

**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 May 24, 2022 at 11:30 a.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Building 2, Bunnell, Florida 32110.

Present at the meeting were:

Howard Lefkowitz	Chair
Steve Thompson	Assistant Secretary
Thomas Mehegan	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC
Mark Watts (via telephone)	District Counsel
Randy Hudak (via telephone)	District Engineer
John Dockery	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 11:30 a.m. Supervisors Lefkowitz, Mehegan and Thompson were present. Supervisor Lichtigman was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

Resident John Dockery asked for clarifications on the Eighth, Ninth and Tenth Orders of Business.

Regarding the Eighth Order of Business, Ms. Cerbone stated Staff is not required to provide supporting documents but the Amendment to the HOA Agreement would be addressed when the item is presented.

***Disclaimer:** These summary minutes are intended to highlight the topics discussed, items being considered and actions taken.*

Regarding the Ninth Order of Business, Mr. Watts stated the first sentence in item #24, on Page 4 of the proposal states that an attempt must be made to mediate before entering into litigation; the proposal is legalese written by the Engineers.

Regarding the Tenth Order of Business, the Maintenance Guarantee Agreement, Mr. Watts stated, in Flagler County, when public infrastructure that is going to be dedicated to a public entity is finalized, a bond is required to be posted after it is completed for 110% of the value of the improvements for maintenance for the first year or two after turnover. Since the County will not be taking over maintenance responsibility for the public infrastructure because of its location, in lieu of posting a 110% bond, Staff provided the Maintenance Agreements. In theory, the CDD is taking over maintenance responsibility directly and, if there were a maintenance issue, the CDD could assess and pay for the maintenance.

THIRD ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 2 (Term Expires November 2024)

- **Administration of Oath of Office to Newly Appointed Supervisor (the following to 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. **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**
 - D. **Form 8B: Memorandum of Voting Conflict**

This item was deferred and would be included on the next agenda.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-01, Designating Certain Officers of the District and Providing for an Effective Date

This item was deferred.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Cerbone presented Resolution 2022-02 and read the title. She reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons.

Discussion ensued regarding the increases in the "Insurance" and "Trustee" line items and a slight decrease in the assessments proposed for Fiscal Year 2023 compared to the Fiscal Year 2022 assessments.

On MOTION by Mr. Thompson and seconded by Mr. Mehegan, with all in favor, Resolution 2022-02, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 23, 2022 at 11:30 a.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Building 2, Bunnell, Florida 32110; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Designating a Date, Time and Location for a Landowners' Meeting; Providing for Publication; Providing for an Effective Date

Ms. Cerbone presented Resolution 2022-03. Since less than 250 registered voters reside within the CDD, the CDD will continue electing seats through the Landowners' election process. She could be the designated proxy holder. She asked for authorization to secure another Flagler County location if the current one is not available.

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, Resolution 2022-03, Designating a Date, Time and Location of November 16, 2022 at 11:30 a.m., at a location to be determined, for a Landowners' Meeting; Providing for Publication; Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2022-04 and read the title. The Landowners' Meeting date and time will be filled in as follows:

DATE: Insert November 16

TIME: 11:30 A.M.

On MOTION by Mr. Lefkowitz and seconded by Mr. Thompson, with all in favor, Resolution 2022-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Amendment to HOA Agreement

Ms. Cerbone stated there were previous discussions about amending the HOA Agreement, The purpose of amending it is to clarify that the HOA could periodically send the CDD reserve funds for the CDD to keep and restrict for future use on capital improvements.

Mr. Watts stated Staff would like authorization from the Board to finalize an amendment to the existing maintenance agreement.

On MOTION by Mr. Thompson and seconded by Mr. Mehegan, with all in favor, authorizing Staff to finalize the Amendment to the HOA Agreement and authorizing the Chair to review and execute, was approved.

NINTH ORDER OF BUSINESS

Ratification of Zev Cohen & Associates, Inc., Stormwater Needs Analysis Proposal

Mr. Hudak presented the Zev Cohen & Associates, Inc., Stormwater Needs Analysis Proposal for the preparation and submittal of the Stormwater Management Needs Analysis Report.

On MOTION by Mr. Mehegan and seconded by Mr. Thompson, with all in favor, the Zev Cohen & Associates, Inc., proposal for preparation and submittal of the Stormwater Management Needs Analysis Report, was ratified.

Ms. Cerbone stated the District Engineer has commenced work on the Report.

Mr. Lefkowitz asked if there is a management structure in place for the stormwater improvements. Mr. Watts stated it is the designation of a maintenance entity for the allocation of the maintenance responsibility for the facilities, which are covered under the St. Johns River Water Management District (SJRWMD) permit to the CDD.

TENTH ORDER OF BUSINESS

Ratification of Flagler County Maintenance Guarantee Agreement

Ms. Cerbone presented the Flagler County Maintenance Guarantee Agreement.

On MOTION by Mr. Mehegan and seconded by Mr. Thompson, with all in favor, the Flagler County Maintenance Guarantee Agreement, was ratified.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2022

Ms. Cerbone presented the Unaudited Financial Statements as of April 30, 2022. Mr. Watts and Ms. Cerbone responded to the Chair's questions about the number of registered voters within the CDD, the General Election, transitioning the Board, Landowner-elected seats and filling the Board vacancy.

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, the Unaudited Financial Statements as of April 30, 2022, were accepted.

TWELFTH ORDER OF BUSINESS

Approval of August 25, 2021 Public Hearing and Regular Meeting Minutes

Ms. Cerbone presented the August 25, 2021 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Mehegan and seconded by Mr. Thompson, with all in favor, the August 25, 2021 Public Hearing and Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Other Business

There was no other business.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Cobb Cole*

Mr. Watts stated a lift station that is part of the infrastructure in the Engineer's Report needs to be transferred to the CDD so Staff has prepared a draft bill of sale.

Discussion ensued regarding ongoing maintenance of the lift station, the need for a separate Maintenance Agreement with the HOA and insurance considerations.

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, authorizing Staff to finalize a bill of sale for the conveyance of the lift station and to prepare a maintenance agreement between the CDD and HOA and authorizing the Chair to execute, with ratification at the next meeting, was approved.

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

There was nothing further to report.

- C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - I. 199 Registered Voters in District as of April 15, 2022.
 - II. NEXT MEETING DATE: August 23, 2022 at 11:30 A.M.
 - QUORUM CHECK

The next meeting will be held on August 23, 2022.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Member comments or requests.

- **Public Comments**

This was an addition to the agenda.

This item will be added to all future agendas.

There were no public comments.

Mr. Watts stated that a lawsuit between the Landowner and the Master Association was filed relating to a maintenance agreement from ten years ago that the CDD was a party to as well. There is a possibility that the CDD could be pulled into that litigation by the HOA.

SIXTEENTH ORDER OF BUSINESS

Adjournment

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

<p>On MOTION by Mr. Mehegan and seconded by Mr. Thompson, with all in favor, the meeting adjourned at 12:16 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair