

EAST RIDGE

**COMMUNITY DEVELOPMENT
DISTRICT**

August 26, 2024

BOARD OF SUPERVISORS

**PUBLIC HEARINGS
AND REGULAR
MEETING AGENDA**

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

AGENDA LETTER

East Ridge Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

August 19, 2024

Board of Supervisors
East Ridge Community Development District

Dear Board Members:

The Board of Supervisors of the East Ridge Community Development District will hold Public Hearings and a Regular Meeting on August 26, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Public Hearing on Adoption of Fiscal Year 2023/2024 Budget
 - A. Affidavit of Publication
 - B. Consideration of Resolution 2024-48, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023, and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date
4. Public Hearing on Adoption of Fiscal Year 2024/2025 Budget
 - A. Affidavit of Publication
 - B. Consideration of Resolution 2024-49, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date
5. Consideration of Resolution 2024-50, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date
6. Memorandum: Section 189.0694, Florida Statutes (Performance Measures and Standards Reporting & Sample Goals)
 - Consideration of Goals and Objectives Reporting
7. Acceptance of Unaudited Financial Statements as of July 31, 2024

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

8. Approval of April 29, 2024 Public Hearings, Regular Meeting and Audit Committee Meeting Minutes

9. Staff Reports

A. District Counsel: *Kilinski / Van Wyk PLLC*

B. District Engineer: *Moore Bass Consulting, Inc.*

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

- NEXT MEETING DATE: TBD

○ QUORUM CHECK

SEAT 1	JAY REVELL	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 2	BRAD ODOM	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 3	PETER METTLER, JR.	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 4	GARRISON BURR	☐	IN PERSON	☐	PHONE	☐	NO
SEAT 5	JAMES DAVENPORT	☐	IN PERSON	☐	PHONE	☐	NO

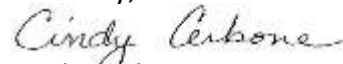
10. Board Members' Comments/Requests

11. Public Comments

12. Adjournment

Please do not hesitate to contact me directly at (561) 346-5294 with any questions.

Sincerely,



Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 801 901 3513

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3A

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Not specified
475 W Town PL # 114
St Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Tallahassee Democrat, a newspaper published in Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of Bids & Proposals, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

08/07/2024, 08/14/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/14/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$257.64

Tax Amount: \$0.00

Payment Cost: \$257.64

Order No: 10424079

Customer No: 1139038

PO #:

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NANCY HEYRMAN
Notary Public
State of Wisconsin

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARINGS TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2023/2024 BUDGET AND 2024/2025 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the East Ridge Community Development District ("District") will hold public hearings on August 26, 2024 at 10:00 a.m., at the offices of KilinskiVan Wyk PLLC, 517 E. College Avenue, Tallahassee, Florida 32301, for the purpose of hearing comments and objections on the adoption of the proposed budget of the District for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (the "2023/2024 Proposed Budget"), as well as the proposed budget for Fiscal Year 2024/2025 ("2024/2025 Proposed Budget" and, along with the 2023/2024 Proposed Budget, the "Proposed Budgets"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budgets may be obtained at the offices of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://eastridgecd.com/>. The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least three business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager
PUBLICATION: 8/7, 8/14/2024

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3B

RESOLUTION 2024-48

THE ANNUAL APPROPRIATION RESOLUTION OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the East Ridge Community Development District ("**District**") was established on August 23, 2023, by Ordinance No. 23-O-26, adopted by the City Commission of the City of Tallahassee, Leon County, Florida; and

WHEREAS, the District Manager has submitted to the Board of Supervisors ("**Board**") of the District a proposed budget ("**Proposed Budget**") for the remainder of the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2024**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two (2) days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the East Ridge Community Development District for the Fiscal Year Ending September 30, 2024."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2024, the sum of \$106,740 to be raised by the levy of assessments, pursuant to a developer funding agreement or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$106,740
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TOTAL ALL FUNDS	\$106,740
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SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2024 or within sixty (60) days following the end of the Fiscal Year 2024 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 26TH DAY OF AUGUST, 2024.

ATTEST:

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2024

Exhibit A: Adopted Budget for Fiscal Year 2024

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024**

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
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**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

	Proposed Budget FY 2024
REVENUES	
Landowner contribution	\$ 106,740
Total revenues	<u>106,740</u>
EXPENDITURES	
Professional & administrative	
Supervisors	4,085
Management/accounting/recording*	48,000
Legal	25,000
Engineering	5,000
Audit**	5,000
Arbitrage rebate calculation**	500
Information technology**	450
Dissemination agent**	2,000
Telephone	200
Postage	500
Printing & binding	200
Legal advertising	7,500
Annual special district fee	175
Insurance	3,740
Contingencies/bank charges	750
Website	
Hosting	3,430
ADA compliance	210
Total professional & administrative	<u>106,740</u>
Excess/(deficiency) of revenues over/(under) expenditures	-
Fund balance - beginning (unaudited)	-
Fund balance - ending	<u><u>\$ -</u></u>

* WHA will charge a reduced management fee \$2,000/month until bonds are issued

* * These items will be realized when bonds are issued

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Supervisors	\$ 4,085
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The budgeted amount includes FICA.	
Management/accounting/recording*	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	25,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	5,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit**	5,000
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation**	500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent**	2,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee	-
Annual fee for the service provided by trustee, paying agent and	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	200
Letterhead, envelopes, copies, agenda packages	
Legal advertising	7,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	3,740
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	750
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website	
Hosting	3,430
ADA compliance	210
Total expenditures	<u><u>\$106,740</u></u>

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4A

AFFIDAVIT OF PUBLICATION

Sarah Sweeting
Not specified
475 W Town PL # 114
St Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

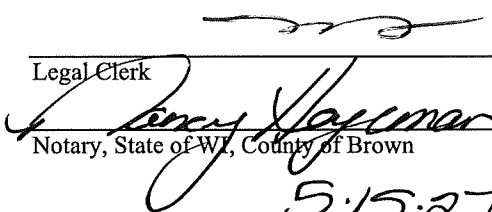
Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Tallahassee Democrat, a newspaper published in Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of Bids & Proposals, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

08/07/2024, 08/14/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/14/2024

Legal Clerk


Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$257.64

Tax Amount: \$0.00

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NANCY HEYRMAN
Notary Public
State of Wisconsin

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARINGS TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2023/2024 BUDGET AND 2024/2025 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the East Ridge Community Development District ("District") will hold public hearings on August 26, 2024 at 10:00 a.m., at the offices of KilinskiVan Wyk PLLC, 517 E. College Avenue, Tallahassee, Florida 32301, for the purpose of hearing comments and objections on the adoption of the proposed budget of the District for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (the "2023/2024 Proposed Budget"), as well as the proposed budget for Fiscal Year 2024/2025 ("2024/2025 Proposed Budget" and, along with the 2023/2024 Proposed Budget, the "Proposed Budgets"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budgets may be obtained at the offices of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://eastridgecd.com/>. The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least three business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager
PUBLICATION: 8/7, 8/14/2024

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4B

RESOLUTION 2024-49

THE ANNUAL APPROPRIATION RESOLUTION OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June 2024, submitted to the Board of Supervisors ("**Board**") of the East Ridge Community Development District ("**District**") a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("**Fiscal Year 2025**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website at least two (2) days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the East Ridge Community Development District for the Fiscal Year Ending September 30, 2025."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2025, the sum of \$107,449 to be raised by the levy of assessments, pursuant to a developer funding agreement or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$107,449
TOTAL ALL FUNDS	\$107,449

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2025 or within sixty (60) days following the end of the Fiscal Year 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 26TH DAY OF AUGUST, 2024.

ATTEST:

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2025

Exhibit A: Adopted Budget for Fiscal Year 2025

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2025**

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
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**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET**

	Fiscal Year 2024				
	Proposed Budget FY 2024	Actual through 3/31/2024	Projected through 9/30/2024	Total Actual & Projected	Proposed Budget FY 2025
REVENUES					
Landowner contribution	\$ 132,768	36,050	\$ 70,548	\$ 106,598	\$ 107,449
Total revenues	<u>132,768</u>	<u>36,050</u>	<u>70,548</u>	<u>106,598</u>	<u>107,449</u>
EXPENDITURES					
Professional & administrative					
Supervisors	4,085	861	3,224	4,085	6,459
Management/accounting/recording	48,000	11,702	36,298	48,000	48,000
Legal	25,000	8,133	16,867	25,000	25,000
Engineering	5,000	-	5,000	5,000	5,000
Audit	5,000	-	5,000	5,000	5,000
Arbitrage rebate calculation	500	-	500	500	500
Information technology	450	450	-	450	-
Dissemination agent	2,000	-	2,000	2,000	2,000
Trustee	-	-	-	-	5,500
Telephone	200	23	177	200	200
Postage	500	3	497	500	500
Printing & binding	200	78	122	200	200
Legal advertising	7,500	643	6,857	7,500	2,000
Annual special district fee	175	175	-	175	175
Insurance	3,740	3,740	-	3,740	5,500
Contingencies/bank charges	750	108	500	608	500
Website					
Hosting	3,430	1,750	1,680	3,430	705
ADA compliance	210	-	210	210	210
Total professional & administrative	<u>106,740</u>	<u>27,666</u>	<u>78,932</u>	<u>106,598</u>	<u>107,449</u>
Excess/(deficiency) of revenues over/(under) expenditures	26,028	8,384	(8,384)	-	-
Fund balance - beginning (unaudited)	-	-	8,384	-	-
Fund balance - ending	<u>\$ 26,028</u>	<u>\$ 8,384</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* WHA will charge a reduced management fee \$2,000/month until bonds are issued

** These items will be realized when bonds are issued

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Supervisors	\$ 6,459
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year. The budgeted amount includes FICA.	
Management/accounting/recording	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	25,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	5,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	5,000
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation	500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent	2,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee	5,500
Annual fee for the service provided by trustee, paying agent and	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	200
Letterhead, envelopes, copies, agenda packages	
Legal advertising	2,000
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	5,500
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	500
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website	
Hosting	705
ADA compliance	210
Total expenditures	<u><u>\$107,449</u></u>

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

5

RESOLUTION 2024-50

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the East Ridge Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Tallahassee, Florida; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the annual meeting schedule for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("Fiscal Year 2024/2025"), attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2024/2025 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2024/2025 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 26th day of August, 2024.

ATTEST:

**EAST RIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Kilinski Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 7, 2024	Regular Meeting	10:00 AM
December 2, 2024	Regular Meeting	10:00 AM
January 6, 2025	Regular Meeting	10:00 AM
February 3, 2025	Regular Meeting	10:00 AM
March 3, 2025	Regular Meeting	10:00 AM
April 7, 2025	Regular Meeting	10:00 AM
May 5, 2025	Regular Meeting	10:00 AM
June 2, 2025	Regular Meeting	10:00 AM
July 7, 2025	Regular Meeting	10:00 AM
August 4, 2025	Regular Meeting	10:00 AM

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6



KILINSKI | VAN WYK

MEMORANDUM

To: Board of Supervisors; District Manager

From: Kilinski | Van Wyk PLLC

Date: June 25, 2024

Re: Section 189.0694, *Florida Statutes* (Performance Measures and Standards Reporting)

The purpose of this memorandum is to provide you with additional information regarding new performance measures and standards reporting requirements for special districts. This new requirement was enacted during Florida's 2024 Legislative Session and was originally reported in our legislative newsletters. It has been codified as Section 189.0694, *Florida Statutes*, effective July 1, 2024.

What is required?

The new statute requires special districts (including community development districts) to establish goals and objectives for its programs and activities and performance measures and standards to determine if its goals and objectives have been achieved. The goals, objectives, and performance measures and standards must be established by **October 1, 2024**, or by the end of the first full fiscal year after a District's creation, whichever is later.

The new statute also requires annual reporting each **December 1** (beginning December 1, 2025) on whether the goals and objectives were achieved, which goals or objectives were not achieved, and what measures were used to make the determination.

Are there any mandated goals, objectives, or performance measures/standards?

No. The new statute allows a great deal of flexibility for special districts to adopt the goals, objectives, and performance measures and standards that fit their needs. It is likely that many special districts with similar activities and programs may adopt similar measures, but special districts may also add specialized measures if they wish. Attached is a potential starting point for development of these goals, objectives and performance measures/standards in **Attachment A**. If you have questions about the new legal requirements, please consult your Kilinski | Van Wyk attorney.

Text of the Bill: 189.0694 Special districts; performance measures and standards.

(1) Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved.

(2) By December 1 of each year thereafter, each special district must publish an annual report on the district's website describing:

(a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination.

(b) Any goals or objectives the district failed to achieve.

Exhibit A:

Goals, Objectives and Annual Reporting Form

**East Ridge Community Development District
Performance Measures/Standards & Annual Reporting Form
October 1, 2024 – September 30, 2025**

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least three regular Board of Supervisor meetings per year to conduct CDD-related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of three board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute by at least two methods (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field Manager and/or District Manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field Manager and/or District Manager visits were successfully completed per management agreement as evidenced by Field Manager and/or District Manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within District Management services agreement

Achieved: Yes ☐ No ☐

Goal 2.2: District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one inspection completed per year as evidenced by District Engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one inspection was completed in the Fiscal Year by the District's Engineer.

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and adopt the final budget by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent annual audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair:_____

Date:_____

Print Name:_____

East Ridge Community Development District

District Manager:_____

Date:_____

Print Name:_____

East Ridge Community Development District

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JULY 31, 2024**

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JULY 31, 2024**

	General Fund	Debt Service Fund	Total Governmental Funds
ASSETS			
Cash	\$ 18,088	\$ -	\$ 18,088
Due from Landowner	5,067	12,687	17,754
Total assets	<u>\$ 23,155</u>	<u>\$ 12,687</u>	<u>\$ 35,842</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 4,599	\$ 12,687	\$ 17,286
Landowner advance	8,416	-	8,416
Due to Landowner	-	31,274	31,274
Accrued wages payable	400	-	400
Tax payable	31	-	31
Total liabilities	<u>13,446</u>	<u>43,961</u>	<u>57,407</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	5,067	-	5,067
Total deferred inflows of resources	<u>5,067</u>	<u>-</u>	<u>5,067</u>
Fund balances:			
Restricted for:			
Debt service	-	(31,274)	(31,274)
Unassigned	4,642	-	4,642
Total fund balances	<u>4,642</u>	<u>(31,274)</u>	<u>(26,632)</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 23,155</u>	<u>\$ 12,687</u>	<u>\$ 35,842</u>

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JULY 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ -	\$ 58,394	\$ 106,740	55%
Total revenues	-	58,394	106,740	55%
EXPENDITURES				
Professional & administrative				
Supervisors	-	1,938	4,085	47%
Management/accounting/recording*	2,000	19,702	48,000	41%
Legal	300	17,111	25,000	68%
Engineering	-	412	5,000	8%
Audit**	-	-	5,000	0%
Arbitrage rebate calculation**	-	-	500	0%
Information technology	-	450	450	100%
Dissemination agent**	-	-	2,000	0%
Telephone	16	90	200	45%
Postage	10	167	500	33%
Printing & binding	42	244	200	122%
Legal advertising	-	5,728	7,500	76%
Annual special district fee	-	175	175	100%
Insurance	-	3,740	3,740	100%
Contingencies/bank charges	-	565	750	75%
Website creation	-	1,750	3,430	51%
Website maintenance	-	1,680	210	800%
Total expenditures	2,368	53,752	106,740	50%
Excess/(deficiency) of revenues over/(under) expenditures	(2,368)	4,642	-	
Fund balances - beginning	7,010	-	-	
Fund balances - ending	\$ 4,642	\$ 4,642	\$ -	

* WHA will charge a reduced management fee \$2,000/month until bonds are issued

**These items will be realized when bonds are issued

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED JULY 31, 2024**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service		
Cost of issuance	<u>8,252</u>	<u>31,274</u>
Total debt service	<u>8,252</u>	<u>31,274</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (8,252)	 (31,274)
 Fund balances - beginning	 (23,022)	 -
Fund balances - ending	<u><u>\$ (31,274)</u></u>	<u><u>\$ (31,274)</u></u>

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the East Ridge Community Development District held Public Hearings, a Regular Meeting and an Audit Committee Meeting on April 29, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301.

Present were:

Brad Odom (via telephone)	Chair
Garrison Burr (via telephone)	Vice Chair
Peter Mettler Jr.	Assistant Secretary
James Davenport	Assistant Secretary
Jay Revell	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Jennifer Kilinski	District Counsel
Mary Grace Henley (via telephone)	Kilinski Van Wyk
Richard Darabi	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:11 a.m. Supervisors Davenport, Mettler and Revell were present. Supervisors Odom and Burr attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD 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

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2024-44, Expressing its Intent to Utilize the Uniform
Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which
May Be Levied by the East Ridge Community Development District in Accordance with
Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an
Effective Date

Ms. Cerbone presented Resolution 2024-44 and read the title.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor,
the Public Hearing was opened.

No affected property owners or members of the public were present.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor,
the Public Hearing was closed.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor,
Resolution 2024-44, Expressing its Intent to Utilize the Uniform Method of
Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be
Levied by the East Ridge Community Development District in Accordance with
Section 197.3632, Florida Statutes; Providing a Severability Clause; and
Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of
an Assessment Roll and the Imposition of
Special Assessments Relating to the
Financing and Securing of Certain Public
Improvements

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

These items were included for informational purposes.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, the Public Hearing was opened.

C. Master Engineer's Report (for informational purposes)

Ms. Kilinski suggested the District Manager and District Engineer briefly review their respective Reports, for the record.

Mr. Darabi presented the Master Engineer's Report dated March 25, 2024. He reviewed the pertinent data and exhibits, including land uses, gross and developable acreage by land use category, the Development Program and Opinion of Probable Cost. The Capital Improvement Plan (CIP) is anticipated to be built in a series of phases and there is a separation of costs for Areas 1, 2 and 3. Staff was tasked with assigning the infrastructure costs per area. The total infrastructure costs for Areas 1, 2 and 3 amount to \$165,500,000.

Ms. Kilinski posed and Mr. Darabi responded to the following questions:

Ms. Kilinski: Based on your experience, are the cost estimates in your Engineer's Report reasonable and proper?

Mr. Darabi: Yes.

Ms. Kilinski: And do you have any reason to believe that the Capital Improvement Plan cannot be carried out by the District?

Mr. Darabi: No.

D. Master Special Assessment Methodology Report (for informational purposes)

Ms. Cerbone presented the Master Special Assessment Methodology Report dated February 27, 2024, which matches the location, acreage and cost information contained in the Engineer's Report. She reviewed the pertinent data including the Development Program, financing program, benefit allocation, True-Up Mechanism and the Appendix Tables.

Asked about the high-water mark or worst-case scenario, Ms. Cerbone explained that, in validating the bonds, it is best to present a maximum amount of debt that is intended to be

levied over an area. And as the plans develop and the bond issuance process commences, the numbers become fine-tuned and Staff will then issue a Supplemental Methodology and Engineer's Reports that narrow the intent. Ms. Kilinski stated the goal is to think ahead to give the governmental entity maximum flexibility, over time, to avoid going through the bond validation process again, as it is costly. Similarly, an additional purpose for this meeting is to levy a master lien, which is inchoate and does not become effective until debt is actually issued. In order for a special assessment be valid, it must meet the following two criteria, under the law:

1. The benefit is actually conferred to the property.
2. The debt must be reasonably-apportioned to all developable acres.

Ms. Kilinski posed and Ms. Cerbone responded to the following questions:

Ms. Kilinski: In your professional opinion, do the lands subject to the assessments, receive special benefits from the District's Capital Improvement Plan?

Ms. Cerbone: Yes.

Ms. Kilinski: In your professional opinion, are the master assessments reasonably apportioned among the lands subject to the special assessments?

Ms. Cerbone: Yes.

Ms. Kilinski: In your professional opinion, is it reasonable, proper and just to assess the costs of the CIP as a system of improvements and against the lands in the District in accordance with your Methodology?

Ms. Cerbone: Yes.

Ms. Kilinski: Is it your professional opinion that the special benefits the lands will receive, as set forth in the final assessment roll, will be equal to or in excess of the maximum special assessments thereon and as allocated and set forth in your Methodology?

Ms. Cerbone: Yes.

Ms. Kilinski: Finally, is it your professional opinion that it is in the best interest of the District that the master assessments be paid and collected in accordance with the terms and Methodology in the District's Assessment Resolution?

Ms. Cerbone: Yes.

- Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.

No affected property owners or members of the public spoke.

- Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.

The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Public Hearing was closed.

- E. **Consideration of Resolution 2024-45, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

Ms. Cerbone presented Resolution 2024-45 and read the title.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-45, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Amenity Rules, Amenity Rates, and Disciplinary Rule Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

These items were included for informational purposes.

B. Consideration of Resolution 2024-46, Adopting Rules of Procedure; Adopting Suspension and Termination Rules; Adopting Rates, Fees and Charges; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-46 and reviewed Exhibit A, the Rules of Procedure, Effective April 29, 2024; Exhibit B, Inscription and Termination Rules; and Exhibit C, the Fee Schedule.

Ms. Kilinski explained that, by adopting the Disciplinary Rules, the Board can terminate or suspend a resident's access to the improvements for which they are paying, under rulemaking procedures, under Chapter 120. In her opinion, the Rules are well-vetted.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Public Hearing was opened.

No members of the public were present.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2024-46, Adopting Rules of Procedure; Adopting Suspension and Termination Rules; Adopting Rates, Fees and Charges; Providing a Severability Clause; and Providing an Effective Date, was adopted.

Ms. Cerbone stated it is necessary to discuss upcoming meeting dates. She proposed adopting a recurring Fiscal Year 2024 Meeting Schedule, with meetings on the first Monday of the month on May 6, June 3, July 1, and August 5, 2024 and the fourth Monday of August, on August 26, 2024, all at 10:00 a.m. She reviewed the Fiscal Year 2025 Meeting Schedule with meetings on the first Monday of the month at 10:00 a.m., with the exception of holding the November 2024 and September 2025 meetings on November 4, 2024 and September 1, 2025.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2024-42,
Approving the Proposed Budget for Fiscal
Year 2023/2024 and Setting a Public
Hearing Thereon Pursuant to Florida Law
and Providing for an Effective Date**

Ms. Cerbone presented Resolution 2024-42 and read the title. She reviewed the proposed Fiscal Year 2024 and Fiscal Year 2025 budgets, which are both Landowner-contribution budgets. Expenses are paid by the Landowner/Developer, as they are incurred.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-42, Approving the Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 26, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2024-47,
Approving a Proposed Budget for Fiscal
Year 2025 and Setting a Public Hearing
Thereon Pursuant to Florida Law;
Addressing Transmittal, Posting and
Publication Requirements; Addressing
Severability; and Providing an Effective
Date**

Ms. Cerbone presented Resolution 2024-47 and read the title.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-47, Approving a Proposed Budget for Fiscal Year 2025 and

Setting a Public Hearing Thereon Pursuant to Florida Law for August 26, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS**Consideration of Fiscal Year 2025 Funding Agreement**

Ms. Cerbone presented the Fiscal Year 2025 Funding Agreement between the CDD and GreenPointe Developers, LLC.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Fiscal Year 2025 Funding Agreement, was approved.

NINTH ORDER OF BUSINESS**Recess Regular Meeting/Commencement of Audit Selection Committee Meeting**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, recessing the Regular meeting and commencing the Audit Selection Committee meeting, was approved.

TENTH ORDER OF BUSINESS**Review of Response to Request for Proposals (RFP) for Annual Audit Services****A. Affidavit of Publication****B. RFP Package****C. Respondents****I. Berger, Toombs, Elam, Gaines & Fran****II. Carr, Riggs & Ingram, LLC****III. Grau & Associates**

Ms. Cerbone stated she is familiar with all three audit firms and they are all well-qualified; the only difference is pricing. She reviewed the fee schedules and ranked the respondents.

D. Auditor Evaluation Matrix/Ranking

Ms. Cerbone stated the Audit Committee and CDD Board can adopt her rankings or each can complete their own rankings, individually or jointly.

Ms. Cerbone recapped the scores and rankings based on the Auditor Evaluation Matrix, as follows:

#1	Berger, Toombs, Elam, Gaines & Frank (BTEGF)	100 points
#2	Grau & Associates (Grau)	99 points
#3	Carr, Riggs & Ingram, LLC (CRI)	98 points

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, adopting the District Managers scores and rankings as the Audit Selection Committee's scores and rankings, deeming Berger, Toombs, Elam, Gaines & Frank as the #1 ranked respondent, Grau & Associates as the #2 ranked respondent, and Carr, Riggs & Ingram, LLC as the #3 ranked respondent, was approved.

ELEVENTH ORDER OF BUSINESS

Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, terminating the Audit Selection Committee meeting and reconvening the Regular meeting, was approved.

TWELFTH ORDER OF BUSINESS

Consider Recommendation of Audit Selection Committee

- Award of Contract

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, accepting the Audit Selection Committee's scores, rankings and recommendation as the CDD Board's scores and rankings, deeming Berger, Toombs, Elam, Gaines & Frank as the #1 ranked respondent, Grau & Associates as the #2 ranked respondent, and Carr, Riggs & Ingram, LLC as the #3 ranked respondent, and awarding the Annual Audit Services contract to Berger, Toombs, Elam, Gaines & Frank, the #1 ranked respondent, with 100 points, and authorizing District Staff to enter into an agreement, was approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resolution 2024-38, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-38. The following will be inserted into the Fiscal Year 2024 Meeting Schedule and the September meeting will be deleted:

DATES: May 6, June 3, July 1, August 5 and August 26, 2024

TIME: 10:00 AM

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-38, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

Ms. Cerbone suggested approving a Fiscal Year 2025 Meeting schedule and ratifying it at the next meeting. The following will be inserted into the Fiscal Year 2025 Meeting Schedule:

DATES: First Monday of each month, except the November 2024 and September 2025 meetings being on November 4, 2024 and September 1, 2025

TIME: 10:00 AM

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date, was adopted.

FOURTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2024

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Unaudited Financial Statements as of March 31, 2024, were accepted.

FIFTEENTH ORDER OF BUSINESS

Approval of March 25, 2024 Special Meeting Minutes

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the March 25, 2024 Special Meeting Minutes, as presented, were approved.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

Ms. Kilinski stated the bond validation hearing is set for August 6, 2024; she continues checking for an earlier available date for the validation hearing.

B. District Engineer: Moore Bass Consulting, Inc.

There was no report.

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

Ms. Cerbone will email a reminder regarding ethics training and filing Form 1.

• NEXT MEETING DATE: TBD

○ QUORUM CHECK

The next meeting will be held on August 26, 2024 at 10:00 a.m.

SEVENTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

NINETEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the meeting adjourned at 11:04 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair