MINUTES OF MEETING
EAST RIVER RANCH STEWARDSHIP DISTRICT

The Board of Supervisors of the East River Ranch Stewardship District held a Public Hearing and Regular Meeting on August 29, 2024 at 9:00 a.m., at Medallion Home, 1651 Whitfield Ave., Suite 200, Sarasota, Florida 34243.

Present:

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

Also present:

Cindy Cerbone	District Manager
Jonathan Johnson (via telephone)	District Counsel

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

Ms. Cerbone called the meeting to order at 9:03 a.m. Supervisors Clarke, Beruff, Baca and Chavez were present. Supervisor Chambers was not present.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Acceptance of Resignation of Connor Chambers; Seat 2**

On MOTION by Ms. Clarke and seconded by Mr. Beruff, with all in favor, the resignation of Mr. Connor Chambers from Seat 2, was accepted.

FOURTH ORDER OF BUSINESS **Consider Appointment of fill Unexpired Term of Seat 2; Term Expires November 2028**

Mr. Beruff nominated Margo Holeman to fill Seat 2. No other nominations were made.

On MOTION by Mr. Beruff and seconded by Ms. Clarke, with all in favor, the resignation of Mr. Connor Chambers from Seat 2, was accepted.

- **Administration of Oath of Office (the following will be provided in a separate package)**

  The Oath of Office will be administered to Ms. Margo Holeman at another time.

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**

B. Membership, Obligations and Responsibilities

C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees

D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2024-07, Electing and Removing Officers of the District and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-07. Mr. Johnson stated it is okay to include Ms. Holeman even though she was not sworn in yet. Mr. Beruff nominated the following slate:

Carlos Beruff	Chair
Carol Clarke	Vice Chair
Christopher Chavez	Assistant Secretary
Gabby Baca	Assistant Secretary
Margo Holeman	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Connor Chambers	Assistant Secretary

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Beruff and seconded by Mr. Chavez, with all in favor, Resolution 2024-07, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Public Hearing to Consider the Adoption of the Fiscal Year 2024/2025 Budget**

A. Proof/Affidavit of Publication

B. Consideration of Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-08. She reviewed the proposed Fiscal Year 2025 budget and stated the District is still anticipated to be dormant for Fiscal Year 2025, hence the low Management fee. The Fiscal Year 2025 budget is Landowner-funded with expenses being funded as they are incurred.

Ms. Clarke asked why the projected Fiscal Year 2025 expenses are lower than they were in Fiscal Year 2024. Ms. Cerbone stated the difference is a reduction in the "Website ADA compliance" budget. It was noted that the website is operational.

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

Ms. Clarke asked if members of the public can participate without being present in person. Ms. Cerbone stated that the dial-in phone number is only for Board Members and Staff; however, if someone else tries to dial-in, they could join.

Discussion ensued regarding calling into meetings, activating the call-in number, call-in information on the agenda letter, etc.

Ms. Clarke asked if a citizen can call in using the call-in number even if no Board Members or Staff are calling in. Ms. Cerbone stated no, as she only activates the call-in line if Staff/Board Member(s) are attending via telephone. Mr. Johnson stated that the District is not required to provide telephone access to members of the public.

Going forward, the call-in information will not appear on the agenda letters.

No affected property owners or members of the public spoke.

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

On MOTION by Ms. Clarke and seconded by Mr. Chavez, with all in favor, Resolution 2024-08, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Fiscal Year 2025 Budget Funding Agreement**

Ms. Cerbone presented the Fiscal Year 2025 Budget Funding Agreement.

On MOTION by Mr. Beruff and seconded by Ms. Baca, with all in favor, the Fiscal Year 2025 Budget Funding Agreement, was approved.

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

Ms. Cerbone presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals. The following change was made:

Section 3.1, Objective: Change “final budget was adopted by September 30 each year” to “adopt final budget by September 30 each year”

On MOTION by Mr. Beruff and seconded by Mr. Chavez, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, as amended, were approved.

NINTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of July 31, 2024**

On MOTION by Mr. Beruff and seconded by Mr. Chavez, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

TENTH ORDER OF BUSINESS **Approval of June 13, 2024 Regular Meeting Minutes**

The following change was made:

Line 77: Change "Leslie Dadden" to "Lesley Madden"

On MOTION by Mr. Beruff and seconded by Ms. Baca, with all in favor, the June 13, 2024 Regular Meeting Minutes, as amended, were approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

There was no report.

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

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

The next meeting will be scheduled when necessary.

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

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

FOURTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Beruff and seconded by Mr. Chavez, with all in favor, the meeting adjourned at 9:27 a.m.

EAST RIVER RANCH
STEWARDSHIP DISTRICT

August 29, 2024

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Secretary/Assistant Secretary

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Chair/Vice Chair