MINUTES OF MEETING
KOA BAY COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Koa Bay Community Development District held a Special Meeting on April 14, 2025 at 10:00 a.m., at the Susan Broom Kilmer Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950.

Present were:

Kathy Houser (via telephone)	Chair
Jacob Webb	Vice Chair
Joseph "Joby" Slay	Assistant Secretary
Roland LaBonte	Assistant Secretary
Ryan Perna	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates, LLC (WHA)
Kyle Magee (via telephone)	District Counsel
Joe Capra (via telephone)	District Engineer
Steve Marquardt (via telephone)	Captec Engineering, Inc.
Chad LaBonte	Developer

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

Ms. Cerbone called the meeting to order at 10:04 a.m. The Oath of Office was administered to Mr. Ryan Perna before the meeting.

Supervisors Perna, Webb, Slay and LaBonte were present. Supervisor Houser attended via telephone.

SECOND ORDER OF BUSINESS **Administration of Oath of Office to Ryan Perna [Seat 4] (the following will also be provided in a separate package)**

This item was addressed during the First Order of Business.

Ms. Cerbone provided and briefly explained the following:

A. Update: Required Ethics Training and Form 1 Disclosure Filing

B. Membership, Obligations and Responsibilities

C. Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees 2023

D. Form 8B: Memorandum of Voting Conflict

THIRD ORDER OF BUSINESS **Consideration of Resolution 2025-31, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-31. Mr. LaBonte nominated the following slate:

Katharine Houser	Chair
Jacob Webb	Vice Chair
Roland LaBonte	Assistant Secretary
Joseph "Joby" Slay	Assistant Secretary
Ryan Perna	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Chris Conti	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Mr. LaBonte and seconded by Mr. Webb, with all in favor, Resolution 2025-31, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2025-35, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025; Amending Resolution 2025-20 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-35. She reviewed the Proposed Fiscal Year 2025 budget, and suggested allotting $5,000 to the “Supervisors” line item to facilitate Supervisor compensation.

In response to Ms. Houser’s question, Ms. Cerbone stated the “Insurance” line item is for General Liability, Director and Officers coverage for Board Members and Staff.

On MOTION by Mr. Webb and seconded by Mr. Slay, with all in favor, Resolution 2025-35, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2024/2025 to August 11, 2025 at 10:00 a.m., at the Susan Broom Kilmer Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950; Amending Resolution 2025-20 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, as amended, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-36, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-36. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

Discussion ensued regarding the General Fund, bond issuance timing, Bond Underwriter; MBS Capital Markets, permitting, contracts on lot sales, interest rates, bond validation, bond closings and the costs of issuance.

On MOTION by Mr. LaBonte and seconded by Mr. Webb, with all in favor, Resolution 2025-36, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 11, 2025 at 10:00 a.m., at the Susan Broom Kilmer Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration of Fiscal Year 2025/2026 Budget Funding Agreement**

Ms. Cerbone presented the Fiscal Year 2025/2026 Budget Funding Agreement between the CDD and KOA BAY Development, LLC. This is identical to the Fiscal Year 2024/2025 Agreement.

On MOTION by Mr. Webb and seconded by Mr. Slay, with all in favor, the Fiscal Year 2025/2026 Budget Funding Agreement, was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-09, Designating the Location of the Local District Records Office and Providing an Effective Date**

This item was deferred.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-16, 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**

This item was deferred.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of February 28, 2025**

Ms. Cerbone presented the Unaudited Financial Statements as of February 28, 2025. She explained why the financials are as of February 28, 2025 rather than March 31, 2025, and discussed the cutoff dates for the audit and why the General Fund expenses cannot be reimbursed by the Developer.

On MOTION by Mr. Webb and seconded by Mr. Slay, with all in favor, the Unaudited Financial Statements as of February 28, 2025, were accepted.

TENTH ORDER OF BUSINESS **Approval of December 9, 2024 Public Hearings and Regular Meeting Minutes**

On MOTION by Mr. Webb and seconded by Mr. Slay, with all in favor, the December 9, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Mr. Magee stated the bonds were validated, the 30-day appeal period has ended and no appeals were received. He will coordinate with District Management and the Bond Underwriter to proceed with issuance of the bonds.

B. District Engineer (Interim): Captec Engineering, Inc

Mr. Capra stated site planning is underway and the drainage permits and water-sewer line extensions with the Water Management District will eventually be filed.

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

Ms. Cerbone stated the Request for Qualifications (RFQ) for Engineering Services and Request for Proposals (RFP) for Annual Audit Services will likely be advertised before the August meeting and might be awarded at that meeting.

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

The next meeting will be held on August 11, 2025 at 10:00 a.m.

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. Webb and seconded by Mr. Slay, with all in favor, the meeting adjourned at 10:51 a.m.

KOA BAY CDD **April 14, 2025**

Cindy Cerbone
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Secretary/Assistant Secretary

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Chair/Vice Chair