MINUTES OF MEETING
STARLING COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Starling Community Development District held Public Hearings, a Regular Meeting and Audit Committee Meeting on August 7, 2024 at 10:30 a.m., at 23461 Collina Way, Port Charlotte, Florida 33980.

Present were:

Rebekah Norton	Vice Chair
Jarret English	Assistant Secretary
Charles Cook	Assistant Secretary
Ryan Futch	Assistant Secretary

Also present:

Chuck Adams	District Manager
Wes Haber (via telephone)	District Counsel

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

Mr. Adams called the meeting to order at 10:32 a.m.

Supervisors English, Futch and Cook were present at roll call. Supervisor Norton was not present at roll call. Supervisor Gonzalez was absent.

SECOND ORDER OF BUSINESS **Public Comments**

There were no members of the public present.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Elected Supervisors (the following will be provided in a separate package)**

Mr. Adams stated that the Supervisors present were elected at the recent Landowners' election meeting.

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jarret English, Mr. Charles Cook and Mr. Ryan Futch. All have served on other Boards and are familiar with the following:

A. Updates and Reminders: Ethics Training for Special District Supervisors and Form 1

B. Membership, Obligations and Responsibilities

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

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2024-30, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Ms. Norton arrived at the meeting.

Mr. Adams administered the Oath of Office to Ms. Rebekah Norton and provided her with the new Supervisor packet.

Mr. Adams presented Resolution 2024-30 and recapped the following Landowners' Election results and term lengths:

Seat 1	Felipe Gonzalez	296 votes	Four-year Term
Seat 2	Ryan Futch	296 votes	Four-year Term
Seat 3	Charles Cook	295 votes	Two-year Term
Seat 4	Jarret English	295 votes	Two-year Term
Seat 5	Rebekah Norton	295 votes	Two-year Term

On MOTION by Mr. Cook and seconded by Mr. Futch, with all in favor, Resolution 2024-30, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-31, Electing Certain Officers of the District, and Providing for an Effective Date**

Mr. Adams presented Resolution 2024-31. The Board opted to keep the slate as it was prior to the Landowner Election, as follows:

Chair	Felipe Gonzalez
Vice Chair	Rebekah Norton
Secretary	Chesley E Adams, Jr.
Assistant Secretary	Jarret English
Assistant Secretary	Charles Cook
Assistant Secretary	Ryan Futch
Assistant Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

On MOTION by Mr. Cook and seconded by Ms. Norton, with all in favor, Resolution 2024-31, Electing Certain Officers of the District, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2024-32, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Starling Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

Mr. Adams presented Resolution 2024-32.

On MOTION by Ms. Norton and seconded by Mr. Cook, with all in favor, Resolution 2024-32, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Starling Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

A. Affidavits of Publication

B. Consideration of Resolution 2024-33, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

Mr. Adams presented Resolution 2024-33.

On MOTION by Mr. Futch and seconded by Mr. Cook, with all in favor, Resolution 2024-33, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Public Hearing on Adoption of Fiscal Year 2023/2024 Budget**

A. Affidavit of Publication

B. Consideration of Resolution 2024-34, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2024-34 and reviewed the proposed Fiscal Year 2024 budget, which is a Landowner-contribution type of budget. He noted that the budget does not anticipate Supervisor compensation and, under Management, it reflects a reduced monthly fee until the bonds are issued.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Mr. Cook and seconded by Ms. Norton, with all in favor, Resolution 2024-34, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS **Public Hearing on Adoption of Fiscal Year 2024/2025 Budget**

A. Affidavit of Publication

B. Consideration of Resolution 2024-35, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2024-35 and reviewed the proposed Fiscal Year 2025 budget, which is also a Landowner-contribution type of budget. He noted that, under the District Management Services Agreement, Management will not start charging the $4,000 monthly fee until bonds are issued.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams closed the Public Hearing.

On MOTION by Ms. Norton and seconded by Mr. Cook, with all in favor, Resolution 2024-35, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2024-36, Amending Resolution 2024-28 to Re-Set the Date, Time, and Location of the Public Hearing on Imposing a Special Assessment on Certain Property Within the District Generally Described as Starling Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes, and Providing an Effective Date**

Mr. Adams presented Resolution 2024-36. This re-sets the Public Hearing September 4, 2024 at 10:30 a.m., at 23461 Collina Way, Port Charlotte, Florida 33980.

On MOTION by Mr. Cook and seconded by Ms. Norton, with all in favor, Resolution 2024-36, Amending Resolution 2024-28 to Re-Set the Date, Time, and Location of the Public Hearing on Imposing a Special Assessment on Certain Property Within the District Generally Described as Starling Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes, and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-08, Designating the Location of the Local District Records Office and Providing an Effective Date**

Mr. Adams presented Resolution 2024-08. He stated the current location can serve as the CDD's local District Records Office.

> **On MOTION by Mr. Futch and seconded by Ms. Norton, with all in favor, Resolution 2024-08, Designating the Location of 23461 Collina Way, Port Charlotte, Florida 33980, as the Local District Records Office and Providing an Effective Date, was adopted.**

TWELFTH ORDER OF BUSINESS **Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

The Regular Meeting recessed and the Audit Selection Committee Meeting commenced.

THIRTEENTH ORDER OF BUSINESS **Review of Responses to Request for Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

C. Respondents

I. Berger, Toombs, Elam, Gaines & Frank

II. Grau & Associates

Mr. Adams reviewed the responses and pricing.

D. Auditor Evaluation Matrix/Ranking

The Audit Selection Committee Members each completed the Auditor Evaluation Matrix.

Mr. Adams tallied and averaged the scores. The rankings and average scores received were as follows:

#1	Grau & Associates	89.75 points
#2	Berger, Toombs, Elam, Gaines & Frank	34.50 points

The Audit Selection Committee recommendation is to rank Grau & Associates as the #1 ranked respondent to the RFQ for Annual Audit Services.

On MOTION by Mr. Futch and seconded by Ms. Norton, with all in favor, accepting the Audit Selection Committee's scores, ranking and recommendation to rank Grau & Associates as the #1 ranked respondent to the RFP for Annual Audit Services and to rank BTEGF as the #2 ranked respondent as the CDD Board's own scores and ranking, and authorizing District Staff to engage Grau & Associates for Annual Audit Services, was approved.

FOURTEENTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

On MOTION by Mr. Futch and seconded by Mr. Cook, with all in favor, terminating the Audit Selection Committee Meeting and reconvening the Regular Meeting, was approved.

FIFTEENTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

This item was addressed during Item 13D.

SIXTEENTH ORDER OF BUSINESS **Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services**

A. Affidavit of Publication

B. RFQ Package

C. Respondent: Atwell, LLC

D. Competitive Selection Criteria/Ranking

E. Award of Contract

Mr. Adams recalled that the Board previously approved engaging Atwell, LLC as its Interim Engineering Services contractor. Staff then advertised an RFQ for Engineering Services and Atwell was the sole respondent. As such, there is no need to go through the scoring and ranking process; the Board can deem Atwell as the most qualified and responsive respondent and direct Staff to enter into an agreement with them.

On MOTION by Mr. Cook and seconded by Mr. Futch, with all in favor, deeming Atwell LLC the most qualified and responsive bidder to the RFQ for Engineering Services and authorizing Staff to negotiate a contract with Atwell, was approved.

SEVENTEENTH ORDER OF BUSINESS **Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Mr. Adams presented a Memorandum regarding the HB7013 - Special Districts Performance Measures and Standards Reporting. He reviewed the Performance Measures/Standards & Annual Report Form for October 1, 2024 through September 30, 2025 and identified three categories that Staff will focus on for Fiscal Year 2025. Namely, Community Communication and Engagement, Infrastructure and Facilities Maintenance and Financial Transparency and Accountability.

This Form will be filed with the State on an annual basis.

On MOTION by Mr. Futch and seconded by Ms. Norton, with all in favor, the HB7013 Special Districts Performance Measures and Standards Reporting, was approved.

EIGHTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of June 30, 2024**

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2024.

The financials were accepted.

NINETEENTH ORDER OF BUSINESS **Approval of Minutes**

A. May 1, 2024 Organizational Meeting

On MOTION by Mr. Futch and seconded by Mr. English, with all in favor, the May 1, 2024 Organizational Meeting Minutes, as presented, were approved.

B. June 11, 2024 Landowners' Meeting

On MOTION by Mr. Futch and seconded by Mr. Cook, with all in favor, the June 11, 2024 Landowners' Meeting Minutes, as presented, were approved.

TWENTIETH ORDER OF BUSINESS Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Haber stated, in connection with the timing of the bond issues and the ability to fund, Staff would like to make sure that any improvements for which the Developer will be seeking payment once the bonds are issued, will go through the CDD before they go to the County or another governmental entity, for final acceptance for ownership, operation and maintenance.

B. District Engineer (Interim): Atwell, LLC.

There was no report.

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

- **NEXT MEETING DATE: September 4, 2024 at 10:30 AM**
  - **QUORUM CHECK**

Mr. Adams stated the next meeting will be held on September 4, 2024.

TWENTY-FIRST ORDER OF BUSINESS Board Members' Comments/Requests

A Board Member asked if the Form 8B Conflict-of-Interest forms were processed. Mr. Haber stated he believes so but the Board Members should check with Ms. Gillyard, at Management's Office, for confirmation.

Mr. Haber encouraged the Board Members to make sure they can attend the September meeting; otherwise, it will have to be rescheduled and the CDD will have to pay to re-notice/re-advertise the meeting.

TWENTY-SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TWENTY-THIRD ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Futch and seconded by Mr. English, with all in favor, the meeting adjourned at 11:40 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair