

**MINUTES OF MEETING
SUMMERSTONE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Summerstone Community Development District held a Regular Meeting on November 8, 2024 at 10:00 a.m., at the Avalon Park West Amenity Center, 5060 River Glen Boulevard, Wesley Chapel, Florida 33545.

Present were:

Christian Cotter
Mary Moulton
Josh Tepper

Chair
Vice Chair
Assistant Secretary

Also present:

Cindy Cerbone
Jamie Sanchez
Chris Conti
Ryan Dugan (via telephone)
Robert Parrish
Jacob "Jake" Essman

District Manager
Wrathell, Hunt and Associates, LLC
Wrathell, Hunt and Associates, LLC
District Counsel
Supervisor-Appointee
Supervisor-Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 10:06 a.m.

Supervisors Moulton, Cotter and Tepper were present. Supervisor Wiggins was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Board Transition

Ms. Sanchez stated she will alternate presenting resignations of current Board Members and appointments of Supervisors in a manner that maintains a quorum for transitioning to a resident-based Board.

A. Acceptance of Resignations from Supervisor(s)

This item was presented following Item 3B.

B. Appointment of Supervisor(s) to Vacant Seat(s)

Mr. Cotter nominated Mr. Jacob “Jake” Essman to fill vacant Seat 4. No other nominations were made.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the appointment of Mr. Jacob “Jake” Essman to Seat 4, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisors (the following will also be provided in a separate package)**

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Jacob Essman. Mr. Essman is familiar with the following items:

- I. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
 - II. Membership, Obligations and Responsibilities**
 - III. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
 - IV. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**
- **Acceptance of Resignations from Supervisor(s)**

This item, previously Item 3A, was presented out of order.

Ms. Sanchez presented Mr. Joshua Tepper’s resignation.

On MOTION by Mr. Cotter and seconded by Ms. Moulton, with all in favor, the resignation of Mr. Joshua Tepper from Seat 3, was accepted.

Ms. Moulton nominated Mr. Robert Parrish to fill Seat 3. No other nominations were made.

On MOTION by Ms. Moulton and seconded by Mr. Cotter, with all in favor, the appointment of Mr. Robert Parrish to Seat 3, was approved.

Ms. Sanchez, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Robert Parrish.

Ms. Sanchez presented Mr. Christian Cotter's resignation.

On MOTION by Ms. Moulton and seconded by Mr. Parrish, with all in favor, the resignation of Mr. Christian Cotter from Seat 2, was accepted.

Ms. Sanchez stated that professional Board Member Mr. Riley Otero, who was unable to attend today's meeting, expressed interest in being appointed to the Board.

Ms. Moulton nominated Mr. Riley Otero to fill Seat 2. No other nominations were made.

On MOTION by Ms. Moulton and seconded by Mr. Essman, with all in favor, the appointment of Mr. Riley Otero to Seat 2, was approved.

The Oath of Office will be administered to Mr. Riley Otero at or before the next meeting.

Ms. Sanchez and Ms. Cerbone reviewed the Items under 3B, including filing disclosure, ethics training, Sunshine Law, Supervisor Fees and other forms and records maintenance.

C. Consideration of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Sanchez presented Resolution 2025-01. The following slate was nominated:

Robert "Bob" Parrish	Chair
Jacob "Jake" Essman	Vice Chair
Mary Moulton	Assistant Secretary
Riley Otero	Assistant Secretary
John Wiggins	Assistant Secretary

This Resolution removes the following from the Board:

Christian Cotter	Assistant Secretary
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Joshua Tepper

Assistant Secretary

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

Craig Wrathell

Secretary

Cindy Cerbone

Assistant Secretary

Jamie Sanchez

Assistant Secretary

Craig Wrathell

Treasurer

Jeff Pinder

Assistant Treasurer

On MOTION by Ms. Moulton and seconded by Mr. Essman, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2023,
Prepared by McDirmit Davis**

Ms. Sanchez noted the pertinent information in the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023. It was a clean audit; there were no findings, recommendations, deficiencies on internal control or instances of noncompliance.

A. Consideration of Resolution 2025-02, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023

On MOTION by Mr. Essman and seconded by Mr. Parrish, with all in favor, Resolution 2025-02, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.

FIFTH ORDER OF BUSINESS**Authorization of RFQ for Engineering
Services**

Discussion ensued regarding whether to proceed with advertising the Request for Qualifications (RFQ) for Engineering Services, ongoing engineering issues between the HOA and the Developer, the current District Engineer deeming the project completed and the current District Engineer's desire to not continue as the CDD's District Engineer.

Ms. Cerbone reviewed the RFQ process, the June 15, 2025 deadline to present and approve the CDD proposed Fiscal Year 2026 budget, setting the next meeting date to coincide with the RFQ response due date and Mr. Essman finding residents interested in being appointed to the Board at the next meeting.

Ms. Cerbone stated that, despite the District Engineer's attempt to resign twice, he is willing to remain as the District Engineer if the Board proceeds and completes the RFQ process, as a professional courtesy to Ms. Cerbone and Forestar. Mr. Dugan suggests another alternative would be to designate an interim engineer, while deciding on the next meeting date and when to advertise the RFQ, in the event the current District Engineer resigns prior to the CDD awarding the RFQ, or, the CDD can proceed with advertising the RFQ and wait to award the contract at the next meeting.

Mr. Parrish asked Ms. Moulton's opinion of Ms. Cerbone's revised motion. Ms. Moulton stated she is in favor of Ms. Cerbone's revised motion, as it protects Mr. Parrish and gives him the right to pursue the RFQ and an Interim Engineer outside of a Board Meeting.

On MOTION by Mr. Parrish and seconded by Ms. Moulton, with all in favor, authorizing, only with the Chair's approval, proceeding with a Request for Qualifications (RFQ) for Engineering Services and/or engaging an Interim Engineer with the Chair's approval, and authorizing the Chair to execute an Interim District Engineering Agreement outside of a meeting, as well as accepting the resignation of the current District Engineer, was approved.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2024

Mr. Parrish asked if the CDD's finances are good or bad. Ms. Sanchez stated that this can be determined by the individual budget lines items not exceeding the Year-to-Date and Adopted Budget figures; she did not see anything out of line. Ms. Cerbone explained how to decipher the Unaudited Financial Statements and criteria for amending the budget, if needed, and differences in the Annual Audited Financial Report. She explained the Accounting Department's process of closing out various construction accounts via the Bond Trustee.

On MOTION by Ms. Moulton and seconded by Mr. Essman, with all in favor, the Unaudited Financial Statements as of September 30, 2024, were accepted.

SEVENTH ORDER OF BUSINESS

Approval of August 23, 2024 Public Hearings and Regular Meeting Minutes

On MOTION by Ms. Moulton and seconded by Mr. Essman, with all in favor, the August 23, 2024 Public Hearings and Regular Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

B. District Engineer: Clearview Land Design, P.L.

There were no District Counsel or District Engineer reports.

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

- **UPCOMING MEETINGS**

- **November 22, 2024 at 10:00 AM or immediately following the adjournment of the Avalon Park West CDD meetings [Landowners Meeting and Regular Meeting]**

- **January 24, 2025 at 10:00 AM or immediately following the adjournment of the Avalon Park West CDD meetings**

The Landowners' meeting will be held on November 22, 2024 but the Regular meeting will be cancelled.

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

TENTH ORDER OF BUSINESS

Public Comments

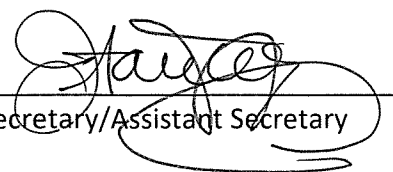
No members of the public spoke.


ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Moulton and seconded by Mr. Essman, with all in favor, the meeting adjourned at 11:00 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE


Secretary/Assistant Secretary


Chair/Vice Chair