

**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 19, 2025**, at 1:15 p.m. at Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk *by Zoom*  
Lindsey Roden  
Bobbie Henley  
Patricia Hudson

Vice Chairperson  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Savannah Hancock  
Clayton Smith

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 at 1:18 p.m. Three Supervisors were present constituting a quorum. Ms. Schwenk joined by Zoom.

**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**

**Approval of Minutes of the December 18,  
2024, Board of Supervisors Meeting**

Ms. Burns presented the minutes from the December 18, 2024, Board of Supervisors meeting and asked for any corrections, comments, or questions.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Minutes of the December 18, 2024, Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal from ProPlaygrounds for Playground and Dog Park Equipment**

Ms. Burns presented the quote from ProPlaygrounds for playground and dog park equipment.

**FIFTH ORDER OF BUSINESS**

**Consideration of Equipment Lease/Purchase Agreement for Playground and Dog Park Equipment**

Ms. Burns presented the equipment lease/purchase agreement for the playground and dog park equipment. She noted that it would be financed over five years with THM Leasing, LLC. The payments are within the budget amount for this year.

On MOTION by Ms. Roden, seconded by Ms. Hudson, with all in favor, the Proposal from ProPlaygrounds for Playground and Dog Park Equipment & Equipment Lease/Purchase Agreement for Playground and Dog Park Equipment, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns noted this agreement is administrative and states that staff will not turn over certain exempt partials that are disclosed to certain professions such as police or judges who are exempt from having their information listed in the public record. That information is relayed to staff so assessments can be collected on the tax bill but they don't disclose those if there is a request.

On MOTION by Ms. Hudson, seconded by Ms. Roden, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of 2025 Contract Agreement with Polk County Property Appraiser**

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Ms. Burns stated this is the annual renewal of the contract agreement with the Polk County Property Appraiser.

On MOTION by Ms. Roden, seconded by Ms. Hudson, with all in favor, the 2025 Contract Agreement with the Polk County Property Appraiser, was approved.

**EIGHTH ORDER OF BUSINESS**

**Ratification of Fiscal Year 2024 Audit Services Engagement Letter with Grau & Associates**

Ms. Burns stated this has already been signed so just looking for a motion to ratify.

On MOTION by Ms. Hudson, seconded by Ms. Roden, with all in favor, the Fiscal Year 2024 Audit Services Engagement Letter with Grau & Associates, was ratified.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hancock had nothing to report other than the ethics training reminder.

**B. Engineer**

Mr. Arrington had nothing to report.

**C. Field Manager's Report**

Mr. Smith presented the Field Managers Report on page 60 of the agenda package.

**i. Consideration of Proposal for Aquatic Maintenance Services from Aquatic Weed Management**

Mr. Smith reviewed a proposal from Aquatic Weed Management for monthly aquatic maintenance services on three ponds for \$5,400.

On MOTION by Ms. Henley, seconded by Ms. Hudson, with all in favor, the Proposal for Aquatic Maintenance Services from Aquatic Weed Management, was approved.

**D. District Manager's Report**

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**i. Approval of Check Register**

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

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

**TENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

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

*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Rennie Heath*

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Chairman/Vice Chairman