

**MINUTES OF MEETING
ENBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Enbrook Community Development District held a Regular Meeting on May 23, 2024 at 1:00 p.m., at the offices of RWA, Inc., 6610 Willow Park Drive, Suite #200, Naples, Florida 34109.

Present at the meeting were:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Michael Bone	Assistant Secretary
Charles Marsala	Assistant Secretary

Also present:

Chuck Adams	District Manager
Jere Earlywine (via telephone)	District Counsel
Ashley Ligas (via telephone)	Kutak Rock LLP
Steve Martin	District Engineer
Ben Steets (via telephone)	Grau & Associates

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 1:02 p.m. Supervisors Cotter, Moulton, Marsala and Bone were present. Supervisor Carmack was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Charles Marsala; Seat 3 (the following will also be provided in a separate package)

Mr. Adams stated that he administered the Oath of Office to Mr. Charles Marsala before the meeting started. He will review the items below with Mr. Marsala after the meeting.

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

- B. Membership, Obligation 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**

FOURTH ORDER OF BUSINESS**Acceptance of Resignation of Andre Carmack [Seat 4]**

Mr. Adams presented Mr. Andre Carmack's resignation from Seat 4.

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, the resignation of Mr. Andre Carmack from Seat 4, was accepted.

FIFTH ORDER OF BUSINESS**Consider Appointment to Fill Unexpired Term of Seat 4; Term Expires November 2026**

- **Administration of Oath of Office to Appointed Supervisor**

This item was deferred.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-01, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Adams presented Resolution 2024-01. Mr. Cotter nominated the following:

Chair	Christian Cotter
Vice Chair	Mary Moulton
Assistant Secretary	Michael Bone
Assistant Secretary	Charles Marsala

No other nominations were made.

This Resolution removes the following from the Board:

Assistant Secretary	Andre Carmack
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The following prior appointments by the Board remain unaffected by this Resolution:

Secretary	Chesley E. Adams, Jr.
Assistant Secretary	Craig Wrathell
Treasurer	Craig Wrathell

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, Resolution 2024-01, Electing, as nominated and Removing Officers of the District and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Grau & Associates

Mr. Steets presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, Resolution 2024-02, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-03, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Adams presented Resolution 2024-03. He reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

On MOTION by Mr. Bone and seconded by Mr. Cotter, with all in favor, Resolution 2024-03, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting Public Hearing Thereon Pursuant to Florida Law on August 22, 2024 at 1:00 p.m., at the offices of RWA, Inc., 6610 Willow Park Dr., Ste. #200,

Naples, FL 34109; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating a Date, Time, and Location for Landowners' Meeting; Providing for Publication, Providing for an Effective Date

Mr. Adams presented Resolution 2024-04.

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, Resolution 2024-04, Designating a Date, Time, and Location of November 5, 2024 at 1:00 p.m. at the offices of RWA, Inc., 6610 Willow Park Dr., Ste. #200, Naples, FL 34109. for Landowners' Meeting; Providing for Publication, Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2024/2025 and Providing for an Effective Date

Mr. Adams presented Resolution 2024-05. The following change was made to the Fiscal Year 2025 Meeting Schedule:

DATE: Insert "November 5, 2024"

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, Resolution 2024-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2024

Mr. Adams presented the Unaudited Financial Statements as of April 30, 2024.

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.

THIRTEENTH ORDER OF BUSINESS**Approval of August 24, 2023 Public Hearings and Regular Meeting Minutes**

On MOTION by Mr. Cotter and seconded by Mr. Bone, with all in favor, the August 24, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Earlywine asked about the status of the project and a potential timeline turnover to residents. It was noted that HOA turnover is about three weeks away and there is one house to sell and one house to close. Mr. Earlywine will begin preparing the project completion documents.

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

Mr. Martin stated that Forestar recently asked him to submit the final site acceptance application to Collier County to close out the site development permits.

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

- **239 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: June 27, 2024 at 1:00 PM**
 - **QUORUM CHECK**

The next meeting will be held on June 27, 2024, unless cancelled.

FIFTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the meeting adjourned at 1:13 p.m.


Secretary/Assistant Secretary
Chair/Vice Chair