

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

April 27, 2023

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Enbrook Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

April 20, 2023

Board of Supervisors
Enbrook Community Development District

ATTENDEES: Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.
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Dear Board Members:

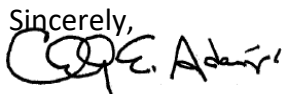
The Board of Supervisors of the Enbrook Community Development District will hold a Regular Meeting on April 27, 2023 at 1:00 p.m., at the offices of RWA, Inc., 6610 Willow Park Drive, Suite #200, Naples, Florida 34109. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Supervisors Steve Aiken [SEAT 3], Andre Carmack [SEAT 4] and Michael Bone [SEAT 5] (*the following to be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes; and Providing for an Effective Date
5. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date
6. Ratification of Engagement with Jere Earlywine at Kutak Rock LLP
 - Consideration of Retention and Fee Agreement

7. Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
8. Acceptance of Unaudited Financial Statements as of March 31, 2023
9. Approval of Minutes
 - A. August 25, 2022 Public Hearing and Regular Meeting
 - B. November 1, 2022 Landowners' Meeting
10. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Q Grady Minor & Associates P.A.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - ___ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: May 25, 2023 at 1:00 PM
 - QUORUM CHECK
11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

SEAT 1	CHRISTIAN COTTER	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	MARY MOULTON	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	STEVE AIKEN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	ANDRE CARMACK	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	MICHAEL P BONE	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

I look forward to seeing you at the upcoming meeting. In the meantime, if you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,

 Chesley E. Adams, Jr.
 District Manager

<p>FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE CALL IN NUMBER: 1-888-354-0094 PARTICIPANT PASSCODE: 229 774 8903</p>
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ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Enbrook Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Collier County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners' meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners' meeting was held on November 1, 2022, and the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following persons are found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

Seat 3	Steve Aiken	102 Votes
Seat 4	Andre Carmack	102 Votes
Seat 5	Michael Bone	100 Votes

Section 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the Supervisor, the above-named persons are declared to have been elected for the following term of office:

Seat 3	Steve Aiken	4-Year Term
Seat 4	Andre Carmack	4-Year Term
Seat 5	Michael Bone	2-Year Term

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 27TH DAY OF APRIL, 2023.

Attest:

**ENBROOK COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Enbrook Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District desires to designate certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. _____ is appointed Chair.

SECTION 2. _____ is appointed Vice Chair.

SECTION 3. _____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Craig Wrathell is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair and Assistant Secretaries; however, prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 27th day of April, 2023.

ATTEST:

**ENBROOK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

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Enbrook Community Development District
c/o Craig Wrathell and
Christian Cotter
Wrathell, Hunt & Associates, LLC
2300 Glades Road Suite 410W
Boca Raton, Florida 33431
wrathellc@whhassociates.com
christiancotter@forestar.com

RE: District Counsel Matter

Dear Sirs or Madams,

Effective February 6, 2023, Jere Earlywine will resign from KE LAW GROUP PLLC to join the law firm of KUTAK ROCK LLP.

Mr. Earlywine was providing services to you on the above-referenced matter. Therefore, this letter is to inform you that you have the option to choose to have Mr. Earlywine continue to represent you in this matter at his new law firm, or you may have KE LAW GROUP PLLC continue to represent you, in which case representation will be handled by Meredith Hammock and Lauren Gentry in KE LAW GROUP PLLC's Tampa Office. Alternatively, you can choose to retain an entirely new lawyer.

If you wish to have Jere Earlywine or a new lawyer continue to represent you, please be aware that you remain liable for fees and costs for services already provided by members of KE LAW GROUP PLLC through the date of this letter. Further, given the manner in which legal fees for open financing matters are structured, no fee has been paid to date. Should you elect to have this matter go with Mr. Earlywine, the fee may be apportioned between KE LAW GROUP PLLC and KUTAK ROCK LLP.

Please advise Jere Earlywine and KE Law Group PLLC in writing, as quickly as possible, of the District's decision so that continuity in your representation is assured. You may do so by indicating your choice below and returning a signed and dated copy. Please retain the additional copy of this designation letter for your records.

Yours truly,

/s/ Jere Earlywine

Instructions

I wish my file to stay with KE LAW GROUP PLLC.

I wish my file and trust account balance to be transferred to Jere Earlywine at KUTAK ROCK LLP.

I will retain new counsel and have them contact KE LAW GROUP PLLC to coordinate transfer of my file.



For the Client

**KUTAK ROCK LLP
FEE AGREEMENT FOR
ENBROOK CDD**

I. PARTIES

THIS FEE AGREEMENT ("Fee Agreement") is made and entered into by and between the following parties, and supersedes on a going forward basis any prior fee agreement between the parties:

- A. Enbrook Community Development District ("Client")
c/o Wrathell, Hunt and Associates LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

and

- B. Kutak Rock LLP ("KUTAK")
107 West College Avenue (32301)
P.O. Box 10230
Tallahassee, Florida 32302

II. SCOPE OF SERVICES

In consideration of the mutual agreements contained herein, the parties agree as follows:

- A. The Client agrees to employ and retain KUTAK as its attorney and legal representative for all legal matters involving the District.
- B. KUTAK accepts such employment and agrees to serve as attorney for and provide legal representation to the Client in connection with those matters referenced above.

III. FEES

The Client agrees to compensate KUTAK for services rendered regarding any matters covered by this Fee Agreement according to the hourly billing rates for individual KUTAK lawyers set forth herein, plus actual expenses incurred by KUTAK in accordance with the attached standard Expense Reimbursement Policy (Attachment A, incorporated herein by reference). For Calendar Year 2023, hourly rates will be \$295 per hour for shareholders, \$265 per hour associates, \$235 per hour for contract attorneys and \$190 per hour for paralegals. All hourly rates will be increased annually by \$10 per hour. To the extent that the District issues bonds during Calendar Year 2023, KUTAK will provide issuer's counsel services under a flat fee of \$38,000 per bond issuance. This flat fee will be increased annually by \$1,000 per year.

IV. CLIENT FILES

The files and work product materials ("Client File") of the Client generated or received by KUTAK will be maintained confidentially to the extent permitted by law and in accordance with the Florida Bar rules. At the conclusion of the representation, the Client File will be stored by KUTAK for a minimum of five (5) years. After the five (5) year storage period, the Client hereby acknowledges and consents that KUTAK may

confidentially destroy or shred the Client File, unless KUTAK is provided a written request from the Client requesting return of the Client File, to which KUTAK will return the Client File at Client's expense.

V. DEFAULT

In the event of a dispute arising under this Fee Agreement, whether or not a lawsuit or other proceeding is filed, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigating entitlement to attorneys' fees and costs, as well as in determining or quantifying the amount of recoverable attorneys' fees and costs. The reasonable costs to which the prevailing party is entitled shall include costs that are taxable under any applicable statute, rule, or guideline, as well as non-taxable costs, including, but not limited to, costs of investigation, telephone charges, mailing and delivery charges, information technology support charges, consultant and expert witness fees, travel expenses, court reporter fees, and mediator fees, regardless of whether such costs are otherwise taxable. Venue of any such action shall be exclusive in the state courts of the Second Judicial Circuit in and for Leon County, Florida.

VI. TERMINATION

Either party may terminate this Fee Agreement upon providing prior written notice to the other party at its regular place of business.

VII. EXECUTION OF FEE AGREEMENT

This Fee Agreement shall be deemed fully executed upon its signing by KUTAK and the Client. The contract formed between KUTAK and the Client shall be the operational contract between the parties.

VIII. ENTIRE CONTRACT

This Fee Agreement constitutes the entire agreement between the parties.

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT**

By: _____

Its: _____

Date: _____

KUTAK ROCK LLP

By:  _____

Jere L. Earlywine

Date: _____

ATTACHMENT A

KUTAK ROCK LLP EXPENSE REIMBURSEMENT POLICY

The following is the expense reimbursement policy for the Fee Agreement. All expenses are billed monthly. Billings ordinarily reflect expenses for the most recent month, except where there are delays in receiving bills from third party vendors.

Telephone. All telephone charges are billed at an amount approximating actual cost.

Photocopying and Printing. In-house photocopying and printing is charged at \$0.05 per page, which is less than actual cost.

Facsimile. There are no charges for faxes.

Postage. Postage is billed at actual cost.

Overnight Delivery. Overnight delivery is billed at actual cost.

Computerized Legal Research. Charges for computerized legal research are billed at an amount approximating actual cost.

Travel. Travel (including air fare, rental cars, taxicabs, hotel, meals, tips, etc.) is billed at actual cost. Where air travel is required, coach class is used wherever feasible. Out-of-town mileage is billed at the State of Florida approved reimbursement rate (i.e., pursuant to Chapter 112, Florida Statutes).

Consultants. Unless prior arrangements are made, consultants are ordinarily employed directly by the Client. Where consultants are employed by the firm, their charges are passed-through with no mark-up. The Client is responsible for notifying the firm of any particular billing arrangements or procedures which the Client requires of the consultant.

Other Expenses. Other outside expenses, such as court reporters, agency copies, etc. are billed at actual cost.

Word Processing and Secretarial Overtime. No charge is made for word processing. No charge is made for secretarial overtime except in major litigation matters where unusual overtime demands are imposed.

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024 AND SETTING PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Enbrook Community Development District (“**District**”) prior to June 15, 2023, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2023 and ending September 30, 2024 (“**Fiscal Year 2023/2024**”); and

WHEREAS, the Board has considered the Proposed Budget, and desires to set the required public hearing thereon;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENBROOK COMMUNITY DEVELOPMENT DISTRICT:

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____
HOUR: _____
LOCATION: offices of RWA, Inc.
6610 Willow Park Drive, Suite #200
Naples, Florida 34109

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to Collier County at least 60 days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 27TH DAY OF APRIL, 2023.

ATTEST:

**ENBROOK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2023/2024 Proposed Budget

Exhibit A: FY 2023/2024 Proposed Budget

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
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**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Projected	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023		
REVENUES					
Assessment levy: on-roll - gross	\$ 84,303				\$ 80,519
Allowable discounts (4%)	(3,372)				(3,221)
Assessment levy: on-roll - net	80,931	\$ 79,118	\$ 1,813	\$ 80,931	77,298
Total revenues	80,931	79,118	1,813	80,931	77,298
EXPENDITURES					
Professional & administrative					
Management/accounting/recording	42,000	21,000	21,000	42,000	42,000
Legal	10,000	98	5,000	5,098	7,500
Engineering	3,000	-	2,000	2,000	2,000
Audit	4,000	4,000	-	4,000	4,000
Arbitrage rebate calculation	750	750	-	750	750
Dissemination agent	1,000	500	500	1,000	1,000
Trustee	4,200	4,031	169	4,200	4,200
Telephone	400	200	200	400	400
Postage	500	71	429	500	500
Printing & binding	750	375	375	750	750
Legal advertising	1,000	1,057	-	1,057	1,000
Annual special district fee	175	175	-	175	175
Insurance	5,800	5,563	-	5,563	5,800
Contingencies/bank charges	500	72	428	500	500
Website					
Hosting & maintenance	705	-	705	705	705
ADA compliance	200	-	200	200	200
Saltwater tracking program	3,000	-	3,000	3,000	3,000
Property appraiser	1,265	-	1,265	1,265	1,208
Tax collector	1,686	1,582	104	1,686	1,610
Total professional & administrative	80,931	39,474	41,457	74,849	77,298
Total expenditures	80,931	39,474	41,457	74,849	77,298
Net increase/(decrease) of fund balance	-	39,644	(39,644)	6,082	-
Fund balance - beginning (unaudited)	200	9,647	49,291	9,647	15,729
Fund balance - ending (projected)	<u>\$ 200</u>	<u>\$ 49,291</u>	<u>\$ 9,647</u>	<u>\$ 15,729</u>	<u>\$ 15,729</u>

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording \$ 42,000

Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.

Legal 7,500

General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.

Engineering 2,000

The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.

Audit 4,000

Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.

Arbitrage rebate calculation 750

To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.

Dissemination agent 1,000

The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.

Trustee 4,200

Annual fee for the service provided by trustee, paying agent and registrar.

Telephone 400

Telephone and fax machine.

Postage 500

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & binding 750

Letterhead, envelopes, copies, agenda packages, etc.

Legal advertising 1,000

The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.

Annual special district fee 175

Annual fee paid to the Florida Department of Economic Opportunity.

Insurance 5,800

The District will obtain public officials and general liability insurance.

Contingencies/bank charges 500

Bank charges, automated AP routing and other miscellaneous expenses incurred during the year.

Hosting & maintenance 705

ADA compliance 200

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Saltwater tracking program	3,000
As a part of the District Water Use Permit for onsite irrigation, the District is required to track and report Chloride levels in the water on a monthly basis. This will be handled by a third party contractor.	
Property appraiser	1,208
Tax collector	1,610
Total expenditures	<u>\$ 77,298</u>

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2020
FISCAL YEAR 2024**

	Fiscal Year 2023				Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 3/31/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll	\$ 341,946				\$ 341,946
Allowable discounts (4%)	(13,678)				(13,678)
Net assessment levy - on-roll	328,268	\$ 320,871	\$ 7,397	\$ 328,268	328,268
Interest	-	5,191	-	5,191	-
Total revenues	328,268	326,062	7,397	333,459	328,268
EXPENDITURES					
Debt service					
Principal	110,000	-	110,000	110,000	110,000
Interest	205,875	102,937	102,938	205,875	203,125
Property appraiser	5,129	-	5,129	5,129	5,129
Tax collector	6,839	6,414	425	6,839	6,839
Total expenditures	327,843	109,351	218,492	327,843	325,093
Excess/(deficiency) of revenues over/(under) expenditures	425	216,711	(211,095)	5,616	3,175
Fund balance:					
Net increase/(decrease) in fund balance	425	216,711	(211,095)	5,616	3,175
Beginning fund balance (unaudited)	267,769	263,142	479,853	263,142	268,758
Ending fund balance (projected)	\$268,194	\$ 479,853	\$ 268,758	\$ 268,758	271,933
Use of fund balance:					
Debt service reserve account balance (required)					(158,150)
Principal expense - November 1, 2024					-
Interest expense - November 1, 2024					(100,188)
Projected fund balance surplus/(deficit) as of September 30, 2024					\$ 13,595

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2020 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/22			102,937.50	102,937.50	5,430,000.00
05/01/23	110,000.00	2.500%	102,937.50	212,937.50	5,320,000.00
11/01/23			101,562.50	101,562.50	5,320,000.00
05/01/24	110,000.00	2.500%	101,562.50	211,562.50	5,210,000.00
11/01/24			100,187.50	100,187.50	5,210,000.00
05/01/25	115,000.00	2.500%	100,187.50	215,187.50	5,095,000.00
11/01/25			98,750.00	98,750.00	5,095,000.00
05/01/26	120,000.00	3.000%	98,750.00	218,750.00	4,975,000.00
11/01/26			96,950.00	96,950.00	4,975,000.00
05/01/27	120,000.00	3.000%	96,950.00	216,950.00	4,855,000.00
11/01/27			95,150.00	95,150.00	4,855,000.00
05/01/28	125,000.00	3.000%	95,150.00	220,150.00	4,730,000.00
11/01/28			93,275.00	93,275.00	4,730,000.00
05/01/29	130,000.00	3.000%	93,275.00	223,275.00	4,600,000.00
11/01/29			91,325.00	91,325.00	4,600,000.00
05/01/30	135,000.00	3.000%	91,325.00	226,325.00	4,465,000.00
11/01/30			89,300.00	89,300.00	4,465,000.00
05/01/31	140,000.00	4.000%	89,300.00	229,300.00	4,325,000.00
11/01/31			86,500.00	86,500.00	4,325,000.00
05/01/32	145,000.00	4.000%	86,500.00	231,500.00	4,180,000.00
11/01/32			83,600.00	83,600.00	4,180,000.00
05/01/33	150,000.00	4.000%	83,600.00	233,600.00	4,030,000.00
11/01/33			80,600.00	80,600.00	4,030,000.00
05/01/34	155,000.00	4.000%	80,600.00	235,600.00	3,875,000.00
11/01/34			77,500.00	77,500.00	3,875,000.00
05/01/35	160,000.00	4.000%	77,500.00	237,500.00	3,715,000.00
11/01/35			74,300.00	74,300.00	3,715,000.00
05/01/36	170,000.00	4.000%	74,300.00	244,300.00	3,545,000.00
11/01/36			70,900.00	70,900.00	3,545,000.00
05/01/37	175,000.00	4.000%	70,900.00	245,900.00	3,370,000.00
11/01/37			67,400.00	67,400.00	3,370,000.00
05/01/38	185,000.00	4.000%	67,400.00	252,400.00	3,185,000.00
11/01/38			63,700.00	63,700.00	3,185,000.00
05/01/39	190,000.00	4.000%	63,700.00	253,700.00	2,995,000.00
11/01/39			59,900.00	59,900.00	2,995,000.00
05/01/40	200,000.00	4.000%	59,900.00	259,900.00	2,795,000.00
11/01/40			55,900.00	55,900.00	2,795,000.00
05/01/41	205,000.00	4.000%	55,900.00	260,900.00	2,590,000.00
11/01/41			51,800.00	51,800.00	2,590,000.00
05/01/42	215,000.00	4.000%	51,800.00	266,800.00	2,375,000.00
11/01/42			47,500.00	47,500.00	2,375,000.00
05/01/43	225,000.00	4.000%	47,500.00	272,500.00	2,150,000.00
11/01/43			43,000.00	43,000.00	2,150,000.00
05/01/44	235,000.00	4.000%	43,000.00	278,000.00	1,915,000.00

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2020 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
11/01/44			38,300.00	38,300.00	1,915,000.00
05/01/45	240,000.00	4.000%	38,300.00	278,300.00	1,675,000.00
11/01/45			33,500.00	33,500.00	1,675,000.00
05/01/46	250,000.00	4.000%	33,500.00	283,500.00	1,425,000.00
11/01/46			28,500.00	28,500.00	1,425,000.00
05/01/47	260,000.00	4.000%	28,500.00	288,500.00	1,165,000.00
11/01/47			23,300.00	23,300.00	1,165,000.00
05/01/48	275,000.00	4.000%	23,300.00	298,300.00	890,000.00
11/01/48			17,800.00	17,800.00	890,000.00
05/01/49	285,000.00	4.000%	17,800.00	302,800.00	605,000.00
11/01/49			12,100.00	12,100.00	605,000.00
05/01/50	295,000.00	4.000%	12,100.00	307,100.00	310,000.00
11/01/50			6,200.00	6,200.00	310,000.00
05/01/51	310,000.00	4.000%	6,200.00	316,200.00	-
Total	5,320,000.00		3,577,600.00	8,897,600.00	

**ENBROOK
 COMMUNITY DEVELOPMENT DISTRICT
 ASSESSMENT COMPARISON
 PROJECTED FISCAL YEAR 2024 ASSESSMENTS**

On-Roll Assessments

	Units	FY 2024 O&M Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	FY 2023 Total Assessment per Unit
Twin Villa	298	\$ 270.20	\$ 1,147.47	\$ 1,417.67	\$ 1,430.37
Total	298				

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2023**

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 55,291	\$ -	\$ -	\$ 55,291
Investments				
Revenue	-	321,983	-	321,983
Reserve	-	158,150	-	158,150
Construction	-	-	286	286
Total assets	<u>\$ 55,291</u>	<u>\$480,133</u>	<u>\$ 286</u>	<u>\$ 535,710</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Landowner advance	6,000	-	-	6,000
Due to Landowner	-	280	-	280
Total liabilities	<u>6,000</u>	<u>280</u>	<u>-</u>	<u>6,280</u>
Fund balances:				
Restricted for:				
Debt service	-	479,853	-	479,853
Capital projects	-	-	286	286
Unassigned	49,291	-	-	49,291
Total fund balances	<u>49,291</u>	<u>479,853</u>	<u>286</u>	<u>529,430</u>
Total liabilities and fund balances	<u>\$ 55,291</u>	<u>\$480,133</u>	<u>\$ 286</u>	<u>\$ 535,710</u>

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 79,118	\$ 80,931	98%
Total revenues	<u>-</u>	<u>79,118</u>	<u>80,931</u>	98%
EXPENDITURES				
Professional & administrative				
District engineer	-	-	3,000	0%
District counsel	37	98	10,000	1%
District management	3,500	21,000	42,000	50%
Printing & binding	63	375	750	50%
Telephone	33	200	400	50%
Legal advertising	-	1,057	1,000	106%
Postage	10	71	500	14%
Dissemination agent	83	500	1,000	50%
Trustee	-	4,031	4,200	96%
Arbitrage rebate calculation	-	750	750	100%
Audit	1,500	4,000	4,000	100%
Insurance	-	5,563	5,800	96%
Contingencies/bank charges	15	72	500	14%
Website				
Hosting & development	-	-	705	0%
ADA compliance	-	-	200	0%
Annual district filing fee	-	175	175	100%
Salt water tracking program	-	-	3,000	0%
Total professional & administrative	<u>5,241</u>	<u>37,892</u>	<u>77,980</u>	49%
Other fees & charges				
Property appraiser	-	-	1,265	0%
Tax collector	-	1,582	1,686	94%
Total other fees & charges	<u>-</u>	<u>1,582</u>	<u>2,951</u>	54%
Total expenditures	<u>5,241</u>	<u>39,474</u>	<u>80,931</u>	49%
Excess/(deficiency) of revenues over/(under) expenditures	(5,241)	39,644	-	
Net change in fund balances	(5,241)	39,644	-	
Fund balances - beginning	54,532	9,647	200	
Fund balances - ending	<u>\$ 49,291</u>	<u>\$ 49,291</u>	<u>\$ 200</u>	

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: on-roll - net	\$ -	\$ 320,871	\$ 328,268	98%
Interest	1,466	5,191	-	N/A
Total revenues	<u>1,466</u>	<u>326,062</u>	<u>328,268</u>	99%
EXPENDITURES				
Debt service				
Principal	-	-	110,000	0%
Interest	-	102,937	205,875	50%
Total debt service	<u>-</u>	<u>102,937</u>	<u>315,875</u>	33%
Other fees & charges				
Property appraiser	-	-	5,129	0%
Tax collector	-	6,414	6,839	94%
Total other fees and charges	<u>-</u>	<u>6,414</u>	<u>11,968</u>	54%
Total expenditures	<u>-</u>	<u>109,351</u>	<u>327,843</u>	33%
Excess/(deficiency) of revenues over/(under) expenditures	1,466	216,711	425	
Net change in fund balances	1,466	216,711	425	
Fund balances - beginning	478,387	263,142	267,769	
Fund balances - ending	<u>\$479,853</u>	<u>\$ 479,853</u>	<u>\$ 268,194</u>	

**ENBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year To Date
REVENUES		
Interest	\$ 1	\$ 5
Total revenues	1	5
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	1	5
Fund balances - beginning	285	281
Fund balances - ending	\$ 286	\$ 286

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

MINUTES A

DRAFT

**MINUTES OF MEETING
ENBROOK
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Enbrook Community Development District held a Public Hearing and Regular Meeting on August 25, 2022 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
Andre Carmack	Assistant Secretary
Matt Hermanson	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Jere Earlywine (via telephone)	District Counsel
Steve Martin	District Engineer
Tony Grau (via phone)	Grau & Associates

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:04 p.m.

Supervisors Cotter, Carmack and Hermanson were present. Supervisors Moulton and Bone were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Presentation of Audited Financial Report
for the Fiscal Year Ended September 30,
2021, Prepared by Grau & Associates**

Mr. Grau presented the Audited Financial Report for the Fiscal Year Ended September 30, 2021 and noted the pertinent information. The Management Letter, on Page 28, reflected a

39 2021 finding, which stated that the actual expenditures in the General Fund exceeded budget.
 40 In the future, Management would review spending to ensure that expenditures do not exceed
 41 appropriations. Otherwise, there were no deficiencies on internal control or instances of non-
 42 compliance; it was a clean audit.

43

44 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-09,
 Hereby Accepting the Audited Financial
 Report for the Fiscal Year Ended
 September 30, 2021**

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 47
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49 Mr. Adams presented Resolution 2022-09.

50

<p>51 On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, 52 Resolution 2022-09, Hereby Accepting the Audited Financial Report for the 53 Fiscal Year Ended September 30, 2021, was adopted.</p>

54
 55

56 **FIFTH ORDER OF BUSINESS**

**Public Hearing on the Adoption of the
 Fiscal Year 2022/2023 Budget**

57
 58

59 **A. Proof/Affidavit of Publication**

60 The affidavit of publication was included for informational purposes.

61 **B. Consideration of Resolution 2022-10, Relating to the Annual Appropriations and
 62 Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending
 63 September 30, 2023; Authorizing Budget Amendments; and Providing an Effective
 64 Date**

65 Mr. Adams presented Resolution 2022-10. He reviewed the proposed Fiscal Year 2023
 66 budget, which was unchanged since it was last presented.

67 **Mr. Adams opened the Public Hearing.**

68 No members of the public spoke.

69 **Mr. Adams closed the Public Hearing.**

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On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2022-10, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-11, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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 presented Resolution 2022-11. He noted that all assessments are on-roll.

Mr. Adams opened the Public Hearing.

No members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2022-11, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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 Resolution 2022-12, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2022/2023 and Providing for an Effective Date

Mr. Adams presented Resolution 2022-12.

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On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, Resolution 2022-12, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

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EIGHTH ORDER OF BUSINESS

Ratification of 20-Year Stormwater Management Needs Analysis Report

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Mr. Adams presented the 20-Year Stormwater Management Needs Analysis Report, which was submitted by the June 30, 2022 due date.

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125

126

On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the 20-Year Stormwater Management Needs Analysis Report, was ratified.

127

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NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2022

130

131

132

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2022. The financials were accepted.

134

135

TENTH ORDER OF BUSINESS

Consideration of May 26, 2022 Regular Meeting Minutes

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Mr. Adams presented the May 26, 2022 Regular Meeting Minutes.

139

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On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the May 26, 2022 Regular Meeting Minutes, as presented, were approved.

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ELEVENTH ORDER OF BUSINESS

Staff Reports

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146

A. District Counsel: *KE Law Group, PLLC*

147

There was no report.

148

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

149 There was no report.

150 Mr. Earlywine asked Mr. Martin if the Environmental Resource Program (ERP) permit
151 and the work permits were transferred into the CDD’s name. Mr. Martin stated the ERP permit
152 was transferred. Mr. Adams stated the water use permit is pending due to an issue with
153 chlorides.

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

- 155 • **NEXT MEETING DATE: September 22, 2022 at 1:00 P.M.**

- 156 ○ **QUORUM CHECK**

157 The next meeting would be on September 22, 2022, unless cancelled.

158

159 **TWELFTH ORDER OF BUSINESS**

Board Members’ Comments/Requests

160

161 There were no Board Members’ comments or requests.

162

163 **THIRTEENTH ORDER OF BUSINESS**

Public Comments

164

165 There were no public comments.

166

167 **FOURTEENTH ORDER OF BUSINESS**

Adjournment

168

169 There being nothing further to discuss, the meeting adjourned.

170

171 **On MOTION by Mr. Cotter and seconded by Mr. Carmack, with all in favor, the**
172 **meeting adjourned at 1:16 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

MINUTES B

**MINUTES OF MEETING
ENBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Enbrook Community Development District held a Landowners' Meeting on November 1, 2022 at 1:00 p.m., at the offices of RWA, Inc., 6610 Willow Park Dr., Ste. #200, Naples, Florida 34109.

Present at the meeting were:

Chuck Adams

District Manager

Christian Cotter

Landowner Representative/Proxy Holder

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:04 p.m. He and Mr. Cotter were present. There were no members of the public or other Landowners or Landowner Representatives present.

SECOND ORDER OF BUSINESS

Affidavit/Proof of Publication

The proof of publication was included for informational purposes.

THIRD ORDER OF BUSINESS

Election of Chair to Conduct Landowners' Meeting

Mr. Cotter agreed to Mr. Adams serving as Chair to conduct the Landowners' Meeting.

FOURTH ORDER OF BUSINESS

Election of Supervisors [SEATS 3, 4 & 5]

A. Nominations

Mr. Cotter nominated the following:

Seat 3 Steve Aiken

Seat 4 Andre Carmack

Seat 5 Michael Bone

No other nominations were made.

B. Casting of Ballots

- **Determine Number of Voting Units Represented**

A total of 102 voting units were represented.

- **Determine Number of Voting Units Assigned by Proxy**

All 102 voting units were assigned by proxy to Mr. Cotter by the Landowner, Forestar USA Real Estate Group Inc. Mr. Cotter is eligible to cast up to 102 votes per seat.

Mr. Cotter cast the following votes:

Seat 3	Steve Aiken	102 Votes
Seat 4	Andre Carmack	102 Votes
Seat 5	Michael Bone	100 Votes

C. Ballot Tabulation and Results

Mr. Adams reported the following ballot tabulation, results and terms lengths:

Seat 3	Steve Aiken	102 Votes	4-year Term
Seat 4	Andre Carmack	102 Votes	4-year Term
Seat 5	Michael Bone	100 Votes	2-year Term

FIFTH ORDER OF BUSINESS

Landowners' Questions/Comments

There were no Landowners' questions or comments.

SIXTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 1:06 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair

ENBROOK

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

ENBROOK COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

Offices of RWA, Inc., 6610 Willow Park Dr., Ste. #200, Naples, FL 34109

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 27, 2022 CANCELED	Regular Meeting	1:00 PM
November 1, 2022	Landowners' Meeting	1:00 PM
November 17, 2022* CANCELED	Regular Meeting	1:00 PM
January 26, 2023 CANCELED	Regular Meeting	1:00 PM
February 23, 2023 CANCELED	Regular Meeting	1:00 PM
March 23, 2023 CANCELED	Regular Meeting	1:00 PM
April 27, 2023	Regular Meeting	1:00 PM
May 25, 2023	Regular Meeting	1:00 PM
June 22, 2023	Regular Meeting	1:00 PM
July 27, 2023	Regular Meeting	1:00 PM
August 24, 2023	Regular Meeting	1:00 PM
September 28, 2023	Regular Meeting	1:00 PM

***Exception**

November meeting date is held one week earlier due to the Thanksgiving Holiday