

**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 on **Tuesday, July 8, 2025**, at 9:15 a.m. at 346 E. Central Ave., Winter Haven, Florida.

Present and constituting a quorum:

Lindsey Roden	Assistant Secretary
Jessica Spencer	Assistant Secretary
Bobbie Shockley	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, Kilinski Van Wyk
Savannah Hancock <i>via Zoom</i>	District Counsel, Kilinski Van Wyk
Joey Duncan <i>via Zoom</i>	District Engineer, Dewberry
Rey Malave <i>via Zoom</i>	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 in person constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present, and none via Zoom.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the April 1, 2025,
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the April 1, 2025, Board of Supervisors meeting and asked for any comments, corrections, or questions. The Board had no changes to the minutes.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Minutes of the April 1, 2025, Board of Supervisors Meeting, were approved.
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FOURTH ORDER OF BUSINESS

Public Hearing

A. Public Hearing on the Adoption of the Fiscal Year 2025/2026 Budget

Ms. Burns stated that the public hearing had been advertised in the paper. She asked for a motion to open the public hearing.

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

i. Consideration of Resolution 2025-03 Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds

Ms. Burns stated that Resolution 2025-03 adopting the Fiscal Year 2025/2026 budget was included as Exhibit A. She added that the budget hadn’t changed since the last review, except for updated actuals. She noted that it was developer funded, billed only as expenses came up, and a field contingency was added even though it likely wouldn’t be needed.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, Resolution 2025-03, Adopting the District’s Fiscal Year 2025/2026 Budget and Appropriating Funds, was approved.

ii. Consideration of Fiscal Year 2025/2026 Developer Funding Agreement

Ms. Burns stated that this agreement was with Cassidy Land Development, LLC. She added that the entity would fund the District's operations and maintenance based on the budget approved by the Board.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Fiscal Year 2025/2026 Developer Funding Agreement, was approved.

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

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-04 Designation of a Regular Monthly Meeting

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Date, Time, and Location of Fiscal Year 2025/2026

Ms. Burns stated that the monthly meetings would remain the same as the prior year, on the first Tuesday of the month at 10:15 a.m.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-04 Designation of a Regular Monthly Meeting, Date, Time, and Location of Fiscal Year 2025/2026, was approved.

SIXTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals & Objectives

Ms. Burns stated that the Board adopted the Fiscal Year 2026 goals and objectives, which were the same as the ones approved for 2025. This action satisfied the statutory requirement to have goals and objectives in place before October 1.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Adoption of Fiscal Year 2026 Goals & Objectives, was approved.

B. Presentation of Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute

Ms. Burns stated that all the adopted goals had been met so far and expected to finish the rest by October. The Board was asked to let the Chair sign off to confirm that everything was completed.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Fiscal Year 2025 Goals & Objectives and Authorizing Chair to Execute, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2024 Audit Report

Ms. Burns stated that page 23 was the management report. She noted that it showed no instances of non-compliance or findings. It was considered a clean audit and had been submitted to the state by the June 30 deadline. Ms. Burns offered to answer any questions.

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On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, the Fiscal Year 2024 Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock reminded the Board to complete their ethics training and file their Form 1s.

B. Engineer

Mr. Malave stated that he had nothing to report.

C. District Manager’s Report

i. Ratification of Funding Request #7

Ms. Burns stated that this funding request had already been approved and needed to be ratified by the Board.

On MOTION by Ms. Roden, seconded by Ms. Shockley, with all in favor, Funding Request #7, was ratified.

ii. Balance Sheet & Income Statement

Ms. Burns presented the balance sheet & incomes statements and stated there was no action necessary.

iii. Presentation of Number of Registered Voters – 0

Ms. Burns stated that the number of registered voters as of April 15, 2025 was 0.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

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

Jill Burns
Secretary/Assistant Secretary

Signed by:
Rennie Heath
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Chairman/Vice Chairman