

MINUTES OF MEETING  
WATERLIN  
STEWARDSHIP DISTRICT

The Organizational meeting of the Board of Supervisors of the Waterlin Stewardship District was held Thursday, September 11, 2025 at 2:00 p.m. at the Offices of Gentry Land Company, 3850 Canoe Creek Road, St. Cloud, Florida.

Present and constituting a quorum were:

Mike Liquori	Chairman
Chancy Summers	Vice Chairman
David Hulme	Assistant Secretary

Also present were:

George Flint	District Manager
Alyssa Willson	District Counsel

**FIRST ORDER OF BUSINESS**

**Introduction**

**A. Roll Call**

Mr. Flint called the meeting to order and called the roll. Three Board members were present constituting a quorum.

**B. Public Comment Period**

Mr. Flint noted there were no members of the public present other than Board and staff to provide public comment.

**C. Confirmation of Notice of Meeting(s)**

Mr. Flint confirmed that the meeting was noticed in accordance with Florida statutes.

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oath of Office to Newly Elected Board Members**

Mr. Flint administered the Oath of Office to the newly elected Board members.

**B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election**

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Mr. Flint noted this resolution will insert Mr. Liquori’s name for seat 1 with 1,500 votes, Ms. Summers name in seat 2 with 1,500 votes, and Mr. Hulmes in seat 3 with 1,000 votes. All three Board members will serve four-year terms. Seats 4 and 5 will remain vacant.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-01 Canvassing and Certifying the Results of the Landowners’ Election, was approved.

**C. Consideration of Resolution 2025-02 Designating Officers**

Mr. Flint stated this resolution elects officers. The Chair and Vice Chairs are required to be Board members. The other officers could be Board members or not. Mr. Flint noted that he typically serves as Secretary, Jill Burns as Treasurer and Katie Costa as Assistant Treasurer. Mr. Liquori was nominated to serve as Chairman, Ms. Summers as Vice Chair and Mr. Hulme as Assistant Secretary.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-02 Designating Officers as slated above, was approved.

**D. Review of Special Act: Chapter 2025-238, Laws of Florida**

Ms. Willson reviewed the Special Act: Chapter 2025-238 for the Board.

**E. Overview of the Florida “Government in the Sunshine” Regulations and Board Member Responsibilities**

- 1. Form 1: Statement of Financial Interests**
- 2. Board Member Compensation**
- 3. Ethics Training**

Mr. Flint stated all the Board members have served on other Boards and are familiar with Sunshine Law and public records law that pertains to Stewardship Board members. He offered to take any questions. The ethics training is required once a year. All three Board members waived compensation.

**THIRD ORDER OF BUSINESS**

**Retention of District Staff**

**A. Consideration of Contract for District Management Services**

- 1. Consideration of Resolution 2025-03 Appointing District Manager**

Mr. Flint stated there is an agreement attached to Resolution 2025-03 obtaining Governmental Management Services – Central Florida as your District Manager.

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On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-03 Appointing GMS-CF, LLC as District Manager, was approved.

**B. Consideration of Agreement for District Counsel Services**

**1. Consideration of Resolution 2025-04 Appointing District Counsel**

Mr. Flint stated there is an engagement letter with Kutak Rock for District Counsel services and Resolution 2025-04 appoints them as counsel.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-04 Appointing Kutak Rock as District Counsel, was approved.

**C. Consideration of Interim District Engineering Agreement**

**1. Consideration of Resolution 2025-05 Appointing Interim District Engineer**

Mr. Flint stated this retains the interim engineer. Resolution 2025-05 retains the design engineer as the interim District Engineer, Heidt Design. This resolution will obtain Heidt as the interim engineer while they are bidding it out.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-05 Appointing Interim District Engineer, Heidt Design, was approved.

**D. Request Authorization to Issue RFQ for Professional Engineering Services**

Mr. Flint stated this authorizes the District to issue an RFQ for engineering services because it falls under the CCNA which requires them to bid anything out that is over \$25K. The RFQ will be advertised in the newspaper. The proposed selection criteria is attached.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Authorization to Issue RFQ for Engineering Services, was approved.

**FOURTH ORDER OF BUSINESS**

**Consent Agenda**

- A. Consideration of Resolution 2025-06 Selection of Registered Agent and Office**
- B. Consideration of Resolution 2025-07 Designating the Primary Administrative Office which is 219 E. Livingston St. and Principal Headquarters of the District and Selecting Local District Records Office**
- C. Consideration of Resolution 2025-08 Designating a Qualified Public Depository, Truist**
- D. Consideration of Resolution 2025-09 Authorization of Bank Account Signatories**
- E. Consideration of Resolution 2025-10 Relating to Defense of Board Members**

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- F. Consideration of Resolution 2025-11 Authorizing District Counsel’s Actions to Record in the Property Records of Osceola County, Florida the “Notice of Creation and Establishment”**
- G. Consideration of Resolution 2025-12 Adopting Investment Guidelines**
- H. Consideration of Resolution 2025-13 Authorizing Execution of Public Depositor Report**
- I. Consideration of Resolution 2025-14 Designating a Policy for Public Comment Period**
- J. Consideration of Resolution 2025-15 Adopting a Travel and Reimbursement Policy**
- K. Consideration of Resolution 2025-16 Adopting Prompt Payment Policy**
- L. Consideration of Resolution 2025-17 Adopting a Records Retention Policy**
- M. Consideration of Resolution 2025-18 Adopting Internal Controls Policy**
- N. Consideration of Resolution 2025-19 Authorizing Chairperson and Vice Chairperson to Execute Plats, Permits and Conveyances**
- O. Consideration of Resolution 2025-20 Authorizing the Use of Electronic Documents and Signatures**
- P. Consideration of Website Services Agreement**
- Q. Adoption of Goals and Objectives for Fiscal Year 2026**
  - 1. Consideration of Resolution 2025-21 Adopting Goals, Objectives and Performance Measures and Standards**

Mr. Flint asked for a motion to approve the consent agenda.

On MOTION by Mr. Liquori, seconded by Ms. Summers with all in favor, the Consent Agenda, was approved.

**FIFTH ORDER OF BUSINESS**

**New Business**

- A. Consideration of Resolution 2025-22 Designation of Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2026**

Mr. Flint noted their regular monthly meetings will be on the first Wednesday of the month at 3:00 p.m., or shortly thereafter, at this location.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-22 Designation of the annual meeting schedule for Fiscal Year 2026, was approved.

- B. Designation of Date of Public Hearing to Adopt Rules of Procedure in accordance with Section 120.54, Florida Statutes**

- 1. Consideration of Resolution 2025-23 Setting a Public Hearing to Consider the Proposed Rules of the District**

Mr. Flint provided the Board with the Rules of Procedures in the agenda and asked the Board to set the date of the public hearing to consider adoption of these rules. The public hearing will be November 5, 2025 at 3:00 p.m. at this location.

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On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-23 Setting the Public Hearing to Consider the Proposed Rules of Procedures for November 5, 2025 at 3:00 p.m. at this location, was approved.

**C. Designation of Date of Public Hearing on the Budgets**

**1. Consideration of Resolution 2025-24 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2025**

Mr. Flint noted the Board is required to approve a proposed budget for the current year and set the date, place and time of the public hearings for its consideration. Exhibit A prorates some of the expenses, it's \$7,733 that contemplates a developer funding agreement. The public hearing will be December 3, 2025 at 3:00 p.m.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-24 Setting the Public Hearing and Approving a Proposed Budget for Fiscal Year 2025 for December 3, 2025 at 3:00 p.m. at this location, was approved.

**2. Consideration of Resolution 2025-25 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2026**

Mr. Flint stated Resolution 2025-05 is for Fiscal Year 2026. He put in an administrative budget for the time being contemplating a developer funding agreement. The December 3<sup>rd</sup> meeting date will be inserted in the resolution.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-25 Setting the Public Hearing and Approving the Proposed Budget for Fiscal Year 2026, was approved.

Mr. Flint stated the Board may want to put the rules hearing on the December meeting rather than having a meeting in November just because of a rule hearing. He asked for a motion to reconsider the vote on resolution 2025-23.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-23 Setting the Public Hearing to Consider the Proposed Rules of Procedures for December 3, 2025 at 3:00 p.m. at this location, was approved.

**D. Consideration of Fiscal Year 2025-2026 Budget Funding Agreement**

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Mr. Flint stated this is the same the Board has seen in the past. Ms. Willson stated it is only when those costs are realized. They are not obligated to fund the whole budget as presented, only the actual expenses.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, the Fiscal Year 2025-2026 Budget Funding Agreement, was approved in substantial form with the inclusion of the current fiscal year.

**E. Consideration of Resolution 2025-26 Setting Date of Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in accordance with Section 197.3632, Florida Statutes**

Mr. Flint stated this sets the date of the public hearing for the Uniform Collection Method which allows them to use the tax bill as the collection method for the debt and O&M assessments. The Board is required to have this hearing and requires consecutive notices a week. He recommended setting this for the December 3<sup>rd</sup> meeting.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, Resolution 2025-26 Setting Date of Public Hearing Expressing the District’s Intent to Utilize the Uniform Method of Levying, Collecting and Enforcing Non-Ad-Valorem Assessments in Accordance with Section 197.3632, Florida Statutes for December 3, 2025 at 3:00 p.m. in the same location, was approved.

**SIXTH ORDER OF BUSINESS**

**Bond Financing Team**

**A. Appointment of Financing Team**

**1. Bond Counsel**

Mr. Flint stated first is the engagement with Nabors, Giblin and Nickerson to serve as Bond Counsel. He asked for any questions on the agreement.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, the Agreement with Nabors, Giblin & Nickerson as Bond Counsel, was approved.

**2. Underwriter**

Mr. Flint noted this is the agreement MSRB G-17 disclosure with FMSBonds.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, the Agreement with FMS Bonds, was approved.

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**3. Assessment Administrator**

Mr. Flint noted the assessment administrator is included in the agreement that the Board already approved. There is no further action required.

**4. Trustee**

Mr. Flint noted a proposal from US Bank to serve as Trustee.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, to Appointment of USBank as Trustee, was approved.

**B. Consideration of Bond Team Financing Agreement**

Mr. Flint stated there is a funding agreement for the bond financing team. Most of the professionals will get paid out of the cost of issuance. They work on a contingent basis. The underwriter will not get paid unless they issue bonds. The District Engineer and District Counsel bill as they go. If expenses were incurred, they would pay under this funding agreement then the developer would be reimbursed once the bonds are issued. Ms. Willson stated this is the standard form of agreement that they have seen in other Districts.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, the Bond Team Financing Agreement, was approved.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

**A. Staff Reports**

**1. District Counsel**

Ms. Willson spoke about gearing up for validation and start to get with the engineer on getting prepared on the raw CIP report. They will start that process in November.

**2. Interim Engineer**

There being no comments, the next item followed.

**3. District Manager**

Mr. Flint had nothing additional to report.

**B. Supervisor's Requests**

Mr. Liquori asked the timeline requirement when the CDD needs to be assumed by the Stewardship District. Is there a deadline? Ms. Willson stated there is no deadline but it would be helpful to have that process done before the first series of bonds are issued.

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**C. Approval of Funding Request No. 1**

This item was moved to a future meeting agenda.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests & Public Comments**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint asked the Board for adjournment.

On MOTION by Mr. Liquori, seconded by Ms. Summers, with all in favor, the meeting was adjourned.

DocuSigned by:  
*George Flint*

Secretary/Assistant Secretary

Signed by:  
*[Signature]*

Chairman/Vice Chairman