

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

The regular meeting of the Board of Supervisors of the Water Tank Road Community Development District was held Tuesday, **December 3, 2024** at 10:53 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk
Lindsey Roden
Jessica Spencer
Bobbie Henley

Vice Chairperson
Assistant Secretary
Assistant Secretary
Appointed as Assistant Secretary

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. Three Board members were present constituting a quorum.

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.

A. Acceptance of Resignation of Supervisor Mr. Daniel Arnette

Ms. Burns stated there was a letter of resignation from Mr. Daniel Arnette. She asked for a motion to accept the resignation.

On MOTION by Ms. Spencer, seconded by Ms. Schwenk, with all in favor, the Resignation of Supervisor David Arnette, was approved.

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B. Consideration of Appointment to Board Seat

Ms. Burns asked for nominations for the vacant Board Seat. Ms. Bobbie Henley was nominated.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Appointment of Ms. Bobbie Henley to the Vacant Board Seat, was approved.

C. Administration of Oath to Newly Appointed Supervisor

Ms. Burns swore in Ms. Henley.

THIRD ORDER OF BUSINESS

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

Ms. Burns presented the minutes from the July 24, 2024, landowners' and Board meetings. She asked for any comments, corrections, or questions. Hearing none, there was a motion of approval.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Minutes of the July 24, 2024, Board of Supervisor's Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01
Authorizing the Publication of Legal
Advertisements and Public Notices on a
Publicly Accessible Website in Polk
County**

Ms. Burns stated this would allow us to utilize the website rather than the newspaper for some of their notices.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Resolution 2025-01 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

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FIFTH ORDER OF BUSINESS

Appointment of Audit Committee

Ms. Burns recommended that the Board would appoint themselves to the audit committee.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, the Appointment of Audit Committee, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock had nothing to report to the Board.

B. Engineer

i. Ratification of Work Authorization 2025-1 for District Engineering Services

Mr. Malave reviewed the ratification of the work authorization. He added that he was open to answering any questions.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Work Authorization 2025-01 for District Engineering Services, was ratified.

C. District Manager's Report

i. Ratification of Funding Request #4

Ms. Burns stated that Funding Request #4 had already been approved and that it just needed to be ratified.

On MOTION by Ms. Schwenk, seconded by Ms. Spencer, with all in favor, Funding Request #4, was ratified.

ii. Balance Sheet & Income Statement

Ms. Burns stated there was no action necessary.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

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EIGHTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Burns asked the Board for adjournment.

On MOTION by Ms. Spencer, 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