

**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, May 21, 2025**, at 1:19 p.m. at Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath  
Lindsey Roden  
Bobbie Henley

Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Katie O'Rourke  
Meredith Hammock  
Savannah Hancock *by Zoom*  
Rey Malave *by Zoom*  
Chase Arrington *by Zoom*  
Clayton Smith *by Zoom*

District Manager, GMS  
District Manager, GMS  
District Counsel, Kilinski Van Wyk  
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 and called the roll at 1:19 p.m. Three Supervisors were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

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

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the February 19,  
2025, Board of Supervisors Meeting**

Ms. Burns presented the minutes from the February 19, 2025, Board of Supervisors meeting and asked for any corrections, comments, or questions. The Board had no changes to the minutes.

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On MOTION by Ms. Henley, seconded by Mr. Heath, with all in favor, the Minutes of the February 19, 2025, Board of Supervisors Meeting, were approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2025-04 Approving the Proposed Fiscal Year 2025/2026 Budget, Declaring Special Assessments, and Setting the Public Hearing on Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments (Suggested Date: August 20, 2025)**

Ms. Burns stated the public hearing will be August 20, 2025. There is an increase for notice purposes since most of the lots are owned by builders right now. She noted anticipating to back that down as there is a large contingency listed that would account for a reserve down the line or other items that may need to be added. They believe they can back this down closer to what the assessment were for the current year. It was allocated this year for notice purposes. There are 330 platted lots and the 27 unplatted that have an admin only rate. The direct bill on the unplatted is \$9,988. Because they share the amenity, the amenity costs are in Scenic Terrace North. Mr. Heath stated they are in the process of adding 23 or 24 more lots. Ms. Burns noted that area is included as well. She may need clarification on the lot count.

On MOTION by Ms. Roden, seconded by Mr. Heath, with all in favor, Resolution 2025-04 Approving the Proposed Fiscal Year 2025/2026 Budget, Declaring Special Assessments, and Setting the Public Hearing on Adoption of the Fiscal Year 2025/2026 Budget and the Imposition of Operations and Maintenance Assessments (Suggested Date: August 20, 2025), was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Ratification of Conveyance Document**

Ms. Hammock asked for a motion to ratify the conveyance that has already been signed.

On MOTION by Ms. Henley, seconded by Mr. Heath, with all in favor, the Conveyance Document, was ratified.

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**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-05  
Authorizing the Opening of an Interest  
Earning Bank Account**

Ms. Burns stated this authorizes the District to open a second account from the general fund that earns more interest than what the general fund does for excess expenses and then transfer to the regular operating account.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, Resolution 2025-05 Authorizing the Opening of an Interest Earning Bank Account, was approved.
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**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock reminded the Board of the ethics training due by December 31, 2025. Form 1 needs to be filed by July 1<sup>st</sup>.

**B. Engineer**

Mr. Malave had nothing to report. He offered to answer any questions.

**C. Field Manager's Report**

Mr. Smith reviewed the Field Managers Report on page 37 of the agenda package.

**D. District Manager's Report**

**i. Approval of Check Register**

Ms. Burns presented the check register included in the agenda package for review. She offered to take any questions.

On MOTION by Mr. Heath, seconded by Ms. Roden, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet & Income Statement**

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

**iii. Presentation of Number of Registered Voters – 0**

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Ms. Burns stated there were no registered voters in the District by April 18, 2025.

**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 Ms. Roden, with all in favor, the meeting was adjourned.
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*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Rennie Heath*

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Chairman/Vice Chairman