

**MINUTES OF MEETING
MANGROVE POINT AND MANGROVE MANOR
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Mangrove Point and Mangrove Manor Community Development District held Multiple Public Hearings and a Regular Meeting on February 11, 2022 at 11:00 A.M., at the offices of Forestar, 4042 Park Oaks Blvd., Suite 200, Tampa, Florida 32610.

Present at the meeting were:

James Ratz	Assistant Secretary
Ty Vincent	Assistant Secretary
Ryan Zook	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC (WHA)
Cindy Cerbone	Wrathell, Hunt and Associates, LLC (WHA)
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel
Christian Cotter (via telephone)	Member of the Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 11:11 a.m. Supervisors Ratz, Vincent and Zook were present in person. Supervisor Cotter was attending via telephone. Ms. Moulton was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

Mr. Wrathell reclarified Roll Call for the record. Supervisors Ratz, Vincent and Zook were present in person. Ms. Moulton was not present.

Supervisor-Elect, Christian Cotter, was attending via telephone as a member of the public, and, as he has not been sworn in as Supervisor yet, he would not be able to vote on CDD matters today. Mr. Cotter was informed that the Oath of Office could be administered to him in advance of the next meeting or at the next meeting.

THIRD ORDER OF BUSINESS

**Administration of Oath of Office to
Supervisor Christian Cotter (*the following
will be provided in a separate package*)**

- 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**

These items were deferred to the next meeting.

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**

The affidavit of publication was included for informational purposes.

- B. **Consideration of Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Mangrove Point and Mangrove Manor Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-27 and read the title.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Mangrove Point and Mangrove Manor 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 Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements.

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

These items were addressed below.

- A. **Affidavit/Proof of Publication**
- B. **Mailed Notice to Property Owner(s)**
- C. **Master Engineer's Report (*for informational purposes*)**
- D. **Master Special Assessment Methodology Report (*for informational purposes*)**

Items 5A, 5B, 5C and 5D were included for informational purposes.

- E. **Consideration of Resolution 2022-28, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date**
- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*

<p>On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was opened.</p>
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No members of the public spoke.

- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

The Board of Supervisors, meeting as the Equalizing Board, made no changes to the Assessments, as proposed within the Master Assessment Methodology Report.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-28 and read the title. Mr. Earlywine explained the purpose of Resolution 2022-28 and recommended adoption.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-28, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2021/2022 Budget**

A. Affidavit/Proof of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-29, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Wrathell presented the proposed Fiscal Year 2022 budget, which was the same version approved at the December meeting. The CDD expenses will be Landowner-funded.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-29.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-29, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH 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 affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective

Mr. Wrathell stated that the Rules of Procedure are mostly statutory related; however, areas where there is no clarity, Mr. Earlywine included policies and procedures that would aid in facilitating efficient operation of the CDD.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was opened.

Mr. Ratz left the meeting at 11:23 a.m. and returned at 11:24 a.m.

No members of the public spoke.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-30.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-30, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-31, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Mr. Earlywine stated that the purpose of this updated Resolution is to grant the Chair and Vice Chair the authority to execute documents outside of a Board meeting and to clarify that the definitions apply to permits and conveyance documents, as well as plats.

Wrathell presented Resolution 2022-31.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-31, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2022-32, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant

**to Chapter 218, Florida Statutes; Providing
a Severability Clause; and Providing an
Effective Date**

Mr. Earlywine stated that the Amended and Restated Prompt Payment Policies and Procedures include updates to comply with the new statutory requirements pertaining to the “Local Government Prompt Payment Act”.

Mr. Wrathell presented Resolution 2022-32.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Resolution 2022-32, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-07,
Designating the Primary Administrative
Office and Principal Headquarters of the
District and Providing an Effective Date**

This item was deferred to the next meeting.

ELEVENTH ORDER OF BUSINESS

Ratification Items

Mr. Earlywine presented the following items for ratification. These items were executed between meetings due to time constraints:

- A. Acquisition Agreement**
- B. Acquisition and Conveyance of Mangrove Manor Phase 1 Utilities & Roadway Improvements**
- C. Acquisition and Conveyance of Mangrove Manor Phase 2 Utilities & Roadway Improvements**
- D. Acquisition and Conveyance of Mangrove Manor Phase 1 Utilities & Roadway Improvements (Public Portion Only)**

Mr. Earlywine and Mr. Wrathell stated that the purpose of this is to convey the improvements to the CDD in order to reimburse the Developer from the bond proceeds, once the bonds are issued. The utilities are being conveyed to the HOA.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the Acquisition Agreement, Acquisition and Conveyance of Mangrove Manor Phase 1 Utilities & Roadway Improvements, Acquisition and Conveyance of Mangrove Manor Phase 2 Utilities & Roadway Improvements, and Acquisition and Conveyance of Mangrove Manor Phase 1 Utilities & Roadway Improvements (Public Portion Only), as described by Mr. Earlywine, were ratified.

TWELFTH ORDER OF BUSINESS

**Consideration of Halff Associates, Inc.,
Stormwater Management Needs Proposal**

Ms. Suit stated that the proposal was being finalized and would be emailed to her to distribute to the Board. Due to time constraints, Mr. Earlywine and the Board agreed with Mr. Wrathell's suggestion to authorize the Chair to negotiate the fee, as the Report is due to the State by June 30, 2022. This item would be presented for ratification at the next meeting.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, authorizing the Chair to review and approve the Work Authorization with Halff Associates, Inc., to prepare the District's Stormwater Management 20-Year Needs Analysis Report, in a not-to-exceed amount of \$20,000, was approved.

THIRTEENTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of December 31, 2021**

Mr. Wrathell presented the Unaudited Financial Statements as of December 31, 2021.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, Unaudited Financial Statements as of December 31, 2021, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of Minutes

Mr. Wrathell presented the following:

- A. **December 9, 2021 Landowners' Meeting**
- B. **December 9, 2021 Organizational Meeting**

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the December 9, 2021 Landowners' Meeting and the December 9, 2021 Organizational Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

- A. **District Counsel: *KE Law Group, PLLC***

Mr. Earlywine stated that the Bond Validation hearing is set for March 1, 2022. He anticipated that the bonds would be issued in May.

- B. **District Engineer (Interim): *Halff Associates, Inc.***

There was no report.

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

- **NEXT MEETING DATE: March 11, 2022 at 11:00 A.M.**
 - **QUORUM CHECK**

The next meeting would be held on March 11, 2022.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Vincent and seconded by Mr. Ratz, with all in favor, the meeting adjourned at 11:36 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair