

**MINUTES OF MEETING
NORTHLAKE STEWARDSHIP DISTRICT**

The Board of Supervisors of the Northlake Stewardship District held Multiple Public Hearings and a Regular Meeting on December 8, 2022 at 5:00 P.M., at 6102 162nd Ave E., Parrish, Florida 34219.

Present at the meeting were:

Stephen (Steve) Cerven	Chair
A. John Falkner	Vice Chair
Scott Falkner	Assistant Secretary
Jeff Cerven (via telephone)	Assistant Secretary
Roy Cohn (via telephone)	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC (WHA)
Jere Earlywine (via telephone)	District Counsel
Jeb Mulock (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 5:35 p.m.

▪ **Administration of Oath of Office to Elected Supervisor A. John Falkner [SEAT 2]**

This item, previously the Third Order of Business, was presented out of order.

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. A. John Falkner.

Supervisors Stephen Cerven, Scott Falkner and A. John Falkner were present. Supervisors Jeff Cerven and Roy Cohn were attending via telephone.

Ms. Cerbone stated she is in receipt of Form 8B from Supervisors A. John Falkner, Scott Falkner and Steve Cerven and read it into the record, as follows:

“I am a member of the Board of Supervisors of the Northlake Stewardship District created under Chapter 189.031, Florida Statutes, and I am a principal, employee and/or

business associate, or relative, of a landowner in the District. Decisions potentially affecting the landowner might come before the Board from time to time. Pursuant to Section 112.3143(3)(b), and 190.007(1), Florida Statutes, I understand that I do not have a conflict of interest when voting on such matters, and that I am not prohibited from voting on such matters. That said, I am filing this disclosure of voting conflict in an abundance of caution, and to follow the procedures required by section 112.3134, Florida Statutes, and for the duration of my term and any subsequent terms.”

Ms. Cerbone stated that the Form 8Bs will be noted and attached to specific meeting minutes when necessary to disclose a conflict of interest.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisor A. John Falkner [SEAT 2] *(the following will be provided in a separate package)*

This item was addressed during the First Order of Business.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Review of Special Act: Chapter 2022-248, Laws of Florida**
- D. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

- A. Affidavit of Publication**

- B. **Consideration of Resolution 2023-01, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning June 24, 2022, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2023-01, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning June 24, 2022, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2022/2023 Budget

- A. **Affidavit of Publication**
- B. **Consideration of Resolution 2023-02, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date**

The following change was made to the proposed Fiscal Year 2023 budget:

Page 1: Change "Landowner" to "Landowner(s)"

On MOTION by Mr. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, Resolution 2023-02, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH 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 2023-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, Resolution 2023-03, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, in substantial form, and authorizing the Chair to execute, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of 2023-04, Approving a Merger Agreement with the Rye Ranch Community Development District; Authorizing Such Actions as are Necessary in Furtherance of the Merger Process; Setting a Public Hearing; Limiting the Effective Date of Anticipated Merger; and Providing for Severability and an Effective Date

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2023-04, Approving a Merger Agreement with the Rye Ranch Community Development District; Authorizing Such Actions as are Necessary in Furtherance of the Merger Process; Setting a Public Hearing for February 15, 2023 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219; Limiting the Effective Date of Anticipated Merger; and Providing for Severability and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Adopting the Annual Meeting Schedule for Fiscal Year 2022/2023; and Providing for an Effective Date

The following will be inserted into the Fiscal Year 2023 Meeting Schedule:

DATE: Third Wednesday of every month

TIME: Immediately following Rye Ranch CDD

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2023-05, Adopting the Annual Meeting Schedule for Fiscal Year 2022/2023; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2022

The following change was made:

Page 2: Change “Landowner contribution” to “Landowner(s) contribution”

On MOTION by Mr. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, the Unaudited Financial Statements as of October 31, 2022, as amended, were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

- A. September 20, 2022 Landowners’ Meeting**
- B. September 20, 2022 Organizational Meeting**

The following changes were made:

Line 81 and throughout: Change “John” to “A. John”

Line 321: Change “Jeff” to “Scott”

Lines 346 and 365: Insert “Scott” before “Falkner”

On MOTION by Mr. Steve Cerven and seconded by Mr. Scott Falkner, with all in favor, the September 20, 2022 Landowners’ Meeting Minutes, as presented, and the September 20, 2022 Organizational Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *KE Law Group, PLLC***
There was no report.
- B. District Engineer (Interim): *ZNS Engineering, L.C***
There was no report.
- C. District Manager: *Wrathell, Hunt and Associates, LLC***
 - **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

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. Steve Cerven and seconded by Mr. A. John Falkner, with all in favor, the meeting adjourned at 6:05 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair