MINUTES OF MEETING
DEL WEBB RIVER RESERVE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Del Webb River Reserve Community Development District held Public Hearings, a Regular Meeting and Audit Committee Meeting on March 26, 2025, at 11:00 a.m., at the Hilton Garden Inn Tampa-Wesley Chapel, 26640 Silver Maple Pkwy., Wesley Chapel, Florida 33544.

Present:

Brady Lefere	Chair
Ray Aponte	Vice Chair
Melisa Sgro	Assistant Secretary

Also present:

Kristen Suit	District Manager
Ryan Dugan (via telephone)	District Counsel
Trent Stephenson (via telephone)	District Engineer
Steve Sanford (via telephone)	Bond Counsel

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Suit called the meeting to order at 11:02 a.m. Supervisors Lefere, Aponte and Sgro were present. Supervisor Malecki and Supervisor-Elect Glass were not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Supervisor Blake Glass (the following will be provided in a separate package)**

A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

This item was deferred.

FOURTH ORDER OF BUSINESS **Ratification of Resolution 2025-03, Electing Certain Officers of the District, and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-03. The slate is as follows:

Chair	Brady Lefere
Vice Chair	Ray Aponte
Secretary	Craig Wrathell
Assistant Secretary	Melisa Sgro
Assistant Secretary	Blake Glass
Assistant Secretary	Alex Malecki
Assistant Secretary	Kristen Suit
Treasurer	Craig Wrathell
Assistant Treasurer	Jeffrey Pinder

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-03, Electing and Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS **Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for**

Severability; Providing for Conflict and Providing for an Effective Date

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was opened.

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2025-33, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Del Webb River Reserve Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

No affected property owners or members of the public spoke.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was closed.

Ms. Suit presented Resolution 2025-33 and read the title.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-33, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Del Webb River Reserve Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was opened.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

  No affected property owners or members of the public spoke.

> **On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was closed.**

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

  The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

C. Engineer's Report (for informational purposes)

D. Master Special Assessment Methodology Report (for informational purposes)

The above items were included for informational purposes.

E. Consideration of Resolution 2025-34, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Ms. Suit presented Resolution 2025-34 and read the title.

Mr. Stephenson responded to the following questions:

Mr. Dugan: Based on your experience, are the cost estimates in the Report reasonable?

Mr. Stephenson: Yes.

Mr. Dugan: Are you aware of any reason to believe that the improvements in the report cannot be carried out by the District?

Mr. Stephenson: I am not.

Ms. Suit responded to the following questions:

Mr. Dugan: Are the special assessments reasonably and fairly allocated to the lands subject to them?

Ms. Suit: Yes.

Mr. Dugan: Will the assessed lands receive special benefits equal to or in excess of the special assessments as levied in the Methodology?

Ms. Suit: Yes.

Mr. Dugan: Is it in the District's best interest that the special assessments be paid and collected in accordance with the Methodology and the Assessment Resolution?

Ms. Suit: Yes.

Mr. Dugan stated that the Engineer's Report and the Methodology Report are the same Reports that were previously presented.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-34, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was opened.

A. Affidavits of Publication

B. Consideration of Resolution 2025-35, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

No affected property owners or members of the public spoke.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Public Hearing was closed.

Ms. Suit presented Resolution 2025-35.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, Resolution 2025-35, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Presentation of Engineer's Report (for informational purposes)**

This item was included for informational purposes. It is identical to the version that was approved.

NINTH ORDER OF BUSINESS **Presentation of First Supplemental Special Assessment Methodology Report**

Ms. Suit presented the First Supplemental Special Assessment Methodology Report dated February 5, 2025. She reviewed the pertinent information found in each section and discussed the Development Program, Capital Improvement Plan (CIP), Financing Program, Assessment Methodology, lienability tests, special and peculiar benefits to the units, True-up Mechanism and the Appendix Tables. She noted the following:

➢ The proposed supplemental financing plan for the District provides for the issuance of the Series 2025 Bonds in the total estimated principal amount of $6,530,000 to finance a portion of the CIP costs in the total amount estimated at $5,878,726.25, representing the amount of construction proceeds generated from the issuance of the Series 2025 Bonds.

Ms. Suit referred to Table 1 and noted that the numbers will be updated, as follows:

Product Type	Total Number of Units
Single Family 40'	88
Single Family 50'	175
Single Family 65'	92
TOTAL	355

With these adjustments, the total number of units does not change; it remains at 355.

Ms. Suit reviewed the other Tables in the Report.

Mr. Dugan noted that he submitted minor edits that need to be incorporated.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the First Supplemental Special Assessment Methodology Report, in substantial form and subject to any necessary changes, was approved.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2025-37, Authorizing the Issuance of Not Exceeding $8,000,000 Del Webb River Reserve Community Development District, Special Assessment Bonds, Series 2025 (the "Bonds") to Finance Certain Public Infrastructure Within the District; Determining the Need for a Negotiated Limited Offering of the Bonds and Providing for a Delegated Award of Such Bonds; Appointing the Underwriter for the Limited Offering of the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Contract With Respect to the Bonds; Authorizing the Use of that Certain Master Trust Indenture Previously Approved With Respect to the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture**

Governing the Bonds; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum; Approving the Execution and Delivery of a Final Limited Offering Memorandum; Approving the Form of and Authorizing the Execution of a Continuing Disclosure Agreement, and Appointing a Dissemination Agent; Approving the Application of Bond Proceeds; Authorizing Certain Modifications to the Assessment Methodology Report and Engineer's Report; Making Certain Declarations; Providing for the Registration of the Bonds Pursuant to the DTC Book-Entry Only System; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection with the Issuance, Sale and Delivery of the Bonds; and Providing for Severability, Conflicts and an Effective Date

Mr. Sanford presented Resolution 2025-37, known as the Delegation Resolution, which accomplishes the following:

- Authorizes any necessary changes to the Engineer's Report and the Methodology Report without the need for a Special Meeting.
- Authorizes issuance of up to $8,000,000 in special assessment bonds, subject to the parameters set forth in the Resolution and further authorizes the Chair or Vice Chair to execute the Bond Purchase Contract.
- Approves and authorizes bond-related documents, including the Bond Purchase Contract, Preliminary Limited Offering Memorandum, Continuing Disclosure Agreement, Supplemental Trust Indenture, etc.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Resolution 2025-37, Authorizing the Issuance of Not Exceeding $8,000,000 Del Webb River Reserve Community Development District, Special Assessment Bonds, Series 2025 (the "Bonds") to Finance Certain Public Infrastructure Within the District; Determining the Need for a Negotiated Limited Offering of

the Bonds and Providing for a Delegated Award of Such Bonds; Appointing the Underwriter for the Limited Offering of the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a Bond Purchase Contract With Respect to the Bonds; Authorizing the Use of that Certain Master Trust Indenture Previously Approved With Respect to the Bonds; Approving the Form of and Authorizing the Execution and Delivery of a First Supplemental Trust Indenture Governing the Bonds; Approving the Form of and Authorizing the Distribution of a Preliminary Limited Offering Memorandum; Approving the Execution and Delivery of a Final Limited Offering Memorandum; Approving the Form of and Authorizing the Execution of a Continuing Disclosure Agreement, and Appointing a Dissemination Agent; Approving the Application of Bond Proceeds; Authorizing Certain Modifications to the Assessment Methodology Report and Engineer's Report; Making Certain Declarations; Providing for the Registration of the Bonds Pursuant to the DTC Book-Entry Only System; Authorizing the Proper Officials to Do All Things Deemed Necessary in Connection with the Issuance, Sale and Delivery of the Bonds; and Providing for Severability, Conflicts and an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

On MOTION by Mr. Lefere and seconded by Mr. Aponte with all in favor, the Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

TWELFTH ORDER OF BUSINESS **Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

A. Affidavit of Publication

B. RFP Package

C. Respondent(s)

- **I. Berger, Toombs, Elam, Gaines & Frank**
- **II. Carr, Riggs & Ingram, L.L.C.**
- **III. DiBartolomeo, McBee, Hartley & Barnes, P.A.**
- **IV. Grau & Associates**

D. Auditor Evaluation Matrix/Ranking

Ms. Suit discussed her scores for the respondents in each category and her reasoning behind the score. Her total scores and ranking, were as follows:

#1	Grau & Associates	93 points
#2	DiBartolomeo, McBee, Hartley & Barnes, P.A.	92 points
#3	Berger, Toombs, Elam, Gaines & Frank	88 points
#4	Carr, Riggs & Ingram, L.L.C.	85 points

THIRTEENTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

On MOTION by Mr. Lefere and seconded by Mr. Aponte with all in favor, the Audit Selection Committee Meeting terminated and the Regular Meeting reconvened.

FOURTEENTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

- **Award of Contract**

On MOTION by Mr. Lefere and seconded by Mr. Aponte with all in favor, Mr. Lefere and seconded by Mr. Aponte, with all in favor, accepting the scores, ranking and recommendation of the Audit Selection Committee as its own, ranking Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services and awarding Annual Audit Services Contract to Grau & Associates, was approved.

FIFTEENTH ORDER OF BUSINESS **Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

A. Affidavit of Publication

B. RFQ Package

C. Respondent: LevelUp Consulting, LLC

Ms. Suit stated that LevelUp Consulting, LLC (LevelUp), the current Interim District Engineer, was the sole respondent to the RFQ for Engineering Services. As such, the Board can deem them as the most qualified respondent and proceed to awarding the contract.

D. Competitive Selection Criteria/Ranking

E. Award of Contract

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, deeming LevelUp Consulting, LLC, as the #1 ranked, most responsive and responsible respondent to the RFQ for Engineering Services and awarding the Engineering Services Contract to LevelUp Consulting, LLC, was approved.

SIXTEENTH ORDER OF BUSINESS **Consideration of Resolution 2025-23, Designating the Location of the Local District Records Office and Providing an Effective Date**

This item was deferred.

SEVENTEENTH ORDER OF BUSINESS **Consideration of Resolution 2025-25, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-25 and the proposed Fiscal Year 2025 Meeting Schedule.

The April 10, 2025 meeting date, potential discussion/focus, time and location are unchanged.

The following additional dates, times, and location will be inserted int the Fiscal Year 2025 Meeting Schedule:

DATES: April 3, 2025; May 1, 2025; June 5, 2025; July 3, 2025; August 7, 2025 and September 4, 2025

TIME: 11:30 AM

LOCATION (All meetings except April 10, 2025): Hampton Inn & Suites by Hilton – Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Resolution 2025-25, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

EIGHTEENTH ORDER OF BUSINESS **Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit**

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, was approved.

NINETEENTH ORDER OF BUSINESS **Ratification of Withlacoochee River Electric Cooperative, Inc. Street/Outdoor Lighting Agreement**

Ms. Suit recalled that an Agreement was initially executed but this is moving to the HOA.

Mr. Dugan stated that, rather than ratifying the Agreement, the Board can terminate it. He noted that the Deposit Reimbursement Agreement should be terminated as well.

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, revising the agenda item title to Consideration of Termination of Withlacoochee River Electric Cooperative, Inc. Street/Outdoor Lighting Agreement and Consideration of Termination of the Deposit Reimbursement Agreement, and terminating the Withlacoochee River Electric Cooperative, Inc. Street/Outdoor Lighting Agreement and the Deposit Reimbursement Agreement, were approved.

TWENTIETH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 28, 2025**

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

TWENTY-FIRST ORDER OF BUSINESS **Consideration of the following Project Related Items:**

A. February 5, 2025 Landowners' Meeting

B. February 5, 2025 Organizational Meeting

On MOTION by Mr. Aponte and seconded by Mr. Lefere, with all in favor, the February 5, 2025 Landowners' Meeting Minutes and the February 5, 2025 Organizational Meeting Minutes, as presented, were approved.

TWENTY-SECOND ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Mr. Dugan stated that the Bond Validation Hearing will be on April 9, 2025.

B. District Engineer (Interim): LevelUp Consulting, LLC

C. District Manager: Wrathell, Hunt and Associates, LLC

There were no District Engineer or District Manager reports.

- **NEXT MEETING DATE: April 10, 2025 at 11:00 AM [Adoption of FY2025 Budget; Presentation of FY2026 Proposed Budget]**
  - **QUORUM CHECK**

TWENTY-THIRD ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

TWENTY-FOURTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTY-FIFTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Lefere and seconded by Mr. Aponte, with all in favor, the meeting adjourned at 11:32 a.m.

Secretary/Assistant Secretary

Chair/Vice Chair