

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

The Board of Supervisors of the Towns at Woodsdale Community Development District held Multiple Public Hearings and a Regular Meeting on January 25, 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:

Gene Wrightenberry	Vice Chair
Rob Boos	Assistant Secretary
Curt Neel	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Tucker Mackie	District Counsel
Boyan Pargov	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:01 a.m.

- **Administration of Oath of Office to Supervisors Curt Neel and Rob Boos (*the following will also be provided in a separate package*)**

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Curt Neel and Mr. Rob Boos.

Supervisors Wrightenberry, Neel and Boos were present. Supervisors Zook and Gilbert 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 Supervisors Curt Neel and Robert Boos (*the following will also be provided in a separate package*)

This item was presented during the First Order of Business.

Ms. Cerbone and Ms. Mackie reviewed guidelines for interactions among Supervisors, recordkeeping, public records requests, use of CDD email addresses and social media and completion and timely submission of forms.

- 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

Acceptance of Resignation of Supervisor Bob Boos [Seat 1]

Ms. Cerbone presented the resignation of Mr. Bob Boos, dated December 12, 2022.

On MOTION by Mr. Boos and seconded by Mr. Wrightenberry, with all in favor, the resignation of Mr. Bob Boos from Seat 1, was accepted.

FIFTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 1; Term Expires November 2024

Mr. Wrightenberry nominated Mr. Brett Gelbert to Seat 1.

No other nominations were made.

On MOTION by Mr. Neel and seconded by Mr. Boos, with all in favor, the appointment of Mr. Brett Gelbert to Seat 1, was approved.

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

As Mr. Gelbert was not present, the Oath of Office will be administered to him at or before the next meeting.

SIXTH ORDER OF BUSINESS

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

This item was deferred.

SEVENTH 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

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-30, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Towns at Woodsdale Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Mackie suggested opening all three public hearings with one motion.

On MOTION by Mr. Wrightenberry and seconded by Mr. Neel, with all in favor, the Public Hearings were opened.

No members of the public spoke on this item.

Ms. Cerbone presented Resolution 2023-30 and read the title.

On MOTION by Mr. Wrightenberry and seconded by Mr. Boos, with all in favor, Resolution 2023-30, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Towns at Woodsdale Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH 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

A. Affidavits of Publication

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2023-31, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2023-31. Ms. Mackie and Ms. Cerbone discussed the Rules of Procedure, which set forth how the CDD will conduct CDD business.

No members of the public spoke on this item.

On MOTION by Mr. Wrightenberry and seconded by Mr. Boos, with all in favor, Resolution 2023-31, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2022/2023 Budget

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-32, 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

Ms. Cerbone presented Resolution 2023-32 and reviewed the proposed Fiscal Year 2022/2023 budget.

No members of the public spoke on this item.

On MOTION by Mr. Wrightenberry and seconded by Mr. Neel, with all in favor, Resolution 2023-32, 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.

On MOTION by Mr. Wrightenberry and seconded by Mr. Neel, with all in favor, the Public Hearings were closed.

TENTH 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.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

Ms. Cerbone presented the following:

- A. November 18, 2022 Landowners' Meeting**
- B. November 18, 2022 Organizational Meeting**

On MOTION by Mr. Wrightenberry and seconded by Mr. Neel, with all in favor, the November 18, 2022 Landowners’ and Organizational Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

Ms. Mackie stated the Engineer’s Report is largely in final form and will be transmitted to Management’s office to assist in the preparation of the Methodology Report. Staff will be able to authorize validation of both documents at the next meeting.

The Board and Staff discussed bond issuance, debt service, Capital Improvement Plan (CIP), capitalized interest period, acquisition of improvements, budget and contracting with a property management firm to manage the operations.

In response to Ms. Cerbone’s question, Mr. Pargov confirmed that the total project cost is \$19 million, including the amenity center.

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

There was no report.

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

- **NEXT MEETING DATE: February 22, 2023 at 10:00 A.M.**
 - QUORUM CHECK

The next meeting will be held on February 22, 2023.

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS

Adjournment

**On MOTION by Mr. Wrightenberry and seconded by Mr. Neel, with all in favor,
the meeting adjourned at 10:27 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair