

**MINUTES OF MEETING  
WOODLAND RANCH ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Woodland Ranch Estates Community Development District was held **Wednesday, December 11, 2024**, at 2:00 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Halsey Carson  
Brent Elliott  
Cody Hatmaker

Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Chris Loy *by Zoom*  
Bryan Hunter *by Zoom*  
Ashton Bligh *by Zoom*  
Bob Gang *by Zoom*

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Engineer, Hunter Engineering  
Bond Counsel, Greenberg Traurig  
Bond Counsel, Greenberg Traurig

**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 noted that there were no members of the public present in person or attending via Zoom.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Member Cody Hatmaker after the November 5, 2024 Landowners' Election**

Ms. Burns noted that this item was completed prior to the start of the meeting. She also noted that he has been briefed on the Sunshine Law and that District Counsel will be providing a packet with additional information.

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**FOURTH ORDER OF BUSINESS****Approval of the Minutes of the November 5 Landowners' Meeting & November 13, 2024 Board of Supervisors Meeting**

Ms. Burns presented the meeting minutes from the November 5, 2024 Landowners' meeting and the November 13, 2024 Board of Supervisors meeting and asked for any comments, corrections, or questions. There being no changes, she asked for a motion of approval.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Minutes of the November 5, 2024 Landowners' Meeting & November 13, 2024 Board of Supervisors Meeting, were approved.

**FIFTH ORDER OF BUSINESS****Presentation of Revised Engineer's Report of Capital Improvements dated December 11, 2024**

Ms. Burns presented the revised engineer's report and Mr. Hunter reviewed the report for the Board. He noted the purpose of the report is to describe the public infrastructure necessary to construct the proposed Woodland Ranch Estates development within the bounds of the District and to provide engineering support to fund the improvements. He summarized the report for the Board members concluding that the engineer's report that the public infrastructure elements are reasonable and beneficial and that the associated cost are reasonable. He did report that there are some "grey areas" around the water capacity and the Town of Dundee wanting a developer agreement for water quantities. Ms. Burns suggested that this information be relayed to John Kessler. Mr. Hunter offered to answer any questions Board questions.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Revised Engineer's Report of Capital Improvements Dated December 11, 2024, was approved.

**SIXTH ORDER OF BUSINESS****Presentation of Revised Preliminary Supplemental Assessment Methodology dated December 11, 2024**

Ms. Burns presented the revised preliminary supplemental assessment methodology to the Board and summarized it. She stated there are 344 total units within the assessment area in Phase 1 and 2. Table 2 shows the cost estimates that total \$16,229,400. Table 3 shows an estimated bond

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sizing of \$6,100,000. Table 4 outlines the improvement cost per unit. Table 5 allocates the par debt per unit. Table 6 breaks down the net and gross annual debt assessment per unit. Table 7 shows the preliminary assessment roll which allocates debt to each of the 124.42 acres within the assessment area.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Revised Preliminary Supplemental Assessment Methodology dated December 11, 2024, was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Resolution 2025-04 Amended and Restated Delegation Resolution Repealing Delegation Resolution 2024-01**

Ms. Burns presented the resolution. Ms. Bligh stated that this resolution will authorize the issuance of a series of bonds and repealing the prior delegation resolution that was adopted by the Board. After going through the delegation resolution, she offered to answer any Board questions. Hearing no questions, Ms. Burns asked for a motion of approval.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2025-04 Amended and Restated Delegation Resolution Repealing Delegation Resolution 2024-01, was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of Series 2025 Project Developer Agreements**

- A. True-Up Agreement**
- B. Completion Agreement**
- C. Acquisition Agreement**
- D. Collateral Assignment Agreement**
- E. Declaration of Consent**
- F. Notice of Special Assessments**

Mr. Loy summarized different developer agreements and offered to answer any questions. There will be a change to incorporate an owner of 36 lots under Woodland Estates 3. Mr. Loy will incorporate that change and asked for a motion of approval in substantial form. There was one motion of approval for all of the agreements A-F.

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On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Series 2025 Project Developer Agreements, were approved.

**G. Consideration of Resolution 2025-05 Delegated Supplemental Assessment Resolution for Series 2025 Bonds**

Mr. Loy noted that this resolution applies to the master assessment resolution to finalize the assessments and allows the Chair to sign off on final versions of all the financing documents and to take any action needed to finalize those documents. There being no questions, there was a motion of approval.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Resolution 2025-05 Delegated Supplemental Assessment Resolution for Series 2025 Bonds, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Underwriter Services  
Engagement Letter for Series 2025 Bonds  
from FMS**

Ms. Burns noted that this is an engagement letter from FMS to serve as the underwriter for the series 2025 bonds. There were no questions from the Board on this action item and there was a motion of approval.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the Underwriter Services Engagement Letter for Series 2025 Bonds from FMS, was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Loy reminded the Board that their four hours of ethics training will need to be completed by the end of the year.

**B. Engineer**

There being no comments, the next item followed.

**C. District Manager's Report**

**i. Ratification of Funding Request #16**

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Ms. Burns stated this request has already been approved and funded; it just needs to be ratified.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, Funding Request #16, was ratified.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated that financial statements are included in the agenda package for Board review and no action is required at this time.

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Elliott, seconded by Mr. Carson, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

Signed by:

*Timothy Todd*

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Chairman/Vice Chairman