

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT
DISTRICT NO. 1**

**REGULAR MEETING
AGENDA**

June 7, 2018

Hunter's Ridge Community Development District No. 1

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

May 30, 2018

Board of Supervisors
Hunter's Ridge Community Development District No. 1

ATTENDEES:

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

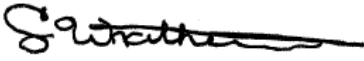
Dear Board Members:

A Regular Meeting of the Board of Supervisors of the Hunter's Ridge Community Development District No. 1 will be held on Thursday, June 7, 2018 at 2:00 p.m., at 21 Heron Wing Drive, Ormond Beach, Florida 32174. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Resolution 2018-01, Approving a Proposed Budget for Fiscal Year 2018/2019 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
4. Consideration of Resolution 2018-02, Designating a Date, Time, and Location for a Landowners' Meeting; Providing for Publication; Providing for an Effective Date [Seats 1, 2 and 5]
5. Consideration of Appointment to Vacant Seat 5; *Term Expires November, 2018*
6. Administration of Oath of Office (*the following will also be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Chapter 190, *Florida Statutes*
 - D. Financial Disclosure Forms
 - i. Form 1: Statement of Financial Interests
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - iii. Form 1F: Final Statement of Financial Interests
 - E. Form 8B: Memorandum of Voting Conflict

7. Approval of Unaudited Financial Statements as of April 30, 2018
8. Approval of August 24, 2017 Regular Meeting Minutes
9. Other Business
10. Staff Reports
 - A. District Counsel: *Cobb Cole*
 - B. District Engineer: *Zev Cohen and Associates, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - i. 29 Registered Voters in District as of April 15, 2018
 - ii. NEXT MEETING DATE: August 23, 2018 at 2:00 P.M.
11. Board Members' Comments/Requests
12. Adjournment

Sincerely,


Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

Call-in number: 1-888-354-0094
Conference ID: 8518503

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT
NO. 1**

3

RESOLUTION 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1 APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019 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 Hunter's Ridge Community Development District No. 1 ("**District**") prior to June 15, 2018, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2018 and ending September 30, 2019 ("**Fiscal Year 2018/2019**"); 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 HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2018/2019 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: August 30, 2018

HOUR: 10:00 A.M.

LOCATION: 21 Heron Wing Drive
Ormond Beach, Florida 32174

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 Flagler 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 ____ DAY OF _____, 2018.

ATTEST:

**HUNTER'S RIDGE COMMUNITY
DEVELOPMENT DISTRICT NO. 1**

Secretary/Assistant Secretary

By: _____
Its: _____

Exhibit A

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
PROPOSED BUDGET
FISCAL YEAR 2019
PREPARED MAY 24, 2018**

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
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Definitions of General Fund Expenditures	2

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
GENERAL FUND BUDGET
FISCAL YEAR 2019**

	Fiscal Year 2018				Proposed Budget FY 2019
	Adopted Budget FY 2018	Actual Through 3/31/2018	Projected Through 9/30/2018	Total Actual & Projected	
REVENUES					
Developer contribution	\$ 27,725	\$ 9,690	\$ 12,016	\$ 21,706	\$ 27,725
Total revenues	<u>27,725</u>	<u>9,690</u>	<u>12,016</u>	<u>21,706</u>	<u>27,725</u>
EXPENDITURES					
Professional & administrative					
Management/accounting/recording ¹	12,000	6,000	6,000	12,000	12,000
Legal	2,500	132	1,500	1,632	2,500
Engineering	500	-	200	200	500
Audit ²	3,500	-	-	-	3,500
Telephone	200	100	100	200	200
Postage	500	6	494	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,500	-	500	500	1,500
Annual special district fee	175	175	-	175	175
Insurance	5,500	5,665	-	5,665	5,500
Contingencies	250	95	155	250	250
Website	600	616	-	616	600
Total expenditures	<u>27,725</u>	<u>13,039</u>	<u>9,199</u>	<u>22,238</u>	<u>27,725</u>
Net increase/(decrease) of fund balance	-	(3,349)	2,817	(532)	-
Fund balance - beginning (unaudited)	-	532	(2,817)	532	-
Fund balance - ending (projected)	<u>\$ -</u>	<u>\$ (2,817)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

¹Once the District pursues bonds the Management/recording fees will return to \$42,000.

²Applicable in fiscal year subsequent to issuance of bonds.

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording ¹	\$ 12,000
<p style="margin-left: 20px;">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.</p>	
Legal	2,500
<p style="margin-left: 20px;">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.</p>	
Engineering	500
<p style="margin-left: 20px;">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.</p>	
Audit ²	3,500
<p style="margin-left: 20px;">Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation ²	-
<p style="margin-left: 20px;">To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent ²	-
<p style="margin-left: 20px;">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.</p>	
Trustee ²	-
<p style="margin-left: 20px;">Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Telephone	200
<p style="margin-left: 20px;">Telephone and fax machine.</p>	
Postage	500
<p style="margin-left: 20px;">Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p style="margin-left: 20px;">Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	1,500
<p style="margin-left: 20px;">The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p style="margin-left: 20px;">Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p style="margin-left: 20px;">The District will obtain public officials and general liability insurance.</p>	
Contingencies	250
<p style="margin-left: 20px;">Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	600
Total expenditures	\$ 27,725

¹Once the District pursues bonds the Management/recording fees will return to \$42,000.

²Applicable in fiscal year subsequent to issuance of bonds.

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

4

RESOLUTION 2018-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1, DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Hunter's Ridge Community Development District No. 1 ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Flagler County, Florida; and

WHEREAS, the District's Board of Supervisors ("**Board**") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by provisions of Chapter 286, Florida Statutes; and

WHEREAS, the effective date of Ordinance No. 2014-01 creating the District was the 21st day of April, 2014; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2)(a), Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1:

Section 1. In accordance with Section 190.006(2), Florida Statutes, the meeting of the landowners to elect three (3) supervisors of the District, shall be held on the 1st day of November, 2018, at 4:00 p.m., at 21 Heron Wing Drive, Ormond Beach, Florida 32174.

Section 2. The District's Secretary is hereby directed to publish notice of this landowners' meeting in accordance with the requirements of Section 190.006(2)(a), Florida Statutes.

Section 3. Pursuant to Section 190.006(2)(b), Florida Statutes, the landowners' meeting and election has been announced by the Board at its June 7, 2018 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the office of the District Manager, Wrathell, Hunt & Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2018.

**HUNTER'S RIDGE COMMUNITY
DEVELOPMENT DISTRICT NO. 1**

ATTEST:

Chair/Vice Chair

Secretary/Assistant Secretary

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1

Notice is hereby given to the public and all landowners within Hunter's Ridge Community Development District No. 1 (the "District") in Flagler County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 1, 2018
TIME: 4:00 P.M.
PLACE: 21 Heron Wing Drive
Ormond Beach, Florida 32174

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (877) 276-0889, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such 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.

District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1
FOR THE ELECTION OF A SUPERVISOR**

DATE OF LANDOWNERS' MEETING: **Thursday, November 1, 2018**

TIME: **4:00 P.M.**

LOCATION: **21 Heron Wing Drive
Ormond Beach, Florida 32174**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two (2) candidates receiving the highest number of votes shall be elected for a term of four (4) years. The remaining candidate receiving the highest number of votes shall be elected for a term of two (2) years. The term of office for the successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**HUNTER’S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1
FLAGLER COUNTY, FLORIDA
LANDOWNERS’ MEETING – NOVEMBER 1, 2018**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Hunter’s Ridge Community Development District No. 1 to be held at 21 Heron Wing Drive, Ormond Beach, Florida 32174, on November 1, 2018, at 4:00 p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above, the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes (2015), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT

**HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1
FLAGLER COUNTY, FLORIDA
LANDOWNERS' MEETING - NOVEMBER 1, 2018**

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4)-year term, and the remaining candidate receiving the next highest number of votes will receive a two (2)-year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Hunter's Ridge Community Development District No. 1 and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

NAME OF CANDIDATE	NUMBER OF VOTES
1. _____	_____
2. _____	_____
3. _____	_____

Date: _____

Signed: _____

Printed Name: _____

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

7

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2018**

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
BALANCE SHEET
APRIL 30, 2018**

	Balance
ASSETS	
Cash	\$ 8,261
Due from Developer	4,552
Total assets	\$ 12,813
LIABILITIES	
Accounts payable	\$ 5,424
Developer advance	5,500
Total liabilities	10,924
DEFERRED INFLOWS OF RESOURCES	
Deferred receipts	4,552
Total deferred inflows of resources	4,552
FUND BALANCES	
Unassigned	(2,663)
Total fund balances	(2,663)
Total liabilities, deferred inflows of resources and fund balances	\$ 12,813

**HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED APRIL 30, 2018**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Adopted Budget</u>	<u>% of Budget</u>
REVENUES				
Developer contribution	\$ 1,213	\$ 10,902	\$ 27,725	39%
Total revenues	<u>1,213</u>	<u>10,902</u>	<u>27,725</u>	39%
EXPENDITURES				
Management/accounting/recording	1,000	7,000	12,000	58%
Legal	-	132	2,500	5%
Engineering	-	-	500	0%
Audit*	-	-	3,500	0%
Telephone	17	116	200	58%
Postage	-	6	500	1%
Printing & binding	42	292	500	58%
Legal advertising	-	-	1,500	0%
Annual district filing fee	-	175	175	100%
Insurance	-	5,665	5,500	103%
Contingencies	-	95	250	38%
Website	-	616	600	103%
Total expenditures	<u>1,059</u>	<u>14,097</u>	<u>27,725</u>	51%
Excess (deficiency) of revenues over/(under) expenditures	154	(3,195)	-	
Fund balance - beginning	(2,817)	532	-	
Fund balance - ending	<u>\$ (2,663)</u>	<u>\$ (2,663)</u>	<u>\$ -</u>	

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

8

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**MINUTES OF MEETING
HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1**

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A Public Hearing and Regular Meeting of the Board of Supervisors of the Hunter's Ridge Community Development District No. 1 was held on Thursday, August 24, 2017 at 2:00 p.m., at Huntington Village, 6 Huntington Place, Ormond Beach, Florida 32174.

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Present at the meeting were:

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Howard Lefkowitz	Chair
Steve Thompson	Assistant Secretary
Patricia Hall	

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Also present were:

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Howard McGaffney	District Manager
Mike Woods (<i>via telephone</i>)	District Counsel

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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 2:08 p.m. Supervisors Lefkowitz and Thompson were present, in person. Supervisor Faulkner was not present. Two seats remained vacant. In order to establish a quorum for today's meeting, a seat would be filled immediately by Ms. Patricia Hall in order to constitute a quorum. Ms. Hall was present, in person.

▪ Consideration of Appointment to Vacant Seats

****This item, previously the Sixth Order of Business, was presented out of order.****

A. Seat 2: Term Expires November, 2018

Mr. Lefkowitz nominated Ms. Patricia Hall to fill Seat 2. No other nominations were made.

B. Seat 5: Term Expires November, 2018

Mr. McGaffney asked for nominations to fill vacant Seat 5. No nominations were made.

On MOTION by Mr. Thompson and seconded by Mr. Lefkowitz, with all in favor, the appointment of Ms. Patricia Hall to fill Seat 2, was approved.

40 ▪ **Administration of Oath of Office to Ms. Patricia Hall.**

41 ****This item was an addition to the agenda.****

42 Mr. McGaffney, a Notary of the State of Florida and duly authorized, administered the
43 Oath of Office to Ms. Hall. Mr. McGaffney briefly explained the following items:

44 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and**
45 **Employees**

46 **B. Membership, Obligations and Responsibilities**

47 **C. Chapter 190, Florida Statutes**

48 **D. Financial Disclosure Forms**

49 **i. Form 1: Statement of Financial Interests**

50 **ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**

51 **iii. Form 1F: Final Statement of Financial Interests**

52 **E. Form 8B: Memorandum of Voting Conflict**

53
54 **SECOND ORDER OF BUSINESS**

Public Comments (agenda items)

55 There being no public comments, the next item followed.
56
57

58 **THIRD ORDER OF BUSINESS**

**Public Hearing to Hear Comments and
Objections on Adoption of Fiscal Year
2017/2018 Budget**

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60
61
62 **A. Proof of Publication**

63 Mr. McGaffney presented the proof of publication for today's Public Hearing and
64 Regular Meeting.

65 **B. Consideration of Resolution 2017-5, Relating to the Annual Appropriations and**
66 **Adopting the Budget for the Fiscal Year Beginning October 1, 2017, and Ending**
67 **September 30, 2018**

68 Mr. McGaffney presented Resolution 2017-5. Developer contributions decreased from
69 the prior year and the Developer contributions matched the \$27,725 in expenditures.

70 ****Mr. McGaffney opened the Public Hearing.****

71 No members of the public spoke.

72 ****Mr. McGaffney closed the Public Hearing.****

73

74 **On MOTION by Mr. Lefkowitz and seconded by Mr.**
 75 **Thompson, with all in favor, Resolution 2017-05, Relating to**
 76 **the Annual Appropriations and Adopting the Budget for the**
 77 **Fiscal Year Beginning October 1, 2017, and Ending September**
 78 **30, 2018, was adopted.**

79
 80
 81 Mr. Lefkowitz wanted to publicly acknowledge Management for working with the
 82 Association in anticipation of where it is now and what is yet to come.

83
 84 **FOURTH ORDER OF BUSINESS** **Consideration of Fiscal Year 2017/2018**
 85 **Funding Agreement**
 86

87 Mr. McGaffney presented the Fiscal Year 2017/2018 Funding Agreement.
 88

89 **On MOTION by Mr. Lefkowitz and seconded by Ms. Hall with**
 90 **all in favor, the Fiscal Year 2017/2018 Funding Agreement,**
 91 **was approved.**

92
 93
 94 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2017-6,**
 95 **Adopting the Annual Meeting Schedule**
 96 **for Fiscal Year 2017/2018**
 97

98 Mr. McGaffney presented Resolution 2017-6. Two meetings were scheduled for Fiscal
 99 Year 2018; however, as the bond process proceeds, additional meetings may be necessary.
 100

101 **On MOTION by Mr. Lefkowitz and seconded by Mr.**
 102 **Thompson, with all in favor, Resolution 2017-6, Adopting the**
 103 **Annual Meeting Schedule for Fiscal Year 2017/2018, was**
 104 **adopted.**

105
 106
 107 **SIXTH ORDER OF BUSINESS** **Consideration of Appointment to Vacant**
 108 **Seats**
 109

110 **A. Seat 2: Term Expires November, 2018**

111 **B. Seat 5: Term Expires November, 2018**

112 *****These items were addressed during the First Order of Business.*****
 113

114 SEVENTH ORDER OF BUSINESS Approval of Unaudited Financial
115 Statements as of July 31, 2017
116

117 Mr. McGaffney presented the Unaudited Financial Statements as of July 31, 2017.
118

119 **On MOTION by Mr. Lefkowitz and seconded by Mr.**
120 **Thompson, with all in favor, the Unaudited Financial**
121 **Statements as of July 31, 2017, were approved.**
122

123
124 EIGHTH ORDER OF BUSINESS Approval of June 8, 2017 Regular
125 Meeting Minutes
126

127 Mr. McGaffney presented the June 8, 2017 Regular Meeting Minutes and asked for any
128 additions, deletions or corrections.
129

130 **On MOTION by Mr. Lefkowitz and seconded by Mr.**
131 **Thompson, with all in favor, the June 8, 2017 Regular Meeting**
132 **Minutes, as presented, were approved.**
133

134
135 Mr. Lefkowitz asked if Mr. Woods found out if Board Members must reside in Flagler
136 County. Mr. Woods stated that the only requirement is that they must be a Florida Resident.
137

138 NINTH ORDER OF BUSINESS Other Business
139

140 There being no other business to discuss, the next item followed.
141

142 TENTH ORDER OF BUSINESS Staff Reports
143

144 A. District Counsel

145 There being no report, the next item followed.

146 B. District Engineer

147 There being no report, the next item followed.

148 C. District Manager

149 There being no report, the next item followed.
150

151 ELEVENTH ORDER OF BUSINESS Board Members' Comments/Requests
152

153 There being no Board Members' comments or requests, the next item followed.

154

155 **TWELFTH ORDER OF BUSINESS** **Adjournment**

156

157 There being no further business to discuss, the meeting adjourned.

158

159 **On MOTION by Mr. Lefkowitz and seconded by Mr.**
160 **Thompson, with all in favor, the meeting adjourned at 2:30**
161 **p.m.**

162

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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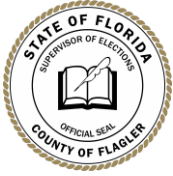
Secretary/Assistant Secretary

Chair/Vice Chair

DRAFT

**HERITAGE PINES
COMMUNITY DEVELOPMENT DISTRICT**

10Ci



Kaiti Lenhart ★ FLAGLER COUNTY SUPERVISOR OF ELECTIONS

1769 E. Moody Boulevard, Building 2, Suite 101 ★ PO Box 901 ★ Bunnell, Florida 32110-0901
Phone (386) 313-4170 ★ Fax (386) 313-4171 ★ www.FlaglerElections.com

April 16, 2018

Daphne Gillyard
Hunter's Ridge CDD No. 1
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
Phone: 561-571-0010, ext. 400

Daphne Gillyard:

Per your request, in accordance with the requirements of Chapter 190(3) (a) (d), the total number of registered voters for the Hunter's Ridge Community Development District No. 1 as of April 15, 2018 is 29.

If you have any questions or require any further assistance, please contact this office.

Sincerely,

Kaiti Lenhart
Supervisor of Elections
Flagler County, Florida