

**MINUTES OF MEETING
NORTHLAKE STEWARDSHIP DISTRICT**

The Board of Supervisors of the Northlake Stewardship District held a Public Hearing and Regular Meeting on January 15, 2025 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219.

Present were:

Steve Cerven	Chair
A. John Falkner	Vice Chair
Scott Falkner	Assistant Secretary
Roger Aman	Assistant Secretary
Taylor Falkner	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates, LLC
Michelle Rigoni (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 5:00 p.m. Ms. Cerbone stated that the Oath of Office was administered to Mr. Roger Aman and Ms. Taylor Falkner before the meeting.

Supervisors Cerven, Aman, A. John Falkner, Scott Falkner and Taylor Falkner were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors (Roger Aman - Seat 4, Taylor Falkner - Seat 5) (the following to be provided under a separate cover)

This item was addressed during the First Order of Business. Mr. Aman is familiar with the following and the following items will be explained to Ms. Taylor Falkner:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**

C. Sample Form 1: Statement of Financial Interests/Instructions**D. Form 8B – Memorandum of Voting Conflict**

Ms. Cerbone read Ms. Taylor Falkner's Form 8B to disclose her potential conflict of interest, as follows:

"I am a member of the Board of Supervisors of the Northlake Stewardship District created under Chapter 190, 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 may come before the Board from time to time. Pursuant to Section 112.3143(3)(b), 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 s. 112.3143, Florida Statutes, and for the duration of my term and any subsequent terms."

Ms. Falkner's Form 8B will be kept on file and attached to meeting minutes, if necessary.

Ms. Rigoni gave an overview of the Sunshine Law; public records laws and how to handle requests; avoiding posting, responding or engaging in CDD-related matters via any form of social media; utilizing an email specific for CDD use; and keeping personal documents, communications, records, etc., separate from CDD-related business.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-01,
Canvassing and Certifying the Results of
the Landowners' Election of Supervisors
Held Pursuant to Chapter 2022-248, Laws
of Florida, and Providing for an Effective
Date**

Ms. Cerbone presented Resolution 2025-01. The following results of the Landowners' election will be inserted in Sections 1 and 2:

Seat 4	Roger Aman	21,000 Votes	4-Year Term
Seat 5	Taylor Falkner	21,000 Votes	4-Year Term

<p>On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2025-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Chapter 2022-248, Laws of Florida, and Providing for an Effective Date, was adopted.</p>
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**NORTHLAKE STEWARDSHIP DISTRICT
FIFTH ORDER OF BUSINESS**

January 15, 2025

**Consideration of Resolution 2025-02,
Electing and Removing Officers of the
District, and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-02. Mr. Cerven nominated the following:

Stephen J. Cerven	Chair
A. John Falkner	Vice Chair
Scott Falkner	Assistant Secretary
Roger Aman	Assistant Secretary
Taylor Falkner	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Roy Cohn	Assistant Secretary
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The following prior appointments to the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Cerven and seconded by Mr. Aman, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District, and Providing for an Effective Date, was adopted.
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SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-03,
Ratifying the Actions of the District
Manager and Staff in Resetting and
Noticing the Public Hearings on the Levy
and Imposition of Special Assessments;
Amending Resolution 2024-13 to Set the
Public Hearing Thereon; Providing a
Severability Clause; and Providing an
Effective Date**

Ms. Cerbone presented Resolution 2025-03 and read the title.

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2025-03, Ratifying the Actions of the District Manager and
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Staff in Resetting and Noticing the Public Hearings on the Levy and Imposition of Special Assessments; Amending Resolution 2024-13 to Set the Public Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

A. Affidavit/Proof of Publication**B. Mailed Notice to Property Owner(s)**

These items were included for informational purposes.

C. Supplemental to Pod B Project Master Special Assessment Methodology Report and Pod B 2023 Project Amended Final First Supplemental Special Assessment Methodology Report (for informational purposes)

This item was included for informational purposes.

Ms. Cerbone indicated that nothing new is being presented. This Methodology Report supplements the Master Methodology and the First Supplemental Methodology.

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

Ms. Cerbone presented the Supplemental to Pod B Project Master Special Assessment Methodology Report and Pod B 2023 Project Amended Final First Supplemental Special Assessment Methodology Report and noted the following:

- This supplements previous Methodology Reports.
- Table 1A reflects the Pod B Revised Development Plan product types for the Original and Revised Development Plans, which equate to an overall 44-unit reduction; however, despite the reduction, a new unit type was introduced.
- Table 1B reflects the Pod B - Assessment Area One Revised Development Plan, which is specific to where the debt for this issuance will be levied.
- Table 2A reflects the Pod B - Benefit Allocation and a slight increase in the number of Equivalent Residential Units (ERU), which is good.

➤ Table 2B reflects the Pod B - Assessment Area One Benefit Allocation, showing an increase in the ERUs.

➤ Table 3B reflects the Pod B - Assessment Area One Series 2023 Bond Assessments Apportionment, showing the assessments for each product type. For the 40' and 50' units, the Annual Debt Service per Unit amount decreased slightly. The 60' units are a new product type.

D. Consideration of Resolution 2025-04, Making Certain Additional Findings, Supplementing Resolutions 2023-10 and 2023-16, and Adopting a Supplemental Assessment Report; Approving, Confirming and Levying Revised Debt Assessments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date [SUPPLEMENTAL 170.08 MASTER ASSESSMENT RESOLUTION FOR POD B PROJECT]

Ms. Rigone presented Resolution 2025-04. This Resolution accomplishes the following:

- Supplements prior Resolutions and Reports, etc., to reflect the new product type in the Pod B Development Areas.
- The Recitals summarize the history of the Pod B assessment process and the actions taken to date and is incorporated into the Resolution in Section 1.
- Section 2 provides the Board the authority to hold the public hearing and take actions on the items presented.
- Section 3 provides that this Resolution is meant to supplement both the original Pod B Master Assessment Resolution and the Pod B Supplemental Assessment Resolution Series 2023 assessments in order to reallocate the assessments based on the new benefits due to the new product type.
- Sets forth the terms for collection and enforcement of the Revised Debt Assessments.
- Supplements the original Resolution so the collection methods, enforcement mechanism, true-up process, etc., remain in force as provided in the original Resolution.

No affected property owners or members of the public spoke.

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

The following change was made to Resolution 2025-04:

Section 5: Change "ENFORCEMETN" to "ENFORCEMENT"

Ms. Cerbone read the title of Resolution 2025-04.

On MOTION by Mr. Cerven and seconded by Ms. Falkner, with all in favor, Resolution 2025-04, as amended, Making Certain Additional Findings, Supplementing Resolutions 2023-10 and 2023-16, and Adopting a Supplemental Assessment Report; Approving, Confirming and Levying Revised Debt Assessments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date [SUPPLEMENTAL 170.08 MASTER ASSESSMENT RESOLUTION FOR POD B PROJECT], was adopted.

EIGHTH ORDER OF BUSINESS**Ratification Items**

- A. Requisition Number 2, North Lake Communities [Acquisition of Potable/Sanitary Sewer/Reclaim Water Utility Improvements on Mulholland Road \$3,188,021.90]
- B. FPL LED Lighting Agreement [2204 North Rye Road]

On MOTION by Mr. Scott Falkner and seconded by Ms. Falkner, with all in favor, Requisition Number 2, North Lake Communities for Acquisition of Potable/Sanitary Sewer/Reclaim Water Utility Improvements on Mulholland Road, in the amount of \$3,188,021.90, and the FPL LED Lighting Agreement for 2204 North Rye Road, were ratified.

NINTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of November 30, 2024**

Ms. Cerbone presented the Unaudited Financial Statements as of November 30, 2024.

On MOTION by Mr. Cerven and seconded by Mr. Aman, with all in favor, the Unaudited Financial Statements as of November 30, 2024, noting updates to be made, were accepted.

TENTH ORDER OF BUSINESS**Approval of Minutes**

- A. **August 21, 2024 Public Hearings and Regular Meeting**

The following change was made:

Throughout: Change "Faulkner" to "Falkner"

- B. **November 5, 2024 Landowners' Meeting**

The following changes were made:

Line 10: Move entire line to Line 11 and then insert “Jere Earlywine” and “District Counsel” on Line 10

Line 27: Change “Cerven” to “Earlywine”

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, the August 21, 2024 Public Hearings and Regular Meeting Minutes and the November 5, 2024 Landowners’ Meeting Minutes, both as amended, were approved.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Regarding Pod C, Ms. Rigoni stated that it is her understanding that the Developer and CDD are ready to commence the financing process for the first portion of Pod C. The requisite CIP and Master Assessment Methodology for Pod C are being refined. The plan is to present it for consideration at the February Special Meeting.

B. District Engineer: ZNS Engineering, L.C.

There was no report.

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

- **NEXT MEETING: February 12, 2025 at 3:00 PM**
 - **QUORUM CHECK**

The next meeting will be held on February 12, 2025.

TWELFTH ORDER OF BUSINESS**Board Members’ Comments/Requests**

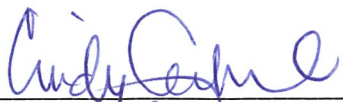
There were no Board Members’ comments or requests.

THIRTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, the meeting adjourned at 5:30 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair