

**MINUTES OF MEETING
WATER TANK ROAD
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Water Tank Road Community Development District was held Tuesday, **December 3, 2024**, at 9:15 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Lindsey Roden
Jessica Spencer
Bobbie Henley

Also present were:

Jill Burns
Savannah Hancock
Rey Malave *via Zoom*
Joey Duncan *via Zoom*

District Manager, GMS
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.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present in person for the meeting and no members joining via Zoom.

THIRD ORDER OF BUSINESS

Audit Services

A. Approval of Request for Proposals and Selection Criteria

Ms. Burns stated there was a request for proposals added as well as selection criteria. She noted that the due date would be January 19, 2025, and this audit would be for Fiscal Year 2024, which just ended. She noted that they were over the threshold where an audit is required so that would be their first audit. She said unless anyone had any questions, she was looking for a motion to authorize staff to issue the RFP and approve the selection criteria included.

December 3, 2024

Water Tank Road CDD

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, the Request for Proposals and Selection Criteria, was approved.

B. Approval of Notice of Request for Proposals for Audit Services

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, the Notice of Request for Proposals for Audit Services, was approved.

C. Public Announcement of Opportunity to Provide Audit Services

Ms. Burns announced the opportunity to provide auditing services for Water Tank Road CDD.

FOURTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked for a motion to adjourn.

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

Jill Burns

Secretary/Assistant Secretary

Signed by:

Rennie Heath

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Chairman/Vice Chairman