

**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 a Regular Meeting on May 13, 2022 at 10:00 a.m., at the offices of Forestar, 4042 Park Oaks Blvd., Suite 200, Tampa, Florida 32610.

Present at the meeting were:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Ryan Zook	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel
Kyle Thornton (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:01 a.m. Supervisors Cotter, Moulton and Zook were present in person. Supervisors Vincent and Carmack were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

Supervisors Cotter, Moulton and Zook each filed disclosure Form 8B, which will be attached as exhibits to the executed minutes.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2022-35,
Designating Certain Officers of the District,
and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2022-35. She reviewed the current slate of officers and recent changes to the Board. Ms. Moulton nominated the following slate of officers:

Christian Cotter	Chair
Mary Moulton	Vice Chair
Craig Wrathell	Secretary
Andre Carmack	Assistant Secretary
Ty Vincent	Assistant Secretary
Ryan Zook	Assistant Secretary
Cindy Cerbone	Assistant Secretary

No other nominations were made.

Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, Resolution 2022-35, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2022-36,
Approving the Proposed Budget for Fiscal
Year 2022/2023 and Setting a Public
Hearing Thereon Pursuant to Florida Law
and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2022-36. She highlighted portions of the proposed Fiscal Year 2022/2023 budget. Revenues are comprised of on-roll assessments. She discussed the plans to enter into an agreement with the HOA to manage and collect funds for Field Operations. The Agreement will be included for consideration on the same agenda as the budget adoption.

Ms. Cerbone stated that she allocated three months working capital and asked for direction from the Board.

Upon review of the on-roll assessment figures, Ms. Moulton voiced her opinion that the Operations and Maintenance (O&M) assessment per unit amount for the SF 50' units seemed high for just admin costs, as it did not include field operations costs.

Ms. Cerbone explained that the same stratification used on the debt was used for Admin O&M. She believed the jump was due to building up three months working capital. Ms. Moulton asked to reduce the working capital amount to just one month. Ms. Cerbone would reduce the working capital amount to \$11,000.

The Board discussed and confirmed the desire to have the assessment amounts bifurcated and for the townhome (TH) costs to be less than for the SF 50' units, in accordance with the debt service.

The Board agreed with Ms. Cerbone's suggestion to work with Ms. Moulton and reduce working capital to \$11,000, along with anything necessary to ensure the stratification of the assessments between the TH and SF homes are correct. The goal is to have the TH assessments be around \$162.

Mr. Earlywine confirmed that Ms. Cerbone working on this outside of a meeting is fine and should ensure that the notices have the correct numbers before mailing.

The following changes would be made to the General Fund Budget:

Page 1, "Legal" line item: Change "25,000" to "20,000"

Page 1, "Engineering" line item: Change "20,000" to "15,000"

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2022-36, Approving the Proposed Budget for Fiscal Year 2022/2023, as amended and subject to Ms. Cerbone working with Ms. Moulton and applicable Staff Members on finalizing the assessment levels, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 12, 2022 at 10:00 a.m., at the offices of Forestar, 4042 Park Oaks Blvd., Suite 200, Tampa, Florida 32610, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2022-37,
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

Ms. Cerbone presented Resolution 2022-37.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2022-37, 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.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-38, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2022-38.

On MOTION by Mr. Cotter and seconded by Mr. Zook, with all in favor, Resolution 2022-38, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

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

Ms. Cerbone presented Resolution 2022-07. A Board Member stated he prefers not to use the sales office as the principal headquarters of the CDD. Ms. Cerbone stated that it will only be until an applicable on-site facility opens.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, Resolution 2022-07, Designating the office of Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, as the Primary Administrative Office and the offices of Forestar, 4042 Park Oaks Blvd., Suite 200, Tampa, Florida 32610, as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

**Update/Status: Stormwater Needs
Analysis Report**

Mr. Thornton stated that a draft letter was emailed yesterday. The letter explains that submittal of the required Stormwater Management Needs Analysis Report is not applicable at this time because the systems are newly built. It acknowledges that the CDD will file the Report in the future. He asked Mr. Earlywine to submit comments, if any, to him. The current and future annual maintenance budget costs necessary to finalize the letter are pending from the HOA.

Mr. Cotter was designated to work with Mr. Earlywine on these matters.

NINTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of March 31, 2022**

Ms. Cerbone presented the Unaudited Financial Statements as of March 31, 2022.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the Unaudited Financial Statements as of March 31, 2022, were accepted.

TENTH ORDER OF BUSINESS

**Approval of March 11, 2022 Regular
Meeting Minutes**

Ms. Cerbone presented the March 11, 2022 Regular Meeting Minutes.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the March 11, 2022 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

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

Mr. Earlywine asked for the status of the landscaping and hardscaping projects and whether they were completed, as he wants to finish all the real estate work and present the project completion resolution later this year. Mr. Cotter stated that they are working mostly on clean up. The Resolution would be included on the August agenda.

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

There was no report.

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

The Request for Qualification (RFQ) for Engineering Services and the Request for Proposals (RFP) for Annual Audit Services will be published soon. The responses to the RFQ and RFP and the HOA Maintenance Agreement will be on the August agenda.

- **NEXT MEETING DATE: June 10, 2022 at 10:00 A.M.**

- **QUORUM CHECK**

The next meeting would be held on June 10, 2022, unless canceled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.


FOURTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the meeting adjourned at 10:21 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair