

MINUTES OF MEETING
RIDGE AT APOPKA
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Ridge at Apopka Community Development District was held on Tuesday, March 26, 2024 at 3:00 p.m. at the Offices of GMS – CF, LLC at 219 E. Livingston Street, Orlando, Florida.

Present and constituting a quorum were:

Ernesto Mitsumasu <i>by phone</i>	Chairman
Craig Perry	Vice Chairman
Dean Perry	Assistant Secretary
Andrew Hall	Assistant Secretary
Kevin Walsh	

Also present were:

George Flint	District Manager
Jere Earlywine	District Counsel
John Prowell	District Engineer
Jarrett Wright	Field Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Flint called the meeting to order and called the roll. There were four Board members present and one on the phone constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint stated there were only Board members and staff present.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 24, 2023 Meeting

Mr. Flint presented the October 24, 2023 meeting minutes. He stated if there were no corrections, they would be looking for a motion to approve those.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Minutes of the October 24, 2023 Meeting, were approved, as presented.
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FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Authorizing Actions to Implement a Capital
Improvement Plan**

Mr. Earlywine stated this resolution updates the old one, language has been cleared up and authority is broadened. It lets the Board implement capital improvement plans and the different documents related to it such as plats, permits, and real estate documents be signed and gives the Chair the authority to sign documents outside of a meeting.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, Resolution 2024-03 Authorizing Actions to Implement a Capital Improvement Plan, was approved.

FIFTH ORDER OF BUSINESS

Ratification Items

A. Jr. Davis Change Orders #1 – #4 and #7 – #8

Mr. Flint noted this is for ratification of change orders #1 through #4 and #7 through #8 and those are in the agenda for review. They have already been signed.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, Jr. Davis Change Orders #1 – #4 and #7 – #8, was ratified.

B. Non-Ad Valorem Interlocal Agreement with the Orange County Property Appraiser

Mr. Flint stated this is an annual agreement with the property appraiser that allows the District to use the tax bill as the collection method for the assessments.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Non-Ad Valorem Interlocal Agreement with the Orange County Property Appraiser, was ratified.

C. Landscape Maintenance Agreement with Blade Runners Commercial Landscaping Orlando, LLC

Mr. Flint stated this is for landscape maintenance on District property. Mr. Wright noted this was approved last month so just needs to be ratified.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Landscape Maintenance Agreement with Blade Runners Commercial Landscaping Orlando, LLC, was ratified.

D. Aquatic Maintenance Services Agreement with Aquatic Weed Management, Inc.

Mr. Flint stated this for aquatic maintenance services.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Aquatic Maintenance Services Agreement with Aquatic Weed Management, Inc., was ratified.

E. Ratification of Series 2022 Requisitions #45 – #51

Mr. Flint stated this is ratification of Series 2022 requisitions #45 through #51 which have all been signed by the Engineer certifying that they are in accordance with the Engineer's Report and then signed by the Chair on behalf of the District. These have all been processed and transmitted to the Trustee.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, Series 2022 Requisitions #45 – #51, was ratified.

F. Ratification of Conveyance Documents for Bronson's Ridge Plat

- i. **Assignment of Plat Dedication from HOA to CDD**
- ii. **Quit Claim Deed from HOA to CDD**
- iii. **Quit Claim Deed from Developer to CDD**
- iv. **Easement Agreement from Developer to CDD**

Mr. Flint stated the Board members received an email from Ashley with the actual recorded documents. Mr. Earlywine noted these should be signed by the landowner. He noted if there is something not right to let him know.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Conveyance Documents for Bronson's Ridge Plat, were ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. CDD Ethics Training Requirement

Mr. Earlywine noted he had two items. The first is moving forward with getting the rest of the real estate conveyed. Once the project gets closer to completion, they will have the Board adopt a Project Completion Resolution that finalizes what all has been built and commits the District to making payment for the final requisition. There is some reserve money that will get released in the future. The resolution authorizes George to pay it out. He asked when the master improvements will be done that was part of the first bond issue. A Board member stated they are done but there is still a lot overall to do. Mr. Earlywine stated they would hold off on declaring the project

complete. The other thing is the 4-hours of ethics training requirement for Board members in 2024. This is reported by checking the box on the June 2025 Form 1 online. He will send out information with free links on training.

B. Engineer

Mr. Prowell noted that he had nothing further to report.

C. District Manager's Report

i. Approval of Check Register

Mr. Flint presented the check register for February totaling \$12,983.34. The detail is behind the summary. He asked for any questions on the check register, if not, asking for a motion to approve.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the Check Register totaling \$12,983.34, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint stated you have the unaudited financials through the end of February.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Flint asked for other business topics. A Board member noted registered on the tax roll now is Lennar, Toll, and McCraney. Mr. Flint noted anything that is platted will be on roll. The Board member asked for clarification if that includes the debt service and O&M paid in advance. Mr. Flint stated if it is on roll it is paid anytime between November and March. If it is direct billed, there is a schedule when the payments are due.

Mr. Flint asked Mr. Wright for anything from the site. He noted he would typically send a report for everything done. They are doing maintenance of landscaping and ponds. The only other thing that was done was the large pond had to be bush hogged twice to properly maintain it going forward so should just be regular maintenance moving forward.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Flint stated asked for a motion to adjourn.

On MOTION by Mr. Craig Perry, seconded by Mr. Dean Perry, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary

Chairman/Vice Chairman