MINUTES OF MEETING
COPE'S LANDING COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Cope's Landing Community Development District held a Regular Meeting on April 2, 2024 at 1:30 p.m., at 14785 Old St. Augustine Road, Suite #300, Jacksonville, Florida 32258.

Present were:

John Gislason	Chair
James Teagle	Assistant Secretary
Anthony Sharp	Assistant Secretary
Mark Dearing	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Katie Buchanan (via telephone)	District Counsel

DUE TO TECHNICAL DIFFICULTIES, THE FIRST TWO MINUTES
OF THE MEETING WERE TRANSCRIBED FROM THE MEETING NOTES

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Gislason called the meeting to order at 1:30 p.m.

Supervisors Gislason, Teagle, Sharp and Dearing were present. Supervisor Porter was not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Greenpoint Landscaping Maintenance Contract Proposal**

The Board and Staff discussed the proposal.

The Board consensus was that the proposal needs to be re-bid, including fertilizer, irrigation and mulch.

Mr. Teagle will provide additional information regarding the scope of service.

This item was tabled to the next meeting.

FOURTH ORDER OF BUSINESS **Consideration/Ratification of Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement**

On MOTION by Mr. Teagle and seconded by Mr. Dearing, with all in favor, the Disclosure Technology Services, LLC EMMA® Filing Assistance Software as a Service License Agreement, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-02, 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. Gislason stated that the proposed Fiscal Year 2025 budget requires some revisions. He believes the Operation & Maintenance (O&M) fees to be allocated to on-roll and to off-roll non-developer contributions need to be revised. It was disclosed that the goal is to reduce assessments to approximately $800 per home for existing lots; the Developer contributions will reflect the balance. Mr. Torres will make the necessary revisions.

Ms. Buchanan asked for confirmation that assessment revenue will be collected via on-roll assessments and direct collection, and that a Deficit Funding Agreement will be executed to document the Developer's intent to fund anything in excess of the assessments collected but not more than the adopted budget amount. Mr. Gislason replied affirmatively; he will work with Mr. Torres to determine the final budget numbers.

This item was tabled to the next meeting.

SIXTH ORDER OF BUSINESS **Consideration of First Coast Contract Maintenance Service, LLC Proposal for Amenity Management**

Mr. Gislason presented the First Coast Contract Maintenance Service, LLC Proposal for Amenity Management.

On MOTION by Mr. Teagle and seconded by Mr. Dearing, with all in favor, the First Coast Contract Maintenance Service, LLC Proposal for Amenity Management, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date**

The Board and Staff discussed moving meetings to the Amenity Center, 30 minutes apart from the Arbors CDD meetings.

The following will be inserted into the Fiscal Year 2024 Meeting Schedule for the May through September 2024 meetings:

TIME: 3:00 PM

LOCATION: Cope's Landing Amenity Center, 12123 Great Eagle Road, Jacksonville, Florida 32219

On MOTION by Mr. Dearing and seconded by Mr. Teagle, with all in favor, Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2024-04, 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

The following will be inserted into the Fiscal Year 2025 Meeting Schedule:

TIME: 3:00 PM

LOCATION: Cope's Landing Amenity Center, 12123 Great Eagle Road, Jacksonville, Florida 32219

On MOTION by Mr. Dearing and seconded by Mr. Teagle, with all in favor, Resolution 2024-04, 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.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 29, 2024**

On MOTION by Mr. Dearing and seconded by Mr. Teagle, with all in favor, the Unaudited Financial Statements as of February 29, 2024, were accepted.

TENTH ORDER OF BUSINESS **Approval of January 25, 2024 Regular Meeting Minutes**

On MOTION by Mr. Dearing and seconded by Mr. Teagle, with all in favor, the January 25, 2024 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Ms. Buchanan stated she would like to ensure that someone follows up with Nate regarding his disclosure; she believes the deadline is May 1st. Mr. Gislason stated he will follow up in this regard and forward the template to Ms. Buchanan.

B. District Engineer: Dunn & Associates, Inc.

There was no report.

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

Mr. Torres will work with Ms. Buchanan to draft Amenity Policies to be presented at the next meeting. He noted that the proposed Fiscal Year 2025 budget will be presented at the May 7, 2024 meeting, which will be held at 3:00 p.m.

- **NEXT MEETING DATE: May 7, 2024 at ____:____ AM/PM**
  - **QUORUM CHECK**

Supervisors Dearing, Gislason and Teagle confirmed their attendance at the May 7, 2024 meeting.

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 Mr. Dearing and seconded by Mr. Teagle, with all in favor, the meeting adjourned at 1:42 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

____
Secretary/Assistant Secretary

____
Chair/Vice Chair