

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

The Board of Supervisors of the Hawthorne Mill North Community Development District held Multiple Public Hearings and a Regular Meeting on February 9, 2022, 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:**

|                     |                     |
|---------------------|---------------------|
| William (Bill) Fife | Chair               |
| Mary Moulton        | Vice Chair          |
| Courtney Potter     | Assistant Secretary |
| John (JC) Nowotny   | Assistant Secretary |

**Also present were:**

|                                |  |
|--------------------------------|--|
| Cindy Cerbone                  | District Manager                         |
| Andrew Kantarzhi               | Wrathell, Hunt and Associates, LLC (WHA) |
| Jere Earlywine (via telephone) | District Counsel                         |
| Nicole Stadler (via telephone) | District Engineer                        |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:17 a.m. Supervisors Fife, Moulton, Potter and Nowotny were present in person. Mr. Tyree was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**GENERAL DISTRICT ITEMS**

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Supervisor, Chris Tyree *(the following will be provided in a separate package)***

Ms. Cerbone would coordinate with Mr. Tyree to have the Oath of Office administered to him in advance of the next meeting or at the next meeting

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

- B. **Membership, Obligations and Responsibilities**
- C. **Chapter 190, Florida Statutes**
- D. **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**
- E. **Form 8B: Memorandum of Voting Conflict**

**FOURTH ORDER OF BUSINESS**

**Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District’s Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date**

Ms. Cerbone stated this is like the item presented at the Harmony on Lake Eloise CDD meeting that just adjourned. She would briefly explain items that are the same and that were discussed at the Fox Branch Ranch CDD or Harmony on Lake Eloise CDD meetings.

- A. **Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.
- B. **Consideration of Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Hawthorne Mill North Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

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

No members of the public spoke.

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

Ms. Cerbone presented Resolution 2022-27.

**On MOTION by Mr. Fife and seconded by Ms. Potter, with all in favor, Resolution 2022-27, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Hawthorne Mill North Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year 2021/2022 Budget**

**A. Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-28, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone presented the proposed Fiscal Year 2022 budget, which was the same as the version presented at the last meeting, at which the Board also approved the Budget Funding Agreement.

Budget funding requests would be submitted to the Developer only for expenses incurred.

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

No members of the public spoke.

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

Ms. Cerbone presented Resolution 2022-28.

**On MOTION by Ms. Potter and seconded by Mr. Fife, with all in favor, Resolution 2022-28, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes**

**A. Affidavits of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2022-29, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective**

Ms. Cerbone stated that these Rules of Procedure are identical to the ones discussed in the Harmony on Lake Eloise CDD meeting.

**On MOTION by Mr. Nowotny and seconded by Ms. Potter, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

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

Ms. Cerbone presented Resolution 2022-29.

**On MOTION by Mr. Fife and seconded by Ms. Potter, with all in favor, Resolution 2022-29, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-30, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone stated that this Resolution authorizes the Chair and the Vice Chair or Secretary, in the Chair’s absence, to execute construction related documents outside of a meeting; it also clarifies which documents can be executed. The purpose of this is to prevent any construction delays. The executed documents would then be presented for ratification at the next meeting. The District Engineer and District Counsel would be actively involved in the approval process so Supervisors are comfortable executing those documents. This Resolution was similarly discussed at the two other CDD meetings.

Ms. Cerbone presented Resolution 2022-30.

**On MOTION by Ms. Potter and seconded by Mr. Nowotny, with all in favor, Resolution 2022-30, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District’s Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-31, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2022-31.

**On MOTION by Ms. Potter and seconded by Mr. Nowotny, with all in favor, Resolution 2022-31, Adopting Amended and Restated Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date**

This item was deferred to the next meeting.

**TENTH ORDER OF BUSINESS**

**Update: Bond Financing**

Mr. Earlywine presented the following timelines:

- The bond validation hearing is scheduled for June 2022.
- The assessment process should commence in order to be ready for presentation at the March meeting and everything should be finalized for presentation at a public hearing in April.

**ELEVENTH ORDER OF BUSINESS**

**Update: Stormwater Management Needs Analysis Proposal**

Ms. Stadler will provide an update at the next meeting.

**TWELFTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of December 31, 2021**

Ms. Cerbone presented the Unaudited Financial Statements as of December 31, 2021. She noted that the CDD is Landowner-funded, meaning funding requests will be submitted and expenses will only be paid when incurred.

**On MOTION by Ms. Potter and seconded by Mr. Nowotny, with all in favor, the Unaudited Financial Statements as of December 31, 2021, were accepted.**

**THIRTEENTH ORDER OF BUSINESS**

**Approval of Minutes**

Ms. Cerbone presented the following:

- A. December 8, 2021 Landowners’ Meeting
- B. December 8, 2021 Organizational Meeting

**On MOTION by Ms. Moulton and seconded by Ms. Potter, with all in favor, the December 8, 2021 Landowners’ Meeting and the December 8, 2021 Organizational Meeting Minutes, as presented, were approved.**

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. **District Counsel: *KE Law Group, PLLC***  
There was no report.
- B. **District Engineer (Interim): *Dewberry Engineers, Inc.***  
There was no report.
- C. **District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: March 9, 2022 at 9:30 A.M.**
  - **QUORUM CHECK**

The next meeting would be held on March 9, 2022. Ms. Cerbone state that, in addition to the bond related items, the responses to the Request for Qualifications (RFQ) for District Engineer Services and the Requests for Proposals (RFP) for Audit Services will be presented at the next meeting, with the expectation of awarding the contracts.

**FIFTEENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

**SIXTEENTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Ms. Potter and seconded by Mr. Fife, with all in favor, the meeting adjourned at 10:28 a.m.**

*Cindy Ceboze*

Secretary/Assistant Secretary

*William [Signature]*

Chair/Vice Chair