MINUTES OF MEETING
EAST RIVER RANCH STEWARDSHIP DISTRICT

The Board of Supervisors of the East River Ranch Stewardship District held a Special Meeting on May 14, 2025 at 2:00 p.m., at the Medallion Home, 1651 Whitfield Ave., Suite 200, Sarasota, Florida 34243.

Present:

Carol Clarke	Vice Chair
Margo Holeman	Assistant Secretary
Christopher Chavez	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates, LLC
Jonathan Johnson (via telephone)	District Counsel

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

Ms. Cerbone called the meeting to order at 2:01 pm. The Oath of Office was administered to Ms. Margo Holeman before the meeting.

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

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Margo Holeman [Seat 2] (the following will be provided under separate cover)**

This item was addressed during the First Order of Business. Ms. Holeman is familiar with the following:

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

FOURTH ORDER OF BUSINESS — **Acceptance of Resignation of Gabby Baca [Seat 3]**

> **On MOTION by Ms. Clarke and seconded by Mr. Chavez, with all in favor, the resignation of Ms. Gabby Baca from Seat 3, was accepted.**

FIFTH ORDER OF BUSINESS — **Consider Appointment of fill Unexpired Term of Seat 3; Term Expires November 2028**

This item was deferred.

- **Administration of Oath of Office to Appointed Supervisor**

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

Ms. Cerbone presented Resolution 2024-07.

The slate of officers being ratified was as follows:

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

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. Chavez and seconded by Ms. Holeman, with all in favor, Resolution 2024-07, Electing, and Removing Officers of the District and Providing for an Effective Date, was ratified.

- **Consideration of Resolution 2025-04, Electing and Removing Officers of the District and Providing for an Effective Date**

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

Ms. Cerbone presented Resolution 2025-04.

Ms. Clarke nominated the following slate:

Carlos Beruff	Chair
Carol Clarke	Vice Chair
Christopher Chavez	Assistant Secretary
Margo Holeman	Assistant Secretary
Chris Conti	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Gabby Baca	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 Ms. Clarke and seconded by Ms. Holeman, with all in favor, Resolution 2025-04, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-01, Approving the Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-01. 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. The Board consensus was that the District is still anticipated to be dormant for Fiscal Year 2026. The Fiscal Year 2026 budget is a Landowner-contribution budget with expenses being funded as they are incurred.

Discussion ensued as to whether to keep insurance.

The Board consensus was to keep budgeting for insurance.

Ms. Cerbone recalled that, at the Organizational meeting, the Board selected Fifth-Third Bank as its Qualified Public Depository for the Districts funds. Per the Accounting Department, an account was opened with Fifth-Third Bank but it was a difficult process since Fifth-Third Bank does not typically work with governmental entities. She recalled being instructed by the Board to have all bank fees removed; however, it cannot be done. It might be possible if the Landowner/Developer speaks to Fifth-Third Bank about the established relationship and they can get Fifth-Third Bank to remove the fees or if they provide her with a contact to speak to.

Mr. Chavez stated that Fifth-Third charges the District $100 to $140 per month, which seems high. Ms. Cerbone noted that a large portion of the fee is related to the “positive pay” process; this approach helps lessen the chance of fraud. Mr. Chavez stated that he will follow up with the Bank.

Discussion ensued regarding whether advertising can be with an online only “newspaper”.

Mr. Johnson stated that the online news publication would need to certify that its circulation meets the requirements of the Statutes with regard to legal advertising. Ms. Cerbone will research whether there is an online option that meets the Florida Statute requirements. The Board directed Ms. Cerbone to transition advertising to the online option if it meets the requirements.

On MOTION by Mr. Chavez and seconded by Ms. Holeman, with all in favor, Consideration of Resolution 2025-01, Approving the Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 17, 2025 at 11:00 a.m., at Medallion Home, 1651 Whitfield Avenue, Suite 200, Sarasota, Florida 34243; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Fiscal Year 2026 Budget Funding Agreement**

Ms. Cerbone presented the Fiscal Year 2026 Budget Funding Agreement.

On MOTION by Mr. Chavez and seconded by Ms. Holeman, with all in favor, the Fiscal Year 2026 Budget Funding Agreement, was approved.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2025-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an effective Date**

This item was deferred.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2025-03, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date**

Ms. Cerbone presented Resolution 2025-03. She noted that the District would more likely be a receiver of aid/assistance than a provider of aid/assistance.

It was noted that the District previously implemented this Agreement; this is an updated version.

District Management and District Counsel will attempt to obtain a red-line version of the Agreement reflecting the changes or a summary of the changes for presentation at the next meeting.

This item was deferred.

ELEVENTH ORDER OF BUSINESS **Consideration of Resolution 2025-04, Electing and Removing Officers of the District and Providing for an Effective Date**

This item was presented following the Sixth Order of Business.

TWELFTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2025**

On MOTION by Mr. Chavez and seconded by Ms. Clarke, with all in favor, the Unaudited Financial Statements as of March 31, 2025, were accepted.

THIRTEENTH ORDER OF BUSINESS **Approval of August 29, 2024 Public Hearing and Regular Meeting Minutes**

The following change was made:

Line 22: Change “Supervisors” to “Supervisor”

Line 70: Change “Ernesto Torres” to “Cindy Cerbone”

Line 145: Change “Chaavez” to “Chavez”

On MOTION by Ms. Clarke and seconded by Mr. Chavez, with all in favor, the August 29, 2024 Public Hearing and Regular Meeting Minutes, as amended, were approved.

FOURTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

There was no report.

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

- **Property Insurance on Vertical Assets**
- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

The next meeting will be held on July 17, 2025 at 11:00 a.m.

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

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Holeman and seconded by Mr. Chavez, with all in favor, the meeting adjourned at 2:50 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

EAST RIVER RANCH
STEWARDSHIP DISTRICT

May 14, 2025

____
Secretary/Assistant Secretary

____
Chair/Vice Chair

7/17/2025