

**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, **April 19, 2023** at 1:30 p.m. at 346 E. Central Avenue, Winter Haven, Florida.

Present and constituting a quorum:

|                 |                     |
|-----------------|---------------------|
| Rennie Heath    | Chairman            |
| Lauren Schwenk  | Vice Chairperson    |
| Daniel Arnette  | Assistant Secretary |
| Pat Hudson      | Assistant Secretary |
| Chuck Cavaretta | Assistant Secretary |

Also present were:

|             |                             |
|-------------|-----------------------------|
| Jill Burns  | District Manager, GMS       |
| Roy Van Wyk | District Counsel, KVV Law   |
| Rey Malave  | District Engineer, Dewberry |

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present for the meeting or joining us via Zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the February 15, 2023  
Board of Supervisors Meetings**

Ms. Burns presented the minutes from the February 15, 2023 Board of Supervisors meeting and asked for any changes or corrections from the Board.

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| On MOTION by Mr. Heath, seconded by Ms. Hudson, with all in favor, the Minutes of the February 15, 2023 Board of Supervisors meeting, were approved. |
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01  
Approving the Proposed Fiscal Year  
2023/2024 Budget (Suggested Date: July 19,**

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**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**

Mr. Burns stated that July 19<sup>th</sup> date is the date proposed for the public hearing. She noted there were some development timelines sent over. Based on what was provided, it looks like there will be little to no field expenses on this District for the upcoming fiscal year which runs through October 1, 2024. She noted the administrative line items stayed the same with no increases and then did the small field contingency in case the playground or there is something that comes online that needs to be purchased early and just a small field contingency in case any landscaping or pond bank mowing or anything like that needs to be done. She noted again it is developer funded so it would be billed as incurred.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, Resolution 2023-01 Approving Proposed Fiscal Year 2024 Budget and Setting the Public Hearing for July 19th, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings**

Ms. Burns stated this was done last year but this one was not caught and is still in there so this is just waiving the requirement for monthly meeting notices.

On MOTION by Ms. Schwenk, seconded by Mr. Heath, with all in favor, Resolution 2023-02 Waiving a Portion of the Rules of Procedure Regarding Noticing of Meetings, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03 Authorizing Bank Account Signatories**

Ms. Burns stated this will authorize officers rather than people as signers on the accounts with the event that officers change, we can provide this to the bank.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2023-03 Authorizing Bank Account Signatories, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Van Wyk had nothing to report.

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**B. Engineer**

Mr. Malave stated that he nothing to report.

**C. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns presented the check register to the Board which is included in the agenda package for review and offered to answer any questions on those invoices.

On MOTION by Ms. Hudson, seconded by Mr. Arnette, 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 there was no action needed.

**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.

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

*Jill Burns*

Secretary/Assistant Secretary

*Rennie Heath*

Chairman/Vice Chairman