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 June 3, 2025 at 3:00 p.m., at 12123 Great Eagle Road, Jacksonville, Florida 32219.

Present:

John Gislason	Chair
Mark Dearing	Assistant Secretary
Anthony Sharp	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Felix Rodriguez	Wrathell, Hunt and Associates, LLC
Katie Buchanan (via telephone)	District Counsel
Tony Shiver	Amenity Manager
David Comer	First Coast Contract Maintenance Service

Residents present:

Billy Reinert	Kimberly Reinert	Rita Gallagher	Ben Hallenbeck

DUE TO AUDIO INTERFERENCE, MANY PUBLIC COMMENTS WERE INAUDIBLE.

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

Mr. Gislason called the meeting to order at 3:00 p.m. Supervisors Sharp, Dearing and Gislason were present. Supervisors Porter and Teagle were not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration to Amend Amenity Room Rental Policies**

This item was presented following the Fifth Order of Business.

- **Staff Reports**

This item, previously the Sixth Order of Business, was presented out of order.

A. District Counsel: Kutak Rock LLP

B. District Engineer: Dunn & Associates, Inc.

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: July 8, 2025 at 6:00 PM [Adoption of FY26 Budget]**
  - **QUORUM CHECK**

Mr. Torres stated that the proposed Fiscal Year 2026 budget will be presented for adoption at the July 8, 2025 public hearing and meeting. He recalled that no assessment increase was recommended; assessments remain flat compared to Fiscal Year 2025. The July meeting will be advertised but, property owners will not receive Mailed Notices because sending them is not required based on assessments remaining flat.

FOURTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of April 30, 2025**

Mr. Gislason presented the Unaudited Financial Statements as of April 30, 2025 and the May 6, 2025 Regular Meeting Minutes.

FIFTH ORDER OF BUSINESS **Approval of May 6, 2025 Regular Meeting Minutes**

On MOTION by Mr. Dearing and seconded by Mr. Sharp, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted, and the May 6, 2025 Regular Meeting Minutes, as presented, were approved.

- **Amenity Manager's Report**

This item was an addition to the agenda.

Mr. Shiver reported the following:

- ➢ The facilities are currently in reasonably good shape.
- ➢ The pool was closed for an extended time several weeks ago and drained in order to repair damaged light fixtures. All pool light fixtures were re-set at minimal extra cost.
- ➢ Staff is working with the District Manager and the District Engineer to ensure that areas in the new phases are conveyed to the CDD for pond maintenance, landscaping, etc.
- ➢ Landscapers installed annuals at the front entrance. Staff is working closely with the new BrightView Account Manager to convey needs and expectations.

Mr. Gislason stated the Developer just recorded the plat for Phase 3; he asked for the property to be mowed and cleaned prior to conveyance to the CDD.

- **Consideration to Amend Amenity Room Rental Policies**

This item, previously the Third Order of Business, was presented out of order.

Mr. Gislason stated that Mr. Torres prepared a summary of the current Amenity Room Rules. As they read now, "The maximum number of people attending any event shall not exceed 50." and "The pool and pool area, including the surrounding decks and furniture, is not available for reservation and shall remain open to all patrons and their guests during normal operating hours."

Mr. Gislason stated that the initial change to be discussed is, "The maximum number of people attending any event shall not exceed 30 people." and adding language stating "The pool, pool area, deck and patio furniture is not available to those attending a rental event. Individuals attending a private rental event are not permitted to use the pool or pool area and must remain within the designated rental room."

Mr. Shiver suggested the Board consider allowing full use for very small parties, such as birthday parties. He noted that some CDDs will allow covered outdoor spaces for fifteen people for up to three hours; this could be addressed if and when requests arise. He noted that the community is growing, the facilities are very new, and residents wanting to use the pool are strongly discouraged from doing so when private events are being held at the Amenity. He believes that allowing private reservations for the Amenity room is the correct move and the five guests per household policy would remain in effect.

A resident asked who will oversee the Policy. Mr. Gislason stated, as the community grows, Mr. Shiver will hire more staff. A CDD of this size will generally be staffed during the week and on weekends.

In response to a concern about private event attendees becoming unruly, it was noted that emails are sent in advance of every reservation so that renters are aware of the restrictions. Refunds have been offered if parties cannot conform to the rules.

Discussion ensued regarding the need to consider families with children and the careful balance between making the facility available for all residents and rentals for private events.

Mr. Gislason thinks the rules will help amenity staff and residents "police" the use of the Amenity themselves.

Discussion ensued regarding the requirement for renters to clean up after events.

Mr. Shiver stated the expectations are clearly stated in the email related to the rental; failure to comply can result in renters incurring a cleaning fee. Renters are given an opportunity to return and remedy the situation before a cleaning fee is assessed, as required by law. If a cleaning fee is imposed, the renter loses their amenity access until the fee is paid.

Discussion ensued regarding the $75 cleaning fee, increasing deposit requirements, considering the number of attendees and the ability to change the rules further.

On MOTION by Mr. Dearing and seconded by Mr. Sharp, with all in favor, amending Amenity Facilities Policies, Rates, and Fees adopted on July 9, 2024, as discussed, was approved.

SIXTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Dunn & Associates, Inc.

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

- **NEXT MEETING DATE: July 8, 2025 at 6:00 PM [Adoption of FY26 Budget]**
  - **QUORUM CHECK**

This item was presented following the Third Order of Business.

SEVENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Boad Members' comments or requests.

EIGHTH ORDER OF BUSINESS **Public Comments**

A resident expressed concern that grass is not being edged along common area sidewalks. It was noted that the on-site manager was recently terminated. A new manager was assigned; residents can email Mr. Shiver or Mr. Torres with their concerns. It was noted that BrightView is very responsive to requests.

Discussion ensued regarding a privately owned, separately zoned commercial property for which the future plans are unknown.

Mr. Gislason stated that the Fiscal Year 2026 budget will be adopted at the July meeting. The assessment will not increase and the budget cannot be increased beyond the amount that was previously publicly noticed. He noted that any changes or concerns will be addressed after the Fiscal Year 2026 budget is adopted; essentially, they will be addressed in Fiscal Year 2027.

With regard to roadwork, Mr. Gislason stated that the date of the final asphalt lift has not been determined; the Developer will provide advance notice. DR Horton is responsible for the final lift; work will be completed in phases and coordinated with the City.

A resident asked about assessments. Mr. Gislason stated the portion of the assessment related to bond is generally a fixed amount; whereas, the Operation & Maintenance (O&M) portion of the CDD assessment varies, as it is related to the CDD expenses.

NINTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Dearing and seconded by Mr. Sharp, with all in favor, the meeting adjourned at 3:18 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair