

**MINUTES OF MEETING
TOWNS AT WOODSDALE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Towns at Woodsdale Community Development District held a Regular Meeting on February 22, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544.

Present at the meeting were:

Ryan Zook	Chair
Rob Boos	Assistant Secretary
Bret Gelbert	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates (WHA)
Andrew Kantarzhi	Wrathell, Hunt and Associates (WHA)
Tucker Mackie (via telephone)	District Counsel
Cynthia Wilhelm (via telephone)	Bond Counsel
Boyan Pargov (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:16 a.m. Supervisors Zook, Boos and Gelbert were present. Supervisors Wrightenberry and Neel were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no members of the public present.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Brett Gelbert [SEAT 1] *(the following will also be provided in a separate package)*

Ms. Cerbone stated the Oath of Office was administered to Mr. Gelbert prior to the meeting. She provided and briefly reviewed the contents of the new Supervisor packet. Ms.

Mackie stated her office will also forward a new Supervisor notebook. Mr. Gelbert was advised to contact Ms. Mackie or Ms. Cerbone with any questions or concerns.

- A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. **Membership, Obligations and Responsibilities**
- C. **Chapter 190, Florida Statutes**
- D. **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**
- E. **Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-29, Designating Certain Officers of the District, and Providing for an Effective Date

Ms. Cerbone presented Resolution 2023-29. Mr. Boos nominated the following slate:

Ryan Zook	Chair
Gene Wrightenberry	Vice Chair
Curt Neel	Assistant Secretary
Bob Boos	Assistant Secretary
Bret Gelbert	Assistant Secretary
Cindy Cerbone	Assistant Secretary
Jamie Sanchez	Assistant Secretary
Andrew Kantarzhi	Assistant Secretary

No other nominations were made. Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Boos and seconded by Mr. Zook, with all in favor, Resolution 2023-29, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Presentation of Master Engineer’s Report

Mr. Pargov presented the Master Engineer’s Report, dated February 6, 2023, and responded to questions regarding the unit counts in Table 1 on Page 5, the stand-alone and total project costs in Table 2 on Page 5 and the ownership and maintenance of the infrastructure in Table 3 on Page 8.

Ms. Mackie stated the Engineer’s Report describes a system of improvements, which totals a Master Capital Improvement Plan (CIP) amount of roughly \$18 million in public improvements that will ultimately be owned, operated and maintained by either the CDD or the County. The purpose of the Engineer’s Report carries over to the Master Methodology Report. The purpose of the Methodology Report is to set a master assessment lien over the property, that essentially takes the total amount for the system of improvements and adds in various financing costs, such as the total maximum assessment that can be levied over the product types described in both Reports. Ms. Mackie discussed the Chapter 170 process, including setting a public hearing, mailing notices to all property owners within the CDD, lien amounts, assessments and bond issuance. Anything not financed through the CDD will be dedicated to either the CDD or the County by the Developer.

SIXTH ORDER OF BUSINESS

Presentation of Master Special Assessment Methodology Report

Ms. Cerbone presented the Master Special Assessment Methodology Report dated February 22, 2023. She reviewed the pertinent data, including the development program, CIP, financing program, benefit allocation, assigning debt, lienability tests, True-up Mechanism and the Appendix Tables on Pages 13 through 15.

Ms. Mackie stated it is always good to include additional information to the CIP regarding what the CDD might finance but with the understanding that it is probably going to finance much less than that. The CDD can acquire improvements that are completed and, whatever is completed soonest, can be the first items reimbursed from the bond proceeds.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-26, Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose

Cost is to be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution

Ms. Cerbone presented Resolution 2023-26 and read the title. Ms. Mackie stated the Resolution declares the CDD's intent to levy an assessment for improvements benefitting property within the CDD boundaries.

On MOTION by Mr. Gelbert and seconded by Mr. Zook, with all in favor, Resolution 2023-26, Declaring Special Assessments; Indicating the Location, Nature and Estimated Cost of Those Infrastructure Improvements Whose Cost is to be Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-27, Setting a Public Hearing for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Towns at Woodsdale Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes

Ms. Cerbone presented Resolution 2023-27 and read the title.

On MOTION by Mr. Zook and seconded by Mr. Gelbert, with all in favor, Resolution 2023-27, Setting a Public Hearing on April 26, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544, for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Towns at Woodsdale Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-28, Authorizing the Issuance of Not to Exceed \$25,320,000 Towns at Woodsdale Community Development District Capital Improvement Revenue Bonds, in One or More Series; Approving the Form of a Master Trust Indenture; Appointing a Trustee, Registrar and Paying Agent; Approving a Capital Improvement Program; Authorizing the Commencement of Validation Proceedings Relating to the Bonds; and Providing an Effective Date

Ms. Wilhelm stated the CDD is required, under Chapter 190, to validate every bond that it issues. She presented Resolution 2023-28, also known as the bond validation resolution, which accomplishes the following:

- Approves the form of Master Indenture, which is attached.
- Appoints a Trustee, Registrar and Paying Agent.
- Authorizes the issuance of a not-to-exceed amount of \$25,320,000 in bonds.
- Approves the CIP and authorizes District Counsel to commence validation proceedings.

On MOTION by Mr. Zook and seconded by Mr. Boos, with all in favor, Resolution 2023-28, Authorizing the Issuance of Not to Exceed \$25,320,000 Towns at Woodsdale Community Development District Capital Improvement Revenue Bonds, in One or More Series; Approving the Form of a Master Trust Indenture; Appointing a Trustee, Registrar and Paying Agent; Approving a Capital Improvement Program; Authorizing the Commencement of Validation Proceedings Relating to the Bonds; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Discussion: Meeting Location for Future Meetings

The consensus was to keep the same meeting location and time.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-08, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2023

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2023.

On MOTION by Mr. Gelbert and seconded by Mr. Boos, with all in favor, the Unaudited Financial Statements as of January 31, 2023, was accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of January 25, 2023 Public Hearings and Regular Meeting Minutes

Ms. Cerbone presented the January 25, 2023 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Gelbert and seconded by Mr. Boos, with all in favor, the January 25, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

Ms. Mackie stated, following today's meeting, her office will proceed with filing for validation in circuit court and will schedule a bond validation hearing. She recommended that

the District Manager, District Engineer and a Board Member participate. Staff will coordinate schedules once a judge is assigned.

B. District Engineer (Interim): *Heidt Design, LLC*

There was nothing further to report.

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

- **NEXT MEETING DATE: March 22, 2023 at 10:00 A.M.**

- QUORUM CHECK

The March meeting was cancelled. The next meeting will be held on April 26, 2023.

Discussion ensued regarding the Fiscal Year 2024 budget, if it is best for the CDD to manage Field Operations or contract it to the HOA, preliminary operations and maintenance (O&M) figures, bond issuance, budget funding agreement, levying assessments, anticipated O&M costs and facilities management companies.

Mr. Zook will be the contact for field operations-related Fiscal Year 2024 budget items.

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. Boos and seconded by Mr. Zook, with all in favor, the meeting adjourned at 11:19 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair