

**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, **August 13, 2025** 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
Cody Hatmaker
Karen Ritchie

Chairperson
Vice Chairman
Assistant Secretary

Also present were:

Jill Burns
Lauren Gentry *by Zoom*
Anastasia Rios
Tula Haff

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 2:00 p.m. 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

**Approval of the Minutes of the April 9,
2025 Board of Supervisors Meeting**

Ms. Burns presented the minutes from the April 9, 2025 Board of Supervisors meeting and asked for any comments, corrections, or questions. There being no changes, she asked for a motion to approve.

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On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Minutes of the April 9, 2025 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Timothy Todd (Seat #5)

Ms. Burns presented the resignation of Brent Elliott.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Accepting the Resignation of Timothy Todd, was approved.

B. Appointment to Fill Vacant Board Seat #1 and #5

Ms. Burns asked for any appointments to fill the vacant seats.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Appointing Gary Hatmaker to Seat #1, was approved.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Appointing Corey Hatmaker to Seat #5, was approved.

C. Administration of Oath to Newly Appointed Supervisor(s)

Ms. Burns noted that Mr. Gary Hatmaker and Mr. Corey Hatmaker would be sworn in at a future meeting since they were not in attendance.

D. Consideration of Resolution 2025-09 Electing Officers

Board consensus was to appoint Mr. Carson as the Chairman and Mr. Cody Hatmaker as the Vice Chairman. Ms. Burns noted that she will serve as Secretary and Mr. Flint and will serve as Assistant Secretary. Ms. Ritchie, Mr. Corey Hatmaker, and Mr. Gary Hatmaker will serve as Assistant Secretaries as well.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-09 Electing Officers as slated above, was approved.

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FIFTH ORDER OF BUSINESS

Public Hearings

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

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

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-10 Adopting the Fiscal Year 2026 Budget and Appropriating Funds

Ms. Burns reviewed Resolution 2025-10 for the Board. The Fiscal Year 2026 budget was included in the agenda packet for Board review. Ms. Burns noted that they were informed by the builder that there is a cap on their builder contract. There will be a developer contribution to make up for the difference.

Ms. Burns noted for the record that there were no public comments at this time.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-10 Adopting the Fiscal Year 2026 Budget and Appropriating Funds, was approved.

ii. Consideration of Deficit Funding Agreement

Ms. Burns reviewed the Deficit Funding Agreement for the Board.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the Deficit Funding Agreement, was approved.

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

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on Fiscal Year 2026 Special Assessments

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

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Opening the Public Hearing, was approved.

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i. Consideration of Resolution 2025-11 Imposing Special Assessments and Certifying an Assessment Roll

Ms. Burns reviewed Resolution 2025-11 and noted that this was the first time levying an O&M assessment. This resolution certifies the assessments for collection based on the budget that the Board adopted.

Ms. Burns noted for the record that there were no public comments at this time.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-11 Imposing Special Assessments and Certifying an Assessment Roll, was approved.

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

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2025-12 Designation a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026

Ms. Burns reviewed the proposed Fiscal Year 2026 meeting schedule for the Board. She noted that the schedule was the same as the current year.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Resolution 2025-12 Designation a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026, was approved.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2024 Audit Report

Ms. Burns reviewed the Fiscal Year 2024 Audit report. Page 24 is the Report to Management that summarizes the audit. There were no instance of noncompliance, no findings, and the District does not meet any of the conditions for financial emergency. She noted the audit was submitted to the state by the June 30th deadline.

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On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor, Accepting the Fiscal Year 2024 Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025 Audit Engagement Letter with Grau & Associates

Ms. Burns noted that the Board previously awarded the contract to Grau & Associates and it is in line with the contract amount.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker with all in favor, the Fiscal Year 2025 Audit Engagement Letter with Grau & Associates, was approved.

NINTH ORDER OF BUSINESS

Goals and Objectives

A. Adoption of Fiscal Year 2026 Goals and Objectives

Ms. Burns reviewed the Fiscal Year 2026 Goals and Objectives for the Board. She noted that approval of the goals and objectives was required by Florida statutes.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker with all in favor, Adopting the Fiscal Year 2026 Goals and Objectives, was approved.

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

Ms. Burns suggested authorizing the Chair to sign off on the Fiscal Year 2025 goals once completed. She noted they are on track to meet all of the goals.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker with all in favor, Accepting the Fiscal Year 2025 Goals and Objectives and Authorizing Chair to Execute, was approved.

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TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry noted that the Form 1s were due July 1st. She reminded the Board of the required ethics training.

B. Engineer

There being no comments, the next item followed.

C. District Manager's Report

i. Balance Sheet & Income Statement

Ms. Burns noted financial statements are in the agenda package for review. She offered to answer any questions. No action is necessary by the Board.

ii. Ratification of Funding Request #21 – #24

Ms. Burns reviewed funding requests #21-#24.

On MOTION by Mr. Carson, seconded by Mr. Cody Hatmaker, with all in favor Funding Requests #21-#24, were ratified.
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iii. Presentation of Number of Registered Voters: 0

Ms. Burns noted that there were no registered voters in the District as of April 15th.

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. Carson, seconded by Mr. Cody Hatmaker, with all in favor, the meeting was adjourned.

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Woodland Ranch Estates CDD

Signed by:

Jill Burns

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Secretary/Assistant Secretary

Signed by:

Halsey Carson

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Chairman/Vice Chairman