

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

The Board of Supervisors of the East Ridge Community Development District held a Public Hearing and Regular Meeting on September 8, 2025 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301.

**Present:**

Brad Odom (via telephone)  
Peter Mettler Jr.  
James Davenport  
Jay Revell

Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Cindy Cerbone  
Chris Conti (via telephone)  
Roy Van Wyk  
Mary Grace Henley (via telephone)  
Chris Kuhn (via telephone)

District Manager  
Wrathell, Hunt and Associates LLC  
District Counsel  
Kilinski | Van Wyk PLLC

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:11 a.m.

Supervisors Revell, Davenport and Mettler were present. Supervisor Odom attended via telephone. Supervisor Burr was absent.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2025-07, Re-Scheduling and Noticing the Budget Hearing for Fiscal Year 2026; Providing a Severability Clause; and Providing an Effective Date**

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2025-07, Re-Scheduling and Noticing the Budget Hearing for Fiscal Year 2026; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS****Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2025-08. She reviewed the proposed Fiscal Year 2026 budget.

**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 spoke.

**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 2025-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS****Discussion: Updated Provisions of the District's Rules of Procedure**

- A. Memorandum**
- B. Revisions of Rules of Procedure – 2025 Legislative Updates**

These items were included for informational purposes.

**C. Consideration of Resolution 2025-09, To Designate the Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Restated Rules of Procedure; and Providing an Effective Date**

Ms. Cerbone stated it is necessary to set a public hearing date to present and adopt the revised Rules of Procedure. She discussed finalizing a pending bond issuance remotely and the requirement for Staff to present and for the Board to approve the proposed Fiscal Year 2027 budget by June 15, 2026. She suggested setting the Revised Rules of Procedure public hearing on the first Monday of April, May or June 2026.

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, Resolution 2025-09, To Designate the Date, Time and Place of Public Hearing for April 6, 2026 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301, and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Restated Rules of Procedure; and Providing an Effective Date, was adopted.**

It was noted that April 6, 2025 follows the Easter holiday and May would be more convenient. The motion was revised.

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, rescinding the vote on Resolution 2025-09 to reconsider the date, was approved.**

**On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2025-09, To Designate the Date, Time and Place of Public Hearing for May 4, 2026 at 10:00 a.m., at Kilinski | Van Wyk, 517 E. College Avenue, Tallahassee, Florida 32301, and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Restated Rules of Procedure; and Providing an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Special Districts  
Performance Measures and Standards  
Reporting FY2026**

Ms. Cerbone presented the Performance Measures and Standards Reporting for Fiscal Year 2026. She noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Special Districts Performance Measures and Standards.

- **Authorization of Chair to Approve Findings Related to FY2025 Special Districts Performance Measures and Standards Reporting**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Special Districts Performance Measures and Standards Reporting, were approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification Items**

- A. Powerhouse, Inc. Corrective Storm Drain Easement Agreement**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Powerhouse, Inc. Corrective Storm Drain Easement Agreement, was ratified.

**I. Storm Drain Easement Agreement**

This item was pulled.

- B. Temporary Construction and Access License Agreement (Phase 1 Project Improvements)**

Ms. Cerbone stated that this item is for approval instead of ratification.

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Temporary Construction and Access License Agreement related to the Phase 1 Project Improvements, was approved.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of July 31, 2025**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the Unaudited Financial Statements as of July 31, 2025, were accepted.

**NINTH ORDER OF BUSINESS**

**Approval of April 7, 2025 Regular Meeting Minutes**

On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the April 7, 2025 Regular Meeting Minutes, as presented, were approved.

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

Mr. Van Wyk reminded the Board Members to complete the required four hours of ethics training by December 31, 2025. Mr. Conti will email the Memorandum with links to free online courses.

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

There was no report.

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

- **Property Insurance on Vertical Assets**
- **Form 1 Submission and Ethics Training**
- **Hard Copy Agendas vs Tablets**

The Board consensus was to receive hard copy agendas.

- **NEXT MEETING DATE: December 8, 2025 at 10:00 AM**
  - **QUORUM CHECK**

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

There were no Board Members' comments or requests.

**TWELFTH ORDER OF BUSINESS****Public Comments**

No members of the public were present.

**THIRTEENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, the meeting adjourned at 10:30 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Cindy Carbone  
Secretary/Assistant Secretary

Balsa  
Chair/Vice Chair