

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

The Board of Supervisors of the Ridge at Heath Brook Community Development District held Public Hearings and a Regular Meeting on September 5, 2025 at 11:30 a.m., at The Club at Ocala Preserve, 4021 NW 53rd Avenue Road, Ocala, Florida 34482.

Present:

Christian Cotter
John Wiggins
Ethan Mellish

Chair
Vice Chair
Assistant Secretary

Also present:

Kristen Suit
Jordan Lansford
Jere Earlywine (via telephone)

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 11:30 a.m.

Supervisor Cotter, Wiggins and Mellish, were present. Supervisor Disotell was absent. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Consider Appointment to Fill Unexpired
Term of Seat 2; Term Expires November
2026**

This item was deferred.

- **Administration of Oath of Office (the following will be provided under separate cover)**
 - 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 2025-04,
Electing and Removing Officers of the
District and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-04. Mr. Cotter nominated the following slate:

Christian Cotter	Chair
John Wiggins	Vice Chair
Kara Disotell	Assistant Secretary
Ethan Mellish	Assistant Secretary
Jordan Lansford	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 2025-04, 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
2025/2026 Budget**

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

- A. Affidavit of Publication**
- B. Consideration of Resolution 2025-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Suit presented Resolution 2025-05. 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.

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 2025-05, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH 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

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

- A. Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**
- C. Consideration of Resolution 2025-06, Providing for Funding for the Fiscal Year 2026 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 2025-10.

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2025-06, Providing for Funding for the Fiscal Year 2026 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 2026 Deficit Funding Agreement

Ms. Suit presented the Fiscal Year 2026 Deficit Funding Agreement.

On MOTION by Mr. Cotter and seconded by Mr. Mellish, with all in favor, Fiscal Year 2026 Deficit Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Ms. Suit presented Resolution 2025-07. She discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. Mellish and seconded by Mr. Cotter, with all in favor, Resolution 2025-07, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS**Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, Prepared by Grau & Associates**

Ms. Suit presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-08, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Mr. Cotter and seconded by Mr. Wiggins, with all in favor, Resolution 2025-08, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.

TENTH ORDER OF BUSINESS**Consideration of Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**

Ms. Suit presented Resolution 2025-09. She stated that meetings will be held on the first Friday of the month at 11:30 a.m., as needed.

On MOTION by Mr. Cotter and seconded by Mr. Mellish, with all in favor, Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

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

Ms. Suit presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. She noted that it will be necessary to authorize the 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. Wiggins and seconded by Mr. Mellish, 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.

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

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

THIRTEENTH ORDER OF BUSINESS**Approval of April 4, 2025 Regular Meeting Minutes**

On MOTION by Mr. Wiggins and seconded by Mr. Cotter, with all in favor, the April 4, 2025 Regular Meeting Minutes, as presented, were approved.

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

- **Legislative Update**

Mr. Earlywine asked for the status of the project. A Board Member stated that Phase 3 is likely a year out.

B. District Engineer: Atwell, LLC

- **Consideration: Proposal for Surveying Services**

There was no report.

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

- **130 Registered Voters in District as of April 15, 2025**
- **NEXT MEETING DATE: TBD**
- **QUORUM CHECK**

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Wiggins and seconded by Mr. Cotter, with all in favor, the meeting adjourned at 11:37 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair