

1 **MINUTES OF MEETING**  
2 **CABOT CITRUS FARMS**  
3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Cabot Citrus Farms Community  
5 Development District was held on Wednesday, January 10, 2024 at 10:04 a.m. at Cabot Citrus  
6 Farms, 17590 Ponce de Leon Boulevard, Brooksville, FL 34614. The actions taken are  
7 summarized as follows:

8 **FIRST ORDER OF BUSINESS: Roll Call**

9 Mr. Darin called the meeting to order and conducted roll call.

10 Present and constituting a quorum were:

11 Marcus Motes (S3)	Board Supervisor, Vice Chair
12 Steve Blake (S4)	Board Supervisor, Assistant Secretary
13 Thomas Leach (S5)	Board Supervisor, Assistant Secretary

14 Also present were:

15 Hank Fishkind (S1) <i>(via Teams)</i>	Board Supervisor, Chair
16 Kyle Darin	District Manager, Vesta District Services
17 Michael Eckert <i>(via Teams)</i>	District Counsel, Kutak Rock
18 Brian Malmberg	Interim District Engineer, Coastal Engineering
19 Kevin Plenzler	Financial Advisor, PFM Financial Advisors LLC

20 **SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items** *(Limited to*  
21 *3 minutes per individual for agenda items)*

22 There being none, the next item followed.

23 **THIRD ORDER OF BUSINESS: Audit Committee Meeting**

24 A. Open Audit Committee Meeting

25 Mr. Eckert introduced the Audit Committee meeting, and recommended price be  
26 included in in the RFP to elicit a more competitive proposal.

27 B. Exhibit 1: Review of RFP and Evaluation Criteria

28 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Audit  
29 Committee authorized staff to proceed with the request for proposals and approved the evaluation  
30 criteria, for Cabot Citrus Farms Community Development District.

31 C. Recommendation to Proceed with Publication of RFP

32 D. Exhibit 2: Scheduling of Next Meeting Date

33 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Audit  
34 Committee approved the next audit committee meeting for March 13, 2024, for Cabot Citrus Farms  
35 Community Development District.

36 E. Close Audit Committee Meeting

37 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
38 approved closing the audit committee meeting, for Cabot Citrus Farms Community Development  
39 District.

40 **FOURTH ORDER OF BUSINESS: Master Debt Assessment**

41 A. Public Hearing

42 1. Open Public Hearing

43 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
44 approved opening the Master Debt Assessment Public Hearing, for Cabot Citrus Farms  
45 Community Development District.

46 Mr. Eckert reviewed the purpose of the Master Debt Assessment Public  
47 Hearing. In answer to Mr. Eckert's questions, Mr. Darin affirmed the  
48 following:

- 49
- 50 • The meeting was properly noticed in a newspaper,
  - 51 • Proofs of publications were incorporated into the District's file,
  - 52 • Notice was mailed to the landowner of record in accordance with  
53 F.S. 170 and F.S. 197,
  - 54 • Landowner names and addresses were obtained from official  
55 County records as required by F.S. 170, and
  - 56 • Plans and specifications have been on file and available for public  
inspection.

57 Mr. Eckert reviewed the District's options for collecting assessments.

58 2. Exhibit 3: Review of District's Engineer's Report

59 Mr. Malmberg summarized the District's Engineer's Report and  
60 modifications made since the Board last reviewed it. In response to Mr.  
61 Eckert's questions, Mr. Malmberg affirmed the following:

- 62
- 63 • Based on his experience, the cost estimates in the engineer's report  
were reasonable and proper,
  - 64 • He had no reason to believe the project could not be carried out by  
65 the District.

66 In response to Dr. Fishkind's request, Mr. Malmberg agreed to modifying  
67 the report to show the District as the financing entity for the parking areas,  
68 instead of the developer.

69 3. Exhibit 4: Review of Master Assessment Methodology Report

70 Mr. Plenzler reviewed the Master Assessment Methodology Report and the  
71 material changes that were made since it was first circulated. He concluded  
72 that PFM believes there has been a benefit that exceeds or equals the amount  
73 assessed and that the assessments are reasonably and equitably allocated.

74 In response to Mr. Eckert's questions, Mr. Plenzler affirmed that in his  
75 professional opinion:

- 76 • The land subject to the assessments did receive special benefits from  
77 the District's improvement plan,
- 78 • Those benefits include, but are not limited to, the added use of the  
79 property added enjoyment of the property, increased marketability  
80 of the property, increased value of the property, improved access to  
81 the property and improved usability of the property, and improved  
82 aesthetics,
- 83 • The special assessments are reasonably apportioned among the land  
84 subject to the special assessment,
- 85 • It is reasonable, proper, and just to assess the cost of the project  
86 against the lands in the District in accordance with the methodology  
87 which results in the special assessments set forth on the final  
88 assessment roll,
- 89 • The special benefits the lands will receive as set forth in the final  
90 assessment roll will be equal to or in excess of the special  
91 assessments there on when allocated as set forth in the methodology,
- 92 • It is in the best interest of the District that the special assessments be  
93 paid and collected in accordance with the methodology and the  
94 District's assessment resolutions, and
- 95 • The amount of the assessments is reasonable.

96 4. Public Comments

97 The floor was opened for public comments. There being no comments, and  
98 no letters received by the District Manager from property owners or  
99 members of the public related to the assessment, the Board, in its capacity  
100 as an equalizing board, was provided the opportunity to make adjustments  
101 to the proposed assessments. No adjustments were made.

102 *The Board considered Resolution 2024-34, Authorizing Improvements and Levying Master*  
103 *Debt Assessment Lien at this point in the meeting.*

104 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
105 adopted Resolution 2024-34, Authorizing Improvements and Levying Master Debt Assessment  
106 Lien, for Cabot Citrus Farms Community Development District.

107 5. Close Public Hearing

108 The Board unanimously approved closing the Master Debt Assessment Public Hearing, for Cabot  
109 Citrus Farms Community Development District.

110 B. Exhibit 5: Consideration and Adoption of **Resolution 2024-34, Authorizing**  
111 **Improvements and Levying Master Debt Assessment Lien**

112 *This item was considered and adopted prior to the closing of the Master Debt*  
113 *Assessment Public Hearing.*

114 **FIFTH ORDER OF BUSINESS: Uniform Method For The Levy, Collection And**  
115 **Enforcement Of Non-Ad Valorem Special**  
116 **Assessments**

117 A. Public Hearing

118 1. Open Public Hearing

119 On a MOTION by Mr. Motes, SECONDED by Dr. Fishkind, WITH ALL IN FAVOR, the Board  
120 approved opening the Public Hearing on Adopting the Uniform Method for Levying, Collecting  
121 and Enforcing Non-Ad Valorem Special Assessments, for Cabot Citrus Farms Community  
122 Development District.

123 2. Discussion of Uniform Method of Collection

124 Mr. Eckert explained the Uniform Method of Collection.

125 3. Public Comments

126 There being none, the next item followed.

127 4. Close Public Hearing

128 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
129 approved closing the Public Hearing on Adopting the Uniform Method for Levying, Collecting  
130 and Enforcing Non-Ad Valorem Special Assessments, for Cabot Citrus Farms Community  
131 Development District.

132 B. Exhibit 6: Consideration and Adoption of **Resolution 2024-35, Adopting the**  
133 **Uniform Method for the Levy, Collection and Enforcement of Non-Ad**  
134 **Valorem Special Assessments**

135 On a MOTION by Dr. Fishkind, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
136 adopted Resolution 2024-35, Adopting the Uniform Method for the Levy, Collection, and  
137 Enforcement of Non-Ad Valorem Special Assessments, for Cabot Citrus Farms Community  
138 Development District.

139 **SIXTH ORDER OF BUSINESS: Business Matters**

140 A. Acceptance of Audit Committee's Recommendation to Proceed with Publication  
141 of RFP

142 *This item was accepted out of order, after the Audit Committee Meeting, prior to*  
143 *the Master Debt Assessment Public Hearing.*

144 B. Exhibit 7: Consideration and Approval of the Minutes of the Board of Supervisors  
145 Organizational Meeting Held November 13, 2023

146 On a MOTION by Mr. Motes, SECONDED by Dr. Fishkind, WITH ALL IN FAVOR, the Board  
147 approved the Minutes of the Board of Supervisors Organizational Meeting held November 13,  
148 2023, for Cabot Citrus Farms Community Development District.

149 C. Exhibit 8: Consideration and Approval of the Minutes of the Board of Supervisors  
150 Continued Organizational Meeting Held November 30, 2023

151 On a MOTION by Mr. Motes, SECONDED by Mr. Blake, WITH ALL IN FAVOR, the Board  
152 approved the Minutes of the Board of Supervisors Continued Organizational Meeting held  
153 November 30, 2023, for Cabot Citrus Farms Community Development District.

154 D. Reauthorization of RFQ for Continuing Engineering Services  
155 No proposals were received in response to the original RFQ advertisement. The  
156 Board was asked to reauthorize publication of the RFQ.

157 On a MOTION by Mr. Leach, SECONDED by Mr. Motes, WITH ALL IN FAVOR, the Board  
158 authorized the re-publication of the RFQ for Continuing Engineering Services, for Cabot Citrus  
159 Farms Community Development District.

160 E. Exhibit 9: Consideration and Approval of Funding Request 2  
161 This item was tabled.

162 **SEVENTH ORDER OF BUSINESS: Staff Reports**

163 A. District Counsel  
164 1. Exhibit 10: Update on Interlocal Agreement  
165 Mr. Eckert provided an update on the Interlocal Agreement. The Interlocal  
166 Agreement was recorded after correcting a formatting issue  
167 2. Update on Bond Validation  
168 Mr. Eckert confirmed the bond validation complaint had been filed prior to  
169 the holidays. District Counsel continues to follow up with the judicial  
170 assistant regarding a date. All documentation is ready.  
171 The methodology will be validated. It is referenced in the complaint but  
172 will be included in a joint stipulation with the State Attorney and submitted  
173 to the court prior to the hearing.

174 B. Interim Engineer  
175 The Interim Engineer had no additional report.

176 C. District Manager  
177 Mr. Darin will circle back with accounting on the funding request and provide an  
178 update for the Board.

179 **EIGHTH ORDER OF BUSINESS:** **Supervisor Requests** *(Includes Next Meeting*  
180 *Agenda Item Requests)*

181 There being none, the next item followed.

182 **NINTH ORDER OF BUSINESS:** **Audience Comments – New Business** *(Limited to*  
183 *3 minutes per individual for non-agenda items)*

184 There being none, the next item followed.

185 **TENTH ORDER OF BUSINESS:** **Next Regular Meeting Agenda Items**

186 There being none requested, the next item followed.

187 **ELEVENTH ORDER OF BUSINESS:** **Next Meeting Quorum Check**

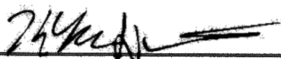
188 *The next Cabot Citrus Farms Community Development District meeting is scheduled for*  
189 *10:00 a.m. on February 14, 2024, at Cabot Citrus Farms, 17590 Ponce de Leon Boulevard,*  
190 *Brooksville, FL 34614.*



191 **TWELFTH ORDER OF BUSINESS:** **Adjournment**

192 On a MOTION by Mr. Motes, SECONDED by Mr. Blake, WITH ALL IN FAVOR, the Board  
193 adjourned the meeting at 10:30 a.m., for Cabot Citrus Farms Community Development District.

194 *\*Each person who decides to appeal any decision made by the Board with respect to any matter*  
195 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*  
196 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

197 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**  
198 **noticed meeting held on February 14, 2024.**

199   
200  Kyle Darin, Secretary  
201  \_\_\_\_\_, Assistant Secretary

   
 Hank Fishkind, Chair  
 Marcus Motes, Vice Chair