MINUTES OF MEETING
HAWTHORNE MILL NORTH
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Hawthorne Mill North Community Development District held a Regular Meeting on June 11, 2025, at 9:30 a.m., at the Holiday Inn Express & Suites - Orlando South, 4050 Hotel Drive, Davenport, Florida 33897.

Present:

Shelley Kaercher	Chair
John (JC) Nowotny	Vice Chair
Roger Van Auker	Assistant Secretary

Also present:

Andrew Kantarzhi	District Manager
Jere Earlywine (via telephone)	District Counsel
Joey Arryo	Atmos Living Management

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

Mr. Kantarzhi called the meeting to order at 10:14 a.m. The Oath of Office was administered to Roger Van Auker before the meeting.

Supervisors Van Auker, Kaercher and Nowotny were present. Supervisors Tyree and Moulton 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 Supervisor Roger Van Auker [Seat 3] (the following to be provided under separate cover)**

The Oath of Office was administered before the meeting. Mr. Van Auker 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 **Ratification of Resolution 2025-02, Electing and Removing Officers of the District, and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-02.

The slate was as follows:

Shelley Kaercher	Chair
John Nowotny	Vice Chair
Chris Tyree	Assistant Secretary
Mary Moulton	Assistant Secretary
Roger Van Auker	Assistant Secretary

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

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

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-02, Electing, and Removing Officers of the District, and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS **Consideration of Resolution 2025-08, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-08. He 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 following changes were made to the proposed Fiscal Year 2026 budget:

Page 2: Increase “Street lights” from $4,000 to $18,000

Page 2: Decrease “Misc. field operations – contingency” from $50,000 to $36,000

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-08, Approving a Proposed Budget for Fiscal Year 2025/2026, as amended, and Setting Public Hearing Thereon Pursuant to Florida Law for August 13, 2025 at 9:30 a.m., at the Holiday Inn Express & Suites – Orlando South, 4050 Hotel Drive, Davenport, Florida 33897; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing for an Effective Date, was adopted.

- **Authorizing Commencement of Request for Proposals (RFP) for Landscape Services**

This item was an addition to the agenda.

Mr. Kantarzhi stated landscaping expenses are near the threshold that requires the RFP process. He distributed and presented the following Landscaping RFP Evaluation Criteria:

Technical Capability	30 points
Experience	40 points
Understanding Scope of Work	10 points
Price	20 points* (scores based on calculation formula)

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, authorizing Staff to prepare the Landscaping Services RFP and commence the RFP process, including advertising, and the Evaluation Criteria, were approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Fiscal Year 2025/2026 and Providing for an Effective Date**

Mr. Kantarzhi presented Resolution 2025-09. The following will be inserted into the Fiscal Year 2026 Meeting Schedule:

LOCATION: Holiday Inn Express & Suites – Orlando South, 4050 Hotel Drive, Davenport, Florida 33897

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for the Fiscal Year 2025/2026, as amended, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2024, Prepared by Grau & Associates**

Mr. Kantarzhi presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-10, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, Resolution 2025-10, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, was adopted.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2025-11, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date**

Mr. Kantarzhi presented Resolution 2025-11.

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-11, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an effective Date, was adopted.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2025-12, Amending Resolution 2025-06 to Re-Set the Date, Time and Location of the Public Hearing on Imposing a Special Assessment on Certain Property within the District Generally Described as Hawthorne Mill North Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes, and Providing an Effective Date**

Mr. Kantarzhi presented Resolution 2025-12.

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, Resolution 2025-12, Amending Resolution 2025-06 to Re-Set the Date, Time and Location of August 13, 2025 at 9:30 a.m., at the Holiday Inn Express & Suites – Orlando South, 4050 Hotel Drive, Davenport, Florida 33897 for the Public Hearing on Imposing a Special Assessment on Certain Property within the District Generally Described as Hawthorne Mill North Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes, and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2025-04, Designating the Location of the Local District Records Office and Providing an Effective Date**

This item was deferred.

ELEVENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of April 30, 2025**

On MOTION by Ms. Kaercher and seconded by Mr. Van Auker, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

TWELFTH ORDER OF BUSINESS **Approval of February 19, 2025 Special Meeting Minutes**

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the February 19, 2025 Special Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer: Dewberry Engineers, Inc.

There were no District Counsel or District Engineer reports.

C. Field Operations: Atmos Living Management Group, LLC

Mr. Arroyo asked if the irrigation was fixed. Ms. Kaercher will make sure adjustments are made.

Discussion ensued regarding discoloration from irrigation water, pressure washing, etc.

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

- **NEXT MEETING DATE: July 9, 2025 at 9:30 AM, immediately following the adjournment of the Fox Branch Ranch CDD meeting and Harmony on Lake Eloise CDD meeting, scheduled to commence at 9:30 AM, respectively [Regular Meeting]**
  - **QUORUM CHECK**

The July 9, 2025 meeting will likely be cancelled.

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

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Kaercher and seconded by Mr. Nowotny, with all in favor, the meeting adjourned at 10:34 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Shelley Karcher

____
Secretary/Assistant Secretary

____
Chair/Vice Chair