MINUTES OF MEETING
EAST RIDGE COMMUNITY DEVELOPMENT DISTRICT

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

Present were:

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

Also present:

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

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

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

SECOND ORDER OF BUSINESS **Public Comments**

There were no public comments.

THIRD ORDER OF BUSINESS **Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's**

Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

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

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

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

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

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

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

FOURTH ORDER OF BUSINESS **Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements**

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

These items were included for informational purposes.

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

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

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

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

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

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

Mr. Darabi: Yes.

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

Mr. Darabi: No.

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

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

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

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

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

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

Ms. Cerbone: Yes.

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

Ms. Cerbone: Yes.

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

Ms. Cerbone: Yes.

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

Ms. Cerbone: Yes.

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

Ms. Cerbone: Yes.

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

  No affected property owners or members of the public spoke.

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

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

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

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

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

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

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

A. Affidavits of Publication

These items were included for informational purposes.

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

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

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

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

No members of the public were present.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

TENTH ORDER OF BUSINESS **Review of Response to Request for Proposals (RFP) for Annual Audit Services**

A. Affidavit of Publication

B. RFP Package

C. Respondents

I. Berger, Toombs, Elam, Gaines & Fran

II. Carr, Riggs & Ingram, LLC

III. Grau & Associates

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

D. Auditor Evaluation Matrix/Ranking

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

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

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

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

ELEVENTH ORDER OF BUSINESS **Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting**

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

TWELFTH ORDER OF BUSINESS **Consider Recommendation of Audit Selection Committee**

- **Award of Contract**

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

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

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

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

TIME: 10:00 AM

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

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

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

TIME: 10:00 AM

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

FOURTEENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of March 31, 2024**

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

FIFTEENTH ORDER OF BUSINESS **Approval of March 25, 2024 Special Meeting Minutes**

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

SIXTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kilinski | Van Wyk PLLC

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

B. District Engineer: Moore Bass Consulting, Inc.

There was no report.

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

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

- **NEXT MEETING DATE: TBD**
  - **QUORUM CHECK**

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

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

There were no Board Members' comments or requests.

EIGHTEENTH ORDER OF BUSINESS **Public Comments**

There were no public comments.

NINETEENTH ORDER OF BUSINESS **Adjournment**

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

Cindy Cerbone
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Secretary/Assistant Secretary

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~~Chair/Vice Chair~~ Asst. Secretary