MINUTES OF MEETING
EAST RIVER RANCH STEWARDSHIP DISTRICT

The Board of Supervisors of the East River Ranch Stewardship District held a Regular Meeting on June 13, 2024 at 9:00 a.m., at Medallion Home, 1651 Whitfield Ave., Suite 200, Sarasota, Florida 34243.

Present were:

Carol Clarke	Vice Chair
Gabby Baca	Assistant Secretary
Christopher Chavez	Assistant Secretary

Also present:

Craig Wrathell	District Manager
Jason Middleton	Wrathell, Hunt and Associates, LLC
Jonathan Johnson	District Counsel

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 9:13 a.m.

Supervisors Clarke, Baca and Chavez were present. Supervisors Beruff and Chambers were not present.

Mr. Wrathell stated that Mr. Connor Chambers submitted his resignation yesterday; acceptance of his resignation will be included on the next meeting agenda, at which time the Board may wish to consider an appointment to the vacant seat.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Consideration of Resolution 2024-06, Approving the Proposed Budget for Fiscal Year 2024/2025 and Setting a Public**

Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-06. He reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes. The Fiscal Year 2025 budget is Landowner-funded; therefore, expenses would be funded as they are incurred.

Ms. Clarke stated the District website is not up and running yet. Mr. Wrathell will ask Staff to expedite the website.

The Board and Staff discussed budgeting processes.

On MOTION by Mr. Chavez and seconded by Ms. Baca, with all in favor, Resolution 2024-06, Approving the Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law on August 29, 2024 at 9:00 a.m., at Medallion Home, 1651 Whitfield Ave., Suite 200, Sarasota, Florida 34243; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2024-05, Adopting the Annual Meeting Schedule for Fiscal Year 2023/2024; and Providing for an Effective Date**

This item was deferred.

FIFTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of April 30, 2024**

Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2024.

Ms. Clarke stated that invoices were processed and Nicole confirmed receipt of checks mailed for Invoice #3; however, Accounting advised that checks were mailed for Invoices #1 and #3, but the checks have not yet been deposited.

Ms. Clarke questioned the $529 balance in the General Fund "Undeposited funds" line item. Mr. Wrathell stated that line item might represent one or more undeposited checks that were remitted; he will ask Accounting.

Ms. Clarke asked for invoices to be mailed to Ms. Lesley Madden, going forward.

Mr. Wrathell noted that acceptance of the Unaudited Financials does not constitute approval.

On MOTION by Ms. Clarke and seconded by Ms. Baca, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.

SIXTH ORDER OF BUSINESS **Approval of November 30, 2023 Public Hearings and Regular Meeting Minutes**

Mr. Wrathell presented the November 30, 2023 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Chavez and seconded by Ms. Baca, with all in favor, the November 30, 2023 Public Hearings and Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

Mr. Johnson stated that, in the last two months, District Management forwarded an email to Board Members regarding the annual requirement for Board Members to complete four hours of ethics training by December 31, 2024. The email included links to free online courses offered by the Attorney General's Office and the Florida Commission on Ethics (FCOE).

Mr. Wrathell stated that the FCOE will send an email and registration link to enable Supervisors to register and to file Form 1 electronically, via the FCOE website by July 1, 2024.

Discussion ensued regarding free ethics training courses, Sunshine Law requirements, the need to forward public records requests to District Management upon receipt and the need to disclose voting conflicts via Form 8B. Procedures for review of records at a Local District Records Office and information to be posted on the District website were discussed.

Mr. Johnson discussed the new legislative requirement for Districts to adopt goals and objectives. This topic will be included on the next meeting agenda.

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

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

The next meeting will be held on August 29, 2024 at 9:00 a.m.

EIGHTH ORDER OF BUSINESS **Board Members' Comments/Requests**

Ms. Clarke asked Mr. Wrathell to follow up on the bank account issue previously discussed. Mr. Wrathell discussed issues encountered while attempting to establish an account with Mr. Beruff's preferred bank and the resulting delays in opening the account. It was noted that this is likely the reason for undeposited funds reflected in the financials.

NINTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

TENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Baca and seconded by Mr. Chavez, with all in favor, the meeting adjourned at 9:53 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Cindy Cerbone
____
Secretary/Assistant Secretary

Carol B Clarke
____
~~Chair~~/Vice Chair