

**MINUTES OF MEETING  
NORTHLAKE STEWARDSHIP DISTRICT**

The Board of Supervisors of the Northlake Stewardship District held a Public Hearing and Regular Meeting on March 24, 2025 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219.

**Present:**

Steve Cerven  
A. John Falkner  
Roger Aman  
Taylor Falkner  
Scott Falkner

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Chris Conti  
Michelle Rigoni (via telephone)  
Jeb Mulock (via telephone)  
Gary Miller (via telephone)  
Martin Frame (via telephone)  
Dean Hill (via telephone)

District Manager  
Wrathell, Hunt and Associates, LLC  
District Counsel  
District Engineer  
David Weekly Homes  
David Weekly Homes  
Cornell Homes

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 5:04 p.m.

All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2025-06,  
Ratifying the Actions of Chair, District  
Manager and Staff in Resetting and  
Noticing the Public Hearings on the Levy  
and Imposition of Special Assessments;  
Amending Resolution 2025-05 to Set the**

**Public Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, Resolution 2025-06, Ratifying the Actions of Chair, District Manager and Staff in Resetting and Noticing the Public Hearings on the Levy and Imposition of Special Assessments; Amending Resolution 2025-05 to Set the Public Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**THIRD 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)**
- C. Master Engineer's Report Pod C1 Project (for informational purposes)**

Mr. Mulock presented the Master Engineer's report for the Pod C1 Project, which details the anticipated Pod C1 product types, sizes, numbers, anticipated total costs for Phases 1 and 2 and the total Pod C1 Master Project Cost.

The following questions were posed and answered:

**Ms. Rigoni:** In your professional opinion, are the cost estimates reasonable for a project of this size and scope?

**Mr. Mulock:** Yes.

**Ms. Rigoni:** Is there any reason to believe that the District cannot carry out the Project at this time.

**Mr. Mulock:** No.

Ms. Rigoni stated for the record, that, at the last meeting, Mr. Cerven noted that the total units in each Phase and the total cost of the Capital Improvement Plan (CIP), per Phase, needed adjusting. Those adjustments were made, as reflected in the Reports in the agenda, and were made before the published notice was advertised and the Mailed Notice was sent.

**D. Pod C1 Project Master Special Assessment Methodology Report (for informational purposes)**

Ms. Cerbone stated the Methodology Report was presented at the last meeting and correlates to the Engineer's Report. She reviewed the Appendix Tables and noted, to fully fund the Pod C1 Project cost, the District will have to issue approximately \$39,050,000 in par amount of special assessment bonds to finance approximately \$28,300,000 in Pod C1 Project costs.

Ms. Rigoni posed and Ms. Cerbone answered the following question:

**Ms. Rigoni:** In your professional opinion, do the District lands receive a special benefit from the master project?

**Ms. Cerbone:** Yes.

**Ms. Rigoni:** And the special assessments are reasonably and fairly allocated to the lands subject to them?

**Ms. Cerbone:** Yes.

**Ms. Rigoni:** Is it reasonable, proper, and just to assess the costs of the Project against the lands in the District in accordance with your Methodology?

**Ms. Cerbone:** Yes.

**Ms. Rigoni:** Will the assessed lands receive special benefits at least equal to or in excess of the special assessments to be levied under the Methodology?

**Ms. Cerbone:** Yes.

<p><b>On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, the Public Hearing was opened.</b></p>
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No affected property owners or members of the public spoke.

<p><b>On MOTION by Ms. Falkner and seconded by Mr. Aman, with all in favor, the Public Hearing was closed.</b></p>
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**E. Resolution 2025-07, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements;**

**Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date [SECTION 170.0, F.S. DEBT ASSESSMENT RESOLUTION FOR POD C1 MASTER LIEN]**

Ms. Rigoni presented Resolution 2025-07, known as the Debt Assessment Levy Resolution, accomplishes the following:

- Authorizes the Board to adopt the Resolution.
- Makes certain findings based on the steps taken to date and based on the evidence presented at today's hearing, including the testimony from the District Engineer and District Manager.
- Authorizes the Master Project as set forth in the Engineer's Report, which is approved and adopted by this Resolution.
- Provides for the estimated cost of the improvements per the Engineer's Report.
- Adopts the Assessment Methodology Report.
- Equalizes, approves, confirms and levies the assessment.
- Takes into account that there will be supplemental assessment resolutions once the District has sold bonds.
- Provides for adjustments to the debt assessments as may be necessary, as well as how the contributions will affect the assessment level and if there are any impact fee credits how that will be reflected in the supplemental assessment reports as applicable.
- Provides for finalization of the debt assessments, per Statute, once the Project has been declared complete by the Board.
- Provides for the payment and collection methods of the special assessments as well as the uniform method of collection as well as the alternatives in the event that the District is unable to utilize the uniform method.

- Provides for allocation of the debt assessments as well as the application of any true-up payments in the event that the density level changes.
- Sets forth that governmental properties are not subject to the assessments.
- Provides for the assessment notice to be recorded.

**On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2025-07, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date [SECTION 170.0, F.S. DEBT ASSESSMENT RESOLUTION FOR POD C1 MASTER LIEN], was adopted.**

**FIFTH ORDER OF BUSINESS****Update: RFP for Pod C1 Improvements  
Project Revised Schedule**

Ms. Cerbone stated that the Request for Proposals (RFP) was published. Responses are due on April 30, 2025 and the bid opening will occur the same day.

**SIXTH ORDER OF BUSINESS****Consideration of Construction Funding  
Agreement (Pod C1 2025 Project Area)**

This item was deferred.

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

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

**EIGHTH ORDER OF BUSINESS**

**Approval of February 12, 2025 Regular Meeting Minutes**

This item was deferred to the next meeting.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

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

There were no District Counsel or District Engineer reports.

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

- **UPCOMING MEETINGS**

- **April 16, 2025 at 5:00 PM [Regular Meeting]**

- **May 14, 2025 at 5:30 PM [Award of Pod C Master Improvements Project and Presentation of FY2026 Proposed Budget]**

- **QUORUM CHECK**

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Cerven and seconded by Ms. Falkner, with all in favor, the meeting adjourned at 5:37 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair