

**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 **February 28, 2024** at 10:30 a.m. at 346 E. Central Ave., Winter Haven, FL 33880.

Present and constituting a quorum:

Lauren Schwenk  
Daniel Arnette  
Chuck Cavaretta  
Bobbie Henley

Vice Chairperson  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Roy Van Wyk *by Zoom*  
Savannah Hancock *by Zoom*  
Rey Malave *by Zoom*  
Chace Arrington *by Zoom*

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Counsel, Kilinski Van Wyk  
District Engineer, Dewberry  
District Engineer, Dewberry

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. Four 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**

**Approval of Minutes of the January 24,  
2024 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the January 24, 2024 Board of Supervisors meeting and asked for any questions, comments or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, the Minutes of the January 24, 2024 Board of Supervisors Meeting, were approved.
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**FOURTH ORDER OF BUSINESS**

**Presentation and Approval of Amended and Restated Engineer’s Report dated February 28, 2024**

Mr. Malave noted this report incorporates the changes to the land use and total boundary of the District. It incorporates the second approval, number of units and provides all the listings of all of the capital improvements proposed for the project and total dollars changed to incorporate that quantity with the total being \$27,685,057.22. He noted these are adequate costs to provide for the construction of the capital improvements and they believe they are adequate. He noted there will be some minor changes of staff comments that were provided so they propose approval as amended with the minor staff comments.

Ms. Hancock asked based on his experience, are the cost estimates in your Engineer’s Report supplemented, reasonable and proper. Mr. Malave stated yes, they are. Ms. Hancock asked if he has any reason to believe that the capital improvement plan cannot be carried out by the District. Mr. Malave stated he does not.

On MOTION by Ms. Henley, seconded by Mr. Cavaretta, with all in favor, the Amended and Restated Engineer’s Report dated February 28, 2024, was approved.

**FIFTH ORDER OF BUSINESS**

**Presentation and Approval of Amended and Restated Master Assessment Methodology dated February 28, 2024**

Ms. Burns stated these updates to the Master Assessment Methodology are in relation to the boundary amendment that was approved and is based on the Engineer’s Report that Rey just reviewed for the Board. The total District will have 956 single family units. There is \$27,685,867 for the CIP cost estimates tied to the Engineer’s Report. Table 3 shows estimated bond sizing of \$36,450,000. Table 4 shows the improvement cost per unit for the 956 single family product types. The par debt per unit would be \$38,128. Table 6 shows the net and gross annual debt assessment per unit. The gross annual debt assessment per unit taking into account the early payment discounts and collection fees collected on the Polk County tax bill is \$2,803. Table 7 shows the preliminary assessment roll. All of the parcels and property owners within the community are listed, total of

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346.1 acres. The legal description that is attached will be updated once the advised legal description is received from Rey.

Ms. Hancock asked in your professional opinion does the land subject to the assessments receive special benefits from the District’s capital improvement plan. Ms. Burns answered yes, they do. Ms. Hancock asked in your professional opinion are the master assessments reasonably apportioned among the subject to the special assessments. Ms. Burns answered yes. In your professional opinion, is it reasonable, proper and just to assess the cost of the capital improvement plan as a system of improvement and against the land and District in accordance with your methodology. Ms. Burns stated yes, it is. Ms. Hancock asked is it your opinion that the special benefits the land will receive as set forth in the assessment roll will be equal to or in excess of the maximum master assessments there when allocated as set forth. Ms. Burns noted yes. Ms. Hancock asked is it your opinion that it is in the best interest of the District that the assessments to be paid and collected in accordance with the methodology of the Districts assessment resolutions. Ms. Burns answered yes, it is.

On MOTION by Ms. Schwenk, seconded by Mr. Cavaretta, with all in favor, the Amended and Restated Master Assessment Methodology dated February 28, 2024, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-01  
Declaring Special Assessments on  
Boundary Amendment Parcels**

Ms. Burns stated this resolution will kick off the assessment process on the boundary amendment parcels. They have already gone through that process for the existing District so this will be for the new lands that were just added to the District.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2024-01 Declaring Special Assessments on Boundary Amendment Parcels, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-02  
Setting a Public Hearing on the Imposition  
of Special Assessments on Boundary  
Amendment Parcels**

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Ms. Burns proposed this hearing be set for April 24<sup>th</sup> at 10:30 a.m. which is the regular April meeting because it requires a 30-day notice.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, Resolution 2024-02 Setting a Public Hearing for April 24<sup>th</sup> at 10:30 AM at 346 E. Central Ave., Winter Haven, Florida 33880 on the Imposition of Special Assessments on Boundary Amendment Parcels, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03 Setting a Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments on Boundary Amendment Parcels**

Ms. Burns stated they have already gone through this process for the existing District so this will be to add the ability to collect on roll for the boundary amendment parcels. She suggested April 24<sup>th</sup> at 10:30 a.m. for the hearing at this location.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2024-03 Setting a Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments on Boundary Amendment Parcels for April 24<sup>th</sup> at 10:30 AM at 346 E. Central Ave., Winter Haven, Florida 33880, was approved.

**NINTH ORDER OF BUSINESS**

**Presentation and Approval of Supplemental Assessment Methodology for Assessment Area One date December 27, 2023**

Ms. Burns noted this has been updated with the most recent bond sizing provided by FMS. This will be updated with the final terms of the bonds when they have final pricing. Based on the current estimates it is 206 single family units in Assessment Area One. Cost estimate for Assessment Area One project is \$5,981,802. Table 3 shows an estimated bond sizing of \$5.1M. Table 4 outlines the improvement cost for those 206 units and par debt is \$24,757. Net annual debt assessment is listed at \$1,750 and that is \$1,882 gross when factoring in the collection cost and

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early payment discounts. Table 7 shows the preliminary assessment roll total of 57.36 acres within Assessment Area One. Mr. Malave noted they are working on the legal.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, the Supplemental Assessment Methodology for Assessment Area One date December 27, 2023, was approved.

**TENTH ORDER OF BUSINESS**

**Review and Ranking of Proposals Received for Eagle Landing Phase 1 RFP for Construction Services and Authorizing Staff to Send Notices of Intent to Award *(to be provided under separate cover)***

Ms. Burns noted that these proposals are still under review and the intent is to continue this meeting to next week.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser**

Ms. Burns asked for a motion to approve this renewal.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the 2024 Non-Ad Valorem Contract Agreement with Polk County Property Appraiser, was approved.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hancock had nothing further to report.

**B. Engineer**

Mr. Malave had nothing further to report.

**C. District Manager’s Report**

**i. Approval of the Check Register**

Ms. Burns presented the check register that is in the agenda package for review and approval. The total is \$30,769.87. She would be happy to answer any questions.

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On MOTION by Mr. Cavaretta, seconded by Ms. Henley with all in favor, the Check Register totaling \$30,769.87, was approved.

**ii. Balance Sheet & Income Statement**

Ms. Burns presented the financials which were included in the agenda package for the Board's review.

**THIRTEENTH ORDER OF BUSINESS                      Other Business**

There being no comments, the next item followed.

**FOURTEENTH ORDER OF BUSINESS                      Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**FIFTEENTH ORDER OF BUSINESS                      Adjournment**

Ms. Burns asked for a motion to adjourn the meeting.

On MOTION by Ms. Henley, seconded by Mr. Arnette, with all in favor, the Meeting was continued to March 5, 2024 at 1:15 p.m. at 375 Ave. A SE, Winter Haven, Florida.

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:  
*Rennie Heath*  
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Chairman/Vice Chairman