

**MINUTES OF MEETING
VIERA STEWARDSHIP DISTRICT**

The Board of Supervisors of the Viera Stewardship District held a Special Meeting on June 17, 2025 at 9:30 a.m., at The Viera Company, 7380 Murrell Road, Suite 201, Viera, Florida 32940. Members of the public and Staff were able to join via computer or mobile app at <https://us06web.zoom.us/j/84738724340?pwd=ab8GbpSTNGmm8lEQbpwjly4vidz4Eb.1> or via conference call at 1-305-224-1968, Meeting ID: 847 3872 4340, Passcode: 292619 for both.

Present:

Todd J. Pokrywa
Amy Mitchell
Cathleen Conley
Karen Esposito
William Bumgarner

Chair
Vice Chair
Secretary
Assistant Secretary
Assistant Secretary

Also present:

Craig Wrathell
Ernesto Torres
Felix Rodriguez
Lauren Gentry (via phone/Zoom)
Anastasia Rios
Hassan Kamal (via phone/Zoom)
Bill Lites (via phone/Zoom)
Gaston Hayworth (via phone/Zoom)
Jay Decator
Eva Rey (via phone/Zoom)
Paul Martell
Mamoon Rashid
Sarah Kodsi
Steven Ryder
Howard Niden
Gayle Routen (via phone/Zoom)
Nancy Tomasson (via phone/Zoom)
Charles Wismer (via phone/Zoom)
Rob Kodsi (via phone/Zoom)
Mark Boyd

District Manager
Wrathell, Hunt and Associates, LLC
Wrathell, Hunt and Associates, LLC
District Counsel
Kilinski I Van Wyk PLLC
District Engineer
Zev Cohen & Associates, Inc. (ZCA)
ZCA
Consultant to The Viera Company
Community Manager
Treasurer
Resident
Resident
Resident
Resident
Resident
Resident
Resident
Resident
The Viera Company

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wrathell called the meeting to order at 9:30 a.m.

- **Administration of Oath of Office to Elected Supervisors [Karen Esposito - Seat 2, William Bumgarner - Seat 4] (the following to be provided under separate cover)**

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

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Karen Esposito and William Bumgarner.

Mr. Wrathell and Ms. Gentry discussed the items listed in the Fifth Order of Business, including the forms and disclosure filings, ethics training, Sunshine Law requirements, potential voting conflicts, records retention, public records requests, keeping District-related files from business and personal files, use of email, and contacting the District Manager or District Counsel with questions.

Ms. Gentry recommended that Ms. Esposito abstain from voting on any proposals from The Viera Company. Ms. Esposito will complete Form 8B to disclose her affiliation with a Landowner; her Form 8B disclosure will be attached to meeting minutes, when necessary.

SECOND ORDER OF BUSINESS

Roll Call

All Supervisors were present.

THIRD ORDER OF BUSINESS

Public Comments (limited to 3 minutes per person)

Resident Steven Ryder discussed his decision to build a home in Adelaide due to the promise of green space and scenic water views and asked for a beautiful buffer to be installed to block the view of new townhomes to be built on Lake Adelaide.

Resident Sarah Kodsi stated that current landscaping in the area in question provides access for maintenance and asked for approval for the Adelaide District Association to add landscaping to restore dense vegetation to the easement area.

Resident Mamoon Rashid echoed the previous request for additional landscaping and asked for the District to work with the Association to develop a plan to restore privacy.

Resident Howard Niden echoed the previous request and asked for the District to provide the requirements for the landscaping solution to be developed.

Resident Ed Newman voiced his opinion that there is no easy access to Adelaide for heavy equipment to access the north area of Adelaide to maintain the canal. He thinks planting

additional trees would not have an impact because access would need to come from the north side of the canal regardless. He asked if permission was granted to the Developer to trim invasive trees on the west side of the property line, which is District property.

Discussion ensued regarding vegetation removed down to the waterline, whether it was on District property and a separate Developer undertaking those activities with the City of Rockledge.

It was noted that The Viera Company provided public comments to the City of Rockledge when that Developer went through the approval process, urging that consideration be given to leaving a buffer between that development and the eight-mile canal.

Discussion ensued regarding the location of the trees in question, the proximity of the trees to the water line, whether the Developer had the right to remove the trees, the District's purpose of maintaining proper functioning of the stormwater systems and not aesthetics, passing on the costs to remove trees and vegetation from lakes and canals following hurricanes to property owners via assessments, negative effects on the canal system and erosion in the canal in the absence of erosion control measures.

Ms. Gentry stated the District will have to look into the specifics regarding clearing that was done. The District relies on professionals, including Engineers, Environmental Consultants and professionals, who advise about what is necessary to perform the primary purpose of environmental stewardship. The tract is owned by the District and includes a canal for which the District provides environmental maintenance. The Association's easement over the upland tracts allows them to install and maintain landscaping; however, their activities cannot impede the primary purpose of the tract, which is performing stewardship of the stormwater maintenance facilities. While homeowners desire more privacy due to the loss of vegetation on the other property, the District does not control that. There have been requests to see what accommodations can be made and professionals have expressed concerns that installing additional vegetation in this area would impede the ability to maintain the canal.

Resident Gayle Routen stated that she does not believe planting vegetation between the existing trees would impede maintenance of the canal. She agreed with the opinion that heavy equipment can access the area from the other side.

Resident Rob Kodsí asked how the District maintained the vegetation on the original Site Plan when there were 1,000 trees.

Resident Charles Wismer voiced his opinion that removing the trees contributes to erosion and runoff. He noted that the canal is approximately 20' wide. In his opinion, any excavator on the north side can reach across the canal, there should be no reason to drive an excavator across the sidewalks and jogging trail and the trees should be replaced to stop further erosion.

Discussion ensued regarding the desire for the District to work with residents to find a solution, beauty of conservation areas and the diminished vegetation in Adelaide.

FOURTH ORDER OF BUSINESS**Approval of August 21, 2024 Public Hearing
and Regular Meeting Minutes**

The following changes were made:

Line 28: Change "the" to "The"

Lines 31, 78 and throughout: Change "Bumgartner" to "Bumgarner"

Line 79: Clarify that there was not a consensus to raise assessments for Fiscal Year 2025, but there was discussion that an assessment increase might be likely and that assessments cannot be expected to remain level in perpetuity.

Line 79: Delete "to keep assessments flat for a time and the recent consensus to levy an assessment increase for Fiscal Year 2025"

Line 80: Delete ", but the CDD does not anticipate continuing at the same level"

Line 80: After "flat." Insert "Discussion ensued regarding the likelihood of an assessment increase and that assessments cannot be expected to remain level in perpetuity."

Lines 156 and 157: Change "CDD" to "District"

Line 203: Insert "The" before "Viera"

Line 200: Change "Mr. Wright and seconded by Mr. Wright" to "Mr. Wright and seconded by Ms. Mitchell"

On MOTION by Ms. Mitchell and seconded by Ms. Conley, with all in favor, the August 21, 2024 Public Hearing and Regular Meeting Minutes, as amended, were approved.

FIFTH ORDER OF BUSINESS**Administration of Oath of Office to Elected
Supervisors [Karen Esposito - Seat 2,**

**William Bumgarner - Seat 4] (the following
to be provided under separate cover)**

This item was addressed during the First Order of Business.

- 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**

SIXTH ORDER OF BUSINESS

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

Mr. Wrathell presented Resolution 2025-01. Mr. Pokrywa nominated the following:

| | |
|-------------------|---------------------|
| Todd Pokrywa | Chair |
| Amy Mitchell | Vice Chair |
| Karen Esposito | Assistant Secretary |
| William Bumgarner | Assistant Secretary |
| Cathleen Conley | Assistant Secretary |
| Felix Rodriguez | Assistant Secretary |

No other nominations were made.

This Resolution removes the following from the Board:

| | |
|--------------------|---------------------|
| Tiffani Bissett | Assistant Secretary |
| Christopher Wright | Assistant Secretary |

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

| | |
|-----------------|---------------------|
| Cathleen Conley | Secretary |
| Craig Wrathell | Assistant Secretary |
| Ernesto Torres | Assistant Secretary |
| Paul Martell | Treasurer |
| Craig Wrathell | Assistant Treasurer |
| Jeff Pinder | Assistant Treasurer |

Mr. Wrathell stated that Officer designations can be changed at any time, as necessary.

Ms. Mitchell stated that her employment with Duda and her service on the Board are expected to end in December 2026.

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

SEVENTH ORDER OF BUSINESS**Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines & Frank**

Mr. Wrathell discussed ongoing issues with receiving timely audits from Berger, Toombs, Elam, Gaines & Frank.

Discussion ensued regarding engaging a new auditing firm, publishing a Request for Proposals (RFP), Statutory requirements, auditing procedures, the District's compliance with Statutory requirements and budgeting an additional \$1,500 for a new auditing firm.

On MOTION by Mr. Bumgarner and seconded by Ms. Mitchell, with all in favor, Designating the Board as the Audit Selection Committee, was approved.

Discussion ensued regarding itemized valuations, depreciation of District assets, accounting standards, conveyance of improvements resulting in removing assets from the District assets and the resulting negative net position, which is not a cause for concern and reflects the outstanding bond debt.

Mr. Wrathell presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 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 2025-02, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023

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

Discussion ensued regarding scheduling a meeting to authorize the RFP for Auditing Services.

On MOTION by Ms. Esposito and seconded by Ms. Conley, with all in favor, authorizing Staff to advertise a Special Meeting for July 23, 2025 at 9:30 a.m., at The Viera Company, 7380 Murrell Road, Suite 201, Viera, Florida 32940, was approved.

EIGHTH ORDER OF BUSINESS**Consideration of FY2026 Proposed Budget**

A. Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date [No O&M Assessment Increase]

Mr. Wrathell 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.

Discussion ensued regarding the Assessment Summary, on-roll and off-roll assessments, platted lots, likelihood of future assessment increases, platting, etc.

The following changes were made to the proposed Fiscal Year 2026 budget:

Page 13: Delete entire line related to Unplatted Land ('21 Bonds)

Page 1, "Audit" line item: Increase to \$8,000

Page 2, "Drainage system and ponds" line item: Decrease to \$317,478

Page 5, PCT Area description: Change "sraying" to "spraying"

Page 5, Street lighting description: Change "Reling" to "Reeling"

Mr. Wrathell noted that the descriptions will be edited as necessary. Further adjustments to the budget can be made in advance of the Public Hearing.

The following change was made to Resolution 2025-03:

Page 1, Section 2, LOCATION: Insert "The" before "Viera Company"

On MOTION by Ms. Mitchell and seconded by Ms. Conley, with all in favor, Resolution 2025-03, Option A, as amended, Approving a Proposed Budget for Fiscal Year 2026, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law on August 20, 2025 at 9:00 a.m., at The Viera Company, 7380

Murrell Road, Suite 201, Viera, Florida 32940; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date [No O&M Assessment Increase], was adopted.

- B. Resolution 2025-03, Approving a Proposed Budget for Fiscal Year 2026; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapters 197 and/or 170, Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date [O&M Assessment Increase]

This item was not addressed.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, 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

Mr. Wrathell presented Resolution 2025-04, which commemorates that meetings will be scheduled and advertised on an as-needed basis.

Discussion ensued regarding whether to schedule budget meetings.

On MOTION by Ms. Conley and seconded by Ms. Esposito, with Ms. Conley, Ms. Esposito, Mr. Pokrywa and Ms. Mitchell in favor and Mr. Bumgarner dissenting, Resolution 2025-04, 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, was adopted. [Motion passed 4-1]

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-05, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

This item was deferred.

ELEVENTH ORDER OF BUSINESS

Consideration of Partial Assignment and Assumption of Right-of-Way Use Agreement (West Viera)

Ms. Gentry presented the Partial Assignment and Assumption of Right-of-Way (ROW) Use Agreement for West Viera, and the accompanying Exhibits. This will allow The Viera Company to assign maintenance responsibility for certain ROWs to the District.

On MOTION by Mr. Bumgarner and seconded by Ms. Conley, with all in favor, the Partial Assignment and Assumption of Right-of-Way Use Agreement for West Viera and the Exhibits, in substantial form, were approved.

TWELFTH ORDER OF BUSINESS**Ratification Items**

- A. Duda & Sons, Inc. Work Authorizations**
 - I. No. 2 [Canal Maintenance FY25]**
 - II. No. 6 [Mechanical Brazilian Pepper Removal]**
- B. Ecor Industries, Inc. Seventeenth Amendment to Aquatic Maintenance Services Agreement**
- C. Florida Power and Light Company LED Lighting Agreements**
 - I. Crossmolina Ph-1-WR 12771380**
 - II. Farralon Fields PH 1 WR12834425**
 - III. Farralon Fields PH 2 WR12834430**
 - IV. Farralon Fields PH 3 WR12834432**

Mr. Bumgarner noted that Items C1 through C4 incorrectly state that the District is located in Sanford, Florida. It was noted that the correct District name is included.
- D. Green Environmental Management, LLC First Amendment to Master Continuing Services Agreement for Viera Wilderness Park Prescribed Burns**
- E. Tropic Care of Florida, Inc. Work Authorization No. 1 [Strom Park VSD Preserve, Cut and Remove Dead Pine Trees \$2,125]**
- F. Zev Cohen & Associates, Inc. Work Authorizations**
 - I. #39 [FY2024/2025 Environmental Consulting Services]**
 - II. #40 [Wetland/Habitat Maintenance in Viera Wilderness Park Stage 1 and Stage 2 (Oversee Targeted Spraying) Fiscal Year 2024/2025]**
- G. Viera Wilderness Park – Annual Utilization Program Checklist – Fiscal Year 2025/2026**

On MOTION by Ms. Conley and seconded by Mr. Bumgarner, with all in favor, Ratification Items 12A through 12G, were ratified.

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

Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2025.

Mr. Torres will research the difference in revenue collected year-to-date from The Central Viera Community Association, pursuant to the Canal Maintenance Agreement, compared to the amount budgeted. Mr. Wrathell will research the net on-roll assessment revenues, which were 115% of budget, to ensure that items are not miscoded.

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

FOURTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kilinski | Van Wyk PLLC**

Ms. Gentry introduced her new colleague, Anastasia Rios, an attorney in the Tampa office.

Ms. Gentry reminded the Board Members to file Form 1 by the July 1, 2025 deadline. She noted that all new Supervisors receive a notebook with legal materials from her office for them to review. She encouraged the Board Members to contact her with questions.

Ms. Gentry stated that no significant recent legislative changes would affect Districts.

B. District Engineer: BSE Consultants Inc.

Mr. Kamal reported the following:

- The annual drainage inspection is ongoing. An updated Report with a complete inspection summary is expected in July.
- Last year, a washout was repaired near a Florida Gas transmission main and another temporary repair was done. Staff is working with the company to devise a permanent fix.

C. Environmental Consultant: Zev Cohen & Associates

Mr. Lites stated that Stage 2 is ending its five-year monitoring performed by Staff, who is compiling the Report to be sent to the Army Corps of Engineers. Stage 3 is expected to come

online within the next fiscal year; a smaller area will be burned during this fiscal year, if possible. Duda plans to carry out the large 500-acre burns next year.

D. Community Association Manager: Eva Rey

There was no report.

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

- **8,721 Registered Voters in District as of April 15, 2025**
- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The next meeting will be on July 23, 2025. The Budget Public Hearing will be on August 20, 2025 at 9:00 a.m.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Mr. Pokrywa thanked the new and experienced Board Members for their service.

Discussion ensued regarding resident requests for more landscaping to block out the townhomes and the District's primary focus and concern being maintenance of the canal as it is an integral part of the stormwater management system.

Mr. Pokrywa stated that large equipment is needed to maintain that area; he does not believe it would benefit the residents of Adelaide to be able to install landscaping or hardscaping in an area in which the District needs to be able to maneuver. The District could not control the adjacent property owner; he appreciates resident concerns and believes that they have the ability to install landscaping on their own lots that could be more beneficial in helping their concerns regarding visual impacts.

Asked if an HOA retains the ability to install plantings, Ms. Gentry voiced her understanding that, while the HOA can install landscaping on the upland portions of the District's property, her understanding is that the very dense vegetation they propose to install would block the line of sight and cause access problems. The Board took no action.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Esposito and seconded by Mr. Bumgarner, with all in favor, the meeting adjourned at 12:18 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair