

MINUTES OF MEETING
FOUNDERS RIDGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Founders Ridge Community Development District was held Thursday, July 25, 2024 at 11:00 a.m. in the Minneola City Hall, 800 N. U.S. Highway 27, Minneola, Florida.

Present and constituting a quorum were:

Aaron Blake	Chairman
Joe Zagame	Vice Chairman
Darby Shields	Secretary

Also present were:

Jeremy LeBrun	District Manager
Tucker Mackie	District Counsel <i>by telephone</i>

FIRST ORDER OF BUSINESS

Roll Call

Mr. LeBrun called the meeting to order at 11:00 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 28, 2024 Meeting

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the minutes of the March 28, 2024 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Review and Acceptance of the Fiscal Year 2023 Audit Report

Mr. LeBrun stated next is review and acceptance of the Fiscal Year 2023 audit report. In the letter to management it says the District complied in all material respects and all requirement and is a clean audit.

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On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the Fiscal Year 2023 Audit was accepted and staff was authorized to transmit the final report to the State of Florida.

FIFTH ORDER OF BUSINESS**Authorization to Issue RFQ for Professional Engineering Services**

Mr. LeBrun stated next is authorization for the District to issue an RFQ for engineering services. We will send this request for qualifications to engineering firms to solicit proposals to serve as District Engineer. Also in the agenda package is the criteria that will be used to rank the proposals that are received.

Ms. Mackie stated we may want to defer action on this item at today's meeting. In discussion with Landowner's Counsel our understanding is that there may be some pending and upcoming dedications and transactions of certain property within the District's boundaries that the District may be requested to engage in its underlying actions to finance, construct and operate infrastructure within the District. Typically a Board at the outset of a District's establishment at our organizational meeting we are moving forward with various actions including consideration of an Engineer's Report that outlines the public facilities to be provided by the District and that is typically prepared by the interim Engineer. The District is responsible for ultimately obtaining engineering services through the consultant's competitive negotiation act, which is why we have on here as a placeholder the RFQ for District Engineering services. Just really wanted to start the conversation with the Board about some actions we would need to put the District in a position to move forward. This isn't critical path right now, I wanted to start positioning this Board to be a little bit more active and one of those initial steps would be to engage the services of a District Engineer.

Mr. Zagame asked what is Duane Booth's role right now?

Mr. LeBrun stated Duane Booth is listed as the current District Engineer.

Mr. Zagame asked is he not currently serving as the District Engineer?

Ms. Tucker stated it has been years and years. Typically what happens is that the District Engineer is synonymous with the Landowners Engineer because they typically understand what the target dates and overall development strategy is. I don't believe Duane Booth was ever secured as the permanent District Engineer but rather the interim Engineer. We would have to go back and look and I'm not sure if Duane Booth would be aware that they are serving as District Engineer. It has been years since they have attended any meetings. Their connection was

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probably to the prior landowner. The District is going to need to have an Engineer when we are moving forward again when it is critical to identify public infrastructure that ultimately is going to acquire and/or construct and maintain.

Mr. Blake asked are you saying put this off to next year?

Ms. Tucker stated I think so. I think the discussion with Rob was to put it on the agenda for purposes of discussion and orienting the Board to understand that when it looks like development is going to proceed, we will have some preliminary steps that the District is going to have to take.

Mr. Zagame stated we have to get a rezone finished first. We will do it next year.

Mr. Blake stated if we really need it, we can call a special meeting.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor this item was tabled until the next meeting.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider Resolution 2024-02 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the public hearing was opened.

There being no members of the public present to comment, the Board took the following action.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the public hearing was closed.

Mr. LeBrun stated Resolution 2024-02 adopts the Fiscal Year 2025 budget. This is the same budget that the Board reviewed at their last meeting when they set the public hearing. There were no major changes from the current year budget.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor Resolution 2024-02 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Fiscal Year 2025 Developer Funding Agreement

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On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the Fiscal Year 2025 Developer Funding Agreement with Founders Ridge Development LLC and Founders Ridge Development II, LLC was approved as amended with the updated signature block.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2024-03
Authorizing the Use of Electronic Documents
and Signatures**

Mr. LeBrun stated prior to this the Board has used physical signatures, this allows the Board more flexibility to sign documents electronically.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor Resolution 2024-03 Authorizing the Use of Electronic Documents and Signatures was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

I. Memorandum on Public Records Designations and Appointments

Ms. Mackie stated there are two memorandums in the agenda package, the first of which regards a cleanup item with respect to designation of a records custodian and a records management liaison officer. I believe the action would be to approve the designations attached and under Exhibit A to the memorandum.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor Exhibit A attached to the memorandum that has George Flint as Secretary and/or Stacie Vanderbilt appointed District Management Liaison Officer.

ii. Memorandum Regarding Recently Enacted Legislation

Ms. Mackie stated the second memorandum is regarding recent legislation as it relates to the District’s requirement now to formally approve goals and objectives. No action is necessary, but it serves as background for Board members as it relates to that item later in the agenda.

B. Manager

i. Balance Sheet and Income Statement

A copy of the financials was included in the agenda package.

ii. Ratification of Funding Requests #7 - #10

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On MOTION by Mr. Blake seconded by Ms. Shields with all in favor funding requests #7 – #10 were ratified.

iii. Presentation of Number of Registered Voters – 0

A copy of the letter from the Supervisor of Elections indicating that there are no registered voters residing in the District was included in the agenda package.

iv. Designation of November 21, 2024 as Landowners’ Meeting Date

Ms. Mackie stated each Board member has a specific term, three serve four-year terms and two serve two-year terms. Until such time as the District transitions to general elections, the supervisors are elected by landowners. This relates to the prior item, the number of registered voters residing in the District. Elections occur on the basis of landowner votes and you just do it when terms are expiring and they expire in even years.

Mr. LeBrun stated seat 2, which is held by Aaron and seat 4 held by Joseph are up for election.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor November 21, 2024 was designated as the Landowners Meeting date and election.

v. Adoption of District Goals & Objectives

Mr. LeBrun stated on page 96 you will see a memo from GMS relating to the background of these District goals and objectives and the reason for their creation. There is recent legislation that special Districts must adopt annual goals and objectives relating to the activities of the District. We created goals and objectives that align with state statute.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the proposed District goals and objectives were approved.

vi. Approval of Fiscal Year 2025 Meeting Schedule

Mr. LeBrun stated currently the Board meets on an as needed basis and we recommend you continue that for the upcoming fiscal years.

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the notice indicating that the Board will meet on an as needed basis in Fiscal Year 2025 was approved.

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TENTH ORDER OF BUSINESS

Supervisors' Requests

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Blake seconded by Ms. Shields with all in favor the meeting adjourned at 11:13 a.m.

DocuSigned by:

George Flint

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Secretary/Assistant Secretary

Signed by:

Aaron Blake

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Chairman/Vice Chairman