

**MINUTES OF MEETING
THE COVE AT ROTONDA COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of The Cove at Rotonda Community Development District held Public Hearings and a Regular Meeting on November 16, 2023 at 11:00 a.m., at the Comfort Inn & Suites Port Charlotte, 812 Kings Highway, Port Charlotte, Florida 33980.

Present at the meeting were:

Matt Mootz
Alexis Lamb
Cathy Edelen

Chair
Vice Chair
Assistant Secretary

Also present:

Daniel Rom
Kristin Thomas
Ashley Ligas (via telephone)

District Manager
Wrathell, Hunt and Associates, LLC (WHA)
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:03 a.m.

Supervisors Mootz, Ms. Lamb and Edelen were present. Supervisors Schwartz and Mr. Lamb 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 Matthew Mootz and Eileen Schwartz (the following will be provided in a separate package)

Mr. Rom stated that the Oath of Office was administered to Mr. Mootz prior to the meeting. Mr. Mootz is familiar with the following items:

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

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
- B. Consideration of Resolution 2024-01, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by The Cove at Rotonda Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Ms. Edelen and seconded by Ms. Lamb, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Edelen and seconded by Ms. Lamb, with all in favor, the Public Hearing was closed

On MOTION by Ms. Lamb and seconded by Mr. Mootz, with all in favor, Resolution 2024-01, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by The Cove at Rotonda Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH 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**
- B. Consideration of Resolution 2024-02, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-02 and the Rules of Procedure, which follow Florida Statutes.

On MOTION by Mr. Mootz and seconded by Ms. Lamb, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Mootz and seconded by Ms. Lamb, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Lamb and seconded by Mr. Mootz, with all in favor, Resolution 2024-02, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

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

- A. Affidavit/Proof of Publication**
- B. Consideration of Resolution 2024-03, 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,**

Mr. Rom presented the proposed Fiscal Year 2023 budget, which is pro-rated and is Landowner-funded, with expenses being funded as they are incurred.

On MOTION by Ms. Edelen and seconded by Ms. Lamb, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Edelen and seconded by Ms. Lamb, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Lamb and seconded by Ms. Edelen, with all in favor, Resolution 2024-03, 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.

SEVENTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2023/2024 Budget**

- A. Affidavit/Proof of Publication**
- B. Resolution 2024-04, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Rom presented the proposed Fiscal Year 2024 Landowner-funded budget. It reflects District Management's reduced fee while the CDD is dormant and excludes bond related items.

On MOTION by Ms. Lamb and seconded by Ms. Edelen, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Mootz and seconded by Ms. Edelen, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Lamb and seconded by Mr. Mootz, with all in favor, Resolution 2024-04, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating the Primary Administrative Office of the District and Providing an Effective Date

On MOTION by Ms. Edelen and seconded by Mr. Mootz, with all in favor, Resolution 2024-05, Designating 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office of the District and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-06, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2023

On MOTION by Mr. Mootz and seconded by Ms. Edelen, with all in favor, Unaudited Financial Statements as of September 30, 2023, were accepted.

ELEVENTH ORDER OF BUSINESS**Approval of Minutes**

- A. January 20, 2023 Landowners' Meeting
- B. July 21, 2023 Organizational Meeting

On MOTION by Mr. Mootz and seconded by Ms. Lamb, with all in favor, the January 20, 2023 Landowners' Meeting Minutes and July 21, 2023 Organizational Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kutak Rock LLP

There was no report.

- B. District Engineer (Interim): Kimley-Horn & Associates, Inc.

Mr. Rom recalled advertising the Request for Qualifications (RFQ) for Engineering Services was put on pause until further project development.

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

- **0 Registered Voters in District as of April 15, 2023**

Mr. Rom asked if the plan is still to issue bonds in October 2024. Mr. Mootz replied affirmatively, for now.

- **NEXT MEETING DATE: December 14, 2023 at 11:00 AM [Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950]**

- **Quorum Check**

The December 14, 2023 meeting was cancelled and upcoming meetings will probably be cancelled. The next meeting will likely be in spring 2024, to commence the Fiscal Year 2025 budget process.

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 Ms. Edelen and seconded by Ms. Lamb, with all in favor, the meeting adjourned at 11:12 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair
