,781	\$ 19,592
<u>Operations & Maintenance</u>				
Playground Lease	\$ 25,000	\$ -	\$ -	\$ -
Field Contingency	\$ 100,000	\$ -	\$ -	\$ -
Total Operations & Maintenance:	\$ 125,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 258,666	\$ 51,373	\$ 31,781	\$ 19,592
Excess (Deficiency) of Revenues over Expenditures	\$ -		\$ (3,538)	
Fund Balance - Beginning	\$ -		\$ 14,654	
Fund Balance - Ending	\$ -		\$ 11,116	

Scenic Terrace North
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Developer Contributions	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	25,000
Boundary Amend Contribution	\$ -	\$ 518	\$ 111	\$ -	\$ 2,614	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,243
Total Revenues	\$ -	\$ 25,518	\$ 111	\$ -	\$ 2,614	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	28,243
Expenditures:													
<i>General & Administrative:</i>													
Supervisor Fees	\$ -	\$ 800	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,800
Engineering	\$ 255	\$ 255	\$ 220	\$ -	\$ 255	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	985
Attorney	\$ 112	\$ 406	\$ 39	\$ 1,634	\$ 740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,931
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Assessment Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Dissemination	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Management Fees	\$ 3,063	\$ 3,063	\$ 3,063	\$ 3,063	\$ 3,063	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15,313
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	750
Website Maintenance	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	500
Postage & Delivery	\$ 43	\$ 4	\$ 1	\$ 5	\$ 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	59
Insurance	\$ 5,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,375
Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Legal Advertising	\$ -	\$ 307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	307
Other Current Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Boundary Amendment Expenses	\$ 573	\$ 56	\$ 894	\$ 556	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,579
Office Supplies	\$ 5	\$ 0	\$ 3	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	175
Total General & Administrative:	\$ 9,851	\$ 5,140	\$ 4,469	\$ 5,507	\$ 6,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31,781
<i>Operations & Maintenance</i>													
Playground Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Field Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Operations & Maintenance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenditures	\$ 9,851	\$ 5,140	\$ 4,469	\$ 5,507	\$ 6,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	31,781
Excess (Deficiency) of Revenues over Expenditures	\$ (9,851)	\$ 20,378	\$ (4,358)	\$ (5,507)	\$ (4,200)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(3,538)