MINUTES OF MEETING
CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

An Organizational Meeting of the Crystal Ridge Community Development District was held on May 31, 2024 at 10:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429.

Present were:

Scott Prewitt	Chair
Rockdale Skair	Vice Chair
James Brunton	Assistant Secretary
Brian Dalrymple	Assistant Secretary

Also present:

Craig Wrathell	District Manager
Wes Haber	District Counsel
Chuck Pigeon	Interim District Engineer
Misty Taylor	Bond Counsel
Sara Zare	MBS Capital Markets, LLC
James Dicks	Dix Developments
Parker Hirons	Homes by West Bay
Tim Green	Homes by West Bay

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 10:00 a.m. and stated that the Landowners' Election was held on January 16, 2024.

The Landowners' Election results were as follows:

Seat 1	James Dicks	350 Votes	4-year Term
Seat 2	Scott Prewitt	350 Votes	4-year Term
Seat 3	Rockdale Skair	300 Votes	2-year Term
Seat 4	James Brunton	300 Votes	2-year Term
Seat 5	Joseph Cappuecilli	300 Votes	2-year Term

Mr. Wrathell stated that Mr. Scott Prewitt, Mr. Rockdale Skair and Mr. James Brunton were present. He noted that he was informed prior to the meeting that Mr. James Dicks and Mr. Joseph Cappuccilli intend to decline the Seats to which they were elected.

SECOND ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

GENERAL DISTRICT ITEMS

THIRD ORDER OF BUSINESS **Administration of Oath of Office to Elected Board of Supervisors (the following will be provided in a separate package)**

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Scott Prewitt, Mr. Rockdale Skair and Mr. James Brunton.

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

These items were discussed following the Sixth Order of Business.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2024-01, 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 Designating Certain Officers of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2024-01. The results of the Landowners' Election, as read during the First Order of Business, will be inserted into Sections 1 and 2.

On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, Resolution 2024-01, 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 Designating Certain Officers of the District, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS **Acceptance of Intent to Decline Election to Board (Seats 1 and 5)**

Mr. Wrathell reiterated that Mr. James Dicks and Mr. Joseph Cappuccilli expressed their intent to decline election to Board Seats 1 and 5, respectively.

On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, the declinations of election by Mr. James Dicks to Board Seat 1 and Mr. Joseph Cappuccilli to Board Seat 5, were accepted.

SIXTH ORDER OF BUSINESS **Consider Appointment of Brian Dalrymple to Vacant Seat 1; Term Expires November 2028**

Mr. Wrathell stated that Seat 1 has a four year term, and Seat 5 has a two year term. Mr. Prewitt nominated Mr. Dalrymple to fill vacant Seat 5. No other nominations were made.

On MOTION by Mr. Brunton and seconded by Mr. Skair, with all in favor, the appointment of Mr. Brian Dalrymple to Seat 5, was approved.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Brian Dalrymple. He reviewed the package of information given to the new Supervisors and discussed registration with the Florida Commission on Ethics (FCOE), electronic submission of Form 1 and the ethics training requirements. District Management will forward a Memorandum containing links to forms and training options.

Mr. Haber stated he believes that Board Members seated after March 31, 2024 are not required to complete the ethics training requirements for calendar year 2024.

Mr. Wrathell explained the Sunshine Law, use of email, assigned CDD email addresses, records retention policy, public records requests and potential voting conflicts. Supervisors are to contact the District Manager or District Counsel with questions or when possible conflicts arise.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2024-02, Designating Certain Officers of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2024-02. Mr. Prewitt nominated the following slate:

Chair	Scott Prewitt
Vice Chair	Rockdale Skair
Secretary	Craig Wrathell
Assistant Secretary	James Brunton
Assistant Secretary	Brian Dalrymple
Assistant Secretary	Vacant
Assistant Secretary	Ernesto Torres
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. Brunton and seconded by Mr. Skair, with all in favor, Resolution 2024-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

ORGANIZATIONAL ITEMS

EIGHTH ORDER OF BUSINESS **Consideration of the Following Organizational Items:**

A. Resolution 2024-03, Appointing and Fixing the Compensation of the District Manager and Methodology Consultant; Providing an Effective Date

- **Agreement for District Management Services: Wrathell, Hunt and Associates, LLC**

Mr. Wrathell presented Resolution 2024-03 and the Fee Schedule and Management Agreement. The Management Fee is reduced to $2,000 per month until bonds are issued.

On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, Resolution 2024-03, Appointing and Fixing the Compensation of Wrathell, Hunt and Associates, LLC as the District Manager and Methodology Consultant; Providing an Effective Date, was approved.

B. Resolution 2024-04, Appointing District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date

- **Fee Agreement: Kutak Rock LLP**

Mr. Wrathell presented Resolution 2024-04 and the Kutak Rock LLP Retention and Fee Agreement.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-04, Appointing Kutak Rock LLP as District Counsel for the District, and Authorizing Compensation; and Providing for an Effective Date, was adopted.

C. Resolution 2024-05, Designating a Registered Agent and Registered Office of the District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-05.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-05, Designating Craig Wrathell as Registered Agent and Wrathell, Hunt and Associates, Inc., 2300 Glades Road, Suite 401W, Boca Raton, Florida 33431 as the Registered Office of the District, and Providing for an Effective Date, was adopted.

D. Resolution 2024-06, Appointing an Interim District Engineer for the Crystal Ridge Community Development District, Authorizing Its Compensation and Providing for an Effective Date

- **Interim Engineering Services Agreement: Pigeon-Ardurra, LLC**

Mr. Wrathell presented Resolution 2024-06 and the Interim Engineering Services Agreement.

On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, Resolution 2024-06, Appointing an Interim District Engineer for the Crystal Ridge Community Development District, Authorizing Its Compensation and Providing for an Effective Date, was adopted, and the Interim Engineering Services Agreement and accompanying Exhibits, were approved.

E. Authorization of Request for Qualifications (RFQ) for Engineering Services

Mr. Wrathell presented the RFQ for Engineering Services and Competitive Selection Criteria.

On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, the Request for Qualifications for Engineering Services and Competitive Selection Criteria and authorizing Staff to advertise, were approved.

F. Board Member Compensation: 190.006 (8), F.S.

Mr. Wrathell asked if the Board wished to receive the allowable $200 per meeting compensation, with a maximum amount of $4,800 per year, per Board Member.

On MOTION by Mr. Prewitt and seconded by Skair, with all in favor, acceptance of Board Member compensation, was approved.

G. Resolution 2024-07, Designating the Primary Administrative Office and Principal Headquarters of the District; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-07.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-07, Designating 2300 Glades Road, Suite 410W, Boca Raton, FL 33431 as the Primary Administrative Office and a location within Citrus County Florida as the Principal Headquarters of the District; and Providing an Effective Date, was adopted.

H. Resolution 2024-08, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

I. Resolution 2024-09, Setting Forth the Policy of the Crystal Ridge Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors

- **Authorization to Obtain General Liability and Public Officers' Insurance**

Mr. Wrathell presented Resolution 2024-09.

> **On MOTION by Mr. Prewitt and seconded by Mr. Brunton, with all in favor, Resolution 2024-09, Setting Forth the Policy of the Crystal Ridge Community Development District Board of Supervisors with Regard to the Support and Legal Defense of the Board of Supervisors, was adopted.**

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, authorizing Staff to obtain General Liability and Public Officers' Insurance, was approved.**

J. Resolution 2024-10, Providing for the Public's Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date

Mr. Wrathell presented Resolution 2024-10.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-10, Providing for the Public's Opportunity to Be Heard; Designating Public Comment Periods; Designating a Procedure to Identify Individuals Seeking to Be Heard; Addressing Public Decorum; Addressing Exceptions; and Providing for Severability and an Effective Date, was adopted.**

K. Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date

Mr. Wrathell presented Resolution 2024-11.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-11, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; and Providing for Severability and Effective Date, was adopted.**

L. Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-12. This Resolution grants the Chair and Vice Chair and other officers, in the Chair's absence, the authority to work with the District Engineer, District Counsel and District Staff and to execute certain documents in between meetings, to avoid delays in construction.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-12, Granting the Chair and Vice Chair the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

M. Resolution 2024-13, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Crystal Ridge Community Development District and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-13.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-13, Ratifying, Confirming and Approving the Recording of the Notice of Establishment of the Crystal Ridge Community Development District and Providing for an Effective Date, was adopted.

N. Authorization of Request for Proposals (RFP) for Annual Audit Services

Mr. Wrathell presented the RFP For Annual Audit Services.

- **Designation of Board of Supervisors as Audit Committee**

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Request for Proposals for Annual Audit Services, authorizing the District

Manager to advertise the RFP and designating the Board of Supervisors as the Audit Committee, were approved.

O. Strange Zone, Inc., Quotation #M24-1023 for District Website Design, Maintenance and Domain Web-Site Design Agreement

Mr. Wrathell presented Strange Zone, Inc. (SZI) Quotation #M24-1023.

On MOTION by Mr. Prewitt and seconded by Skair, with all in favor, Strange Zone, Inc., Quotation #M24-1023 for District Website Design, Maintenance and Domain Web-Site Design Agreement, in the amount of $1,679.99, was approved.

P. ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

Mr. Wrathell presented the ADA Site Compliance proposal.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, in the annual amount of $210, was approved.

Q. Resolution 2024-14, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date

I. Rules of Procedure

II. Notices [Rule Development and Rulemaking]

These items were included for informational purposes.

Mr. Wrathell presented Resolution 2024-14.

On MOTION by Mr. Brunton, and seconded by Mr. Skair, with all in favor, Resolution 2024-14, to Designate Date, Time and Place of August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429 for a Public Hearing and Authorization to Publish Notice of

Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing an Effective Date, was approved.

R. Resolution 2024-15, 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

This item was deferred.

S. Resolution 2024-16, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-16.

On MOTION by Mr. Brunton, and seconded by Mr. Skair, with all in favor, Resolution 2024-16, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

T. Stormwater Management Needs Analysis Reporting Requirements

Mr. Wrathell stated CDDs are required to prepare a Stormwater Management Needs Analysis Report every five years. As the due date for the initial Report has passed and there is no interim reporting requirement, a Report will be prepared when necessary.

BANKING ITEMS

NINTH ORDER OF BUSINESS **Consideration of the Following Banking Items:**

A. Resolution 2024-17, Designating a Public Depository for Funds of the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-17. Funding requests will be submitted to Mr. Prewitt.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-17, Designating Truist Bank as Public Depository for Funds of

> **the District; Authorizing Certain Officers of the District to Execute and Deliver Any and All Financial Reports Required by Rule, Statute, Law, Ordinance or Regulation; and Providing an Effective Date, was adopted.**

B. Resolution 2024-18, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-18.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-18, Directing the District Manager to Appoint Signors on the Local Bank Account; and Providing an Effective Date, was adopted.**

BUDGETARY ITEMS

TENTH ORDER OF BUSINESS **Consideration of the Following Budgetary Items:**

A. Resolution 2024-19, Approving the Proposed Budget for the Remainder of Fiscal Year 2023/2024 and for Fiscal Year 2024/2025; Setting a Public Hearing Thereon Pursuant to Florida Law and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-19 and the proposed budgets for Fiscal Years 2024 and 2025, which are both Landowner-funded, with expenses funded as they are incurred.

Board Member compensation will be added to the proposed Fiscal Year 2024 and 2025 budgets.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-19, Approving the Proposed Budget for the Remainder of Fiscal Year 2023/2024, as amended, and for Fiscal Year 2024/2025, as amended; Setting a Public Hearing Thereon Pursuant to Florida Law on August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429, and Providing for an Effective Date, was adopted.**

B. Fiscal Year 2023/2024 and 2024/2025 Budget Funding Agreements

Mr. Wrathell presented the Budget Funding Agreements.

On MOTION by Mr. Brunton and seconded by Mr. Skair, with all in favor, the Fiscal Year 2023/2024 and the 2024/2025 Budget Funding Agreements, in substantial form, were approved.

C. Resolution 2024-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes; Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-20.

The following change was made to Resolution 2024-20:

Page 1 of 2, Section 1: Change Item "2" to "d."

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-20, as amended, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes; Providing for an Effective Date, was adopted.

D. Resolution 2024-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date

Mr. Wrathell presented Resolution 2024-21.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-21, Authorizing the Disbursement of Funds for Payment of Certain Continuing Expenses Without Prior Approval of the Board of Supervisors; Authorizing the Disbursement of Funds for Payment of Certain Non-Continuing Expenses Without Prior Approval of the Board of Supervisors; Providing for a Monetary Threshold; and Providing for an Effective Date, was adopted.

E. Resolution 2024-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date

Mr. Wrathell presented Resolution 2024-22.

On MOTION by Mr. Brunton and seconded by Mr. Skair, with all in favor, Resolution 2024-22, Adopting a Policy for Reimbursement of District Travel Expenses; and Providing for Severability and an Effective Date, was adopted.

F. Resolution 2024-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-23.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-23, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

G. Resolution 2024-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date

Mr. Wrathell presented Resolution 2024-24.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-24, Adopting an Internal Controls Policy Consistent with Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.

H. Consideration of E- Verify Memo with MOU

Mr. Wrathell presented the E-Verify Memo related to the requirement for all employers to verify employment eligibility utilizing the E-Verify System and for the CDD to enroll with E-Verify and execute a Memorandum of Understanding (MOU) with E-Verify.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, acknowledging the E-Verify Memo requirements, as set forth in the Memorandum of Understanding, and authorizing enrollment and utilization of the E-Verify program, was approved.

BOND FINANCING ITEMS

ELEVENTH ORDER OF BUSINESS **Consideration of the Following Bond Financing Related Items:**

A. Bond Financing Team Funding Agreement

Mr. Wrathell presented the Bond Financing Team Funding Agreement.

The following change was made:

Page 1 and where appropriate: Change Crystal Ridge Property Group, LLC mailing address to "103 Commerce Street"

Mr. Wrathell noted that the mailing address will also be changed on the Budget Funding Agreements that were previously approved.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Bond Financing Team Funding Agreement, as amended, was approved.

B. Engagement of Bond Financing Professionals

I. Underwriter/ Investment Banker: MBS Capital Markets, LLC

Mr. Wrathell presented the MBS Capital Markets, LLC Agreement for Underwriting Services.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the MBS Capital Markets, LLC Agreement for Underwriting Services, was approved.

II. Bond Counsel: Bryant Miller Olive P.A.

Mr. Wrathell presented the Bryant Miller Olive P.A. Bond Counsel Retainer Agreement.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Bryant Miller Olive P.A. Bond Counsel Retainer Agreement, was approved.

III. Trustee, Paying Agent and Registrar: US Bank, NA

Mr. Wrathell presented the US Bank, NA Engagement Letter to serve as Trustee, Paying Agent and Registrar.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Engagement Letter to serve as Trustee, Paying Agent and Registrar, was approved.**

C. Resolution 2024-25, Designating a Date, Time, and Location of a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date

Mr. Wrathell presented Resolution 2024-25. This Resolution enables placement and collection of the assessments on the tax bill utilizing the services of the Property Appraiser and Tax Collector.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-25, Designating a Date, Time, and Location of August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429 for a Public Hearing Regarding the District's Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Special Assessments as Authorized by Section 197.3632, Florida Statutes; Authorizing the Publication of the Notice of Such Hearing; and Providing an Effective Date, was adopted.**

D. Presentation of Master Engineer's Report

Mr. Pigeon presented the Engineer's Report dated March 15, 2024, revised May 10, 2024, and noted the following:

- The CDD anticipates 957 detached single-family units.
- The expanded area includes approximately 60 acres in a mixture of detached and attached single-family units, multi-family attached units and commercial and recreation areas.
- Residential units total approximately 400, at this time.
- The Capital Improvement Plan (CIP) will include the roadways, parking, stormwater, water, wastewater, landscaping, irrigation, electric undergrounding service system, guardhouses, fences, walls, recreation and community facilities, professional services and contingencies.

- The total estimated CIP cost, including a 15% contingency and professional fees, is approximately $58 million for the initial 957 units and approximately $8 million for the expanded area.

Mr. Wrathell stated that the Developers have discussed listing assessments on a front footage basis for units and staggering assessments.

The Table showing the unit breakdown, to be provided by the Development Team, will be added to the Report.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Master Engineer's Report dated March 15, 2024, revised May 10, 2024, in substantial form, was approved.

E. Presentation of Master Special Assessment Methodology Report

Mr. Wrathell presented the Master Special Assessment Methodology Report dated May 31, 2024. He reviewed the pertinent information and discussed the Development Program, CIP, Financing Program, Assessment Methodology, lienability tests, special and peculiar benefits to the units, True-up Mechanism and the Appendix Tables. He noted the following:

- The CDD is currently approximately 354.49 acres. The intent is to increase to approximately 412.40 acres after the projected expansion of its boundaries.
- The Developer is Crystal Ridge Property Group, LLC, or an affiliated entity.
- The anticipated CIP costs were estimated at $58,135,000 in the existing CDD boundaries and $7,937,000 in the expansion area.
- The proposed financing plan provides for issuance of bonds in the approximate principal amount of $91,050,000 to finance the total of approximately $66,072,000 in CIP costs.
- No bond assessments are allocated to any private amenities or governmental property.

It was noted that Tables 1 and 5 will be revised in accordance with the Engineer's Report unit breakdown and front footages will be revised where appropriate.

On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Master Special Assessment Methodology Report, in substantial form, was approved.

F. Resolution 2024-26, Declaring Special Assessments; Indicating the Location, Nature and Cost of those Improvements Which Cost is Being Financed and Such Financing is to be Defrayed by the Special Assessments; Providing the Portion of the Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution

Mr. Wrathell presented Resolution 2024-26 and read the title.

Mr. Haber discussed the two blanks to be filled in in Paragraphs 3 and 4, as follows:

- The "Estimated Cost" in Paragraph 3 should be the total amount identified in the Engineer's Report for all the improvements, which is $66,072,000.
- The amount that the assessments will defray, in Paragraph 4, can only include the amount for the existing boundary of the CDD, which is $80,112,479.57.

Mr. Haber stated that a footnote can be added to explain that, once the remaining property is added, the CDD will adopt an additional Resolution declaring to levy the additional amounts on the property that is added to the CDD.

On MOTION by Mr. Brunton, and seconded by Mr. Skair, with all in favor, Resolution 2024-26, as amended, Declaring Special Assessments; Indicating the Location, Nature and Cost of those Improvements Which Cost is Being Financed and Such Financing is to be Defrayed by the Special Assessments; Providing the Portion of the Cost of the Improvements to be Defrayed by the Special Assessments; Providing the Manner in Which Such Special Assessments Shall be Made; Providing When Such Special Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment Roll; Providing for Publication of this Resolution, was adopted.

G. Resolution 2024-27, Setting a Public Hearing for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Crystal Ridge Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes;

Mr. Wrathell presented Resolution 2024-27.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-27, Setting a Public Hearing on August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429, for the Purpose of Hearing Public Comment on Imposing Special Assessments on Certain Property Within the District Generally Described as the Crystal Ridge Community Development District in Accordance with Chapters 170, 190 and 197, Florida Statutes; was adopted.**

H. Resolution 2024-28, Authorizing the Issuance of Not Exceeding $91,050,000 Aggregate Principal Amount of Crystal Ridge Community Development District Bonds, in One or More Series, for the Purpose of Financing the Design, Acquisition, Construction and/or Reconstruction by the District of the Public Improvements and Community Facilities Permitted by the Provisions of Chapter 190, Florida Statutes, as Amended, and the Ordinance Creating the District; Approving a Form of a Master Trust Indenture; Approving and Appointing a Trustee; Authorizing the Commencement of Validation Proceedings Relating to the Foregoing Bonds; Authorizing and Approving Other Matters Relating to the Foregoing Bonds; and Providing an Effective Date

Ms. Taylor presented Resolution 2024-28, which accomplishes the following:

- Authorizes issuance of a not to exceed $91,050,000 aggregate principal amount of bonds.
- Appoints US Bank Trust Company, National Association as the Trustee, Registrar and Paying Agent.
- Approves a form of the Master Trust Indenture.
- Authorizes and directs District Counsel and Bond Counsel to file for validation.

> **On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2024-28, Authorizing the Issuance of Not Exceeding $91,050,000 Aggregate Principal Amount of Crystal Ridge Community Development District Bonds, in One or More Series, for the Purpose of Financing the Design, Acquisition, Construction and/or Reconstruction by the District of the Public Improvements and Community Facilities Permitted by the Provisions of Chapter 190, Florida Statutes, as Amended, and the Ordinance Creating the District; Approving a Form of a Master Trust Indenture; Approving and Appointing a Trustee; Authorizing the Commencement of Validation Proceedings Relating to the Foregoing Bonds; Authorizing and Approving Other**

Matters Relating to the Foregoing Bonds; and Providing an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: Kutak Rock LLP

B. District Engineer (Interim): Pigeon-Ardurra, LLC

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

There were no Staff reports.

THIRTEENTH ORDER OF BUSINESS **Board Members' Comments/Requests**

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

FIFTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Dalrymple and seconded by Mr. Skair, with all in favor, the meeting adjourned at 11:35 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

Secretary/Assistant Secretary

Chair/Vice Chair