HUNTER'S RIDGE

COMMUNITY DEVELOPMENT DISTRICT NO. 1

May 28, 2020

BOARD OF SUPERVISORS

VIRTUAL PUBLIC MEETING AGENDA

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 28, 2020

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

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

Dear Board Members:

The Board of Supervisors of the Hunter's Ridge Community Development District No. 1 will hold a Virtual Public Meeting on May 28, 2020, at 3:30 p.m., by visiting https://zoom.us/j/96902786857, or by calling **1-929-205-6099**, followed by meeting ID **969 0278 6857**. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consent Agenda Items
   A. Acceptance of Unaudited Financial Statements as of April 30, 2020
   B. Approval of February 27, 2020 Regular Meeting Minutes
4. Consideration of Resolution 2020-03, Approving a Proposed Budget for Fiscal Year 2020/2021 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date
5. Consideration of Resolution 2020-04, Designating a Date, Time and Location for a Landowners' Meeting; Providing for Publication; Providing for an Effective Date
6. Consideration of Resolution 2020-05, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date
7. Approval of J.D. Weber Construction Co., Change Orders
   A. Change Order #1
   B. Change Order #2
   C. Change Order #3
   D. Change Order #4
   E. Change Order #5

8. Ratification of Flagler County Property Appraiser Data-Sharing and Usage Agreement

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. 108 Registered Voters in District as of April 15, 2020

        II. NEXT MEETING DATE: August 27, 2020 at 3:30 P.M.

- QUORUM CHECK

Howard Lefkowitz	☐ YES	☐ NO	☐ PHONE
Patricia Hall	☐ YES	☐ NO	☐ PHONE
Steve Thompson	☐ YES	☐ NO	☐ PHONE
Patrick Opalewski	☐ YES	☐ NO	☐ PHONE
Charles Lichtigman	☐ YES	☐ NO	☐ PHONE

11. Board Members' Comments/Requests

12. Adjournment

"Further, please be advised that the Florida Governor's Office has declared a state of emergency due to the Coronavirus (COVID-19). As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. Therefore, merely cleaning facilities, while extremely important and vital in this crisis, may not be enough to stop the spread of this virus."

"That said, the District wants to encourage public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and participate in the meeting can visit https://zoom.us/j/96902786857, or call **1-929-205-6099**, followed by **MEETING ID 969 0278 6857.** Additionally, participants are encouraged to submit questions and comments to the District's manager at mcgaffneym@whhassociates.com."

Should you have any questions, please do not hesitate to contact me directly at (904) 386-0186.

Sincerely,

Howard McGaffney
District Manager

OPTIONS FOR MEETING PARTICIPATION

https://zoom.us/j/96902786857

OR

CALL IN NUMBER: 1-929-205-6099
MEETING ID: 969 0278 6857

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

3A

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
FINANCIAL STATEMENTS
UNAUDITED
APRIL 30, 2020

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2020

	General Fund	Debt Service Series 2019	Debt Service Series 2019A	Debt Service Series 2019B	Capital Projects Series 2019	Capital Projects Fund 2019A	Capital Projects Fund 2019B	Total Governmental Funds
ASSETS								
Cash	$ 40,870	$ -	$ -	$ -	$ -	$ -	$ -	$ 40,870
Undeposited funds	8,446	-	-	-	-	-	-	8,446
Investments								
Revenue	-	143,228	188,018	-	-	-	-	331,246
Reserve	-	79,100	282,536	107,938	-	-	-	469,574
Interest	-	1,014	2,001	108,873	-	-	-	111,888
Prepayment	-	14,832	-	-	-	-	-	14,832
Construction 2019	-	-	-	-	1,662	-		1,662
Construction 2019A 2-D	-	-	-	-	-	321,632	-	321,632
Construction 2019A 2-E	-	-	-	-	-	300,537	-	300,537
Construction 2019A 2-F	-	-	-	-	-	279	-	279
Due from general fund	-	9,785	-	-	-	-	-	9,785
Due from CPF 2019A-2D[1]	-	-	-	-	-	135,970	376,521	512,491
Due from CPF 2019A-2E[2]	-	-	-	-	-	-	967,429	967,429
Total assets	$ 49,316	$ 247,959	$ 472,555	$ 216,811	$ 1,662	$ 758,418	$ 1,343,950	$ 3,090,671
LIABILITIES AND FUND BALANCES								
Liabilities:								
Due to debt service fund 2016 A-1	$ 9,785	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,785
Due to CPF 2019A-2E[1]	-	-	-	-	-	135,683	-	135,683
Due to CPF 2019A-2F[1]	-	-	-	-	-	287	-	287
Due to CPF 2019B-D[1]	-	-	-	-	-	376,521	-	376,521
Due to CPF 2019B-E[2]	-	-	-	-	-	967,428	-	967,428
Due to Developer	2,929	-	-	-	-	-	-	2,929
Due to Royal Lions Gate	981	-	-	-	-	-	-	981
Retainage payable	-	-	-	-	-	347,868	-	347,868
Developer advance	5,500	-	-	-	-	-	-	5,500
Total liabilities	19,195	-	-	-	-	1,827,787	-	1,846,982
DEFERRED INFLOWS OF RESOURCES								
Unearned revenue	981	-	7,838	-	-	-	-	8,819
Total deferred inflows of resources	981	-	7,838	-	-	-	-	8,819
Fund balances:								
Restricted for:								
Debt service	-	247,959	464,717	216,811	-	-	-	929,487
Capital projects	-	-	-	-	1,662	(1,069,369)	1,343,950	276,243
Unassigned	29,140	-	-	-	-	-	-	29,140
Total fund balances	29,140	247,959	464,717	216,811	1,662	(1,069,369)	1,343,950	1,234,870
Total liabilities, deferred inflows of resources and fund balances	$ 49,316	$ 247,959	$ 472,555	$ 216,811	$ 1,662	$ 758,418	$ 1,343,950	$ 3,090,671

[1]Due to a missallocation of construction funds at closing, parcel 2019A-2D owes parcel 2019A-2E, parcel 2019A-2F and parcel 2019B-D $135,682.90, $286.71 and $376,521.25, respectively.

[2]Due to a missallocation of construction funds at closing, parcel 2019A-2E owes parcel 2019B-E $967,428.41.

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, 2020

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	$ 2,202	$ 33,799	$ 34,066	99%
Assessment levy: off-roll	981	46,459	61,946	75%
Developer contribution	-	12,510	-	N/A
Total revenues	3,183	92,768	96,012	97%
EXPENDITURES				
Professional & administrative				
Supervisors	-	431	4,000	11%
Management/accounting/recording	3,500	24,500	42,000	58%
Legal	3,593	7,657	9,500	81%
Engineering	-	-	1,500	0%
Audit	-	353	5,000	7%
Arbitrage rebate calculation	-	-	1,250	0%
Dissemination agent	83	583	1,000	58%
Trustee	-	9,250	9,950	93%
Telephone	17	116	200	58%
Postage	15	328	500	66%
Printing & binding	42	292	500	58%
Legal advertising	-	698	1,500	47%
Annual district filing fee	-	175	175	100%
Insurance	-	5,807	6,232	93%
Contingencies	14	414	500	83%
Website	-	705	705	100%
ADA compliance	-	199	200	100%
Tax collector	44	676	710	95%
Total expenditures	7,308	52,184	85,422	61%
Excess/(deficiency) of revenues over/(under) expenditures	(4,125)	40,584	10,590	
Fund balances - beginning	33,265	(11,444)	-	
Fund balances - ending	$ 29,140	$ 29,140	$ 10,590	

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2019 BONDS
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	$ 9,985	$ 153,245	$ 154,454	99%
Assessment levy: off-roll	2,584	2,584	3,976	65%
Assessment prepayments	-	14,793	-	N/A
Interest	112	1,015	-	N/A
Total revenues	12,681	171,637	158,430	108%
EXPENDITURES				
Interest	-	57,494	114,988	50%
Total debt service	-	57,494	114,988	50%
Other fees and charges				
Tax collector	200	3,065	3,218	95%
Total other fees and charges	200	3,065	3,218	95%
Total expenditures	200	60,559	118,206	51%
Excess/(deficiency) of revenues over/(under) expenditures	12,481	111,078	40,224	
Fund balance - beginning	235,478	136,881	135,099	
Fund balance - ending	$ 247,959	$ 247,959	$ 175,323	

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2019A
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: off-roll	$ 180,180	$ 180,180	$ 277,200	65%
Interest	142	2,342	-	N/A
Total revenues	180,322	182,522	277,200	66%
EXPENDITURES				
Interest	-	113,400	226,800	50%
Total expenditures	-	113,400	226,800	50%
Excess/(deficiency) of revenues over/(under) expenditures	180,322	69,122	50,400	
Fund balance - beginning	284,395	395,595	390,600	
Fund balance - ending	$ 464,717	$ 464,717	$ 441,000	

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2019B
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Interest	$ 107	$ 1,695	$ -	N/A
Total revenues	107	1,695	-	N/A
EXPENDITURES				
Interest	-	52,950	105,900	50%
Total expenditures	-	52,950	105,900	50%
Excess/(deficiency) of revenues over/(under) expenditures	107	(51,255)	(105,900)	
Fund balance - beginning	216,704	268,066	264,750	
Fund balance - ending	$ 216,811	$ 216,811	$ 158,850	

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019 BONDS
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year To Date
REVENUES		
Interest	$ 1	$ 12
Total revenues	1	12
EXPENDITURES	-	-
Total expenditures	-	-
Net change in fund balances	1	12
Fund balances - beginning	1,661	1,650
Fund balances - ending	$ 1,662	$ 1,662

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019A
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year to Date
REVENUES		
Interest	$ 555	$ 14,560
Total revenues	555	14,560
EXPENDITURES		
Capital outlay	340,109	1,768,282
Total expenditures	340,109	1,768,282
Net increase/(decrease), fund balance	(339,554)	(1,753,722)
Beginning fund balance	(729,815)	684,353
Ending fund balance	$ (1,069,369)	$ (1,069,369)

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2019B
FOR THE PERIOD ENDED APRIL 30, 2020

	Current Month	Year to Date
REVENUES	$ -	$ -
Total revenues	-	-
EXPENDITURES	-	-
Total expenditures	-	-
Net increase/(decrease), fund balance	-	-
Beginning fund balance	1,343,950	1,343,950
Ending fund balance	$ 1,343,950	$ 1,343,950

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

3B

DRAFT

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

The Board of Supervisors of the Hunter's Ridge Community Development District No. 1 held a Regular Meeting on February 27, 2020 at 3:30 p.m., at the Hilton Garden Inn Palm Coast, 55 Town Center Blvd., Palm Coast, Florida 32137.

Present at the meeting were:

Howard Lefkowitz	Chair
Steve Thompson	Assistant Secretary
Patricia Hall	Assistant Secretary
Patrick Opalewski	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Mark Watts	District Counsel
John Dockery	Resident
Tom Eldredge	Resident
Peg Eldredge	Resident
Carol Hodak	Resident

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

Mr. McGaffney called the meeting to order at 3:34 p.m. Supervisors Lefkowitz, Hall, Thompson and Opalewski were present, in person. Supervisor Lichtigman was not present.

SECOND ORDER OF BUSINESS **Public Comments**

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS **Consent Agenda Items**

Mr. McGaffney presented the Consent Agenda Items.

A. Acceptance of Unaudited Financial Statements as of January 31, 2020

B. Approval of November 22, 2019 Regular Meeting Minutes

On MOTION by Mr. Thompson and seconded by Mr. Opalewski, with all in favor, the Consent Agenda Items, as presented, were accepted and approved.

FOURTH ORDER OF BUSINESS **Ratification of Agreement Between the District and the Huntington Village Residents Association, Inc., for Infrastructure Management and Maintenance Services**

Mr. Watts presented the Agreement between the District and the Huntington Village Residents Association, Inc. The purpose of the Agreement was to eliminate duplication of efforts and provide the HOA with the ability to control the maintenance and budget for the expenses. Mr. Lefkowitz provided further comments regarding funding obligations, ownership responsibilities, the purpose of the agreement and differences between the CDD and the HOA.

Ms. Carol Hodak, a resident, referred to the bond issuance and asked if any of that money was set aside for maintenance. Mr. McGaffney stated that the bond issuance was for construction costs related to the master and neighborhood infrastructure.

Mr. Lefkowitz distributed handouts, including the HOA 2020 budget, and discussed reserves, outlined the HOA conducting a reserve study and asked if the CDD would consider paying half of the cost for the reserve study, as some assets that are owned by the District but maintained by the HOA would be included in the reserve study. Mr. Watts discussed the benefits of a reserve study and the need to establish a separate reserve account for the benefit of the CDD, documented in an escrow agreement.

On MOTION by Mr. Opalewski and seconded by Ms. Hall, with all in favor, authorizing the Chair and Staff to work on the reserve study and funding account recommendations and to present the structure of an agreement to the Board, was approved.

On MOTION by Mr. Lefkowitz and seconded by Mr. Thompson, with all in favor, the Agreement between the District and the Huntington Village Residents Association, Inc., for Infrastructure Management and Maintenance Services, was ratified.

FIFTH ORDER OF BUSINESS **Discussion: Current Meeting Location Unavailable for May 28, 2020 and August 27, 2020 Public Hearings and Regular Meetings**

Mr. McGaffney stated the current meeting location was not available for some upcoming meeting dates. Discussion ensued regarding alternate meeting locations. The Board agreed to Mr. McGaffney finding another location for the meetings.

SIXTH ORDER OF BUSINESS **Other Business**

Mr. Lefkowitz provided the following construction updates:

- Infrastructure in "The Greens", Sections 2 and 2a, was completed.
- "The Villas", Section 2a was approximately 97% complete and Section 2b was approximately 85% percent complete
- The amenities should have the Certificate of Occupancy (CO) was expected in April; work was progressing well.

Ms. Hodak asked if emails could be sent to inform residents about upcoming CDD meetings. Mr. McGaffney outlined the communications and statutory requirements related to budget public hearings. It was noted that the meeting schedule is posted on the CDD website.

SEVENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: *Cobb Cole*

There being no report, the next item followed.

B. District Engineer: *Zev Cohen and Associates, Inc.*

There being no report, the next item followed.

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

Mr. McGaffney stated the location of the next meeting would be communicated via the HOA.

- **NEXT MEETING DATE: May 28, 2020 at 3:30 P.M.**
  - **QUORUM CHECK**

Supervisors Lefkowitz, Hall, Thompson and Opalewski confirmed their attendance at the May 28, 2020 meeting.

EIGHTH ORDER OF BUSINESS Board Members' Comments/Requests

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

NINTH ORDER OF BUSINESS Adjournment

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

On MOTION by Mr. Opalewski and seconded by Mr. Thompson, with all in favor, the meeting adjourned at approximately 4:18 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

124
125
126
127
128
129 _____ _____
130 Secretary/Assistant Secretary Chair/Vice Chair

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

4

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1 APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2020/2021 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, 2020, a proposed budget (**"Proposed Budget"**) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (**"Fiscal Year 2020/2021"**); 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 2020/2021 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 as follows:

DATE: _____, 2020

HOUR: _____A.M./ P.M.

The hearing may be conducted remotely, pursuant to communication media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, as such orders may be extended, respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes.* In the event that conditions allow the meeting to be held in person, it will be held at the following location:

LOCATION: _____
_____
_____

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 28th DAY OF MAY, 2020.

ATTEST:

HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1

_____
Secretary/Assistant Secretary

By:_____
Its:_____

Exhibit A: Fiscal Year 2020/2021 Proposed Budget

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
PROPOSED BUDGET
FISCAL YEAR 2021
PREPARED MAY 22, 2020

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
TABLE OF CONTENTS

Description	Page Number(s)
General Fund Budget	1
Definitions of General Fund Expenditures	2
Debt Service Fund Budget- Series 2019	3
Amortization Schedule- Series 2019	4-5
Debt Service Fund Budget- Series 2019A	6
Amortization Schedule- Series 2019A	7-8
Debt Service Fund Budget- Series 2019B	9
Amortization Schedule- Series 2019B	10
Assessment Summary	11

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
GENERAL FUND BUDGET
FISCAL YEAR 2021

	Fiscal Year 2020				
	Adopted Budget FY 2020	Actual Through 3/31/2020	Projected Through 9/30/2020	Total Actual & Projected	Proposed Budget FY 2021
REVENUES					
Assessment levy: on-roll - gross	$ 35,485				$ 35,485
Allowable discounts (4%)	(1,419)				(1,419)
Assessment levy: on-roll - net	34,066	$ 31,597	$ 2,469	$ 34,066	34,066
Assessment levy: off-roll	61,946	45,478	16,468	61,946	61,946
Developer contribution	-	12,510	-	12,510	-
Total revenues	96,012	89,585	18,937	108,522	96,012
EXPENDITURES					
Supervisors	4,000	431	3,569	4,000	4,000
Management/accounting/recording[1]	42,000	21,000	21,000	42,000	42,000
Legal	9,500	4,064	5,436	9,500	8,860
Engineering	1,500	1,080	420	1,500	1,500
Audit[2]	5,000	-	5,000	5,000	5,000
Arbitrage rebate calculation[2]	1,250	-	1,250	1,250	1,250
Dissemination agent[2]	1,000	500	500	1,000	1,000
Trustee[2]	9,950	9,250	700	9,950	9,950
Telephone	200	100	100	200	200
Postage	500	313	187	500	500
Printing & binding	500	250	250	500	500
Legal advertising	1,500	698	802	1,500	1,500
Annual special district fee	175	175	-	175	175
Insurance	6,232	5,807	425	6,232	6,232
Contingencies	500	398	102	500	500
Website: Hosting	705	705	-	705	705
Website: ADA compliance	200	199	-	199	210
Property taxes	-	632	-	632	632
Tax collector	710	-	710	710	710
Total expenditures	85,422	45,602	40,451	86,053	85,424
Excess/(deficiency) of revenues over/(under) expenditures	10,590	43,983	(21,514)	22,469	10,588
Fund balance - beginning (unaudited)	-	(11,444)	32,539	(11,444)	11,025
Fund balance - ending					
Committed:					
Working capital[3]	10,589	10,589	10,589	10,589	10,589
Unassigned	-	-	-	-	-
Fund balance - ending (projected)	$ 10,590	$ 32,539	$ 11,025	$ 11,025	$ 21,613

[1]Once the District pursues bonds the Management/recording fees will return to $42,000.
[2]Applicable in fiscal year subsequent to issuance of bonds.
[3]The District will gradually build towards 3 months working capital.

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

EXPENDITURES

Professional & administrative

Management/accounting/recording[1]	$ 42,000
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	8,860
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	1,500
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[2]	5,000
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation[2]	1,250
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent[2]	1,000
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[2]	9,950
Annual fee for the service provided by trustee, paying agent and registrar.	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	500
Letterhead, envelopes, copies, agenda packages, etc.	
Legal advertising	1,500
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	6,232
The District will obtain public officials and general liability insurance.	
Contingencies	500
Bank charges, automated AP routing and other miscellaneous expenses incurred during the year.	
Website: Hosting	705
Website: ADA compliance	210
Property taxes	632
Tax collector	710
Total expenditures	$ 85,424

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
DEBT SERVICE FUND BUDGET - SERIES 2019
FISCAL YEAR 2020

	Fiscal Year 2020				
	Adopted Budget FY 2020	Actual Through 3/31/2020	Projected Through 9/30/2020	Total Actual & Projected	Proposed Budget FY 2021
REVENUES					
Assessment levy: on-roll - gross	$ 160,890				$ 159,833
Allowable discounts (4%)	(6,436)				(6,393)
Assessment levy: on-roll - net	154,454	$ 143,261	$ 11,193	$ 154,454	153,440
Off-roll assessment levy	3,976	-	3,976	3,976	3,976
Assessment prepayments	-	14,793	-	14,793	-
Interest	-	903	-	903	-
Total revenues	158,430	158,957	15,169	174,126	157,416
EXPENDITURES					
Debt service					
Principal	-	-	-	-	40,000
Principal prepayment	-	-	10,000	10,000	-
Interest	114,988	57,494	57,494	114,988	113,688
Total debt service	114,988	57,494	67,494	124,988	153,688
Other fees & charges					
Tax collector	3,218	2,865	353	3,218	3,197
Total other fees & charges	3,218	2,865	353	3,218	3,197
Total expenditures	118,206	60,359	67,847	128,206	156,885
Excess/(deficiency) of revenues over/(under) expenditures	40,224	98,598	(52,678)	45,920	531
Net increase/(decrease) in fund balance	40,224	98,598	(52,678)	45,920	531
Fund balance - beginning (unaudited)	135,099	136,442	235,040	136,442	182,362
Fund balance - ending (projected)	$ 175,323	$ 235,040	$ 182,362	$ 182,362	182,893
Use of fund balance					
Debt service reserve balance (required)					(77,606)
Principal and Interest expense - November 1, 2021					(96,444)
Projected fund balance surplus/(deficit) as of September 30, 2021					$ 8,843

Note: Capitalized interest for Series 2019 Bonds ended on 11/01/2019

Hunter's Ridge
Community Development District No. 1
Special Assessment Revenue Bonds, Series 2019
$2,350,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2020	40,000.00	4.000%	57,243.75	97,243.75
05/01/2021	-		56,443.75	56,443.75
11/01/2021	40,000.00	4.000%	56,443.75	96,443.75
05/01/2022	-		55,643.75	55,643.75
11/01/2022	40,000.00	4.000%	55,643.75	95,643.75
05/01/2023	-		54,843.75	54,843.75
11/01/2023	45,000.00	4.000%	54,843.75	99,843.75
05/01/2024	-		53,943.75	53,943.75
11/01/2024	45,000.00	4.000%	53,943.75	98,943.75
05/01/2025	-		53,043.75	53,043.75
11/01/2025	45,000.00	4.250%	53,043.75	98,043.75
05/01/2026	-		52,087.50	52,087.50
11/01/2026	50,000.00	4.250%	52,087.50	102,087.50
05/01/2027	-		51,025.00	51,025.00
11/01/2027	50,000.00	4.250%	51,025.00	101,025.00
05/01/2028	-		49,962.50	49,962.50
11/01/2028	50,000.00	4.250%	49,962.50	99,962.50
05/01/2029	-		48,900.00	48,900.00
11/01/2029	55,000.00	4.250%	48,900.00	103,900.00
05/01/2030	-		47,731.25	47,731.25
11/01/2030	55,000.00	5.000%	47,731.25	102,731.25
05/01/2031	-		46,356.25	46,356.25
11/01/2031	60,000.00	5.000%	46,356.25	106,356.25
05/01/2032	-		44,856.25	44,856.25
11/01/2032	60,000.00	5.000%	44,856.25	104,856.25
05/01/2033	-		43,356.25	43,356.25
11/01/2033	65,000.00	5.000%	43,356.25	108,356.25
05/01/2034	-		41,731.25	41,731.25
11/01/2034	70,000.00	5.000%	41,731.25	111,731.25
05/01/2035	-		39,981.25	39,981.25
11/01/2035	70,000.00	5.000%	39,981.25	109,981.25
05/01/2036	-		38,231.25	38,231.25
11/01/2036	75,000.00	5.000%	38,231.25	113,231.25
05/01/2037	-		36,356.25	36,356.25
11/01/2037	80,000.00	5.000%	36,356.25	116,356.25
05/01/2038	-		34,356.25	34,356.25
11/01/2038	85,000.00	5.000%	34,356.25	119,356.25
05/01/2039	-		32,231.25	32,231.25
11/01/2039	90,000.00	5.000%	32,231.25	122,231.25
05/01/2040	-		29,981.25	29,981.25
11/01/2040	95,000.00	5.125%	29,981.25	124,981.25
05/01/2041	-		27,546.88	27,546.88
11/01/2041	95,000.00	5.125%	27,546.88	122,546.88
05/01/2042	-		25,112.50	25,112.50
11/01/2042	100,000.00	5.125%	25,112.50	125,112.50
05/01/2043	-		22,550.00	22,550.00
11/01/2043	105,000.00	5.125%	22,550.00	127,550.00
05/01/2044	-		19,859.38	19,859.38
11/01/2044	115,000.00	5.125%	19,859.38	134,859.38
05/01/2045	-		16,912.50	16,912.50
11/01/2045	120,000.00	5.125%	16,912.50	136,912.50
05/01/2046	-		13,837.50	13,837.50
11/01/2046	125,000.00	5.125%	13,837.50	138,837.50
05/01/2047	-		10,634.38	10,634.38

Hunter's Ridge
Community Development District No. 1
Special Assessment Revenue Bonds, Series 2019
$2,350,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2047	130,000.00	5.125%	10,634.38	140,634.38
05/01/2048	-		7,303.13	7,303.13
11/01/2048	140,000.00	5.125%	7,303.13	147,303.13
05/01/2049	-		3,715.63	3,715.63
11/01/2049	145,000.00	5.125%	3,715.63	148,715.63
Total	**$2,340,000.00**		**$2,174,312.55**	**$4,514,312.55**

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
DEBT SERVICE FUND BUDGET - SERIES 2019A
FISCAL YEAR 2020

	Fiscal Year 2020				
	Adopted Budget FY 2020	Actual Through 3/31/2020	Projected Through 9/30/2020	Total Actual & Projected	Proposed Budget FY 2021
REVENUES					
Off-roll assessment levy	$ 277,200	$ -	$ 277,200	$ 277,200	$ 277,200
Interest	-	2,200	-	2,200	-
Total revenues	277,200	2,200	277,200	279,400	277,200
EXPENDITURES					
Debt service					
Principal	-	-	-	-	50,000
Interest	226,800	113,400	113,400	226,800	225,300
Total expenditures	226,800	113,400	113,400	226,800	275,300
Excess/(deficiency) of revenues over/(under) expenditures	50,400	(111,200)	163,800	52,600	1,900
Net increase/(decrease) in fund balance	50,400	(111,200)	163,800	52,600	1,900
Fund balance - beginning (unaudited)	390,600	395,595	284,395	395,595	448,195
Fund balance - ending (projected)	$ 441,000	$ 284,395	$ 448,195	$ 448,195	450,095
Use of fund balance					
Debt service reserve balance (required)					(277,200)
Principal and Interest expense - November 1, 2021					(161,900)
Projected fund balance surplus/(deficit) as of September 30, 2021					$ 10,995

Note: Capitalized interest for Series 2019A Bonds ended on 11/01/2019

Hunter's Ridge
Community Development District No. 1
Special Assessment Revenue Bonds, Series 2019A
$3,780,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2020	50,000.00	6.000%	113,400.00	163,400.00
05/01/2021	-		111,900.00	111,900.00
11/01/2021	50,000.00	6.000%	111,900.00	161,900.00
05/01/2022	-		110,400.00	110,400.00
11/01/2022	55,000.00	6.000%	110,400.00	165,400.00
05/01/2023	-		108,750.00	108,750.00
11/01/2023	55,000.00	6.000%	108,750.00	163,750.00
05/01/2024	-		107,100.00	107,100.00
11/01/2024	60,000.00	6.000%	107,100.00	167,100.00
05/01/2025	-		105,300.00	105,300.00
11/01/2025	65,000.00	6.000%	105,300.00	170,300.00
05/01/2026	-		103,350.00	103,350.00
11/01/2026	70,000.00	6.000%	103,350.00	173,350.00
05/01/2027	-		101,250.00	101,250.00
11/01/2027	70,000.00	6.000%	101,250.00	171,250.00
05/01/2028	-		99,150.00	99,150.00
11/01/2028	75,000.00	6.000%	99,150.00	174,150.00
05/01/2029	-		96,900.00	96,900.00
11/01/2029	80,000.00	6.000%	96,900.00	176,900.00
05/01/2030	-		94,500.00	94,500.00
11/01/2030	85,000.00	6.000%	94,500.00	179,500.00
05/01/2031	-		91,950.00	91,950.00
11/01/2031	90,000.00	6.000%	91,950.00	181,950.00
05/01/2032	-		89,250.00	89,250.00
11/01/2032	95,000.00	6.000%	89,250.00	184,250.00
05/01/2033	-		86,400.00	86,400.00
11/01/2033	100,000.00	6.000%	86,400.00	186,400.00
05/01/2034	-		83,400.00	83,400.00
11/01/2034	110,000.00	6.000%	83,400.00	193,400.00
05/01/2035	-		80,100.00	80,100.00
11/01/2035	115,000.00	6.000%	80,100.00	195,100.00
05/01/2036	-		76,650.00	76,650.00
11/01/2036	120,000.00	6.000%	76,650.00	196,650.00
05/01/2037	-		73,050.00	73,050.00
11/01/2037	130,000.00	6.000%	73,050.00	203,050.00
05/01/2038	-		69,150.00	69,150.00
11/01/2038	135,000.00	6.000%	69,150.00	204,150.00
05/01/2039	-		65,100.00	65,100.00
11/01/2039	145,000.00	6.000%	65,100.00	210,100.00
05/01/2040	-		60,750.00	60,750.00
11/01/2040	155,000.00	6.000%	60,750.00	215,750.00
05/01/2041	-		56,100.00	56,100.00
11/01/2041	165,000.00	6.000%	56,100.00	221,100.00
05/01/2042	-		51,150.00	51,150.00
11/01/2042	170,000.00	6.000%	51,150.00	221,150.00
05/01/2043	-		46,050.00	46,050.00
11/01/2043	185,000.00	6.000%	46,050.00	231,050.00
05/01/2044	-		40,500.00	40,500.00
11/01/2044	195,000.00	6.000%	40,500.00	235,500.00
05/01/2045	-		34,650.00	34,650.00
11/01/2045	205,000.00	6.000%	34,650.00	239,650.00
05/01/2046	-		28,500.00	28,500.00
11/01/2046	215,000.00	6.000%	28,500.00	243,500.00
05/01/2047	-		22,050.00	22,050.00

Hunter's Ridge
Community Development District No. 1
Special Assessment Revenue Bonds, Series 2019A
$3,780,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2047	230,000.00	6.000%	22,050.00	252,050.00
05/01/2048	-		15,150.00	15,150.00
11/01/2048	245,000.00	6.000%	15,150.00	260,150.00
05/01/2049	-		7,800.00	7,800.00
11/01/2049	260,000.00	6.000%	7,800.00	267,800.00
Total	**$3,780,000.00**		**$4,346,100.00**	**$8,126,100.00**

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
DEBT SERVICE FUND BUDGET - SERIES 2019B
FISCAL YEAR 2020

	Fiscal Year 2020				
	Adopted Budget FY 2020	Actual Through 3/31/2020	Projected Through 9/30/2020	Total Actual & Projected	Proposed Budget FY 2021
REVENUES					
Off-roll assessment levy	$ -	$ -	$ -	$ -	$ 105,900
Interest	-	1,588	-	1,588	-
Total revenues	-	1,588	-	1,588	105,900
EXPENDITURES					
Debt service					
Interest	105,900	52,950	52,950	105,900	105,900
Total expenditures	105,900	52,950	52,950	105,900	105,900
Excess/(deficiency) of revenues over/(under) expenditures	(105,900)	(51,362)	(52,950)	(104,312)	-
Net increase/(decrease) in fund balance	(105,900)	(51,362)	(52,950)	(104,312)	-
Fund balance - beginning (unaudited)	264,750	268,066	216,704	268,066	163,754
Fund balance - ending (projected)	$ 158,850	$ 216,704	$ 163,754	$ 163,754	163,754

Use of fund balance	
Debt service reserve balance (required)	(105,900)
Principal and Interest expense - November 1, 2021	(52,950)
Projected fund balance surplus/(deficit) as of September 30, 2021	$ 4,904

Note: Capitalized interest for Series 2019B Bonds ends on 11/01/2020

Hunter's Ridge
Community Development District No. 1
Special Assessment Revenue Bonds, Series 2019B
$1,765,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2020	-	-	52,950.00	52,950.00
05/01/2021	-		52,950.00	52,950.00
11/01/2021	-	-	52,950.00	52,950.00
05/01/2022	-		52,950.00	52,950.00
11/01/2022	-	-	52,950.00	52,950.00
05/01/2023	-		52,950.00	52,950.00
11/01/2023	-	-	52,950.00	52,950.00
05/01/2024	-		52,950.00	52,950.00
11/01/2024	-	-	52,950.00	52,950.00
05/01/2025	-		52,950.00	52,950.00
11/01/2025	-	-	52,950.00	52,950.00
05/01/2026	-		52,950.00	52,950.00
11/01/2026	-	-	52,950.00	52,950.00
05/01/2027	-		52,950.00	52,950.00
11/01/2027	-	-	52,950.00	52,950.00
05/01/2028	-		52,950.00	52,950.00
11/01/2028	-	-	52,950.00	52,950.00
05/01/2029	-		52,950.00	52,950.00
11/01/2029	-	-	52,950.00	52,950.00
05/01/2030	-		52,950.00	52,950.00
11/01/2030	-	-	52,950.00	52,950.00
05/01/2031	-		52,950.00	52,950.00
11/01/2031	-	-	52,950.00	52,950.00
05/01/2032	-		52,950.00	52,950.00
11/01/2032	1,765,000.00	6.000%	52,950.00	1,817,950.00
Total	**$1,765,000.00**		**$1,323,750.00**	**$3,088,750.00**

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1
GENERAL FUND AND DEBT SERVICE FUND
ASSESSMENT SUMMARY
FISCAL YEAR 2021

On-Roll Assessments

		Projected Fiscal Year 2021				Fiscal Year
Number of Units	Unit Type	GF	Series 2019	Series 2019A	GF & DSF	2020 Total
Assessment Area One						
70	SF 60'	298.19	1,558.26	-	1,856.45	1,856.45
49	Villa 35'	298.19	1,057.39	-	1,355.58	1,355.58
119						
Assessment Area Two						
0	Villa 35'	298.19	-	1,036.95	1,335.14	1,335.14
0	SF 60'	298.19	-	1,488.96	1,787.15	1,787.15
0	SF 75'	298.19	-	1,914.38	2,212.57	2,212.57
0	Estate	298.19	-	1,701.67	1,999.86	1,999.86
0						

Off-Roll Assessments

		Projected Fiscal Year 2021				Fiscal Year
Number of Units	Unit Type	GF	Series 2019	Series 2019A	GF & DSF	2020 Total
Assessment Area One						
0	SF 60'	280.30	1,464.76	-	1,745.06	1,745.06
4	Villa 35'	280.30	993.95	-	1,274.25	1,274.25
4						
Assessment Area Two						
101	Villa 35'	280.30	-	974.73	1,255.03	1,255.03
68	SF 60'	280.30	-	1,399.62	1,679.92	1,679.92
34	SF 75'	280.30	-	1,799.52	2,079.82	2,079.82
14	Estate	280.30	-	1,599.57	1,879.87	1,879.87
217						

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

5

RESOLUTION 2020-04

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 __ day of November, 2020, at ___a.m./ p.m., at _____.

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 May 28, 2020 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 28th DAY OF MAY, 2020.

HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1

ATTEST: **Chair/Vice Chair, Board of Supervisors**

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 __, 2020
TIME: _____ A.M./ P.M.
PLACE: _____
_____
_____

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, 561-571-0010, during normal business hours. 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 SUPERVISORS

DATE OF LANDOWNERS' MEETING: **November __, 2020**

TIME: **_____- A.M./ P.M.**

LOCATION: **_____**
_____
_____

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, <u>are together entitled to only one vote for that real property</u>.**

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 <u>one</u> 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 __, 2020

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 _____, on November __, 2020, at _____ a.m./ 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

Parcel Description	**Acreage**	**Authorized Votes**
_____	_____	_____
_____	_____	_____
_____	_____	_____

[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 __, 2020

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:

Description	**Acreage**
_____	_____
_____	_____
_____	_____

[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:

SEAT	**NAME OF CANDIDATE**	**NUMBER OF VOTES**
2.	_____	____
3.	_____	____
4.	_____	____

Date: _____ Signed: _____

Printed Name: _____

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

6

RESOLUTION 2020-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1 ADOPTING AN INTERNAL CONTROLS POLICY CONSISTENT WITH SECTION 218.33, FLORIDA STATUTES; PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, consistent with Section 218.33, *Florida Statutes,* the District is statutorily required to establish and maintain internal controls designed to prevent and detect fraud, waste, and abuse as defined in Section 11.45(1), *Florida Statutes;* promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets; and

WHEREAS, to demonstrate compliance with Section 218.33, *Florida Statutes,* the District desires to adopt by resolution the Internal Controls Policy attached hereto as **Exhibit A**.

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

SECTION 1. The attached Internal Controls Policy attached hereto as **Exhibit A** is hereby adopted pursuant to this Resolution.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 28th DAY OF May, 2020.

ATTEST:	**HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1**
_____	_____
Secretary/Assistant Secretary	Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1
INTERNAL CONTROLS POLICY

1. Purpose.

1.1. The purpose of this internal controls policy is to establish and maintain internal controls for the Hunter's Ridge Community Development District No. 1.

1.2. Consistent with Section 218.33(3), *Florida Statutes,* the internal controls adopted herein are designed to:

1.2.1. Prevent and detect Fraud, Waste, and Abuse (as hereinafter defined).

1.2.2. Promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.

1.2.3. Support economical and efficient operations.

1.2.4. Ensure reliability of financial records and reports.

1.2.5. Safeguard Assets (as hereinafter defined).

2. Definitions.

2.1. "Abuse" means behavior that is deficient or improper when compared with behavior that a prudent person would consider a reasonable and necessary operational practice given the facts and circumstances. The term includes the misuse of authority or position for personal gain.

2.2. "Assets" means District assets such as cash or other financial resources, supplies, inventories, equipment and other fixed assets, real property, intellectual property, or data.

2.3. "Auditor" means the independent auditor (and its employees) retained by the District to perform the annual audit required by state law.

2.4. "Board" means the Board of Supervisors for the District.

2.5. "District Management" means (i) the independent contractor (and its employees) retained by the District to provide professional district management services to the District and (ii) any other independent contractor (and its employees) separately retained by the District to provide amenity management services, provided said services include a responsibility to safeguard and protect Assets.

2.6. "Fraud" means obtaining something of value through willful misrepresentation, including, but not limited to, intentional misstatements or intentional omissions of amounts or disclosures in financial statements to deceive users of financial statements, theft of an entity's assets, bribery, or the use of one's position for personal enrichment through the deliberate misuse or misapplication of an organization's resources.

2.7. "Internal Controls" means systems and procedures designed to prevent and detect fraud, waste, and abuse; promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets.

2.8. "Risk" means anything that could negatively impact the District's ability to meet its goals and objectives. The term includes strategic, financial, regulatory, reputational, and operational risks.

2.9. "Waste" means the act of using or expending resources unreasonably, carelessly, extravagantly, or for no useful purpose.

3. Control Environment.

3.1. Ethical and Honest Behavior.

3.1.1. District Management is responsible for maintaining a work environment that promotes ethical and honest behavior on the part of all employees, contractors, vendors and others.

3.1.2. Managers at all levels must behave ethically and communicate to employees and others that they are expected to behave ethically.

3.1.3. Managers must demonstrate through words and actions that unethical behavior will not be tolerated.

4. Risk Assessment.

4.1. Risk Assessment. District Management is responsible for assessing Risk to the District. District Management's Risk assessments shall include, but not be limited to:

4.1.1. Identifying potential hazards.

4.1.2. Evaluating the likelihood and extent of harm.

4.1.3. Identifying cost-justified precautions and implementing those precautions.

5. Control Activities.

5.1. Minimum Internal Controls. The District hereby establishes the following minimum Internal Controls to prevent and detect Fraud, Waste, and Abuse:

5.1.1. Preventive controls designed to forestall errors or irregularities and thereby avoid the cost of corrections. Preventive control activities shall include, but not be limited to, the following:

5.1.1.1. Identifying and segregating incompatible duties and/or implementing mitigating controls.

5.1.1.2. Performing accounting functions in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.

5.1.1.3. Requiring proper authorizations to access and/or modify accounting software.

5.1.1.4. Implementing computerized accounting techniques (e.g. to help identify coding errors, avoid duplicate invoices, etc.).

5.1.1.5. Maintaining a schedule of the District's material fixed Assets.

5.1.1.6. Maintaining physical control over the District's material and vulnerable Assets (e.g. lock and key, computer passwords, network firewalls, etc.).

5.1.1.7. Retaining and restricting access to sensitive documents.

5.1.1.8. Performing regular electronic data backups.

5.1.2. Detective controls designed to measure the effectiveness of preventive controls and to detect errors or irregularities when they occur. Detective control activities shall include, but not be limited to, the following:

5.1.2.1. Preparing financial reports in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.

5.1.2.2. Reviewing financial statements and investigating any material variances between budgeted expenses and actual expenses.

5.1.2.3. Establishing and implementing periodic reconciliations of bank, trust, and petty cash accounts.

5.1.2.4. Establishing an internal protocol for reporting and investigating known or suspected acts of Fraud, Waste, or Abuse.

5.1.2.5. Engaging in periodic physical inventory counts and comparisons with inventory records.

5.1.2.6. Monitoring all ACH (electronic) transactions and the sequencing of checks.

5.2. Implementation. District Management shall implement the minimum Internal Controls described herein. District Management may also implement additional Internal Controls that it deems advisable or appropriate for the District. The specific ways District Management implements these minimum Internal Controls shall be consistent with Generally Accepted Accounting Principles (GAAP) and otherwise conform to Governmental Accounting Standards Board (GASB) and American Institute of Certified Public Accountants (AICPA) standards and norms.

6. Information and Communication.

6.1. Information and Communication. District Management shall communicate to its employees (needing to know) information relevant to the Internal Controls, including but not limited to any changes to the Internal Controls and/or changes to laws, rules, contracts, grant agreements, and best practices.

6.2. Training. District Management shall regularly train its employees (needing the training) in connection with the Internal Controls described herein and promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.

7. Monitoring Activities.

7.1. Internal Reviews. District Management shall internally review the District's Internal Controls at least once per year. In connection with this internal review, District Management shall:

7.1.1.1. Review its operational processes.

7.1.1.2. Consider the potential risk of Fraud, Waste, or Abuse inherent in each process.

7.1.1.3. Identify the controls included in the process, or controls that could be included, that would result in a reduction in the inherent risk.

7.1.1.4. Assess whether there are Internal Controls that need to be improved or added to the process under consideration.

7.1.1.5. Implement new controls or improve existing controls that are determined to be the most efficient and effective for decreasing the risk of Fraud, Waste or Abuse.

7.1.1.6. Train its employees on implemented new controls or improvements to existing controls.

7.2. External Audits and Other Reviews. Audits and other reviews may be performed on various components of the District's Internal Controls by the Auditor consistent with Government Auditing Standards (GAS). Audits may identify material deficiencies in the Internal Controls and make recommendations to improve them. District Management shall communicate and cooperate with the Board and the Auditor regarding the potential implementation of Auditor recommendations.

Specific Authority: §§ 190.011(5), 218.33(3), *Florida Statutes*
Effective date: May 28, 2020

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

7A

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

March 12, 2020

APPROVED Trm 3-12-20

To: Hunter's Ridge CDD #1
Attn: Howard Lefkowitz

Huntington Green & Villas
Flagler County, FL
Change Order #1

DELETE THE FOLLOWING

1.	Huntington Green reclaimed water system	1	LS	181,117.39	181,117.39
2.	Huntington Villas reclaimed water system	1	LS	116,144.62	116,144.62

Grand Total **$ (297,262.01)**

Signed:_____*Joe Weber, Jr.*_____Date:_____
Joe Weber, Jr.
J.D. Weber Construction Co.

P.O. Box 730386 - Ormond Beach, Florida 321713-0386 - Office: 386-671-2727 ; Fax: 386-671-2471

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

7B

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

March 12, 2020

To: Hunter's Ridge CDD #1
Attn: Howrd Lefkowitz

APPROVED Trm 3-12-20

Huntington Green & Villas
Flagler County, FL
Change Order #2

ADDITIONAL WORK ITEMS

1.	Dewatering	1	LS	23,501.07	23,501.07
2.	Crushed concrete material	3951	SY	14.53	57,408.03
3.	Seed & mulch	10120	SY	3.41	34,509.20
4.	Sod	11368	SY	0.31	3,524.08
5.	General balance & rough grade	1	LS	43,269.33	43,269.33

Grand Total: **$ 162,211.71**

Signed:_____Joe Weber, Jr._____Date:_____
Joe Weber, Jr.
J.D. Weber Construction Co.

P.O. Box 730386 - Ormond Beach, Florida 321713-0386 - Office: 386-671-2727 ; Fax: 386-671-2471

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

7C

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

March 12, 2020

APPROVED Trm 3-12-20

To: Hunter's Ridge CDD #1
Attn: Howard Lefkowitz

Huntington Green & Villas
Flagler County, FL
Change Order #3

ADDITIONAL WORK ITEMS

1.	Additional drainage piping between Lot #21 and #22 in Huntington Villas	1	LS	9,155.10	9,155.10

Grand Total **$ 9,155.10**

Signed:_____*Joe Weber, Jr.*_____Date:_____
Joe Weber, Jr.
J.D. Weber Construction Co.

P.O. Box 730386 - Ormond Beach, Florida 321713-0386 - Office: 386-671-2727 ; Fax: 386-671-2471

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

7D

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

March 12, 2020

APPROVED Trm 3-12-20

To: Hunter's Ridge CDD #1
Attn: Howard Lefkowitz

Huntington Green & Villas
Flagler County, FL
Change Order #4

ADDITIONAL WORK ITEMS

1.	Paving improvements in Huntington Green	1	LS	2,373.00	2,373.00
2.	Improvements to master stormwater system	1	LS	92,196.00	92,196.00

Grand Total **$ 94,569.00**

P.O. Box 730386 - Ormond Beach, Florida 321713-0386 - Office: 386-671-2727 ; Fax: 386-671-2471

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

Signed:_____*Joe Weber, Jr.*_____Date:_____
Joe Weber, Jr.
J.D. Weber Construction Co.

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

7E

JD WEBER CONSTRUCTION
UNDERGROUND UTILITIES

March 12, 2020

APPROVED Trm 3-12-20

To: Hunter's Ridge CDD #1
Attn: Howard Lefkowitz

Huntington Green & Villas
Flagler County, FL
Change Order #5

DELETE THE FOLLOWING

1.	Huntingtom force main	1	LS	108,225.75	108,225.75

Grand Total **$ (108,225.75)**

Signed:_____Joe Weber, Jr._____Date:_____
Joe Weber, Jr.
J.D. Weber Construction Co.

P.O. Box 730386 - Ormond Beach, Florida 321713-0386 - Office: 386-671-2727 ; Fax: 386-671-2471

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

8

James E. Gardner Jr., CFA

Flagler County Property Appraiser

Data – Sharing and Usage Agreement

HUNTERS RIDGE CDD

This Data Sharing and Usage Agreement, hereafter referred to as "Agreement," establishes the terms and conditions under which the **HUNTERS RIDGE CDD NO 1**, hereafter referred to as agency, can acquire and use Flagler County Property Appraiser (FCPA) data that is exempt from Public Records disclosure as defined in FS 119.071.

The confidentiality of personal identifying and location information including: names, physical, mailing, and street addresses, parcel ID, legal property description, neighborhood name, lot number, GPS coordinates, or any other descriptive property information that may reveal identity or home address pertaining to parcels owned by individuals that have received exempt / confidential status, hereafter referred to as confidential personal identifying and location information, will be protected as follows:

1. The **agency** will not release confidential personal identifying and location information that may reveal identifying and location information of individuals exempted from Public Records disclosure.

2. The **agency** will not present the confidential personal identifying and location information in the results of data analysis (including maps) in any manner that would reveal personal identifying and location information of individuals exempted from Public Records disclosure.

3. The **agency** shall comply with all State laws and regulations governing the confidentiality of personal identifying and location information that is the subject of this Agreement.

4. The **agency** shall ensure any employee granted access to confidential personal identifying and location information is subject to the terms and conditions of this Agreement.

5. The **agency** shall ensure any third party granted access to confidential personal identifying and location information is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying and location information is released.

6. The term of this Agreement shall commence on January 1, 2020 and shall run until December 31, 2020, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew. A new agreement will be provided annually for the following year.

IN WITNESS THEREOF, both the Flagler County Property Appraiser, through its duly authorized representative, and the **agency**, through its duly authorized representative, have hereunto executed this Data Sharing and Usage Agreement as of the last below written date.

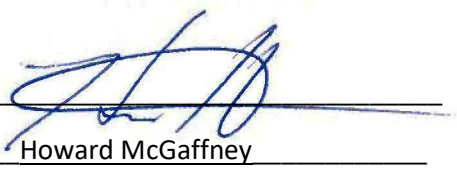
FLAGLER COUNTY PROPERTY APPRAISER

Signature:

Print: James E. Gardner Jr., CFA

Date: April 1, 2020

HUNTERS RIDGE CDD NO. 1

Signature: 

Print: Howard McGaffney

Title: District Manager

Date: 4/1/2020

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

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 15, 2020

Daphne Gillyard
Director of Administrative Services
Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

RE: CDD Registered Voters

Dear Daphne Gillyard:

Per your request, in accordance with the requirements of Chapter 190(3)(a)(d), the total number of registered voters for the following Community Development District as of April 15, 2020 is:

Grand Haven Community Development District: **2968**
Hunter's Ridge Community Development District No. 1: **108**
Hunter's Ridge Oaks Community Development District No. 1: **0**

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

Thank you,

Kaiti Lenhart
Supervisor of Elections

HUNTER'S RIDGE
COMMUNITY DEVELOPMENT DISTRICT NO. 1

10CII

HUNTER'S RIDGE COMMUNITY DEVELOPMENT DISTRICT NO. 1

BOARD OF SUPERVISORS FISCAL YEAR 2019/2020 MEETING SCHEDULE

LOCATION

Hilton Garden Inn Palm Coast, 55 Town Center Blvd., Palm Coast, Florida 32137

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
November 14, 2019 CANCELED	Regular Meeting	3:30 PM
November 22, 2019	Rescheduled Regular Meeting	1:00 PM
February 27, 2020	Regular Meeting	3:30 PM
May 28, 2020	Virtual Public Meeting	3:30 PM
August 27, 2020 *	Public Hearing & Regular Meeting	3:30 PM

* ***Meeting location is not available***