

**MINUTES OF MEETING
NORTHLAKE STEWARDSHIP DISTRICT**

The Board of Supervisors of the Northlake Stewardship District held Public Hearings and a Regular Meeting on August 20, 2025 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219.

Present:

Steve Cerven
A. John Falkner
Roger Aman
Scott Falkner

Chair
Vice Chair
Assistant Secretary
Assistant Secretary

Also present:

Cindy Cerbone
Michelle Rigoni (via telephone)
Candice Bain
Brad Jeffers
Scott Miland
Anthony Melillo
Kathy Machuga
Brandon Fontes

District Manager
District Counsel
SK Rye Road LLC (Pod A Parcel Developer)
CCMC
Resident
Resident
Resident
Resident

The names of all attendees, residents and/or members of the public might not appear in the meeting minutes. If the person did not identify themselves, their name was inaudible or their name did not appear in the meeting notes or on a sign in sheet, the name was not listed.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 5:01 p.m.

Supervisors Cerven, Scott Falkner, A. John Falkner and Aman were present. Supervisor Taylor Falkner was not present.

SECOND ORDER OF BUSINESS

Public Comments

Resident Scott Miland voiced his concern about assessment increases and the Board approving a budget without anyone living in the District. He thinks the bank fees are high.

Resident Anthony Melillo wants to know if he has a say in anything and wants to be educated about how things work.

Resident Brandon Fontes is attending for educational purposes and voiced his opinion that it is interesting that the assessments are already increasing.

Another resident echoed the prior comments about the assessments increasing.

Ms. Cerbone explained the annual budget process, expenses, banking fees, insurance, and on-roll versus off-roll assessments.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2025-15, Setting Forth the Specific Terms of the Northlake Stewardship District's Special Assessment Bonds, Series 2025 (Rye Ranch Pod C1 – Assessment Area One); Making Certain Additional Findings and Confirming and/or Adopting a Supplemental Engineer's Report and a Supplemental Assessment Report; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date [170.08 SUPPLEMENTAL ASSESSMENT RESOLUTION FOR NORTHLAKE SD – POD C1 2025 BONDS]

Ms. Rigoni presented Resolution 2025-15. This is the Supplemental Assessment Resolution providing for the specific terms of the Pod C1-2025 bonds. The Bonds are scheduled to close on Friday. This Resolution provides the specific terms related to the bonds. She reviewed the sections of the Resolution and explained what the Resolution accomplishes.

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, Resolution 2025-15, Setting Forth the Specific Terms of the Northlake Stewardship District's Special Assessment Bonds, Series 2025 (Rye Ranch Pod C1 – Assessment Area One); Making Certain Additional Findings and Confirming and/or Adopting a Supplemental Engineer's Report and a Supplemental Assessment Report; Confirming the Maximum Assessment Lien Securing the Bonds; Addressing the Allocation and Collection of the Assessments Securing the Bonds; Addressing Prepayments; Addressing True-Up Payments; Providing for the Supplementation of the Improvement Lien Book; and Providing for Conflicts, Severability and an Effective Date [170.08 SUPPLEMENTAL ASSESSMENT RESOLUTION FOR NORTHLAKE SD – POD C1 2025 BONDS], was adopted.

FOURTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year
2025/2026 Budget**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2025-16 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 [FY 2026 APPROPRIATION RESOLUTION]**

Ms. Cerbone presented Resolution 2025-16. 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. She discussed the on-roll and off-roll assessments, "Assigned" fund balance categories, various Special Revenue Funds, upcoming bond closing, etc., and reviewed the Assessment Tables on Pages 16 and 17.

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

Mr. Miland asked what will happen to the "excess" funds in the budget, such as will it be in an interest account or can it be used to pay down the bonds.

Resident Kathy Machuga referred to the Mailed Notice she received asked about the amounts. She noted that the streetlights have not been working since she moved in.

Mr. Cerven stated that some streetlights are not owned by the District; streetlights on internal roads belong to the Association and Lennar controls those.

Ms. Cerbone asked Ms. Machuga to contact her to discuss the Mailed Notice.

Regarding the reserve or “excess” funds, Ms. Cerbone stated that the funds are put in an interest account. Bonds can be refinanced after the call period, which is usually ten years.

SK Rye Road LLC Pod A Parcel Developer Representative Candice Bain objected to the Fiscal Year 2026 budget and the assessment increases. She stated that, as the majority Landowner, SK Rye Road LLC has contributed the most money in the current Fiscal Year 2025 budget. Assessments of \$241,000 were paid by SK Rye Road LLC. Currently, there is only about \$80,000 of expenses and, SK Rye Road LLC objects to most of the excess funds being distributed into the new line items for the working capital, such as “Disaster recovery” and “Contingency maintenance”. Ms. Bain alleged that, in her experience, it is not customary or normal for a District to create those line items.

Ms. Bain stated SK Rye Road LLC believes that the fund balance requested should be used to offset increases in the assessments instead of putting them into these, in essence, reserve funds for the capital “Disaster recovery” and “Contingency maintenance.” SK Rye Road LLC understands the “Stormwater reporting” of the \$10,000 but feels that can be absorbed in the “Field Operations” under “Other”, which has \$35,000.

No other affected property owners or members of the public spoke.

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

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, Resolution 2025-16 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.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments

**to Fund the Budget for Fiscal Year
2025/2026, Pursuant to Florida Law**

A. Proof/Affidavit of Publication

Ms. Cerbone noted that the newspaper did not print the map; therefore, she suggests opening the Public Hearing, hear comments, and continue the Public Hearing to the September meeting. Another ad with the map will be published.

Ms. Rigoni stated that, despite the omission of the map in the published ad, District Counsel believes that noticing requirements were materially complied with; this was a technical misstep that the publishers took that is forcing the District to hold a supplemental hearing out of an abundance of caution. This is nothing to cause alarm.

B. Mailed Notice(s) to Property Owners

C. Consideration of Resolution 2025-17, Providing for Funding for the Fiscal Year 2025/2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date [ANNUAL ASSESSMENT RESOLUTION]

Ms. Cerbone presented Resolution 2025-17.

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

Mr. Melillo asked which Rye Ranch Pod he lives in. Mr. Cerven stated he is in Pod A.

Ms. Bain reiterated SK Rye Road LLC's objection to the assessments for the reasons stated above.

No other affected property owners or members of the public spoke.

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, the Public Hearing was continued to September 17, 2025 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219.

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, Resolution 2025-17, Providing for Funding for the Fiscal Year 2025/2026 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS**Consideration of Acquisition of Landscape Improvements**

Ms. Rigoni stated that the Master Developer advised that some portions of landscape areas are ready to be turned over to the District. This was contemplated in the Master Acquisition Agreement between the Developer and the District.

On MOTION by Mr. Scott Falkner and seconded by Mr. Aman, with all in favor, authorizing Staff to work with the Chair and Master Developer to finalize the associated landscape acquisition, was approved.

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

The following change was made to the Fiscal Year 2026 Performance Measures/Standards & Annual Reporting Form:

Page 2: Delete "2. INFRASTRUCTURE AND FACILITIES MAINTENANCE" category entirely

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

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

EIGHTH ORDER OF BUSINESS**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2024,
Prepared by Grau & Associates**

Ms. Cerbone presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-18 Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, the Audited Financial Report for Fiscal Year from October 1, 2023 to January 12, 2024, Prepared by Grau & Associates, was approved.

NINTH ORDER OF BUSINESS**Item(s) Related to Rye Ranch CDD**

B. Presentation of Audited Financial Report for Fiscal Year from October 1, 2023 to January 12, 2024, Prepared by Grau & Associates

Ms. Cerbone presented the Rye Ranch CDD Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, the Rye Ranch CDD Audited Financial Report for Fiscal Year from October 1, 2023 to January 12, 2024, Prepared by Grau & Associates, was approved.

TENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial
Statements as of June 30, 2025**

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

ELEVENTH ORDER OF BUSINESS

Approval of June 18, 2025 Regular Meeting Minutes

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, June 18, 2025 Regular Meeting Minutes, as amended, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Rigoni reiterated that the Pod C1 bond closing will be on Friday.

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

There was no report.

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

- Property Insurance on Vertical Assets

Ms. Cerbone stated property insurance will be acquired when necessary.

- Form 1 Submission and Ethics Training

Ms. Cerbone reminded the Board Members to file Form 1 if they have not done so.

- Goals & Objectives Reporting

- Hardcopy Agendas vs Tablets

The Board wishes to receive hardcopy agendas.

- NEXT MEETING DATE: September 17, 2025 at 5:00 PM

- QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

Ms. Bain stated that the Parcel A Developer will be sending a notice today notifying the Board that they will be initiating the next set of bonds for Assessment Area Two and

Assessment Area Three. All permits are in hand. They will work with District Management to establish a timeline for bond issuance. BGE will be submitted as the Consulting Engineer.

FIFTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, the meeting adjourned at 5:57 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair