

**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, **December 18, 2024**, at 1:15 p.m. at Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath
Lauren Schwenk
Lindsey Roden
Bobbie Henley

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Savannah Hancock
Joel Blanco

District Manager, GMS
District Counsel, Kilinski Van Wyk
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present at this time and none joining via Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Supervisor Daniel Arnette

Ms. Burns presented the resignation letter from Daniel Arnette to the Board.

On MOTION by Mr. Heath, seconded by Ms. Henley, with all in favor, Accepting the Resignation of Daniel Arnette, was approved.

B. Consideration of Appointment to Board Seat #2

December 18, 2024

Scenic Terrace North CDD

Ms. Burns asked for nominations to fill Board Seat #2 vacancy. Ms. Lindsey Roden was nominated.

On MOTION by Ms. Henley, seconded by Mr. Heath, with all in favor, the Appointment of Lindsey Roden to Board Seat #2, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Ms. Roden.

D. Consideration of Resolution 2025-03 Appointing an Assistant Secretary

Ms. Burns stated that Ms. Lindsey Roden will be appointed as an Assistant Secretary.

On a motion by Ms. Henley, seconded by Mr. Heath, with all in favor, Resolution 2025-03, Appointing Lindsey Roden as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the November 20, 2024, Board of Supervisors Meeting

Ms. Burns presented the minutes from the November 20, 2024, Board of Supervisors meeting and asked for any corrections, comments, or questions. There were no changes from the Board.

On MOTION by Mr. Heath, seconded by Ms. Roden, with all in favor, the Minutes of the November 20, 2024, Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock stated she had nothing to report unless there were questions.

B. Engineer

There being no Engineering Report, the next item followed.

C. Field Manager's Report

December 18, 2024

Scenic Terrace North CDD

i. Consideration of Proposal for Landscape Services from Prince and Sons, Inc.

Mr. Blanco presented the Field Manager's report to the Board. The Field Manager's report consisted of a site perimeter review as well as a pond and landscaping review. The field staff reviewed the perimeter areas surrounding the District on Hughes Road at the main entrance and Floyd Road. It was noted that the cement perimeter wall has been installed throughout the District and recently painted light beige with white trimming. It was also noted that the columns have been installed on Floyd Road with hanging signs pending installation. In addition, the irrigation is currently being flagged and installed in entrance on Floyd Road. In regard to the pond and landscaping services, it was noted that the field staff has reviewed the ponds throughout the District. The report also included that both wet ponds were found without any algae, both dry ponds were found without any thick vegetation in the middle, the landscaping surrounding the ponds are established except the dry pond by main entrance, and the landscaping vendor has been communicated with to schedule one time mow service as well as to provide proposal for regular maintenance on pond landscaping.

Mr. Blanco presented a proposal to the Board from Prince and Sons, Inc. for landscape services.

On MOTION by Mr. Heath, seconded by Ms. Schwenk, with all in favor, the Proposal for Landscape Services from Prince and Sons, Inc., was approved.

D. District Manager's Report

i. Approval of Check Register

Ms. Burns presented the check register included in the agenda package to the Board for review. She asked if there were any questions, and there were none.

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

ii. Balance Sheet & Income Statement

Ms. Burns stated that the financial statements were included in the agenda package for review. There is no action necessary from the Board.

December 18, 2024

Scenic Terrace North CDD

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.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

8215FA2B8FB744A...

Chairman/Vice Chairman