

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

The Board of Supervisors of The Cove at Rotonda Community Development District held a Regular Meeting on June 10, 2024 at 11:00 a.m., at the Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950.

Present at the meeting were:

Matt Mootz
Alexis Lamb
Cathy Edelen

Chair
Vice Chair
Assistant Secretary

Also present:

Daniel Rom
Kristin Thomas (via telephone)
Jere Earlywine (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 11:04 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

Consideration of Resolution 2024-07, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2024-07. He reviewed the proposed Fiscal Year 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. He noted that some line items are in anticipation of a bond issuance but will only be incurred if bonds are issued.

Mr. Mootz anticipated being ready to issue bonds the last quarter of the calendar year.

Mr. Earlywine stated that a bond validation will be necessary, which takes about four months; therefore, it is necessary to start now if the goal is to issue bonds in 2024. Mr. Mootz stated, given the time required, he is flexible to issuing bonds in early 2025.

On MOTION by Mr. Mootz and seconded by Ms. Lamb, with all in favor, Resolution 2024-07, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on September 12, 2024 at 11:00 a.m., at the Punta Gorda Charlotte Library, 401 Shreve St., Punta Gorda, Florida 33950; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-08, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date

Mr. Rom presented Resolution 2024-08.

On MOTION by Ms. Lamb and seconded by Ms. Edelen, with all in favor, Resolution 2024-08, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election Pursuant to Section 190.006, Florida Statutes; Providing for Severability; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-09, Designating Dates, Times and Locations for Regular Meetings of the Board of

**Supervisors of the District for Fiscal Year
2024/2025 and Providing for an Effective
Date**

Mr. Rom presented Resolution 2024-09.

On MOTION by Ms. Lamb and seconded by Mr. Mootz, with all in favor, Resolution 2024-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Update: Required Ethics Training and
Disclosure Filing**

- **Sample Form 1 2023/Instructions**

Mr. Rom discussed the new requirement for Board Members to complete four hours of ethics training by December 31, 2024; completion of the requirement will be reported when filing Form 1 in 2025. Beginning with the 2024 Form 1 filing, Board Members must register with the Commission on Ethics so they can file Form 1 electronically.

SEVENTH ORDER OF BUSINESS

**Consideration of Response(s) to Request
for Qualifications (RFQ) for Engineering
Services**

A. Affidavit of Publication

B. RFQ Package

These items were included for informational purposes.

C. Respondent(s)

I. George F Young, Inc.

II. Kimley-Horne and Associates, Inc.

Mr. Rom discussed the responses to the RFQ.

D. Competitive Selection Criteria/Ranking

Mr. Mootz scored and ranked the respondents, as follows, and the other Board Members agreed with the scores and ranking:

- | | | |
|----|-----------------------------------|------------|
| #1 | Kimley-Horne and Associates, Inc. | 100 points |
| #2 | George F Young, Inc. | 0 points |

E. Award of Contract

On MOTION by Mr. Mootz and seconded by Ms. Edelen, with all in favor, ranking Kimley-Horne and Associates, Inc., as the #1 ranked respondent to the RFP for Engineering Services, and awarding the Engineering Services Contract to Kimley-Horne and Associates, Inc., and authorizing Staff to enter into an agreement, was approved.

EIGHTH 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.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2024

On MOTION by Ms. Lamb and seconded by Ms. Edelen, with all in favor, Unaudited Financial Statements as of April 30, 2024, were accepted.

TENTH ORDER OF BUSINESS

Approval of November 16, 2023 Public Hearings and Regular Meeting Minutes

On MOTION by Mr. Mootz and seconded by Ms. Lamb, with all in favor, the November 16, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

There was no report.

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

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

- **0 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: July 11, 2024 at 11:00 AM**
 - **Quorum Check**

The July 11, 2024 meeting will likely be canceled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Edelen and seconded by Ms. Lamb, with all in favor, the meeting adjourned at 11:20 a.m.
--

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair