

**MINUTES OF MEETING
KOA BAY COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Koa Bay Community Development District held a Public Hearing and Regular Meeting on August 11, 2025 at 10:00 a.m., at the Susan Broom Kilmer Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950.

Present:

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

Also present:

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

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:02 a.m.

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

Ms. Cerbone recalled the Goals & Objectives Performance Measures and Standards Reporting requirements and noted that one of the items is for the District Engineer to conduct a physical inspection of CDD infrastructure and produce a report. As there is no infrastructure yet, District Counsel agreed with her that it is sufficient for the District Engineer to provide a letter or documents stating that there is no infrastructure so the visual inspection and a corresponding report were not done. She can provide a sample to the District Engineer.

SECOND ORDER OF BUSINESS

Consideration of Resolution 2025-37, 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 2025-35 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2025-37. It is necessary to reset the Public Hearing for the Fiscal Year 2025 budget because the newspaper did not advertise it.

On MOTION by Mr. Slay and seconded by Ms. Houser, with all in favor, Resolution 2025-37, 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 September 29, 2025 at 10:00 a.m., at the Susan Broom Kilmer Branch Library, 101 Melody Lane, Fort Pierce, Florida 34950; Amending Resolution 2025-35 to Reset the Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.

THIRD ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

- A. Affidavit of Publication**
- B. Consideration of Resolution 2025-38, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-38. 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. This is a Landowner-contribution budget, with expenses funded as they are incurred. As a bond issuance in Fiscal Year 2026 is anticipated, this budget reflects the amounts that would be in place once bond issuance occurs.

On MOTION by Mr. Webb and seconded by Mr. LaBonte, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Houser and seconded by Mr. Slay, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Houser and seconded by Mr. Webb, with all in favor, Resolution 2025-38, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Fiscal Year 2026 Budget Funding Agreement

Ms. Cerbone presented the Fiscal Year 2026 Budget Funding Agreement. This is the same as the Fiscal Year 2026; just the dates and budget exhibit are changed.

On MOTION by Mr. Webb and seconded by Ms. Houser, with all in favor, Fiscal Year 2026 Budget Funding Agreement, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-39, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-39. She recommended adopting a full Fiscal Year 2026 Meeting Schedule and then canceling meetings if it is not necessary to meet. The following will be inserted into the Fiscal Year 2026 Meeting Schedule:

DATES: October 13, 2025; November 10, 2025; December 8, 2025; January 12, 2026; February 9, 2026; March 9, 2026; April 13, 2026; May 11, 2026; June 8, 2026; July 13, 2026; August 10, 2025 and September 14, 2026

TIME: 10:00 AM

On MOTION by Mr. Webb and seconded by Ms. Houser, with all in favor, Resolution 2025-39, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

SIXTH 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.

SEVENTH ORDER OF BUSINESS

**Consideration of Goals and Objectives
Reporting FY2026 [HB7013 - Special
Districts Performance Measures and
Standards Reporting]**

Ms. Cerbone presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

On MOTION by Ms. Houser and seconded by Mr. Slay, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of June 30, 2025**

Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2025.

On MOTION by Mr. Webb and seconded by Mr. Slay, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted.

NINTH ORDER OF BUSINESS

**Approval of April 14, 2025 Special Meeting
Minutes**

On MOTION by Ms. Houser and seconded by Mr. LaBonte, with all in favor, the April 14, 2025 Special Meeting Minutes, as presented, were approved.

Ms. Cerbone discussed filing Form 1, the requirement to complete four hours of ethics training and links to online training options.

TENTH ORDER OF BUSINESS**Staff Reports**

A. District Counsel: Kutak Rock LLP

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

There were no District Counsel or District Engineer reports.

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

- **NEXT MEETING DATE: TBD**

- **QUORUM CHECK**

The next meeting will be held on September 29, 2025 at 10:00 a.m.

Ms. Cerbone discussed the potential to be fined for failure to File Form 1.

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

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Webb and seconded by Mr. LaBonte, with all in favor, the meeting adjourned at 10:29 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

KOA BAY CDD

August 11, 2025



Secretary/Assistant Secretary



Chair/Vice Chair