

**MINUTES OF MEETING
WEIBERG ROAD
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Weiberg Road Community Development District was held Wednesday, **October 26, 2022** at 10:30 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Bobbie Henley
Daniel Arnette

Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk *by Zoom*
Rey Malave *by Zoom*

District Manager, GMS
District Counsel, KE Law
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 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

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members

Ms. Burns swore the new Board members into office and stated that she will swear Rennie Heath and Chuck Cavaretta in at a later date.

B. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of the Landowners' Election

Ms. Burns stated that Ms. Schwenk and Mr. Heath will serve four-year terms and the other three Supervisors will serve two-year terms.

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On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Resolution 2023-01 Canvassing and Certifying the Results of the Landowner’s Election, was approved.

C. Election of Officers

Ms. Burns noted that previously Rennie Heath served as Chair, Lauren Schwenk was the Vice Chair, and the other three Supervisors along with George Flint from the GMS office served as Assistant Secretaries, and Ms. Burns served as Secretary. The Board motioned to keep the same appointments.

D. Consideration of Resolution 2023-02 Electing Officers

As stated above.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2023-02 Electing Officers with Mr. Rennie Heath as Chair, Ms. Lauren Schwenk as Vice Chair, and Ms. Bobbie Henley, Mr. Daniel Arnette, and Mr. Chuck Cavaretta as Assistant Secretaries, Ms. Burns as Secretary, and Mr. George Flint as Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 21, 2022 Organizational Meeting

Ms. Burns presented the meeting minutes from the September 21, 2022 meeting and asked for any corrections of comments. There being none, there was a motion of approval.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, the Minutes of the September 21, 2022 Organizational Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns noted that this public hearing has been advertised and mail notice was sent to all property owners. She then asked for a motion to open the public hearing.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

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There being no members of the public present, the Board preceded to the consideration of items related to the imposition of special assessments.

i. Presentation of Engineer's Report

Mr. Malave presented the Engineer's Report to the Board which can be found in the agenda package. The report is dated September 21, 2022 for the Weiberg Road Community Development District located within the town of Dundee, Florida, in Polk County. Shown in the report was the approved ordinance by the town council on September 13th. The table shows approximately 298 acres distributed with various land uses with two types of residential facilities for a total of 956 units. The report provides a description of the proposed capital improvements to serve the development which are necessary for the proposed project. Also included are amenities and parks, the undergrounding of the electrical systems and the entry features. Table 9 is the breakdown of the total costs estimated at \$27,631,246 broken up into various phases. Mr. Malave stated that as of today they believe the project can be built based on these costs.

Mr. Van Wyk asked if there was anything that would prevent the District from constructing the improvements as outlined in the report, and Mr. Malave answered that there is nothing that they are aware of. Mr. Van Wyk asked if all the improvements are necessary for the benefit of the landowners within the District, and Mr. Malave answered yes. There being no other questions, Ms. Burns asked for a motion of approval.

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| On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, the Engineer's Report, was approved. |
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ii. Presentation of Assessment Methodology

Ms. Burns stated that this assessment report allocates debt to the properties based on the benefits each receive from the District's Capital Improvement Plan. This assessment report will be supplemented with one or more Supplemental Methodology Reports and will reflect the actual terms and conditions at the issuant of each series of bonds. She reviewed the tables for the Board and asked for any questions. She stated that the assessments are fairly and reasonably apportioned across the product types and that the benefit of the lands are equal to or in excess of the burden placed against them by the special assessment. There being no questions from the Board, she asked for a motion of approval.

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On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Assessment Methodology, was approved.

iii. Consideration of Resolution 2023-03 Levying Special Assessments

Ms. Burns noted that the resolution levying special assessments is included in the agenda package and asked for any questions from the Board. There being none, she asked for a motion of approval.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, Resolution 2023-03 Levying Special Assessments, was approved.

iv. Master Notice of Special Assessments

Ms. Burns noted that this will be recorded by counsel, and it would put potential property owners on notice of the lien of the assessments that were placed on the land and asked for a motion to authorize counsel to record.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, the Maser Notice of Special Assessments, was approved.

Ms. Burns asks for a motion to close the public hearing.

On MOTION by Mr. Arnette, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District’s Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns noted that this public hearing was advertised and asked for a motion to open the hearing.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Opening the Public Hearing, was approved.

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There being no members of the public present, the Board proceeded to the consideration of items related to the use of the Uniform Method of levying, collecting, and enforcing non-ad valorem assessments.

i. Consideration of Resolution 2023-04 Expressing the District’s Intent to Utilize the Uniform Method of Collection

Ms. Burns noted that the resolution is included in the agenda package and stated that this resolution will be transmitted to the property appraiser and will allow the District to utilize the tax bill to collect assessments when the District is ready to collect.

On MOTION by Ms. Schwenk, seconded by Ms. Henley, with all in favor, Resolution 2023-04 Expressing the District’s Intent to Utilize the Uniform Method of Collection, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns noted that the public hearing was advertised and asked for a motion to open the hearing.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, Opening the Public Hearing, was approved.

There being no members of the public present, the Board proceeded to the consideration of items related to the adoption of District Rules of Procedure.

i. Consideration of Resolution 2023-05 Adopting the Rules of Procedure

Ms. Burns presented a standard set of rules that will govern the District and stated that they have not changed since the Board saw them at the last meeting and offered to answer any questions. There being none, she asked for a motion to approve the resolution.

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On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Resolution 2023-05 Adopting the Rules of Procedure, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Ms. Henley, seconded by Ms. Schwenk, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Proposal to Provide Interim District Engineering Services from Dewberry

Ms. Burns noted that this has already been executed by the Chair and needs to be ratified by the Board.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Proposal to Provide Interim District Engineering Services from Dewberry, was ratified.

SEVENTH ORDER OF BUSINESS

Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns noted that at the prior meeting staff was authorized to issue an RFQ for engineering services and they received one response from Dewberry. There being no questions from the Board, Ms. Burns asked for a motion to rank Dewberry #1 and authorize staff to send a Notice of Intent to Award and authorize counsel to draft an agreement for district engineering services.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Review and Ranking of Proposals for District Engineering Services and Selection of Dewberry for District Engineer Authorizing Staff to Send a Notice of Intent to Award and Authorize District Counsel to Draft an Agreement for Engineer Services, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

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Mr. Van Wyk noted that the bond validation hearing is set for December 9, 2022. They are almost complete with the boundary amendment package and plan to file it soon.

B. Engineer

Mr. Malave had nothing further for the Board.

C. District Manager’s Report

Ms. Burns had nothing further to report.

NINTH ORDER OF BUSINESS

There being none, the next item followed.

Other Business

TENTH ORDER OF BUSINESS

There being none, the next item followed.

Supervisors Requests and Audience Comments

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Jill Burns
Secretary/Assistant Secretary

Rennie Heath
Chairman/Vice Chairman