

**TWISTED OAKS
POINTE**

**COMMUNITY DEVELOPMENT
DISTRICT**

May 8, 2023

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

**TWISTED OAKS
POINTE
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Twisted Oaks Pointe 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

May 1, 2023

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

Board of Supervisors

Twisted Oaks Pointe Community Development District

Dear Board Members:

The Board of Supervisors of the Twisted Oaks Pointe Community Development District will hold a Regular Meeting on May 8, 2023 at the later of 1:30 p.m., or the conclusion of the Beaumont CDD Meeting, at 7764 Penrose Place, Wildwood, Florida 34785. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2023-07, 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 for an Effective Date
4. Acceptance of Unaudited Financial Statements as of March 31, 2023
5. Approval of April 10, 2023 Regular Meeting Minutes
6. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer (Interim): *Morris Engineering and Consulting, LLC*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - ___ Registered Voters in District as of April 15, 2023
 - NEXT MEETING DATE: June 12, 2023 at the later of 1:30 p.m., or conclusion of Beaumont CDD Meeting

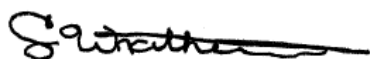
○ QUORUM CHECK

SEAT 1	CANDICE SMITH	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	JOHN CURTIS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	GREG MEATH	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	TROY SIMPSON	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	JARED LYBBERT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

7. Board Members' Comments/Requests
8. Public Comments
9. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 413 553 5047

TWISTED OAKS POINTE

COMMUNITY DEVELOPMENT DISTRICT

3

RESOLUTION 2023-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TWISTED OAKS POINTE COMMUNITY DEVELOPMENT DISTRICT 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 FOR AN EFFECTIVE DATE

WHEREAS, the District Manager has prepared and submitted to the Board of Supervisors (“**Board**”) of the Twisted Oaks Pointe Community Development District (“**District**”) prior to June 15, 2023, the proposed operating 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 TWISTED OAKS POINTE COMMUNITY DEVELOPMENT DISTRICT:

1. APPROVING PROPOSED BUDGETS. The operating budget proposed by the District Manager for Fiscal Year 2023/2024 is attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. SETTING HEARING. The public hearing on the approved budget is hereby declared and set for the following date, hour and location:

DATE: _____
HOUR: _____
LOCATION: 7764 Penrose Place
Wildwood, Florida 34785

3. TRANSMITTAL OF PROPOSED BUDGETS TO LOCAL GENERAL PURPOSE GOVERNMENTS. The District Manager is hereby directed to submit a copy of the proposed budget to the local general purpose unit(s) of government at least sixty (60) days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGETS. 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 (2) days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least (forty-five) 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 8th day of May, 2023.

ATTEST:

**TWISTED OAKS POINTE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Budget

Exhibit A

Fiscal Year 2023/2024 Budget

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
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<u>Description</u>	<u>Page Number(s)</u>
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Definitions of General Fund Expenditures	2 - 3

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023			Total Actual & Proposed	Proposed Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023		
REVENUES					
Landowner contribution	\$ 102,290	\$ 37,347	\$ 79,345	\$ 116,692	\$ 102,290
Total revenues	<u>102,290</u>	<u>37,347</u>	<u>79,345</u>	<u>116,692</u>	<u>102,290</u>
EXPENDITURES					
Professional & administrative					
Management/accounting/recording	48,000	20,000	28,000	48,000	48,000
Legal	25,000	4,104	20,896	25,000	25,000
Engineering	2,000	-	2,000	2,000	2,000
Audit	5,500	-	5,500	5,500	5,500
Arbitrage rebate calculation	500	-	500	500	500
Dissemination agent	1,000	-	1,000	1,000	1,000
Trustee	5,500	-	5,500	5,500	5,500
Telephone	200	83	117	200	200
Postage	500	-	500	500	500
Printing & binding	500	208	292	500	500
Legal advertising	6,500	-	6,500	6,500	6,500
Annual special district fee	175	-	175	175	175
Insurance	5,500	5,000	500	5,500	5,500
Contingencies/bank charges	500	381	119	500	500
Website					
Hosting & maintenance	705	1,680	-	1,680	705
ADA compliance	210	210	-	210	210
Total professional & administrative	<u>102,290</u>	<u>31,666</u>	<u>71,599</u>	<u>103,265</u>	<u>102,290</u>
Field operations					
Landscape maintenance					
Irrigation repairs	-	-	-	-	-
Irrigation water	-	-	-	-	-
Aquatic maintenance	-	-	-	-	-
Street lights	-	-	-	-	-
Total field operations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>102,290</u>	<u>31,666</u>	<u>71,599</u>	<u>103,265</u>	<u>102,290</u>
Net increase/(decrease) of fund balance	-	5,681	7,746	13,427	-
Fund balance - beginning (unaudited)		(13,427)	(7,746)	(13,427)	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ (7,746)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording	\$ 48,000
<p>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.</p>	
Legal	25,000
<p>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.</p>	
Engineering	2,000
<p>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.</p>	
Audit	5,500
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	500
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>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.</p>	
Trustee	5,500
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	6,500
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	500
<p>Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	
Hosting & maintenance	705
ADA compliance	210

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES (continued)

Field operations

Landscape maintenance	-
Irrigation repairs	-
Irrigation water	-
Aquatic maintenance	-
Street lights	-
Total expenditures	<u>\$102,290</u>

**TWISTED OAKS
POINTE**

COMMUNITY DEVELOPMENT DISTRICT

**UNAUDITED
FINANCIAL
STATEMENTS**

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2023**

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2023**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 5,996	\$ -	\$ -	\$ 5,996
Due from Landowner	12,033	187	-	12,220
Total assets	<u>\$ 18,029</u>	<u>\$ 187</u>	<u>\$ -</u>	<u>\$ 18,216</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 12,033	\$ 187	\$ -	\$ 12,220
Due to Landowner	-	3,757	157	3,914
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>18,033</u>	<u>3,944</u>	<u>157</u>	<u>22,134</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	12,033	-	-	12,033
Total deferred inflows of resources	<u>12,033</u>	<u>-</u>	<u>-</u>	<u>12,033</u>
Fund balances:				
Restricted for:				
Debt service	-	(3,757)	-	(3,757)
Capital projects	-	-	(157)	(157)
Unassigned	(12,037)	-	-	(12,037)
Total fund balances	<u>(12,037)</u>	<u>(3,757)</u>	<u>(157)</u>	<u>(15,951)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 18,029</u>	<u>\$ 187</u>	<u>\$ -</u>	<u>\$ 18,216</u>

**TWISTED OAKS POINTE
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				
Landowner contribution	\$ -	\$ 37,347	\$ 102,290	37%
Total revenues	<u>-</u>	<u>37,347</u>	<u>102,290</u>	37%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	4,000	24,000	48,000	50%
Legal	229	4,332	25,000	17%
Engineering	-	-	2,000	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation*	-	-	500	0%
Dissemination agent**	-	-	1,000	0%
Trustee***	-	-	5,500	0%
Telephone	16	100	200	50%
Postage	-	-	500	0%
Printing & binding	42	250	500	50%
Legal advertising	-	-	6,500	0%
Annual special district fee	-	-	175	0%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	4	385	500	77%
Website				
Hosting & maintenance	-	1,680	705	238%
ADA compliance	-	210	210	100%
Total professional & administrative	<u>4,291</u>	<u>35,957</u>	<u>102,290</u>	35%
Excess/(deficiency) of revenues over/(under) expenditures	(4,291)	1,390	-	
Fund balances - beginning	(7,746)	(13,427)	-	
Fund balances - ending	<u>\$ (12,037)</u>	<u>\$ (12,037)</u>	<u>\$ -</u>	

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED MARCH 31, 2023**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service		
Cost of issuance	<u>-</u>	<u>2,982</u>
Total debt service	<u>-</u>	<u>2,982</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 (2,982)
 Fund balances - beginning	 <u>(3,757)</u>	 <u>(775)</u>
Fund balances - ending	<u><u>\$ (3,757)</u></u>	<u><u>\$ (3,757)</u></u>

**TWISTED OAKS POINTE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018
FOR THE PERIOD ENDED MARCH 31, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Costs of issuance	<u>-</u>	<u>157</u>
Total expenditures	<u>-</u>	<u>157</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 (157)
 Fund balances - beginning	 (157)	 -
Fund balances - ending	<u>\$ (157)</u>	<u>\$ (157)</u>

**TWISTED OAKS
POINTE**

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
TWISTED OAKS POINTE COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Twisted Oaks Pointe Community Development District held a Regular Meeting on April 10, 2023, at the later of 1:30 p.m., or the conclusion of the Beaumont CDD Meeting, at 7764 Penrose Place, Wildwood, Florida 34785.

Present at the meeting were:

Candice Smith	Chair
John Curtis	Vice Chair
Troy Simpson	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Jere Earlywine (via telephone)	District Counsel
Matt Morris (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 2:47 p.m.
Supervisors Smith, Curtis and Simpson were present, in person. Supervisor Meath and Supervisor-Elect Jared Lybbert were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2023-06, Directing the Chairman and District Staff to Request the Passage of an Ordinance by the City Commission of the City of Wildwood, Florida, Amending the District's Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of that Process; and Providing an Effective Date

40 Mr. Earlywine presented Resolution 2023-06.

41

42 **On MOTION by Mr. Simpson and seconded by Mr. Curtis, with all in favor,**
43 **Resolution 2023-06, Directing the Chairman and District Staff to Request the**
44 **Passage of an Ordinance by the City Commission of the City of Wildwood,**
45 **Florida, Amending the District’s Boundaries, and Authorizing Such Other**
46 **Actions as are Necessary in Furtherance of that Process; and Providing an**
47 **Effective Date, was adopted.**

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50 **FOURTH ORDER OF BUSINESS**

**Consideration of Boundary Amendment
Funding Agreement**

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53 Mr. Earlywine presented the Boundary Amendment Funding Agreement. Resolution
54 2023-06 authorizes Staff to prepare the petition and file it and the funding agreement outlines
55 how it will be paid.

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57 **On MOTION by Ms. Smith and seconded by Mr. Curtis, with all in favor, the**
58 **Boundary Amendment Funding Agreement and authorizing the Chair to**
59 **execute, was approved.**

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62 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07,
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 for an Effective
Date**

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71 This item was deferred to the next meeting.

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73 **SIXTH ORDER OF BUSINESS**

**Ratification of Engagement with Jere
Earlywine at Kutak Rock LLP**

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- 76 • **Consideration of Retention and Fee Agreement**

77 Mr. Torres stated that Mr. Earlywine changed firms.

78 **On MOTION by Mr. Curtis and seconded by Mr. Simpson, with all in favor, the**
 79 **engagement with Jere Earlywine/Kutak Rock LLP and the Kutak Rock LLP**
 80 **Retention and Fee Agreement, were ratified.**

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83 **SEVENTH ORDER OF BUSINESS**

**Consideration of Responses to Request for
Proposals - Street Lights**

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

87 **B. Respondents**

88 **I. Recovered Energy Technologies USA Inc.**

89 **II. SELS USA LLC**

90 **C. Ranking/Award of Contract**

91 This item was deferred to the next meeting.
92

93 **EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial
Statements as of February 28, 2023**

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96 Mr. Torres presented the Unaudited Financial Statements as of February 28, 2023 and
97 responded to a question about the “Website Hosting & maintenance line item at 238% of
98 budget.
99

100 **On MOTION by Mr. Curtis and seconded by Mr. Simpson, with all in favor, the**
 101 **Unaudited Financial Statements as of February 28, 2023, were accepted.**

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104 **NINTH ORDER OF BUSINESS**

**Approval of November 14, 2022 Public
Hearings and Regular Meeting Minutes**

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107 Mr. Torres presented the November 14, 2022 Public Hearings and Regular Meeting
108 Minutes.

109 Discussion ensued regarding the bond issuance, boundary amendment timing, bond
110 closing, site work and the City issuing a Development Order (DO) for Twisted Oaks.
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112 On MOTION by Mr. Curtis and seconded by Mr. Simpson, with all in favor, the
 113 November 14, 2022 Public Hearings and Regular Meeting Minutes, as
 114 presented, were approved.

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TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

There was no report.

B. District Engineer (Interim): *Morris Engineering and Consulting, LLC*

There was no report.

▪ Assignment of Competitively-Bid Developer Contracts

Discussion ensued regarding the future phases of the Twisted Oaks contracts, the contactor and materials and the Developer waiving its initial purchasing through the CDD because the work could not wait until bond issuance, meaning the Developer will not take advantage of the CDD tax-exempt purchasing benefit on the first portions.

Mr. Earlywine suggested for a motion to approve the assignment of two additional competitively-bid Developer contracts.

On MOTION by Mr. Curtis and seconded by Mr. Simpson, with all in favor, the assignment of the competitively-bid Developer contracts, one for mass grading of 85% of the site and the other for Phase 1 and a portion of Phase 2 infrastructure, and authorizing Staff to prepare the necessary documents, were approved.

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

- **NEXT MEETING DATE: May 8, 2023 at the later of 1:30 p.m., or conclusion of *Beaumont CDD Meeting***

- **QUORUM CHECK**

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

146 **TWELFTH ORDER OF BUSINESS**

Public Comments

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148 No members of the public spoke.

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150 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

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153 **On MOTION by Mr. Curtis and seconded by Mr. Simpson, with all in favor, the**
154 **meeting adjourned at 3:11 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**TWISTED OAKS
POINTE
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

TWISTED OAKS POINTE COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

7764 Penrose Place, Wildwood, Florida, 34785

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 10, 2022 CANCELED	Regular Meeting	1:30 PM*
November 14, 2022	Regular Meeting	1:30 PM*
December 12, 2022 CANCELED	Regular Meeting	1:30 PM*
January 9, 2023 CANCELED	Regular Meeting	1:30 PM*
February 13, 2023 CANCELED	Regular Meeting	1:30 PM*
March 13, 2023 CANCELED	Regular Meeting	1:30 PM*
April 10, 2023	Regular Meeting	1:30 PM*
May 8, 2023	Regular Meeting	1:30 PM*
June 12, 2023	Regular Meeting	1:30 PM*
July 10, 2023	Regular Meeting	1:30 PM*
August 14, 2023	Regular Meeting	1:30 PM*
September 11, 2023	Regular Meeting	1:30 PM*

Meetings will commence at the later of 1:30 p.m., or conclusion of Beaumont CDD Meetings