

**MINUTES OF MEETING
NORTHLAKE STEWARDSHIP DISTRICT**

The Board of Supervisors of the Northlake Stewardship District held a Regular Meeting on January 21, 2026 at 5:00 p.m., at 6102 162nd Ave E., Parrish, Florida 34219.

Present:

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

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates, LLC
Michelle Rigoni (via telephone)	District Counsel
Jeb Mulock (via telephone)	District Engineer
Justin Sylvester (via telephone)	RIPA & Associates, LLC (RIPA)

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 5:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Mulholland Phase 2A Items

A. Board Review and Ranking of Mulholland Road Extension Phase 2A Project Proposals

Mr. Conti discussed the Request for Proposals (RFP), evaluation of the responses received and noted that E.T. MacKenzie of Florida, Inc. (E.T. MacKenzie) did not include a Certificate of Insurance (COI). Ms. Rigoni stated that the Board can decide whether to waive the variance or deem the proposal nonresponsive and reject it. She stated a variance is minor if waiving it does not create a competitive advantage for the respondent.

On MOTION by Mr. Cerven and seconded by Mr. Aman, with all in favor, waiving the variance of E.T. MacKenzie of Florida, Inc. omitting a Certificate of Insurance, was approved.

- **E.T. MacKenzie of Florida, Inc.**
- **RIPA & Associates, LLC**

The Board consensus was to collectively/jointly scoring and ranking the respondents.

Mr. Mulock discussed reviewing the responses. Both are responsive and sufficient.

Mr. Cerven gave his thoughts on the responses and his reasoning as to the potential scoring for each in each Evaluation Criteria Matrix category.

Justin Sylvester, of RIPA, asked if he can comment.

Ms. Rigoni stated if the Board takes comment from the RIPA representative, then it must allow an equal opportunity for an E.T. MacKenzie representative to speak, if one is in attendance. No one from E.T. MacKenzie was in attendance in person or via telephone.

Mr. Sylvester referred to the potential scoring in the Experience category and asked if RIPA will always receive a two-point deduction, which was the case the last time. Mr. Cerven stated, in this case, he is proposing only to deduct 1.5 points for the Experience category. Mr. Cerven did not know if the Experience deduction would be ongoing.

Mr. Cerven recapped his proposed Evaluation Criteria Matrix scores, as follows:

RESPONDENT	E.T. MacKenzie	RIPA
Personnel	15	15
Proposer’s Experience	20	18.5
Understanding of Scope of Work	10	10
Financial Capability	10	10
Price - lowest cost	15	13.103
Price – reasonableness	10	10
Schedule – most expedited	4.762	5
Schedule – ability to complete within schedule	15	15
TOTALS	99.762	96.603

The Board scored and ranked the respondents, as follows:

#1 E.T. MacKenzie of Florida, Inc. 99.762 Points

#2 RIPA & Associates, LLC

96.603 Points

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, adopting the scoring and ranking presented by the Chair as the Board’s joint scores and ranking, ranking E.T. MacKenzie of Florida, Inc., as the #1 ranked respondent to the Request for Proposals for the Mulholland Road Extension Phase 2A Project, was approved.

B. Award RFP

C. Authorization to Issue Notice Intent to Award RFP

On MOTION by Mr. Cerven and seconded by Mr. A. John Falkner, with all in favor, authorizing Staff to issue the Notice of Intent to Award; awarding the Mulholland Road Extension Phase 2A Project Contract to E.T. MacKenzie of Florida, Inc.; and authorizing the Chair to negotiate the contract with E.T. MacKenzie of Florida, Inc., subject to the availability of funds and a successful future bond issuance, was approved.

D. Consideration of Temporary Construction Easement

Mr. Conti presented the Temporary Construction Easement.

Ms. Rigoni stated this is a form of Temporary Construction Easement that the Board previously saw. This gives the District access to the project area. The legal description is pending and the Landowner information must be filled in once verified.

On MOTION by Mr. Cerven and seconded by Ms. Falkner, with all in favor, the Temporary Construction Easement, in substantial form, and authorizing the Chair and Staff to finalize and for the Chair to execute, was approved.

FOURTH ORDER OF BUSINESS

**Discussion/Consideration/Ratification:
Performance Measures/Standards &
Annual Reporting Form**

A. October 1, 2024 - September 30, 2025 [Posted]

B. October 1, 2025 - September 30, 2026

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, the 2025 Goals and Objectives Reporting Goals, were ratified, and the Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2026-01, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date [November 3, 2026] – [Seats 1, 2 & 3]

Mr. Conti presented Resolution 2026-01. Seats 1, 2 and 3, currently held by Steve Cerven, A. John Falkner and Scott Falkner, respectively, will be up for election at the Landowners' election.

On MOTION by Mr. Cerven and seconded by Mr. Aman, with all in favor, Resolution 2026-01, Designating November 3, 2026 at 11:30 a.m., at Home 2 Suites by Hilton Lakewood Ranch, 6015 Exchange Way, Bradenton, FL 34202 as the Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Ratification of FPL LED Lighting Agreement for Portion of Legacy Preserve and Cloverfield

On MOTION by Mr. Aman and seconded by Ms. Falkner, with all in favor, the FPL LED Lighting Agreement for Portion of Legacy Preserve and Cloverfield, was ratified.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of November 30, 2025

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

EIGHTH ORDER OF BUSINESS

Approval of November 19, 2025 Regular Meeting Minutes

On MOTION by Mr. Cerven and seconded by Ms. Falkner, with all in favor, the November 19, 2025 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Rigoni stated that the legislative session commenced. Updates will be provided.

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

There was no report.

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

- **Property Insurance on Vertical Assets**

This item is a reminder to acquire property insurance when necessary.

- **Form 1 Submission and Ethics Training**

- **NEXT MEETING DATE: February 18, 2026 at 5:00 PM**

- **QUORUM CHECK**

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

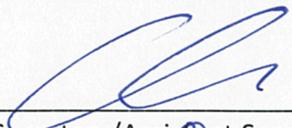
No members of the public spoke.

TWELFTH ORDER OF BUSINESS

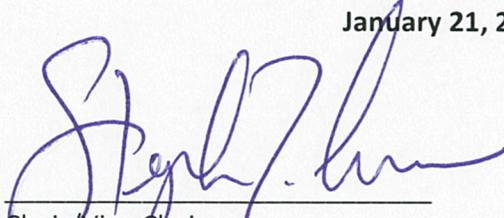
Adjournment

On MOTION by Mr. Cerven and seconded by Mr. Scott Falkner, with all in favor, the meeting adjourned at 5:39 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair