

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

April 29, 2024

BOARD OF SUPERVISORS PUBLIC HEARINGS, REGULAR MEETING AND AUDIT COMMITTEE 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

April 22, 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, a Regular Meeting and Audit Committee Meeting on April 29, 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 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
4. 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
 - *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.*
 - *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.*

ATTENDEES:

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

- A. Affidavit/Proof of Publication
 - B. Mailed Notice to Property Owner(s)
 - C. Master Engineer's Report (*for informational purposes*)
 - D. Master Special Assessment Methodology Report (*for informational purposes*)
 - 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
- 5. 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
 - 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
- 6. 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
- 7. 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
- 8. Consideration of Fiscal Year 2025 Funding Agreement
- 9. Recess Regular Meeting/Commencement of Audit Selection Committee Meeting
- 10. 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 & Frank
 - II. Carr, Riggs & Ingram, LLC
 - III. Grau & Associates
 - D. Auditor Evaluation Matrix/Ranking
 - 11. Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting
 - 12. Consider Recommendation of Audit Selection Committee
 - Award of Contract
 - 13. 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
 - 14. Acceptance of Unaudited Financial Statements as of March 31, 2024
 - 15. Approval of March 25, 2024 Special Meeting Minutes
 - 16. 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 |
- 17. Board Members' Comments/Requests
 - 18. Public Comments
 - 19. Adjournment

Board of Supervisors

East Ridge Community Development District

April 29, 2024, Public Hearings, Regular Meeting and Audit Committee Meeting Agenda

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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



Florida

GANNETT

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
East Ridge CDD
2300 Glades RD # 410W
Boca Raton FL 33431-8556

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 Public Notices, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

03/31/2024, 04/08/2024, 04/15/2024, 04/22/2024

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 04/22/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$579.68

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Please do not use this form for payment remittance.

VICKY FELTY
Notary Public
State of Wisconsin

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT NOTICE OF THE DISTRICT'S INTENT TO USE THE UNIFORM METHOD OF COLLECTION OF NON-AD VALOREM SPECIAL ASSES- MENTS

Notice is hereby given that the East Ridge Community Development District ("District") intends to use the uniform method of collecting non-ad valorem special assessments to be levied by the District pursuant to Section 197.433, Florida Statutes. The Board of Supervisors of the District will conduct a public hearing on April 29, 2024 at 10:00 a.m., at 517 E. College Avenue, Tallahassee, Florida 32301.

The purpose of the public hearing is to consider the adoption of a resolution authorizing the District to use the uniform method of collecting non-ad valorem special assessments ("Uniform Method") to be levied by the District on properties located on land included within the District.

The District may levy non-ad valorem special assessments for the purpose of financing, acquiring, maintaining and/or operating community development facilities, services and improvements within and without the boundaries of the District, which may consist of, among other things, recreational facilities, stormwater management improvements, irrigation, landscape, roadways, and other lawful improvements or services within or without the boundaries of the District.

Owners of the properties to be assessed and other interested parties may appear at the public hearing and be heard regarding the use of the Uniform Method. This hearing is open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing may be continued to a date, time, and location to be specified on the record at the hearing.

There may be occasions when Supervisors or District Staff may participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office, c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010, 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 Office. A person who decides to appeal any decision made at the hearing with respect to any matter considered at the hearing is advised that person will need a record of the 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
391, 499, 415, 42224 10011954

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3B

RESOLUTION 2024-44

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT 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.

WHEREAS, the East Ridge Community Development District ("**District**") was established pursuant to the provisions of Chapter 190, *Florida Statutes*, which authorizes the District to levy certain assessments which include benefit and maintenance assessments and further authorizes the District to levy special assessments pursuant to Chapters 170 and 197, *Florida Statutes*, for the acquisition, maintenance, construction, or reconstruction of assessable improvements authorized by Chapter 190, *Florida Statutes*; and

WHEREAS, the above referenced assessments are non-ad valorem in nature and, therefore, may be levied and collected under the provisions of Section 197.3632, *Florida Statutes*, in which the State of Florida has provided a uniform method for the levying, collecting, and enforcing such non-ad valorem assessments (the "**Uniform Method**"); and

WHEREAS, the Board has previously adopted a resolution declaring the intent to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, over certain lands within the District as described therein; and

WHEREAS, pursuant to Section 197.3632, *Florida Statutes*, the District has caused notice of a public hearing on the District's intent to use the Uniform Method to be advertised weekly in a newspaper of general circulation within Leon County for four (4) consecutive weeks prior to such hearing; and

WHEREAS, the District has held a public hearing pursuant to Section 197.3632, *Florida Statutes*, where public and landowners were allowed to give testimony regarding the use of the Uniform Method; and

WHEREAS, the District desires to use the Uniform Method for the levy, collection and enforcement of non-ad valorem special assessments authorized by Section 197.3632, *Florida Statutes*, for special assessments, including benefit and maintenance assessments, over all the lands in the District as further described in **Exhibit A**.

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

SECTION 1. The East Ridge Community Development District upon conducting its public hearing as required by Section 197.3632, *Florida Statutes*, hereby expresses its need and intent to use the Uniform Method of collecting assessments imposed by the District over the lands described in **Exhibit A**, as provided in Chapters 170 and 190, *Florida Statutes*, each of which are non-ad valorem assessments may be collected annually pursuant to the provisions of Chapter 190, *Florida Statutes*, for the purpose of paying principal and interest on any and all of its indebtedness and for the purpose of paying the cost of operating and maintaining its assessable improvements. The legal description of the boundaries of the real property subject to a levy of assessments is attached and made a part of this Resolution as **Exhibit A**. The non-ad valorem assessments and the District's use of the Uniform Method of collecting its non-ad valorem assessment(s) may continue in any given year when the Board of Supervisors determines that use of the uniform method for that year is in the best interests of the District.

SECTION 2. The District's Secretary is authorized to provide the Property Appraiser and Tax Collector of Leon County and the Department of Revenue of the State of Florida with a copy of this Resolution and enter into any agreements with the Property Appraiser and/or Tax Collector necessary to carry out the provisions of this Resolution.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 29th day of April, 2024.

ATTEST:

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Legal Description of East Ridge Community Development District

EXHIBIT A

Legal Description of East Ridge Community Development District

LEGAL DESCRIPTION - BY SURVEY:

A PORTION OF LANDS LYING WITHIN SECTIONS 7, 8, 9, 17, AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, KNOWN AS THE WELAUNEE PLANTATION, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

BEGIN AT A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHWEST CORNER OF SECTION 4, SOUTHEAST CORNER OF SECTION 5, NORTHEAST CORNER OF SECTION 8, AND NORTHWEST CORNER OF SECTION 9, ALL WITHIN TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, LYING ON THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID LANDS AND THE NORTHERLY BOUNDARY OF SECTION 8 AND THE SOUTHERLY BOUNDARY OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 89°5620" E, 1322.25 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF SAID PARCEL 3, THE SOUTHWEST CORNER OF LOT 24, MICCOSUKEE MEADOWS (UNRECORDED SUBDIVISION), AND THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 4 AND SAID SUBDIVISION LOTS 19, 20, 21, 22, 23, AND 24, N 89°5147" E, 1322.60 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE SOUTHERLY BOUNDARY OF SAID LOT 19, MARKING THE NORTHEAST CORNER OF EMERALD ACRES PHASE II, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 46, THENCE LEAVING THE SOUTHERLY BOUNDARY OF SAID LOT 19 AND THE SOUTHERLY BOUNDARY OF SAID SECTION 4, AND ALSO THE WESTERLY BOUNDARY OF SAID EMERALD ACRES PHASE III AND THE WESTERLY BOUNDARY OF EMERALD ACRES PHASE IV, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 29 AND A PROJECTION SOUTHERLY THEREOF, AND THE EASTERLY BOUNDARY OF THE WEST HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 00°0220" E, 1320.18 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE NORTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27 AND THE SOUTHERLY BOUNDARY OF THE NORTH HALF OF THE NORTH HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, THENCE ALONG SAID BOUNDARY S 89°3229" W, 3545.82 FEET TO A FOUND CONCRETE MONUMENT (#6811) MARKING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST AND THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27, THENCE ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, THE WESTERLY BOUNDARY OF SAID LANDS, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED AS LOTS 1 AND 2 OF A LIMITED PARTITION AS RECORDED IN OFFICIAL RECORDS BOOK 5412, PAGE 2187, S 00°0439" E, 909.30 FEET TO A FOUND CONCRETE MONUMENT (#7245) LYING ON THE WESTERLY BOUNDARY OF SAID LOT 2, MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 81, PAGE 306, THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG THE NORTHERLY BOUNDARY OF SAID LANDS AND LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, S 89°1600" W, 510.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, THENCE ALONG THE WESTERLY BOUNDARY OF SAID LANDS, SOUTH, 385.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE SOUTHWEST CORNER OF SAID LANDS, LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1441, PAGE 1607, THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, N 89°1800" E, 90.88 FEET TO A FOUND CONCRETE MONUMENT (#7245), THENCE LEAVING SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, SOUTH, 36.20 FEET TO A FOUND PINCHED IRON PIPE (NO ID), THENCE ALONG THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1810, PAGE 908 AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156 AND A PROJECTION NORTHERLY THEREOF, S 00°4028" E, 3092.98 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) LYING ON THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156, AND MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, THENCE ALONG THE EASTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593 AND THE AFOREMENTIONED WESTERLY BOUNDARY, S 01°0427" E, 425.03 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE), THENCE ALONG SAID EASTERLY BOUNDARY, SAID WESTERLY BOUNDARY, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, S 01°2329" E, 424.77 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, THE SOUTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, AND LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90), THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, S 80°0428" W, 76.04 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF SAID LANDS, THENCE S 80°0818" W, 1140.83 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11559.19 FEET, THROUGH A CENTRAL ANGLE OF 53°306", FOR AN ARC LENGTH OF 1120.00 FEET (CHORD BEARS S 77°2536" W, 1119.56 FEET) TO A FOUND CONCRETE MONUMENT (#7245), THENCE N 15°2345" W, 27.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 4°4444", FOR AN ARC LENGTH OF 959.62 FEET (CHORD BEARS S 72°1133" W, 959.34 FEET) TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION), THENCE CONTINUE ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 1°3512", FOR AN ARC LENGTH OF 320.86 FEET (CHORD BEARS S 69°0355" W, 320.85 FEET) TO A FOUND CONCRETE MONUMENT (#7245), THENCE S 79°2316" W, 362.86 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90) WITH THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #6), LYING ON THE SOUTHERLY BOUNDARY OF A 50 FOOT WIDE CITY OF TALLAHASSEE ACCESS AND DISTRIBUTION EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, THENCE ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID EASEMENT N 59°3532" W, 942.41 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION), THENCE N 86°1741" W, 809.10 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION), THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID EASEMENT AND THE SOUTHERLY BOUNDARY OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS RECORDED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, N 67°3818" W, 507.32 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION), THENCE N 55°0327" W, 299.89 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF LOT 26, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), SAID POINT BEING N 55°0327" W, 276.91 FEET FROM THE SOUTHWEST CORNER OF SAID EASEMENT AND LYING ON THE WEST BOUNDARY OF THE EAST HALF OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE LEAVING THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #6) AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND SAID WESTERLY BOUNDARY, N 00°1932" W, 1253.49 FEET TO A FOUND CONCRETE MONUMENT (#6340) MARKING THE NORTHEAST CORNER OF SAID LOT 26 AND THE SOUTHEAST CORNER OF LOT 25, BLOCK "A", LYING ON THE SOUTHERLY BOUNDARY OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE LEAVING SAID SOUTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARIES OF LOTS 25, 24, AND 22, BLOCK "A", N 00°1931" W, 465.38 FEET TO A FOUND IRON ROD AND CAP (#6340) MARKING THE NORTHEAST CORNER OF SAID LOT 22 AND THE SOUTHEAST CORNER OF LOT 21, BLOCK "A", THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 21, 17, 16, 15, 14, 13, 11, AND 10, BLOCK "A", N 00°2028" W, 1122.01 FEET TO A FOUND CONCRETE MONUMENT (#6340) MARKING THE NORTHEAST CORNER OF SAID LOT 10 AND THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32, ALSO BEING THE SOUTHEAST CORNER OF LOT 8 OF COVENTRY PARK AND A 25' DRAINAGE EASEMENT OF COVENTRY PARK, THENCE ALONG THE EASTERLY BOUNDARIES OF SAID DRAINAGE EASEMENT AND LOTS 8, 9, 10, 11, 12, AND 13, AND A PROJECTION NORTHERLY THEREOF, BEING THE EASTERLY BOUNDARY OF SAID COVENTRY PARK, N 00°1906" W, 897.80 FEET TO A FOUND CONCRETE MONUMENT (#6340) MARKING THE NORTHEAST CORNER OF SAID COVENTRY PARK AND THE SOUTHEAST CORNER OF AN INGRESS AND EGRESS EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 2149, SAID EASEMENT BEING DEPICTED ON THE PLAT OF COVENTRY PARK AS RECORDED IN PLAT BOOK 10, PAGE 32, THENCE ALONG THE EASTERLY BOUNDARY OF SAID EASEMENT, N 01°0829" W, 22.98 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE ALONG THE EASTERLY BOUNDARY OF THE SOUTHWEST QUARTER OF SAID SECTION 7 AND THE EASTERLY BOUNDARY OF SAID EASEMENT AND A PROJECTION NORTHERLY THEREOF, N 01°1336" W, 392.85 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF SAID EASTERLY BOUNDARY WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MICCOSUKEE ROAD (STATE ROAD #146 AND COUNTY ROAD #347), THENCE LEAVING SAID EASTERLY BOUNDARY AND ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 62°0428" E, 366.97 FEET TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, AND THE INTERSECTION OF THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1441, PAGE 1607, WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF SAID MICCOSUKEE ROAD, THENCE LEAVING SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, S 64°4339" E, 1260.56 FEET TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732) AND A CURVE CONCAVE NORTHEASTERLY, THENCE SOUTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 689.88 FEET, THROUGH A CENTRAL ANGLE OF 59°001", FOR AN ARC LENGTH OF 70.24 FEET (CHORD BEARS S 69°3849" E, 70.21 FEET) TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732), THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, N 34°4702" E, 1873.21 FEET TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732), THENCE S 89°5037" E, 2645.59 FEET TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732), THENCE N 00°0050" E, 1070.02 FEET TO A FOUND 2.5" ALUMINUM BERTSEN PIPE (#732) LYING ON THE NORTHERLY BOUNDARY OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE ALONG SAID NORTHERLY BOUNDARY S 89°5837" E, 1334.55 FEET TO THE POINT OF BEGINNING, CONTAINING 907.74 ACRES, MORE OR LESS.

LESS AND EXCEPT

A PORTION OF LANDS LYING WITHIN SECTIONS 7 AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, CONVEYED TO THE CITY OF TALLAHASSEE AND DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 588 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

COMMENCE AT A FOUND CONCRETE MONUMENT (#6284) MARKING THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO MARKING THE SOUTHEAST CORNER OF LOT 8 AND OF A 25' DRAINAGE EASEMENT OF SAID COVENTRY PARK AND THE NORTHEAST CORNER OF LOT 10, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 10, 11, 13, 14, 15, 16, 17, AND 21, BLOCK "A", S 00°2028" E, 1122.01 FEET TO A FOUND IRON ROD AND CAP (#6340) MARKING THE SOUTHEAST CORNER OF SAID LOT 21 AND THE NORTHEAST CORNER OF LOT 22, BLOCK "A", THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 22, 24, AND 25, BLOCK "A", S 00°1831" E, 685.38 FEET TO A FOUND CONCRETE MONUMENT (#6340) MARKING THE SOUTHEAST CORNER OF SAID LOT 25 AND THE NORTHEAST CORNER OF LOT 26, BLOCK "A", LYING ON THE NORTHERLY BOUNDARY OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, THENCE LEAVING SAID NORTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND THE WESTERLY BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SAID SECTION 18, S 00°1932" E, 1253.49 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF SAID LOT 26, LYING ON THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #6), THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG SAID RIGHT-OF-WAY BOUNDARY, S 55°0327" E, 276.91 FEET TO THE SOUTHWEST CORNER OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE WESTERLY BOUNDARY OF SAID EASEMENT, S 87°1457" E, 119.46 FEET, THENCE N 19°3437" E, 523.69 FEET, THENCE NORTH, 314.24 FEET TO A FOUND IRON ROD AND CAP (#7245) MARKING THE NORTHWEST CORNER OF SAID EASEMENT FOR THE POINT OF BEGINNING, FROM SAID POINT OF BEGINNING THENCE N 27°1430" W, 467.37 FEET TO A FOUND IRON ROD AND CAP (#7245), THENCE N 62°1214" E, 476.27 FEET TO A FOUND IRON ROD AND CAP (#7245), THENCE S 34°1406" E, 473.84 FEET TO A FOUND IRON ROD AND CAP (#7245), THENCE S 14°0848" W, 86.96 FEET TO A FOUND IRON ROD AND CAP (#7245), THENCE S 64°4803" W, 314.66 FEET TO A FOUND IRON ROD AND CAP (#7245), THENCE ALONG THE NORTHERLY BOUNDARY OF SAID EASEMENT "UG-9" AND A PROJECTION EASTERLY THEREOF, S 80°3641" W, 170.15 FEET TO THE POINT OF BEGINNING, CONTAINING 6.00 ACRES, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY CONTAINING AN AGGREGATE ACREAGE OF 901.74 ACRES, MORE OR LESS.

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4A

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
East Ridge CDD
2300 Glades RD # 410W
Boca Raton FL 33431-8556

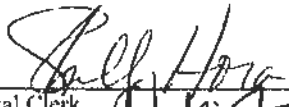
STATE OF WISCONSIN, COUNTY OF BROWN

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 Classified Legal CLEGL, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

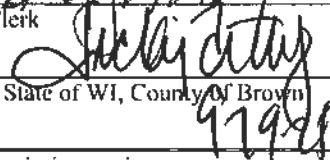
04/03/2024, 04/10/2024

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 04/10/2024



Legal Clerk



Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$3348.56

Order No: 10017912

of Copies:

Customer No: 1381742

1

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

VICKY FELTY
Notary Public
State of Wisconsin

NOTICE OF PUBLIC HEARING TO CONSIDER IMPOSITION OF SPECIAL ASSESSMENTS PURSUANT TO SECTION 170.07, FLORIDA STATUTES, BY THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL PURSUANT TO SECTION 197.3632(4)(b), FLORIDA STATUTES, BY THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF REGULAR MEETING OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of the East Ridge Community Development District ("District") will hold a public hearing on April 26, 2024 at 10:00 a.m., or as soon thereafter as the matter may be heard, at the offices of Kilinski | Van Wyk PLLC, 517 E. College Avenue, Tallahassee, FL 32301, to consider the adoption of an assessment roll, the imposition of special assessments to secure proposed bonds on benefited lands within the District, a depiction of which lands is shown below, and to provide for the levy, collection and enforcement of the special assessments. The lands to be improved are geographically depicted below and in the East Ridge Community Development District Master Engineer's Report, dated March 25, 2024, as may be further amended (the master plan described therein, the "CIP"). The public hearing is being conducted pursuant to Chapters 170, 190 and 197, Florida Statutes. A description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the office of the District Manager, c/o Wathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, telephone (561) 571-0010 ("District Manager's Office").

The District is a unit of special-purpose local government responsible for providing infrastructure improvements for lands within the District. The infrastructure improvements expected to be funded by the District ("Improvements") are described in the CIP, and are currently expected to include, but are not limited to, on-site and off-site roadways, water and sanitary sewer systems, stormwater management system, landscape and irrigation, hardscapes, amenities and other common area improvements, all as more specifically described in the CIP, on file and available during normal business hours at the District Manager's Office. According to the CIP, the estimated cost of the Improvements, including contingency and professional services, is \$165,500,000.

The District intends to impose assessments on benefited lands within the District in the manner set forth in the District's Master Special Assessment Methodology Report, dated February 27, 2024, as may be amended and supplemented ("Assessment Report"), which is also on file and available during normal business hours at the District Manager's Office. The purpose of any such assessment is to secure the bonds issued to fund the Improvements.

As described in more detail in the Assessment Report, the District's assessments will be levied against all benefited lands within the District. The Assessment Report identifies maximum assessment amounts for each land use category that is currently expected to be assessed. The method of allocating assessments for the Improvements to be funded by the District will initially be determined on an equal assessment per gross acre basis and will be allocated on an Equivalent Residential Unit ("ERU") basis at the time that such property is platted or subject to a site plan. Please consult the Assessment Report for a more detailed explanation of the methodology which includes an ERU factor based on the land uses contemplated to be developed within the District based on relative density of development and the intensity of use of the District infrastructure. The annual principal assessment levied against each parcel will be based on repayment over thirty (30) years of the total debt allocated to each parcel. The District expects to collect sufficient revenues to retire no more than \$226,666,000 in debt to be assessed by the District, exclusive of fees and costs of collection or enforcement, discounts for early payment and interest. The proposed annual schedule of assessments is as follows (hereinafter the "Maximum Assessments"):

Land Use	Total # of Units/ Acres	ERU Factor	Proposed Maximum Principal Per Unit/Acre	Proposed Maximum Annual Assessment Per Unit/Acre*
Town Center and Multi-Family Units	47 developable acres	1.00 per Acre	\$333,259.28	\$358,343.31
Employment Center, Multi-Family Units, and Institutional Use	101 developable acres	1.00 per Acre	\$194,681.99	\$209,335.47
Single Family 22-30'	82 units	.5 per Unit	\$74,841.19	\$7,148.33
Single Family 40'	300 units	.8 per Unit	\$96,788.26	\$9,531.11
Single Family 50'	700 units	1.00 per Unit	\$124,735.32	\$11,913.89
Single Family 60'	300 units	1.20 per Unit	\$149,682.39	\$14,295.67
Single Family 70'	75 units	1.40 per Unit	\$174,629.45	\$16,679.45
Single Family 80'	50 units	1.60 per Unit	\$199,576.52	\$19,062.23

* Includes costs of collection and early payment discounts when collected on the County tax bill. All amounts stated herein are subject to change and/or final determination at the public hearings and meeting identified above. Specific maximum amounts expected per parcel or product type are set forth in the Assessment Report.

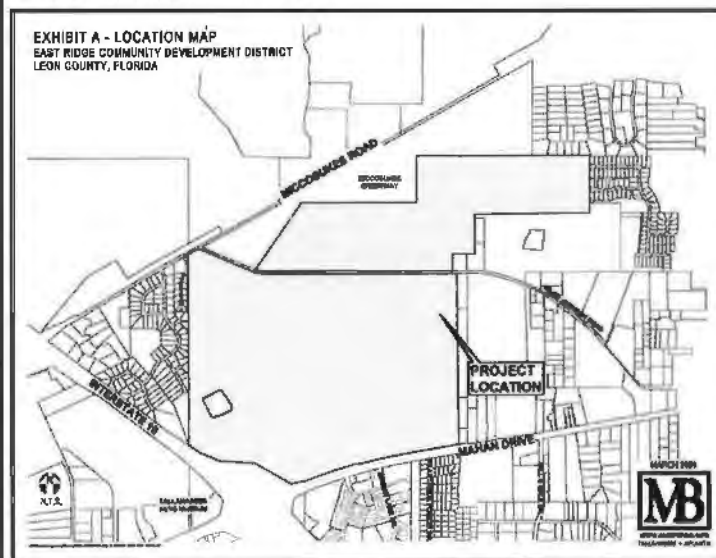
The assessments may be prepaid in whole at any time, or in some instances in part, or may be paid in not more than thirty (30) annual installments subsequent to the issuance of debt to finance the improvements. These annual assessments are anticipated to be collected on the Leon County tax roll by the Tax Collector. Alternatively, the District may choose to directly collect and enforce these assessments. All affected property owners have the right to appear at the public hearings and the right to file written objections with the District within twenty (20) days of the publication of this notice. Notwithstanding the description of the Maximum Assessments herein, landowners will not have a payment obligation until the issuance of bonds, at which time the fixed assessment amounts securing those bonds, as well as a collection protocol, will be determined. The fixed assessment amounts will be determined at a public meeting, pursuant to a supplemental assessment resolution, engineer's report and assessment methodology, but will in no event exceed the Maximum Assessments noticed herein. Please note that the preceding statement only applies to capital (debt) assessments and shall have no effect on the ability of the District to levy assessments and collect payments related to the operation and maintenance of the District.

At the same date, time, and place, the Board will hold a regular public meeting to consider any other business that may lawfully be considered by the District. The Board meeting and hearings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Board meeting and/or the public hearings may be continued in progress to a date and time certain announced at the meeting and/or hearings.

If anyone chooses to appeal any decision of the Board with respect to any matter considered at the meeting or hearings, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office, Wathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by calling (561) 571-0010 at least three (3) 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 1-800-855-8771 (TTY) / 1-800-855-8770 (Voice), for aid in contacting the District Manager's Office.

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT



RESOLUTION 2024-40

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; DESIGNATING THE NATURE

AND LOCATION OF THE PROPOSED IMPROVEMENTS; DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID; DESIGNATING THE LANDS UPON WHICH THE ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAN AND A PRELIMINARY ASSESSMENT ROLL; ADDRESSING THE SETTING OF PUBLIC HEARINGS; PROVIDING FOR PUBLICATION OF THIS RESOLUTION; AND ADDRESSING CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

Whereas, the East Ridge Community Development District (the "District") was established by Ordinance No. 23-0-26 as adopted by the City Commission of the City of Tallahassee, Florida, effective August 29, 2023, and is a local unit of special-purpose government organized and existing under and pursuant to Chapter 190, Florida Statutes, as amended, located entirely within the City of Tallahassee, Florida; and

Whereas, the District is authorized by Chapter 190, Florida Statutes, to finance, fund, plan, establish, acquire, install, equip, operate, extend, or construct certain improvements, including but not limited to: transportation facilities, utility facilities; recreational facilities, and other infrastructure projects, and services necessitated by the development of, and serving lands within, the District; and

Whereas, the Board of Supervisors (the "Board") of the District hereby determines to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, operate, and/or maintain the infrastructure improvements described in the District's East Ridge Community Development District Master Engineer's Report, dated March 25, 2024, attached hereto as Exhibit A and incorporated herein by reference ("CIP") and the improvements described therein, the "Improvements"; and

Whereas, it is in the best interest of the District to pay all or a portion of the cost of the Improvements by special assessments levied on benefited lands within the District pursuant to Chapters 170, 190 and 197, Florida Statutes ("Assessments"); and

Whereas, the District is empowered by Chapters 170, 190, and 197, Florida Statutes, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Improvements and to impose, levy and collect the Assessments; and

Whereas, this Resolution shall serve as the "resolution required to declare special assessments" contemplated by Section 170.03, Florida Statutes, for the assessment levied against the property as described in Exhibits A and B that secure the Assessments.

Whereas, as set forth in the Master Special Assessment Methodology Report, dated February 27, 2024, attached hereto as Exhibit B and incorporated herein by reference ("Assessment Report"), and on file at the office of the District Manager c/o Wathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("District Records Office"), the District hereby finds and determines that:

- benefits from the Improvements will accrue to the property improved;
- the amount of those benefits will exceed the amount of the Assessments; and
- the Assessments are fairly and reasonably allocated.

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

SECTION 1. AUTHORITY FOR THIS RESOLUTION; INCORPORATION OF RESOLUTES. This Resolution is adopted pursuant to the provisions of Florida law, including without limitation Chapters 170, 190, and 197, Florida Statutes. The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.

SECTION 2. DECLARATION OF ASSESSMENTS. The Board hereby declares that it has determined to undertake all or a portion of the Improvements and to defray all or a portion of the cost thereof by the Assessments and is as set forth in the Assessment Report attached as Exhibit B.

SECTION 3. DESIGNATING THE NATURE AND LOCATION OF IMPROVEMENTS. The nature and general location of, and plans and specifications for, the Improvements are described in Exhibit A and as set forth in the CIP, which is on file at the District Records Office. Exhibit B is also on file and available for public inspection at the same location.

SECTION 4. DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID.

- The total estimated construction cost of the improvements is \$165,500,000.00 ("Estimated Cost").
- The Assessments will defray approximately \$226,666,000.00, which is the anticipated maximum par value of any bonds and which includes all or a portion of the Estimated Cost, as well as other financing related costs, capitalized interest, and a debt service reserve as set forth in Exhibit B.
- The manner in which the Assessments shall be apportioned and paid is set forth in the Assessment Report attached as Exhibit B, as may be modified by supplemental assessment resolutions. Commencing with the years in which the Assessments are certified for collection, the Assessments shall each be paid in not more than thirty (30) annual installments. The Assessments may be payable at the same time and in the same manner as are ad valorem taxes and collected pursuant to Chapter 197, Florida Statutes; provided, however, that in the event the uniform non-ad valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law, including but not limited to by direct bill. The decision to collect Assessments by any particular method - e.g., on the tax roll or by direct bill - does not mean that such method will be used to collect Assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 5. DESIGNATING THE LANDS UPON WHICH THE ASSESSMENTS SHALL BE LEVIED. The Assessments shall be levied, within the District, on all lots and lands adjoining and contiguous or bounding and abutting upon such Improvements or specially benefited thereby and further designated by the assessment plat hereinafter provided for.

SECTION 6. ASSESSMENT PLAN. Pursuant to Section 170.04, Florida Statutes, there is on file, at the District Records Office, an assessment plat showing the area to be assessed, with certain plans and specifications describing the Improvements and the estimated cost of the Improvements, all of which are open to inspection by the public.

SECTION 7. PRELIMINARY ASSESSMENT ROLL. Pursuant to Section 170.06, Florida Statutes, the District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in Exhibit B hereto, which shows the lots and lands assessed, the amount of benefit to and the maximum assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.

SECTION 8. PUBLIC HEARING DECLARIES; DIRECTION TO PROVIDE NOTICE OF THE HEARINGS. Pursuant to Sections 170.07 and 197.3632(4)(b), Florida Statutes, among other provisions of Florida law, there are hereby declared two (2) public hearings to be held as follows:

NOTICE OF PUBLIC HEARINGS

DATE: April 26, 2024
TIME: 10:00 a.m.
LOCATION: 517 E. College Avenue
Tallahassee, FL 32301

The purpose of the public hearings is to hear comment and objections to the proposed special assessment program for District Improvements as identified in the CIP and the preliminary assessment roll, a copy of which is on file at the District Records Office. Interested parties may appear at that hearing or submit their comments in writing prior to the hearings at the District Records Office.

Notice of said hearings shall be advertised in accordance with Chapters 170 and 197, Florida Statutes, and the District Manager is hereby authorized and directed to place said notice in a newspaper of paid general circulation within Leon County (by two (2) publications one (1) week apart with the first publication at least twenty (20) days prior to the date of the hearing established herein). The District Manager shall file a publisher's affidavit with the District Secretary verifying such publication of notice. The District Manager is further authorized and directed to give thirty (30) days written notice by mail of the time and place of the hearing to the owners of all property to be assessed and include in such notice the amount of the assessment for each such property owner, a description of the areas to be improved and notice that information concerning all assessments may be ascertained at the District Records Office. The District Manager shall file proof of such mailing by affidavit with the District Secretary.

SECTION 9. PUBLICATION OF RESOLUTION. Pursuant to Section 170.05, Florida Statutes, the District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) weeks) in a newspaper of paid general circulation within Leon County and to provide such other notice as may be required by law or desired in the best interests of the District.

SECTION 10. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

SECTION 11. SEVERABILITY. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force, and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependant upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 12. EFFECTIVE DATE. This Resolution shall become effective upon its adoption.

PASSED AND ADOPTED this 29th day of March, 2024.

ATTEST:
/s/ Cindy Carbone
Assistant Secretary

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
/s/ Peter Muller, Jr.
Assistant Secretary, Board of Supervisors

Exhibit A: Master Engineer's Report, dated March 25, 2024
Exhibit B: Master Special Assessment Methodology Report, dated February 27, 2024

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4B

STATE OF FLORIDA
COUNTY OF PALM BEACH

AFFIDAVIT OF MAILING

BEFORE ME, the undersigned authority, this day personally appeared Curtis Marcoux, who by me first being duly sworn and deposed says:

1. I am over eighteen (18) years of age and am competent to testify as to the matters contained herein. I have personal knowledge of the matters stated herein.
2. I, Curtis Marcoux, am employed by Wrathell, Hunt and Associates, L.L.C., and, in the course of that employment, serve as Financial Analyst for the East Ridge Community Development District ("District").
3. Among other things, my duties include preparing and transmitting correspondence relating to the East Ridge Community Development District.
4. I do hereby certify that on March 28, 2024, and in the regular course of business, I caused the mailed notice attached hereto as **Exhibit A**, to be sent via United States Mail to all owners of lands within the District.
5. I have personal knowledge of having sent the letters to the addressees, and those records are kept in the course of the regular business activity for my office.

FURTHER AFFIANT SAYETH NOT.


By: Curtis Marcoux, Financial Analyst

SWORN AND SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization this 28th day of March, 2024, by Curtis Marcoux, for Wrathell, Hunt and Associates, L.L.C, who ☒ is personally known to me or ☐ has provided _____ as identification, and who ☐ did or ☐ did not take an oath.

NOTARY PUBLIC



DAPHNE GILLYARD
Notary Public
State of Florida
Comm# HH390392
Expires 8/20/2027


Print Name: Daphne Gillyard
Notary Public, State of Florida
Commission No.: HH390392
My Commission Expires: 8/20/2027

EXHIBIT A: Mailed Notice

9589 0710 5270 0163 1248 17

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
☐ Return Receipt (hardcopy)	\$
☐ Return Receipt (electronic)	\$
☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage	\$
Sent To	
Street and	
City, State	

PowerHouse Inc
3000 Welaunee RD
Tallahassee, FL 32309

PS Form 3800, January 2020 (EN 7530-02-000-907) See reverse for instructions

9589 0710 5270 0163 1249 78

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	\$4.40
Extra Services & Fees (check box, add fee as appropriate)	
☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00
Postage	\$2.35
Total Postage	\$6.75
Sent To	
Street and	
City, State	

GreenPointe Developers, LLC
7807 Baymeadows Road East, Suite
205
Jacksonville, FL 32256

PS Form 3800, January 2020 (EN 7530-02-000-907) See reverse for instructions

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

Via First Class U.S. Mail

March 28, 2024

Greenpointe Developers, LLC
7807 Baymeadows Road East, Suite 205
Jacksonville, Florida 32256

RE: *East Ridge Community Development District*
Notice of Hearing on Assessments to Property
See attached Legal Description (Exhibit A)

Dear Property Owner:

You are receiving this notice because Leon County records indicate that you are a property owner within the East Ridge Community Development District ("**District**"). The District is a special-purpose unit of local government that was established pursuant to Chapter 190, *Florida Statutes*. The property that you own that is the subject of this notice is identified in the description attached as **Exhibit A**.

At the March 25, 2024 meeting of the District's Board of Supervisors ("**Board**"), the District approved the *Engineer's Report for the East Ridge Community Development District*, dated March 25, 2024, as may be amended ("**Engineer's Report**"). A copy of the Engineer's Report is attached hereto as **Exhibit B**. The Engineer's Report describes various infrastructure improvements being considered by the Board which may be built or acquired by the District that benefit lands within the District, including but not limited to onsite and offsite roadways, water and sanitary sewer systems, stormwater management system, landscape and irrigation, hardscape, amenities and other common area improvements, as more specifically described in the Engineer's Report ("**Improvements**"). The Engineer's Report estimates that the total cost of the Improvements for the District's entire Capital Improvement Plan (the "**CIP**"), including contingency, is **\$165,500,000**.

As a property owner of assessable land within the District, the District is considering assessing your property to fund the Improvements in the manner set forth in the District's *Master Special Assessment Methodology Report*, dated February 27, 2024, a copy of which is attached hereto as **Exhibit C** ("**Assessment Report**"). The Assessments will defray up to approximately **\$226,695,000**, which includes the cost of the Improvements, plus financing-related costs, capitalized interest and a debt service reserve.

The purpose of any such assessment is to secure the bonds anticipated to be issued to finance the Improvements. As described in more detail in the Assessment Report, the District's assessments will ultimately be levied against all benefitted lands within the District. The Assessment Report identifies the physical area contained within the District and assessment for the property that is expected to be assessed. Initially, the allocation of assessments for the

Improvements to be funded by the District will be determined on an equal pro-rata gross acre basis by Assessment Area, as identified in the Engineer's Report and Assessment Report. As land is platted, the allocation of assessments will be determined on a first-platted, first-assessed basis within the District, which will be assigned to those properties at the per-unit or per-acre amounts as follows, based on each property type's Equivalent Residential Unit ("ERU") factor, and as explained in more detail in the Assessment Report ("Maximum Assessments"):

Land Use	Total # of Units/ Acres	ERU Factor	Proposed Maximum Principal Per Unit/Acre	Proposed Maximum Annual Assessment Per Unit/Acre*
Town Center and Multi-Family Units	47 developable acres	1.00 per Acre	\$333,259.28	\$358,343.31
Employment Center, Multi-Family Units, and Institutional Use	101 developable acres	1.00 per Acre	\$194,681.99	\$209,335.47
Single Family 22-30'	82 units	0.6 per Unit	\$74,841.19	\$7,148.33
Single Family 40'	300 units	0.8 per Unit	\$99,788.26	\$9,531.11
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Single Family 60'	300 units	1.20 per Unit	\$149,682.39	\$14,296.67
Single Family 70'	75 units	1.40 per Unit	\$174,629.45	\$16,679.45
Single Family 80'	50 units	1.60 per Unit	\$199,576.52	\$19,062.23

** Includes costs of collection and early payment discounts when collected on the County tax bill. All amounts stated herein are subject to change and/or final determination at the public hearings and meeting identified above. Specific maximum amounts expected per parcel or product type are as set forth in the Assessment Report.*

The total maximum assessment amount to be levied against each parcel, and the number of units contained within each parcel, is detailed in the Assessment Report, as such Assessment Report may be amended at the below referenced hearing. The total revenue that the District will collect by these assessments is anticipated to be **\$226,695,000.00**, exclusive of anticipated fees and costs of collection and enforcement, discounts for early payment, and the annual interest costs of the debt issued to finance the Improvements. The maximum annual revenue that the District will collect by these assessments is anticipated to be as set forth above according to each product type and land use contemplated in the District, subject to change and modification, and inclusive of anticipated fees and costs of collection and enforcement, discounts for early payment, and the annual interest costs, to be collected in not more than thirty (30) annual installments. The total assessment amount to be levied against property that you own is reflected on the preliminary assessment roll attached to the Assessment Report.

The assessments may appear on your regular tax bill issued by the Leon County Tax Collector. However, the District may in its discretion at any time choose instead to directly collect

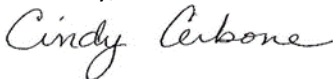
these assessments. As provided in the Assessment Report, the assessments will constitute a lien against your property that may be prepaid in accordance with Chapter 170, *Florida Statutes*, or may be paid in not more than thirty (30) annual installments. The failure to pay any assessments collected on the tax roll will cause a tax certificate to be issued against your property within the District which may result in a loss of title. Alternatively, if the assessments are directly collected, the failure to pay such direct bill invoice may result in the District pursuing a foreclosure action, which may result in a loss of title.

Notwithstanding the description of the Maximum Assessments herein, landowners will not have a payment obligation until the issuance of bonds, at which time the fixed assessment amounts securing those bonds, as well as a collection protocol, will be determined. The fixed assessment amounts will be determined at a public meeting, pursuant to a supplemental assessment resolution, engineer's report and methodology but will in no event exceed the Maximum Assessments noticed herein. Please note that the preceding statement only applies to capital (debt) assessments and shall have no effect on the ability of the District to levy assessments and collect payments related to the operation and maintenance of the District.

In accordance with Chapters 170, 190 and 197, *Florida Statutes*, this letter is to notify you that a public hearing for the above-mentioned assessments will be held on **April 29, 2024 at 10:00 a.m. at 517 E. College Avenue, Tallahassee, FL 32301**. At this hearing, the Board will sit as an equalizing board to hear and consider testimony from any interested property owners as to the propriety and advisability of making the Improvements, or some phase thereof, as to the cost thereof, as to the manner of payment thereof, and as to the amount thereof to be assessed against each property so improved. All affected property owners have a right to appear at the hearing and to file written objections with the Board within twenty (20) days of this notice.

Information concerning the assessments and copies of applicable documents are on file and available during normal business hours at the District Manager's Office: 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, 561-571-0010. You may appear at the hearing or submit your comments in advance to the attention of the District Manager at its address above.

Sincerely,



Cindy Cerbone
District Manager

Enclosures

Exhibit A: Legal description of the Property

Exhibit B: *Engineer's Report for the East Ridge Community Development District, dated March 25, 2024*

Exhibit C: *Master Special Assessment Methodology Report, dated February 27, 2024*

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

Via First Class U.S. Mail

March 28, 2024

Powerhouse Inc.
3000 Welaunee Road
Tallahassee, Florida 32309

RE: *East Ridge Community Development District*
Notice of Hearing on Assessments to Property
See attached Legal Description (Exhibit A)

Dear Property Owner:

You are receiving this notice because Leon County records indicate that you are a property owner within the East Ridge Community Development District ("**District**"). The District is a special-purpose unit of local government that was established pursuant to Chapter 190, *Florida Statutes*. The property that you own that is the subject of this notice is identified in the description attached as **Exhibit A**.

At the March 25, 2024 meeting of the District's Board of Supervisors ("**Board**"), the District approved the *Engineer's Report for the East Ridge Community Development District*, dated March 25, 2024, as may be amended ("**Engineer's Report**"). A copy of the Engineer's Report is attached hereto as **Exhibit B**. The Engineer's Report describes various infrastructure improvements being considered by the Board which may be built or acquired by the District that benefit lands within the District, including but not limited to onsite and offsite roadways, water and sanitary sewer systems, stormwater management system, landscape and irrigation, hardscape, amenities and other common area improvements, as more specifically described in the Engineer's Report ("**Improvements**"). The Engineer's Report estimates that the total cost of the Improvements for the District's entire Capital Improvement Plan (the "**CIP**"), including contingency, is **\$165,500,000**.

As a property owner of assessable land within the District, the District is considering assessing your property to fund the Improvements in the manner set forth in the District's *Master Special Assessment Methodology Report*, dated February 27, 2024, a copy of which is attached hereto as **Exhibit C** ("**Assessment Report**"). The Assessments will defray up to approximately **\$226,695,000**, which includes the cost of the Improvements, plus financing-related costs, capitalized interest and a debt service reserve.

The purpose of any such assessment is to secure the bonds anticipated to be issued to finance the Improvements. As described in more detail in the Assessment Report, the District's assessments will ultimately be levied against all benefitted lands within the District. The Assessment Report identifies the physical area contained within the District and assessment for the property that is expected to be assessed. Initially, the allocation of assessments for the

Improvements to be funded by the District will be determined on an equal pro-rata gross acre basis by Assessment Area, as identified in the Engineer's Report and Assessment Report. As land is platted, the allocation of assessments will be determined on a first-platted, first-assessed basis within the District, which will be assigned to those properties at the per-unit or per-acre amounts as follows, based on each property type's Equivalent Residential Unit ("ERU") factor, and as explained in more detail in the Assessment Report ("Maximum Assessments"):

Land Use	Total # of Units/ Acres	ERU Factor	Proposed Maximum Principal Per Unit/Acre	Proposed Maximum Annual Assessment Per Unit/Acre*
Town Center and Multi-Family Units	47 developable acres	1.00 per Acre	\$333,259.28	\$358,343.31
Employment Center, Multi-Family Units, and Institutional Use	101 developable acres	1.00 per Acre	\$194,681.99	\$209,335.47
Single Family 22-30'	82 units	0.6 per Unit	\$74,841.19	\$7,148.33
Single Family 40'	300 units	0.8 per Unit	\$99,788.26	\$9,531.11
Single Family 50'	700 units	1.00 per Unit	\$124,735.32	\$11,913.89
Single Family 60'	300 units	1.20 per Unit	\$149,682.39	\$14,296.67
Single Family 70'	75 units	1.40 per Unit	\$174,629.45	\$16,679.45
Single Family 80'	50 units	1.60 per Unit	\$199,576.52	\$19,062.23

** Includes costs of collection and early payment discounts when collected on the County tax bill. All amounts stated herein are subject to change and/or final determination at the public hearings and meeting identified above. Specific maximum amounts expected per parcel or product type are as set forth in the Assessment Report.*

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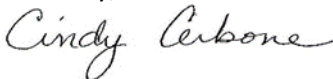
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Sincerely,



Cindy Cerbone
District Manager

Enclosures

Exhibit A: Legal description of the Property

Exhibit B: *Engineer's Report for the East Ridge Community Development District, dated March 25, 2024*

Exhibit C: *Master Special Assessment Methodology Report, dated February 27, 2024*

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT MASTER ENGINEER'S REPORT

Prepared for:

**Board of Supervisors
East Ridge Community Development District**

Prepared by:

Moore Bass Consulting, Inc.

March 25, 2024

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INTRODUCTION

The East Ridge Community Development District (“District”) is an 893.47 +/- acre community development district located in the City of Tallahassee, Leon County, Florida (see **Exhibit A**, District Location Map). The land within the District is currently an undeveloped parcel known as the “Welaunee Heel” which will provide infrastructure for the development (the “Development”). The Development is a mixed use planned development generally located north of Mahan Drive, south of Miccosukee Road and east of Interstate 10.

The District was established by City of Tallahassee (“COT”) Ordinance No. 23-O-26, effective August 23, 2023. The anticipated land uses within the District consist of a mix of commercial and residential development. These land uses, which are subject to change based on a number of factors, are depicted in **Table 1**. The anticipated gross and developable acreage by land use category per the PUD is outlined in **Table 2**.

TABLE 1 - Land Uses

Type	Approximate Area
Residential	470 acres (+/-)
Commercial	110 acres (+/-)
Institutional	24 acres (+/-)
Open Space (ponds, buffers, wetlands, etc.)	271 acres (+/-)
Other (road rights-of-way)	18 acres (+/-)
TOTAL:	893 acres (+/-)

TABLE 2 – Gross and Developable Acreage by Land Use Category

Category	Gross Acreage by Area	Developable Acreage by Area*
Area 1 – Town Center and Multi-Family Residential	73 acres (+/-)	47 acres (+/-)
Area 2 – Employment Center, Multi-Family Residential, Institutional	157 acres (+/-)	101 acres (+/-) **
Area 3 – Single Family Residential	663 acres (+/-)	425 acres (+/-)
*TOTAL:	893 acres (+/-)	573 acres (+/-)

* Open space not included

** Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to public entity

The District's boundary and legal description are provided in **Exhibit B**. The currently proposed development program for the District is presented in **Table 3**.

TABLE 3 - Development Program

Category	Description
Area 1	Commercial Uses*, Multi-Family Residential (300 units)
Area 2	Commercial Uses*, Institutional Use, Multi-Family Residential (300 units)
Area 3	Single-Family Attached and Detached Residential (1,507 units) **

* Areas 1 and 2 will include commercial uses that will not exceed 1,143,472 square feet (building area)

** See Table 3A for Area 3 Single-Family Residential lot types and quantities

TABLE 3A – Area 3 Single-Family Lot Mix

Lot Size (front foot)	Lot Count	% of Total
22 to 30	82	5%
40	300	20%
50	700	46%
60	300	20%
70	75	5%
80	50	3%
TOTALS:	1,507	100%

The current proposed Master Plan is depicted in **Exhibit C**. The proposed plan contained in this Report reflects the current intentions of the District. However, the units and planned improvements are subject to modification in the future. The implementation of any improvements outlined herein requires final approval by the District's Board of Supervisors.

To serve the landowners and residents of the District, the District has developed a Capital Improvement Plan ("CIP") to allow it to finance and construct certain roadways (onsite and offsite), water distribution systems, sanitary sewer collection and conveyance systems, earthwork, stormwater management systems, amenities and common areas, landscape and irrigation, and professional consultant fees all associated therewith.

A description and basis of costs for each improvement is contained within the tables and this Report. The CIP reflects the current intentions of the District. Cost estimates contained in this report are based upon year 2024 dollars and have been prepared based upon the best available information, but in some cases without benefit of final engineering design and environmental permitting. Moore Bass Consulting, Inc. believes the estimates to be accurate based upon the available information, however, actual costs will vary based on final engineering, planning, and approvals from regulatory agencies.

CAPITAL IMPROVEMENT PLAN

The CIP is anticipated to be built in a series of phases. The phasing of the project allows the improvements to be constructed as needed throughout the buildout of the District. Any public improvements or facilities acquired by the District will be valued at the lesser of cost or fair market value.

An Opinion of Probable Cost for the proposed CIP follows in **Table 4**.

TABLE 4 – Opinion of Probable Cost

Improvement Description	Estimated Cost
Roadway Improvements	\$44,875,000
Water and Sanitary Sewer Systems	\$28,000,000
Earthwork	\$20,750,000
Stormwater Management System	\$5,375,000
Amenities and Common Area Improvements	\$15,000,000
Landscape and Irrigation	\$4,000,000
Offsite Roadway Improvements	\$5,100,000
Professional Fees and Permitting	\$14,800,000
Contingency	\$27,600,000
TOTAL:	\$165,500,000

A separation of costs into Areas 1, 2, and 3 (as referenced in **Table 2**) can be found in **Tables 4A** (Area 1), **Table 4B** (Area 2), and **Table 4C** (Area 3).

Table 4A provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 1, which includes the proposed “Town Center” and a portion of the multi-family units. **Table 4B** provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 2, which includes the proposed “Employment Center,” a portion of the multi-family units, and an institutional use. **Table 4C** provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 3, which includes the single-family attached and detached units in the District. A site plan depiction of Areas 1, 2, and 3, including gross

and developable acreages listed in **Table 2**, is included **Exhibit D**.

Area 1

Area 1 within the District is made up of the Town Center and a portion of the proposed multi-family residential units. Landowners and residents in Area 1 will not benefit from the District's amenities and common area improvements and therefore have no benefit assigned from those categories. The multi-family units are anticipated to have private amenities in Area 1 that will not be financed, owned or operated by the District. The benefit calculation per CIP category is as set forth in **Table 4A**; because of the uncertainty surrounding the ultimate plan of development in Area 1, unless otherwise noted, a per acreage benefit calculation has been used. Area 1 costs set forth in **Table 4A** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 1 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 1.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 1.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- A portion of the soft costs and contingency applicable to Area 1.

TABLE 4A - Area 1 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$2,300,000
Water and Sanitary Sewer Systems	\$1,850,000
Earthwork	\$1,750,000
Stormwater Management System	\$375,000
Amenities and Common Area Improvements	\$0
Landscape and Irrigation	\$340,000
Offsite Roadway Improvements	\$1,885,000
Professional Fees and Permitting	\$1,025,000
Contingency	\$1,910,000
TOTAL:	\$11,435,000

Area 2

Area 2 within the District is made up of the Employment Center, a portion of the proposed multi-family residential units, and a proposed 24-acre +/- institutional (public school) use that may be

conveyed to a public entity. Landowners and residents in Area 2 will not benefit from the District's amenities and common area improvements and therefore have no benefit assigned from those categories. The multi-family units are anticipated to have private amenities in Area 2 that will not be financed, owned or operated by the District. The benefit calculation per CIP category is as set forth in **Table 4B**; because of the uncertainty surrounding the ultimate plan of development in Area 2, unless otherwise noted, a per acreage benefit calculation has been used. Area 2 costs set forth in **Table 4B** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 2 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 2.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 2.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- A portion of the soft costs and contingency applicable to Area 2.

TABLE 4B – Area 2 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$2,660,000
Water and Sanitary Sewer Systems	\$1,450,000
Earthwork	\$4,190,000
Stormwater Management System	\$700,000
Amenities and Common Area Improvements	\$0
Landscape and Irrigation	\$810,000
Offsite Roadway Improvements	\$865,000
Professional Fees and Permitting	\$1,285,000
Contingency	\$2,395,000
TOTAL:	\$14,355,000

Area 3

Area 3 within the District is made up of the traditional detached and attached single-family residential units. Landowners and residents in Area 3 will benefit from all categories of the CIP. The benefit calculation per CIP category is as set forth in **Table 4C**; because of the uncertainty surrounding the ultimate plan of development in Area 3, unless otherwise noted, a per acreage benefit calculation has been used. Area 3 costs set forth in **Table 4C** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 3 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 3.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 3.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- All of the amenities and common area improvements proposed in the District. All such improvements will be open to Area 3 residents without an additional fee and open to the general public, subject to a reasonable fee adopted by the District pursuant to Florida law.
- A portion of the soft costs and contingency applicable to Area 3.

TABLE 4C - Area 3 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$39,790,000
Water and Sanitary Sewer Systems	\$24,700,000
Earthwork	\$14,810,000
Stormwater Management System	\$4,425,000
Amenities and Common Area Improvements	\$15,000,000
Landscape and Irrigation	\$2,850,000
Offsite Roadway Improvements	\$2,350,000
Professional Fees and Permitting	\$12,490,000
Contingency	\$23,295,000
TOTAL:	\$139,710,000

Capital Improvement Infrastructure Components

The CIP consists of public infrastructure improvements necessary to support the development of the various uses and unit types within the Development. The primary components of the CIP include roadways built to an "urban" typical section, a stormwater management system (including onsite pipes and inlets, to collect and convey stormwater, and multiple detention and retention stormwater management facilities), water and sewer facilities (including distribution, collection, and conveyance), amenities and common area improvements, landscape and irrigation improvements, offsite improvements (required by regulatory approvals to support the Development including, but not necessarily limited to, roadway improvements), and related soft costs.

Below ground installation of telecommunications and third-party utilities (cable TV, internet, fiber, etc.) will occur but will not be funded by the District. Electric infrastructure (transformers, streetlights, etc.) will not be funded by the District. Streetlights beyond the COT standard streetlight

(i.e., special character lights) will be the responsibility of the District if implemented. Conduits to serve electric infrastructure will be included in roadway construction and will be the responsibility of the District.

The estimated cost for roadway improvements included in the CIP is based upon curb and gutter section roadways with variable pavement widths, within variable width rights-of-way. This line item includes the required sediment and erosion control, subgrade preparation, base, asphalt, stormwater conveyance pipes and inlets, and all other work necessary for the complete roadway system in the right-of-way area. Conduits for electrical services and street lighting are included. Stabilization for disturbed areas within the rights-of-way, which are outside of the paved areas, will be sodded and/or seeded and grassed to provide erosion and sediment control in accordance with state and local standards. The cost estimate for roadway improvements also includes offsite transportation improvements required by the Florida Department of Transportation ("FDOT") and the Development Agreement for the Development. At this time, there are anticipated to be concurrency fee credits associated with the onsite and offsite transportation improvements. Credits, if any, may be remitted to the District as may be required by the bond documents. Onsite and offsite road rights-of-way are anticipated to be owned and maintained by the City of Tallahassee and/or FDOT, as applicable.

The estimated cost for the water and sanitary sewer systems includes the complete systems required for underground water transmission and wastewater (sewer) collection to serve the development. Water and sanitary sewer system components include piping, valves, hydrants, services, manholes, lift stations, and all other appurtenances required to construct the system in accordance with state and local standards. The infrastructure improvements shall be designed and constructed to meet the COT standards which meet or exceed respective state standards. As represented by COT through the development's Development Agreement, water and sewer capacity for this project is available.

The estimated cost for earthwork includes the stripping of topsoil, clearing, and grubbing for all developable areas of the project outside of stormwater pond footprints (which are contained in the stormwater management systems cost). Subject to final grading design of individual phases of development and based on mass grading design performed at the time of this report, the earthwork cost line item assumes earthwork comprising an average grade change of two feet across the above-noted area.

The estimated cost for the stormwater management system includes all pond and pond-related stormwater improvements required to provide treatment and attenuation of stormwater runoff from the project in accordance with Northwest Florida Water Management District ("NWFWM") and COT standards. The stormwater management system line item includes preparation of pond areas (stripping of topsoil, clearing and grubbing), detention and retention ponds, outfall control structures, and sod/stabilization.

The District intends to develop residential amenities and common area improvements for Area 3, which may include but are not limited to pocket park(s), clubhouse(s), multi-use path/trail system(s), and otherwise improved common area(s).

Landscaping, irrigation, and hardscaping, including entry features and walls at the entrances and along the outside boundary of the Development are planned to be provided by the District. The irrigation system will connect to the potable water system. The irrigation mains to the various phases of the Development are anticipated to be funded by the District and to be operated and maintained by the District. Landscaping for the internal roadways within the Development will consist of sod, annual flowers, shrubs, ground cover, and trees. Hardscaping improvements are anticipated in other common areas. Hardscaping improvements are also anticipated to be funded, owned, and maintained by the District.

The estimated cost for offsite roadway improvements includes the required lane additions, turn lanes, signalization, and other related improvements for Mahan Drive. These improvements are required by FDOT and COT to implement the development and benefits conferred from the offsite roadway improvements are likewise allocated among Areas 1, 2, and 3 on an estimated linear feet basis.

The infrastructure, as outlined above, is necessary for the functional development of the District as required by the applicable independent unit of local government. The planning and design of the infrastructure is in accordance with current governmental regulatory requirements. The infrastructure will provide its intended function so long as the construction is in substantial compliance with the design and permits.

OWNERSHIP & MAINTENANCE

The construction and maintenance of the proposed improvements are necessary and will benefit the property within the District. Ownership and maintenance of the improvements is generally anticipated as set forth in **Table 5**.

TABLE 5 - Ownership and Maintenance Summary

Proposed Infrastructure Improvement	Ownership	Operation & Maintenance
Roadways	City/FDOT as applicable	City/FDOT as applicable
Water and Sanitary Sewer Systems	City	City
Stormwater Management Systems	CDD	CDD
Amenities and Common Area	CDD	CDD
Landscape and Irrigation	CDD	CDD

It is anticipated that, in addition to the annual non-ad valorem assessments to be levied and collected by the District to pay debt service on its bonds, the District will levy and collect an annual "Maintenance Assessment" to be determined, assessed, and levied by the District's Board of

Supervisors upon the assessable real property within the District for the purpose of defraying the cost and expenses of maintaining the improvements.

PERMITTING

Design and permitting for the improvements described in this CIP is ongoing, and a tentative schedule is provided below in **Table 6** below:

TABLE 6 - Permit Summary

Item	Estimated Agency Approval Date
1. PUD Zoning	June 2023 (approved)
2. Development Agreement	October 2023
3. NWFWMD Conceptual ERP	February 2024
4. COT Preliminary Plat / Site Plan	September 2024
5. COT Environmental Management Permit	September 2024
6. NWFMD Construction Environmental Resource Permit	September 2024
7. FDEP Water and Sewer	September 2024
8. FDOT Access and Drainage Connection	November 2024

The above schedule references an initial phase of development. Subsequent phases of development will follow a similar pattern of approximately 10 to 12 months from initiation of concept design to regulatory permit issuance.

There is a reasonable expectation that the remaining required permits for the District improvements are obtainable, however, all permits are subject to final agency action.

ENGINEER'S OPINION

It is my professional opinion that these infrastructure improvements will benefit and add value to the assessable lands within the District as outlined herein. Such assessable property within the District will receive a special benefit from the improvements provided by the CIP, which benefit will be at least equal to the cost of such improvements. Infrastructure costs are for public improvements or community facilities as set forth in section 190.012(1) and (2) of the Florida Statutes. The Report provides descriptions of the proposed public infrastructure improvements, determination of estimated probable construction costs, and the corresponding benefits associated with the implementation of the described improvements. Detailed site construction plans and specifications have not yet been completed and permitted for the improvements described herein. Accordingly,

the information set forth herein may require modification to confirm to final site plans.

The estimate of infrastructure construction costs, listed in **Tables 4, 4A, 4B and 4C**, is only an estimate and not a guaranteed maximum price. The estimated cost is based on unit prices currently being experienced for ongoing and similar items of work in Leon County. In no event will the District pay more than the actual cost or fair market value of the public improvements constituting the CIP, whichever is the least.

All of the foregoing improvements are required by applicable development approvals. Note that if there are impact fee credits available from the construction of any roadway and utility improvements, the same may be remitted to the District as is required by the County or may be required by bond documents associated with financing of those improvements by the District.

Assuming project construction continues in a timely manner, it is our opinion that the proposed improvements, if constructed and built in substantial accordance with the approved plans and specifications, can be completed and meets their intended functions. Where necessary, historical costs, and information from other professional or utility consultants and contractors have been used in preparation of this report. Consultants and contractors who have contributed to providing the cost data included in this report are from reputable entities in the Leon County area. It is therefore our opinion that the construction of the proposed project can be completed at the cost stated.

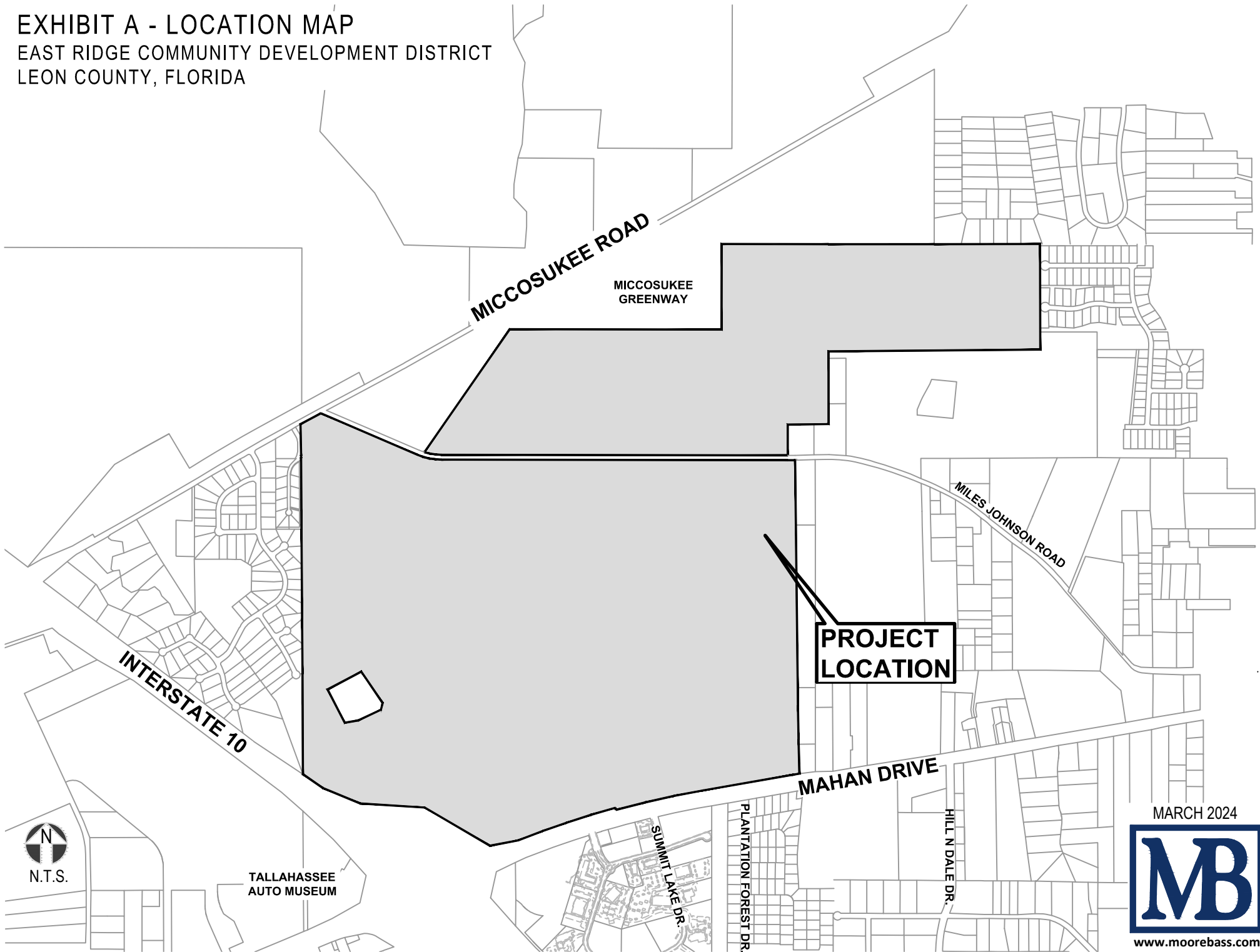
Amir Darabi, P.E.
State of Florida, Professional Engineer,
License No. 68298

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Exhibit A

EXHIBIT A - LOCATION MAP
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
LEON COUNTY, FLORIDA



MARCH 2024



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Exhibit B

EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

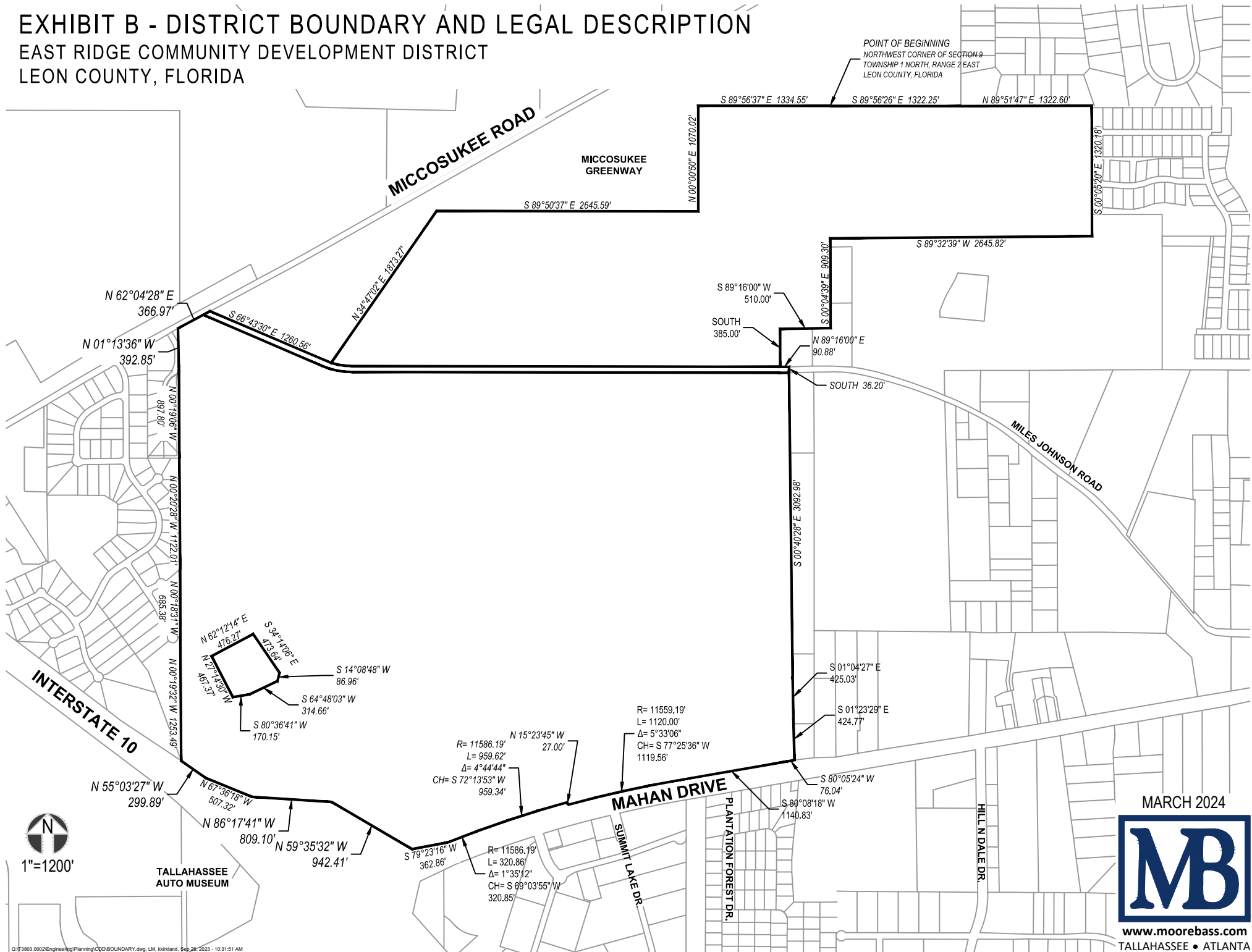


EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

LEGAL DESCRIPTION - BY SURVEY:

A PORTION OF LANDS LYING WITHIN SECTIONS 7, 8, 9, 17, AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, KNOWN AS THE WELAUNEE PLANTATION, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

BEGIN AT A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHWEST CORNER OF SECTION 4, SOUTHEAST CORNER OF SECTION 5, NORTHEAST CORNER OF SECTION 8, AND NORTHWEST CORNER OF SECTION 9, ALL WITHIN TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, LYING ON THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID LANDS AND THE NORTHERLY BOUNDARY OF SECTION 9 AND THE SOUTHERLY BOUNDARY OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 89°56'26" E, 1322.25 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF SAID PARCEL 3, THE SOUTHWEST CORNER OF LOT 24, MICCOSUKEE MEADOWS (UNRECORDED SUBDIVISION), AND THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 4 AND SAID SUBDIVISION LOTS 19, 20, 21, 22, 23, AND 24, N 89°51'47" E, 1322.60 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE SOUTHERLY BOUNDARY OF SAID LOT 19, MARKING THE NORTHEAST CORNER OF EMERALD ACRES PHASE III, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 46; THENCE LEAVING THE SOUTHERLY BOUNDARY OF SAID LOT 19 AND THE SOUTHERLY BOUNDARY OF SAID SECTION 4, AND ALONG THE WESTERLY BOUNDARY OF SAID EMERALD ACRES PHASE III AND THE WESTERLY BOUNDARY OF EMERALD ACRES PHASE IV, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 29 AND A PROJECTION SOUTHERLY THEREOF, AND THE EASTERLY BOUNDARY OF THE WEST HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 00°05'20" E, 1320.18 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE NORTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27 AND THE SOUTHERLY BOUNDARY OF THE NORTH HALF OF THE NORTH HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST; THENCE ALONG SAID BOUNDARY S 89°32'39" W, 2645.82 FEET TO A FOUND CONCRETE MONUMENT (#5831) MARKING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST AND THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27; THENCE ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, THE WESTERLY BOUNDARY OF SAID LANDS, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED AS LOTS 1 AND 2 OF A LIMITED PARTITION AS RECORDED IN OFFICIAL RECORDS BOOK 5412, PAGE 2187, S 00°04'39" E, 909.30 FEET TO A FOUND CONCRETE MONUMENT (#7245) LYING ON THE WESTERLY BOUNDARY OF SAID LOT 2, MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 81, PAGE 306; THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG THE NORTHERLY BOUNDARY OF SAID LANDS AND LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, S 89°16'00" W, 510.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412; THENCE ALONG THE WESTERLY BOUNDARY OF SAID LANDS, SOUTH, 385.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE SOUTHWEST CORNER OF SAID LANDS, LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607; THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, N 89°16'00" E, 90.88 FEET TO A FOUND CONCRETE MONUMENT (#7245); THENCE LEAVING SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, SOUTH, 36.20 FEET TO A FOUND PINCHED IRON PIPE (NO ID); THENCE ALONG THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1810, PAGE 909 AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156 AND A PROJECTION NORTHERLY THEREOF, S 00°40'28" E, 3092.98 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) LYING ON THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156, AND MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593; THENCE ALONG THE EASTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593 AND THE AFOREMENTIONED WESTERLY BOUNDARY, S 01°04'27" E, 425.03 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE); THENCE ALONG SAID EASTERLY BOUNDARY, SAID WESTERLY BOUNDARY, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, S 01°23'29" E, 424.77 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, THE SOUTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, AND LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90); THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, S 80°05'24" W, 76.04 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF SAID LANDS; THENCE S 80°08'18" W, 1140.83 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11559.19 FEET, THROUGH A CENTRAL ANGLE OF 5°33'06", FOR AN ARC LENGTH OF 1120.00 FEET (CHORD BEARS S 77°25'36" W, 1119.56 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE N 15°23'45" W, 27.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 4°44'44", FOR AN ARC LENGTH OF 959.62 FEET (CHORD BEARS S 72°13'53" W, 959.34 FEET) TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE CONTINUE ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 1°35'12", FOR AN ARC LENGTH OF 320.86 FEET (CHORD BEARS S 69°03'55" W, 320.85 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE S 79°23'16" W, 362.86 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90) WITH THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8), LYING ON THE SOUTHERLY BOUNDARY OF A 50 FOOT WIDE CITY OF TALLAHASSEE ACCESS AND DISTRIBUTION EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID EASEMENT N 59°35'32" W, 942.41 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 86°17'41" W, 809.10 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID EASEMENT AND THE SOUTHERLY BOUNDARY OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS RECORDED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, N 67°36'18" W, 507.32 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 55°03'27" W, 299.89 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF LOT 26, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), SAID POINT BEING N 55°03'27" W, 276.91 FEET FROM THE SOUTHWEST CORNER OF SAID EASEMENT AND LYING ON THE WEST BOUNDARY OF THE EAST HALF OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8) AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND SAID WESTERLY BOUNDARY, N 00°19'32" W, 1253.49 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 26 AND THE SOUTHEAST CORNER OF LOT 25, BLOCK "A", LYING ON THE SOUTHERLY BOUNDARY OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARIES OF LOTS 25, 24, AND 22, BLOCK "A", N 00°18'31" W, 685.38 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 22 AND THE SOUTHEAST CORNER OF LOT 21, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 21, 17, 16, 15, 14, 13, 11, AND 10, BLOCK "A", N 00°20'28" W, 1122.01 FEET TO A FOUND CONCRETE MONUMENT (#284) MARKING THE NORTHEAST CORNER OF SAID LOT 10 AND THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32, ALSO BEING THE SOUTHEAST CORNER OF LOT 8 OF COVENTRY PARK AND A 25' DRAINAGE EASEMENT OF COVENTRY PARK; THENCE ALONG THE EASTERLY BOUNDARIES OF SAID DRAINAGE EASEMENT AND LOTS 8, 9, 10, 11, 12, AND 13, AND A PROJECTION NORTHERLY THEREOF, BEING THE EASTERLY BOUNDARY OF SAID COVENTRY PARK, N 00°19'06" W, 897.80 FEET TO A FOUND CONCRETE MONUMENT (#3208) MARKING THE NORTHEAST CORNER OF SAID COVENTRY PARK AND THE SOUTHEAST CORNER OF AN INGRESS AND EGRESS EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 2149, SAID EASEMENT BEING DEPICTED ON THE PLAT OF COVENTRY PARK AS RECORDED IN PLAT BOOK 10, PAGE 32; THENCE ALONG THE EASTERLY BOUNDARY OF SAID EASEMENT, N 01°08'26" W, 22.98 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE EASTERLY BOUNDARY OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 7 AND THE EASTERLY BOUNDARY OF SAID EASEMENT AND A PROJECTION NORTHERLY THEREOF, N 01°13'36" W, 392.85 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF SAID EASTERLY BOUNDARY WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MICCOSUKEE ROAD (STATE ROAD #146 AND COUNTY ROAD #347); THENCE LEAVING SAID EASTERLY BOUNDARY AND ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 62°04'28" E, 366.97 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, AND THE INTERSECTION OF THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607, WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF SAID MICCOSUKEE ROAD; THENCE LEAVING SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, S 66°43'30" E, 1260.56 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) AND A CURVE CONCAVE NORTHEASTERLY, THENCE SOUTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 689.88 FEET, THROUGH A CENTRAL ANGLE OF 5°50'01", FOR AN ARC LENGTH OF 70.24 FEET (CHORD BEARS S 69°38'49" E, 70.21 FEET) TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, N 34°47'02" E, 1873.27 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE S 89°50'37" E, 2645.59 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE N 00°00'50" E, 1070.02 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) LYING ON THE NORTHERLY BOUNDARY OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG SAID NORTHERLY BOUNDARY S 89°56'37" E, 1334.55 FEET TO THE **POINT OF BEGINNING**; CONTAINING 907.74 ACRES, MORE OR LESS.

(CONTINUED ON NEXT PAGE)

MARCH 2024



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EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

LESS AND EXCEPT THE PORTION OF THE ABOVE DESCRIBED PROPERTY LYING WITHIN THE 60' RIGHT-OF-WAY OF MILES JOHNSON ROAD, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; CONTAINING 8.27 ACRES, MORE OR LESS.

ALSO LESS AND EXCEPT

A PORTION OF LANDS LYING WITHIN SECTIONS 7 AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, CONVEYED TO THE CITY OF TALLAHASSEE AND DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 588 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

COMMENCE AT A FOUND CONCRETE MONUMENT (#284) MARKING THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO MARKING THE SOUTHEAST CORNER OF LOT 8 AND OF A 25' DRAINAGE EASEMENT OF SAID COVENTRY PARK, AND THE NORTHEAST CORNER OF LOT 10, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 10, 11, 13, 14, 15, 16, 17, AND 21, BLOCK "A", S 00°20'28" E, 1122.01 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 21 AND THE NORTHEAST CORNER OF LOT 22, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 22, 24, AND 25, BLOCK "A", S 00°18'31" E, 685.38 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 25 AND THE NORTHEAST CORNER OF LOT 26, BLOCK "A", LYING ON THE NORTHERLY BOUNDARY OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID NORTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND THE WESTERLY BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SAID SECTION 18, S 00°19'32" E, 1253.49 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF SAID LOT 26, LYING ON THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8); THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG SAID RIGHT-OF-WAY BOUNDARY, S 55°03'27" E, 276.91 FEET TO THE SOUTHWEST CORNER OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE WESTERLY BOUNDARY OF SAID EASEMENT, S 87°14'57" E, 119.46 FEET; THENCE N 19°34'37" E, 523.69 FEET; THENCE NORTH, 314.24 FEET TO A FOUND IRON ROD AND CAP (#7245) MARKING THE NORTHWEST CORNER OF SAID EASEMENT FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE N 27°14'30" W, 467.37 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE N 62°12'14" E, 476.27 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 34°14'06" E, 473.64 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 14°08'48" W, 86.96 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 64°48'03" W, 314.66 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE ALONG THE NORTHERLY BOUNDARY OF SAID EASEMENT "UG-9" AND A PROJECTION EASTERLY THEREOF, S 80°36'41" W, 170.15 FEET TO THE POINT OF BEGINNING; CONTAINING 6.00 ACRES, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY CONTAINING AN AGGREGATE ACREAGE OF 893.47 ACRES, MORE OR LESS.

MARCH 2024



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Exhibit C

EXHIBIT C - MASTER PLAN
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
LEON COUNTY, FLORIDA

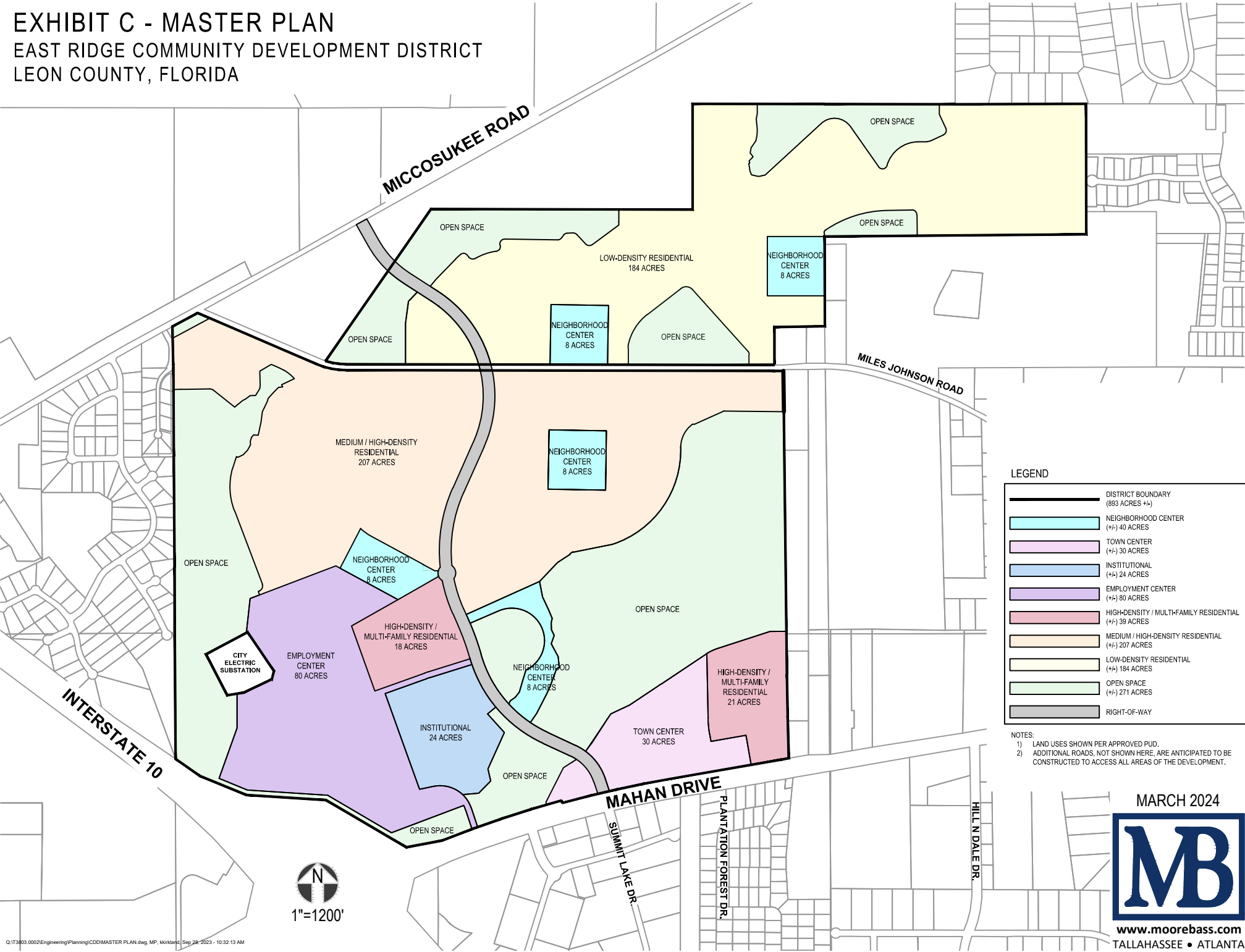
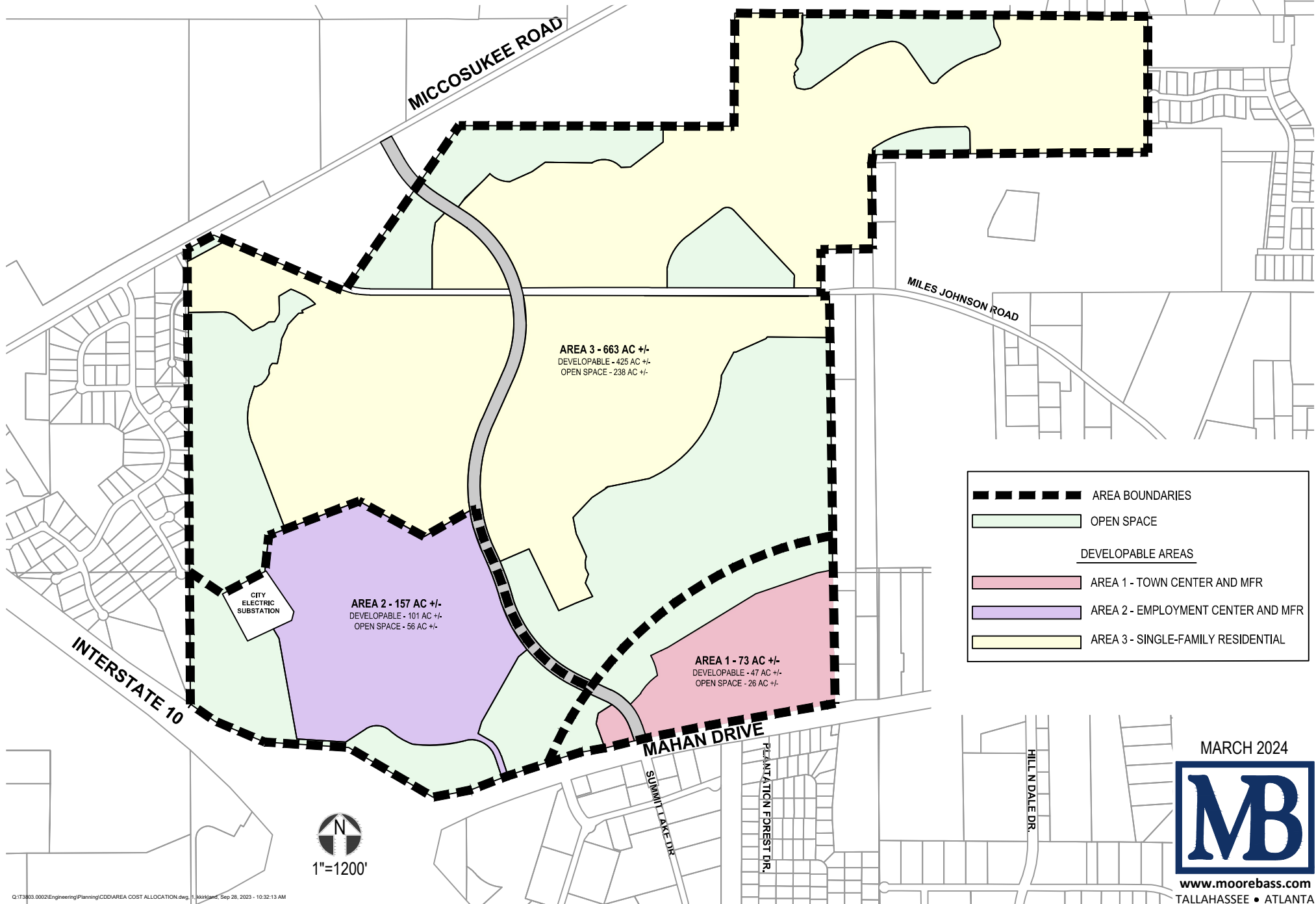


Exhibit D

EXHIBIT D - GROSS AND DEVELOPABLE ACREAGE BY LAND USE CATEGORY

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA



EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

Master Special Assessment Methodology Report

February 27, 2024



Provided by:

Wrathell, Hunt and Associates, LLC

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Boca Raton, FL 33431

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1.0 Introduction

1.1 Purpose

This Master Special Assessment Methodology Report (the "Report") was developed to provide a master financing plan and a master special assessment methodology for the East Ridge Community Development District (the "District"), located in City of Tallahassee, Leon County, Florida, as related to funding the costs of public infrastructure improvements (the "Capital Improvement Program" or "CIP") contemplated to be provided by the District.

Specifically, this Report provides a methodology for allocating special assessments to the three separate component parts of the District, each respectively known as Area 1, Area 2, and Area 3, each as more specifically described herein and in the Engineer's Report as defined below.

1.2 Scope of the Report

This Report presents the projections for financing the District's CIP described in the East Ridge Community Development District Engineer's Report prepared by Moore Bass Consulting, Inc. (the "District Engineer") and dated March 25, 2024 (the "Engineer's Report"), as well as describes the method for the allocation of special benefits and the apportionment of special assessment debt resulting from the provision and funding of the CIP.

1.3 Special Benefits and General Benefits

Improvements undertaken and funded by the District as part of the CIP create special and peculiar benefits, different in kind and degree than general benefits, for properties within its borders as well as general benefits to the public at large. However, as discussed within this Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits which accrue to property within the District. The District's CIP enables properties within its boundaries to be developed.

There is no doubt that the general public and property owners of property outside the District will benefit from the provision of the CIP. However, these benefits are only incidental since the CIP is designed solely to provide special benefits peculiar to property within the District. Properties outside the District are not directly served by the CIP and do not depend upon the CIP to obtain or to maintain their development entitlements. This fact alone clearly distinguishes the

special benefits which District properties receive compared to those lying outside of the District's boundaries.

The CIP will provide public infrastructure improvements which are all necessary in order to make the lands within the District developable and saleable. Even though the exact value of the benefits provided by the CIP is hard to estimate at this point, it is nevertheless greater than the costs associated with providing the same.

1.4 Organization of the Report

Section Two describes the development program as proposed by the Developer, as defined below.

Section Three provides a summary of the CIP as determined by the District Engineer.

Section Four discusses the financing program for the District.

Section Five introduces the special assessment methodology for the District.

2.0 Development Program

2.1 Overview

The District serves the East Ridge development (the "Development" or "East Ridge"), a master planned, mixed-use development located in City of Tallahassee, Leon County, Florida. The land within the District consists of approximately 893.47 +/- acres and is generally located north of Mahan Drive, south of Miccosukee Road and east of Interstate 10.

2.2 The Development Program

The development of East Ridge is anticipated to be conducted by Greenpointe Developers, LLC (the "Developer") or an affiliate related thereto. Based upon the information provided by the Developer and the Engineer, the current development plan envisions:

- A. Area 1: A total of 47 +/- developable acres of commercial uses and Multi-Family units.
- B. Area 2: A total of 101 +/- developable acres of Commercial and institutional use and Multi-Family units.
- C. Area 3: A total of 663 +/- acres that includes 1,507 single-family residential units.

This is the projected development plan as of the time of this Report, although land use types and unit numbers may change throughout the development period. Table 1 in the *Appendix* illustrates the development plan for East Ridge. The development of East Ridge is planned to be conducted in multiple phases over a multi-year period.

3.0 The Capital Improvement Program

3.1 Overview

The public infrastructure costs to be funded by the District are described by the District Engineer in the Engineer's Report. Only public infrastructure that may qualify for bond financing by the District under Chapter 190, Florida Statutes and under the Internal Revenue Code of 1986, as amended, was included in these estimates.

3.2 Capital Improvement Program

The public infrastructure improvements which are part of the CIP and are needed to serve the Development are projected to consist of improvements which will serve all of the lands in the District. The District, however, reserves the right to create distinct assessment areas to coincide with the phases of development. As described in the Engineer's Report, the CIP will consist of three (3) separate components; Area 1 Infrastructure, Area 2 Infrastructure, and Area 3 Infrastructure. The public infrastructure improvements which are part of the CIP will generally consist of roadway improvements, water and sanitary sewer systems, earthwork, stormwater management system, amenities and common area improvements, landscape and irrigation, offsite roadway improvements, professional services and contingency, were estimated by the District Engineer at \$11,435,000 for the Area 1 Infrastructure, \$14,355,000 for the Area 2 Infrastructure, and \$139,710,000 for the Area 3 Infrastructure for a total of \$165,500,000.

The master infrastructure improvements that comprise the CIP will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another. However, certain categories of improvements will only serve Area 3, as more specifically set out in the Engineer's Report.

Table 2 in the *Appendix* illustrates the specific components of the CIP.

4.0 Financing Program

4.1 Overview

As noted above, the District is embarking on a program of capital improvements which will facilitate the development of lands within the District. Generally, construction of public improvements is either funded by the Developer and then acquired by the District or funded directly by the District. The choice of the exact mechanism for providing public infrastructure has not yet been made at the time of this writing, and the District may either acquire the public infrastructure from the Developer or construct it, or even partly acquire it and partly construct it.

Even though the actual financing plan may change to include multiple series of bonds, it is likely that in order to fully fund costs of the CIP as described in *Section 3.2* in one financing transaction, the District would have to issue approximately \$226,695,000 in par amount of Special Assessment Revenue Bonds (the "Bonds").

Please note that the purpose of this Report is to allocate the benefit of the CIP to the various land uses in the District and based on such benefit allocation to apportion the maximum debt necessary to fund the CIP. The discussion of the structure and size of the indebtedness is based on various estimates and is subject to change.

4.2 Types of Bonds Proposed

The proposed financing plan for the District provides for the issuance of the Bonds in the approximate principal amount of \$226,695,000 to finance approximately \$165,500,000 in CIP costs. The Bonds as projected under this financing plan would be structured to be amortized in 30 annual installments following a 24-month capitalized interest period. Interest payments on the Bonds would be made every May 1 and November 1, and principal payments on the Bonds would be made either on May 1 or on November 1.

In order to finance the improvement and other costs, the District would need to borrow funds and incur indebtedness in the total amount of approximately \$226,695,000. The difference is comprised of debt service reserve, capitalized interest, underwriter's discount and costs of issuance. Preliminary sources and uses of funding for the Bonds are presented in Table 3 in the *Appendix*.

Please note that the structure of the Bonds as presented in this Report is preliminary and may change due to changes in the development program, market conditions, timing of infrastructure installation as well as for other reasons. The District maintains complete flexibility as to the structure of the Bonds and reserves the right to modify it as necessary.

5.0 Assessment Methodology

5.1 Overview

The issuance of the Bonds provides the District with funds necessary to construct/acquire the infrastructure improvements which are part of the CIP outlined in *Section 3.2* and described in more detail by the District Engineer in the Engineer's Report. These improvements lead to special and general benefits, with special benefits accruing to the assessable properties within the boundaries of the District and general benefits accruing to areas outside the District but being only incidental in nature. The debt incurred in financing the public infrastructure will be paid off by assessing properties that derive special and peculiar benefits from the CIP. All properties that receive special benefits from the CIP will be assessed for their fair share of the debt issued in order to finance all or a portion of the CIP.

5.2 Benefit Allocation

The most current development plan envisions the development of 47 +/- developable acres of commercial uses and Multi-Family units in Area 1, 101 +/- developable acres of Commercial which includes 24 +/- acres of Institutional Use and Multi-Family units in Area 2 and 1,507 single-family residential units in Area 3 (663 +/- acres), although unit numbers and land use types may change throughout the development period. It is anticipated that the 24 +/- acres of proposed Institutional Use in Area 2 will be dedicated to the Leon County School Board for use as a public school site, and upon conveyance to a governmental entity, the parcel will not be assessed.

By allowing for the land in the District to be developable, both the improvements that comprise the CIP and their combined benefit will be greater than the sum of their individual benefits. All of the land uses within the District will benefit from each infrastructure improvement category as specifically identified herein and in the Engineer's Report, as the improvements provide basic infrastructure to all land within the District and benefit all land within the District as an integrated system of improvements. However, certain categories

of improvements only benefit certain categories of uses (i.e. recreational improvements).

As stated previously, the public infrastructure improvements included in the CIP have a logical connection to the special and peculiar benefits received by the land within the District, as without such improvements, the development of the properties within the District would not be possible. Based upon the connection between the improvements and the special and peculiar benefits to the land within the District, the District can assign or allocate a portion of the District's debt through the imposition of non-ad valorem assessments, to the land receiving such special and peculiar benefits. Even though these special and peculiar benefits are real and ascertainable, the precise amount of the benefit cannot yet be calculated with mathematical certainty. However, such benefit is more valuable than the pro-rata cost of the improvements necessary for that parcel, or the actual non-ad valorem assessment amount levied on that parcel.

The benefit associated with the CIP of the District is proposed to be allocated to the different product types within the District in proportion to the density of development and intensity of use of the infrastructure as measured by a standard unit called an Equivalent Residential Unit ("ERU"). Table 4 in the *Appendix* illustrates the ERU weights that are proposed to be assigned to the land uses contemplated to be developed within the District based on the relative density of development and the intensity of use infrastructure, the total ERU counts for each land use category, and the share of the benefit received by each land use.

The rationale behind different ERU weights is supported by the fact that generally and on average smaller units or units with a lower intensity of use will use and benefit from the District's improvements less than larger units or units with a higher intensity of use, as for instance, generally and on average smaller units or units with lower intensity of use produce less storm water runoff, may produce fewer vehicular trips, and may need less water/sewer capacity than larger units. As the exact amount of the benefit is not possible to be calculated at this time, the use of ERU measures serves as a reasonable approximation of the relative amount of benefit received from the District's improvements.

Table 5 in the *Appendix* presents the apportionment of the assessment associated with funding the District's CIP (the "Bond Assessments") in accordance with the ERU benefit allocation

method presented in Table 4. Table 5 also presents the annual levels of the projected annual debt service assessments per unit.

Amenities. No Bond Assessments will be allocated herein to any private amenities or other common areas planned for the development which meet the requirements of section 193.0235, Florida Statutes (2023). If owned by a homeowner's association, such amenities and common areas would be considered a common element for the exclusive benefit of property owners. If the common elements are owned by the District, then they would be governmental property not subject to the Bond Assessments and would be open to the general public, subject to District rules and policies. As such, no Bond Assessments will be assigned to the amenities and common areas.

Government Property. Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Bond Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

5.3 Assigning Debt

As the land in the District is not yet platted for its intended final use and the precise location of the different products by lot or parcel is unknown, the Bond Assessment for Area 1, Area 2 and Area 3 respectively will initially be levied on all of the land within Area 1, Area 2 and Area 3 respectively on an equal pro-rata gross acre basis. For instance, the Bond Assessment for Area 1, anticipated to be \$15,663,186.25, will be preliminarily levied on approximately 73 +/- gross acres in Area 1 at a rate of \$214,564.20 per gross acre; the Bond Assessment for Area 2, \$19,662,880.51 will be preliminarily levied on approximately 157 +/- gross acres in Area 2 at a rate of \$125,241.28 per gross acre; while the Bond Assessment for Area 3, \$191,368,933.23 will be preliminarily levied on approximately 663 +/- gross acres in Area 3 at a rate of \$288,640.92 per gross acre. As noted above, and in connection with a particular bond issuance, the District may identify and establish one or more new areas within one of the areas identified herein, and such new area(s) will receive a corresponding amount of the Bond Assessment established hereunder.

As the land is platted, the Bond Assessments will be allocated to each platted parcel on a first platted-first assigned basis based on the planned use for that platted parcel as reflected in Table 5 in the *Appendix*. Such allocation of Bond Assessments to platted parcels will reduce the amount of Bond Assessments levied on unplatted gross acres within the District.

Further, to the extent that any residential land which has not been platted is sold to another developer or builder, the Bond Assessments will be assigned to such parcel at the time of the sale based upon the development rights associated with such parcel that are transferred from seller to buyer. The District shall provide an estoppel or similar document to the buyer evidencing the amount of Bond Assessments transferred at sale.

5.4 Lienability Test: Special and Peculiar Benefit to the Property

As first discussed in *Section 1.3*, Special Benefits and General Benefits, improvements undertaken by the District create special and peculiar benefits to certain properties within the District. The District's improvements benefit assessable properties within the District at the rate specified in the Engineer's Report and accrue to all such assessable properties on an ERU basis.

Improvements undertaken by the District can be shown to be creating special and peculiar benefits to the property within the District. The special and peculiar benefits resulting from each improvement include, but are not limited to:

- a. added use of the property;
- b. added enjoyment of the property;
- c. decreased insurance premiums;
- d. increased marketability and value of the property.

The improvements which are part of the CIP make the land in the District developable and saleable and when implemented jointly as parts of the CIP, provide special and peculiar benefits which are greater than the benefits of any single category of improvements. These special and peculiar benefits are real and ascertainable, but not yet capable of being calculated and assessed in terms of numerical value; however, such benefits are more valuable than either the cost of, or the actual assessment levied for, the improvement or debt allocated to the parcel of land.

5.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay

A reasonable estimate of the proportion of special and peculiar benefits received from the improvements is delineated in Table 4 (expressed as ERU factors) in the *Appendix*.

The apportionment of the assessments is fair and reasonable because, with the exception mentioned in *Section 5.2*, it was conducted on the basis of consistent application of the methodology described in *Section 5.2* across all assessable property within the District according to reasonable estimates of the special and peculiar benefits derived from the CIP by different land uses.

Accordingly, no acre or parcel of property within the District will be lienied for the payment of any non-ad valorem special assessment more than the determined special benefit peculiar to that property.

5.6 True-Up Mechanism

The District's assessment program is predicated on the development of units in a manner sufficient to include all of the planned Equivalent Residential Units ("ERUs") as set forth in Table 1 in the Appendix ("Development Plan"). At such time as lands are to be platted (or replatted) or site plans are to be approved (or re-approved), the plat or site plan (either, herein, "Proposed Plat") shall be presented to the District for a "true-up" review as follows:

a. If a Proposed Plat within the District results in the same amount of ERUs (and thus Bond Assessments) able to be imposed on the "Remaining Unplatted Developable Lands" within the District (i.e., those remaining unplatted developable lands after the Proposed Plat is recorded) as compared to what was originally contemplated under the Development Plan, then the District shall allocate the Bond Assessments to the product types being platted and the remaining property in accordance with this Report, and cause the Bond Assessments to be recorded in the District's Improvement Lien Book.

b. If a Proposed Plat within the District results in a greater amount of ERUs (and thus Bond Assessments) able to be imposed on the Remaining Unplatted Developable Lands within the District as compared to what was originally contemplated under the Development Plan, then the District may undertake a pro rata reduction of Bond Assessments for all assessed properties within the

District or may otherwise address such net decrease as permitted by law.

c. If a Proposed Plat within the District results in a lower amount of ERUs (and thus Bond Assessments) able to be imposed on the Remaining Unplatted Developable Lands within the District as compared to what was originally contemplated under the Development Plan, then the District shall require the landowner(s) of the lands encompassed by the Proposed Plat to pay a "True-Up Payment" equal to the difference between: (i) the Bond Assessments originally contemplated to be imposed on the lands subject to the Proposed Plat, and (ii) the Bond Assessments able to be imposed on the lands subject to the Proposed Plat, after the Proposed Plat (plus applicable interest, collection costs, penalties, etc.).

With respect to the foregoing true-up analysis, the District's Assessment Consultant, in consultation with the District Engineer and District Counsel, shall determine in his or her sole discretion what amount of ERUs (and thus Bond Assessments) are able to be imposed on the Remaining Unplatted Developable Lands within the District, taking into account a Proposed Plat, by reviewing: a) the original, overall development plan showing the number and type of units reasonably planned for the District, b) the revised, overall development plan showing the number and type of units reasonably planned for within the District, c) proof of the amount of entitlements for the Remaining Unplatted Developable Lands within the District, d) evidence of allowable zoning conditions that would enable those entitlements to be placed in accordance with the revised development plan, and e) documentation that shows the feasibility of implementing the proposed development plan. Prior to any decision by the District not to impose a true-up payment, a supplemental methodology shall be produced demonstrating that there will be sufficient assessments to pay debt service on the applicable series of bonds and the District will conduct new proceedings under Chapters 170, 190 and 197, Florida Statutes upon the advice of District Counsel.

Any True-Up Payment shall become due and payable that tax year by the landowner of the lands subject to the Proposed Plat within the District, shall be in addition to the regular assessment installment payable for such lands, and shall constitute part of the debt assessment liens imposed against the Proposed Plat property until paid. A True-Up Payment shall include accrued interest on the applicable bond series to the interest payment date that occurs at least 45 days after the True-Up Payment (or the second succeeding interest payment date if such True-Up Payment is made within forty-

five (45) calendar days before an interest payment date (or such other time as set forth in the supplemental indentures for the applicable bond series)).

All Bond Assessments levied run with the land, and such assessment liens include any True-Up Payments. The District will not release any liens on property for which True-Up Payments are due, until payment has been satisfactorily made. Further, upon the District's review of the final plat for the developable acres within the District, any unallocated Bond Assessments shall become due and payable and must be paid prior to the District's approval of that plat. This true-up process applies for both plats and/or re-plats.

Such review shall be limited solely to the function and the enforcement of the District's assessment liens and/or true-up agreements. Nothing herein shall in any way operate to or be construed as providing any other plat approval or disapproval powers to the District. For further detail on the true-up process, please refer to any applicable True-Up Agreement and assessment resolution(s).

5.7 Assessment Roll

The Bond Assessments of \$226,695,000 are proposed to be levied over the area described in Exhibit "A". Excluding any capitalized interest period, debt service assessments shall be paid in thirty (30) annual principal installments.

5.8 Additional Items Regarding Bond Assessment Imposition and Allocation

Master Lien - This master assessment allocation methodology is intended to establish the necessary benefit and fair and reasonable allocation findings for a master assessment lien, which may give rise to one or more individual assessment liens relating to individual bond issuances necessary to fund all or a portion of the project(s) referenced herein comprising the CIP. All such liens shall be within the benefit limits established herein and using the allocation methodology described herein, and shall be described in one or more supplemental reports.

System of Improvements - As noted herein, the majority of the improvements comprising the CIP functions as a system of improvements except as set forth in the Engineer's Report. Among other implications, this means that proceeds from any particular bond issuance can be used to fund master improvements within any benefitted property or designated assessment area within the

District, regardless of where the Bond Assessments are levied, provided that Bond Assessments are fairly and reasonably allocated across all benefitted properties.

Government Property - Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

New Unit Types - As noted herein, this report identifies the anticipated product types for the development and associates particular ERU factors with each product type. If new product types are identified in the course of development, the District's Assessment Consultant – without a further hearing – may determine the ERU factor for the new product type on a front footage basis, provided that such determination is made on a pro-rated basis and derived from the front footage of existing product types and their corresponding ERUs. For example, if a Single Family 50' unit has an ERU of 1.00, and a Single Family 60' unit has an ERU of 1.2, then a new Single Family 55' unit would have an ERU of 1.1.

6.0 Additional Stipulations

6.1 Overview

Wrathell, Hunt and Associates, LLC was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's CIP. Certain financing, development and engineering data was provided by members of District Staff and/or the Developer. The allocation methodology described herein was based on information provided by those professionals. Wrathell, Hunt and Associates, LLC makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this Report. For additional information on the Bond structure and related items, please refer to the Offering Statement associated with this transaction.

Wrathell, Hunt and Associates, LLC does not represent the District as a Municipal Advisor or Securities Broker nor is Wrathell, Hunt and Associates, LLC registered to provide such services as described in Section 15B of the Securities and

Exchange Act of 1934, as amended. Similarly, Wrathell, Hunt and Associates, LLC does not provide the District with financial advisory services or offer investment advice in any form.

7.0 Appendix

Table 1

East Ridge

Community Development District

Development Plan

Unit Type	Number of Developable Acres	Number of Residential Units
Area 1		
Town Center and Multi-Family Units	47	
Area 2		
Employment Center, Multi-Family Units, Institutional Use*	101	
Area 3		
Single Family 22-30'		82
Single Family 40'		300
Single Family 50'		700
Single Family 60'		300
Single Family 70'		75
Single Family 80'		50
Total	148	1,507

*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

Table 2

East Ridge

Community Development District

Capital Improvement Plan

Improvement	Area 1 Costs	Area 2 Costs	Area 3 Costs	Total CIP Costs
Roadway Improvements	\$2,300,000.00	\$2,660,000.00	\$39,790,000.00	\$44,750,000.00
Water and Sanitary Sewer Systems	\$1,850,000.00	\$1,450,000.00	\$24,700,000.00	\$28,000,000.00
Earthwork	\$1,750,000.00	\$4,190,000.00	\$14,810,000.00	\$20,750,000.00
Stormwater Management System	\$375,000.00	\$700,000.00	\$4,425,000.00	\$5,500,000.00
Amenities and Common Area Improvements	\$0.00	\$0.00	\$15,000,000.00	\$15,000,000.00
Landscape and Irrigation	\$340,000.00	\$810,000.00	\$2,850,000.00	\$4,000,000.00
Offsite Roadway Improvements	\$1,885,000.00	\$865,000.00	\$2,350,000.00	\$5,100,000.00
Professional Fees and Permitting	\$1,025,000.00	\$1,285,000.00	\$12,490,000.00	\$14,800,000.00
Contingency	\$1,910,000.00	\$2,395,000.00	\$23,295,000.00	\$27,600,000.00
Total	\$11,435,000.00	\$14,355,000.00	\$139,710,000.00	\$165,500,000.00

Table 3

East Ridge

Community Development District

Preliminary Sources and Uses of Funds

Sources

Bond Proceeds:	
Par Amount	\$226,695,000.00
Total Sources	\$226,695,000.00

Uses

Project Fund Deposits:	
Project Fund	\$165,500,000.00
Other Fund Deposits:	
Debt Service Reserve Fund	\$20,136,735.01
Capitalized Interest Fund	\$36,271,200.00
Delivery Date Expenses:	
Costs of Issuance and Underwriter's Discount	\$4,783,900.00
Rounding	\$3,164.99
Total Uses	\$226,695,000.00

Coupon Rate: 8.00%
 CAPI Length: 24 Months
 Bond Duration: 30 Years
 Underwriter's Discount Rate: 2%
 Cost Of Issuance: \$250,000

Table 4

East Ridge

Community Development District

Benefit Allocation

Area 1

Unit Type	Number of Developable Acres	ERU per Acre	Total ERU
Town Center and Multi-Family Units	47	1.00	47.00

Area 2

Unit Type	Number of Developable Acres	ERU per Acre	Total ERU
Employment Center, Multi-Family Units, Institutional Use*	101	1.00	101.00

Area 3

Unit Type	Number of Residential Units	ERU per Unit	Total ERU
Single Family 22-30'	82	0.60	49.20
Single Family 40'	300	0.80	240.00
Single Family 50'	700	1.00	700.00
Single Family 60'	300	1.20	360.00
Single Family 70'	75	1.40	105.00
Single Family 80'	50	1.60	80.00
Total	1,507		1,534.20

*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

Table 5

East Ridge

Community Development District

Bond Assessment Apportionment

Area 1

Unit Type	Number of Developable Acres	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Acre	Annual Bond Assessment Debt Service per Acre - paid in March**
Town Center and Multi-Family Units	47	\$11,435,000.00	\$15,663,186.25	\$333,259.28	\$358,343.31

Area 2

Unit Type	Number of Developable Acres	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Acre	Annual Bond Assessment Debt Service per Acre - paid in March**
Employment Center, Multi-Family Units, Institutional Use*	101	\$14,355,000.00	\$19,662,880.51	\$194,681.99	\$209,335.47

Area 3

Unit Type	Number of Residential Units	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit - paid in March**
Single Family 22-30'	82	\$4,480,336.33	\$6,136,977.91	\$74,841.19	\$7,148.33
Single Family 40'	300	\$21,855,299.18	\$29,936,477.63	\$99,788.26	\$9,531.11
Single Family 50'	700	\$63,744,622.60	\$87,314,726.41	\$124,735.32	\$11,913.89
Single Family 60'	300	\$32,782,948.77	\$44,904,716.44	\$149,682.39	\$14,296.67
Single Family 70'	75	\$9,561,693.39	\$13,097,208.96	\$174,629.45	\$16,679.45
Single Family 80'	50	\$7,285,099.73	\$9,978,825.88	\$199,576.52	\$19,062.23

Total		\$165,500,000.00	\$226,695,000.00		
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*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

**Includes costs of collection estimated at 3% (subject to change) and an allowance for early payment discount estimated at 4% (subject to change)

Exhibit "A"

Bond Assessments in the amount of \$226,695,000 are proposed to be levied over the area as described below:

LEGAL DESCRIPTION:

A PORTION OF LANDS LYING WITHIN SECTIONS 7, 8, 9, 17, AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, KNOWN AS THE WELAUNEE PLANTATION, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

BEGIN AT A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHWEST CORNER OF SECTION 4, SOUTHEAST CORNER OF SECTION 5, NORTHEAST CORNER OF SECTION 8, AND NORTHWEST CORNER OF SECTION 9, ALL WITHIN TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, LYING ON THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID LANDS AND THE NORTHERLY BOUNDARY OF SECTION 9 AND THE SOUTHERLY BOUNDARY OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 89°56'26" E, 1322.25 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF SAID PARCEL 3, THE SOUTHWEST CORNER OF LOT 24, MICCOSUKEE MEADOWS (UNRECORDED SUBDIVISION), AND THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 4 AND SAID SUBDIVISION LOTS 19, 20, 21, 22, 23, AND 24, N 89°51'47" E, 1322.60 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE SOUTHERLY BOUNDARY OF SAID LOT 19, MARKING THE NORTHEAST CORNER OF EMERALD ACRES PHASE III, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 46; THENCE LEAVING THE SOUTHERLY BOUNDARY OF SAID LOT 19 AND THE SOUTHERLY BOUNDARY OF SAID SECTION 4, AND ALONG THE WESTERLY BOUNDARY OF SAID EMERALD ACRES PHASE III AND THE WESTERLY BOUNDARY OF EMERALD ACRES PHASE IV, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 29 AND A PROJECTION SOUTHERLY THEREOF, AND THE EASTERLY BOUNDARY OF THE WEST HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 00°05'20" E, 1320.18 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE NORTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27 AND THE SOUTHERLY BOUNDARY OF THE NORTH HALF OF THE NORTH HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST; THENCE ALONG SAID BOUNDARY S 89°32'39" W, 2645.82 FEET TO A FOUND CONCRETE MONUMENT (#5831) MARKING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST AND THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27; THENCE ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, THE WESTERLY BOUNDARY OF SAID LANDS, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED AS LOTS 1 AND 2 OF A LIMITED PARTITION AS RECORDED IN OFFICIAL RECORDS BOOK 5412, PAGE 2187, S 00°04'39" E, 909.30 FEET TO A FOUND CONCRETE MONUMENT (#7245) LYING ON THE WESTERLY BOUNDARY OF SAID LOT 2, MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 81, PAGE 306; THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG THE NORTHERLY BOUNDARY OF SAID LANDS AND LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, S 89°16'00" W, 510.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412; THENCE ALONG THE WESTERLY BOUNDARY OF SAID LANDS, SOUTH, 385.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE SOUTHWEST CORNER OF SAID LANDS, LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607; THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, N 89°16'00" E, 90.88 FEET TO A FOUND CONCRETE MONUMENT (#7245); THENCE LEAVING SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, SOUTH, 36.20 FEET TO A FOUND PINCHED IRON PIPE (NO ID); THENCE ALONG THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1810, PAGE 909 AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156 AND A PROJECTION NORTHERLY THEREOF, S 00°40'28" E, 3092.98 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) LYING ON THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156, AND MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593; THENCE ALONG THE EASTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593 AND THE AFOREMENTIONED WESTERLY BOUNDARY, S 01°04'27" E, 425.03 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE); THENCE ALONG SAID EASTERLY BOUNDARY, SAID WESTERLY BOUNDARY, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, S 01°23'29" E, 424.77 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, THE SOUTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, AND LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90); THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, S 80°05'24" W, 76.04 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF SAID LANDS; THENCE S 80°08'18" W, 1140.83 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11559.19 FEET, THROUGH A CENTRAL ANGLE OF 5°33'06", FOR AN ARC LENGTH OF 1120.00 FEET (CHORD BEARS S 77°25'36" W, 1119.56 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE N 15°23'45" W, 27.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 4°44'44", FOR AN ARC LENGTH OF 959.62 FEET (CHORD BEARS S 72°13'53" W, 959.34 FEET)

TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE CONTINUE ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 1°35'12", FOR AN ARC LENGTH OF 320.86 FEET (CHORD BEARS S 69°03'55" W, 320.85 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE S 79°23'16" W, 362.86 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90) WITH THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8), LYING ON THE SOUTHERLY BOUNDARY OF A 50 FOOT WIDE CITY OF TALLAHASSEE ACCESS AND DISTRIBUTION EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID EASEMENT N 59°35'32" W, 942.41 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 86°17'41" W, 809.10 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID EASEMENT AND THE SOUTHERLY BOUNDARY OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS RECORDED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, N 67°36'18" W, 507.32 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 55°03'27" W, 299.89 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF LOT 26, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), SAID POINT BEING N 55°03'27" W, 276.91 FEET FROM THE SOUTHWEST CORNER OF SAID EASEMENT AND LYING ON THE WEST BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8) AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND SAID WESTERLY BOUNDARY, N 00°19'32" W, 1253.49 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 26 AND THE SOUTHEAST CORNER OF LOT 25, BLOCK "A", LYING ON THE SOUTHERLY BOUNDARY OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARIES OF LOTS 25, 24, AND 22, BLOCK "A", N 00°18'31" W, 685.38 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 22 AND THE SOUTHEAST CORNER OF LOT 21, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 21, 17, 16, 15, 14, 13, 11, AND 10, BLOCK "A", N 00°20'28" W, 1122.01 FEET TO A FOUND CONCRETE MONUMENT (#284) MARKING THE NORTHEAST CORNER OF SAID LOT 10 AND THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32, ALSO BEING THE SOUTHEAST CORNER OF LOT 8 OF COVENTRY PARK AND A 25' DRAINAGE EASEMENT OF COVENTRY PARK; THENCE ALONG THE EASTERLY BOUNDARIES OF SAID DRAINAGE EASEMENT AND LOTS 8, 9, 10, 11, 12, AND 13, AND A PROJECTION NORTHERLY THEREOF, BEING THE EASTERLY BOUNDARY OF SAID COVENTRY PARK, N 00°19'06" W, 897.80 FEET TO A FOUND CONCRETE MONUMENT (#3208) MARKING THE NORTHEAST CORNER OF SAID COVENTRY PARK AND THE SOUTHEAST CORNER OF AN INGRESS AND EGRESS EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 2149, SAID EASEMENT BEING DEPICTED ON THE PLAT OF COVENTRY PARK AS RECORDED IN PLAT BOOK 10, PAGE 32; THENCE ALONG THE EASTERLY BOUNDARY OF SAID EASEMENT, N 01°08'26" W, 22.98 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE EASTERLY BOUNDARY OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 7 AND THE EASTERLY BOUNDARY OF SAID EASEMENT AND A PROJECTION NORTHERLY THEREOF, N 01°13'36" W, 392.85 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF SAID EASTERLY BOUNDARY WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MICCOSUKEE ROAD (STATE ROAD #146 AND COUNTY ROAD #347); THENCE LEAVING SAID EASTERLY BOUNDARY AND ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 62°04'28" E, 366.97 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, AND THE INTERSECTION OF THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607, WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF SAID MICCOSUKEE ROAD; THENCE LEAVING SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, S 66°43'30" E, 1260.56 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) AND A CURVE CONCAVE NORTHEASTERLY, THENCE SOUTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 689.88 FEET, THROUGH A CENTRAL ANGLE OF 5°50'01", FOR AN ARC LENGTH OF 70.24 FEET (CHORD BEARS S 69°38'49" E, 70.21 FEET) TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, N 34°47'02" E, 1873.27 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE S 89°50'37" E, 2645.59 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE N 00°00'50" E, 1070.02 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) LYING ON THE NORTHERLY BOUNDARY OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG SAID NORTHERLY BOUNDARY S 89°56'37" E, 1334.55 FEET TO THE POINT OF BEGINNING; CONTAINING 907.74 ACRES, MORE OR LESS.

LESS AND EXCEPT THE PORTION OF THE ABOVE DESCRIBED PROPERTY LYING WITHIN THE 60' RIGHT-OF-WAY OF MILES JOHNSON ROAD, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; CONTAINING 8.27 ACRES, MORE OR LESS.

ALSO LESS AND EXCEPT

A PORTION OF LANDS LYING WITHIN SECTIONS 7 AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, CONVEYED TO THE CITY OF TALLAHASSEE AND DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 588 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

COMMENCE AT A FOUND CONCRETE MONUMENT (#284) MARKING THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO MARKING THE SOUTHEAST CORNER OF LOT 8 AND OF A 25' DRAINAGE EASEMENT OF SAID COVENTRY PARK, AND THE NORTHEAST CORNER OF LOT 10, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 10, 11, 13, 14, 15, 16, 17, AND 21, BLOCK "A", S 00°20'28" E, 1122.01 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 21 AND THE NORTHEAST CORNER OF LOT 22, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 22, 24, AND 25, BLOCK "A", S 00°18'31" E, 685.38 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 25 AND THE NORTHEAST CORNER OF LOT 26, BLOCK "A", LYING ON THE NORTHERLY BOUNDARY OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID NORTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND THE WESTERLY BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SAID SECTION 18, S 00°19'32" E, 1253.49 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF SAID LOT 26, LYING ON THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8); THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG SAID RIGHT-OF-WAY BOUNDARY, S 55°03'27" E, 276.91 FEET TO THE SOUTHWEST CORNER OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE WESTERLY BOUNDARY OF SAID EASEMENT, S 87°14'57" E, 119.46 FEET; THENCE N 19°34'37" E, 523.69 FEET; THENCE NORTH, 314.24 FEET TO A FOUND IRON ROD AND CAP (#7245) MARKING THE NORTHWEST CORNER OF SAID EASEMENT FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE N 27°14'30" W, 467.37 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE N 62°12'14" E, 476.27 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 34°14'06" E, 473.64 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 14°08'48" W, 86.96 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 64°48'03" W, 314.66 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE ALONG THE NORTHERLY BOUNDARY OF SAID EASEMENT "UG-9" AND A PROJECTION EASTERLY THEREOF, S 80°36'41" W, 170.15 FEET TO THE POINT OF BEGINNING; CONTAINING 6.00 ACRES, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY CONTAINING AN AGGREGATE ACREAGE OF 893.47 ACRES, MORE OR LESS.

Exhibit “B”

The debt assessment lien is being placed on property described in the attached legal description. For notice purposes, listed below are the potentially applicable County Property Appraiser parcels, and property owners, developers/potential property owners, and developers that will be included on a mailing list related to debt assessments:

POWERHOUSE INC

GreenPointe Developers, LLC

Parcel ID(s): 1208206010000, 1208200010000 and 1209202010000

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4C

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT MASTER ENGINEER'S REPORT

Prepared for:

**Board of Supervisors
East Ridge Community Development District**

Prepared by:

Moore Bass Consulting, Inc.

March 25, 2024

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INTRODUCTION

The East Ridge Community Development District (“District”) is an 893.47 +/- acre community development district located in the City of Tallahassee, Leon County, Florida (see **Exhibit A**, District Location Map). The land within the District is currently an undeveloped parcel known as the “Welaunee Heel” which will provide infrastructure for the development (the “Development”). The Development is a mixed use planned development generally located north of Mahan Drive, south of Miccosukee Road and east of Interstate 10.

The District was established by City of Tallahassee (“COT”) Ordinance No. 23-O-26, effective August 23, 2023. The anticipated land uses within the District consist of a mix of commercial and residential development. These land uses, which are subject to change based on a number of factors, are depicted in **Table 1**. The anticipated gross and developable acreage by land use category per the PUD is outlined in **Table 2**.

TABLE 1 - Land Uses

Type	Approximate Area
Residential	470 acres (+/-)
Commercial	110 acres (+/-)
Institutional	24 acres (+/-)
Open Space (ponds, buffers, wetlands, etc.)	271 acres (+/-)
Other (road rights-of-way)	18 acres (+/-)
TOTAL:	893 acres (+/-)

TABLE 2 – Gross and Developable Acreage by Land Use Category

Category	Gross Acreage by Area	Developable Acreage by Area*
Area 1 – Town Center and Multi-Family Residential	73 acres (+/-)	47 acres (+/-)
Area 2 – Employment Center, Multi-Family Residential, Institutional	157 acres (+/-)	101 acres (+/-) **
Area 3 – Single Family Residential	663 acres (+/-)	425 acres (+/-)
*TOTAL:	893 acres (+/-)	573 acres (+/-)

* Open space not included

** Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to public entity

The District’s boundary and legal description are provided in **Exhibit B**. The currently proposed development program for the District is presented in **Table 3**.

TABLE 3 - Development Program

Category	Description
Area 1	Commercial Uses*, Multi-Family Residential (300 units)
Area 2	Commercial Uses*, Institutional Use, Multi-Family Residential (300 units)
Area 3	Single-Family Attached and Detached Residential (1,507 units) **

* Areas 1 and 2 will include commercial uses that will not exceed 1,143,472 square feet (building area)

** See Table 3A for Area 3 Single-Family Residential lot types and quantities

TABLE 3A – Area 3 Single-Family Lot Mix

Lot Size (front foot)	Lot Count	% of Total
22 to 30	82	5%
40	300	20%
50	700	46%
60	300	20%
70	75	5%
80	50	3%
TOTALS:	1,507	100%

The current proposed Master Plan is depicted in **Exhibit C**. The proposed plan contained in this Report reflects the current intentions of the District. However, the units and planned improvements are subject to modification in the future. The implementation of any improvements outlined herein requires final approval by the District’s Board of Supervisors.

To serve the landowners and residents of the District, the District has developed a Capital Improvement Plan (“CIP”) to allow it to finance and construct certain roadways (onsite and offsite), water distribution systems, sanitary sewer collection and conveyance systems, earthwork, stormwater management systems, amenities and common areas, landscape and irrigation, and professional consultant fees all associated therewith.

A description and basis of costs for each improvement is contained within the tables and this Report. The CIP reflects the current intentions of the District. Cost estimates contained in this report are based upon year 2024 dollars and have been prepared based upon the best available information, but in some cases without benefit of final engineering design and environmental permitting. Moore Bass Consulting, Inc. believes the estimates to be accurate based upon the available information, however, actual costs will vary based on final engineering, planning, and approvals from regulatory agencies.

CAPITAL IMPROVEMENT PLAN

The CIP is anticipated to be built in a series of phases. The phasing of the project allows the improvements to be constructed as needed throughout the buildout of the District. Any public improvements or facilities acquired by the District will be valued at the lesser of cost or fair market value.

An Opinion of Probable Cost for the proposed CIP follows in **Table 4**.

TABLE 4 – Opinion of Probable Cost

Improvement Description	Estimated Cost
Roadway Improvements	\$44,875,000
Water and Sanitary Sewer Systems	\$28,000,000
Earthwork	\$20,750,000
Stormwater Management System	\$5,375,000
Amenities and Common Area Improvements	\$15,000,000
Landscape and Irrigation	\$4,000,000
Offsite Roadway Improvements	\$5,100,000
Professional Fees and Permitting	\$14,800,000
Contingency	\$27,600,000
TOTAL:	\$165,500,000

A separation of costs into Areas 1, 2, and 3 (as referenced in **Table 2**) can be found in **Tables 4A** (Area 1), **Table 4B** (Area 2), and **Table 4C** (Area 3).

Table 4A provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 1, which includes the proposed “Town Center” and a portion of the multi-family units. **Table 4B** provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 2, which includes the proposed “Employment Center,” a portion of the multi-family units, and an institutional use. **Table 4C** provides a summary of the proposed CIP and corresponding cost estimates and benefit allocation to Area 3, which includes the single-family attached and detached units in the District. A site plan depiction of Areas 1, 2, and 3, including gross

and developable acreages listed in **Table 2**, is included **Exhibit D**.

Area 1

Area 1 within the District is made up of the Town Center and a portion of the proposed multi-family residential units. Landowners and residents in Area 1 will not benefit from the District's amenities and common area improvements and therefore have no benefit assigned from those categories. The multi-family units are anticipated to have private amenities in Area 1 that will not be financed, owned or operated by the District. The benefit calculation per CIP category is as set forth in **Table 4A**; because of the uncertainty surrounding the ultimate plan of development in Area 1, unless otherwise noted, a per acreage benefit calculation has been used. Area 1 costs set forth in **Table 4A** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 1 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 1.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 1.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- A portion of the soft costs and contingency applicable to Area 1.

TABLE 4A - Area 1 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$2,300,000
Water and Sanitary Sewer Systems	\$1,850,000
Earthwork	\$1,750,000
Stormwater Management System	\$375,000
Amenities and Common Area Improvements	\$0
Landscape and Irrigation	\$340,000
Offsite Roadway Improvements	\$1,885,000
Professional Fees and Permitting	\$1,025,000
Contingency	\$1,910,000
TOTAL:	\$11,435,000

Area 2

Area 2 within the District is made up of the Employment Center, a portion of the proposed multi-family residential units, and a proposed 24-acre +/- institutional (public school) use that may be

conveyed to a public entity. Landowners and residents in Area 2 will not benefit from the District's amenities and common area improvements and therefore have no benefit assigned from those categories. The multi-family units are anticipated to have private amenities in Area 2 that will not be financed, owned or operated by the District. The benefit calculation per CIP category is as set forth in **Table 4B**; because of the uncertainty surrounding the ultimate plan of development in Area 2, unless otherwise noted, a per acreage benefit calculation has been used. Area 2 costs set forth in **Table 4B** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 2 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 2.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 2.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- A portion of the soft costs and contingency applicable to Area 2.

TABLE 4B – Area 2 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$2,660,000
Water and Sanitary Sewer Systems	\$1,450,000
Earthwork	\$4,190,000
Stormwater Management System	\$700,000
Amenities and Common Area Improvements	\$0
Landscape and Irrigation	\$810,000
Offsite Roadway Improvements	\$865,000
Professional Fees and Permitting	\$1,285,000
Contingency	\$2,395,000
TOTAL:	\$14,355,000

Area 3

Area 3 within the District is made up of the traditional detached and attached single-family residential units. Landowners and residents in Area 3 will benefit from all categories of the CIP. The benefit calculation per CIP category is as set forth in **Table 4C**; because of the uncertainty surrounding the ultimate plan of development in Area 3, unless otherwise noted, a per acreage benefit calculation has been used. Area 3 costs set forth in **Table 4C** show the relative benefit from the District's proposed CIP, which includes:

- A portion of the internal roadways and spine road providing access to Area 3 on a per linear foot basis.
- A portion of the water, sanitary sewer, and stormwater improvements necessary for development and delivery of the land uses in Area 3.
- A portion of the entry area landscaping, irrigation and related improvements benefiting Area 3.
- A portion of the offsite roadway improvements as required by the Development Agreement benefiting all developable acreage in the District.
- All of the amenities and common area improvements proposed in the District. All such improvements will be open to Area 3 residents without an additional fee and open to the general public, subject to a reasonable fee adopted by the District pursuant to Florida law.
- A portion of the soft costs and contingency applicable to Area 3.

TABLE 4C - Area 3 Costs

Improvement Description	Estimated Cost
Roadway Improvements	\$39,790,000
Water and Sanitary Sewer Systems	\$24,700,000
Earthwork	\$14,810,000
Stormwater Management System	\$4,425,000
Amenities and Common Area Improvements	\$15,000,000
Landscape and Irrigation	\$2,850,000
Offsite Roadway Improvements	\$2,350,000
Professional Fees and Permitting	\$12,490,000
Contingency	\$23,295,000
TOTAL:	\$139,710,000

Capital Improvement Infrastructure Components

The CIP consists of public infrastructure improvements necessary to support the development of the various uses and unit types within the Development. The primary components of the CIP include roadways built to an "urban" typical section, a stormwater management system (including onsite pipes and inlets, to collect and convey stormwater, and multiple detention and retention stormwater management facilities), water and sewer facilities (including distribution, collection, and conveyance), amenities and common area improvements, landscape and irrigation improvements, offsite improvements (required by regulatory approvals to support the Development including, but not necessarily limited to, roadway improvements), and related soft costs.

Below ground installation of telecommunications and third-party utilities (cable TV, internet, fiber, etc.) will occur but will not be funded by the District. Electric infrastructure (transformers, streetlights, etc.) will not be funded by the District. Streetlights beyond the COT standard streetlight

(i.e., special character lights) will be the responsibility of the District if implemented. Conduits to serve electric infrastructure will be included in roadway construction and will be the responsibility of the District.

The estimated cost for roadway improvements included in the CIP is based upon curb and gutter section roadways with variable pavement widths, within variable width rights-of-way. This line item includes the required sediment and erosion control, subgrade preparation, base, asphalt, stormwater conveyance pipes and inlets, and all other work necessary for the complete roadway system in the right-of-way area. Conduits for electrical services and street lighting are included. Stabilization for disturbed areas within the rights-of-way, which are outside of the paved areas, will be sodded and/or seeded and grassed to provide erosion and sediment control in accordance with state and local standards. The cost estimate for roadway improvements also includes offsite transportation improvements required by the Florida Department of Transportation (“FDOT”) and the Development Agreement for the Development. At this time, there are anticipated to be concurrency fee credits associated with the onsite and offsite transportation improvements. Credits, if any, may be remitted to the District as may be required by the bond documents. Onsite and offsite road rights-of-way are anticipated to be owned and maintained by the City of Tallahassee and/or FDOT, as applicable.

The estimated cost for the water and sanitary sewer systems includes the complete systems required for underground water transmission and wastewater (sewer) collection to serve the development. Water and sanitary sewer system components include piping, valves, hydrants, services, manholes, lift stations, and all other appurtenances required to construct the system in accordance with state and local standards. The infrastructure improvements shall be designed and constructed to meet the COT standards which meet or exceed respective state standards. As represented by COT through the development’s Development Agreement, water and sewer capacity for this project is available.

The estimated cost for earthwork includes the stripping of topsoil, clearing, and grubbing for all developable areas of the project outside of stormwater pond footprints (which are contained in the stormwater management systems cost). Subject to final grading design of individual phases of development and based on mass grading design performed at the time of this report, the earthwork cost line item assumes earthwork comprising an average grade change of two feet across the above-noted area.

The estimated cost for the stormwater management system includes all pond and pond-related stormwater improvements required to provide treatment and attenuation of stormwater runoff from the project in accordance with Northwest Florida Water Management District (“NWFWM”) and COT standards. The stormwater management system line item includes preparation of pond areas (stripping of topsoil, clearing and grubbing), detention and retention ponds, outfall control structures, and sod/stabilization.

The District intends to develop residential amenities and common area improvements for Area 3, which may include but are not limited to pocket park(s), clubhouse(s), multi-use path/trail system(s), and otherwise improved common area(s).

Landscaping, irrigation, and hardscaping, including entry features and walls at the entrances and along the outside boundary of the Development are planned to be provided by the District. The irrigation system will connect to the potable water system. The irrigation mains to the various phases of the Development are anticipated to be funded by the District and to be operated and maintained by the District. Landscaping for the internal roadways within the Development will consist of sod, annual flowers, shrubs, ground cover, and trees. Hardscaping improvements are anticipated in other common areas. Hardscaping improvements are also anticipated to be funded, owned, and maintained by the District.

The estimated cost for offsite roadway improvements includes the required lane additions, turn lanes, signalization, and other related improvements for Mahan Drive. These improvements are required by FDOT and COT to implement the development and benefits conferred from the offsite roadway improvements are likewise allocated among Areas 1, 2, and 3 on an estimated linear feet basis.

The infrastructure, as outlined above, is necessary for the functional development of the District as required by the applicable independent unit of local government. The planning and design of the infrastructure is in accordance with current governmental regulatory requirements. The infrastructure will provide its intended function so long as the construction is in substantial compliance with the design and permits.

OWNERSHIP & MAINTENANCE

The construction and maintenance of the proposed improvements are necessary and will benefit the property within the District. Ownership and maintenance of the improvements is generally anticipated as set forth in **Table 5**.

TABLE 5 - Ownership and Maintenance Summary

Proposed Infrastructure Improvement	Ownership	Operation & Maintenance
Roadways	City/FDOT as applicable	City/FDOT as applicable
Water and Sanitary Sewer Systems	City	City
Stormwater Management Systems	CDD	CDD
Amenities and Common Area	CDD	CDD
Landscape and Irrigation	CDD	CDD

It is anticipated that, in addition to the annual non-ad valorem assessments to be levied and collected by the District to pay debt service on its bonds, the District will levy and collect an annual "Maintenance Assessment" to be determined, assessed, and levied by the District's Board of

Supervisors upon the assessable real property within the District for the purpose of defraying the cost and expenses of maintaining the improvements.

PERMITTING

Design and permitting for the improvements described in this CIP is ongoing, and a tentative schedule is provided below in **Table 6** below:

TABLE 6 - Permit Summary

Item	Estimated Agency Approval Date
1. PUD Zoning	June 2023 (approved)
2. Development Agreement	October 2023
3. NWFWMD Conceptual ERP	February 2024
4. COT Preliminary Plat / Site Plan	September 2024
5. COT Environmental Management Permit	September 2024
6. NWFMD Construction Environmental Resource Permit	September 2024
7. FDEP Water and Sewer	September 2024
8. FDOT Access and Drainage Connection	November 2024

The above schedule references an initial phase of development. Subsequent phases of development will follow a similar pattern of approximately 10 to 12 months from initiation of concept design to regulatory permit issuance.

There is a reasonable expectation that the remaining required permits for the District improvements are obtainable, however, all permits are subject to final agency action.

ENGINEER'S OPINION

It is my professional opinion that these infrastructure improvements will benefit and add value to the assessable lands within the District as outlined herein. Such assessable property within the District will receive a special benefit from the improvements provided by the CIP, which benefit will be at least equal to the cost of such improvements. Infrastructure costs are for public improvements or community facilities as set forth in section 190.012(1) and (2) of the Florida Statutes. The Report provides descriptions of the proposed public infrastructure improvements, determination of estimated probable construction costs, and the corresponding benefits associated with the implementation of the described improvements. Detailed site construction plans and specifications have not yet been completed and permitted for the improvements described herein. Accordingly,

the information set forth herein may require modification to confirm to final site plans.

The estimate of infrastructure construction costs, listed in **Tables 4, 4A, 4B and 4C**, is only an estimate and not a guaranteed maximum price. The estimated cost is based on unit prices currently being experienced for ongoing and similar items of work in Leon County. In no event will the District pay more than the actual cost or fair market value of the public improvements constituting the CIP, whichever is the least.

All of the foregoing improvements are required by applicable development approvals. Note that if there are impact fee credits available from the construction of any roadway and utility improvements, the same may be remitted to the District as is required by the County or may be required by bond documents associated with financing of those improvements by the District.

Assuming project construction continues in a timely manner, it is our opinion that the proposed improvements, if constructed and built in substantial accordance with the approved plans and specifications, can be completed and meets their intended functions. Where necessary, historical costs, and information from other professional or utility consultants and contractors have been used in preparation of this report. Consultants and contractors who have contributed to providing the cost data included in this report are from reputable entities in the Leon County area. It is therefore our opinion that the construction of the proposed project can be completed at the cost stated.

Amir Darabi
Digitally signed by Amir Darabi
DN: CN=Amir Darabi,
dnQualifier=A01410C0000018C652C3F19000FA872,
O=MOORE BASS CONSULTING, C=US
Date: 2024.03.28 16:06:09-04'00'

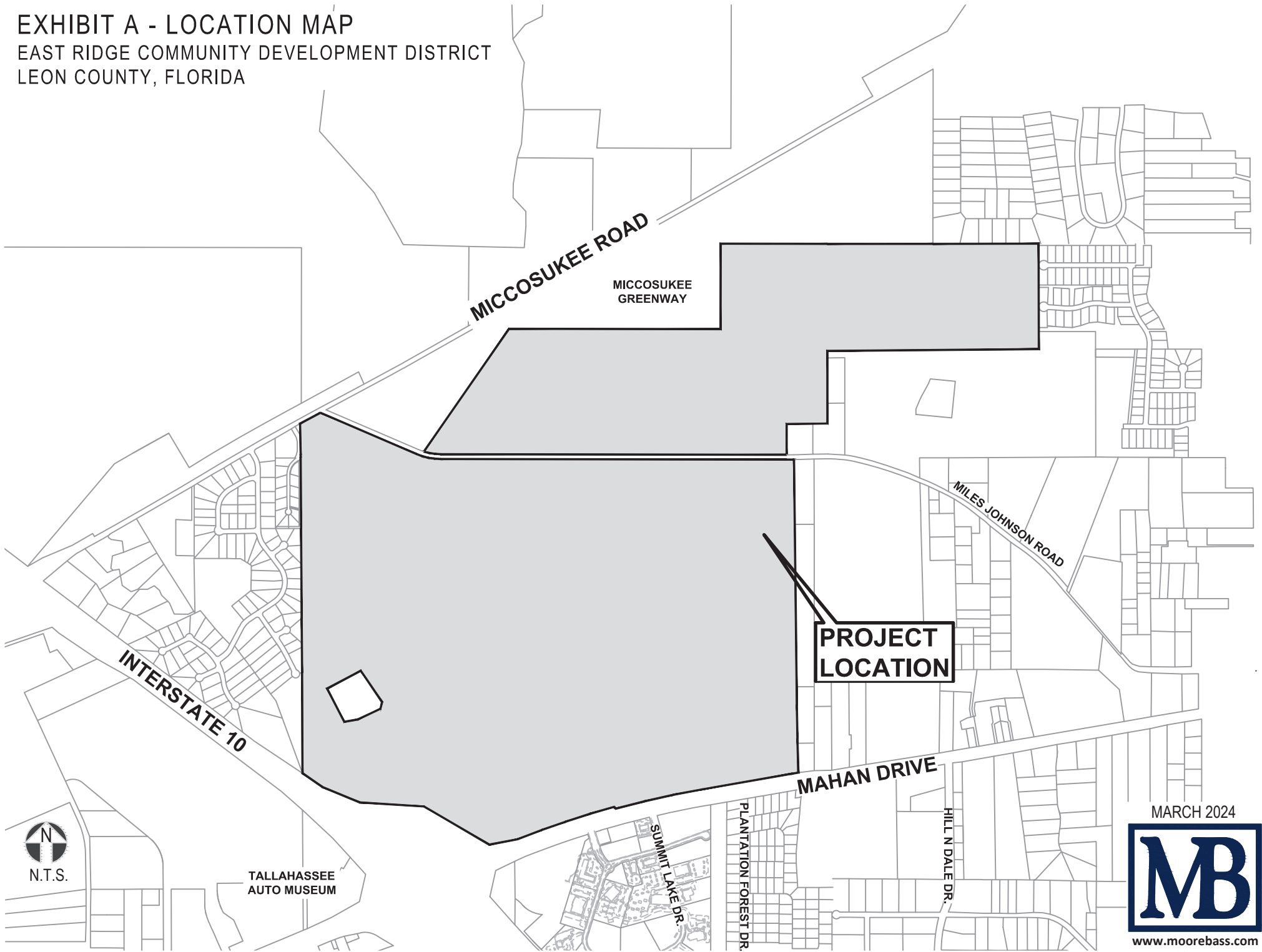
Amir Darabi, P.E.
State of Florida, Professional Engineer,
License No. 68298

This item has been digitally signed and sealed
by Amir Darabi on the date indicated here.

Printed copies of this document are not considered
signed and sealed and the signature must be
verified on any electronic copies.

Exhibit A

EXHIBIT A - LOCATION MAP
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
LEON COUNTY, FLORIDA



MARCH 2024



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Exhibit B

EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

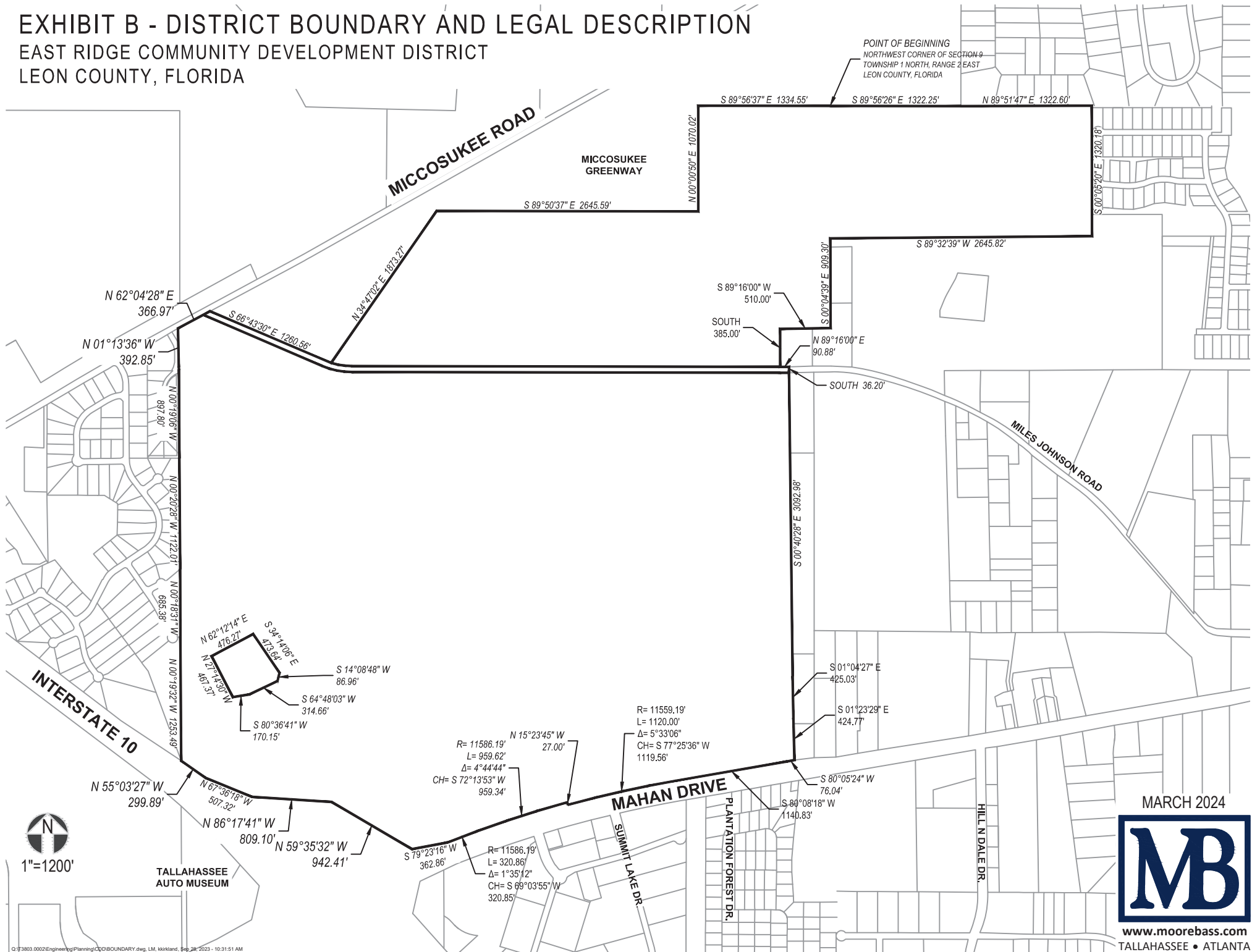


EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

LEGAL DESCRIPTION - BY SURVEY:

A PORTION OF LANDS LYING WITHIN SECTIONS 7, 8, 9, 17, AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, KNOWN AS THE WELAUNEE PLANTATION, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

BEGIN AT A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHWEST CORNER OF SECTION 4, SOUTHEAST CORNER OF SECTION 5, NORTHEAST CORNER OF SECTION 8, AND NORTHWEST CORNER OF SECTION 9, ALL WITHIN TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, LYING ON THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID LANDS AND THE NORTHERLY BOUNDARY OF SECTION 9 AND THE SOUTHERLY BOUNDARY OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 89°56'26" E, 1322.25 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF SAID PARCEL 3, THE SOUTHWEST CORNER OF LOT 24, MICCOSUKEE MEADOWS (UNRECORDED SUBDIVISION), AND THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 4 AND SAID SUBDIVISION LOTS 19, 20, 21, 22, 23, AND 24, N 89°51'47" E, 1322.60 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE SOUTHERLY BOUNDARY OF SAID LOT 19, MARKING THE NORTHEAST CORNER OF EMERALD ACRES PHASE III, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 46; THENCE LEAVING THE SOUTHERLY BOUNDARY OF SAID LOT 19 AND THE SOUTHERLY BOUNDARY OF SAID SECTION 4, AND ALONG THE WESTERLY BOUNDARY OF SAID EMERALD ACRES PHASE III AND THE WESTERLY BOUNDARY OF EMERALD ACRES PHASE IV, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 29 AND A PROJECTION SOUTHERLY THEREOF, AND THE EASTERLY BOUNDARY OF THE WEST HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 00°05'20" E, 1320.18 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE NORTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27 AND THE SOUTHERLY BOUNDARY OF THE NORTH HALF OF THE NORTH HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST; THENCE ALONG SAID BOUNDARY S 89°32'39" W, 2645.82 FEET TO A FOUND CONCRETE MONUMENT (#5831) MARKING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST AND THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27; THENCE ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, THE WESTERLY BOUNDARY OF SAID LANDS, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED AS LOTS 1 AND 2 OF A LIMITED PARTITION AS RECORDED IN OFFICIAL RECORDS BOOK 5412, PAGE 2187, S 00°04'39" E, 909.30 FEET TO A FOUND CONCRETE MONUMENT (#7245) LYING ON THE WESTERLY BOUNDARY OF SAID LOT 2, MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 81, PAGE 306; THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG THE NORTHERLY BOUNDARY OF SAID LANDS AND LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, S 89°16'00" W, 510.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412; THENCE ALONG THE WESTERLY BOUNDARY OF SAID LANDS, SOUTH, 385.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE SOUTHWEST CORNER OF SAID LANDS, LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607; THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, N 89°16'00" E, 90.88 FEET TO A FOUND CONCRETE MONUMENT (#7245); THENCE LEAVING SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, SOUTH, 36.20 FEET TO A FOUND PINCHED IRON PIPE (NO ID); THENCE ALONG THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1810, PAGE 909 AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156 AND A PROJECTION NORTHERLY THEREOF, S 00°40'28" E, 3092.98 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) LYING ON THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156, AND MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593; THENCE ALONG THE EASTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593 AND THE AFOREMENTIONED WESTERLY BOUNDARY, S 01°04'27" E, 425.03 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE); THENCE ALONG SAID EASTERLY BOUNDARY, SAID WESTERLY BOUNDARY, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, S 01°23'29" E, 424.77 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, THE SOUTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, AND LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90); THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, S 80°05'24" W, 76.04 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF SAID LANDS; THENCE S 80°08'18" W, 1140.83 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11559.19 FEET, THROUGH A CENTRAL ANGLE OF 5°33'06", FOR AN ARC LENGTH OF 1120.00 FEET (CHORD BEARS S 77°25'36" W, 1119.56 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE N 15°23'45" W, 27.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 4°44'44", FOR AN ARC LENGTH OF 959.62 FEET (CHORD BEARS S 72°13'53" W, 959.34 FEET) TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE CONTINUE ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 1°35'12", FOR AN ARC LENGTH OF 320.86 FEET (CHORD BEARS S 69°03'55" W, 320.85 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE S 79°23'16" W, 362.86 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90) WITH THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8), LYING ON THE SOUTHERLY BOUNDARY OF A 50 FOOT WIDE CITY OF TALLAHASSEE ACCESS AND DISTRIBUTION EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID EASEMENT N 59°35'32" W, 942.41 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 86°17'41" W, 809.10 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID EASEMENT AND THE SOUTHERLY BOUNDARY OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS RECORDED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, N 67°36'18" W, 507.32 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 55°03'27" W, 299.89 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF LOT 26, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), SAID POINT BEING N 55°03'27" W, 276.91 FEET FROM THE SOUTHWEST CORNER OF SAID EASEMENT AND LYING ON THE WEST BOUNDARY OF THE EAST HALF OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8) AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND SAID WESTERLY BOUNDARY, N 00°19'32" W, 1253.49 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 26 AND THE SOUTHEAST CORNER OF LOT 25, BLOCK "A", LYING ON THE SOUTHERLY BOUNDARY OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARIES OF LOTS 25, 24, AND 22, BLOCK "A", N 00°18'31" W, 685.38 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 22 AND THE SOUTHEAST CORNER OF LOT 21, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 21, 17, 16, 15, 14, 13, 11, AND 10, BLOCK "A", N 00°20'28" W, 1122.01 FEET TO A FOUND CONCRETE MONUMENT (#284) MARKING THE NORTHEAST CORNER OF SAID LOT 10 AND THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32, ALSO BEING THE SOUTHEAST CORNER OF LOT 8 OF COVENTRY PARK AND A 25' DRAINAGE EASEMENT OF COVENTRY PARK; THENCE ALONG THE EASTERLY BOUNDARIES OF SAID DRAINAGE EASEMENT AND LOTS 8, 9, 10, 11, 12, AND 13, AND A PROJECTION NORTHERLY THEREOF, BEING THE EASTERLY BOUNDARY OF SAID COVENTRY PARK, N 00°19'06" W, 897.80 FEET TO A FOUND CONCRETE MONUMENT (#3208) MARKING THE NORTHEAST CORNER OF SAID COVENTRY PARK AND THE SOUTHEAST CORNER OF AN INGRESS AND EGRESS EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 2149, SAID EASEMENT BEING DEPICTED ON THE PLAT OF COVENTRY PARK AS RECORDED IN PLAT BOOK 10, PAGE 32; THENCE ALONG THE EASTERLY BOUNDARY OF SAID EASEMENT, N 01°08'26" W, 22.98 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE EASTERLY BOUNDARY OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 7 AND THE EASTERLY BOUNDARY OF SAID EASEMENT AND A PROJECTION NORTHERLY THEREOF, N 01°13'36" W, 392.85 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF SAID EASTERLY BOUNDARY WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MICCOSUKEE ROAD (STATE ROAD #146 AND COUNTY ROAD #347); THENCE LEAVING SAID EASTERLY BOUNDARY AND ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 62°04'28" E, 366.97 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, AND THE INTERSECTION OF THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607, WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF SAID MICCOSUKEE ROAD; THENCE LEAVING SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, S 66°43'30" E, 1260.56 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) AND A CURVE CONCAVE NORTHEASTERLY, THENCE SOUTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 689.88 FEET, THROUGH A CENTRAL ANGLE OF 5°50'01", FOR AN ARC LENGTH OF 70.24 FEET (CHORD BEARS S 69°38'49" E, 70.21 FEET) TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, N 34°47'02" E, 1873.27 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE S 89°50'37" E, 2645.59 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE N 00°00'50" E, 1070.02 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) LYING ON THE NORTHERLY BOUNDARY OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG SAID NORTHERLY BOUNDARY S 89°56'37" E, 1334.55 FEET TO THE **POINT OF BEGINNING**; CONTAINING 907.74 ACRES, MORE OR LESS.

(CONTINUED ON NEXT PAGE)

MARCH 2024



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EXHIBIT B - DISTRICT BOUNDARY AND LEGAL DESCRIPTION

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

LESS AND EXCEPT THE PORTION OF THE ABOVE DESCRIBED PROPERTY LYING WITHIN THE 60' RIGHT-OF-WAY OF MILES JOHNSON ROAD, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; CONTAINING 8.27 ACRES, MORE OR LESS.

ALSO LESS AND EXCEPT

A PORTION OF LANDS LYING WITHIN SECTIONS 7 AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, CONVEYED TO THE CITY OF TALLAHASSEE AND DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 588 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

COMMENCE AT A FOUND CONCRETE MONUMENT (#284) MARKING THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO MARKING THE SOUTHEAST CORNER OF LOT 8 AND OF A 25' DRAINAGE EASEMENT OF SAID COVENTRY PARK, AND THE NORTHEAST CORNER OF LOT 10, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 10, 11, 13, 14, 15, 16, 17, AND 21, BLOCK "A", S 00°20'28" E, 1122.01 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 21 AND THE NORTHEAST CORNER OF LOT 22, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 22, 24, AND 25, BLOCK "A", S 00°18'31" E, 685.38 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 25 AND THE NORTHEAST CORNER OF LOT 26, BLOCK "A", LYING ON THE NORTHERLY BOUNDARY OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID NORTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND THE WESTERLY BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SAID SECTION 18, S 00°19'32" E, 1253.49 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF SAID LOT 26, LYING ON THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8); THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG SAID RIGHT-OF-WAY BOUNDARY, S 55°03'27" E, 276.91 FEET TO THE SOUTHWEST CORNER OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE WESTERLY BOUNDARY OF SAID EASEMENT, S 87°14'57" E, 119.46 FEET; THENCE N 19°34'37" E, 523.69 FEET; THENCE NORTH, 314.24 FEET TO A FOUND IRON ROD AND CAP (#7245) MARKING THE NORTHWEST CORNER OF SAID EASEMENT FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE N 27°14'30" W, 467.37 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE N 62°12'14" E, 476.27 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 34°14'06" E, 473.64 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 14°08'48" W, 86.96 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 64°48'03" W, 314.66 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE ALONG THE NORTHERLY BOUNDARY OF SAID EASEMENT "UG-9" AND A PROJECTION EASTERLY THEREOF, S 80°36'41" W, 170.15 FEET TO THE POINT OF BEGINNING; CONTAINING 6.00 ACRES, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY CONTAINING AN AGGREGATE ACREAGE OF 893.47 ACRES, MORE OR LESS.

MARCH 2024



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Exhibit C

EXHIBIT C - MASTER PLAN

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA

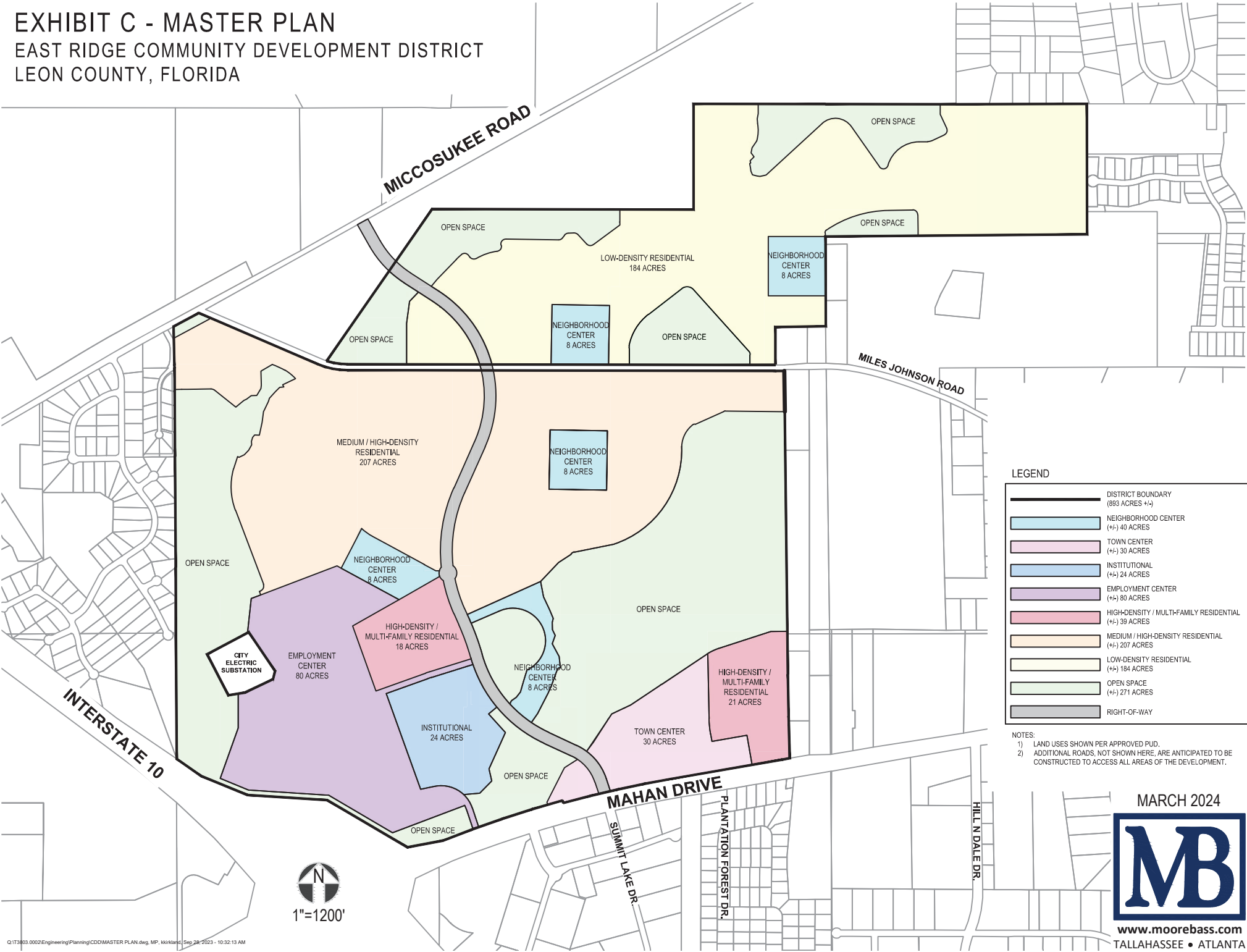
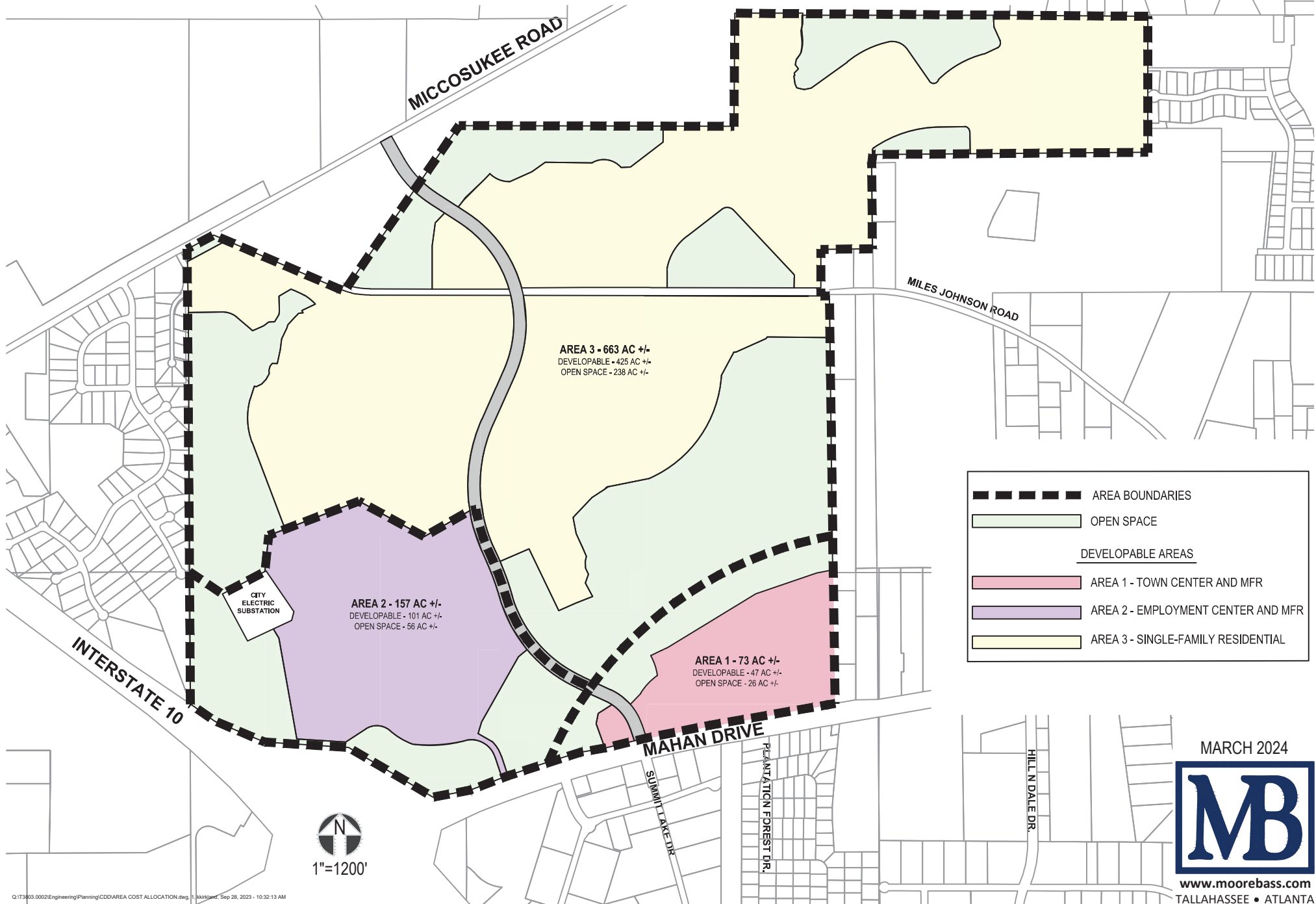


Exhibit D

EXHIBIT D - GROSS AND DEVELOPABLE ACREAGE BY LAND USE CATEGORY

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

LEON COUNTY, FLORIDA



EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4D

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

Master Special Assessment Methodology Report

February 27, 2024



Provided by:

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1.0 Introduction

1.1 Purpose

This Master Special Assessment Methodology Report (the "Report") was developed to provide a master financing plan and a master special assessment methodology for the East Ridge Community Development District (the "District"), located in City of Tallahassee, Leon County, Florida, as related to funding the costs of public infrastructure improvements (the "Capital Improvement Program" or "CIP") contemplated to be provided by the District.

Specifically, this Report provides a methodology for allocating special assessments to the three separate component parts of the District, each respectively known as Area 1, Area 2, and Area 3, each as more specifically described herein and in the Engineer's Report as defined below.

1.2 Scope of the Report

This Report presents the projections for financing the District's CIP described in the East Ridge Community Development District Engineer's Report prepared by Moore Bass Consulting, Inc. (the "District Engineer") and dated March 25, 2024 (the "Engineer's Report"), as well as describes the method for the allocation of special benefits and the apportionment of special assessment debt resulting from the provision and funding of the CIP.

1.3 Special Benefits and General Benefits

Improvements undertaken and funded by the District as part of the CIP create special and peculiar benefits, different in kind and degree than general benefits, for properties within its borders as well as general benefits to the public at large. However, as discussed within this Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits which accrue to property within the District. The District's CIP enables properties within its boundaries to be developed.

There is no doubt that the general public and property owners of property outside the District will benefit from the provision of the CIP. However, these benefits are only incidental since the CIP is designed solely to provide special benefits peculiar to property within the District. Properties outside the District are not directly served by the CIP and do not depend upon the CIP to obtain or to maintain their development entitlements. This fact alone clearly distinguishes the

special benefits which District properties receive compared to those lying outside of the District's boundaries.

The CIP will provide public infrastructure improvements which are all necessary in order to make the lands within the District developable and saleable. Even though the exact value of the benefits provided by the CIP is hard to estimate at this point, it is nevertheless greater than the costs associated with providing the same.

1.4 Organization of the Report

Section Two describes the development program as proposed by the Developer, as defined below.

Section Three provides a summary of the CIP as determined by the District Engineer.

Section Four discusses the financing program for the District.

Section Five introduces the special assessment methodology for the District.

2.0 Development Program

2.1 Overview

The District serves the East Ridge development (the "Development" or "East Ridge"), a master planned, mixed-use development located in City of Tallahassee, Leon County, Florida. The land within the District consists of approximately 893.47 +/- acres and is generally located north of Mahan Drive, south of Miccosukee Road and east of Interstate 10.

2.2 The Development Program

The development of East Ridge is anticipated to be conducted by Greenpointe Developers, LLC (the "Developer") or an affiliate related thereto. Based upon the information provided by the Developer and the Engineer, the current development plan envisions:

- A. Area 1: A total of 47 +/- developable acres of commercial uses and Multi-Family units.
- B. Area 2: A total of 101 +/- developable acres of Commercial and institutional use and Multi-Family units.
- C. Area 3: A total of 663 +/- acres that includes 1,507 single-family residential units.

This is the projected development plan as of the time of this Report, although land use types and unit numbers may change throughout the development period. Table 1 in the *Appendix* illustrates the development plan for East Ridge. The development of East Ridge is planned to be conducted in multiple phases over a multi-year period.

3.0 The Capital Improvement Program

3.1 Overview

The public infrastructure costs to be funded by the District are described by the District Engineer in the Engineer's Report. Only public infrastructure that may qualify for bond financing by the District under Chapter 190, Florida Statutes and under the Internal Revenue Code of 1986, as amended, was included in these estimates.

3.2 Capital Improvement Program

The public infrastructure improvements which are part of the CIP and are needed to serve the Development are projected to consist of improvements which will serve all of the lands in the District. The District, however, reserves the right to create distinct assessment areas to coincide with the phases of development. As described in the Engineer's Report, the CIP will consist of three (3) separate components; Area 1 Infrastructure, Area 2 Infrastructure, and Area 3 Infrastructure. The public infrastructure improvements which are part of the CIP will generally consist of roadway improvements, water and sanitary sewer systems, earthwork, stormwater management system, amenities and common area improvements, landscape and irrigation, offsite roadway improvements, professional services and contingency, were estimated by the District Engineer at \$11,435,000 for the Area 1 Infrastructure, \$14,355,000 for the Area 2 Infrastructure, and \$139,710,000 for the Area 3 Infrastructure for a total of \$165,500,000.

The master infrastructure improvements that comprise the CIP will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another. However, certain categories of improvements will only serve Area 3, as more specifically set out in the Engineer's Report.

Table 2 in the *Appendix* illustrates the specific components of the CIP.

4.0 Financing Program

4.1 Overview

As noted above, the District is embarking on a program of capital improvements which will facilitate the development of lands within the District. Generally, construction of public improvements is either funded by the Developer and then acquired by the District or funded directly by the District. The choice of the exact mechanism for providing public infrastructure has not yet been made at the time of this writing, and the District may either acquire the public infrastructure from the Developer or construct it, or even partly acquire it and partly construct it.

Even though the actual financing plan may change to include multiple series of bonds, it is likely that in order to fully fund costs of the CIP as described in *Section 3.2* in one financing transaction, the District would have to issue approximately \$226,695,000 in par amount of Special Assessment Revenue Bonds (the "Bonds").

Please note that the purpose of this Report is to allocate the benefit of the CIP to the various land uses in the District and based on such benefit allocation to apportion the maximum debt necessary to fund the CIP. The discussion of the structure and size of the indebtedness is based on various estimates and is subject to change.

4.2 Types of Bonds Proposed

The proposed financing plan for the District provides for the issuance of the Bonds in the approximate principal amount of \$226,695,000 to finance approximately \$165,500,000 in CIP costs. The Bonds as projected under this financing plan would be structured to be amortized in 30 annual installments following a 24-month capitalized interest period. Interest payments on the Bonds would be made every May 1 and November 1, and principal payments on the Bonds would be made either on May 1 or on November 1.

In order to finance the improvement and other costs, the District would need to borrow funds and incur indebtedness in the total amount of approximately \$226,695,000. The difference is comprised of debt service reserve, capitalized interest, underwriter's discount and costs of issuance. Preliminary sources and uses of funding for the Bonds are presented in Table 3 in the *Appendix*.

Please note that the structure of the Bonds as presented in this Report is preliminary and may change due to changes in the development program, market conditions, timing of infrastructure installation as well as for other reasons. The District maintains complete flexibility as to the structure of the Bonds and reserves the right to modify it as necessary.

5.0 Assessment Methodology

5.1 Overview

The issuance of the Bonds provides the District with funds necessary to construct/acquire the infrastructure improvements which are part of the CIP outlined in *Section 3.2* and described in more detail by the District Engineer in the Engineer's Report. These improvements lead to special and general benefits, with special benefits accruing to the assessable properties within the boundaries of the District and general benefits accruing to areas outside the District but being only incidental in nature. The debt incurred in financing the public infrastructure will be paid off by assessing properties that derive special and peculiar benefits from the CIP. All properties that receive special benefits from the CIP will be assessed for their fair share of the debt issued in order to finance all or a portion of the CIP.

5.2 Benefit Allocation

The most current development plan envisions the development of 47 +/- developable acres of commercial uses and Multi-Family units in Area 1, 101 +/- developable acres of Commercial which includes 24 +/- acres of Institutional Use and Multi-Family units in Area 2 and 1,507 single-family residential units in Area 3 (663 +/- acres), although unit numbers and land use types may change throughout the development period. It is anticipated that the 24 +/- acres of proposed Institutional Use in Area 2 will be dedicated to the Leon County School Board for use as a public school site, and upon conveyance to a governmental entity, the parcel will not be assessed.

By allowing for the land in the District to be developable, both the improvements that comprise the CIP and their combined benefit will be greater than the sum of their individual benefits. All of the land uses within the District will benefit from each infrastructure improvement category as specifically identified herein and in the Engineer's Report, as the improvements provide basic infrastructure to all land within the District and benefit all land within the District as an integrated system of improvements. However, certain categories

of improvements only benefit certain categories of uses (i.e. recreational improvements).

As stated previously, the public infrastructure improvements included in the CIP have a logical connection to the special and peculiar benefits received by the land within the District, as without such improvements, the development of the properties within the District would not be possible. Based upon the connection between the improvements and the special and peculiar benefits to the land within the District, the District can assign or allocate a portion of the District's debt through the imposition of non-ad valorem assessments, to the land receiving such special and peculiar benefits. Even though these special and peculiar benefits are real and ascertainable, the precise amount of the benefit cannot yet be calculated with mathematical certainty. However, such benefit is more valuable than the pro-rata cost of the improvements necessary for that parcel, or the actual non-ad valorem assessment amount levied on that parcel.

The benefit associated with the CIP of the District is proposed to be allocated to the different product types within the District in proportion to the density of development and intensity of use of the infrastructure as measured by a standard unit called an Equivalent Residential Unit ("ERU"). Table 4 in the *Appendix* illustrates the ERU weights that are proposed to be assigned to the land uses contemplated to be developed within the District based on the relative density of development and the intensity of use infrastructure, the total ERU counts for each land use category, and the share of the benefit received by each land use.

The rationale behind different ERU weights is supported by the fact that generally and on average smaller units or units with a lower intensity of use will use and benefit from the District's improvements less than larger units or units with a higher intensity of use, as for instance, generally and on average smaller units or units with lower intensity of use produce less storm water runoff, may produce fewer vehicular trips, and may need less water/sewer capacity than larger units. As the exact amount of the benefit is not possible to be calculated at this time, the use of ERU measures serves as a reasonable approximation of the relative amount of benefit received from the District's improvements.

Table 5 in the *Appendix* presents the apportionment of the assessment associated with funding the District's CIP (the "Bond Assessments") in accordance with the ERU benefit allocation

method presented in Table 4. Table 5 also presents the annual levels of the projected annual debt service assessments per unit.

Amenities. No Bond Assessments will be allocated herein to any private amenities or other common areas planned for the development which meet the requirements of section 193.0235, Florida Statutes (2023). If owned by a homeowner's association, such amenities and common areas would be considered a common element for the exclusive benefit of property owners. If the common elements are owned by the District, then they would be governmental property not subject to the Bond Assessments and would be open to the general public, subject to District rules and policies. As such, no Bond Assessments will be assigned to the amenities and common areas.

Government Property. Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Bond Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

5.3 Assigning Debt

As the land in the District is not yet platted for its intended final use and the precise location of the different products by lot or parcel is unknown, the Bond Assessment for Area 1, Area 2 and Area 3 respectively will initially be levied on all of the land within Area 1, Area 2 and Area 3 respectively on an equal pro-rata gross acre basis. For instance, the Bond Assessment for Area 1, anticipated to be \$15,663,186.25, will be preliminarily levied on approximately 73 +/- gross acres in Area 1 at a rate of \$214,564.20 per gross acre; the Bond Assessment for Area 2, \$19,662,880.51 will be preliminarily levied on approximately 157 +/- gross acres in Area 2 at a rate of \$125,241.28 per gross acre; while the Bond Assessment for Area 3, \$191,368,933.23 will be preliminarily levied on approximately 663 +/- gross acres in Area 3 at a rate of \$288,640.92 per gross acre. As noted above, and in connection with a particular bond issuance, the District may identify and establish one or more new areas within one of the areas identified herein, and such new area(s) will receive a corresponding amount of the Bond Assessment established hereunder.

As the land is platted, the Bond Assessments will be allocated to each platted parcel on a first platted-first assigned basis based on the planned use for that platted parcel as reflected in Table 5 in the *Appendix*. Such allocation of Bond Assessments to platted parcels will reduce the amount of Bond Assessments levied on unplatted gross acres within the District.

Further, to the extent that any residential land which has not been platted is sold to another developer or builder, the Bond Assessments will be assigned to such parcel at the time of the sale based upon the development rights associated with such parcel that are transferred from seller to buyer. The District shall provide an estoppel or similar document to the buyer evidencing the amount of Bond Assessments transferred at sale.

5.4 Lienability Test: Special and Peculiar Benefit to the Property

As first discussed in *Section 1.3*, Special Benefits and General Benefits, improvements undertaken by the District create special and peculiar benefits to certain properties within the District. The District's improvements benefit assessable properties within the District at the rate specified in the Engineer's Report and accrue to all such assessable properties on an ERU basis.

Improvements undertaken by the District can be shown to be creating special and peculiar benefits to the property within the District. The special and peculiar benefits resulting from each improvement include, but are not limited to:

- a. added use of the property;
- b. added enjoyment of the property;
- c. decreased insurance premiums;
- d. increased marketability and value of the property.

The improvements which are part of the CIP make the land in the District developable and saleable and when implemented jointly as parts of the CIP, provide special and peculiar benefits which are greater than the benefits of any single category of improvements. These special and peculiar benefits are real and ascertainable, but not yet capable of being calculated and assessed in terms of numerical value; however, such benefits are more valuable than either the cost of, or the actual assessment levied for, the improvement or debt allocated to the parcel of land.

5.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay

A reasonable estimate of the proportion of special and peculiar benefits received from the improvements is delineated in Table 4 (expressed as ERU factors) in the *Appendix*.

The apportionment of the assessments is fair and reasonable because, with the exception mentioned in *Section 5.2*, it was conducted on the basis of consistent application of the methodology described in *Section 5.2* across all assessable property within the District according to reasonable estimates of the special and peculiar benefits derived from the CIP by different land uses.

Accordingly, no acre or parcel of property within the District will be lienied for the payment of any non-ad valorem special assessment more than the determined special benefit peculiar to that property.

5.6 True-Up Mechanism

The District's assessment program is predicated on the development of units in a manner sufficient to include all of the planned Equivalent Residential Units ("ERUs") as set forth in Table 1 in the Appendix ("Development Plan"). At such time as lands are to be platted (or replatted) or site plans are to be approved (or re-approved), the plat or site plan (either, herein, "Proposed Plat") shall be presented to the District for a "true-up" review as follows:

a. If a Proposed Plat within the District results in the same amount of ERUs (and thus Bond Assessments) able to be imposed on the "Remaining Unplatted Developable Lands" within the District (i.e., those remaining unplatted developable lands after the Proposed Plat is recorded) as compared to what was originally contemplated under the Development Plan, then the District shall allocate the Bond Assessments to the product types being platted and the remaining property in accordance with this Report, and cause the Bond Assessments to be recorded in the District's Improvement Lien Book.

b. If a Proposed Plat within the District results in a greater amount of ERUs (and thus Bond Assessments) able to be imposed on the Remaining Unplatted Developable Lands within the District as compared to what was originally contemplated under the Development Plan, then the District may undertake a pro rata reduction of Bond Assessments for all assessed properties within the

District or may otherwise address such net decrease as permitted by law.

c. If a Proposed Plat within the District results in a lower amount of ERUs (and thus Bond Assessments) able to be imposed on the Remaining Unplatted Developable Lands within the District as compared to what was originally contemplated under the Development Plan, then the District shall require the landowner(s) of the lands encompassed by the Proposed Plat to pay a "True-Up Payment" equal to the difference between: (i) the Bond Assessments originally contemplated to be imposed on the lands subject to the Proposed Plat, and (ii) the Bond Assessments able to be imposed on the lands subject to the Proposed Plat, after the Proposed Plat (plus applicable interest, collection costs, penalties, etc.).

With respect to the foregoing true-up analysis, the District's Assessment Consultant, in consultation with the District Engineer and District Counsel, shall determine in his or her sole discretion what amount of ERUs (and thus Bond Assessments) are able to be imposed on the Remaining Unplatted Developable Lands within the District, taking into account a Proposed Plat, by reviewing: a) the original, overall development plan showing the number and type of units reasonably planned for the District, b) the revised, overall development plan showing the number and type of units reasonably planned for within the District, c) proof of the amount of entitlements for the Remaining Unplatted Developable Lands within the District, d) evidence of allowable zoning conditions that would enable those entitlements to be placed in accordance with the revised development plan, and e) documentation that shows the feasibility of implementing the proposed development plan. Prior to any decision by the District not to impose a true-up payment, a supplemental methodology shall be produced demonstrating that there will be sufficient assessments to pay debt service on the applicable series of bonds and the District will conduct new proceedings under Chapters 170, 190 and 197, Florida Statutes upon the advice of District Counsel.

Any True-Up Payment shall become due and payable that tax year by the landowner of the lands subject to the Proposed Plat within the District, shall be in addition to the regular assessment installment payable for such lands, and shall constitute part of the debt assessment liens imposed against the Proposed Plat property until paid. A True-Up Payment shall include accrued interest on the applicable bond series to the interest payment date that occurs at least 45 days after the True-Up Payment (or the second succeeding interest payment date if such True-Up Payment is made within forty-

five (45) calendar days before an interest payment date (or such other time as set forth in the supplemental indentures for the applicable bond series)).

All Bond Assessments levied run with the land, and such assessment liens include any True-Up Payments. The District will not release any liens on property for which True-Up Payments are due, until payment has been satisfactorily made. Further, upon the District's review of the final plat for the developable acres within the District, any unallocated Bond Assessments shall become due and payable and must be paid prior to the District's approval of that plat. This true-up process applies for both plats and/or re-plats.

Such review shall be limited solely to the function and the enforcement of the District's assessment liens and/or true-up agreements. Nothing herein shall in any way operate to or be construed as providing any other plat approval or disapproval powers to the District. For further detail on the true-up process, please refer to any applicable True-Up Agreement and assessment resolution(s).

5.7 Assessment Roll

The Bond Assessments of \$226,695,000 are proposed to be levied over the area described in Exhibit "A". Excluding any capitalized interest period, debt service assessments shall be paid in thirty (30) annual principal installments.

5.8 Additional Items Regarding Bond Assessment Imposition and Allocation

Master Lien - This master assessment allocation methodology is intended to establish the necessary benefit and fair and reasonable allocation findings for a master assessment lien, which may give rise to one or more individual assessment liens relating to individual bond issuances necessary to fund all or a portion of the project(s) referenced herein comprising the CIP. All such liens shall be within the benefit limits established herein and using the allocation methodology described herein, and shall be described in one or more supplemental reports.

System of Improvements - As noted herein, the majority of the improvements comprising the CIP functions as a system of improvements except as set forth in the Engineer's Report. Among other implications, this means that proceeds from any particular bond issuance can be used to fund master improvements within any benefitted property or designated assessment area within the

District, regardless of where the Bond Assessments are levied, provided that Bond Assessments are fairly and reasonably allocated across all benefitted properties.

Government Property - Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

New Unit Types - As noted herein, this report identifies the anticipated product types for the development and associates particular ERU factors with each product type. If new product types are identified in the course of development, the District's Assessment Consultant – without a further hearing – may determine the ERU factor for the new product type on a front footage basis, provided that such determination is made on a pro-rated basis and derived from the front footage of existing product types and their corresponding ERUs. For example, if a Single Family 50' unit has an ERU of 1.00, and a Single Family 60' unit has an ERU of 1.2, then a new Single Family 55' unit would have an ERU of 1.1.

6.0 Additional Stipulations

6.1 Overview

Wrathell, Hunt and Associates, LLC was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's CIP. Certain financing, development and engineering data was provided by members of District Staff and/or the Developer. The allocation methodology described herein was based on information provided by those professionals. Wrathell, Hunt and Associates, LLC makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this Report. For additional information on the Bond structure and related items, please refer to the Offering Statement associated with this transaction.

Wrathell, Hunt and Associates, LLC does not represent the District as a Municipal Advisor or Securities Broker nor is Wrathell, Hunt and Associates, LLC registered to provide such services as described in Section 15B of the Securities and

Exchange Act of 1934, as amended. Similarly, Wrathell, Hunt and Associates, LLC does not provide the District with financial advisory services or offer investment advice in any form.

7.0 Appendix

Table 1

East Ridge

Community Development District

Development Plan

Unit Type	Number of Developable Acres	Number of Residential Units
Area 1		
Town Center and Multi-Family Units	47	
Area 2		
Employment Center, Multi-Family Units, Institutional Use*	101	
Area 3		
Single Family 22-30'		82
Single Family 40'		300
Single Family 50'		700
Single Family 60'		300
Single Family 70'		75
Single Family 80'		50
Total	148	1,507

*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

Table 2

East Ridge

Community Development District

Capital Improvement Plan

Improvement	Area 1 Costs	Area 2 Costs	Area 3 Costs	Total CIP Costs
Roadway Improvements	\$2,300,000.00	\$2,660,000.00	\$39,790,000.00	\$44,750,000.00
Water and Sanitary Sewer Systems	\$1,850,000.00	\$1,450,000.00	\$24,700,000.00	\$28,000,000.00
Earthwork	\$1,750,000.00	\$4,190,000.00	\$14,810,000.00	\$20,750,000.00
Stormwater Management System	\$375,000.00	\$700,000.00	\$4,425,000.00	\$5,500,000.00
Amenities and Common Area Improvements	\$0.00	\$0.00	\$15,000,000.00	\$15,000,000.00
Landscape and Irrigation	\$340,000.00	\$810,000.00	\$2,850,000.00	\$4,000,000.00
Offsite Roadway Improvements	\$1,885,000.00	\$865,000.00	\$2,350,000.00	\$5,100,000.00
Professional Fees and Permitting	\$1,025,000.00	\$1,285,000.00	\$12,490,000.00	\$14,800,000.00
Contingency	\$1,910,000.00	\$2,395,000.00	\$23,295,000.00	\$27,600,000.00
Total	\$11,435,000.00	\$14,355,000.00	\$139,710,000.00	\$165,500,000.00

Table 3

East Ridge

Community Development District

Preliminary Sources and Uses of Funds

Sources

Bond Proceeds:	
Par Amount	\$226,695,000.00
Total Sources	\$226,695,000.00

Uses

Project Fund Deposits:	
Project Fund	\$165,500,000.00
Other Fund Deposits:	
Debt Service Reserve Fund	\$20,136,735.01
Capitalized Interest Fund	\$36,271,200.00
Delivery Date Expenses:	
Costs of Issuance and Underwriter's Discount	\$4,783,900.00
Rounding	\$3,164.99
Total Uses	\$226,695,000.00

Coupon Rate: 8.00%
 CAPI Length: 24 Months
 Bond Duration: 30 Years
 Underwriter's Discount Rate: 2%
 Cost Of Issuance: \$250,000

Table 4

East Ridge

Community Development District

Benefit Allocation

Area 1

Unit Type	Number of Developable Acres	ERU per Acre	Total ERU
Town Center and Multi-Family Units	47	1.00	47.00

Area 2

Unit Type	Number of Developable Acres	ERU per Acre	Total ERU
Employment Center, Multi-Family Units, Institutional Use*	101	1.00	101.00

Area 3

Unit Type	Number of Residential Units	ERU per Unit	Total ERU
Single Family 22-30'	82	0.60	49.20
Single Family 40'	300	0.80	240.00
Single Family 50'	700	1.00	700.00
Single Family 60'	300	1.20	360.00
Single Family 70'	75	1.40	105.00
Single Family 80'	50	1.60	80.00
Total	1,507		1,534.20

*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

Table 5

East Ridge

Community Development District

Bond Assessment Apportionment

Area 1

Unit Type	Number of Developable Acres	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Acre	Annual Bond Assessment Debt Service per Acre - paid in March**
Town Center and Multi-Family Units	47	\$11,435,000.00	\$15,663,186.25	\$333,259.28	\$358,343.31

Area 2

Unit Type	Number of Developable Acres	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Acre	Annual Bond Assessment Debt Service per Acre - paid in March**
Employment Center, Multi-Family Units, Institutional Use*	101	\$14,355,000.00	\$19,662,880.51	\$194,681.99	\$209,335.47

Area 3

Unit Type	Number of Residential Units	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit - paid in March**
Single Family 22-30'	82	\$4,480,336.33	\$6,136,977.91	\$74,841.19	\$7,148.33
Single Family 40'	300	\$21,855,299.18	\$29,936,477.63	\$99,788.26	\$9,531.11
Single Family 50'	700	\$63,744,622.60	\$87,314,726.41	\$124,735.32	\$11,913.89
Single Family 60'	300	\$32,782,948.77	\$44,904,716.44	\$149,682.39	\$14,296.67
Single Family 70'	75	\$9,561,693.39	\$13,097,208.96	\$174,629.45	\$16,679.45
Single Family 80'	50	\$7,285,099.73	\$9,978,825.88	\$199,576.52	\$19,062.23

Total		\$165,500,000.00	\$226,695,000.00		
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*Includes projected 24-acre public institutional use; developable acreage may be reduced upon conveyance to a governmental entity

**Includes costs of collection estimated at 3% (subject to change) and an allowance for early payment discount estimated at 4% (subject to change)

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4E

RESOLUTION 2024-45

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT 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.

WHEREAS, the East Ridge Community Development District (the "District") previously indicated its intention to construct certain types of infrastructure improvements and to finance such infrastructure improvements through the issuance of bonds, which bonds would be repaid by the imposition of special assessments on benefited property within the District; and

WHEREAS, the District Board of Supervisors (the "Board") noticed and conducted a public hearing pursuant to Chapters 170, 190, and 197, *Florida Statutes*, relating to the imposition, levy, collection and enforcement of such assessments.

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

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to Chapters 170, 190, and 197, *Florida Statutes*, including without limitation, Section 170.08, *Florida Statutes*.

SECTION 2. FINDINGS. The Board hereby finds and determines as follows:

(a) The District is a local unit of special-purpose government organized and existing under and pursuant to Chapter 190, *Florida Statutes*, as amended.

(b) The District is authorized by Chapter 190, *Florida Statutes*, to finance, fund, plan, establish, acquire, install, equip, operate, extend, construct, or reconstruct stormwater management facilities; roadways; water and wastewater facilities; off-site improvements;

electrical utilities (street lighting); recreational amenities; and other infrastructure projects and services necessitated by the development of, and serving lands within, the District, together the “Improvements.”

(c) The District is authorized by Chapter 190, *Florida Statutes*, to levy and impose special assessments to pay all, or any part of, the cost of such infrastructure projects and services and to issue special assessment bonds payable from such special assessments as provided in Chapters 170, 190, and 197, *Florida Statutes*.

(d) It is necessary to the public health, safety and welfare and in the best interests of the District that (i) the District provide the capital improvements (“Capital Improvements”), the nature and location of which is described in the *East Ridge Community Development District Master Engineer’s Report*, dated March 25, 2024 (the “Engineer’s Report”) (attached as **Exhibit A** hereto and incorporated herein by this reference), and which plans and specifications are on file at the office of the District Manager c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“District Records Offices”); (ii) the cost of such Capital Improvements be assessed against the lands specially benefited by such Capital Improvements; and (iii) the District issue bonds to provide funds for such purposes pending the receipt of such special assessments.

(e) The provision of said Capital Improvements, the levying of such Assessments (hereinafter defined) and the sale and issuance of such bonds serves a proper, essential, and valid public purpose and is in the best interests of the District, its landowners, and residents.

(f) In order to provide funds with which to pay all or a portion of the costs of the Capital Improvements which are to be assessed against the benefitted properties, pending the collection of such Assessments, it is necessary for the District from time to time to sell and issue its Special Assessment Bonds, in one or more series (the “Bonds”).

(g) By Resolution 2024-40, the Board determined to provide the Capital Improvements and to defray the costs thereof by making Assessments on benefitted property and expressed an intention to issue Bonds, notes or other specific financing mechanisms to provide all or a portion of the funds needed for the Capital Improvements prior to the collection of such Assessments. Resolution 2024-40 was adopted in compliance with the requirements of Section 170.03, *Florida Statutes*, and prior to the time it was adopted, the requirements of Section 170.04, *Florida Statutes*, had been met.

(h) As directed by Resolution 2024-40, said Resolution 2024-40 was published as required by Section 170.05, *Florida Statutes*, and a copy of the publisher’s affidavit of publication is on file with the Secretary of the Board.

(i) As directed by Resolution 2024-40, a preliminary assessment roll was adopted and filed with the Board as required by Section 170.06, *Florida Statutes*.

(j) As required by Section 170.07, *Florida Statutes*, upon completion of the preliminary assessment roll, the Board adopted Resolution 2024-40, fixing the time and place of a public hearing at which owners of the property to be assessed and other persons interested therein may appear before the Board and be heard as to (1) the propriety and advisability of making the infrastructure improvements, (2) the cost thereof, (3) the manner of payment therefore, and (4) the amount thereof to be assessed against each specially benefited property or parcel and provided for publication of notice of such public hearing and individual mailed notice in accordance with Chapters 170, 190, and 197, *Florida Statutes*.

(k) Notice of such public hearing was given by publication and also by mail as required by Section 170.07, *Florida Statutes*. Affidavits as to such publications and mailings are on file in the office of the Secretary of the Board.

(l) On April 29, 2024, at the time and place specified in Resolution 2024-40 and the notice referred to in paragraph (k) above, the Board met as an Equalization Board, conducted such public hearing, and heard and considered all complaints and testimony as to the matters described in paragraph (j) above. The Board has made such modifications to the preliminary assessment roll as it deems necessary, just and right in the making of the final assessment roll.

(m) Having considered the estimated costs of the Capital Improvements, estimates of financing costs and all complaints and evidence presented at such public hearing, the Board further finds and determines:

- i. that the estimated costs of the Capital Improvements is as specified in the Engineer's Report, which Engineer's Report is hereby adopted and approved, and that the amount of such costs is reasonable and proper; and
- ii. it is reasonable, proper, just and right to assess the cost of such Capital Improvements against the properties specially benefited thereby using the method determined by the Board set forth in the *Master Special Assessment Methodology for East Ridge Community Development District*, dated February 27, 2024 (the "Assessment Report," attached hereto as **Exhibit B** and incorporated herein by this reference), for the Bonds, which results in the special assessments set forth on the final assessment roll included within such Exhibit B (the "Assessments"); and
- iii. the Assessment Report is hereby approved, adopted and confirmed. The District ratifies its use in connection with the issuance of the Bonds;
- iv. it is hereby declared that the Capital Improvements will constitute a special benefit to all parcels of real property listed on said final assessment roll and that the benefit, in the case of each such parcel, will be equal to or in excess of the Assessments thereon when allocated as set forth in Exhibit B;

- v. that the costs of the Capital Improvements are fairly and reasonably apportioned to the properties specifically benefitted as set forth in Exhibit B;
- vi. it is in the best interests of the District that the Assessments be paid and collected as herein provided; and
- vii. it is reasonable, proper, just and right for the District to utilize the true-up mechanisms and calculations contained in the Assessment Report in order to ensure that all parcels of real property benefiting from the Capital Improvements are assessed accordingly and that sufficient assessment receipts are being generated in order to pay the corresponding bond debt-service when due;

SECTION 3. AUTHORIZATION OF DISTRICT PROJECT. That construction of Capital Improvements initially described in Resolution No. 2024-40, and more specifically identified and described in Exhibit A attached hereto, is hereby authorized and approved and the proper officers, employees and/or agents of the District are hereby authorized and directed to take such further action as may be necessary or desirable to cause the same to be made.

SECTION 4. ESTIMATED COST OF IMPROVEMENTS. The total estimated costs of the Capital Improvements and the costs to be paid by Assessments on all specially benefited property are set forth in **Exhibits A and B**, respectively, hereto.

SECTION 5. EQUALIZATION, APPROVAL, CONFIRMATION AND LEVY OF SPECIAL ASSESSMENTS. The Assessments on the parcels specially benefited by the Capital Improvements, all as specified in the final assessment roll set forth in Exhibit B, attached hereto, are hereby equalized, approved, confirmed and levied. Immediately following the adoption of this Resolution, these Assessments, as reflected in Exhibit B attached hereto, shall be recorded by the Secretary of the Board of the District in a special book, to be known as the "Improvement Lien Book." The Assessment or assessments against each respective parcel shown on such final assessment roll and interest, costs and penalties thereon, as hereafter provided, shall be and shall remain a legal, valid and binding first lien on such parcel until paid and such lien shall be coequal with the lien of all state, county, district, municipal or other governmental taxes and superior in dignity to all other liens, titles, and claims. Prior to the issuance of any Bonds, including refunding bonds, the District may, by subsequent resolution, adjust the acreage assigned to particular parcel identification numbers listed on the final assessment roll to reflect accurate apportionment of acreage within the District amongst individual parcel identification numbers. The District may make any other such acreage and boundary adjustments to parcels listed on the final assessment roll as may be necessary in the best interests of the District as determined by the Board by subsequent resolution. Any such adjustment in the assessment roll shall be consistent with the requirements of law. In the event the issuance of Bonds, including refunding bonds, by the District would result in a decrease of the Assessments, then the District shall by subsequent resolution, adopted within sixty (60) days of the sale of such Bonds at a publicly noticed meeting and without the need for further public hearing, evidence such a decrease and amend the final assessment roll as shown in the

Improvement Lien Book to reflect such a decrease.

SECTION 6. FINALIZATION OF SPECIAL ASSESSMENTS. When the entire Capital Improvements project has both been constructed or otherwise provided to the satisfaction of the Board, the Board shall adopt a resolution accepting the same and determining the actual costs (including financing costs) thereof, as required by Sections 170.08 and 170.09, *Florida Statutes*. Pursuant to the provisions of Section 170.08, *Florida Statutes*, regarding completion of a project funded by a particular series of bonds, the District shall credit to each Assessment the difference, if any, between the Assessment as hereby made, approved and confirmed and the proportionate part of the actual costs of the Capital Improvements, as finally determined upon completion thereof, but in no event shall the final amount of any such special assessment exceed the amount of benefits originally assessed hereunder. In making such credits, no credit shall be given for bond financing costs, capitalized interest, funded reserves or bond discounts. Such credits, if any, shall be entered in the Improvement Lien Book.

SECTION 7. PAYMENT OF SPECIAL ASSESSMENTS AND METHOD OF COLLECTION.

(a) The Assessments may be paid in not more than thirty (30) substantially equal consecutive annual installments of principal and interest. The Assessments may be paid in full without interest at any time within thirty (30) days after the completion of the Capital Improvements and the adoption by the Board of a resolution accepting the Capital Improvements, unless such option has been waived by the owner of the land subject to the Assessments; provided, however, that the Board shall at any time make such adjustments by resolution, at a noticed meeting of the Board, to that payment schedule as may be necessary and in the best interests of the District to account for changes in long and short term debt as actually issued by the District. All impact fee credits received and/or value received for impact fee credits shall be applied against the Capital Improvements costs and/or the outstanding indebtedness of any debt issuance that funded the improvement giving rise to the credits which application may be addressed by such resolutions. At any time subsequent to thirty (30) days after the Capital Improvements have been completed and a resolution accepting the Capital Improvements has been adopted by the Board, the Assessments may be prepaid in full including interest amounts to the next succeeding interest payment date or to the second succeeding interest payment date if such a prepayment is made within forty-five (45) calendar days before an interest payment date. The owner of property subject to Assessments may prepay the entire remaining balance of the Assessments at any time, or a portion of the remaining balance of the Assessment one time if there is also paid, in addition to the prepaid principal balance of the Assessment, an amount equal to the interest that would otherwise be due on such prepaid amount on the next succeeding interest payment date, or, if prepaid during the forty-five day (45) period preceding such interest payment date, to the interest payment date following such next succeeding interest payment date. Prepayment of Assessments does not entitle the property owner to any discounts for early payment.

(b) The District may elect to use the method of collecting Assessments authorized by

Sections 197.3632 and 197.3635, *Florida Statutes* (the "Uniform Method"). The District has heretofore taken or will use its best efforts to take as timely required, any necessary actions to comply with the provisions of said Sections 197.3632 and 197.3635, *Florida Statutes*. Such Assessments may be subject to all of the collection provisions of Chapter 197, *Florida Statutes*. Notwithstanding the above, in the event the Uniform Method of collecting its special or non-ad valorem assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law. The District may, in its sole discretion, collect Assessments by directly assessing landowner(s) and enforcing said collection in any manner authorized by law.

(c) For the period the District uses the Uniform Method, the District shall enter into an agreement with the Tax Collector of Leon County who may notify each owner of a lot or parcel within the District of the amount of the special assessment, including interest thereon, in the manner provided in Section 197.3635, *Florida Statutes*.

SECTION 8. APPLICATION OF TRUE-UP PAYMENTS.

(a) Pursuant to the Assessment Report, attached hereto as Exhibit B, there may be required from time to time certain true-up payments. As parcels of land or lots are platted, the Assessments securing the Bonds shall be allocated as set forth in the Assessment Report. In furtherance thereof, at such time as parcels or land or lots are platted, it shall be an express condition of the lien established by this Resolution that any and all initial plats of any portion of the lands within the District, as the District's boundaries may be amended from time to time, shall be presented to the District Manager for review, approval and calculation of the percentage of acres and numbers of units which will be, after the plat, considered to be developed. No further action by the Board of Supervisors shall be required. The District's review shall be limited solely to this function and the enforcement of the lien established by this Resolution. The District Manager shall cause the Assessments to be reallocated to the units being platted and the remaining property in accordance with Exhibit B, cause such reallocation to be recorded in the District's Improvement Lien Book, and shall perform the true-up calculations described in Exhibit B, which process is incorporated herein as if fully set forth (the "True-Up Methodology"). Any resulting true-up payment shall become due and payable that tax year by the landowner(s) of record of the remaining unplatted property, in addition to the regular assessment installment payable with respect to such remaining unplatted acres.

(b) The District will take all necessary steps to ensure that true-up payments are made in a timely fashion to ensure its debt service obligations are met. The District shall record all true-up payments in its Improvement Lien Book.

(c) The foregoing is based on the District's understanding with landowner and/or developer that it intends to develop the unit numbers and types shown in Exhibit B, on the net developable acres and is intended to provide a formula to ensure that the appropriate ratio of the Assessments to gross acres is maintained if fewer units are developed. However, no action by the District prohibits more than the maximum units shown in Exhibit B from being developed.

In no event shall the District collect Assessments pursuant to this Resolution in excess of the total debt service related to the Capital Improvements, including all costs of financing and interest. The District recognizes that such events as regulatory requirements and market conditions may affect the timing and scope of the development in the District. If the strict application of the True-Up Methodology to any assessment reallocation pursuant to this paragraph would result in Assessments collected in excess of the District's total debt service obligation for the Capital Improvements, the Board shall by resolution take appropriate action to equitably reallocate the Assessments. Further, upon the District's review of the final plat for the developable acres, any unallocated Assessments shall become due and payable and must be paid prior to the District's approval of that plat.

(d) The application of the monies received from true-up payments or Assessments to the actual debt service obligations of the District, whether long term or short term, shall be set forth in the supplemental assessment resolution adopted for each series of Bonds actually issued. Such subsequent resolution shall be adopted at a noticed meeting of the District, and shall set forth the actual amounts financed, costs of issuance, expected costs of collection, and the total amount of the assessments pledged to that issue, which amount shall be consistent with the lien imposed by this Resolution. Each such supplemental resolution shall also address the allocation of any impact fee credits expected to be received from the provision of the project funded by the corresponding series of Bonds issued or to be issued.

SECTION 9. GOVERNMENT PROPERTY; TRANSFERS OF PROPERTY TO UNITS OF LOCAL, STATE, AND FEDERAL GOVERNMENT. Property owned by units of local, state, and federal government shall not be subject to the Assessments without specific consent thereto. If at any time, any real property on which Assessments are imposed by this Resolution is sold or otherwise transferred to a unit of local, state, or federal government (without consent of such governmental unit to the imposition of Assessments thereon), all future unpaid Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

SECTION 10. ASSESSMENT NOTICE. The District's Secretary is hereby directed to record a general Notice of Assessments in the Official Records of Leon County, Florida, which shall be updated from time to time in a manner consistent with changes in the boundaries of the District.

SECTION 11. SEVERABILITY. If any section or part of a section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

SECTION 12. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

SECTION 13. EFFECTIVE DATE. This Resolution shall become effective upon its adoption.

APPROVED AND ADOPTED this 29th day of April, 2024.

Attest:

**EAST RIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: *East Ridge Community Development District Master Engineer's Report*, dated March 25, 2024

Exhibit B: *Master Special Assessment Methodology for East Ridge Community Development District*, dated February 27, 2024

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

5A

PROOF OF PUBLICATION

Daphne Gillyard
Daphne Gillyard
East Ridge CDD
2300 Glades RD # 410W
Boca Raton FL 33431-8556

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 Public Notices, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

03/31/2024

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 03/31/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$284.20

Order No: 10011940

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NANCY HEYRMAN
Notary Public
State of Wisconsin

AMENDED AND RESTATED NOTICE OF RULEMAKING REGARDING THE RULES OF PROCEDURE, AMENITY RULES, AMENITY RATES, AND DISCIPLINARY RULE OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

A public hearing will be conducted by the Board of Supervisors of the East Ridge Community Development District (the "District") on April 29, 2024 at 10:00 a.m., at 517 E. College Avenue, Tallahassee, Florida 32301. Prior notice of rule development was published in a newspaper of general circulation on March 28, 2024.

In accordance with Chapters 120 and 190, Florida Statutes, and in connection with its anticipated ownership and operation of certain District facilities and improvements (hereinafter collectively referred to as the "Amenities"), the District hereby gives the public notice of its intent to: (1) adopt its proposed Rules of Procedure; (2) adopt its proposed Amenity Policies and Rules (the "Amenity Rules"); (3) establish rates, fees, and charges imposed on residents and non-residents utilizing the District's Amenities (collectively, the "Amenity Rates"); and (4) adopt a new rule establishing consequences for those who violate the District's Amenity Rules (the "Disciplinary Rule"). The Rules of Procedure may address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes (2023). The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 112.3146, 112.3148, 119.07, 119.0701, 189.053, 189.069(2)(a)16, 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(15), 190.033, 190.035, 218.33, 218.391, 255.05, 255.0518, 255.0525, 255.20, 286.0105, 286.011, 286.0113, 286.0114, 287.017, 287.055 and 287.084, Florida Statutes (2023).

The purpose and effect of the Amenity Rules, Amenity Rates and Disciplinary Rule is to provide for efficient and effective District operations of the District's Amenities and other properties by setting policies and fees relevant to implementation of the provisions of Section 190.035, Florida Statutes. General legal authority for the District to adopt the proposed Amenity Rules include Chapters 120 and 190, Florida Statutes (2023), as amended, and specific legal authority includes Sections 190.035(2), 190.011(5), 190.012(3), 190.035, 190.041, 120.54, 120.69 and 120.81, Florida Statutes (2023), as amended. The proposed Amenity Rates include:

Fee	Proposed
Non-Resident Annual User Fee	\$2,500 - \$4,000
Lost Access Card Replacement	\$50
Returned Check/Insufficient Funds Fee	\$50

The proposed Suspension and Termination Rules and rates, fees and charges associated therewith may be adjusted at the public hearing pursuant to discussion by the Board of Supervisors and public comment. The proposed Suspension and Termination Rules address use of access cards, provide for the suspension and termination of amenity access, provide for an administrative reimbursement of up to Five Hundred Dollars (\$500.00), provide for property damage reimbursement, provide authority for certain District staff to remove persons from the amenities, provide for hearings and appeal, and provide for other legal remedies. Specific legal authority for the rule includes Sections 190.035(2), 190.011(5) and 120.54, Florida Statutes.

A copy of the proposed Rules of Procedure, Amenity Rules, Amenity Rates, and Disciplinary Rule may be obtained by contacting the District Manager's Office, c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.54(1), Florida Statutes, must do so in writing within twenty one (21) days after publication of this notice to the District Manager's Office.

This public hearing may be continued to a date, time, and place specified on the record at the hearing without additional notice. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, staff or Supervisors may participate in the public hearing by speaker telephone.

Pursuant to the provisions of the Americans with Disabilities Act, 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 at 1-800-955-8771 or 1-800-955-8770 for aid in contacting the District Office.

This Amended and Restated Notice of Rulemaking corrects a typographical error in the title of the Notice of Rulemaking published on March 29, 2024. Wrathell, Hunt and Associates, LLC, District Manager
East Ridge Community Development District
3/31/24 10011940



Florida
GANNETT

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
East Ridge CDD
2300 Glades RD # 410W
Boca Raton FL 33431-8556

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 Govt Public Notices, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

03/28/2024

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 03/28/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

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NOTICE OF RULE DEVELOPMENT BY THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

In accordance with Chapters 120 and 190, Florida Statutes and in connection with its anticipated ownership and operation of certain improvements, including recreational amenity facilities and improvements (hereinafter collectively referred to as the "Amenities"), the East Ridge Community Development District (the "District") hereby gives the public notice of its intent to: (1) adopt its proposed Rules of Procedure; (2) adopt its proposed Amenity Policies and Rules (the "Amenity Rules"); (3) establish rates, fees, and charges imposed on residents and non residents utilizing the District's Amenities (collectively, the "Amenity Rules"); and (4) adopt a new rule establishing consequences for those who violate the District's Amenity Rules (the "Disciplinary Rule").

The Rules of Procedure will address such areas as the Board of Supervisors officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and work shops, ratemaking procedures and competitive purchase including procedures under the Consultant's Competitive Negotiation Act, procedure regarding author selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

The purpose and effect of the Rules of Procedure is to provide for efficient and effective District operations and to ensure compliance with recent changes to Florida law. The legal authority for the adoption of the proposed Rules of Procedure includes sections 190.011(3), 190.011(3), and 190.035, Florida Statutes (2023). The specific laws implemented in the Rules of Procedure include, but are not limited to, sections 112.06, 112.07, 112.08, 112.09, 112.10, 112.11, 112.12, 112.13, 112.14, 112.15, 112.16, 112.17, 112.18, 112.19, 112.20, 112.21, 112.22, 112.23, 112.24, 112.25, 112.26, 112.27, 112.28, 112.29, 112.30, 112.31, 112.32, 112.33, 112.34, 112.35, 112.36, 112.37, 112.38, 112.39, 112.40, 112.41, 112.42, 112.43, 112.44, 112.45, 112.46, 112.47, 112.48, 112.49, 112.50, 112.51, 112.52, 112.53, 112.54, 112.55, 112.56, 112.57, 112.58, 112.59, 112.60, 112.61, 112.62, 112.63, 112.64, 112.65, 112.66, 112.67, 112.68, 112.69, 112.70, 112.71, 112.72, 112.73, 112.74, 112.75, 112.76, 112.77, 112.78, 112.79, 112.80, 112.81, 112.82, 112.83, 112.84, 112.85, 112.86, 112.87, 112.88, 112.89, 112.90, 112.91, 112.92, 112.93, 112.94, 112.95, 112.96, 112.97, 112.98, 112.99, 113.00, 113.01, 113.02, 113.03, 113.04, 113.05, 113.06, 113.07, 113.08, 113.09, 113.10, 113.11, 113.12, 113.13, 113.14, 113.15, 113.16, 113.17, 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EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

5B

RESOLUTION 2024-46

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; ADOPTING SUSPENSION AND TERMINATION RULES; ADOPTING RATES, FEES AND CHARGES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, East Ridge Community Development District (“District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, which anticipates owning, operating and maintaining certain recreational amenity facilities (collectively, “Recreational Facilities”); and

WHEREAS, Chapters 190 and 120, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board also desires to adopt rules relating to the suspension and/or termination of patrons’ rights to utilize the Recreational Facilities; and

WHEREAS, the Board finds that it is in the best interests of the District and necessary for the efficient operation of the District to adopt by resolution the *Suspension and Termination of Privileges Disciplinary and Enforcement Rule* (“Suspension and Termination Rules”), which are attached hereto as **Exhibit B** and incorporated herein by this reference, for immediate use and application; and

WHEREAS, the Board finds that it is in the best interest of the District and necessary for the efficient operation of the District to adopt by resolution the fee schedule, attached hereto as **Exhibit C** and incorporated herein by this reference, for immediate use and application (“Fee Schedule”); and

WHEREAS, the Board finds that the Fee Schedule outlined in **Exhibit C** is just and equitable having been based upon (i) the amount of service furnished; and (ii) other factors affecting the use of the facilities furnished; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development, ratemaking, and rule and rate adoption, including the holding of public hearings thereon.

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

SECTION 1. The Rules of Procedure set forth in **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. The Suspension and Termination Rules set forth in **Exhibit B** are hereby adopted pursuant to this resolution as necessary for the conduct of District business and shall remain in full force and effect unless revised or repealed by the District in accordance with Chapters 120 and 190, *Florida Statutes*.

SECTION 3. The Fee Schedule set forth in **Exhibit C** is hereby adopted pursuant to this resolution as necessary for the conduct of District business. The Fee Schedule shall replace any other rates previously imposed by the District and shall remain in full force and effect unless revised or repealed by the District in accordance with Chapters 120 and 190, *Florida Statutes*.

SECTION 4. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 29th day of April 2024.

ATTEST:

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure
Exhibit B: Suspension and Termination Rules
Exhibit C: Fee Schedule

EXHIBIT A
RULES OF PROCEDURE
[SEE FOLLOWING PAGE]

**RULES OF PROCEDURE
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
EFFECTIVE AS OF APRIL 29, 2024**

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Rule 1.0 General.

- (1) The East Ridge Community Development District (“District”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (“Rules”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (“Board”) shall consist of five (5) members. Members of the Board (“Supervisors”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.
- (4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.
- (6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board

member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

(1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:

- (a) Agenda packages for prior 24 months and next meeting;
- (b) Official minutes of meetings, including adopted resolutions of the Board;
- (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
- (d) Adopted engineer's reports;
- (e) Adopted assessment methodologies/reports;
- (f) Adopted disclosure of public financing;
- (g) Limited Offering Memorandum for each financing undertaken by the District;
- (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
- (i) District policies and rules;
- (j) Fiscal year end audits; and
- (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

(2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "extensive" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("Coordinator") for the District as required by the Florida Commission on Ethics ("Commission"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("Reporting Individual"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week, and shall satisfy the requirement to give at least seven (7) days' public notice stated herein. Each Notice shall state, as applicable:
- (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 877-276-0889. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the 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 the appeal is to be based."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days before each meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential, and any confidential and exempt information, shall be submitted to staff for inclusion in the agenda at least eight days before the meeting/hearing, and available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Any member of the Board may request a meeting agenda item and such agenda item will be on the next succeeding agenda so long as supporting material, if applicable, is provided at least eight days before the meeting/hearing/workshop. However, the District Manager, in consultation with the Chairperson or Vice Chairperson, if the Chairperson is unavailable, may reduce the number of agenda items if necessary to ensure orderly and efficient meetings. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into “meeting materials.” For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comment
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business

Staff reports

- (a) District Counsel
- (b) District Engineer
- (c) District Manager
 - 1. Financial Report
 - 2. Approval of Expenditures

Supervisor's requests and comments

Public comment

Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section

190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
 - (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.
- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the

District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

- (14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
- (a) Prevent and detect “fraud,” “waste” and “abuse” as those terms are defined in section 11.45(1), Florida Statutes; and
 - (b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (c) Support economical and efficient operations; and
 - (d) Ensure reliability of financial records and reports; and
 - (e) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A “rule” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (“Rule”). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Notice of Rule Development.
 - (a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.
 - (b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.
- (3) Notice of Proceedings and Proposed Rules.
 - (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific. The notice shall include a summary of the District’s statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty-one (21) days after the date

of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

- (b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule shall be available for inspection and copying by the public at the time of the publication of notice.
 - (c) The notice shall be mailed to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to such mailing, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing.
- (4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.
- (5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. Not later than sixty (60) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.
- (6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:
 - (a) The text of the proposed rule, or any amendment or repeal of any existing rules;

- (b) A detailed written statement of the facts and circumstances justifying the proposed rule;
 - (c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and
 - (d) The published notice.
- (7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of emergency rules shall be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District and otherwise complies with these provisions.
- (9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation in the county in which the District is located.
- (10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:
- (a) The texts of the proposed rule and the adopted rule;
 - (b) All notices given for a proposed rule;

- (c) Any statement of estimated regulatory costs for the rule;
- (d) A written summary of hearings, if any, on the proposed rule;
- (e) All written comments received by the District and responses to those written comments; and
- (f) All notices and findings pertaining to an emergency rule.

(11) Petitions to Challenge Existing Rules.

- (a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
- (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.
- (c) The petition shall be filed with the District. Within 10 days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within 30 days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) Within 30 days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.
- (e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;

- (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
 - (f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (12) Variances and Waivers. A “variance” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “waiver” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:
- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District’s Rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;
 - (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District, the District shall proceed, at the petitioner’s written request, to process the petition.

- (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.
- (13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.

Law Implemented: §§ 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) “Competitive Solicitation” means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) “Continuing Contract” means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) “Contractual Service” means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) “Design-Build Contract” means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) “Design-Build Firm” means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) “Design Criteria Package” means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) “Design Criteria Professional” means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) “Emergency Purchase” means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) “Invitation to Bid” is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) “Invitation to Negotiate” means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) “Negotiate” means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) “Professional Services” means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.
- (m) “Proposal (or Reply or Response) Most Advantageous to the District” means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) “Purchase” means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.
- (o) “Request for Proposals” or “RFP” is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

- (p) “Responsive and Responsible Bidder” means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. “Responsive and Responsible Vendor” means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
 - (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual;
 - (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
 - (viii) Whether the entity/individual is a certified minority business enterprise.
- (q) “Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response” all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “Project” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has the right to reject any and all

qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.
- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants

by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

(1) Definitions.

- (a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
- (b) "Committee" means the auditor selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Auditor Selection Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

- (i) Hold all required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (4) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (5) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and

place for submitting proposals.

- (6) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (7) Board Selection of Auditor.
 - (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
 - (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
 - (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.

- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.
- (8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
 - (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee premium stability may be considered. A contract to purchase insurance

shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, facsimile, or overnight delivery

service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(3) Suspension, Revocation, or Denial of Qualification

- (a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:
- i. One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.
 - ii. Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
 - iii. The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
 - iv. The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
 - v. The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.
 - vi. The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
 - vii. The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension,

revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.

- viii. The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
- ix. The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
- x. The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
- xi. An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
- xii. The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term "contract crime" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term "convicted" or "conviction" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

(b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.

(c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the hearing shall be held within 30 days after receipt by the District of the request

for the hearing. The decision shall be issued within 15 days after the hearing.

- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- i. Impacts on project schedule, cost, or quality of work;
- ii. Unsafe conditions allowed to exist;
- iii. Complaints from the public;
- iv. Delay or interference with the bidding process;
- v. The potential for repetition;
- vi. Integrity of the public contracting process;
- vii. Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, hand delivery, facsimile, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified providers of

construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.

- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation

is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the

Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.

- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if [the proposals are too high](#), or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.
7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the

District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
 9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
 10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.
- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.

(5) Exceptions. This Rule is inapplicable when:

- (a) The project is undertaken as repair or maintenance of an existing public facility;
- (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
- (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
- (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “goods, supplies, and materials” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
 - (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.
- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has

undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.

- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.
Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3,

3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
 - (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via facsimile, United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
 - (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;
 - (d) Enter orders; and

- (e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective April 29, 2024, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

EXHIBIT B
SUSPENSION AND TERMINATION RULES

East Ridge Community Development District
Suspension and Termination of Access Rule

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2023)
Effective Date: April 29, 2024

In accordance with Chapters 190 and 120 of the Florida Statutes, and on April 29, 2024, at a duly noticed public meeting, the Board of Supervisors (“Board”) of the East Ridge Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.

1. Introduction. This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenity Centers” or “Amenity Facilities”).

2. General Rule. All persons using the Amenity Facilities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenity Facilities.

3. Key Card. Key Cards are the property of the District. The District may request surrender of, or may deactivate, a person’s Key Card for violation of the District’s rules and policies established for the safe operations of the District’s Amenity Facilities.

4. Suspension and Termination of Rights. The District, through its Board of Supervisors (“Board”), District Manager, and Amenity Manager, shall have the right to restrict or suspend, and after a hearing as set forth herein, terminate the Amenity Facilities access of any Patron and members of their household or Guests to use all or a portion of the Amenity Facilities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenity Facilities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a Patron Card or otherwise facilitating or allowing unauthorized use of the Amenity Facilities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Policies);
- g. Treating the District’s staff, contractors, representatives, residents, Patrons or Guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;

- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a Guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, amenities management, contractors, representatives, residents, Patrons or Guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, Patrons or Guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's Guest or a member of their household committing any of the above Violations.

Termination of access to the District's Amenity Facilities shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, Patrons or Guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of access to the Amenity Facilities.

5. Authority of District Manager and Amenity Manager. The District Manager, Amenity Manager, or their designee has the ability to remove any person from one or all Amenities if a Violation occurs or if in his or her reasonable discretion it is the District's best interests to do so. The District Manager, Amenity Manager, or their designee may each independently at any time restrict or suspend for cause or causes, including but not limited to those Violations described above, any person's privileges to use any or all of the Amenities until the next regularly scheduled meeting of the Board of Supervisors that is at least eight (8) days after the initial suspension, as evidenced by the date of notice sent by certified electronic or other mail service or longer if such individual requests deferment of his or her right to due process. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

6. Administrative Reimbursement. The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the actual legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

7. Property Damage Reimbursement. If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose Guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any

suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

8. Initial Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.

- a. If a person's Amenity Facilities privileges are suspended, as referenced in Section 5, a hearing shall be held at the next regularly scheduled Board meeting that is at least eight (8) days after the initial suspension, as evidenced by the date of notice sent by certified electronic or other mail service or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, during which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing if they so choose. Any written materials should be submitted at least seven (7) days before the hearing for consideration by the Board. If the date of the suspension is less than eight (8) days before a Board meeting, the hearing may be scheduled for the following Board meeting at the discretion of the suspendee.
- b. The person subject to the suspension may request an extension of the hearing date to a future Board meeting, which shall be granted upon a showing of good cause, but such extension shall not stay the suspension.
- c. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions.
- d. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.
- e. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.
- f. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

9. Suspension by the Board. The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended

which contains all the information required by Section 5, and the hearing shall be conducted in accordance with Section 8.

10. Automatic Extension of Suspension for Non-Payment. Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all access cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

11. Appeal of Board Suspension. After the hearing held by the Board required by Section 8, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"), as referenced in Section 8(e). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 8(f), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

12. Legal Action; Criminal Prosecution; Trespass. If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenity Facilities, such person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenity Facilities after expiration of a suspension imposed by the District.

13. Severability. If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section, paragraph, clause or provision.

EXHIBIT C
FEE SCHEDULE

Item	Fee
Non-Resident Annual User Fee	\$2,500 to \$4,000
Lost Access Card Replacement	\$50
Returned Check/Insufficient Funds Fee	\$50
Administrative Reimbursement	Up to \$500

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6

A RESOLUTION OF THE BOARD OF SUPERVISORS OF EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT 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.

SECTION 4. POSTING OF PROPOSED BUDGETS. In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two (2) days before the budget hearing date as set forth in Section 2 and shall remain on the website for at least (forty-five) 45 days.

SECTION 5. PUBLICATION OF NOTICE. Notice of the public hearing shall be published in the manner prescribed in Florida law.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 29th day of April, 2024.

ATTEST:

**EAST RIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

Exhibit A: Fiscal Year 2023/2024 Proposed Budget

**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>

* 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

7

RESOLUTION 2024-47

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT 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.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the East Ridge Community Development District ("**District**") prior to June 15, 2024, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**Fiscal Year 2025**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. SETTING A PUBLIC HEARING. A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2024

HOUR: ____:____ AM/PM

LOCATION: Offices of Kilinski | Van Wyk PLLC
517 E. College Avenue
Tallahassee, Florida 32301

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Tallahassee and Leon County at least 60 days prior to the hearing set above.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. PUBLICATION OF NOTICE. Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 29TH DAY OF APRIL, 2024.

ATTEST:

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget for Fiscal Year 2025

Exhibit A: Proposed 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

8

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025 FUNDING AGREEMENT

This agreement (“**Agreement**”) is made and entered into this 1st day of October 2024, by and between:

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established and existing pursuant to Chapter 190, *Florida Statutes*, being situated within the City of Tallahassee, Florida, with a mailing address c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“**District**”); and

GREENPOINTE DEVELOPERS, LLC, a Delaware limited liability company authorized to transact business in Florida, with a mailing address of 7807 Baymeadows Road East, Suite 205, Jacksonville, Florida 32256 (“**Developer**”).

RECITALS

WHEREAS, the District was established by Ordinance No. 23-O-26 adopted by the City Commission of the City of Tallahassee, Florida, effective August 23, 2023, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, *Florida Statutes*, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer is the primary developer of the portions of all real property described in **Exhibit A**, attached hereto and incorporated herein by reference (“**Property**”) within the District, which Property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for Fiscal Year 2024/2025, which begins October 1, 2024 and ends September 30, 2025 (the “**Budget**”); and

WHEREAS, the Budget, which both parties recognize may be amended from time to time in the sole discretion of the District, are attached hereto and incorporated herein by reference as **Exhibit B**; and

WHEREAS, the District has the option of levying non-ad valorem assessments on all land, including the Property, that will benefit from the activities, operations and services set forth in the Budget, or utilizing such other revenue sources as may be available to it; and

WHEREAS, in lieu of levying assessments on the Property, Developer is willing to provide such funds as are necessary to allow the District to proceed with its operations as described in **Exhibit B**; and

WHEREAS, Developer agrees that the District activities, operations and services provide a special and peculiar benefit equal to or in excess of the costs reflected on **Exhibit B** to the Property; and

WHEREAS, Developer has agreed to enter into this Agreement in lieu of having the District levy and collect any non-ad valorem assessments as authorized by law against the Property located within the District for the activities, operations and services set forth in **Exhibit B**; and

WHEREAS, Developer and the District desire to secure such budget funding through the imposition of a continuing lien against the Property described in **Exhibit A** and otherwise as provided herein.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION 1. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

SECTION 2. Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the Budget attached hereto as **Exhibit B**, as may be amended from time to time in the District's sole discretion, within fifteen (15) days of written request by the District. Amendments to the District's Budget as shown on **Exhibit B** adopted by the District at a duly noticed meeting shall have the effect of amending this Agreement without further action of the parties. Funds provided hereunder shall be placed in the District's general checking account. In no way shall the foregoing in any way affect the District's ability to levy special assessments upon the property within the District, including any property owned by Developer, in accordance with Florida law, to provide funds for any unfunded expenditures whether such expenditures are the result of an amendment to the District's Budget or otherwise. These payments are made by Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

SECTION 3. The District shall have the right to file a continuing lien upon the Property described in **Exhibit A** for all payments due and owing under the terms of this Agreement and for interest thereon, and for reasonable attorneys' fees, paralegals' fees, expenses and court costs incurred by the District incident to the collection of funds under this Agreement or for enforcement of this lien, and all sums advanced and paid by the District for taxes and payment on account of superior interests, liens and encumbrances in order to preserve and protect the District's lien. The lien shall be effective as of the execution of this Agreement. If Developer fails to pay sums due according to the terms of this Agreement, at the District Manager's direction, the District may bring an action at law against the record title holder to the Property to pay the amount due under this Agreement or may foreclose the lien against the Property in any manner authorized by law. The District may partially release any filed lien for portions of the Property subject to a plat if and when Developer has demonstrated, in the District's sole discretion, that such release will not materially impair the ability of the District to enforce the collection of funds hereunder.

SECTION 4. This Section provides alternative methods of collection. In the event Developer fails to make payments due to the District pursuant to this Agreement, and the District first provides Developer with written notice of the delinquency to the address identified in this Agreement and such delinquency is not cured within five (5) business days of the notice, then the District shall have the following remedies:

A. In the alternative or in addition to the collection method set forth in Section 2 above, the District may enforce the collection of funds due under this Agreement by action against Developer in the appropriate judicial forum in and for Leon County, Florida. The enforcement of the collection of funds in this manner shall be in the sole discretion of the District Manager on behalf of the District. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the substantially prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

B. The District hereby finds that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property, which benefit is initially allocated on an

equal developable acreage basis. Developer agrees that the activities, operations and services set forth in **Exhibit B** provide a special and peculiar benefit to the Property equal to or in excess of the costs set forth in **Exhibit B**, on an equal developable acreage basis. Therefore, in the alternative, or in addition to the other methods of collection set forth in this Agreement, the District, in its sole discretion, may choose to certify amounts due hereunder as a non-ad valorem assessment on all or any part of the Property for collection, either through the Uniform Method of Collection set forth in Chapter 197 or under any method of direct bill and collection authorized by Florida law. Such assessment, if imposed, may be certified on the next available tax roll of the Leon County property appraiser. Developer hereby waives and/or relinquishes any rights it may have to challenge, object to or otherwise fail to pay such assessments if imposed, as well as the means of collection thereof.

SECTION 5. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

SECTION 6. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

SECTION 7. This Agreement may be assigned, in whole or in part, by either party only upon the written consent of the other, which consent shall not be unreasonably withheld.

SECTION 8. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages, injunctive relief and specific performance and specifically including the ability of the District to enforce any and all payment obligations under this Agreement in the manner described herein in Sections 3 and 4 above.

SECTION 9. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns. In the event Developer sells or otherwise disposes of its business or of all or substantially all of its assets relating to improvements, work product, or lands within the District, Developer shall continue to be bound by the terms of this Agreement and additionally shall expressly require that the purchaser agrees to be bound by the terms of this Agreement. In the event of such sale or disposition, Developer may place into escrow an amount equal to the then unfunded portion of the applicable adopted Budget to fund any budgeted expenses that may arise during the remainder of the applicable fiscal year. Upon confirmation of the deposit of said funds into escrow, and evidence of an assignment to, and assumption by the purchaser, of this Agreement, Developer's obligation under this Agreement shall be deemed fulfilled and this Agreement terminated. Developer shall give 90 days' prior written notice to the District under this Agreement of any such sale or disposition.

SECTION 10. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. The parties agree and consent to, for the purposes of venue, the exclusive jurisdiction of the courts of Leon County, Florida.

SECTION 11. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their

respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

SECTION 12. Developer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records and treated as such in accordance with Florida law.

SECTION 13. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

SECTION 14. This Agreement shall be effective after execution by both parties hereto. The enforcement provisions of this Agreement shall survive its termination, until all payments due under this Agreement are paid in full.

SECTION 15. PUBLIC RECORDS. Developer understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Developer agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited, to Section 119.0701, *Florida Statutes*. Among other requirements and to the extent applicable by law, Developer shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, hereinafter defined, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of this Agreement term and following this Agreement term, if Developer does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of this Agreement, transfer to the District, at no cost, all public records in Developer's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Developer, Developer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats. Developer acknowledges that the designated Public Records Custodian for the District is **Daphne Gillyard**.

IF THE DEVELOPER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO DEVELOPER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT WRATHELL, HUNT AND ASSOCIATES, LLC, 2300 GLADES ROAD, SUITE 410W, BOCA RATON, FLORIDA 33431 AND GILLYARDD@WHHASSOCIATES.COM.

SECTION 16. NOTICES. All notices, requests, consents, and other communications hereunder ("Notices") shall be in writing and shall be delivered, mailed by UPS, FedEx or electronic mail with read receipt, to the parties, as follows:

A. If to the District: East Ridge Community Development District
c/o Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
Attn: Cindy Cerbone, District Manager

With a copy to: Kilinski | Van Wyk PLLC
517 E. College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to Developer GreenPointe Developers, LLC
7807 Baymeadows Road East, Suite 205
Jacksonville, Florida 32256
Attn: Patricia Nolan

Except as otherwise provided herein, any Notice shall be deemed received only upon actual delivery at the address set forth herein. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the parties may deliver Notice on behalf of the parties. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

IN WITNESS WHEREOF, the Parties execute this Agreement the day and year first written above.

GREENPOINTE DEVELOPERS, LLC

**EAST RIDGE COMMUNITY
DEVELOPMENT DISTRICT**

By: _____

Chairperson/Vice Chairperson
Board of Supervisors

Its: _____

Exhibit A: Legal Description of the Property
Exhibit B: Fiscal Year 2024/2025 Budget

Exhibit A: Legal Description of the Property

A PORTION OF LANDS LYING WITHIN SECTIONS 7, 8, 9, 17, AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, KNOWN AS THE WELAUNEE PLANTATION, BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

BEGIN AT A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHWEST CORNER OF SECTION 4, SOUTHEAST CORNER OF SECTION 5, NORTHEAST CORNER OF SECTION 8, AND NORTHWEST CORNER OF SECTION 9, ALL WITHIN TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, LYING ON THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID LANDS AND THE NORTHERLY BOUNDARY OF SECTION 9 AND THE SOUTHERLY BOUNDARY OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 89°56'26" E, 1322.25 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF SAID PARCEL 3, THE SOUTHWEST CORNER OF LOT 24, MICCOSUKEE MEADOWS (UNRECORDED SUBDIVISION), AND THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 4 AND SAID SUBDIVISION LOTS 19, 20, 21, 22, 23, AND 24, N 89°51'47" E, 1322.60 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE SOUTHERLY BOUNDARY OF SAID LOT 19, MARKING THE NORTHEAST CORNER OF EMERALD ACRES PHASE III, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 46; THENCE LEAVING THE SOUTHERLY BOUNDARY OF SAID LOT 19 AND THE SOUTHERLY BOUNDARY OF SAID SECTION 4, AND ALONG THE WESTERLY BOUNDARY OF SAID EMERALD ACRES PHASE III AND THE WESTERLY BOUNDARY OF EMERALD ACRES PHASE IV, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 29 AND A PROJECTION SOUTHERLY THEREOF, AND THE EASTERLY BOUNDARY OF THE WEST HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST, S 00°05'20" E, 1320.18 FEET TO A FOUND CONCRETE MONUMENT (NO ID) LYING ON THE NORTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27 AND THE SOUTHERLY BOUNDARY OF THE NORTH HALF OF THE NORTH HALF OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST; THENCE ALONG SAID BOUNDARY S 89°32'39" W, 2645.82 FEET TO A FOUND CONCRETE MONUMENT (#5831) MARKING THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 1 NORTH, RANGE 2 EAST AND THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 5332, PAGE 27; THENCE ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, THE WESTERLY BOUNDARY OF SAID LANDS, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED AS LOTS 1 AND 2 OF A LIMITED PARTITION AS RECORDED IN OFFICIAL RECORDS BOOK 5412, PAGE 2187, S 00°04'39" E, 909.30 FEET TO A FOUND CONCRETE MONUMENT (#7245) LYING ON THE WESTERLY BOUNDARY OF SAID LOT 2, MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 81, PAGE 306; THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG THE NORTHERLY BOUNDARY OF SAID LANDS AND LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412, S 89°16'00" W, 510.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE NORTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 73, PAGE 412; THENCE ALONG THE WESTERLY BOUNDARY OF SAID LANDS, SOUTH, 385.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE SOUTHWEST CORNER OF SAID LANDS, LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607; THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, N 89°16'00" E, 90.88 FEET TO A FOUND CONCRETE MONUMENT (#7245); THENCE LEAVING SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID LANDS, SOUTH, 36.20 FEET TO A FOUND PINCHED IRON PIPE (NO ID); THENCE ALONG THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1810, PAGE 909 AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156 AND A PROJECTION NORTHERLY THEREOF, S 00°40'28" E, 3092.98 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) LYING ON THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3937, PAGE 156, AND MARKING THE NORTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS

BOOK 3450, PAGE 593; THENCE ALONG THE EASTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593 AND THE AFOREMENTIONED WESTERLY BOUNDARY, S 01°04'27" E, 425.03 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE); THENCE ALONG SAID EASTERLY BOUNDARY, SAID WESTERLY BOUNDARY, AND THE WESTERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, S 01°23'29" E, 424.77 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4007, PAGE 1856, THE SOUTHEAST CORNER OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, AND LYING ON THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90); THENCE ALONG SAID RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 593, S 80°05'24" W, 76.04 FEET TO A FOUND IRON ROD AND CAP (CITY OF TALLAHASSEE) MARKING THE SOUTHWEST CORNER OF SAID LANDS; THENCE S 80°08'18" W, 1140.83 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11559.19 FEET, THROUGH A CENTRAL ANGLE OF 5°33'06", FOR AN ARC LENGTH OF 1120.00 FEET (CHORD BEARS S 77°25'36" W, 1119.56 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE N 15°23'45" W, 27.00 FEET TO A FOUND CONCRETE MONUMENT (#7245) AND A CURVE CONCAVE SOUTHEASTERLY, THENCE SOUTHWESTERLY ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 4°44'44", FOR AN ARC LENGTH OF 959.62 FEET (CHORD BEARS S 72°13'53" W, 959.34 FEET) TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE CONTINUE ALONG SAID CURVE HAVING A RADIUS OF 11586.19 FEET, THROUGH A CENTRAL ANGLE OF 1°35'12", FOR AN ARC LENGTH OF 320.86 FEET (CHORD BEARS S 69°03'55" W, 320.85 FEET) TO A FOUND CONCRETE MONUMENT (#7245); THENCE S 79°23'16" W, 362.86 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF THE NORTHERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (US HIGHWAY #90) WITH THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8), LYING ON THE SOUTHERLY BOUNDARY OF A 50 FOOT WIDE CITY OF TALLAHASSEE ACCESS AND DISTRIBUTION EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID EASEMENT N 59°35'32" W, 942.41 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 86°17'41" W, 809.10 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE ALONG THE SOUTHERLY BOUNDARY OF SAID EASEMENT AND THE SOUTHERLY BOUNDARY OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS RECORDED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369, N 67°36'18" W, 507.32 FEET TO A FOUND IRON ROD AND CAP (FLORIDA DEPARTMENT OF TRANSPORTATION); THENCE N 55°03'27" W, 299.89 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF LOT 26, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), SAID POINT BEING N 55°03'27" W, 276.91 FEET FROM THE SOUTHWEST CORNER OF SAID EASEMENT AND LYING ON THE WEST BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8) AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND SAID WESTERLY BOUNDARY, N 00°19'32" W, 1253.49 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 26 AND THE SOUTHEAST CORNER OF LOT 25, BLOCK "A", LYING ON THE SOUTHERLY BOUNDARY OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARIES OF LOTS 25, 24, AND 22, BLOCK "A", N 00°18'31" W, 685.38 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE NORTHEAST CORNER OF SAID LOT 22 AND THE SOUTHEAST CORNER OF LOT 21, BLOCK "A"; THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 21, 17, 16, 15, 14, 13, 11, AND 10, BLOCK "A", N 00°20'28" W, 1122.01 FEET TO A FOUND CONCRETE MONUMENT (#284) MARKING THE NORTHEAST CORNER OF SAID LOT 10 AND THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32, ALSO BEING THE SOUTHEAST CORNER OF LOT 8 OF COVENTRY PARK AND A 25' DRAINAGE EASEMENT OF COVENTRY PARK; THENCE ALONG THE EASTERLY BOUNDARIES OF SAID DRAINAGE EASEMENT AND LOTS 8, 9, 10, 11, 12, AND 13, AND A PROJECTION NORTHERLY THEREOF, BEING THE EASTERLY BOUNDARY OF SAID COVENTRY PARK, N 00°19'06" W, 897.80 FEET TO A

FOUND CONCRETE MONUMENT (#3208) MARKING THE NORTHEAST CORNER OF SAID COVENTRY PARK AND THE SOUTHEAST CORNER OF AN INGRESS AND EGRESS EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 2149, SAID EASEMENT BEING DEPICTED ON THE PLAT OF COVENTRY PARK AS RECORDED IN PLAT BOOK 10, PAGE 32; THENCE ALONG THE EASTERLY BOUNDARY OF SAID EASEMENT, N 01°08'26" W, 22.98 FEET TO A FOUND TERRACOTTA MONUMENT (NO ID) MARKING THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG THE EASTERLY BOUNDARY OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 7 AND THE EASTERLY BOUNDARY OF SAID EASEMENT AND A PROJECTION NORTHERLY THEREOF, N 01°13'36" W, 392.85 FEET TO A FOUND CONCRETE MONUMENT (#7245) MARKING THE INTERSECTION OF SAID EASTERLY BOUNDARY WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MICCOSUKEE ROAD (STATE ROAD #146 AND COUNTY ROAD #347); THENCE LEAVING SAID EASTERLY BOUNDARY AND ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 62°04'28" E, 366.97 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) MARKING THE SOUTHWEST CORNER OF LANDS DESCRIBED AS PARCEL 3 OF THE MICCOSUKEE CANOPY ROAD GREENWAY IN OFFICIAL RECORDS BOOK 2122, PAGE 1039, ALSO BEING THE SAME LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 2175, PAGE 459, AND THE INTERSECTION OF THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MILES JOHNSON ROAD AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607, WITH THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF SAID MICCOSUKEE ROAD; THENCE LEAVING SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, S 66°43'30" E, 1260.56 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) AND A CURVE CONCAVE NORTHEASTERLY, THENCE SOUTHEASTERLY ALONG SAID CURVE HAVING A RADIUS OF 689.88 FEET, THROUGH A CENTRAL ANGLE OF 5°50'01", FOR AN ARC LENGTH OF 70.24 FEET (CHORD BEARS S 69°38'49" E, 70.21 FEET) TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE SOUTHERLY BOUNDARY OF SAID PARCEL 3, N 34°47'02" E, 1873.27 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE S 89°50'37" E, 2645.59 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732); THENCE N 00°00'50" E, 1070.02 FEET TO A FOUND 2.5" ALUMINUM BERNTSEN PIPE (#732) LYING ON THE NORTHERLY BOUNDARY OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE ALONG SAID NORTHERLY BOUNDARY S 89°56'37" E, 1334.55 FEET TO THE **POINT OF BEGINNING**;

CONTAINING 907.74 ACRES, MORE OR LESS.

LESS AND EXCEPT THE PORTION OF THE ABOVE DESCRIBED PROPERTY LYING WITHIN THE 60' RIGHT-OF-WAY OF MILES JOHNSON ROAD, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1641, PAGE 1607 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA;

CONTAINING 8.27 ACRES, MORE OR LESS.

ALSO LESS AND EXCEPT A PORTION OF LANDS LYING WITHIN SECTIONS 7 AND 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA, CONVEYED TO THE CITY OF TALLAHASSEE AND DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 588 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA,

BEING MORE PARTICULARLY DESCRIBED BY RECENT SURVEY AS FOLLOWS:

COMMENCE AT A FOUND CONCRETE MONUMENT (#284) MARKING THE SOUTHEAST CORNER OF COVENTRY PARK, A MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 32 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, ALSO MARKING THE SOUTHEAST CORNER OF LOT 8 AND OF A 25' DRAINAGE EASEMENT OF SAID COVENTRY PARK, AND THE NORTHEAST CORNER OF LOT 10, BLOCK "A" OF ARVAH BRANCH (UNRECORDED SUBDIVISION), THENCE ALONG THE EASTERLY BOUNDARIES OF LOTS 10, 11, 13, 14, 15, 16, 17, AND 21, BLOCK "A", S 00°20'28" E, 1122.01 FEET TO A FOUND IRON ROD AND CAP (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 21 AND THE NORTHEAST CORNER OF LOT 22, BLOCK "A"; THENCE ALONG THE EASTERLY

BOUNDARIES OF LOTS 22, 24, AND 25, BLOCK "A", S 00°18'31" E, 685.38 FEET TO A FOUND CONCRETE MONUMENT (#0340) MARKING THE SOUTHEAST CORNER OF SAID LOT 25 AND THE NORTHEAST CORNER OF LOT 26, BLOCK "A", LYING ON THE NORTHERLY BOUNDARY OF SECTION 18, TOWNSHIP 1 NORTH, RANGE 2 EAST, LEON COUNTY, FLORIDA; THENCE LEAVING SAID NORTHERLY BOUNDARY AND ALONG THE EASTERLY BOUNDARY OF SAID LOT 26 AND THE WESTERLY BOUNDARY OF THE EAST HALF OF THE EAST HALF OF SAID SECTION 18, S 00°19'32" E, 1253.49 FEET TO A FOUND IRON ROD AND CAP (NO ID) MARKING THE SOUTHEAST CORNER OF SAID LOT 26, LYING ON THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF US INTERSTATE #10 (STATE ROAD #8); THENCE LEAVING SAID WESTERLY BOUNDARY AND ALONG SAID RIGHT-OF-WAY BOUNDARY, S 55°03'27" E, 276.91 FEET TO THE SOUTHWEST CORNER OF A CITY OF TALLAHASSEE UTILITY EASEMENT "UG-9" AS DESCRIBED IN OFFICIAL RECORDS BOOK 3450, PAGE 631 AND OFFICIAL RECORDS BOOK 4512, PAGE 1369; THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY AND ALONG THE WESTERLY BOUNDARY OF SAID EASEMENT, S 87°14'57" E, 119.46 FEET; THENCE N 19°34'37" E, 523.69 FEET; THENCE NORTH, 314.24 FEET TO A FOUND IRON ROD AND CAP (#7245) MARKING THE NORTHWEST CORNER OF SAID EASEMENT FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE N 27°14'30" W, 467.37 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE N 62°12'14" E, 476.27 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 34°14'06" E, 473.64 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 14°08'48" W, 86.96 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE S 64°48'03" W, 314.66 FEET TO A FOUND IRON ROD AND CAP (#7245); THENCE ALONG THE NORTHERLY BOUNDARY OF SAID EASEMENT "UG-9" AND A PROJECTION EASTERLY THEREOF, S 80°36'41" W, 170.15 FEET TO THE POINT OF BEGINNING; CONTAINING 6.00 ACRES, MORE OR LESS.

THE ABOVE DESCRIBED PROPERTY CONTAINING AN AGGREGATE ACREAGE OF 893.47 ACRES, MORE OR LESS.

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

10A



Florida

PO Box 631244 Cincinnati, OH 45263-1244

GANNETT

PROOF OF PUBLICATION

Daphne Gillyard
Daphne Gillyard
East Ridge CDD
2300 Glades RD # 410W
Boca Raton FL 33431-8556

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 Public Notices, was published on the publicly accessible website of Leon County, Florida, or in a newspaper by print in the issues of, on:

04/05/2024

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 04/05/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$101.60

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VICKY FELTY
Notary Public
State of Wisconsin

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

The East Ridge Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2024, with an option for additional annual renewals, subject to mutual agreement by both parties. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Leon County, Florida. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2024, be completed no later than June 30, 2025.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, Florida Statutes, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) electronic and one (1) unbound copy of their proposal to the offices of the District Manager, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, ph: (877) 276-0889 ("District Manager"), in an envelope marked on the outside "Auditing Services, East Ridge Community Development District." Proposals must be received by 12:00 p.m. on April 15, 2024, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.
District Manager
4/5/24 #10031135

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

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**EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The East Ridge Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2024, with an option for additional annual renewals, subject to mutual agreement by both parties. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Leon County, Florida. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2024, be completed no later than June 30, 2025.

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District Manager

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2024

Leon County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than April 15, 2024 at 12:00 p.m., at the offices of District Manager, located at Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) electronic and one (1) unbound copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – East Ridge Community Development District" on the face of it. **Please include pricing for each additional bond issuance.**

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (“**Proposal Documents**”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District’s limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal, plus the lump sum cost of four (4) annual renewals.

SECTION 13. PROTESTS. In accordance with the District’s Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be

filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

1. Ability of Personnel. (20 Points)

2. Proposer's Experience. (20 Points)

3. *Understanding of Scope of Work.* (20 Points)

4. Ability to Furnish the Required Services. (20 Points)

5. Price. (20 Points)***

Total (100 Points)

***Alternatively, the Board may choose to evaluate firms without considering price, in which case the remaining categories would be assigned 25 points each.

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

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EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSAL FOR AUDIT SERVICES

PROPOSED BY:

Berger, Toombs, Elam, Gaines & Frank
CERTIFIED PUBLIC ACCOUNTANTS, PL

600 Citrus Avenue, Suite 200
Fort Pierce, Florida 34950

(772) 461-6120

CONTACT PERSON:

J. W. Gaines, CPA, Director

DATE OF PROPOSAL:

April 15, 2024

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

April 15, 2024

East Ridge Community Development District
Wrathell Hunt & Associates LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Dear District Manager:

Thank you very much for the opportunity to present our professional credentials to provide audit services for East Ridge Community Development District.

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has assembled a team of governmental and nonprofit specialists second to none to serve our clients. Our firm has the necessary qualifications and experience to serve as the independent auditors for East Ridge Community Development District. We will provide you with top quality, responsive service.

Experience

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a recognized leader in providing services to governmental and nonprofit agencies throughout Florida. We have been the independent auditors for a number of local governmental agencies and through our experience in performing their audits, we have been able to increase our audit efficiency and; therefore, reduce costs. We have continually passed this cost savings on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the standards for financial and compliance audits. We will conduct the audit in accordance with auditing standards generally accepted in the United States of America; "Government Auditing Standards" issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 US Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up-to-date on all changes that are occurring within the industry.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

East Ridge Community Development District
April 15, 2024

Our firm is a member of the Government Audit Quality Center, an organization dedicated to improving government audit quality. We also utilize the audit program software of a nationally recognized CPA firm to assure us that we are up to date with all auditing standards and to assist us maintain maximum audit efficiencies.

To facilitate your evaluation of our qualifications and experience, we have arranged this proposal to include a resume of our firm, including our available staff, our extensive prior governmental and nonprofit auditing experience and clients to be contacted.

You need a firm that will provide an efficient, cost-effective, high-quality audit within critical time constraints. You need a firm with the prerequisite governmental and nonprofit experience to perform your audit according to stringent legal and regulatory requirements, a firm that understands the complex nature of community development districts and their unique compliance requirements. You need a firm with recognized governmental and nonprofit specialists within the finance and governmental communities. And, certainly, you need a firm that will provide you with valuable feedback to enhance your current and future operations. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is that firm. J. W. Gaines is the person authorized to make representations for the firm.

Thank you again for the opportunity to submit this proposal to East Ridge Community Development District.

Very truly yours,

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

PROFILE OF THE PROPOSER

Description and History of Audit Firm

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a Treasure Coast public accounting firm, which qualifies as a small business firm, as established by the Small Business Administration (13 CFR 121.38), with offices in Fort Pierce and Stuart. We are a member of the Florida Institute of Certified Public Accountants and the American Institute of Certified Public Accountants. The firm was formed from the merger of Edwards, Berger, Harris & Company (originated in 1972) and McAlpin, Curtis & Associates (originated in 1949). J. W. Gaines and Associates (originated in 1979) merged with the firm in 2004. Our tremendous growth rate experienced over the last 69 years is directly attributable to the firm's unrelenting dedication to providing the highest quality, responsive professional services attainable to its clients.

We are a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA) to assure we meet the highest standards. Membership in this practice section requires that our firm meet more stringent standards than standard AICPA membership. These rigorous requirements include the requirement of a triennial peer review of our firm's auditing and accounting practice and annual Continuing Professional Education (CPE) for all accounting staff (whether CPA or non-CPA). For standard AICPA membership, only a quality review is required and only CPAs must meet CPE requirements.

We are also a member of the Government Audit Quality Center ("the Center") of the American Institute of Certified Public Accountants to assure the quality of our government audits. Membership in the Center, which is voluntary, requires our firm to comply with additional standards to promote the quality of government audits.

We have been extensively involved in serving local government entities with professional accounting, auditing and consulting services throughout the entire 69 year history of our firm. Our substantial experience over the years makes us uniquely qualified to provide accounting, auditing, and consulting services to these clients. We are a recognized leader in providing services to governmental and nonprofit agencies on the Treasure Coast and in Central and South Florida, with extensive experience in auditing community development districts and water control districts. We were the independent auditors of the City of Fort Pierce for over 37 years and currently, we are the independent auditors for St. Lucie County since 2002, and for 34 of the 38 years that the county has been audited by CPA firms. Additionally, we have performed audits of the City of Stuart, the City of Vero Beach, Indian River County and Martin County. We also presently audit over 75 Community Development Districts throughout Florida.

Our firm was founded on the belief that we are better able to respond to our clients needs through education, experience, independence, quality control, and personal service. Our firm's commitment to quality is reflected in our endeavor of professional excellence via continuing education, the use of the latest computer technology, professional membership in PCPS and peer review.

We believe our approach to audit engagements, intelligence and innovation teamed with sound professional judgment enables us to explore new concepts while remaining sensitive to the fundamental need for practical solutions. We take pride in giving you the assurance that the personal assistance you receive comes from years of advanced training, technical experience and financial acumen.

Professional Staff Resources

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has a total of 27 professional and administrative staff (including 12 professional staff with extensive experience servicing government entities). The work will be performed out of our Fort Pierce office with a proposed staff of one senior accountant and one or two staff accountants supervised by an audit manager and audit partner. With the exception of the directors of the firm's offices, the professional staff is not specifically assigned to any of our individual offices. The professional and administrative staff resources available to you through Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL are as follows:

	<u>Total</u>
Partners/Directors (CPA's)	6
Managers (2 CPA's)	2
Senior/Supervisor Accountants (3 CPA's)	3
Staff Accountants (2 CPA)	11
Computer Specialist	1
Paraprofessional	7
Administrative	<u>5</u>
Total – all personnel	35

Following is a brief description of each employee classification:

Staff Accountant – Staff accountants work directly under the constant supervision of the auditor-in-charge and, are responsible for the various testing of documents, account analysis and any other duties as his/her supervisor believes appropriate. Minimum qualification for a staff accountant is graduation from an accredited university or college with a degree in accounting or equivalent.

Senior Accountant – A senior accountant must possess all the qualifications of the staff accountant, in addition to being able to draft the necessary reports and financial statements, and supervise other staff accountants when necessary.

Managers – A manager must possess the qualifications of the senior accountant, plus be able to work without extensive supervision from the auditor-in-charge. The manager should be able to draft audit reports from start to finish and to supervise the audit team, if necessary.

Principal – A principal is a partner/director in training. He has been a manager for several years and possesses the technical skills to act as the auditor-in-charge. A principal has no financial interest in the firm.

Partner/Director – The director has extensive governmental auditing experience and acts as the auditor-in-charge. Directors have a financial interest in the firm.

Professional Staff Resources (Continued)

Independence – Independence of the public accounting firm, with respect to the audit client, is the foundation from which the public gains its trust in the opinion issued by the public accounting firm at the end of the audit process. This independence must be in appearance as well as in fact. The public must perceive that the accounting firm is independent of the audit entity to ensure that nothing would compromise the opinion issued by the public accounting firm. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is independent of East Ridge Community Development District, including its elected officials and related parties, at the date of this proposal, as defined by the following rules, regulations, and standards:

AuSection 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants;

ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants;

Chapter 21A-1, Florida Administrative Code;

Section 473.315, Florida Statutes; and,

Government Auditing Standards, issued by the Comptroller General of the United States.

On an annual basis, all members of the firm are required to confirm, in writing, that they have no personal or financial relationships or holding that would impair their independence with regard to the firm's clients.

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, the utmost care must be exercised by independent auditors in the performance of their duties.

Ability to Furnish the Required Services

As previously noted in the Profile of the Proposer section of this document, our firm has been in existence for over 74 years. We have provided audit services to some clients for over 30 years continually. Our firm is insured against physical loss through commercial insurance and we also carry liability insurance. The majority of our audit documentation is stored electronically, both on our office network and on each employee laptop or computer assigned to each specific job. Our office computer network is backed up on tape, so in the event of a total equipment loss, we can restore all data as soon as replacement equipment is acquired. In addition, our field laptop computers carry the same data and can be used in the event of emergency with virtually no delay in completing the required services.

ADDITIONAL SERVICES PROVIDED

Arbitrage Rebate Services

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL also provides arbitrage rebate compliance and related services to governmental issuers. The Tax Reform Act of 1986 requires issuers of most tax-exempt obligations to pay (i.e., “rebate”) to the United States government any arbitrage profits. Arbitrage profits are earnings on the investment of bond proceeds and certain other monies in excess of what would have been earned had such monies been invested at a yield equal to the yield on the bonds.

Federal tax law requires that interim rebate calculations and payments are due at the end of every fifth bond year. Final payment is required upon redemption of the bonds. More frequent calculations may be deemed advisable by an issuer’s auditor, trustee or bond counsel or to assure that accurate and current records are available. These more frequent requirements are usually contained in the Arbitrage or Rebate Certificate with respect to the bonds.

Our firm performs a comprehensive rebate analysis and includes the following:

- Verifying that the issue is subject to rebate;
- Calculating the bond yield;
- Identifying, and separately accounting for, all “Gross Proceeds” (as that term is defined in the Code) of the bond issue, including those requiring analysis due to “transferred proceeds” and/or “commingled funds” circumstances;
- Determining what general and/or elective options are available to Gross proceeds of the issue;
- Calculating the issue’s excess investment earning (rebate liability), if any;
- Delivering appropriate documentation to support all calculations;
- Providing an executive summary identifying the methodology employed, major assumptions, conclusions, and any other recommendations for changes in recordkeeping and investment policies;
- Assisting as necessary in the event of an Internal Revenue Service inquiry; and,
- Consulting with issue staff, as necessary, regarding arbitrage related matters.

GOVERNMENTAL AUDITING EXPERIENCE

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has been practicing public accounting in Florida for 69 years. Our success over the years has been the result of a strong commitment to providing personalized quality service to our clients.

The current members of our firm have performed audits of over 1,100 community development districts, and over 2,100 audits of municipalities, counties and other governmental entities such as the City of Fort Pierce and St. Lucie County.

Our firm provides a variety of accounting, auditing, tax litigation support, and consulting services. Some of the professional accounting, auditing and management consulting services that are provided by our firm are listed below:

- Performance of annual financial and compliance audits, including Single Audits of state and federal financial assistance programs, under the provisions of the Single Audit Act, Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), with minimal disruptions to your operations;
- Performance of special compliance audits to ascertain compliance with the applicable local, state and federal laws and regulations;
- Issuance of comfort letters and consent letters in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews;
- Calculation of estimated and actual federal arbitrage rebates;
- Assistance in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Preparation of indirect cost allocation systems in accordance with Federal and State regulatory requirements;
- Providing human resource and employee benefit consulting;
- Performance of automation feasibility studies and disaster recovery plans;
- Performance feasibility studies concerning major fixed asset acquisitions and utility plant expansion plans (including electric, water, pollution control, and sanitation utilities); and
- Assistance in litigation, including testimony in civil and criminal court.
- Assist clients who utilize QuickBooks software with their software needs. Our Certified QuickBooks Advisor has undergone extensive training through QuickBooks and has passed several exams to attain this Certification.

Continuing Professional Education

All members of the governmental audit staff of our firm, and audit team members assigned to this engagement, are in compliance with the Continuing Professional Education (CPE) requirements set forth in Government Auditing Standards issued by the Comptroller General of the United States. In addition, our firm is in compliance with the applicable provisions of the Florida Statutes that require CPA's to have met certain CPE requirements prior to proposing on governmental audit engagements.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

The audit team has extensive experience in performing governmental audits and is exposed to intensive and continuing concentration on these types of audits. Due to the total number of governmental audits our team performs, each member of our governmental staff must understand and be able to perform several types of governmental audits. It is our objective to provide each professional employee fifty hours or more of comprehensive continuing professional education each year. This is accomplished through attending seminars throughout Florida and is reinforced through in-house training.

Our firm has made a steadfast commitment to professional education. Our active attendance and participation in continuing professional education is a major part of our objective to obtain the most recent knowledge on issues which are of importance to our clients. We are growing on the reputation for work that our firm is providing today.

Quality Control Program

Quality control requires continuing commitment to professional excellence. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is formally dedicated to that commitment.

To ensure maintaining the standards of working excellence required by our firm, we joined the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). To be a participating member firm of this practice section, a firm must obtain an independent Peer Review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements.

The scope of the Peer Review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence;
- Assignment of professional personnel to engagements;
- Consultation on technical matters;
- Supervision of engagement personnel;
- Hiring and employment of personnel;
- Professional development;
- Advancement;
- Acceptance and continuation of clients; and,
- Inspection and review system.

We believe that our commitment to the program is rewarding not only to our firm, but primarily to our clients.

The external independent Peer Review of the elements of our quality control policies and procedures performed by an independent certified public accountant, approved by the PCPS of the AICPA, provides you with the assurance that we continue to conform to standards of the profession in the conduct of our accounting and auditing practice.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

Our firm is also a member of Governmental Audit Quality Center (GAQC), a voluntary membership center for CPA firms that perform governmental audits. This center promotes the quality of governmental audits.

Our firm has completed successive Peer Reviews. These reviews included a representative sample of our firm's local governmental auditing engagements. As a result of these reviews, our firm obtained an unqualified opinion on our quality control program and work procedures. On page 31 is a copy of our most recent Peer Review report. It should be noted that we received a pass rating.

Our firm has never had any disciplinary actions by state regulatory bodies or professional organizations.

As our firm performs approximately one hundred audits each year that are reviewed by federal, state or local entities, we are constantly dealing with questions from these entities about our audits. We are pleased to say that any questions that have been raised were minor issues and were easily resolved without re-issuing any reports.

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

We are proud and honored to have been involved with the City of Fort Pierce and the Fort Pierce Utilities Authority when they received their first Certificates of Achievement for Excellence in Financial Reporting for the fiscal years ended September 30, 1988 and 1994, respectively. We were also instrumental in the City of Stuart receiving the award, in our first year of performing their audit, for the year ended September 30, 1999.

We also assisted St. Lucie County, Florida for the year ended September 30, 2003, in preparing their first Comprehensive Annual Financial Report, and St. Lucie County has received their Certificate of Achievement for Excellence in Financial Reporting every year since.

As continued commitment to insuring that we are providing the highest level of experience, we have had at least one employee of our firm serve on the GFOA – Special Review Committee since the mid-1980s. This committee is made up of selective Certified Public Accountants throughout the United States who have demonstrated their high level of knowledge and expertise in governmental accounting. Each committee member attends a special review meeting at the Annual GFOA Conference. At this meeting, the committee reports on the Certificate of Achievement Program's most recent results, future goals, and common reporting deficiencies.

We feel that our previous experience in assisting the City of Fort Pierce, the Fort Pierce Utilities Authority and St. Lucie County obtain their first CAFRs, and the City of Stuart in continuing to receive a CAFR and our firm's continued involvement with the GFOA, and the CAFR review committee make us a valued asset for any client in the field of governmental financial reporting.

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

References

Terracina Community Development
District
Jeff Walker, Special District Services
(561) 630-4922

Gateway Community Development
District
Stephen Bloom, Severn Trent Management
(954) 753-5841

The Reserve Community Development District

Darrin Mossing, Governmental Management
Services LLC
(407) 841-5524

Clearwater Cay Community Development
District
Cal Teague, Premier District Management

(239) 690-7100 ext 101

In addition to the above, we have the following additional governmental audit experience:

Community Development Districts

Aberdeen Community Development
District

Beacon Lakes Community
Development District

Alta Lakes Community Development
District

Beaumont Community Development
District

Amelia Concourse Community
Development District

Bella Collina Community Development
District

Amelia Walk Community
Development District

Bonnet Creek Community
Development District

Aqua One Community Development
District

Buckeye Park Community
Development District

Arborwood Community Development
District

Candler Hills East Community
Development District

Arlington Ridge Community
Development District

Cedar Hammock Community
Development District

Bartram Springs Community
Development District

Central Lake Community
Development District

Baytree Community Development
District

Channing Park Community
Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Cheval West Community Development District	Evergreen Community Development District
Coconut Cay Community Development District	Forest Brooke Community Development District
Colonial Country Club Community Development District	Gateway Services Community Development District
Connerton West Community Development District	Gramercy Farms Community Development District
Copperstone Community Development District	Greenway Improvement District
Creekside @ Twin Creeks Community Development District	Greyhawk Landing Community Development District
Deer Run Community Development District	Griffin Lakes Community Development District
Dowden West Community Development District	Habitat Community Development District
DP1 Community Development District	Harbor Bay Community Development District
Eagle Point Community Development District	Harbourage at Braden River Community Development District
East Nassau Stewardship District	Harmony Community Development District
Eastlake Oaks Community Development District	Harmony West Community Development District
Easton Park Community Development District	Harrison Ranch Community Development District
Estancia @ Wiregrass Community Development District	Hawkstone Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Heritage Harbor Community Development District	Madeira Community Development District
Heritage Isles Community Development District	Marhsall Creek Community Development District
Heritage Lake Park Community Development District	Meadow Pointe IV Community Development District
Heritage Landing Community Development District	Meadow View at Twin Creek Community Development District
Heritage Palms Community Development District	Mediterra North Community Development District
Heron Isles Community Development District	Midtown Miami Community Development District
Heron Isles Community Development District	Mira Lago West Community Development District
Highland Meadows II Community Development District	Montecito Community Development District
Julington Creek Community Development District	Narcoossee Community Development District
Laguna Lakes Community Development District	Naturewalk Community Development District
Lake Bernadette Community Development District	New Port Tampa Bay Community Development District
Lakeside Plantation Community Development District	Overoaks Community Development District
Landings at Miami Community Development District	Panther Trace II Community Development District
Legends Bay Community Development District	Paseo Community Development District
Lexington Oaks Community Development District	Pine Ridge Plantation Community Development District
Live Oak No. 2 Community Development District	Piney Z Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Poinciana Community Development District	Sampson Creek Community Development District
Poinciana West Community Development District	San Simeon Community Development District
Port of the Islands Community Development District	Six Mile Creek Community Development District
Portofino Isles Community Development District	South Village Community Development District
Quarry Community Development District	Southern Hills Plantation I Community Development District
Renaissance Commons Community Development District	Southern Hills Plantation III Community Development District
Reserve Community Development District	South Fork Community Development District
Reserve #2 Community Development District	St. John's Forest Community Development District
River Glen Community Development District	Stoneybrook South Community Development District
River Hall Community Development District	Stoneybrook South at ChampionsGate Community Development District
River Place on the St. Lucie Community Development District	Stoneybrook West Community Development District
Rivers Edge Community Development District	Tern Bay Community Development District
Riverwood Community Development District	Terracina Community Development District
Riverwood Estates Community Development District	Tison's Landing Community Development District
Rolling Hills Community Development District	TPOST Community Development District
Rolling Oaks Community Development District	

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Triple Creek Community Development District	Vizcaya in Kendall Development District
TSR Community Development District	Waterset North Community Development District
Turnbull Creek Community Development District	Westside Community Development District
Twin Creeks North Community Development District	WildBlue Community Development District
Urban Orlando Community Development District	Willow Creek Community Development District
Verano #2 Community Development District	Willow Hammock Community Development District
Viera East Community Development District	Winston Trails Community Development District
VillaMar Community Development District	Zephyr Ridge Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Other Governmental Organizations

City of Westlake	Office of the Medical Examiner, District 19
Florida Inland Navigation District	Rupert J. Smith Law Library of St. Lucie County
Fort Pierce Farms Water Control District	St. Lucie Education Foundation
Indian River Regional Crime Laboratory, District 19, Florida	Seminole Improvement District
Viera Stewardship District	Troup Indiantown Water Control District

Current or Recent Single Audits.

St. Lucie County, Florida
Early Learning Coalition, Inc.
Gateway Services Community Development District.

Members of our audit team have acquired extensive experience from performing or participating in over 1,800 audits of governments, independent special taxing districts, school boards, and other agencies that receive public money and utilize fund accounting.

Much of our firm's auditing experience is with compliance auditing, which is required for publicly financed agencies. In this type of audit, we do a financial examination and also confirm compliance with various statutory and regulatory guidelines.

Following is a summary of our other experience, including Auditor General experience, as it pertains to other governmental and fund accounting audits.

Counties

(Includes elected constitutional officers, utilities and dependent taxing districts)

Indian River
Martin
Okeechobee
Palm Beach

Municipalities

City of Port St. Lucie
City of Vero Beach
Town of Orchid

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Special Districts

Bannon Lakes Community Development District
Boggy Creek Community Development District
Capron Trail Community Development District
Celebration Pointe Community Development District
Coquina Water Control District
Diamond Hill Community Development District
Dovera Community Development District
Durbin Crossing Community Development District
Golden Lakes Community Development District
Lakewood Ranch Community Development District
Martin Soil and Water Conservation District
Meadow Pointe III Community Development District
Myrtle Creek Community Development District
St. Lucie County – Fort Pierce Fire District
The Crossings at Fleming Island
St. Lucie West Services District
Indian River County Mosquito Control District
St. John's Water Control District
Westchase and Westchase East Community Development Districts
Pier Park Community Development District
Verandahs Community Development District
Magnolia Park Community Development District

Schools and Colleges

Federal Student Aid Programs – Indian River Community College
Indian River Community College
Okeechobee County District School Board
St. Lucie County District School Board

State and County Agencies

Central Florida Foreign-Trade Zone, Inc. (a nonprofit organization affiliated with the St. Lucie County Board of County Commissioners)
Florida School for Boys at Okeechobee
Indian River Community College Crime Laboratory
Indian River Correctional Institution

FEE SCHEDULE

We propose the fee for our audit services described below to be \$3,250 for the year ended September 30, 2024. In addition, if a bond issuance occurs in the fiscal year ended September 30, 2024, the fee for our audit services will be \$4,500. The fee is contingent upon the financial records and accounting systems of East Ridge Community Development District being “audit ready” and the financial activity for the District is not materially increased. If we discover that additional preparation work or subsidiary schedules are needed, we will consult with your authorized representative. We can assist with this additional work at our standard rates should you desire.

SCOPE OF WORK TO BE PERFORMED

If selected as the District's auditors, we will perform a financial and compliance audit in accordance with Section 11.45, Florida Statutes, in order to express an opinion on an annual basis on the financial statements of East Ridge Community Development District as of September 30, 2024. The audits will be performed to the extent necessary to express an opinion on the fairness in all material respects with which the financial statements present the financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles and to determine whether, for selected transactions, operations are properly conducted in accordance with legal and regulatory requirements. Reportable conditions that are also material weaknesses shall be identified as such in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters. Other (non-reportable) conditions discovered during the course of the audit will be reported in a separate letter to management, which will be referred to in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters.

Our audit will be performed in accordance with standards for financial and compliance audits contained in *Government Auditing Standards*, as well as in compliance with rules and regulations of audits of special districts as set forth by the State Auditor General in Chapter 10.550, Local Governmental Entity Audits, and other relevant federal, state and county orders, statutes, ordinances, charter, resolutions, bond covenants, Administrative Code and procedures, or rules and regulations which may pertain to the work required in the engagement.

The primary purpose of our audit will be to express an opinion on the financial statements discussed above. It should be noted that such audits are subject to the inherent risk that errors or irregularities may not be detected. However, if conditions are discovered which lead to the belief that material errors, defalcations or other irregularities may exist or if other circumstances are encountered that require extended services, we will promptly notify the appropriate individual.

Commitment to Quality Service

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP

Director – 44 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Affiliate member Government Finance Officers Association
- ◆ Past President, Vice President-Campaign Chairman, Vice President and Board Member of United Way of St. Lucie County, 1989 - 1994
- ◆ Past President, President Elect, Secretary and Treasurer of the Treasure Coast Chapter of the Florida Institute of Certified Public Accountants, 1988 - 1991
- ◆ Past President of Ft. Pierce Kiwanis Club, 1994 - 95, Member/Board Member since 1982
- ◆ Past President, Vice President and Treasurer of St. Lucie County Chapter of the American Cancer Society, 1980 -1986
- ◆ Member of the St. Lucie County Chamber of Commerce, Member Board of Directors, Treasurer, September 2002 - 2006, Chairman Elect 2007, Chairman 2008, Past Chairman 2009
- ◆ Member Lawnwood Regional Medical Center Board of Trustees, 2000 – Present, Chairman 2013 - Present
- ◆ Member of St. Lucie County Citizens Budget Committee, 2001 – 2002
- ◆ Member of Ft. Pierce Citizens Budget Advisory Committee, 2010 – 2011
- ◆ Member of Ft. Pierce Civil Service Appeals Board, 2013 - Present

Professional Experience

- ◆ Miles Grant Development/Country Club – Stuart, Florida, July 1975 – October 1976
- ◆ State Auditor General's Office – Public Accounts Auditor – November 1976 through September 1979
- ◆ Director - Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for numerous government and nonprofit audits.
- ◆ Over 40 years experience in all phases of public accounting and auditing experience, with a concentration in financial and compliance audits. Mr. Gaines has been involved in all phases of the audits listed on the preceding pages.

Commitment to Quality Service

Personnel Qualifications and Experience
--

J. W. Gaines, CPA, CITP (Continued)

Director

Continuing Professional Education

- ♦ Has participated in numerous continuing professional education courses provided by nationally recognized sponsors over the last two years to keep abreast of the latest developments in accounting and auditing such as:
 - Governmental Accounting Report and Audit Update
 - Analytical Procedures, FICPA
 - Annual Update for Accountants and Auditors
 - Single Audit Sampling and Other Considerations

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP

Director – 36 years experience

Education

- ◆ University of Central Florida, B.A. – Accounting
- ◆ Barry University – Master of Professional Accountancy

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants
- ◆ Certified Not-For-Profit Core Concepts 2018

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Associate Member, Florida Government Finance Office Associates
- ◆ Assistant Coach – St. Lucie County Youth Football Organization (1994 – 2005)
- ◆ Assistant Coach – Greater Port St. Lucie Football League, Inc. (2006 – 2010)
- ◆ Board Member – Greater Port St. Lucie Football League, Inc. (2011 – 2017)
- ◆ Treasurer, AIDS Research and Treatment Center of the Treasure Coast, Inc. (2000 – 2003)
- ◆ Board Member/Treasurer, North Treasure Coast Chapter, American Red Cross (2004 – 2010)
- ◆ Member/Board Member of Port St. Lucie Kiwanis (1994 – 2001)
- ◆ President (2014/15) of Sunrise Kiwanis of Fort Pierce (2004 – 2017)
- ◆ St. Lucie District School Board Superintendent Search Committee (2013 – present)
- ◆ Board Member – Phrozen Pharos (2019-2021)

Professional Experience

- ◆ Twenty-eight years public accounting experience with an emphasis on nonprofit and governmental organizations.
- ◆ Audit Manager in-charge on a variety of audit and review engagements within several industries, including the following government and nonprofit organizations:
 - St. Lucie County, Florida
 - 19th Circuit Office of Medical Examiner
 - Troup Indiantown Water Control District
 - Exchange Club Center for the Prevention of Child Abuse, Inc.
 - Healthy Kids of St. Lucie County
 - Mustard Seed Ministries of Ft. Pierce, Inc.
 - Reaching Our Community Kids, Inc.
 - Reaching Our Community Kids - South
 - St. Lucie County Education Foundation, Inc.
 - Treasure Coast Food Bank, Inc.
 - North Springs Improvement District
- ◆ Four years of service in the United States Air Force in computer operations, with a top secret (SCI/SBI) security clearance.

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP (Continued)

Director

Continuing Professional Education

- ◆ Mr. McGuire has attended numerous continuing professional education courses and seminars taught by nationally recognized sponsors in the accounting auditing and single audit compliance areas. He has attended courses over the last two years in those areas as follows:

- Not-for-Profit Auditing Financial Results and Compliance Requirements

- Update: Government Accounting Reporting and Auditing

- Annual Update for Accountants and Auditors

Commitment to Quality Service

Personnel Qualifications and Experience

Matthew Gonano, CPA

Director – 13 years total experience

Education

- ◆ University of North Florida, B.B.A. – Accounting
- ◆ University of Alicante, Spain – International Business
- ◆ Florida Atlantic University – Masters of Accounting

Professional Affiliations/Community Service

- ◆ American Institute of Certified Public Accountants
- ◆ Florida Institute of Certified Public Accountants

Professional Experience

- ◆ Senior Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.
- ◆ Performed audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- ◆ Performed Single Audits of nonprofit organizations in accordance with OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

- ◆ Mr. Gonano has participated in numerous continuing professional education courses.

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA

Accounting and Audit Manager – 33 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Former Member of Florida Institute of Certified Public Accountants Committee on State and Local Government
- ◆ Affiliate Member Government Finance Officers Association (GFOA) for over 10 years
- ◆ Affiliate Member Florida Government Finance Officers Association (FGFOA) for over 10 years
- ◆ Technical Review – 1997 FICPA Course on State and Local Governments in Florida
- ◆ Board of Directors – Kiwanis of Ft. Pierce, Treasurer – 1994-1999; Vice President – 1999-2001

Professional Experience

- ◆ Twenty-seven years public accounting experience with an emphasis on governmental and nonprofit organizations.
- ◆ State Auditor General's Office – West Palm Beach, Staff Auditor, June 1985 to September 1985
- ◆ Accounting and Audit Manager of Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for audit and accounting services including governmental and not-for-profit audits.
- ◆ Over 20 years of public accounting and governmental experience, specializing in governmental and nonprofit organizations with concentration in special districts, including Community Development Districts which provide services including water and sewer utilities. Governmental and non-profit entities served include the following:

Counties:

St. Lucie County

Municipalities:

City of Fort Pierce

City of Stuart

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA (Continued)

Accounting and Audit Manager

Professional Experience (Continued)

Special Districts:

Bluewaters Community Development District
Country Club of Mount Dora Community Development District
Fiddler's Creek Community Development District #1 and #2
Indigo Community Development District
North Springs Improvement District
Renaissance Commons Community Development District
St. Lucie West Services District
Stoneybrook Community Development District
Summerville Community Development District
Terracina Community Development District
Thousand Oaks Community Development District
Tree Island Estates Community Development District
Valencia Acres Community Development District

Non-Profits:

The Dunbar Center, Inc.
Hibiscus Children's Foundation, Inc.
Hope Rural School, Inc.
Maritime and Yachting Museum of Florida, Inc.
Tykes and Teens, Inc.
United Way of Martin County, Inc.
Workforce Development Board of the Treasure Coast, Inc.

- ◆ While with the Auditor General's Office he was on the staff for the state audits of the Martin County School District and Okeechobee County School District.
- ◆ During 1997 he performed a technical review of the Florida Institute of Certified Public Accountants state CPE course on Audits of State and Local Governments in Florida. His comments were well received by the author and were utilized in future updates to the course.

Continuing Professional Education

- ◆ During the past several years, he has participated in numerous professional development training programs sponsored by the AICPA and FICPA, including state conferences on special districts and governmental auditing in Florida. He averages in excess of 100 hours bi-annually of advanced training which exceeds the 80 hours required in accordance with the continuing professional education requirements of the Florida State Board of accountancy and the AICPA Private Companies Practice Section. He has over 75 hours of governmental CPE credit within the past two years.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Paul Daly

Staff Accountant – 11 years

Education

- ♦ Florida Atlantic University, B.S. – Accounting

Professional Experience

- ♦ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ♦ Working to attain the requirements to take the Certified Public Accounting (CPA) exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Melissa Marlin, CPA

Senior Staff Accountant – 9 years

Education

- ◆ Indian River State College, A.A. – Accounting
- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mrs. Marlin participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Bryan Snyder

Staff Accountant – 8 years

Education

- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Accountant beginning his professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.
- ◆ Mr. Snyder is gaining experience auditing governmental & nonprofit entities.

Continuing Professional Education

- ◆ Mr. Snyder participates in numerous continuing education courses and plans on working to acquire his CPA certificate.
- ◆ Mr. Snyder is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Maritza Stonebraker, CPA

Senior Accountant – 7 years

Education

- ♦ Indian River State College, B.S. – Accounting

Professional Experience

- ♦ Staff Accountant beginning her professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.

Continuing Professional Education

- ♦ Mrs. Stonebraker participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Jonathan Herman, CPA

Senior Staff Accountant – 9 years

Education

- ◆ University of Central Florida, B.S. – Accounting
- ◆ Florida Atlantic University, MACC

Professional Experience

- ◆ Accounting graduate with nine years experience with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Herman participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Sean Stanton, CPA

Staff Accountant – 5 years

Education

- ◆ University of South Florida, B.S. – Accounting
- ◆ Florida Atlantic University, M.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank auditing governmental and non-profit entities.

Continuing Professional Education

- ◆ Mr. Stanton participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Tifanee Terrell

Staff Accountant – 3 years

Education

- ◆ Florida Atlantic University, M.A.C.C. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Terrell participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Terrell is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Dylan Dixon

Staff Accountant – 1 year

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Dixon participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Brennen Moore

Staff Accountant

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Moore participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Jordan Wood

Staff Accountant – 1 year

Education

- ◆ Indian River State College, A.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Wood is currently enrolled at Indian River State College to complete her bachelor's degree.
- ◆ Ms. Wood participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Wood is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Katie Gifford

Staff Accountant

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Gifford participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Rayna Zicari
Staff Accountant

Education

- ◆ Stetson University, B.B.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Zicari participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Zicari is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.



6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

November 30, 2022

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.

Bodine Perry

Bodine Perry

(BERGER_REPORT22)



**EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

District Auditing Services for Fiscal Year 2024
Palm Beach County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than April 15, 2024, at 12:00 p.m., at the offices of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) unbound and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – East Ridge Community Development District" on the face of it. Please include pricing for each additional bond issuance.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for the District's first audit for which there are no special assessment bonds, plus the lump sum cost of two (2) annual renewals, which renewals shall include services related to the District's anticipated issuance of special assessment bonds.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. Ability of Personnel. (20 Points)

(E.g., geographic location of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience. (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other or current Community Development District(s) in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work. (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services. (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.

5. Price. (20 Points)***

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

Total (100 Points)

***Alternatively, the Board may choose to evaluate firms without considering price, in which case the remaining categories would be assigned 25 points each.

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

10CII



Professional Services Proposal for East Ridge Community Development District

April 15, 2024

Proposer

Carr, Riggs & Ingram CPAs and Advisors
189 Eglin Parkway NE, 2nd Floor
Fort Walton Beach, FL 32548
Phone: 850.244.8395
Fax: 850.243.5024

Submitted by

K. Alan Jowers
Engagement Partner
AJowers@CRLcpa.com



CRI CARR
RIGGS &
INGRAM

CPAs and Advisors

CRLcpa.com

Dear East Ridge Community Development District:

Carr, Riggs & Ingram, LLC (CRI) appreciates the opportunity to propose on auditing, tax, consulting, and client accounting services to East Ridge Community Development District. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. We pride ourselves on getting to know our clients and illuminating solutions by providing innovative ideas to move them from compliance to providing them a competitive advantage.

Investment in You. We believe in developing long-term, mutually beneficial relationships and quickly demonstrating value with a fee structure and service solutions that provide immediate and continued savings. Our investment starts on “Day 1” as your assigned team begins with our proven, streamlined process that minimizes your time and disruption during the service provider change and continues throughout the relationship.

Dedicated Team. CRI’s team consists of more than 2,000 professionals, which allows us to tailor your service team by aligning their industry, service, and specialty skills with your needs. Our dedicated teams deliver the highest level of business acumen and knowledge to your organization; our commitment to consistent staffing allows you to maximize savings and remain focused on your needs.

Equilibrium. CRI delivers big firm expertise with small firm service. Of approximately 46,000 public accounting firms in the United States, CRI currently ranks in the top 25. Additionally, as a part of PrimeGlobal, an association of independent accounting firms, we have access to international resources as – and when – needed. Leveraging these resources while maintaining local decision-making authority means that simplified solutions are only a phone call away. And we believe that’s the best of both worlds for our clients.

Active Partner Participation. Collectively, our partners deliver expertise derived from more than 7,500 years of business experience. With this level of talent, we thoughtfully choose a partner that aligns with your business’ needs and industry. Our hands-on, working partners “show up” to convey our genuine commitment to your success. They strive to earn trusted advisor roles by digging in, proactively learning your business, and producing long-term value for you.

Simplified Solutions. While our 500+ cumulative partner certifications is an impressive statistic, success is measured by translating complex concepts into client solutions. While accounting is the language of business, we’re here to decipher the jargon and help you make educated decisions. CRInnovate embraces agility and invention.

Our CRI vSTAR™ process provides a transformational approach to client service by encompassing every service we offer in a completely virtual format. Regardless of physical location, our processes are designed to provide clients with increased efficiencies, reduced travel costs, and crisis-proofing for business functions.

We welcome the opportunity to demonstrate to you the same teamwork, expertise, innovation, and responsiveness that have made us one of the fastest growing public accounting firms in the United States. Again, we appreciate your consideration.

Sincerely,



K. Alan Jowers
Engagement Partner
Carr, Riggs & Ingram, LLC



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UNDERSTANDING & MEETING YOUR NEEDS



From the RFP or during our recent visit with your team, we understood your team to express the following needs, requests, and/or issues. We've detailed our proposed solutions below and are happy to discuss other related projects as they arise and upon request.

NEEDS & ISSUES		SOLUTIONS & SERVICES
Technical	The District is required to have independent audits performed on its financial statements.	Perform external audit services in accordance with auditing standards generally accepted in the United States of America (GAAS), in order to express an opinion on the East Ridge Community Development District's financial statements.
Relational	The District's Board of Supervisors and management expect open and continuous communication with their CPA firm in order to avoid surprise findings at the end of the audit.	Communicate contemporaneously and directly with management regarding the results of our procedures. Anticipate and respond to concerns of management and/or the Audit Committee (if/when formed).

YOUR SERVICES AND FEES



We value creating mutually rewarding, long-term relationships with our clients. Our goal is to provide high quality, responsive service that yields returns far greater than your investment in our professional fees. Please find below our proposal of fees to provide the requested services for the upcoming fiscal years.

SERVICE	CRI FEES 2024
Perform external audit services in accordance with auditing standards generally accepted in the United States of America (GAAS)	\$6,500

The above fee quote is based in part on the fact that the District has not yet issued bonds or other debt instruments to finance capital asset acquisition and construction. In the event the District issues such debt instruments or upon construction of major infrastructure additions, the audit fee will increase by an amount of \$4,500 per year for each bond issuance.

If East Ridge Community Development District requests additional services outside of this proposal, professional fee hourly rates are as follows, but may be negotiated depending on the project request:

CLASSIFICATION	HOURLY RATE
Partner	\$325
Manager	\$225
Senior	\$150
Staff	\$110
IT Specialist	\$400
Fraud Specialist	\$400

Our professional fees are based on the key assumptions that East Ridge Community Development District will:

- Ensure that the predecessor's work papers will be made available for timely review, if applicable.
- Make available documents and work papers for review at East Ridge Community Development District's headquarters location, although we may choose to review at alternate locations.
- Prepare certain schedules and analyses and provide supporting documents as requested.
- Assist us in obtaining an understanding of the accounting systems of East Ridge Community Development District.
- Not experience a significant change in business operations or financial reporting standards.

CRI FIRM PROFILE



FOUNDED IN 1997 • **12 STATES**  • **35+ MARKETS**
across the United States & Mexico



2,000+
PROFESSIONALS



400+
PARTNERS



TOP 25 CPA FIRM

(as ranked by Accounting Today)

100,000+
CLIENTS



25+ YEARS
OF CONSISTENT GROWTH
SINCE FORMATION

CRI FIRM VALUES:
CLIENT SERVICE.
RESPECT.
INTEGRITY.



SERVICES

Accounting & Auditing
Advisory
Business Support & Transactions
Business Tax
Employee Benefit Plans
Governance, Risk & Assurance
Individual Tax & Planning
IT Audits & Assurance

INDUSTRY EXPERTISE

Captive Insurance
Commercial Real Estate
Construction
Financial Institutions
Governments
Healthcare
Insurance
Manufacturing & Distribution
Nonprofit

CRI FAMILY OF COMPANIES

-  Auditwerx
-  CRI Advanced Analytics
-  CRI Capital Advisors
-  CRI Simple Numbers
-  CRI TPA Services
-  Level Four Advisory Services
-  Paywerx
-  Preferred Legacy Trust



CRI'S GOVERNMENTAL EXPERTISE



Audit and Consulting Services for

500+ governmental
entities with annual revenues
totaling **\$26 Billion**



230+ single audits performed annually

Consulting and other agreed upon
procedures engagements for
150+ government entities



Single Audit Resource Center's
Award for Excellence in Knowledge,
Value, and Overall Client Satisfaction



Member of AICPA's Government
Audit Quality Center



Governmental Partner Designations

Including: CPA, CGFM, CITP, CFE, CMA, CISA,
CGEIT, CTGA, CFF, CGMA, and CGAP

CLIENTS WITH ANNUAL REVENUES UP TO:



80+ School Districts

\$1.1 Billion



110+ Municipalities

\$1.8 Billion



75+ Agencies/Authorities

\$3 Billion

RELEVANT EXPERIENCE



CRI delivers a depth of resources that ensures our understanding of your challenges and innovative solutions for overcoming them. Our team's combined experience is derived from providing audit, tax, consulting, and accounting outsourcing services. We parlay this vast experience and derived best practices into proven solutions that benefit you. Below we share specific, relevant client references; we encourage you to consult with them.

RELATIONSHIP	TIMELINE	SERVICE DESCRIPTION	RELEVANT POINTS TO CONSIDER
Rizzetta & Company Shawn Wildermuth 3434 Colwell Avenue Suite 200 Tampa, FL 33614 813.933.5571	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	• Client service experience • Responsiveness to client needs • Long-term relationship • CDD management co.
GMS, LLC Dave DeNagy 14785 Old St. Augustine Road Suite 4 Jacksonville, FL 32258 904.288.9130	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	• Client service experience • Responsiveness to client needs • Long-term relationship • CDD management co.
Wrathell, Hunt & Associates, LLC Jeffrey Pinder 2300 Glades Road Suite 410W Boca Raton, FL 33431 561.571.0010	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	• Client service experience • Responsiveness to client needs • Long-term relationship • CDD management co.
PFM Group Consulting, LLC Jennifer Glasgow 12051 Corporate Blvd. Orlando, FL 32817 407.382.3256	2007 – Present	Annual Financial Statement Audits of Multiple CDDs	• Client service experience • Responsiveness to client needs • Long-term relationship • CDD management co.



K. Alan Jowers

Engagement Partner

AJowers@CRlcpa.com

850.337.3213 | Direct



Representative Clients

- Santa Rosa County District School Board
- Okaloosa Gas District
- Santa Rosa Island Authority
- Pasco County
- Okaloosa County District School Board
- Pinellas County School District
- Celebration Community Development District
- Hammock Bay Community Development District
- Amelia National Community Development District

Experience

Alan has over 25 years of experience in public accounting primarily with financial statement assurance engagements. His practice includes local governmental entities, condominium and homeowner associations, non-profit organizations, and nonpublic companies. He currently has direct engagement responsibility for a significant number of audits throughout the state of Florida .

Alan is licensed to practice as a certified public accountant in Florida and Georgia. He is a member of the Board of Directors of the Florida Institute of Certified Public Accountants (FICPA), has been an active member of the FICPA's State and Local Governmental Committee, and is a past chair of its Common Interest Realty Association Committee. He is also active in the Panhandle Chapter of the Florida Governmental Finance Officers Association (FGFOA) and is a former member of the FGFOA's statewide Technical Resource Committee.

Education, Licenses & Certifications

- Masters of Accountancy, University of Alabama
- BS, Accounting, Florida State University
- Certified Public Accountant

Professional Affiliations

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA) - member of the Board of Governors
- Governmental Finance Officers Association (GFOA)
- Florida Governmental Finance Officers Association (FGFOA)



Chad Branson

Consulting Partner

CBranson@CRLcpa.com

850.337.3226 | Direct



Representative Service Areas

- Local Governments including Water and Sewer Organizations and Fire Districts
- School Districts including Foundations
- Nonprofit Organizations

Representative Clients (including previous clients)

- School Districts - Pinellas County, Okaloosa County, Pasco County, Santa Rosa County
- Florida Office of Early Learning Coalition
- Florida Department of Elder Affairs
- Fire Districts -Destin, Ocean City, North Bay
- Utilities - Regional Utilities, Midway Water Systems, Inc., Emerald Coast Utilities Authority
- Escambia County

Experience

Chad Branson has over 20 years of experience in public accounting, with practice concentrations in auditing governmental, nonprofit, and for profit entities. Chad has accumulated experience throughout his career in Federal and Florida Single Audit Acts compliance monitoring and auditing. During his career he has supervised and managed audit engagements for a wide variety of governmental and nonprofit organization clients. In addition, he has performed internal audit work, information technology general controls testing, forensic investigations, and risk assessments for governmental entities.

Chad has been with Carr, Riggs and Ingram, LLC since 2005.

Education, Licenses & Certifications

- Bachelor and Master of Accountancy – University of Mississippi, Oxford MS
- Certified Public Accountant (CPA) – Licensed in Florida and Mississippi
- Community Association Manager (CAM) – Florida
- Certified Information Technology Professional – AICPA

Professional Affiliations

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Emerald Coast Chapter (FICPA) Board
- Florida Governmental Finance Officers Association (FGFOA)



AUDIT METHODOLOGY

Our audit, tax, consulting, and client accounting services documentation is maintained electronically. Compliance with our methodology is regularly reviewed and evaluated as part of our internal quality program, which is further discussed in this section under **INTERNAL QUALITY CONTROL REVIEWS AND EXTERNAL REVIEWS**. Comprehensive policies and procedures governing all of our practices and addressing professional and regulatory standards and implementation issues are constantly updated for new professional developments and emerging issues. See the table of contents to identify the relevant audit approach and methodology detailed description section.

ENGAGEMENT QUALITY REVIEW PARTNER (CONCURRING PARTNER)

Audit engagements are assigned engagement quality review (EQR) partner, as appropriate. This role is one of the most important elements of our quality assurance process, as it provides for a timely, independent review of key accounting and auditing issues. The EQR partner also reviews the financial statements and related supporting documentation—including the disclosures—to evaluate their fair presentation under accounting principles generally accepted in the United States of America (GAAP).

INTERNAL QUALITY CONTROL REVIEWS AND EXTERNAL REVIEWS

Experienced partners and professional staff of our firm conduct quality control reviews of our audits. Our partners' work is reviewed annually, and the inspection process includes periodic testing of the effectiveness of our quality controls and a continuous improvement program. This risk-based annual inspection is intended to mimic the triennial peer review described in the following paragraph and are performed on completed engagements. In addition to this inspection, we perform in-process, "pre-issuance" reviews of partners' work that are chosen for using a risk-based selection process; these reviews are performed by our corporate quality control team. The combination of the in-process and completed engagements is part of our continuous improvement processes.

Peer reviews are performed every three years by another independent public accounting firm. The most recent review of our firm was performed in 2022 by Brown Edwards, whose report was the most favorable possible "Pass."

In addition, we are registered with the PCAOB and our 2021 PCAOB inspection report was also the most favorable possible—no audit deficiencies or quality control defects identified.

The 2021 PCAOB report can be viewed at https://pcaob-assets.azureedge.net/pcaob-dev/docs/default-source/inspections/reports/documents/104-2022-150-carr-riggs.pdf?sfvrsn=2a077f2f_2.



SHARING CRI'S VALUES WITH YOU

We are proud of our hands-on, service-centric, and results-oriented approach. Combining that approach with quality controls and superior talent allows us to help you achieve your goals and strengthen your management systems and processes. This approach is further emphasized through our three core values which guide our team's behavior and function as the foundation for interactions with our clients and each other.



CLIENT SERVICE

Defining our brand by meeting or exceeding the highest expectations of our clients

RESPECT

Building productive, long-term relationships with each other that are based on mutual respect, trust, and sharing

INTEGRITY

Living with sincerity, transparency, and honesty

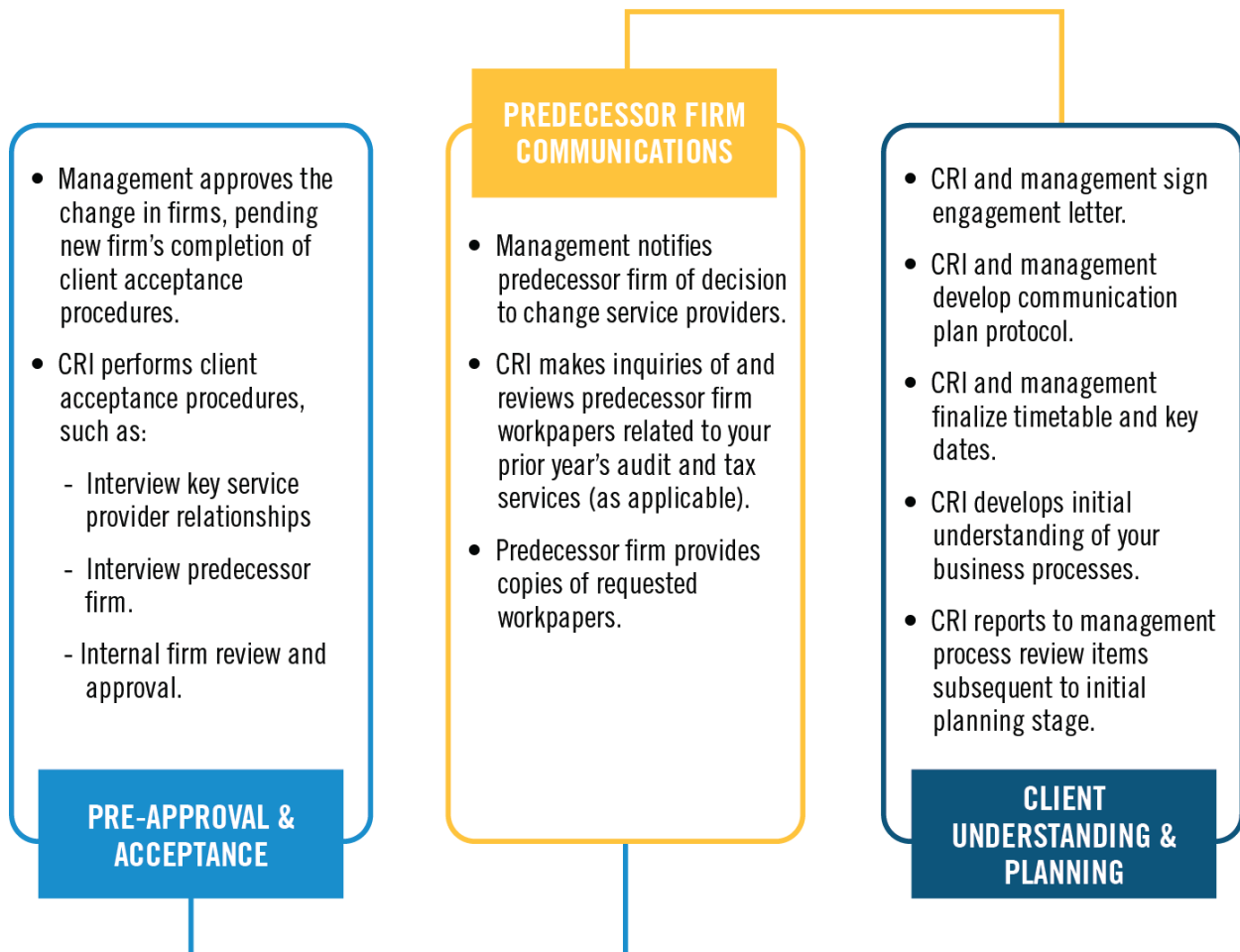
TRANSITIONING YOU



When choosing to change firms, the time involved in working with new accounting professionals is often a concern. CRI's well-defined efficient, seamless transition process is designed to:

- Provide you with value from the very first encounter,
- Avoid interruption of service,
- Minimize disruption and investment of management's time,
- Raise the standard of service, and
- Establish ongoing channels of communication with East Ridge Community Development District's management.

The transition plan is comprised of the following key activities and can occur within approximately two weeks, depending on the availability of the parties involved:



CRI'S GLOBAL RESOURCES



Many businesses are expanding and/or evaluating their global reach, and they require assistance in order to comprehensively consider the various financial implications of growing in international markets. In addition to CRI's internal resources, we deliver the expertise and support of some of the world's most highly regarded accounting firms through shared alliance as members of PrimeGlobal.

WHO IS PRIMEGLOBAL?



HOW OUR PRIMEGLOBAL MEMBERS CAN BENEFIT YOU

We supplement our in-depth, industry knowledge and specialized services through our collaborations with other PrimeGlobal firms to help you evaluate your options globally. CRI's goal is to provide you with the information you need to make well-informed, smart business decisions.

4 KEY BENEFITS TO CRI CLIENTS FROM OUR PRIMEGLOBAL MEMBERSHIP

- 1 SOLUTIONS**
that are worldwide and world-class.
- 2 ACCESSIBILITY**
to knowledge and resources of statutory, regulatory, and compliance requirements throughout the world.
- 3 DECISION MAKING**
with the support of local connections and cultural understanding throughout regions of the world.
- 4 SINGLE POINT OF CONTACT**
CRI's team serves as your contact for each engagement, and we project manage across the entire team - including other PrimeGlobal firms and specialists.

JOIN OUR CONVERSATION



We know that some information that makes perfect sense to a CPA may not be as clear to our clients. Therefore, we produce original content in the form of articles, videos, white papers, webinars, and more to provide timely, down-to-earth translations of complex subjects. We publish this original content on CRIcpa.com and across all our many social channels.

FOLLOW CRI ON SOCIAL MEDIA @CRICPA



SUBSCRIBE TO THE CRI E-NEWSLETTER

CRICPA.COM/NEWSLETTER-SIGNUP

CRI: FROM FOUNDATION TO FUTURE

Over a quarter-century, Carr, Riggs & Ingram has not just grown, but transformed. Now standing proudly among the top 25 firms in the U.S., our trajectory is steeped in innovation, shaping us into the firm of tomorrow—today. Our growth isn't merely a timeline; it's a testament to our entrepreneurial and pioneering spirit. As we harness cutting-edge technology and lead through industry evolution, our commitment to delivering actionable insights and solutions rooted in our founding principles of tailored Client service, Respect for all, and unyielding Integrity remains unwavering. As we look to the horizon, we at CRI are poised to redefine what's possible, and we invite our clients, old and new, to join us in shaping the future.



Watch [CRI: From Foundation to Future](https://youtube.com/CRIcpa) on youtube.com/CRIcpa.



IT FIGURES: THE CRI PODCAST

Created to provide insight into the latest developments and regulations in the accounting and finance space, It Figures is an accounting and advisory focused podcast for business and organization leaders, entrepreneurs, and anyone who is looking to go beyond the status quo.

Listen on Apple Podcasts, Spotify, iHeart Radio, and more.
itfigurespodcast.com

Top 25 CPA Firm - #1 CPA Firm in the Gulf Coast Region





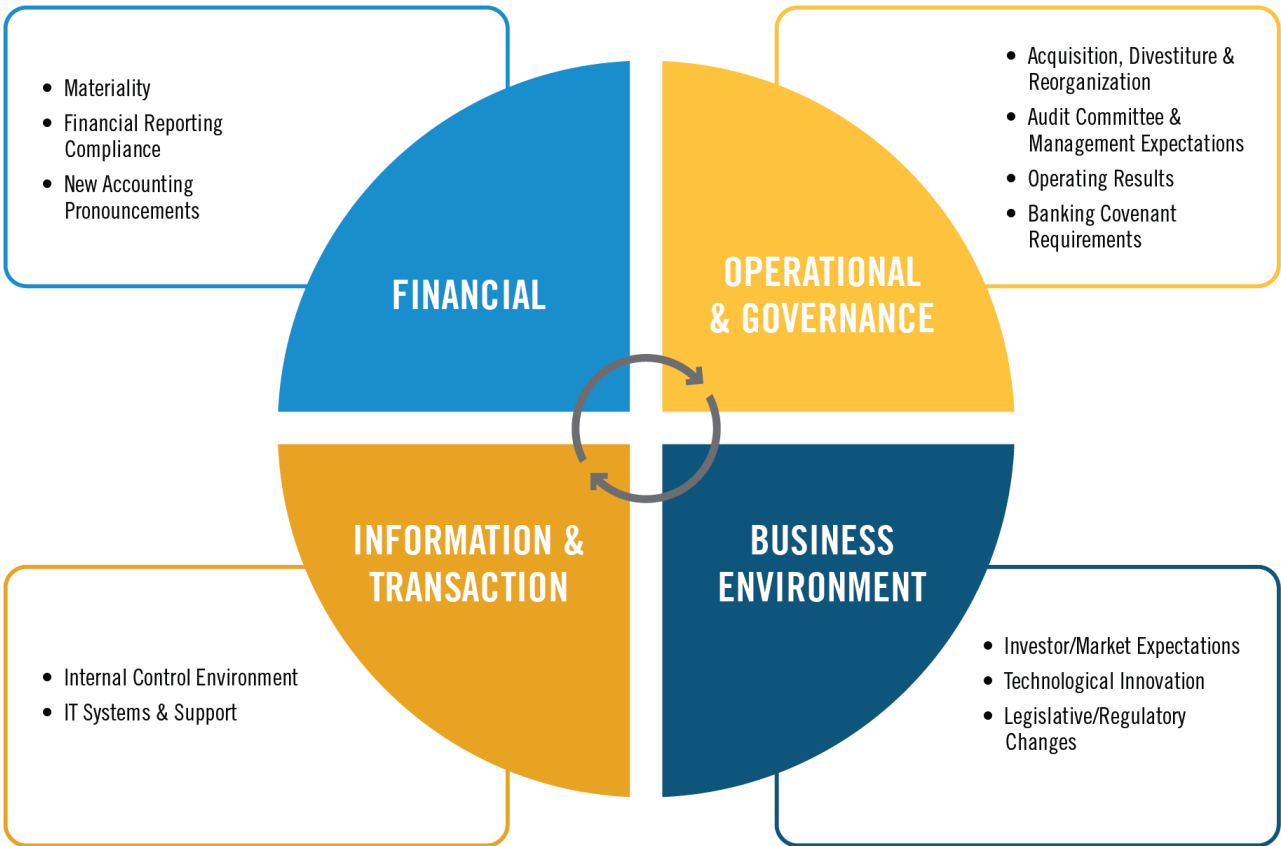
CRI AUDIT FRAMEWORK

Our proposed services require a coordinated effort between us and East Ridge Community Development District's team. Planning and continual communication are essential to developing the appropriate procedures, working collaboratively to resolve any identified issues, and meeting your timelines.

CRI's audit approach occurs within a framework of our client's business and industry; therefore, we assess risk by:

- Understanding management's perspectives and goals, and
- Considering business conditions and threats that could prevent management from achieving its business objectives.

We assess risks in the following areas:



CRI AUDIT FRAMEWORK



Our ultimate intent is to drill down from these broad risks to specific financial reporting risks. We understand both these risks and management's processes and procedures for mitigating them (i.e. internal controls) in order to develop our procedures to carry out our audit responsibilities.

Although our audits are conducted through a structured, risk-based model, we focus on understanding the client's needs, requirements, and expectations. We work collaboratively with management and the Audit Committee (or similar function) to develop a communication and work plan to continuously improve client service, by doing so we help in moving your team from simple compliance to providing you with a competitive advantage.

In planning, we concentrate on "key risks," (items with a greater risk of a material misstatement, a material weakness in internal controls, or other matters resulting in the issuance of an inappropriate audit report). We focus on "material" items (i.e. those items that would be important to the user of your financial statements). When evaluating materiality of identified misstatements, certain quantitative and qualitative factors must be considered—which may include:

- Impact on operating trends (revenue/income, expenses, net income, etc).
- Nature of the misstatement (i.e., did the misstatement result from an unlawful transaction?).
- Impact on liquidity, capital/surplus, earnings capacity, etc.
- Impact to loan covenants and contractual and regulatory requirements.

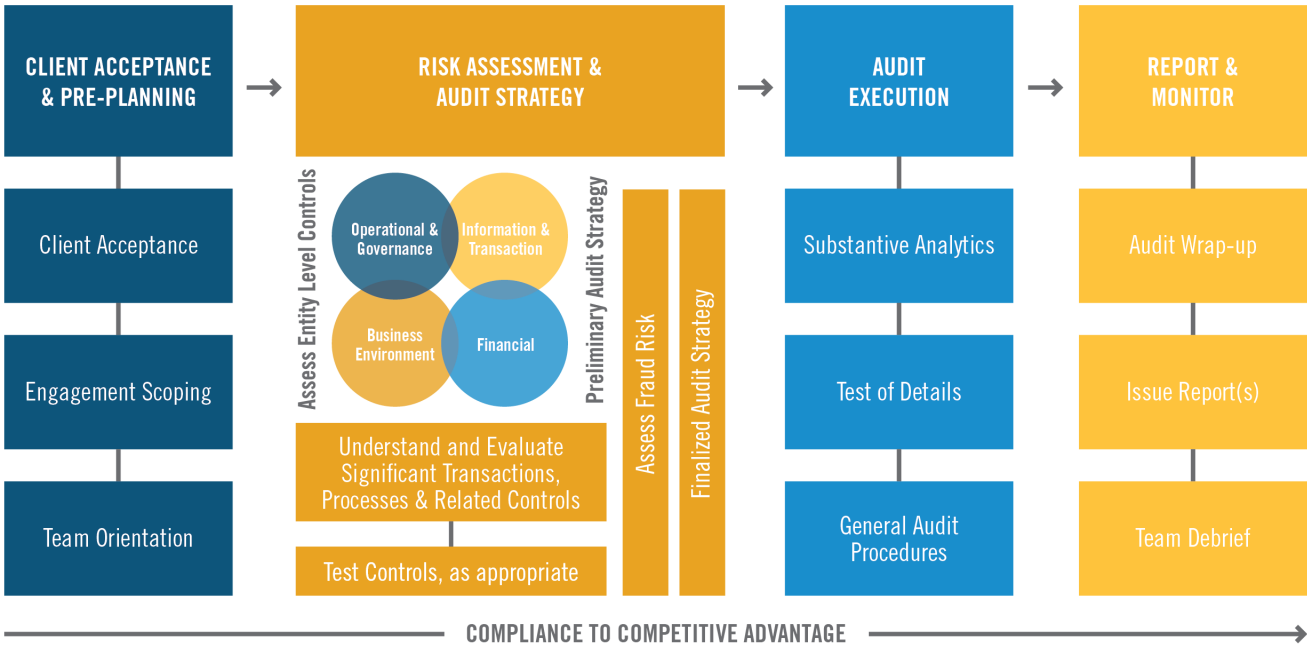
Consistent communication is a key to completion of the audit. By ensuring constant involvement, we are in a better position to respond to your issues timely and efficiently. Therefore, we plan to meet with your management to:

- Set-up the audit by reviewing the mapping of East Ridge Community Development District's financial information (financial statements and notes) to significant processes and IT systems to ensure that all significant account balances, transactions, procedures, and systems are tested as deemed necessary.
- Discuss ongoing changes—specifically new accounting pronouncements and key business transactions in their early stages, enabling us to agree on the resolution of various complex business issues on a timely basis.



CRI AUDIT APPROACH

Our audit approach is a four stage approach, as depicted in the summary below. Our client acceptance and risk assessment procedures occur during detailed conversations and observations with your team. The results of those procedures allow us to tailor an audit program to your specific risks and needs. We then execute the audit, report the results, and evaluate continuous improvement opportunities for ongoing service and benefit to you.





STAGE 1: CLIENT ACCEPTANCE & PRE-PLANNING

- Perform client acceptance procedures.
- Collaborate with management to agree to expectations and scope.
- Assign appropriate staff based on client needs and assessed risk.

STAGE 2: RISK ASSESSMENT & AUDIT STRATEGY

- Interview client personnel and others to understand client-specific objectives and risks.
- Assess following aspects of the organization for their impact on the audit plan:
 - environmental and other external risks,
 - management's fraud and IT risk assessment models,
 - entity level controls including:
 - control environment
 - risk assessment,
 - information and communication,
 - and monitoring controls.
 - IT General Computer (ITGC) controls, such as
 - IT Environment
 - Developing and Delivering IT, and
 - Operating and Monitoring IT.
- Determine materiality.
- Develop and document our understanding of and/or reliance on:
 - linkage of financial statements to:
 - significant transactions,
 - processes,
 - IT systems, and
 - related controls,
 - existence of/reliance on SOC entities and their reports,
 - internal audit, and
 - specialists (e.g. valuation, pension costs, etc.).
- If elected, test controls including ITGC, through a mix of:
 - inquiry,
 - observation
 - examination, and
 - re-performance.
- Perform preliminary analytical procedures.
- Finalize risk assessments and develop a final audit strategy.

STAGE 3: AUDIT EXECUTION

- Where possible to test as efficiently as possible:
 - develop detailed analytical procedures to use as substantive tests (benefit = reducing tests of details):
Examples include:
 - ratio analysis,
 - regression analysis,
 - trend analysis,
 - predictive tests, or
 - reasonableness test,
 - utilize Computer-Assisted Audit Techniques (CAATs) (benefit = automation of testing for more coverage and less disruption to the client), and
 - perform targeted testing (also known as "coverage" testing) to test large portions of account balances (benefit = more coverage with smaller selections).
- Perform tests of details, including sampling.
- Perform general audit procedures such as tests related to:
 - commitments and contingencies,
 - legal letters,
 - management representations,
 - reviews of Board minutes,
 - related party transactions,
 - debt covenants, and
 - going concern.
- Perform other tests for compliance such as Yellow Book or Single Audit tests.

STAGE 4: REPORT & MONITOR

- Continually monitor throughout the audit - providing feedback as agreed during scoping.
- Conclude the audit (i.e. issue opinions and reports).
- Develop and present:
 - reports,
 - required communications,
 - management letter comments, and
 - other audit-related deliverables.
- Perform debriefings to identify opportunities for improvement with our:
 - engagement team, and/or
 - client's team.

APPENDIX A - RFP DOCUMENTS



EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

The East Ridge Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2024, with an option for additional annual renewals, subject to mutual agreement by both parties. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Leon County, Florida. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2024, be completed no later than June 30, 2025.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, *Florida Statutes*, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, *Florida Statutes*, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) electronic and one (1) unbound copy of their proposal to the offices of the District Manager, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, ph: (877) 276-0889 ("District Manager"), in an envelope marked on the outside "Auditing Services, East Ridge Community Development District." Proposals must be received by 12:00 p.m. on April 15, 2024, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

District Manager

APPENDIX A - RFP DOCUMENTS



EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2024

Leon County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than April 15, 2024 at 12:00 p.m., at the offices of District Manager, located at Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) electronic and one (1) unbound copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – East Ridge Community Development District" on the face of it. **Please include pricing for each additional bond issuance.**

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

APPENDIX A - RFP DOCUMENTS



SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions ("**Proposal Documents**").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal, plus the lump sum cost of four (4) annual renewals.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be

APPENDIX A - RFP DOCUMENTS



filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

APPENDIX A - RFP DOCUMENTS



EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.* (20 Points)

(E.g., geographic location of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other or current Community Development District(s) in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work.* (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Ability to Furnish the Required Services.* (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.

5. *Price.* (20 Points)***

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

***Total* (100 Points)**

***Alternatively, the Board may choose to evaluate firms without considering price, in which case the remaining categories would be assigned 25 points each.

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

10CIII



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services:

EAST RIDGE

Community Development District

Proposal Due: April 15, 2024
12:00PM

Submitted to:

East Ridge
Community Development District
c/o District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Submitted by:

Antonio J. Grau, Partner
Grau & Associates
951 Yamato Road, Suite 280
Boca Raton, Florida 33431

Tel (561) 994-9299
(800) 229-4728

Fax (561) 994-5823

tgrau@graucpa.com

www.graucpa.com



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

April 15, 2024

East Ridge Community Development District
c/o District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2024, with an option for four additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the East Ridge Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Special district audits are at the core of our practice: **we have a total of 360 clients, 329 or 91% of which are special districts.** We know the specifics of the professional services and work products needed to meet your RFP requirements like no other firm. With this level of experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to client operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,
Grau & Associates



Antonio J. Grau

Firm Qualifications



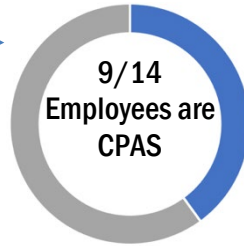
Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Grau's Focus and Experience

Our Team



3 Partners
11 Professional Staff
2 Administrative Professionals



2005

Year founded

Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the American Institute of Certified Public Accountants & the Florida Institute of Certified Public Accountants

297 Community Development Districts Served

Quality Controls

- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality

See next page for report and certificate



AICPA | FICPA | GFOA | FASD | FGFOA

March 17, 2023

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

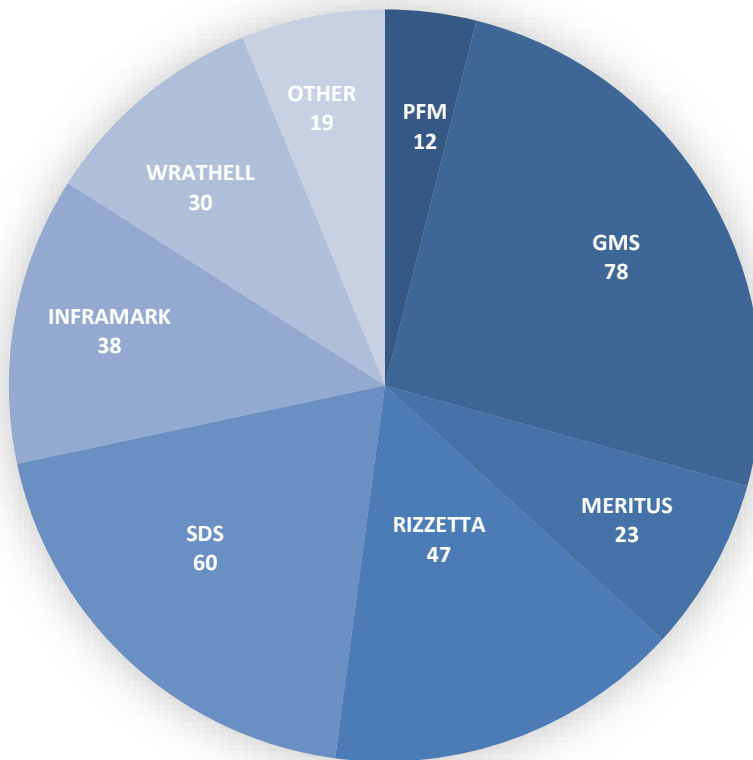
Review Number: 594791

Firm & Staff Experience



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

Years Performing Audits: 35+

CPE (last 2 years):

Government

Accounting, Auditing:

40 hours; Accounting,

Auditing and Other:

53 hours

Professional

Memberships: AICPA,

FICPA, FGFOA, GFOA

David Caplivski, CPA (Partner)

Years Performing Audits: 13+

CPE (last 2 years):

Government

Accounting, Auditing:

24 hours; Accounting,

Auditing and Other:

64 hours

Professional

Memberships: AICPA,

FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

-David Caplivski

YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team.

The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.

An advisory consultant will be available as a sounding board to advise in those areas where problems are encountered.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



Antonio 'Tony' J. Grau, CPA

Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District	St. Lucie West Services District
Dunes Community Development District	Ave Maria Stewardship Community District
Fishhawk Community Development District (I, II, IV)	Rivers Edge II Community Development District
Grand Bay at Doral Community Development District	Bartram Park Community Development District
Heritage Harbor North Community Development District	Bay Laurel Center Community Development District
Boca Raton Airport Authority	
Greater Naples Fire Rescue District	
Key Largo Wastewater Treatment District	
Lake Worth Drainage District	
South Indian River Water Control	

Professional Associations/Memberships

American Institute of Certified Public Accountants	Florida Government Finance Officers Association
Florida Institute of Certified Public Accountants	Government Finance Officers Association Member
City of Boca Raton Financial Advisory Board Member	

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	40
Accounting, Auditing and Other	<u>53</u>
Total Hours	<u>93</u> (includes of 4 hours of Ethics CPE)



David Caplivski, CPA/CITP, Partner
Contact : dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

Education

Florida Atlantic University (2009)
 Master of Accounting
 Nova Southeastern University (2002)
 Bachelor of Science
 Environmental Studies

Certifications and Certificates

Certified Public Accountant (2011)
 AICPA Certified Information Technology Professional (2018)
 AICPA Accreditation COSO Internal Control Certificate (2022)

Clients Served (partial list)

(>300) Various Special Districts Aid to Victims of Domestic Abuse Boca Raton Airport Authority Broward Education Foundation CareerSource Brevard CareerSource Central Florida 403 (b) Plan City of Lauderdale GERS City of Parkland Police Pension Fund City of Sunrise GERS Coquina Water Control District Central County Water Control District City of Miami (program specific audits) City of West Park Coquina Water Control District East Central Regional Wastewater Treatment Fac. East Naples Fire Control & Rescue District	Hispanic Human Resource Council Loxahatchee Groves Water Control District Old Plantation Water Control District Pinetree Water Control District San Carlos Park Fire & Rescue Retirement Plan South Indian River Water Control District South Trail Fire Protection & Rescue District Town of Haverhill Town of Hypoluxo Town of Hillsboro Beach Town of Lantana Town of Lauderdale By-The-Sea Volunteer Fire Pension Town of Pembroke Park Village of Wellington Village of Golf
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Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	<u>88</u> (includes 4 hours of Ethics CPE)

Professional Associations

Member, American Institute of Certified Public Accountants
Member, Florida Institute of Certified Public Accountants
Member, Florida Government Finance Officers Association
Member, Florida Association of Special Districts

References



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2007
Client Contact	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

Specific Audit Approach



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

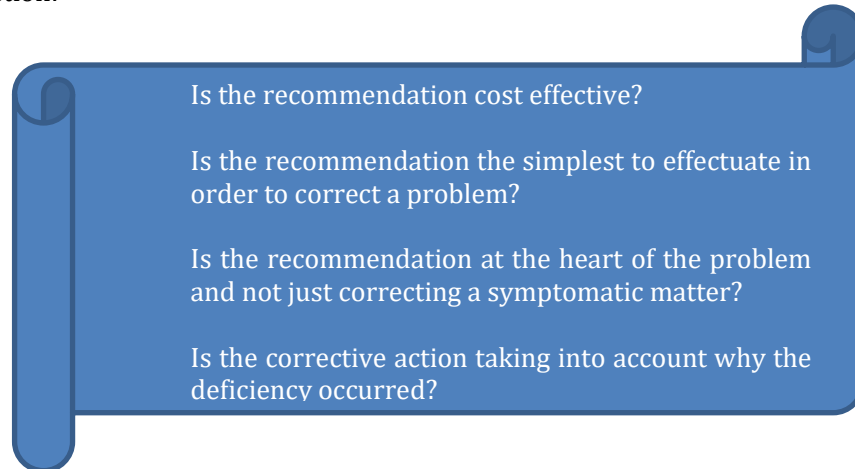
Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

Cost of Services



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2024-2028 are as follows:

Year Ended September 30,	Fee
2024	\$3,200
2025	\$3,300
2026	\$3,400
2027	\$3,500
2028	<u>\$3,600</u>
TOTAL (2024-2028)	<u>\$17,000</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned. If Bonds are issued the fee would increase by \$1,500. The fee for subsequent annual renewals would be agreed upon separately.

Supplemental Information



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓			✓	9/30
South-Dade Venture Development District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunshine Water Control District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (297)	✓			✓	9/30
TOTAL	332	5	3	327	

ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

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Current
Arbitrage
Calculations

We look forward to providing East Ridge Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

**For even more information on Grau & Associates
please visit us on www.graucpa.com.**

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

10D

EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

AUDITOR EVALUATION MATRIX

RFP FOR ANNUAL AUDIT SERVICES	ABILITY OF PERSONNEL	PROPOSER'S EXPERIENCE	UNDERSTANDING OF SCOPE OF WORK	ABILITY TO FURNISH REQUIRED SERVICES	PRICE	TOTAL POINTS
PROPOSER	20 POINTS	20 POINTS	20 POINTS	20 POINTS	20 POINTS	100 POINTS
Berger, Toombs, Elam, Gaines & Frank						
Carr, Riggs & Ingram, LLC						
Grau & Associates						

NOTES:

Completed by: _____

Board Member's Signature

Date: _____

Printed Name of Board Member

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

13

RESOLUTION 2024-38

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 2023/2024 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, 2023 and ending September 30, 2024 (“Fiscal Year 2023/2024”), 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 2023/2024 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2023/2024 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 29th day of April, 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 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Kilinski Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
May __, 2024	Regular Meeting	__:__ AM/PM
June __, 2024	Regular Meeting	__:__ AM/PM
July __, 2024	Regular Meeting	__:__ AM/PM
August __, 2024	Regular Meeting	__:__ AM/PM
September __, 2024	Regular Meeting	__:__ AM/PM

EAST RIDGE

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

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

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

	General Fund	Debt Service Fund	Total Governmental Funds
ASSETS			
Cash*	\$ 9,710	\$ -	\$ 9,710
Due from Landowner	14,826	-	14,826
Total assets	<u>\$ 24,536</u>	<u>\$ -</u>	<u>\$ 24,536</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 465	\$ -	\$ 465
Landowner advance	13,500	-	13,500
Due to Landowner	-	1,825	1,825
Accrued wages payable	800	-	800
Tax payable	61	-	61
Total liabilities	<u>14,826</u>	<u>1,825</u>	<u>16,651</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred receipts	1,326	-	1,326
Total deferred inflows of resources	<u>1,326</u>	<u>-</u>	<u>1,326</u>
Fund balances:			
Restricted for:			
Debt service	-	(1,825)	(1,825)
Unassigned	8,384	-	8,384
Total fund balances	<u>8,384</u>	<u>(1,825)</u>	<u>6,559</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 24,536</u>	<u>\$ -</u>	<u>\$ 24,536</u>

*Cash is unreconciled as statement was not received prior to the agenda ship date.

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

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	\$ -	\$ 36,050	\$ 132,768	27%
Total revenues	-	36,050	132,768	27%
EXPENDITURES				
Professional & administrative				
Supervisors	800	800	12,000	7%
FICA	61	61	918	7%
Management/accounting/recording	452	11,702	45,000	26%
Legal	-	8,133	25,000	33%
Engineering	-	-	25,000	0%
Information technology	-	450	1,800	25%
Telephone	3	23	300	8%
Postage	-	3	1,000	0%
Printing & binding	10	78	1,000	8%
Legal advertising	-	643	10,000	6%
Annual special district fee	-	175	175	100%
Insurance	-	3,740	6,000	62%
Contingencies/bank charges	-	108	1,000	11%
Office supplies	-	-	625	0%
Website creation	1,750	1,750	1,750	100%
Website maintenance	-	-	1,200	0%
Total expenditures	3,076	27,666	132,768	21%
Excess/(deficiency) of revenues over/(under) expenditures	(3,076)	8,384	-	
Fund balances - beginning	11,460	-	-	
Fund balances - ending	\$ 8,384	\$ 8,384	\$ -	

**EAST RIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED MARCH 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>-</u>	<u>1,825</u>
Total debt service	<u>-</u>	<u>1,825</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	(1,825)
Fund balances - beginning	(1,825)	-
Fund balances - ending	<u><u>\$ (1,825)</u></u>	<u><u>\$ (1,825)</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 a Special Meeting on March 25, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301.

Present at the meeting were:

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

Also present were:

Cindy Cerbone	District Manager
Jennifer Kilinski	District Counsel
Chris Kuhn	Kilinski Van Wyk
Mary Grace Henley (via telephone)	Kilinski Van Wyk
Richard Darabi	District Engineer
Peter Dame (via telephone)	Bond Counsel
Tim Bramwell (via telephone)	Akerman

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:09 a.m. Supervisors Davenport, Mettler and Revell were present. Supervisor Odom attended via telephone. Supervisor Burr was absent.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Consideration of District Manager
Transition Items**

A. Ratification of GMS Termination

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor,
the termination of GMS, was ratified.**

B. Resolution 2024-31, Appointing and Fixing the Compensation of the District Manager; Appointing a Financial Disclosure Coordinator; Appointing an Assessment Methodology Consultant in Contemplation of the Issuance of Special Assessment Bonds; Appointing a Designated Investment Representative to Administer Investment Direction with Regard to District Funds; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-31 and read the title.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-31, Appointing and Fixing the Compensation of the District Manager; Appointing a Financial Disclosure Coordinator; Appointing an Assessment Methodology Consultant in Contemplation of the Issuance of Special Assessment Bonds; Appointing a Designated Investment Representative to Administer Investment Direction with Regard to District Funds; and Providing an Effective Date, was adopted.

C. Resolution 2024-32, Appointing and Removing Officers of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-32. This Resolution also removes from the Board all the individuals from former District Manager GMS. The new slate will be as follows:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

The following prior appointments remain unaffected by this Resolution:

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

Ms. Cerbone stated that certain officers will execute documents on behalf of the CDD, based on the Board's decisions at publicly noticed meeting.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2024-32, Appointing and Removing Officers of the District and Providing for an Effective Date, was adopted.

- D. Resolution 2024-33, Designating a Public Depository for Funds of the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; And Providing an Effective Date

Ms. Cerbone presented Resolution 2024-33 and read the title. Staff recommends Trust.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-33, Designating Trust Bank as a Public Depository for Funds of the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; And Providing an Effective Date, was adopted.

- E. Resolution 2024-34, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-34 and read the title. The official signors will be Mr. Wrathell and Mr. Pinder.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-34, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was adopted.

- F. Resolution 2024-35, Designating a Registered Agent and Registered Office of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2024-34.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2024-35, Designating Craig Wrathell as Registered Agent and Wrathell Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Registered Office of the District and Providing for an Effective Date, was adopted.

- G. Resolution 2024-36, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-36, Designating Wrathell Hunt and Associates, LLC, as the Primary Administrative Office and Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301 as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

- H. Resolution 2024-37, Designating the Location of the Local District Records Office and Providing an Effective Date

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-37, Designating Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301 as the Location of the Local District Records Office, and Providing an Effective Date, was adopted.

- I. Strange Zone, Inc. Quotation M24-1011 for District Website Design, Maintenance and Domain Web-Site Design Agreement

Ms. Cerbone presented the Strange Zone, Inc. Quotation M24-1011.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Strange Zone, Inc. Quotation M24-1011 for District Website Design, Maintenance and Domain Web-Site Design Agreement, was approved.

- J. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Ms. Cerbone presented the ADA Site Compliance Proposal.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, was approved.

- K. Termination of Realign Web Design Services

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, termination of Realign Web Design Services, was approved.

- L. 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

This item was deferred to the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Financing Items

- A. Resolution 2024-39, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, *Florida Statutes*; Authorizing the Publication of the Notice of Such Hearing as Authorized By Section 190.021, *Florida Statutes*; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-39 and read the title.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2024-39, Designating a Date, Time, and Location of April 29, 2024 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301, for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, *Florida Statutes*; Authorizing the Publication of the Notice of Such Hearing as Authorized By Section 190.021, *Florida Statutes*; and Providing an Effective Date, was adopted.

- B. Master Engineer's Report

Mr. Darabi presented the Master Engineer's Report dated March 2024. He called attention to Tables 2, 3, 3A, 4, 4A related to Area 1, 4B related to Area 2, and 4C related to Area 3. The cost distribution is a much more detailed and refined allocation of costs than the one in the previous Report. The total cost of the three sub-tables is equivalent to the total amount of the Table 4 Opinion of Probable Cost, which is \$165,500,000. Aside from the allocation of costs and references to Areas 1, 2 and 3, the rest of the Report is identical to the previous version.

- C. Master Special Assessment Methodology Report

Ms. Cerbone presented the Master Special Assessment Methodology Report dated February 27, 2024 and noted the pertinent data. She reviewed the Development Program, Capital Improvement Program (CIP), financing program, benefit allocation between Areas 1, 2 and 3, True-Up Mechanism and the Appendix Tables. Asked what ERU stands for, Ms. Cerbone stated Equivalent Residential Unit.

D. Resolution 2024-40, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to Be Paid by Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing For An Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of This Resolution; and Addressing Conflicts, Severability and an Effective Date

Ms. Kilinski presented Resolution 2024-40, also known as the Declaring Resolution, which accomplishes the following:

- Declares the CDD's intent to levy an assessment, an assessment lien securing the amounts discussed and sets a public hearing for April 29, 2024.
- Approves the Master Engineer's Report and the Master Special Assessment Methodology Report.
- Authorizes District Staff to send Mailed Notices to the Landowners of record.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-40, Declaring Special Assessments; Designating the Nature and Location of the Proposed Improvements; Declaring the Total Estimated Cost of the Improvements, the Portion to Be Paid by Assessments, and the Manner and Timing in Which the Assessments are to Be Paid; Designating the Lands Upon Which the Assessments Shall Be Levied; Providing For An Assessment Plat and a Preliminary Assessment Roll; Addressing the Setting of Public Hearings; Providing for Publication of This Resolution; and Addressing Conflicts, Severability and an Effective Date, was adopted.

E. Resolution 2024-41, Authorizing the Issuance of not Exceeding \$226,695,000 Principal Amount East Ridge Community Development District Special Assessment Revenue Bonds in One or More Series, for the Purpose of Financing The Construction and/or Acquisition by the District of the Public Improvements and Community Facilities

Permitted by the Provisions of Chapter 190, Florida Statutes and the Ordinance Establishing the District; Approving a Form of a Master Trust Indenture; Approving and Appointing a Trustee; Authorizing the Commencement of Validation Proceedings Relating to the Foregoing Bonds; Authorizing and Approving Other Matters Relating to the Foregoing Bonds; and Providing an Effective Date

Mr. Dame presented Resolution 2024-41, which accomplishes the following:

- Authorizes the issuance of bonds in the amount of \$226,695,000.
- Approves the form of Master Trust Indenture and appoints the Bond Trustee.
- Facilitates the Bond Validation proceeding.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2024-41, Authorizing the Issuance of not Exceeding \$226,695,000 Principal Amount East Ridge Community Development District Special Assessment Revenue Bonds in One or More Series, for the Purpose of Financing The Construction and/or Acquisition by the District of the Public Improvements and Community Facilities Permitted by the Provisions of Chapter 190, Florida Statutes and the Ordinance Establishing the District; Approving a Form of a Master Trust Indenture; Approving and Appointing a Trustee; Authorizing the Commencement of Validation Proceedings Relating to the Foregoing Bonds; Authorizing and Approving Other Matters Relating to the Foregoing Bonds; and Providing an Effective Date, was adopted.

FIFTH 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

This item was deferred to the next meeting, at which time the Fiscal Year 2024 budget and the proposed Fiscal Year 2025 budget will be presented.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-43, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

A. Rules of Procedure

B. Notices of Rule Development and Rulemaking

These items were included for informational purposes.

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2024-43, to Designate April 29, 2024 at 10:00 a.m. at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301 as the Date, Time and Place of a Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS**Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services****A. Affidavit of Publication****B. Respondent: Moore Bass Consulting, Inc.****C. Competitive Selection Criteria/Ranking****D. Award of Contract**

Ms. Cerbone stated, since there was only one respondent, Staff recommends that the Board deems Moore Bass Consulting, Inc., the most responsive respondent, rank them as the #1 ranked respondent and authorize District Counsel to prepare an Agreement.

- **Agreement for Professional Engineering Services**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, deeming Moore Bass Consulting, Inc., the sole respondent to the RFQ for Engineering Services, as the most responsive and #1-ranked respondent and authorizing District Counsel to negotiate and prepare an agreement with Moore Bass Consulting, was approved.

EIGHTH ORDER OF BUSINESS**Authorization of Request for Proposals (RFP) for Annual Audit Services**

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, authorizing Staff to advertise the RFP for Annual Audit Services and Designating the Board of Supervisors as the Audit Committee, was approved.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of February 29, 2024

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor,
the Unaudited Financial Statements as of February 29, 2024, were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

- A. October 30, 2023 Landowners' Meeting
- B. October 30, 2023 Organizational Meeting

On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor,
the October 30, 2023 Landowners' Meeting and the October 30, 2023
Organizational Meeting Minutes, both as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kilinski | Van Wyk PLLC
- B. District Engineer: Moore Bass Consulting, Inc.

There were no reports from District Counsel or the District Engineer.

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

- NEXT MEETING DATE: April 29, 2024 at 10:00 AM [Uniform Method, Debt
Assessment, Rules and Proposed Budget Presentations]

- QUORUM CHECK

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor,
the meeting adjourned at 10:45 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair