

**MINUTES OF MEETING
RIDGECREST
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Ridgecrest Community Development District was held Wednesday, **January 8, 2025** at 2:15 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Brent Elliott	Chairman
Halsey Carson	Vice Chairman
Timothy Todd	Assistant Secretary
Cody Hatmaker	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Monica Virgen	District Manager, GMS
Lauren Gentry	District Counsel, Kilinski Van Wyk
Chris Loy	District Counsel, Kilinski Van Wyk
Tula Haff	Center State
Bryan Hunter <i>by Zoom</i>	Interim District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 2:47 p.m. and called roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Administration of Oaths of Office to Newly Elected Board Members Cody Hatmaker (Seat #3) & Karen Ritchie (Seat #4) (Elected/Appointed at November 4, 2024 Board Meeting)

Ms. Burns administered the oath of office to Cody Hatmaker. Karen Ritchie was not in attendance. Ms. Gentry reviewed the Sunshine Law, Public Records Law, and Ethics Law with Mr. Hatmaker.

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Mr. Elliott stated he would like to resign from the Board.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Accepting Brent Elliott's Resignation, was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 4, 2024 Organizational Meeting & November 4, 2024 Landowners' Meeting

Ms. Burns presented the minutes from the November 4, 2024 Organizational meeting and the November 4, 2024 Landowners' meeting. She asked for any questions, comments, or corrections to those minutes. The Board had no changes to minutes.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, the Minutes of the November 4, 2024 Organizational Meeting & November 4, 2024 Landowners' Meeting, were approved.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns stated this public hearing is for the imposition of special assessments and has been advertised in the paper and mailed notices sent to all property owners within the community. She asked for a motion to open the public hearing.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Opening the Public Hearing, was approved.

i. Presentation of Engineer's Report

Mr. Hunter gave a brief summary of the Engineer's Report. Ms. Gentry asked Mr. Hunter to confirm that he previously stated that the cost estimates in the Engineer's Report are reasonable and proper, is that correct? Mr. Hunter stated that is correct. Ms. Gentry asked if he has any reason to believe that the capital improvement plan cannot be carried out by the District. Mr. Hunter noted he does not have any reason to believe that.

On MOTION by Mr. Carson, seconded by Mr. Hatmaker, with all in favor, the Engineer's Report, was approved.

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ii. Presentation of Master Assessment Methodology

Ms. Burns reviewed the Master Assessment Methodology. Table 1 is the development program with two product types. The townhome with a total of 202 units and ERU assigned of 0.75 & a single family product type with 818 units for a total of 1,020 residential units within the community. The ERUs for the single-family home is designated as one. Table 2 shows the cost estimate from the Engineer's Report. Table 3 is the estimated bond sizing for a total of \$73,335,000. Table 4 outlines the improvement cost for the construction of each of those product types. Table 5 is the par debt per unit. This would be the most amount of debt they would issue on each of those product types. The townhome would be \$56,732, the single family would be \$75,642. Table 6 shows the net and gross annual debt assessment per unit. The gross annual debt assessment when collected on the Polk County tax bill takes into account the collection fees and early payment discounts for the townhome, again the highest that would be is \$4,671 and the single-family lot would be \$6,228. Table 7 shows the preliminary assessment roll. Ridgecrest of Lake Wales, LLC is the single property owner within the community and owns all 311.36 acres. The net and annual gross debt assessments are allocated by acre. A legal description of the property is also included.

Ms. Gentry asked Ms. Burns in her professional opinion, do the lands subject to the assessments receive special benefits from the Districts capital improvement plan? Ms. Burns answered yes, they do. Ms. Gentry asked in Ms. Burns's professional opinion, are the master assessments reasonably apportioned among the lands subject to the special assessments. Ms. Burns stated yes, they are. Ms. Gentry asked in her professional opinion, is it reasonable, proper and just to assess the cost of the capital improvement plan as a system of improvements against the lands in the District in accordance with the methodology? Ms. Burns stated yes, it is. Ms. Gentry asked is it in Ms. Burns opinion that the special benefits the lands will receive as set forth in the final assessment roll be equal to or in excess of the maximal master assessments there on when allocated as set forth in the methodology. Ms. Burns stated yes. Ms. Gentry asked is it her opinion that it is in the best interest of the District that the master assessments get paid and collected in accordance with the methodology and the assessment resolution. Ms. Burns stated yes.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, the Master Assessment Methodology, was approved.

iii. Consideration of Resolution 2025-33 Levying Special Assessments

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Ms. Gentry noted today they are setting the maximum lien on the property; it doesn't actually put assessments on the property. That doesn't happen until there is a bond issuance to finance. This looks at the improvements you want to construct, estimated cost of those as maximum costs within the public record. Resolution 2025-33 is a resolution of the Board of Supervisors of the Ridgecrest CDD authorizing District projects for construction and or acquisition of infrastructure improvements equalizing, improving, confirming and levying special assessments on property specially benefited by such projects to pay the cost thereof. Providing for the payment and collection of such special assessments by the methods provided for by chapters 170, 190 and 197 Florida Statutes. Confirming the Districts intention to issue special assessment bonds, making provisions for transfers of real property to government bodies, providing for the recording of an assessment notice, and providing for severability conflicts and effective date. She reviewed the relevant sections. She offered to answer any questions from the Board.

Ms. Burns asked if any members of the public would like to make comment on this. Hearing no comments, Ms. Burns asked for a motion to approve.

On MOTION by Mr. Todd, seconded by Mr. Carson, with all in favor, Resolution 2025-33, Levying Special Assessments, was approved.
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Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Closing the Public Hearing, was approved.

B. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

Ms. Burns stated this public hearing has been advertised in the newspaper. She asked for a motion to open.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Opening the Public Hearing, was approved.

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i. Consideration of Resolution 2025-34 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns stated this will allow the property appraiser and tax collector's office to facilitate the process to collect assessments on the county tax bill when the District is ready to do so. There were no public comments. She asked for a motion to approve Resolution 2025-34.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Resolution 2025-34 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

Ms. Burns asked for a motion to close this public hearing.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns stated this public hearing has also been advertised in the paper and asked for a motion to open.

On MOTION by Mr. Carson, seconded by Mr. Todd with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-35 Adopting the District's Fiscal Year 2024/2025 Budget and Appropriating Funds

Ms. Burns noted this budget will be developer funded so it will only be billed as costs are incurred. The Board is able to make any changes to this at this time should they have any. If not, do we have any public comments? Hearing none. She asked for a motion to approve Resolution 2025-35.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Resolution 2025-35 Adopting the District's Fiscal Year 2024/2025 Budget and Appropriating Funds, was approved.

Ms. Burns asked for a motion to close the public hearing.

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On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Closing the Public Hearing, was approved.

D. Public Hearing on the Adoption of District Rules of Procedure

Ms. Burns stated this public hearing has been advertised in the paper and asked for a motion to open.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2025-36 Adopting Rules of Procedure for the District

Ms. Burns noted these rules have not changed since they were presented to the Board at the prior meeting. She asked for any public comments on these rules or any questions or comments from the Board. Hearing no comments, she asked for a motion to approve the resolution.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Resolution 2025-36 Adopting Rules of Procedure for the District, was approved.

Ms. Burns asked for a motion to close this public hearing.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS**Review and Ranking of Proposals for District Engineering Services and Selection of District Engineer****A. Hunter Engineering, Inc.****B. Graef Engineering**

Ms. Burns stated two proposals were received based on the ad that was placed, one from Hunter Engineering and the other from Graef Engineering. Mr. Todd reviewed the rankings which showed Hunter Engineering with a total of 95 points and Graef Engineering with a total of 85 points. Ms. Burns asked for a motion to accept Mr. Todd's rankings and send a notice of intent to award to Hunter Engineering.

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On MOTION by Mr. Carson, seconded by Mr. Todd with all in favor, Accepting the Ranking Provided by Tim Todd Ranking Hunter Engineering #1 and Authorizing staff to send a Notice of Intent to Award, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-37 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County

Ms. Burns stated this will allow the District to utilize Polk County's website to place some notices rather than in the newspaper which will save the District some funds. There will be a resolution approving that and then publish a notice in the newspaper directing people to the new county website.

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, Resolution 2025-37 Authorizing the Publication of Legal Advertisements and Public Notices on a Publicly Accessible Website in Polk County, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Gentry updated the Board on the validation date of February 4th which will be conducted via Microsoft Teams.

B. Engineer

Mr. Hunter had nothing further to report. He offered to take any questions.

C. District Manager's Report

Ms. Burns had nothing to report.

D. Supervisors Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Other Business

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There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Carson, seconded by Mr. Todd, with all in favor, the meeting was adjourned at 3:09 PM.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Timothy Todd

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Chairman/Vice Chairman