

**MINUTES OF MEETING
RIDGE AT HEATH BROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Ridge at Heath Brook Community Development District held a Public Hearing and Regular Meeting on August 2, 2024 at 11:30 a.m., as soon thereafter as the matter could be heard, at The Club at Ocala Preserve, 4021 NW 53rd Avenue Road, Ocala, Florida 34482.

Present:

Christian Cotter	Chair
John Wiggins	Vice Chair
Kara Disotell (via telephone)	Assistant Secretary
Joshua Tepper	Assistant Secretary

Also present:

Kristen Suit	District Manager
Jere Earlywine (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:30 a.m. The Oath of Office was administered to Mr. Joshua Tepper before the meeting.

Supervisors Cotter, Wiggins and Tepper were present. Supervisor Disotell attended via telephone. Supervisor Mellish was absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Joshua Tepper [Seat 2]; Term Expires November 2026 (the following will also be provided in a separate package)

This item was addressed during the First Order of Business. Mr. Tepper is familiar with the following:

- A. **Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-09, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Suit presented Resolution 2024-09.

Mr. Cotter nominated the following slate:

Christian Cotter	Chair
John Wiggins	Vice Chair
Kara Disotell	Assistant Secretary
Ethan Mellish	Assistant Secretary
Joshua Tepper	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Kristen Suit	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2024-09, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2024-10, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Public Hearing was opened.

Ms. Suit presented Resolution 2024-10. She reviewed the proposed Fiscal Year 2025 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

No affected property owners or members of the public spoke.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2024-10, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-11, Providing for Funding for the Fiscal Year 2025 Adopted Budget(s); 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. Suit presented Resolution 2024-11 and read the title.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2024-11, Providing for Funding for the Fiscal Year 2025 Adopted Budget(s); 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.

SEVENTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025 Deficit Funding Agreement

Ms. Suit presented the Fiscal Year 2025 Deficit Funding Agreement.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Fiscal Year 2025 Deficit Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-12, Directing the Chair and District Staff to Request the Passage of an Ordinance by the City of Ocala, Florida, Amending the District's Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of that Process; and Providing an Effective Date

Mr. Earlywine presented Resolution 2024-12. The purpose of the Boundary Amendment is to add the last phase of the project into the CDD boundaries in anticipation of bond issuance. The Boundary Amendment process will likely take three to four months.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2024-12, Directing the Chair and District Staff to Request the Passage of an Ordinance by the City of Ocala, Florida, Amending the District's Boundaries, and Authorizing Such Other Actions as are Necessary in Furtherance of that Process; and Providing an Effective Date, was adopted.

A. Consideration of Boundary Amendment Funding Agreement

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Boundary Amendment Funding Agreement, was approved.

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

Ms. Suit presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

TENTH ORDER OF BUSINESS**Consideration of Acquisition of Improvements**

Mr. Earlywine stated this involves authorization to acquire the improvements in the most recent phase.

On MOTION by Mr. Wiggins and seconded by Mr. Tepper, with all in favor, authorizing acquisition of improvements, in an amount consistent with the Engineer's Phase, was approved.

ELEVENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of June 30, 2024**

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the Unaudited Financial Statements as of June 30, 2024, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of July 12, 2024 Regular Meeting Minutes**

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, the July 12, 2024 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Earlywine stated that the bonds could be finished by the end of August. Work on the acquisition is underway.

B. District Engineer: Atwell, LLC

There was no report.

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

- **NEXT MEETING DATE: September 6, 2024 at 11:00 AM**
 - **QUORUM CHECK**

The September 6, 2024 meeting will be canceled.

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

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Wiggins and seconded by Mr. Cotter, with all in favor, the meeting adjourned at 11:42 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair