

**MINUTES OF MEETING
HAWTHORNE MILL NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Hawthorne Mill North Community Development District held a Public Hearing and Regular Meeting on August 9, 2023 at 9:30 a.m., at the Ramada by Wyndham Davenport Orlando South, 43824 Highway 27, Davenport, Florida 33837-6808.

Present at the meeting were:

Bill Fife	Chair
Mary Moulton	Vice Chair
John (JC) Nowotny	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Katie Ibarra (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Ashley Ligas (via telephone)	District Counsel
Thomas Prince	Leland Management

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 9:59 a.m.

Supervisors Fife, Moulton and Nowotny were present. Supervisors Tyree was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of Appointment to Fill
Unexpired Term of Seat 4 (Term Expires
November 2024)**

- **Administration of Oath of Office to Appointed Supervisor (the following to be provided in a separate package)**
 - A. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - B. **Membership, Obligations and Responsibilities**
 - C. **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**
 - D. **Form 8B – Memorandum of Voting Conflict**

This item was deferred.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-08, Designating Certain Officers of the District, and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2023/2024 Budget

- A. **Proof/Affidavit of Publication**
- B. **Consideration of Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Kantarzhi stated that the proposed Fiscal Year 2024 budget was updated to include Mr. Fife’s changes to the Field Operations and Maintenance budget line items.

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, the Public Hearing was closed.

Ms. Cerbone asked to hold off adopting the Resolution, while she confirms the Fiscal Year 2024 budget is entirely a Landowner-contribution budget.

SIXTH ORDER OF BUSINESS

Consideration of Fiscal Year 2023/2024 Budget Funding Agreement

This item was presented following the Twelfth Order of Business.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

EIGHTH ORDER OF BUSINESS

Consideration of United Land Services, LLC, Landscape Maintenance and Irrigation Proposal

Mr. Fife stated that, out of four proposals, United Land Services, LLC, was reasonably priced. He noted they were the original landscape installer on Cherry Oaks.

On MOTION by Ms. Moulton and seconded by Mr. Nowotny, with all in favor, the United Land Services, LLC, Landscape Maintenance and Irrigation Proposal, as presented, was approved.

Mr. Fife asked if the contract was prepared. Ms. Ligas thought it was prepared internally and, once confirmed, she will distribute it.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2023

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, the Unaudited Financial Statements as of June 30, 2023, were accepted.

TENTH ORDER OF BUSINESS

Approval of June 14, 2023 Regular Meeting Minutes

On MOTION by Mr. Fife and seconded by Mr. Nowotny, with all in favor, the June 14, 2023 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Dewberry Engineers, Inc.**
- C. District Manager: Wrathell, Hunt and Associates, LLC**

There were no District Counsel, District Engineer or District Manager reports.

- **NEXT MEETING DATE: September 13, 2023 at 9:30 AM, immediately following the adjournment of the Fox Branch Ranch CDD meeting and Harmony on Lake Eloise CDD meeting, scheduled to commence at 9:30 AM, respectively**
 - **QUORUM CHECK**

The next meeting will be September 13, 2023, unless cancelled.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

Mr. Fife asked Staff to prepare the contract with Leland Management and include Field Operations as an agenda item under Staff Reports on future agendas. The landscaping has not been conveyed to the CDD yet. Mr. Prince expects the landscape installation to be completed by next week.

- **Continuation of the Fifth Order of Business**

Ms. Cerbone confirmed that the proposed Fiscal Year 2024 budget in the agenda is the correct version.

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, Resolution 2023-09, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

▪ **Consideration of Fiscal Year 2023/2024 Budget Funding Agreement**

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

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, Fiscal Year 2023/2024 Budget Funding Agreement with Forestar (USA) Real Estate Group Inc., in substantial form, subject to Staff confirming the Developer's address, was approved.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Fife and seconded by Ms. Moulton, with all in favor, the meeting adjourned at 10:09 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair