

**MINUTES OF MEETING
ENBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Enbrook Community Development District held Multiple Public Hearings and a Regular Meeting on August 26, 2021 at 1:00 p.m., at the offices of RWA, Inc., 6610 Willow Park Dr., Ste. #200, Naples, FL 34109.

Present were:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Michael Bone	Assistant Secretary
Ty Vincent	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Shane Willis	Operations Manager
Steve Martin	District Engineer
Jere Earlywine (via phone)	District Counsel
James Ratz (via phone)	Forestar Project Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:01 p.m. Supervisors Cotter, Moulton, Bone and Vincent were present. Supervisor Everett was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Acceptance of Resignation of Supervisor J. Wayne Everett, Seat 4 (Term Expires November 2022)

Mr. Adams presented the resignation of Supervisor J. Wayne Everett from Seat 4.

On MOTION by Mr. Cotter and seconded by Mr. Vincent, with all in favor, the resignation of Supervisor J. Wayne Everett from Seat 4, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4

- A. Administration of Oath of Office *(the following will be provided in a separate package)***
 - I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - II. Membership, Obligations and Responsibilities**
 - III. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
 - IV. Form 8B – Memorandum of Voting Conflict**
- B. Consideration of Resolution 2021-06, Designating Certain Officers of the District, and Providing for an Effective Date**

These items were presented following Item 12C.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

- A. Proof/Affidavit of Publication**

The affidavit of publication was provided for informational purposes.
- B. Consideration of Resolution 2021-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Adams presented the proposed Fiscal Year 2022 budget, which was unchanged since last presented.

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

Mr. Adams presented Resolution 2021-07.

On MOTION by Mr. Bone and seconded by Mr. Vincent, with all in favor, Resolution 2021-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2021/2022, Pursuant to Florida Law

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**

These items were provided for informational purposes.

- C. Consideration of Resolution 2021-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

Mr. Adams presented Resolution 2021-08.

On MOTION by Mr. Bone and seconded by Mr. Cotter, with all in favor, Resolution 2021-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Engagement with KE Law Group, PLLC, for District Counsel Services

- **Consideration of Fee Agreement**

Mr. Earlywine presented the joint letter by Hopping Green & Sams and KE Law Group, PLLC (KE) and the KE Fee Agreement.

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, engagement of KE Law Group, PLLC, for District Counsel Services, and the Fee Agreement, were approved.

EIGHTH ORDER OF BUSINESS

Ratification of Haskins, Inc., Change Orders

Mr. Adams presented the following:

- A. **Corrective Change Order No. 2**
- B. **Corrective Change Order No. 3**
- C. **Change Order No. 4**
- D. **Change Order No. 5**

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, the Haskins, Inc. Change Orders, as presented, were ratified.

NINTH ORDER OF BUSINESS

Consideration of Haskins, Inc. Change Order, Request #6 – Contract Close Out

Mr. Adams presented Haskins, Inc. Change Order, Request #6 – Contract Close Out.

On MOTION by Mr. Bone and seconded by Mr. Cotter, with all in favor, the Haskins, Inc. Change Order, Request #6 – Contract Close Out, was approved.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2021

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2021. The financials were accepted.

ELEVENTH ORDER OF BUSINESS**Consideration of June 14, 2021 Regular Meeting Minutes**

Mr. Adams presented the June 14, 2021 Regular Meeting Minutes.

On MOTION by Mr. Bone and seconded by Mr. Vincent, with all in favor, the June 14, 2021 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: *KE Law Group, PLLC***

Mr. Earlywine stated, with regard to the Realtek Advantage and the CDD-HOA Maintenance Agreements previously approved in substantial form, an accounting would be needed to properly credit Forestar for pond digging. Once the credit is applied, the deeds and conveyances would be recorded and a Project Completion Resolution would be presented.

B. District Engineer: *Q Grady Minor & Associates P.A.*

Mr. Martin stated that the Phase 2 utility conveyance was being finalized; it was hoped that the associated preliminary site acceptance would be prepared within the next 30 days, which should complete the site improvements for the project.

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

- **NEXT MEETING DATE: September 23, 2021 at 1:00 P.M.**
 - **QUORUM CHECK**

The next meeting would be held on September 23, 2021.

▪ Consider Appointment to Fill Unexpired Term of Seat 4

This item, previously the Fourth Order of Business, was presented out of order.

Ms. Moulton nominated Mr. Mark Roscoe to fill Seat 4. No other nominations were made.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the appointment of Mr. Mark Roscoe to fill Seat 4, term expires November 2022, was approved.

- **Consideration of Resolution 2021-06, Designating Certain Officers of the District, and Providing for an Effective Date**

This item, previously Item 4B, was presented out of order.

Mr. Adams presented Resolution 2021-06. Ms. Moulton nominated the following slate of officers:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Chesley E. Adams, Jr.	Secretary
Ty Vincent	Assistant Secretary
Michael Bone	Assistant Secretary
Mark Roscoe	Assistant Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

No other nominations were made.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, Resolution 2021-06, Designating Certain Officers of the District, and Providing for an Effective Date, as nominated, and Providing for an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FIFTEENTH ORDER OF BUSINESS


Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Bone and seconded by Mr. Cotter, with all in favor, the meeting adjourned at 1:14 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair