

**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 February 2, 2026 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)  
Jennifer Kilinski  
Mary Grace Henley (via telephone)  
Chris Kuhn (via telephone)  
Travis Dorn

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

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:08 a.m.

Supervisors Mettler, Davenport and Revell 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**

**Public Hearing to Consider the Adoption of  
an O&M Methodology for Operation and  
Maintenance Special Assessments**

**A. Proof/Affidavit of Publication**

**B. Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

**C. Operation & Maintenance Engineer's Report (for informational purposes)**

Mr. Dorn presented the Operation & Maintenance Engineer's Report dated December 2025. He reviewed the pertinent information, including the project areas, roads, and percentages of the different segments in Areas 1, 2 and 3.

Ms. Cerbone stated the District Engineer was able to breakout the three areas within the boundaries of the District, label them, and define what is included in them. She reviewed the Categories and Descriptions in Table 1; the Master Improvements percentages in each of the three areas in Table 2; and the Proposed Infrastructure Improvement, Ownership and Entity responsible for the Operation & Maintenance In Table 3. She stated the Engineer's Report enables Management, as the Methodology Consultants, to take a whole dollar amount of \$800,000 and use that to calculate the Operations & Maintenance Assessment Methodology.

Ms. Kilinski stated, from a debt assessment analysis, the Engineer's Report largely reflects the percentages in District Management's Debt Assessment Methodology.

The following questions were posed and answered:

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

**Mr. Dorn:** Yes.

**Ms. Kilinski:** Do you have any reason to believe that the District's annual administrative operational & maintenance services, as described in your Engineer's Report cannot be carried out by the District?

**Mr. Dorn:** No.

**D. Operations and Maintenance Special Assessment Methodology Report (for informational purposes)**

Ms. Cerbone stated the information in the Engineer's Report is used as the basis for the O&M Methodology Report. She reviewed the Field Operations and Fund balance expenditures; and the Appendix Tables detailing the Professional & Administrative and Field Operations Costs, Cost Benefit Allocation, Professional & Administrative Cost Assessment Apportionment, Field

Operations Cost Assessment Apportionment, and Total O&M Cost Assessment Apportionment. She noted the following:

- Area 1 has a total of 47 +/- developable acres of commercial uses and multi-family units.
- Area 2 has a total of 101 +/- developable acres of commercial and institutional uses and multi-family units.
- Area 3 has a total of 663 +/- acres that includes 1,507 single-family residential units.

Ms. Kilinski stated the accompanying Resolution will formally adopt the O&M Special Assessment Methodology and also set an assessment cap for purposes of notice. The following questions were asked and answered:

**Ms. Kilinski:** In your professional opinion, do the lands subject to the assessments receive special benefits in the District’s annual Operations & Maintenance budget?

**Ms. Cerbone:** Yes.

**Ms. Kilinski:** In your professional opinion, are the O&M Assessments reasonably apportioned among the lands subject to the assessments?

**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.**

**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.**

- E. **Consideration of Resolution 2026-04, Adopting an Assessment Methodology for Operation and Maintenance Special Assessments; Adopting an Operation and Maintenance Assessment Cap for Notice Purposes Only Pursuant to Chapters 170, 190, and 197, Florida Statutes; Addressing Severability; and Providing an Effective Date**

Ms. Cerbone presented Resolution 2026-04 and read the title.

**On MOTION by Mr. Davenport and seconded by Mr. Revell, with all in favor, Resolution 2026-04, Adopting an Assessment Methodology for Operation and Maintenance Special Assessments; Adopting an Operation and Maintenance Assessment Cap for Notice Purposes Only Pursuant to Chapters 170, 190, and 197, Florida Statutes; Addressing Severability; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

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

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

**FIFTH ORDER OF BUSINESS**

**Approval of December 10, 2025 Regular Meeting Minutes**

The following changes were made:

Lines 20 and 22: Delete “(via telephone) after “Kilinski and “Kuhn”

Ms. Cerbone stated Staff previously amended the minutes and the updated version is in the signature folder and the electronic version.

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the December 10, 2025 Regular Meeting Minutes, as amended, were approved.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

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

Ms. Kilinski stated the legislative session is being monitored and updates will be provided on any bills that impact Special Districts. She reminded the Board Members to complete the required four hours of ethics training by December 31, 2026.

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

There was no report.

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

- **Performance Measures/Standards & Annual Reporting Form (for informational purposes)**

- **NEXT MEETING DATE: March 2, 2026 at 10:00 AM**
  - **QUORUM CHECK**

The March 2, 2026 meeting will be canceled.

The next meeting will likely be held in May or June 2026.

**SEVENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**NINTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Revell and seconded by Mr. Davenport, with all in favor, the meeting adjourned at 10:24 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Cindy Cebal  
Secretary/Assistant Secretary

Peter Mettler  
Chair/Vice Chair  
Assistant Secretary