

**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 a Regular Meeting on May 23, 2023 at 11:30 a.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Building 2, Bunnell, Florida 32110.

Present at the meeting were:

Howard Lefkowitz	Chair
Charles Lichtigman	Vice Chair
John Dockery, Jr.	Assistant Secretary
Thomas Mehegan	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC
Nika Hosseini (via telephone)	District Counsel
Randy Hudak (via telephone)	District Engineer
Laura Simonette	BADC Huntington Communities, LLC-Land Development

One member of the public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Sanchez called the meeting to order at 11:38 a.m.

Supervisors Lefkowitz, Dockery, Mehegan and Lichtigman were present. Supervisor Herbert was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

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

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors, Howard Lefkowitz [SEAT 1], Thomas Mehegan [SEAT 4] and Charles Lichtigman [SEAT 5] (the following to be provided in a separate package)

Ms. Sanchez stated the Oath of Office was administered to Supervisors Lefkowitz, Mehegan and Lichtigman prior to the meeting. All were already familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- D. Form 8B: Memorandum of Voting Conflict**

Ms. Cerbone reminded Board Members to file their Form 1 documents by July 1, 2023.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date

Ms. Sanchez presented Resolution 2023-01.

The Landowners' Election results were as follows:

Seat 1	Howard Lefkowitz	175 votes	Four-year term
Seat 4	Thomas Mehegan	174 votes	Two-year term
Seat 5	Charles Lichtigman	175 votes	Four-year term

On MOTION by Mr. Lichtigman and seconded by Mr. Mehegan, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating Certain Officers of the District and Providing for an Effective Date

Ms. Sanchez presented Resolution 2023-02. Mr. Mehegan nominated the following:

- | | |
|---------------------|---------------------|
| Howard Lefkowitz | Chair |
| Charles Lichtigman | Vice Chair |
| Carolyn S. Herbert | Assistant Secretary |
| Tom Mehegan | Assistant Secretary |
| John J. Dockery, Jr | Assistant Secretary |
| Cindy Cerbone | Assistant Secretary |
| Jamie Sanchez | Assistant Secretary |

No other nominations were made.

Prior appointments by the Board for Secretary, Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Mehegan and seconded by Mr. Lefkowitz, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Sanchez presented Resolution 2023-03. She reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

Ms. Cerbone, Mr. Hudak and Ms. Hosseini responded to questions regarding the unassigned fund balance, Engineering budget, stormwater management report, lift station in Deerfield Trace, insurance policy, starting a reserve fund, transfer of assets, hard costs, debt service fund and assessments.

Mr. Lefkowitz stated the budget needs to be adjusted to reflect the depreciation of certain assets.

The following changes were made to the proposed Fiscal Year 2024 budget:

Add "Sewer lift station reserve fund" line item

Add "Special revenue fund for capital improvement/replacement for Fiscal Year '24"

Ms. Cerbone stated the addition of the special revenue expense will trigger the requirement to send mailed notices to all homeowners but only 14 property owners will be affected by the assessment increase.

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 22, 2023 at 11:30 a.m., at the Flagler County Government Services Building, 1769 E. Moody Blvd., Building 2, Bunnell, Florida 32110; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date

Ms. Sanchez presented Resolution 2023-04. The following revision will be made to the Meeting Schedule:

DATE: Change "May 28" to "May 21"

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Ratification of Bill of Sale

Ms. Sanchez presented the Bill of Sale for the Hunter's Ridge No. 1 CDD lift station.

On MOTION by Mr. Lichtigman and seconded by Mr. Mehegan, with all in favor, the Bill of Sale for the lift station, was ratified.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2023

Ms. Sanchez presented the Unaudited Financial Statements as of April 30, 2023.

Ms. Cerbone responded to questions regarding the bond debt payments, fund balances and when the fiscal year commences and ends.

On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor, the Unaudited Financial Statements as of April 30, 2023, were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

Ms. Sanchez presented the following:

- A. August 23, 2022 Public Hearing and Regular Meeting**
- B. November 16, 2022 Landowners' Meeting**

On MOTION by Mr. Mehegan and seconded by Mr. Lichtigman, with all in favor, the August 23, 2022 Public Hearing and Regular Meeting and November 16, 2022 Landowners' Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Other Business

Discussion ensued regarding the number of registered voters living in the CDD and the transition process from a Developer-controlled to resident-controlled Board.

Per Mr. Lefkowitz, Ms. Simonette will send an e-blast to seek candidates.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Cobb Cole

- **Update: Possible Litigation with HOA Maintenance Agreement**

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

There were no reports from District Counsel or the District Engineer.

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

Ms. Sanchez stated Staff will include the certificates of completion on the next agenda.

Ms. Cerbone stated the Board must formally adopt a Resolution certifying the project as complete as per the 2019 and 2019A bonds. Staff will target August to accomplish that. Ms. Sanchez will forward certification documents to District Counsel and the District Engineer.

Ms. Sanchez will email copies of Form 1 to all Supervisors.

Ms. Cerbone will schedule a conference call with District Counsel, Mr. Lefkowitz, herself and Mr. Szymonowicz to discuss a True-Up issue.

- **327 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING DATE: August 22, 2023 at 11:30 A.M.**

QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Member requests or comments.

FOURTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no public comments.

FIFTEENTH ORDER OF BUSINESS

Adjournment

**On MOTION by Mr. Lefkowitz and seconded by Mr. Mehegan, with all in favor,
the meeting adjourned at 1:00 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair