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 Public Hearings and a Regular Meeting on August 26, 2025 at 11:30 a.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Building 2, 1st Floor Conference Room, Bunnell, Florida 32110.

Present:

Carolyn Herbert	Vice Chair
Stuart Weston (via telephone)	Assistant Secretary
John Ford	Assistant Secretary
Patricia Thigpen	Assistant Secretary

Also present:

Jamie Sanchez	District Manager
Mark Watts (via telephone)	District Counsel
Randy Hudak (via telephone)	District Engineer
Jane Ford	Resident
Steve Whitfield	Resident
Tim Miller	Resident

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

Ms. Sanchez called the meeting to order at 11:39 a.m.

Supervisors Thigpen, Herbert and Ford were present. Supervisor Weston attended via telephone. Supervisor Dockery was absent.

SECOND ORDER OF BUSINESS **Public Comments**

Resident Steve Whitfield asked why the Unaudited Financial Statements to be accepted today are not "audited". He asked about the Huntington Village Association Agreement for infrastructure management and maintenance.

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

Ms. Sanchez stated that the Board reviews and approves "unaudited" statements at every meeting. The CDD's annual audit performed by an auditor, is prepared, reviewed and approved annually. She stated the other item will be discussed in conjunction with the Fiscal Year 2026 budget.

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

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2025-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Sanchez presented Resolution 2025-07. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. The proposed budget is unchanged since it was last presented. She responded to questions regarding Unassigned funds, budgeting and the option to use unassigned funds to offset assessment increases. The Fiscal Year 2026 assessments are projected to increase $7.06 over the Fiscal Year 2025 assessments for all units with the exception of the Estate homes. Additional investment options for CDD funds will be presented at a future meeting.

On MOTION by Ms. Herbert and seconded by Mr. Weston, with all in favor, the Public Hearing was opened.

Resident Steve Whitfield believes there was some confusion regarding Deerfield Trace, which is part of the CDD but is not part of Huntington Village.

No other members of the public spoke.

On MOTION by Ms. Herbert and seconded by Mr. Ford, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Herbert and seconded by Ms. Thigpen, with all in favor, Resolution 2025-07, Relating to the Annual Appropriations and Adopting the

Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS **Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law**

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

These items were included for informational purposes. It was noted that Mailed Notices were sent to Platinum Home Builders, which pays assessments for each lot owned.

On MOTION by Ms. Thigpen and seconded by Mr. Weston, with all in favor, the Public Hearing was opened.

Mr. Whitfield asked if the "Capital improvement reserves" on Page 1 of the budget is invested in an interest-bearing account. Ms. Sanchez stated that, as discussed at the previous meeting, she requested proposals but has not received them yet. Additional banking options will be presented at a future meeting.

Discussion ensued regarding prioritizing the presentation of banking proposals.

The consensus was for Ms. Sanchez to obtain proposals and work with the Board and Staff to schedule a special meeting to consider the proposals.

Mr. Watts left the meeting.

On MOTION by Ms. Thigpen and seconded by Mr. Ford, with all in favor, the Public Hearing was closed.

C. Consideration of Resolution 2025-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest

Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Sanchez presented Resolution 2025-08, which allows the CDD to impose and collect assessments utilizing the services of the Property Appraiser and Tax Collector.

On MOTION by Ms. Herbert and seconded by Ms. Thigpen, with all in favor, Resolution 2025-08, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025/2026; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]**

Ms. Sanchez presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the Chair or Vice Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

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

SIXTH ORDER OF BUSINESS **Consideration of Romines Inc Estimate # 1106 [Sidewalk Installation by Lift Station]**

Mr. Hudak presented Romines Inc Estimate # 1106 for the Sidewalk Installation by the Lift Station. He requested multiple proposals and only received one response, for which he believes the amount is high, given the relatively small size of the project, likely due to the mobilization costs, etc.

Discussion ensued regarding obtaining additional proposals.

Mr. Hudak will request a proposal from a contractor working with the HOA to address sidewalk trip hazards. Ms. Sanchez will ask Operations Manager Antonio Shaw to recommend additional local vendors.

This item was deferred.

SEVENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements as of July 31, 2025**

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

EIGHTH ORDER OF BUSINESS **Approval of May 27, 2025 Regular Meeting Minutes**

The following changes were made:

Lines 198 and 200: Change "Dockery" to "Weston"

Ms. Sanchez was asked to re-send the ethics training information, and to confirm Mr. Weston's and Mr. Ford's email addresses for agenda distribution.

Ms. Sanchez stated that completion of the ethics training will be reported on Form 1 in the year following completion of the training.

Lines 54 through 56: Delete everything after "$7,000"

On MOTION by Ms. Thigpen and seconded by Ms. Herbert, with all in favor, the May 27, 2025 Regular Meeting Minutes, as amended, were approved.

NINTH ORDER OF BUSINESS **Other Business**

Ms. Thigpen stated the Reserve Study suggests relocating the mailbox stations on Huntington Place due to safety issues. He asked if this falls under the purview of the CDD. Ms. Sanchez stated it does not; the HOA funds and maintains that area.

Mr. Weston asked for the electronic agenda to be provided one week in advance of meetings. Ms. Sanchez stated she notify the Admin Department. She noted that the Agenda Letter is posted on the CDD website seven days in advance of the meeting.

Mr. Ford asked what information must be included on the invoice to be submitted by the HOA for reimbursement for the well. Ms. Sanchez stated that Mr. Hudak will address that during his Staff Report.

TENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Cobb Cole

There was no report.

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

- **Irrigation Well Certification of Completion**

Mr. Hudak presented the Certification of Completion and stated that the well installed is in good condition. Ms. Sanchez stated that the HOA can now invoice the CDD; the invoice must be submitted in the name of "Hunter's Ridge CDD No. 1", not Wrathell, Hunt and Associates. It was noted that the amount of the invoice will be $18,500. Ms. Sanchez stated the check will be issued to the HOA.

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

- **NEXT MEETING DATE: January 27, 2026 at 11:30 AM**
  - **QUORUM CHECK**

Ms. Sanchez will confer with the Board regarding scheduling a meeting in October or November 2025.

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

There were no Board Members' comments or requests.

TWELFTH ORDER OF BUSINESS **Public Comments**

Resident Jane Ford asked if the additional meeting can be scheduled in September or October 2025. Ms. Sanchez will schedule the meeting as early as possible.

Mr. Whitfield stated he was able to view the 81-page electronic agenda several days in advance. Ms. Sanchez stated the only requirement is for the agenda letter to be posted on the CDD website seven days in advance of meetings.

Mr. Whitfield asked if the CDD is following the Americans with Disabilities (ADA) compliance guidelines for ¼" separation of sidewalks for the aforementioned sidewalk repairs. Mr. Ford stated the HOA is looking at repairing seams that are bigger than the ADA compliance.

Ms. Herbert stated the CDD repairs will be performed on Huntington, where there is grass and no sidewalk. It was noted that the CDD's sidewalk repairs will be by the intersection of Cranefield and Huntington, near the lift station.

Mr. Weston stated the HOA will repair 250 pieces of uneven sidewalk.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

> **On MOTION by Ms. Herbert and seconded by Ms. Thigpen, with all in favor, the meeting adjourned at 12:57 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair