

**MINUTES OF MEETING  
CORDOBA RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cordoba Ranch Community Development District was held on Tuesday, July 24, 2018 at 9:30 a.m. in the Cordoba Ranch Model Center, 2516 Cordoba Ranch Boulevard, Lutz, Florida.

Present and constituting a quorum were:

Kelly Evans	Chairperson
F. Peter Williams	Vice Chairman
Parker Hirons	Assistant Secretary
Charlie Peterson	Assistant Secretary

Also present were:

Andy Mendenhall	District Manager
Tracy Robin	District Counsel
Tonja Stewart	District Engineer (via telephone)
Residents	

*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Mendenhall called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**A. Appointment of New Supervisor**

On MOTION by Ms. Evans seconded by Mr. Hirons with all in favor Mr. Charlie Peterson was appointed to Seat 4 of the Cordoba Ranch Board of Supervisors.

*Mr. Mendenhall, a Notary of the State of Florida, administered the Oath of Office to Mr. Charlie Peterson.*

**B. Resolution 2018-4 Designating Officers**

On MOTION by Ms. Evans seconded by Mr. Hirons with all in favor Resolution 2018-4 designating Kelly Evans Chairperson; Peter Williams Vice Chairman; Andrew Mendenhall Secretary; Stephen Bloom Treasurer; Robert Koncar Assistant Treasurer; and Parker Hirons and Charlie Peterson Assistant Secretaries was adopted.

**THIRD ORDER OF BUSINESS**

**Approval of the Consent Agenda**

- A. **May 22, 2018 Minutes**
- B. **Financial Statements**
- C. **Fiscal Year 2017 Audit**

Mr. Williams MOVED to approve the consent agenda and Ms. Evans seconded the motion.

- The Fiscal Year 2017 audit was filed prior to June 30, 2018.

On VOICE vote with all in favor the prior motion was approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Consider Resolution 2018-5 Adopting the Budget for Fiscal Year 2019 and Resolution 2018-6 Levy of Non-Ad Valorem Assessments**

On MOTION by Mr. Williams seconded by Mr. Hirons with all in favor the budget public hearing was opened.

- The budget process and timing was reviewed. There is no increase in assessments.
- Questions and comments from the audience were addressed.

On MOTION by Mr. Hirons seconded by Mr. Williams with all in favor the budget public hearing was closed.

On MOTION by Mr. Williams seconded by Ms. Evans with all in favor Resolution 2018-5 relating to the annual appropriations of the District and adopting the budget for the fiscal year beginning October 1, 2018; and ending September 30, 2019, and referencing the operations and maintenance special assessments to be levied by the District for fiscal year 2018/2019 was adopted.

On MOTION by Mr. Hiron seconded by Ms. Evans with all in favor Resolution 2018-6 levying and imposing special assessments; providing for collection and enforcement of special assessments; adopting and certifying an assessment roll; providing for amendment of the assessment roll; providing a severability clause; and providing an effective date was adopted.

**FIFTH ORDER OF BUSINESS**

**Audience Comments**

- Rick Gibbons commented on streetlights; security gate access control; speed limit and street signage; installation of sound barriers; landscaping and general maintenance issues.
- District Counsel commented on road ownership.
- Michelle commented on the dog park gate; landscaping planting and maintenance;
- Laura Hall commented on drainage issue passed the bridge.

**SIXTH ORDER OF BUSINESS**

**Aquagenix Report - July**

- July Aquagenix report was included in the agenda package.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Robin addressed the following:

- He congratulated Mr. Peterson on joining the Board and reviewed Florida Statute including the required filing of Form F1; the Sunshine Law; and public record requests.
- He commented on ADA compliance and the District website. Cordoba Ranch did not get mentioned in any pending lawsuits. Inframark is reviewing the status of the website and certain basic accessibility levels.
- He noted Vivicon, Inc. has been sold to SSS Down to Earth Opco, LLC effective July 31, 2018. Vivicon has requested clients sign a consent acknowledging the sale. There was no objection from the Board. It was requested the new owner attend a future Board meeting.

**B. District Engineer**

- Ms. Stewart reported on the pond levels and plant installation, noting there is a 15% survival rate due to storms but she remains optimistic. She will obtain proposals to continue the aquatic planting program.

**C. District Manager**

**i. Fiscal Year 2019 Proposed Meeting Schedule**

- The proposed fiscal year 2019 meeting schedule was reviewed.

On MOTION by Ms. Evans seconded by Mr. Williams with all in favor the fiscal year 2019 meeting schedule was approved as presented.

**ii. Landowner Meeting Information, Proxy, Ballot and Sample Agenda**

- Information regarding the landowner election was included in the agenda package.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests**

- None

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Williams seconded by Mr. Peterson with all in favor the meeting was adjourned.



Kelly Evans  
Chairperson