CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

August 2, 2024

BOARD OF SUPERVISORS

PUBLIC HEARINGS AND REGULAR MEETING AGENDA

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

AGENDA LETTER

Crystal Ridge Community Development District

OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 33431
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

July 26, 2024

Board of Supervisors
Crystal Ridge Community Development District

Dear Board Members:

The Board of Supervisors of the Crystal Ridge Community Development District will hold Public Hearings and a Regular Meeting on August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429. The agenda is as follows:

1. Call to Order/Roll Call

2. Public Comments

3. Consider Appointment to Fill Unexpired Term of Seat 5; *Term Expires November 2026*
   - Administration of Oath of Office to Appointed Supervisor *(the following will be provided in a separate package)*

   A. Required Ethics Training and Disclosure Filing
      - Sample Form 1 2023/Instructions

   B. Membership, Obligation 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

4. Consideration of Resolution 2024-29, Electing and Removing Officers of the District, and Providing for an Effective Date

5. Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

B. Consideration of Resolution 2024-30, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Crystal Ridge Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

6. Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

- *Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.*
- *Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.*

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

C. Engineer's Report *(for informational purposes)*

D. Master Special Assessment Methodology Report *(for informational purposes)*

E. Consideration of Resolution 2024-31, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date

7. Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

B. Consideration of Resolution 2024-32, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

8. Public Hearing on Adoption of Fiscal Year 2023/2024 Budget
   A. Affidavit of Publication
   B. Consideration of Resolution 2024-33, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date

9. Public Hearing on Adoption of Fiscal Year 2024/2025 Budget
   A. Affidavit of Publication
   B. Consideration of Resolution 2024-34, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

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

11. Consideration of Resolution 2024-35, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

12. Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]

13. Acceptance of Unaudited Financial Statements as of June 30, 2024

14. Approval of Minutes
   A. January 16, 2024 Landowners' Meeting
   B. May 31, 2024 Organizational Meeting

15. Staff Reports
   A. District Counsel: *Kutak Rock LLP*
   B. District Engineer (Interim): *Pigeon-Ardurra, LLC*
   C. District Manager: *Wrathell, Hunt and Associates, LLC*
      - NEXT MEETING DATE: TBD

- QUORUM CHECK

SEAT 1		☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	SCOTT PREWITT	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	ROCKDALE SKAIR	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	JAMES BRUNTON	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	BRIAN DALRYMPLE	☐ IN PERSON	☐ PHONE	☐ NO

16. Board Members' Comments/Requests

17. Public Comments

18. Adjournment

Should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,

Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 413 553 5047

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3A

KUTAKROCK

Kutak Rock LLP
107 West College Avenue, Tallahassee, FL 32301
850.692.7300

MEMORANDUM

To: Board of Supervisors

From: District Counsel

Date: January 1, 2024

Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics ("COE") has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics' ("COE") website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: Florida Commission on Ethics Training.[1] Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

[1] https://ethics.state.fl.us/Training/Training.aspx

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)
Click here: Kinetic Ethics

Business and Employment Conflicts and Post-Public-Service (56 minutes) Restriction
Click here: Business and Employment Conflicts

Gifts (50 minutes)
Click here: Ethics Laws Governing Acceptance of Gifts

Voting Conflicts - Local Officers (58 minutes)[1]
Click here: Voting Vertigo

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.
Click here to access: Public Meeting and Public Records Law

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: 4-Hour Ethics Course. This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently $79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently $325.00. To access this course, click here: Sunshine Law, Public Records and Ethics for Public Officers and Public Employees.

If you have any questions, please do not hesitate to contact me.

General Information

Name: DISCLOSURE FILER

Address: SAMPLE ADDRESS

PID SAMPLE

County: SAMPLE COUNTY

AGENCY INFORMATION

Organization	Suborganization	Title
SAMPLE	SAMPLE	SAMPLE

Disclosure Period

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2023 .

Primary Sources of Income

PRIMARY SOURCE OF INCOME (Over $2,500) (Major sources of income to the reporting person)
(If you have nothing to report, write "none" or "n/a")

Name of Source of Income	Source's Address	Description of the Source's Principal Business Activity

E-FILING SAMPLE

Secondary Sources of Income

SECONDARY SOURCES OF INCOME (Major customers, clients, and other sources of income to businesses owned by the reporting person) (If you have nothing to report, write “none” or “n/a”)

Name of Business Entity	Name of Major Sources of Business' Income	Address of Source	Principal Business Activity of Source

Real Property

REAL PROPERTY (Land, buildings owned by the reporting person)
(If you have nothing to report, write “none” or “n/a”)

Location/Description

Intangible Personal Property

INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. over $10,000)
(If you have nothing to report, write “none” or “n/a”)

Type of Intangible	Business Entity to Which the Property Relates

E-FILING SAMPLE

Liabilities

LIABILITIES (Major debts valued over $10,000):
(If you have nothing to report, write “none” or “n/a”)

Name of Creditor	Address of Creditor

Interests in Specified Businesses

INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses)
(If you have nothing to report, write “none” or “n/a”)

Business Entity # 1

Training

Based on the office or position you hold, the certification of training required under Section 112.3142, F.S., is not applicable to you for this form year.

E-FILING SAMPLE

Signature of Filer

Digitally signed:

Filed with COE:

E-FILING SAMPLE

2023 Form 1 Instructions Statement of Financial Interests

Notice

The annual Statement of Financial Interest is due July 1, 2024. If the annual form is not submitted via the electronic filing system created and maintained by the Commission September 3, 2024, an automatic fine of $25 for each day late will be imposed, up to a maximum penalty of $1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]
In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding $10,000. [s. 112.317, F.S.]

When To File:

Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2023.

Who Must File Form 1

1. Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
2. Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding those required to file full disclosure on Form 6 as well as members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.
3. The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.
4. Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.
5. Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.
6. Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
7. Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding $35,000 for the local governmental unit.

8. Officers and employees of entities serving as chief administrative officer of a political subdivision.
9. Members of governing boards of charter schools operated by a city or other public entity.
10. Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
11. The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.
12. The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.
13. Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.
14. The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
15. State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding $35,000.
16. The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.
17. Each member of the governing body of a "large-hub commercial service airport," as defined in Section 112.3144(1)(c), Florida Statutes, except for members required to comply with the financial disclosure requirements of s. 8, Article II of the State Constitution.

ATTACHMENTS: A filer may include and submit attachments or other supporting documentation when filing disclosure.

PUBLIC RECORD: The disclosure form is a public record and is required by law to be posted to the Commission's website. Your Social Security number, bank account, debit, charge, and credit card numbers, mortgage or brokerage account numbers, personal identification numbers, or taxpayer identification numbers are not required and should not be included. If such information is included in the filing, it may be made available for public inspection and copying unless redaction is required by the filer, without any liability to the Commission. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address or other information is exempt from disclosure, the Commission will maintain that confidentiality *if you submit a written and notarized request.*

QUESTIONS about this form or the ethics laws may be addressed to the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864.

Instructions for Completing Form 1

Primary Sources of Income

[Required by s. 112.3145(3)(b)1, F.S.]

This section is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded $2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than $2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded $2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded $2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than $2,500. Do not aggregate all of your investment income.

- If more than $2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than $2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

Secondary Sources of Income

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

1. You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); ***and,***
2. You received more than $5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than $5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

Real Property

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

Intangible Personal Property

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than $10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

Liabilities

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than $10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A “contingent liability” is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a “co-maker” and are jointly liable or jointly and severally liable, then it is not a contingent liability.

Interests in Specified Businesses

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

Training Certification

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer appointed school superintendent, a commissioner of a community redevelopment agency created under Part III, Chapter 163, or an elected local officers of independent special districts, including any person appointed to fill a vacancy on an elected special district board, whose service began on or before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3B

BOARD OF SUPERVISORS

MEMBERSHIP, OBLIGATIONS AND RESPONSIBILITIES

A Community Development District ("District") is a special-purpose unit of local government which is established pursuant to and governed by Chapter 190, Florida Statutes.

The Board

The Community Development District ("District") is governed by a five (5)-member Board of Supervisors ("Board"). Member of the Board "Supervisor(s)") are elected in accordance with Section 190.006, F.S., either upon a one (1)-vote per one (1)-acre basis ("landowner voting") or through traditional elections ("resident voting"), depending upon the number of registered voters in the District and the length of time which has passed since the establishment of the District.

A CDD Board typically meets once per month, but may meet more often if necessary. Board meetings typically last from one (1) to three (3) hours, depending upon the business to be conducted by the Board. Prior to the meeting, each Supervisor is supplied with an agenda package which will contain the documents pertaining to the business to be considered by the Board at a particular meeting. A Supervisor should be willing to spend time reviewing these packages prior to each meeting, and may consult with District Staff (General Counsel, Management, Engineering, etc.) concerning the business to be addressed.

Qualifications of Supervisors

Each Supervisor must be a resident of the state of Florida and a citizen of the United States. Once a District has transitioned to resident voting, Supervisors must also be residents of the District.

Compensation

By statute, Board Members are entitled to be paid $200 per meeting for their service, up to an annual cap of $4,800 per year. To achieve the statutory cap, the District would have to meet twice each month, which is rare.

Sometimes Supervisors who are employees of the primary landowner waive their right to compensation, although this is not always the case.

Responsibilities of Supervisors

The position of Supervisor is that of an elected local public official. It is important to always remember that serving as an elected public official of a District carries with it certain restrictions and obligations. Each Supervisor, upon taking office, must subscribe to an oath of office acknowledging that he/she is a public officer, and as a recipient of public funds, a supporter of the constitutions of the State of Florida and of the United States of America.

Each Supervisor is subject to the same financial disclosure requirements as any other local elected official and must file a Statement of Financial Interests disclosing

sources of income, assets, debts, and other financial data, with the Supervisor of Elections in the County where he/she resides.
A Supervisor must act in accordance with the Code of Ethics for Public Officers and Employees, codified at Part III, Chapter 112, F.S., which addresses acceptance of gifts, conflicts of interest, etc. By law, it is not a conflict of interest for an employee of the developer to serve on a CDD Board of Supervisors.

Since a District is a unit of local government, the Sunshine Law (Chapter 286, F.S.) applies to Districts and to the Supervisors who govern them. In brief, the Sunshine Law states that two(2) or more Supervisors may never meet outside of a publicly noticed meeting of the Board and/to discuss District business.

Florida's Public Records Law (Chapter 119, F.S.) also applies to Districts and Supervisors. All records of the District, and the records of each individual Supervisor relating to the District, are public records. As such, any member of the public may inspect them upon request. Supervisors are therefore urged to keep any District records or documents in a separate file to allow ease of access by the public or press.

Conclusion

The position of Supervisor of a Community Development District is an important one, requiring both the time and the dedication to fulfill the responsibilities of a position of public trust. It should not be undertaken lightly. Each new Supervisor should enter office fully cognizant of the ethical, legal, and time requirements which are incumbent upon those who serve as Supervisors.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3C

FLORIDA COMMISSION ON ETHICS



GUIDE
to the
SUNSHINE AMENDMENT
and
CODE of ETHICS
for Public Officers and Employees

2024

State of Florida

COMMISSION ON ETHICS

Ashley Lukis, *Chair*
Tallahassee

Michelle Anchors, *Vice Chair*
Fort Walton Beach

William P. Cervone
Gainesville

Tina Descovich
Indialantic

Freddie Figgers
Fort Lauderdale

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I. HISTORY OF FLORIDA'S ETHICS LAWS

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

II. ROLE OF THE COMMISSION ON ETHICS

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;
- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

III. THE ETHICS LAWS

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.].

A. PROHIBITED ACTIONS OR CONDUCT

1. Solicitation and Acceptance of Gifts

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service, that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than $100 from such a lobbyist, from a partner, firm, employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec.112.3148, Fla. Stat.]

However, notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than $100 that formerly

were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. Unauthorized Compensation

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. Misuse of Public Position

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. Abuse of Public Position

Public officers and employees are prohibited from abusing their public positions in order to obtain a disproportionate benefit for themselves or certain others. [Article II, Section 8(h), Florida Constitution.]

5. Disclosure or Use of Certain Information

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position, for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

6. Solicitation or Acceptance of Honoraria

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to $5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS

1. Doing Business With One's Agency

a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or

services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. Conflicting Employment or Contractual Relationship

a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]

b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]

c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. Exemptions—Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

a) When the business is rotated among all qualified suppliers in a city or county.

b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter

the contract. NOTE: Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.

c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.

d) When an emergency purchase must be made to protect the public health, safety, or welfare.

e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.

f) When the aggregate of any such transactions does not exceed $500 in a calendar year.

g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.

h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).

i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.

j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of

the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. Additional Exemptions

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.]

5. Legislators Lobbying State Agencies

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. Additional Lobbying Restrictions for Certain Public Officers and Employees

A statewide elected officer; a member of the legislature; a county commissioner; a county officer pursuant to Article VIII or county charter; a school board member; a superintendent of schools; an elected municipal officer; an elected special district officer in a special district with ad valorem taxing authority; or a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the federal government, the legislature, any state government body or agency, or any political subdivision of this state, during his or her term of office. [Art. II Sec 8(f)(2), Fla. Const. and Sec. 112.3121, Fla. Stat.]

7. Employees Holding Office

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

8. Professional and Occupational Licensing Board Members

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

9. Contractual Services: Prohibited Employment

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

10. Local Government Attorneys

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

11. Dual Public Employment

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES

1. Anti-Nepotism Law

A public official is prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute "jurisdiction or control" for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. Additional Restrictions

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS

1. Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

2. Lobbying by Former State Employees

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.

b) serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. 6-Year Lobbying Ban

For a period of six years after vacation of public position occurring on or after December 31, 2022, a statewide elected officer or member of the legislature shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature or any state government body or agency. [Art. II Sec 8(f)(3)a., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature, the governor, the executive office of the governor, members of the cabinet, a department that is headed by a member of the cabinet, or his or her former department. [Art. II Sec 8(f)(3)b., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a county commissioner, a county officer pursuant to Article VIII or county charter, a school board member, a superintendent of schools, an elected municipal officer, or an elected special district officer in a special district with ad valorem taxing authority shall not lobby for compensation on issues of policy, appropriations, or procurement before his or her former agency or governing body. [Art. II Sec 8(f)(3)c., Fla. Const. and Sec. 112.3121, Fla. Stat.]

4. Additional Restrictions on Former State Employees

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec.112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

5. Lobbying by Former Local Government Officers and Employees

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

E. VOTING CONFLICTS OF INTEREST

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

F. DISCLOSURES

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. FORM 1 - Limited Financial Disclosure

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is

for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, local boards of trustees and presidents of state universities, and members of the Florida Prepaid College Board.

LOCAL OFFICERS include:

1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.

3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

4) Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other

political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding $35,000 for the local governmental unit.

5) Members of governing boards of charter schools operated by a city or other public entity.

6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.

3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.

5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding $35,000.

7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

File with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

Beginning January 1, 2024, all Form 1 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name or organization on the Commission's website.

2. FORM 1F - Final Form 1 Limited Financial Disclosure

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. FORM 2 - Quarterly Client Disclosure

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the

issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

Where To File:

File with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

Beginning January 1, 2024, all Form 2 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable on the Commission's website.

4. FORM 6 - Full and Public Disclosure

Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of a city council and candidates for these offices; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); members of the Florida Housing Finance Corporation Board and members of expressway authorities, transportation authorities (except the Jacksonville Transportation Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over $1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When and Where To File:

Officials must file FORM 6 annually by July 1 with the Commission on Ethics.

Beginning January 1, 2023, all Form 6 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable by name and organization on the Commission's website.

CANDIDATES who do not currently hold a position requiring the filing of a Form 1 or Form 6 must register and use the electronic filing system to complete the Form 6, then print and file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

5. FORM 6F - Final Form 6 Full and Public Disclosure

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

6. FORM 9 - Quarterly Gift Disclosure

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than $100, other

than gifts from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than $100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch. 106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

8. FORM 30 - Donor's Quarterly Gift Disclosure

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than $100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee: a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between $25 and $100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.

However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, any expenditure made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

IV. AVAILABILITY OF FORMS

Beginning January 1, 2024, LOCAL OFFICERS and EMPLOYEES, and OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file FORM 1 annually must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

ELECTED CONSTITUTIONAL OFFICERS and other officials who must file Form 6 annually, including City Commissioners and Mayors, must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

V. PENALTIES

A. Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed $10,000*, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

B. Penalties for Candidates

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed $10,000*, and triple the value of a gift received from a political committee.

C. Penalties for Former Officers and Employees

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed $10,000*, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

*Conduct occurring after May 11, 2023, will be subject to a recommended civil penalty of up to $20,000. [Ch. 2023-49, Laws of Florida.]

D. Penalties for Lobbyists and Others

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to $5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between $25 and $100, may be penalized by a fine of not more than $5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined $50 per day per report for each day the report is late, up to a maximum fine of $5,000 per report.

E. Felony Convictions: Forfeiture of Retirement Benefits

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

F. Automatic Penalties for Failure to File Annual Disclosure

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of $25 for each day late the form is filed after September 1, up to a maximum penalty of $1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

A. Who Can Request an Opinion

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

B. How to Request an Opinion

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

C. How to Obtain Published Opinions

All of the Commission's opinions are available for viewing or download at its website: www.ethics.state.fl.us.

VII. COMPLAINTS

A. Citizen Involvement

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at www.ethics.state.fl.us. The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can download a complaint form (FORM 50) from the Commission's website: www.ethics.state.fl.us, or contact the Commission office at the address or phone number shown on the inside front cover of this booklet.

B. Referrals

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

C. Confidentiality

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

D. How the Complaint Process Works

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented, or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

E. Dismissal of Complaints At Any Stage of Disposition

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

F. Statute of Limitations

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

VIII. EXECUTIVE BRANCH LOBBYING

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report

with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at www.floridalobbyist.gov. Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration
Room G-68, Claude Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1425
Phone: 850/922-4990

IX. WHISTLE-BLOWER'S ACT

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.

While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

X. ADDITIONAL INFORMATION

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at www.ethics.state.fl.us.

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

XI. TRAINING

Constitutional officers, elected municipal officers, commissioners of community redevelopment agencies (CRAs), and commissioners of community development districts are required to receive a total of four hours training, per calendar year, in the area of ethics, public

records, and open meetings. The Commission on Ethics does not track compliance or certify providers. Officials indicate their compliance with the training requirement when they file their annual Form 1 or Form 6.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

3D

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ❑ CITY ❑ COUNTY ❑ OTHER LOCAL AGENCY
CITY COUNTY	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED	MY POSITION IS: ❑ ELECTIVE ❑ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I,_____, hereby disclose that on_____, 20 ____ :

(a) A measure came or will come before my agency which (check one or more)

___ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____ ;

___ inured to the special gain or loss of my relative,_____ ;

___ inured to the special gain or loss of _____ , by whom I am retained; or

___ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

_____ Date Filed

_____ Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2024-29

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT ELECTING AND REMOVING OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Crystal Ridge Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

WHEREAS, the District's Board of Supervisors of the District desires to elect and remove certain Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following is/are elected as Officer(s) of the District effective August 2, 2024:

_____ is appointed Chair

_____ is appointed Vice Chair

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

_____ is appointed Assistant Secretary

SECTION 2. The following Officer(s) shall be removed as Officer(s) as of August 2, 2024:

_____ _____

SECTION 3. The following prior appointments By the Boar remain unaffected by this Resolution.

Craig Wrathell is Secretary

Ernesto Torres is Assistant Secretary

Craig Wrathell is Treasurer

Jeff Pinder is Assistant Treasurer

PASSED AND ADOPTED this 2nd day of August, 2024.

ATTEST:

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

5A

AFFP
0726 FCRN UNIFORM METHOD OF

Affidavit of Publication

STATE OF FLORIDA } SS
COUNTY OF CITRUS }

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0726 FCRN UNIFORM METHOD OF COLLECTION, was published in said newspaper by print in the issues of July 05, 2024, July 12, 2024, July 19, 2024, July 26, 2024 or by
publication on the newspaper's website, if authorized, on July 05, 2024, July 12, 2024, July 19, 2024, July 26, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Affiant

Sworn to and subscribed before me this 26th day of July 2024, by Jeanne Ethridge who is personally known to me.

Maria A. Parks, Notary Public 4/20/2025

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

Publisher's Fee: $ 333.04
50010601 50093845

Daphne Gillyard
Crystal Ridge Comm Dev Dist
2300 Glades Road, Ste. 410W
Boca Raton, FL 33431

0726 FCRN UNIFORM METHOD OF COLLECITON

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF THE DISTRICT'S INTENT TO USE
THE UNIFORM METHOD OF COLLECTION OF
NON-AD VALOREM SPECIAL ASSESSMENTS

Notice is hereby given that the Crystal Ridge Community Development District ("District") intends to use the uniform method of collecting non-ad valorem special assessments to be levied by the District pursuant to Section 197.3632, Florida Statutes. The Board of Supervisors of the District will conduct a public hearing on August 2, 2024 at 11:00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429.

The purpose of the public hearing is to consider the adoption of a resolution authorizing the District to use the uniform method of collecting non-ad valorem special assessments (the "Uniform Method") to be levied by the District on properties located on land included in, or to be added to, the District.

The District may levy non-ad valorem special assessments for the purpose of financing, acquiring, maintaining and/or operating community development facilities, services, and improvements within and without the boundaries of the District, to consist of, among other things, roadway improvements, utility improvements, stormwater management facilities, landscape and irrigation improvement, and/or any other lawful improvements or services of the District.

Owners of the properties to be assessed and other interested parties may appear at the public hearing and be heard regarding the use of the Uniform Method. This hearing is open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing may be continued to a date, time, and location to be specified on the record at the hearing. There may be occasions when Supervisors or District Staff may participate by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the hearing and/or meeting is asked to contact the District Manager's office at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, 561-571-0010, at least forty-eight (48) hours before the hearing and/or meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8771 who can aid you in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the hearing is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

Published July 5, 12, 19, & 26, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

5B

RESOLUTION 2024-30

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT EXPRESSING ITS INTENT TO UTILIZE THE UNIFORM METHOD OF LEVYING, COLLECTING, AND ENFORCING NON-AD VALOREM ASSESSMENTS WHICH MAY BE LEVIED BY THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH SECTION 197.3632, FLORIDA STATUTES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Crystal Ridge Community Development District ("District") was established pursuant to the provisions of Chapter 190, *Florida Statutes* ("Act"), which authorizes the District to levy certain special assessments pursuant to Chapter 170, 190, and 197 *Florida Statutes*, in order to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain District services, facilities, and infrastructure, paying principal and interest on any and all of its indebtedness or for any other purpose permitted by the Act; and

WHEREAS, the above referenced assessments are non-ad valorem in nature and, therefore, may be collected under the provisions of Section 197.3632, *Florida Statutes*, in which the State of Florida has provided a uniform method for the levying, collecting, and enforcing such non-ad valorem assessments; and

WHEREAS, pursuant to Section 197.3632, *Florida Statutes*, the District has caused notice of a public hearing to be advertised weekly in a newspaper of general circulation within Citrus County for four (4) consecutive weeks prior to such hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District upon conducting its public hearing as required by Section 197.3632, *Florida Statutes*, hereby expresses its intent to use the uniform method of collecting special assessments imposed by the District as provided in Chapters 170, 190, and 197, *Florida Statutes*, each of which are non-ad valorem assessments which may be collected annually pursuant to the provisions of Chapter 190, *Florida Statutes*, in order to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain District services, facilities, and infrastructure, paying principal and interest on any and all of its indebtedness or for any other purpose permitted by the Act. The legal description of the boundaries of the real property subject to a levy of assessments is attached and made a part of this Resolution as **Exhibit A**. The non-ad valorem assessments and the District's use of the uniform method of collecting its non-ad valorem assessment(s) may continue in any given year

when the Board of Supervisors determines that use of the uniform method for that year is in the best interests of the District.

SECTION 2. The District's Secretary is authorized to provide the Property Appraiser and Tax Collector of Citrus County and the Department of Revenue of the State of Florida with a copy of this Resolution and enter into any agreements with the Property Appraiser and/or Tax Collector necessary to carry out the provisions of this Resolution.

SECTION 3. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 4. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 2nd day of August, 2024.

ATTEST:

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

Exhibit A: Legal Description

EXHIBIT A

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL
PREPARED FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17’35”E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53’15”W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21’32”E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE

NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE

N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL “B” AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6A

STATE OF FLORIDA

COUNTY OF CITRUS

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of

0716 TUCRN 8/2/24 DEBT ASSESSM

was published in said newspaper by print in the issues of July 9 & 16, 2024 or by notification on the newspaper's website, if authorized, on July 9 & 16, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Jeanne Ethridge, Affiant

Sworn to and subscribed before me

this 16TH day of July 2024,

by Jeanne Ethridge who is personally known to me.

Maria A Parks

Notary Public

MARIA A. PARKS

NOTARY PUBLIC STATE OF FLORIDA

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER IMPOSITION OF SPECIAL ASSESSMENTS PURSUANT TO SECTION 170.07, *FLORIDA STATUTES*, BY THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL PURSUANT TO SECTION 197.3632(4)(b), FLORIDA STATUTES, BY THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF REGULAR MEETING OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of the Crystal Ridge Community Development District ("District") will hold public hearings on **August 2, 2024 at 11:00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429,** to consider the adoption of an assessment roll, the imposition of special assessments to secure proposed bonds on benefited lands within the District, a depiction of which lands is shown below, and to provide for the levy, collection and enforcement of the special assessments.

The District is located entirely within Citrus County, Florida. The lands to be improved are generally located north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44, and east of S. Rock Crusher Road, and are geographically depicted below and in the *Master Engineer's Report*, dated March 15, 2024 and revised June 24, 2024 ("Capital Improvement Plan"). The public hearing is being conducted pursuant to Chapters 170, 190 and 197, *Florida Statutes*. A description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the office of the District Manager c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33410, (877) 276-0889 ("District Manager's Office").

The District is a unit of special-purpose local government responsible for providing infrastructure improvements for lands within the District. The infrastructure improvements are currently expected to include, but are not limited to stormwater and drainage facilities, water and sewer, roadways, streets, sidewalks, community recreation and amenity facilities, underground electric, landscape, hardscape and irrigation systems, and other infrastructure ("Improvements"), all as more specifically described in the Capital Improvement Plan, on file and available during normal business hours at the District Manager's Office. According to the Capital Improvement Plan, the estimated cost of the Improvements is $58,132,000, which amount excludes the estimated costs for the improvements needed for the Expansion Area described in the Capital Improvement Plan.

The District intends to impose assessments on benefited lands in the manner set forth in the District's *Master Special Assessment Methodology Report*, dated June 27, 2024 ("Assessment Report"), which is on file and available during normal business hours at the District Manager's Office.

The purpose of any such assessment is to secure the bonds issued to fund the Improvements. As described in more detail in the Assessment Report, the District's assessments will be levied against respective benefitted lands within the District. The Assessment Report identifies maximum assessment amounts for each assessment area and land use category that is currently expected to be assessed. The lien for assessments is proposed to be allocated on an equal assessment per acre basis, and will be levied on an equivalent residential unit ("**ERU**") basis at the time that such property is platted or subject to a site plan or sold.

The annual principal assessment levied against each parcel will be based on repayment over thirty (30) years of the total debt allocated to each parcel. The District expects to assess and collect sufficient revenues to retire no more than $71,934,623.71 debt, exclusive of fees and costs of collection or enforcement, discounts for early payment and interest. This amount does not include assessments that may be levied against the Expansion Area described in the Assessment Report. The proposed schedule of assessments is as follows:

Crystal Ridge
Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

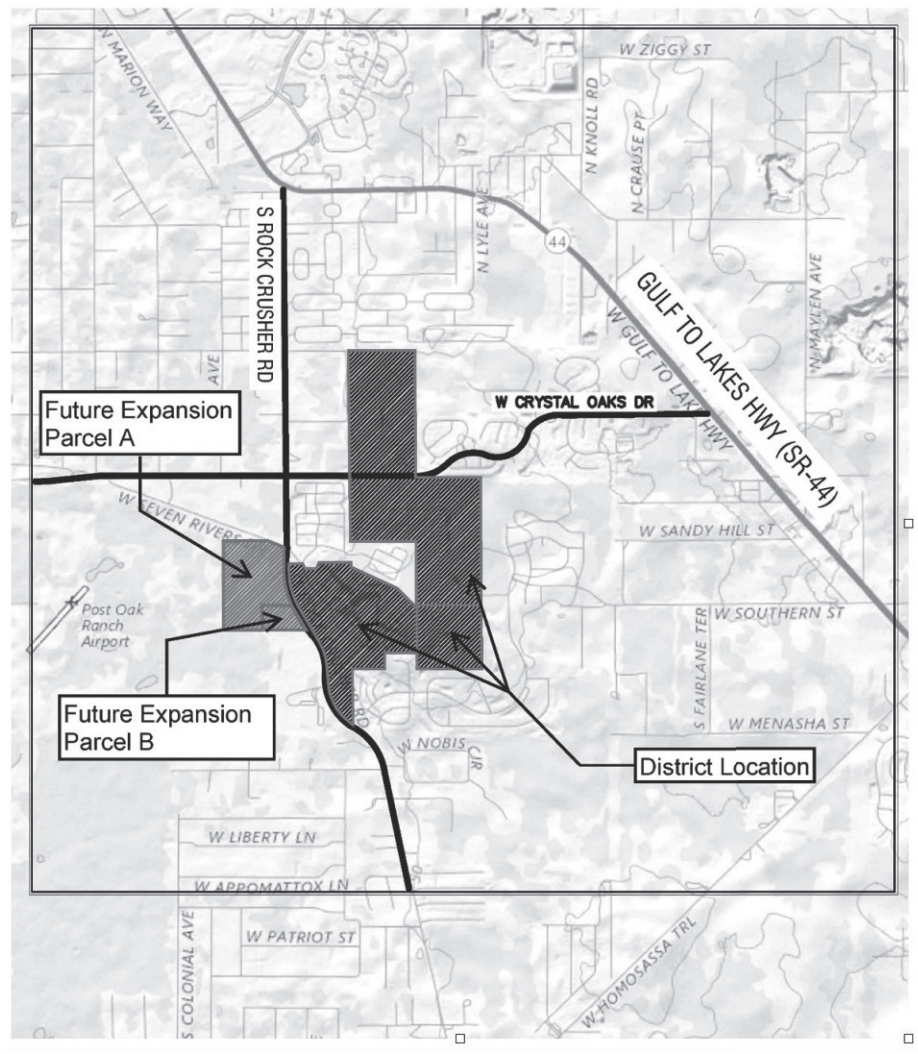
The assessments may be prepaid in whole at any time, or in some instances in part, or may be paid in not more than thirty (30) annual installments subsequent to the issuance of debt to finance the improvements. These annual assessments will be collected on the Citrus County tax roll by the Tax Collector. Alternatively, the District may choose to directly collect and enforce these assessments. All affected property owners have the right to appear at the public hearings and the right to file written objections with the District within twenty (20) days of the publication of this notice.

Also on August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429, the Board will hold a regular public meeting to consider any other business that may lawfully be considered by the District. The Board meeting and hearings are open to the public and will be conducted in accordance with the provisions of Florida law. The Board meeting and/or the public hearings may be continued in progress to a certain date and time announced at such meeting and/or hearings.

If anyone chooses to appeal any decision of the Board with respect to any matter considered at the meeting or hearings, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Any person requiring special accommodations at the meeting or hearings because of a disability or physical impairment should contact the District Manager's Office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 for aid in contacting the District office.

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT



RESOLUTION 2024-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAYED BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED 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.

WHEREAS, the Board of Supervisors (the "Board") of the Crystal Ridge Community Development District (the "District") hereby determines to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the infrastructure improvements (the "Improvements") described in the District's *Master Engineer's Report*, dated March 15, 2024 (revised May 10, 2024), attached hereto as **Exhibit A** and incorporated herein by reference; and

WHEREAS, it is in the best interest of the District to pay the cost of the Improvements by special assessments pursuant to Chapter 190, Florida Statutes (the "Assessments"); and

WHEREAS, the District is empowered by Chapter 190, the Uniform Community Development District Act, Chapter 170, Supplemental and Alternative Method of Making Local Municipal Improvements, and Chapter 197, the Uniform Method for the Levy, Collection and Enforcement of Non-Ad Valorem Assessments, Florida Statutes, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Improvements and to impose, levy and collect the Assessments; and

WHEREAS, the District hereby determines that benefits will accrue to the property improved, the amount of those benefits, and that special assessments will be made in proportion to the benefits received as set forth in the *Master Special Assessment Methodology Report*, dated May 31, 2024, attached hereto as **Exhibit B** and incorporated herein by reference and on file at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33411 (the "District Records Office"); and

WHEREAS, the District hereby determines that the Assessments to be levied will not exceed the benefit to the property improved.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. Assessments shall be levied to defray a portion of the cost of the Improvements.
2. The nature and general location of, and plans and specifications for, the Improvements are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.
3. The total estimated cost of the Improvements is $58,135,000.00 (the "Estimated Cost").
4. The Assessments will defray approximately $66,072,000.00, which amounts include the Estimated Costs, plus financing-related costs, capitalized interest and a debt service reserve.
5. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, including provisions for supplemental assessment resolutions.
6. The Assessments shall be levied, within the District, on all lots and lands adjoining and contiguous or bounding and abutting upon the Improvements or specially benefitted thereby and further designated by the assessment plat hereinafter provided for.
7. There is on file, at the District Records Office, an assessment plat showing the area to be assessed, with certain plans and specifications describing the Improvements and the estimated cost of the Improvements, all of which shall be open to inspection by the public.
8. Commencing with the year in which the Assessments are levied and confirmed, the Assessments shall be paid in not more than (30) thirty annual installments. The Assessments may be payable at the same time and in the same manner as are ad-valorem taxes and collected pursuant to Chapter 197, Florida Statutes; provided, however, that in the event the uniform non ad-valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law.
9. The District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.
10. The Board shall adopt a subsequent resolution to fix a time and place at which the owners of property to be assessed or any other persons interested therein may appear before the Board and be heard as to the propriety and advisability of the assessments or the making of the Improvements, the cost thereof, the manner of payment therefore, or the amount thereof to be assessed against each property as improved.
11. The District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) consecutive weeks) in a newspaper of general circulation within Citrus County and to provide such other notice as may be required by law or desired in the best interests of the District.
12. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 31st day of May, 2024.

ATTEST:

/s/ Craig Wrathell
Secretary/Assistant Secretary

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

/s/ Scott Prewitt
Chair/Vice Chair, Board of Supervisors

Exhibit A: Master Engineer's Report, dated March 15, 2024 (revised May 10, 2024)
Exhibit B: Master Special Assessment Methodology Report, dated May 31, 2024

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER IMPOSITION OF SPECIAL ASSESSMENTS PURSUANT TO SECTION 170.07, *FLORIDA STATUTES*, BY THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF ASSESSMENT ROLL PURSUANT TO SECTION 197.3632(4)(b), FLORIDA STATUTES, BY THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF REGULAR MEETING OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of the Crystal Ridge Community Development District ("District") will hold public hearings on **August 2, 2024 at 11:00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429,** to consider the adoption of an assessment roll, the imposition of special assessments to secure proposed bonds on benefited lands within the District, a depiction of which lands is shown below, and to provide for the levy, collection and enforcement of the special assessments.

The District is located entirely within Citrus County, Florida. The lands to be improved are generally located north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44, and east of S. Rock Crusher Road, and are geographically depicted below and in the *Master Engineer's Report*, dated March 15, 2024 and revised June 24, 2024 ("Capital Improvement Plan"). The public hearing is being conducted pursuant to Chapters 170, 190 and 197, *Florida Statutes*. A description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the office of the District Manager c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33410, (877) 276-0889 ("District Manager's Office").

The District is a unit of special-purpose local government responsible for providing infrastructure improvements for lands within the District. The infrastructure improvements are currently expected to include, but are not limited to stormwater and drainage facilities, water and sewer, roadways, streets, sidewalks, community recreation and amenity facilities, underground electric, landscape, hardscape and irrigation systems, and other infrastructure ("Improvements"), all as more specifically described in the Capital Improvement Plan, on file and available during normal business hours at the District Manager's Office. According to the Capital Improvement Plan, the estimated cost of the Improvements is $58,132,000, which amount excludes the estimated costs for the improvements needed for the Expansion Area described in the Capital Improvement Plan.

The District intends to impose assessments on benefited lands in the manner set forth in the District's *Master Special Assessment Methodology Report*, dated June 27, 2024 ("Assessment Report"), which is on file and available during normal business hours at the District Manager's Office.

The purpose of any such assessment is to secure the bonds issued to fund the Improvements. As described in more detail in the Assessment Report, the District's assessments will be levied against respective benefitted lands within the District. The Assessment Report identifies maximum assessment amounts for each assessment area and land use category that is currently expected to be assessed. The lien for assessments is proposed to be allocated on an equal assessment per acre basis, and will be levied on an equivalent residential unit ("**ERU**") basis at the time that such property is platted or subject to a site plan or sold.

The annual principal assessment levied against each parcel will be based on repayment over thirty (30) years of the total debt allocated to each parcel. The District expects to assess and collect sufficient revenues to retire no more than $71,934,623.71 debt, exclusive of fees and costs of collection or enforcement, discounts for early payment and interest. This amount does not include assessments that may be levied against the Expansion Area described in the Assessment Report. The proposed schedule of assessments is as follows:

Crystal Ridge
Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

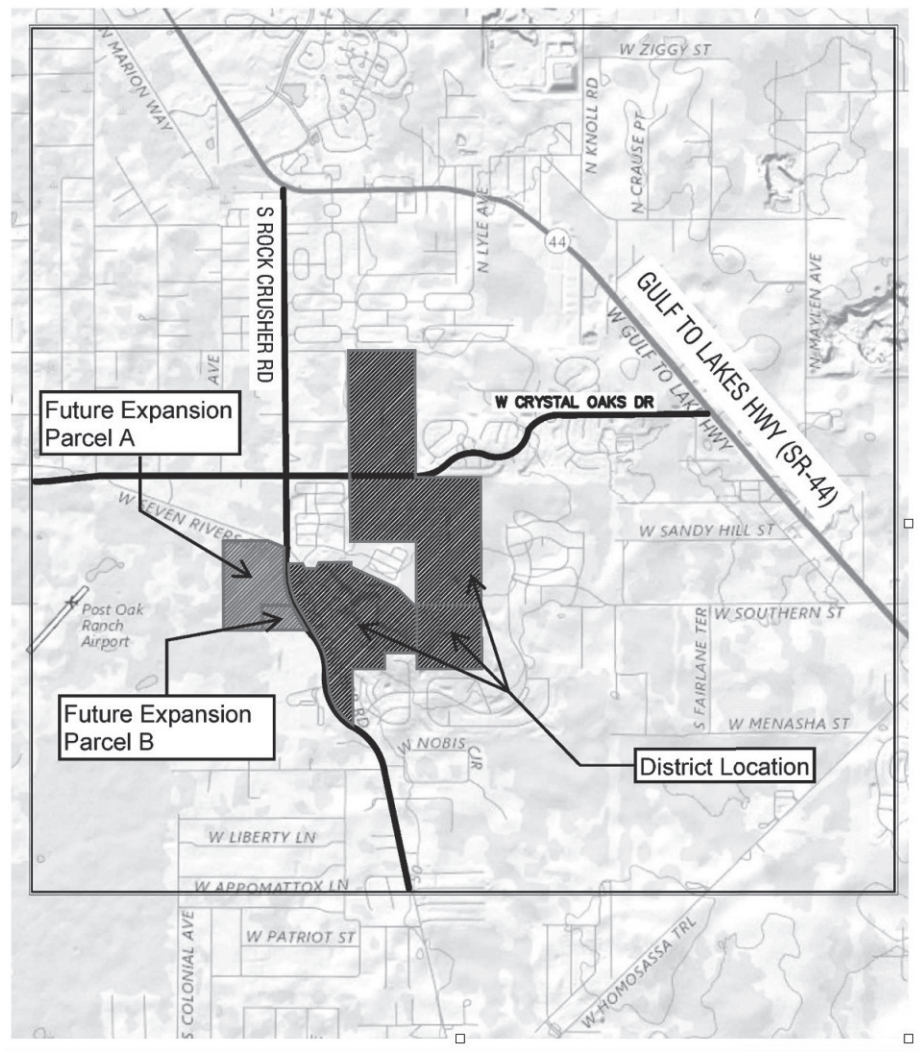
The assessments may be prepaid in whole at any time, or in some instances in part, or may be paid in not more than thirty (30) annual installments subsequent to the issuance of debt to finance the improvements. These annual assessments will be collected on the Citrus County tax roll by the Tax Collector. Alternatively, the District may choose to directly collect and enforce these assessments. All affected property owners have the right to appear at the public hearings and the right to file written objections with the District within twenty (20) days of the publication of this notice.

Also on August 2, 2024 at 11:00 a.m., at the Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429, the Board will hold a regular public meeting to consider any other business that may lawfully be considered by the District. The Board meeting and hearings are open to the public and will be conducted in accordance with the provisions of Florida law. The Board meeting and/or the public hearings may be continued in progress to a certain date and time announced at such meeting and/or hearings.

If anyone chooses to appeal any decision of the Board with respect to any matter considered at the meeting or hearings, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Any person requiring special accommodations at the meeting or hearings because of a disability or physical impairment should contact the District Manager's Office at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 for aid in contacting the District office.

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT



RESOLUTION 2024-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAYED BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED 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.

WHEREAS, the Board of Supervisors (the "Board") of the Crystal Ridge Community Development District (the "District") hereby determines to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the infrastructure improvements (the "Improvements") described in the District's *Master Engineer's Report*, dated March 15, 2024 (revised May 10, 2024), attached hereto as **Exhibit A** and incorporated herein by reference; and

WHEREAS, it is in the best interest of the District to pay the cost of the Improvements by special assessments pursuant to Chapter 190, Florida Statutes (the "Assessments"); and

WHEREAS, the District is empowered by Chapter 190, the Uniform Community Development District Act, Chapter 170, Supplemental and Alternative Method of Making Local Municipal Improvements, and Chapter 197, the Uniform Method for the Levy, Collection and Enforcement of Non-Ad Valorem Assessments, Florida Statutes, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Improvements and to impose, levy and collect the Assessments; and

WHEREAS, the District hereby determines that benefits will accrue to the property improved, the amount of those benefits, and that special assessments will be made in proportion to the benefits received as set forth in the *Master Special Assessment Methodology Report*, dated May 31, 2024, attached hereto as **Exhibit B** and incorporated herein by reference and on file at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33411 (the "District Records Office"); and

WHEREAS, the District hereby determines that the Assessments to be levied will not exceed the benefit to the property improved.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. Assessments shall be levied to defray a portion of the cost of the Improvements.
2. The nature and general location of, and plans and specifications for, the Improvements are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.
3. The total estimated cost of the Improvements is $58,135,000.00 (the "Estimated Cost").
4. The Assessments will defray approximately $66,072,000.00, which amounts include the Estimated Costs, plus financing-related costs, capitalized interest and a debt service reserve.
5. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, including provisions for supplemental assessment resolutions.
6. The Assessments shall be levied, within the District, on all lots and lands adjoining and contiguous or bounding and abutting upon the Improvements or specially benefitted thereby and further designated by the assessment plat hereinafter provided for.
7. There is on file, at the District Records Office, an assessment plat showing the area to be assessed, with certain plans and specifications describing the Improvements and the estimated cost of the Improvements, all of which shall be open to inspection by the public.
8. Commencing with the year in which the Assessments are levied and confirmed, the Assessments shall be paid in not more than (30) thirty annual installments. The Assessments may be payable at the same time and in the same manner as are ad-valorem taxes and collected pursuant to Chapter 197, Florida Statutes; provided, however, that in the event the uniform non ad-valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law.
9. The District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.
10. The Board shall adopt a subsequent resolution to fix a time and place at which the owners of property to be assessed or any other persons interested therein may appear before the Board and be heard as to the propriety and advisability of the assessments or the making of the Improvements, the cost thereof, the manner of payment therefore, or the amount thereof to be assessed against each property as improved.
11. The District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) consecutive weeks) in a newspaper of general circulation within Citrus County and to provide such other notice as may be required by law or desired in the best interests of the District.
12. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 31st day of May, 2024.

ATTEST:

/s/ Craig Wrathell
Secretary/Assistant Secretary

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

/s/ Scott Prewitt
Chair/Vice Chair, Board of Supervisors

Exhibit A: Master Engineer's Report, dated March 15, 2024 (revised May 10, 2024)
Exhibit B: Master Special Assessment Methodology Report, dated May 31, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6B

STATE OF FLORIDA)
COUNTY OF PALM BEACH)

AFFIDAVIT OF MAILING

BEFORE ME, the undersigned authority, this day personally appeared Han Liu, who by me first being duly sworn and deposed says:

1. I am over eighteen (18) years of age and am competent to testify as to the matters contained herein. I have personal knowledge of the matters stated herein.

2. I, Han Liu, am employed by Wrathell, Hunt and Associates, LLC, and, in the course of that employment, serve as Financial Analyst for the Crystal Ridge Community Development District.

3. Among other things, my duties include preparing and transmitting correspondence relating to the Crystal Ridge Community Development District.

4. I do hereby certify that on July 1st, 2024, and in the regular course of business, I caused letter(s), in the form attached hereto as **Exhibit A**, to be sent notifying affected landowner(s) in the Crystal Ridge Community Development District of their rights under Chapters 170 and 197, *Florida Statutes*, with respect to the District's anticipated imposition of assessments. I further certify that the letters were sent to the addressees identified in **Exhibit A** and in the manner identified in **Exhibit A.**

5. I have personal knowledge of having sent the letters to the addressees, and those records are kept in the course of the regular business activity for my office.

FURTHER AFFIANT SAYETH NOT.

_____
By: Han Liu, Financial Analyst

SWORN AND SUBSCRIBED before me by means of ☑ physical presence or ☐ online notarization this 1st day of July 2024, by Han Liu, for Wrathell, Hunt and Associates, LLC, who ☑ is personally known to me or ☐ has provided _____ as identification, and who ☐ did or ☑ did not take an oath.

DAPHNE GILLYARD
Notary Public
State of Florida
Comm# HH390392
Expires 8/20/2027

NOTARY PUBLIC

_____
Print Name: Daphne Gillyard
Notary Public, State of Florida
Commission No.: HH390392
My Commission Expires: 8/20/2027

EXHIBIT A: Copy of Mailed Notice

Crystal Ridge Community Development District

OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 33431
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

July 1, 2024

Via First Class U.S. Mail
CRYSTAL RIDGE COMMERCIAL GROUP LLC
103 COMMERCE ST STE 140
LAKE MARY, FL 32746

RE: Crystal Ridge Community Development District ("District")
Notice of Hearings on Debt Special Assessments
See attached Legal Description

Dear Property Owner:

You are receiving this notice because the Citrus County Property Appraiser's records indicate that you are a property owner within the District. The property that is subject to this notice is more particularly described by the legal description enclosed with this letter. In accordance with Chapters 170, 190 and 197, Florida Statutes, the District's Board of Supervisors ("**Board**") hereby provides notice of the following public hearings:

NOTICE OF PUBLIC HEARINGS

DATE:	August 2, 2024
TIME:	11:00 a.m.
LOCATION:	Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429

The purpose of the public hearings announced above is to consider the imposition of special assessments ("**Debt Assessments**") and adoption of an assessment roll to secure proposed bonds on benefited lands within the District ("**Lands**"), and to provide for the levy, collection and enforcement of the Debt Assessments. The purpose of any such Debt Assessments is to secure the proposed bonds to be issued by the District to finance certain public infrastructure improvements ("**Project**"), generally consisting of stormwater and drainage facilities, water and sewer, roadways, streets, sidewalks, community recreation and amenity facilities, underground electric, landscape, hardscape and irrigation systems, and other infrastructure, benefitting the Lands within the District. The Project is described in more detail in the *Master Engineer's Report*, dated March 15, 2024 and revised June 24, 2024 ("**Engineer's Report**"). The Debt Assessments are proposed to be levied as an assessment lien and allocated to the benefitted lands as set forth in the *Master Special Assessment Methodology Report,* dated June 27, 2024 ("**Assessment Report**"). At the conclusion of the public hearings, the Board will, by resolution, levy and impose assessments as finally approved by the Board. A meeting of the

District will also be held where the Board may consider any other business that may properly come before it. Please refer to **Exhibit A** enclosed herein for additional information related to the public hearings and meeting.

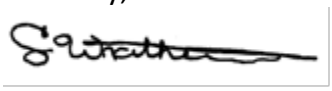
The District is located entirely within Citrus County, Florida. A geographic description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the "**District's Office**" located at c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 276-0889. Also, a copy of the agendas and other documents referenced herein may be obtained from the District's Office.

The public hearings and meeting are open to the public and will be conducted in accordance with Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record. There may be occasions when staff or board members may participate by speaker telephone. Any person requiring special accommodations because of a disability or physical impairment should contact the District Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Please note that all affected property owners have the right to appear and comment at the public hearings and meeting, and may also file written objections with the District Office within twenty (20) days of issuance of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

If you have any questions, please do not hesitate to contact the District Office.

Sincerely,



Craig Wrathell
District Manager

EXHIBIT A

Summary of Proposed Debt Assessments

1. **Proposed Debt Assessments and Total Revenue.** The total revenues the District will collect by the Debt Assessments is **$**71,934,623.71**.** This amount does not reflect the proposed assessments for the expansion areas described in the Assessment Report. The proposed Debt Assessments and Total Revenue are as follows:

Crystal Ridge

Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4

** Does not include applicable costs of collection and early payment discounts

2. **Unit of Measurement.** As described in the Assessment Report, the Debt Assessments will be initially allocated on an equal assessment per acre basis, and will be levied on an equivalent residential unit ("**ERU**") basis at the time that such property is platted or subject to a site plan or sold.

3. **Schedule of Debt Assessments:** For each bond issuance, the Debt Assessments principal is expected to be collected over a period of no more than 30 years subsequent to the issuance of debt to finance the improvements.

4. **Collection.** The Debt Assessments constitute a lien against benefitted property located within the District just as do each year's property taxes. For the Debt Assessments, the District may elect to have the County Tax Collector collect the assessments, or alternatively may collect the assessments by sending out an annual bill. For delinquent assessments that were initially directly billed by the District, the District may initiate a foreclosure action or may place the delinquent assessments on the next year's county tax bill. IT IS IMPORTANT TO PAY YOUR ASSESSMENT BECAUSE FAILURE TO PAY WILL CAUSE A TAX CERTIFICATE TO BE ISSUED AGAINST THE PROPERTY WHICH MAY RESULT IN LOSS OF TITLE, OR FOR DIRECT BILLED ASSESSMENTS, MAY RESULT IN A FORECLOSURE ACTION, WHICH ALSO MAY RESULT IN A LOSS OF TITLE. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

LEGAL DESCRIPTION OF CURRENT DISTRICT BOUNDARIES

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL
PREPARED FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17’35”E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53’15”W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21’32”E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE

NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE

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ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

Crystal Ridge Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 33431
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

July 1, 2024

Via First Class U.S. Mail
CRYSTAL RIDGE PROPERTY GROUP LLC
103 COMMERCE ST STE 140
LAKE MARY FL 32746

RE: Crystal Ridge Community Development District ("District")
Notice of Hearings on Debt Special Assessments
See attached Legal Description

Dear Property Owner:

You are receiving this notice because the Citrus County Property Appraiser's records indicate that you are a property owner within the District. The property that is subject to this notice is more particularly described by the legal description enclosed with this letter. In accordance with Chapters 170, 190 and 197, Florida Statutes, the District's Board of Supervisors ("**Board**") hereby provides notice of the following public hearings:

NOTICE OF PUBLIC HEARINGS

DATE:	August 2, 2024
TIME:	11:00 a.m.
LOCATION:	Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429

The purpose of the public hearings announced above is to consider the imposition of special assessments ("**Debt Assessments**") and adoption of an assessment roll to secure proposed bonds on benefited lands within the District ("**Lands**"), and to provide for the levy, collection and enforcement of the Debt Assessments. The purpose of any such Debt Assessments is to secure the proposed bonds to be issued by the District to finance certain public infrastructure improvements ("**Project**"), generally consisting of stormwater and drainage facilities, water and sewer, roadways, streets, sidewalks, community recreation and amenity facilities, underground electric, landscape, hardscape and irrigation systems, and other infrastructure, benefitting the Lands within the District. The Project is described in more detail in the *Master Engineer's Report*, dated March 15, 2024 and revised June 24, 2024 ("**Engineer's Report**"). The Debt Assessments are proposed to be levied as an assessment lien and allocated to the benefitted lands as set forth in the *Master Special Assessment Methodology Report,* dated June 27, 2024 ("**Assessment Report**"). At the conclusion of the public hearings, the Board will, by resolution, levy and impose assessments as finally approved by the Board. A meeting of the

District will also be held where the Board may consider any other business that may properly come before it. Please refer to **Exhibit A** enclosed herein for additional information related to the public hearings and meeting.

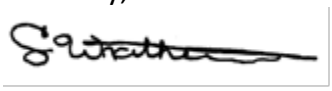
The District is located entirely within Citrus County, Florida. A geographic description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the "**District's Office**" located at c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 276-0889. Also, a copy of the agendas and other documents referenced herein may be obtained from the District's Office.

The public hearings and meeting are open to the public and will be conducted in accordance with Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record. There may be occasions when staff or board members may participate by speaker telephone. Any person requiring special accommodations because of a disability or physical impairment should contact the District Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Please note that all affected property owners have the right to appear and comment at the public hearings and meeting, and may also file written objections with the District Office within twenty (20) days of issuance of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

If you have any questions, please do not hesitate to contact the District Office.

Sincerely,



Craig Wrathell
District Manager

EXHIBIT A

Summary of Proposed Debt Assessments

1. **Proposed Debt Assessments and Total Revenue.** The total revenues the District will collect by the Debt Assessments is **$**71,934,623.71**.** This amount does not reflect the proposed assessments for the expansion areas described in the Assessment Report. The proposed Debt Assessments and Total Revenue are as follows:

Crystal Ridge

Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4

** Does not include applicable costs of collection and early payment discounts

2. **Unit of Measurement.** As described in the Assessment Report, the Debt Assessments will be initially allocated on an equal assessment per acre basis, and will be levied on an equivalent residential unit ("**ERU**") basis at the time that such property is platted or subject to a site plan or sold.

3. **Schedule of Debt Assessments:** For each bond issuance, the Debt Assessments principal is expected to be collected over a period of no more than 30 years subsequent to the issuance of debt to finance the improvements.

4. **Collection.** The Debt Assessments constitute a lien against benefitted property located within the District just as do each year's property taxes. For the Debt Assessments, the District may elect to have the County Tax Collector collect the assessments, or alternatively may collect the assessments by sending out an annual bill. For delinquent assessments that were initially directly billed by the District, the District may initiate a foreclosure action or may place the delinquent assessments on the next year's county tax bill. IT IS IMPORTANT TO PAY YOUR ASSESSMENT BECAUSE FAILURE TO PAY WILL CAUSE A TAX CERTIFICATE TO BE ISSUED AGAINST THE PROPERTY WHICH MAY RESULT IN LOSS OF TITLE, OR FOR DIRECT BILLED ASSESSMENTS, MAY RESULT IN A FORECLOSURE ACTION, WHICH ALSO MAY RESULT IN A LOSS OF TITLE. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

LEGAL DESCRIPTION OF CURRENT DISTRICT BOUNDARIES

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL
PREPARED FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17’35”E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53’15”W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21’32”E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

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July 1, 2024

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The purpose of the public hearings announced above is to consider the imposition of special assessments ("**Debt Assessments**") and adoption of an assessment roll to secure proposed bonds on benefited lands within the District ("**Lands**"), and to provide for the levy, collection and enforcement of the Debt Assessments. The purpose of any such Debt Assessments is to secure the proposed bonds to be issued by the District to finance certain public infrastructure improvements ("**Project**"), generally consisting of stormwater and drainage facilities, water and sewer, roadways, streets, sidewalks, community recreation and amenity facilities, underground electric, landscape, hardscape and irrigation systems, and other infrastructure, benefitting the Lands within the District. The Project is described in more detail in the *Master Engineer's Report*, dated March 15, 2024 and revised June 24, 2024 ("**Engineer's Report**"). The Debt Assessments are proposed to be levied as an assessment lien and allocated to the benefitted lands as set forth in the *Master Special Assessment Methodology Report,* dated June 27, 2024 ("**Assessment Report**"). At the conclusion of the public hearings, the Board will, by resolution, levy and impose assessments as finally approved by the Board. A meeting of the

District will also be held where the Board may consider any other business that may properly come before it. Please refer to **Exhibit A** enclosed herein for additional information related to the public hearings and meeting.

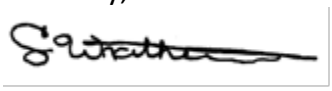
The District is located entirely within Citrus County, Florida. A geographic description of the property to be assessed and the amount to be assessed to each piece or parcel of property may be ascertained at the "**District's Office**" located at c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 276-0889. Also, a copy of the agendas and other documents referenced herein may be obtained from the District's Office.

The public hearings and meeting are open to the public and will be conducted in accordance with Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record. There may be occasions when staff or board members may participate by speaker telephone. Any person requiring special accommodations because of a disability or physical impairment should contact the District Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Please note that all affected property owners have the right to appear and comment at the public hearings and meeting, and may also file written objections with the District Office within twenty (20) days of issuance of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

If you have any questions, please do not hesitate to contact the District Office.

Sincerely,



Craig Wrathell
District Manager

EXHIBIT A

Summary of Proposed Debt Assessments

1. **Proposed Debt Assessments and Total Revenue.** The total revenues the District will collect by the Debt Assessments is **$**71,934,623.71**.** This amount does not reflect the proposed assessments for the expansion areas described in the Assessment Report. The proposed Debt Assessments and Total Revenue are as follows:

Crystal Ridge

Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4

** Does not include applicable costs of collection and early payment discounts

2. **Unit of Measurement.** As described in the Assessment Report, the Debt Assessments will be initially allocated on an equal assessment per acre basis, and will be levied on an equivalent residential unit ("**ERU**") basis at the time that such property is platted or subject to a site plan or sold.

3. **Schedule of Debt Assessments:** For each bond issuance, the Debt Assessments principal is expected to be collected over a period of no more than 30 years subsequent to the issuance of debt to finance the improvements.

4. **Collection.** The Debt Assessments constitute a lien against benefitted property located within the District just as do each year's property taxes. For the Debt Assessments, the District may elect to have the County Tax Collector collect the assessments, or alternatively may collect the assessments by sending out an annual bill. For delinquent assessments that were initially directly billed by the District, the District may initiate a foreclosure action or may place the delinquent assessments on the next year's county tax bill. IT IS IMPORTANT TO PAY YOUR ASSESSMENT BECAUSE FAILURE TO PAY WILL CAUSE A TAX CERTIFICATE TO BE ISSUED AGAINST THE PROPERTY WHICH MAY RESULT IN LOSS OF TITLE, OR FOR DIRECT BILLED ASSESSMENTS, MAY RESULT IN A FORECLOSURE ACTION, WHICH ALSO MAY RESULT IN A LOSS OF TITLE. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

LEGAL DESCRIPTION OF CURRENT DISTRICT BOUNDARIES

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL
PREPARED FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17’35”E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53’15”W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21’32”E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE

NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE

N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL “B” AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

Crystal Ridge
Community Development District

MASTER ENGINEER'S REPORT
INFRASTRUCTURE IMPROVEMENTS

March 15, 2024

(revised June 24, 2024)

Prepared For:

Crystal Ridge Community Development District

Board of Supervisors

103 Commerce Street, Suite 140

Lake Mary, Florida 32746

Prepared By:

Ardurra Group, Inc.

925 SE 17TH St, Suite A
Ocala, FL 34471

(352) 861-7799

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Appendix

Exhibit 1 ..... Location Map

Exhibit 2 ..... CDD Legal Description

Exhibit 3 ..... PUD Master Plan

Exhibit 4 ..... Stormwater / Drainage Map

Exhibit 5 ..... Water Distribution Map

Exhibit 6 ..... Sanitary Sewer Map

Exhibit 7 ..... Future Development Parcels

I. Introduction

A. Location and General Description

The Crystal Ridge planned development is a residential land development project (the "Development") located in the central region of Citrus County, Florida. The subject development property straddles W. Crystal Oaks Drive, adjoining S. Rock Crusher Road on the west side of the development and traversing less than a mile west of W. Gulf to Lakes Highway (SR 44). The site general location is north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44 (Gulf to lakes Highway), and east of S. Rock Crusher Road.

The Crystal Ridge Community Development District (the "District") is a unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, as amended, and created by Ordinance 2023-01, enacted by the Board of County Commissioners of Citrus County , Florida on October 24, 2023. The District contains approximately 412.40 acres and is located within Section 31, Township 18S, Range 18E and Section 6, Township 19S, Range 18E and Section 1, Township 19S, Range 17E. The parcels identified on **Exhibit 7 -Future Expansion Parcels** (the "Future Expansion Parcels"), consisting of a 49 acre parcel and a 9 acre parcel, may be added to the District's boundary on a future date pursuant to Section 190.046(1)(h), Florida Statutes. The Future Expansion Parcels are located immediately west of S. Rock Crusher Road.

The location of the District is illustrated on **Exhibit 1-Location Map**, and a legal description of the District property boundaries are defined in **Exhibit 2 – Legal Description**. All Exhibits are provided in the Appendix of this report.

Crystal Ridge is a Planned Unit Development (reference No. CPA/AA/PUD-22-01) approved by the Citrus County Board of County Commission on March 8, 2022 as Ordinance 2022-A27. In accordance with the Citrus County Comprehensive Plan, the Development is located within an area designated on the Future Land Use Map (FLUM) as an area of Low Density Residential (LDR), and Medium Density Residential (MDR). The Master Plan is included as **Exhibit 3 – PUD Master Plan** in the Appendix of this report.

B. District Purpose and Scope

The purpose of the District is to enable and facilitate financing, acquiring, or constructing, maintaining, and/or operating infrastructure necessary to support the Development.

The purpose of this report is to provide a description of the public infrastructure improvements to be financed, constructed, and/or acquired

by the District. General development of the project, as of the preparation of this report, has been implemented by Dix Developments, LLC (the "Developer") and no significant construction has commenced to date.

C. Description of Land Use

The lands within the district encompass approximately 412.40 acres that includes 354.49 acres approved as Crystal Ridge PUD and 57.91 acres as a future expansion parcel west of S. Rock Crusher Road. The current 354.49 acres Crystal Ridge Development property is planned as a residential community consisting of 957 detached single Family homesites to be developed in multiple phases.

An illustration of the Planned Unit Development Master Plan is included in the appendix as **Exhibit 3 – CRYSTAL RIDGE PD Master Plan.**

Currently the land use schedule presents a series of 4 planned development phases as listed in **Table 1.0** below. Phases of the development may be constructed independently or simultaneously depending on market conditions, adsorption, and infrastructure funding.

Table 1.0 Phasing Schedule

Development Phase Identification	Planned Proposed Number of Single Family Detached Lots	Expansion Area (Lots or units)	Phase Schedule
Phase 1	232	40	5 Years
Phase 2A	315	60	10 Years
Phase 2B	181		20 Years
Phase 3	161		10 Years
Phase 4	68		15 Years
Neighborhood Commercial		65,000 SF	10 Years
Multi-Family Apartments		300	5 years
Totals	**957**	**400**	

Planning and Conceptual Development Plans for the 57.91 Ac. future "Expansion Area" development parcel are being prepared and it is anticipated that the area will be constructed within the phasing schedule timeframe noted above.

The current land use plan for Crystal Ridge is summarized in **Table 2.0A, 2.0B and 2.0C** below:

Table 2.0A Land Use Plan Schedule

PROPOSED LAND USE	Approximate Area (Acres)	Number of Units	Percent of Project Area
Residential Development Area (Single Family Detached)	280.0	957	79%
Community Facilities Recreation and Open Space	3.49		1%
Open Space	71.0		20%
Total:	**354.49**		**100%**

Table 2.0B Expansion Area Planned Land Use Schedule

PROPOSED LAND USE	Approximate Area (Acres)	Number of Units	Percent of Project Area
Residential Development (Single Family Detached)	26.2	100	45%
Residential Development (Multi-Family Apartments)	15.5	300	27%
Commercial Towncenter	8.2	65,000 SF	14%
Community Facilities Recreation and Open Space	8.0		14%
Total:	**57.91**		**100%**

Table 2.0C Estimate of Planned Lot Sizes

Proposed Lot Size	Phase 1	Phase 2	Phase 3	Phase 4	Expansion
40' wide (SF lot)					40
50' wide (SF lot)		35	115		60
60' wide (SF lot)	9	133	22	22	-
70' wide (SF lot)	132	276	5	33	-
80' wide or larger Lot	93	64	6	12	-
Total:	**234**	**508**	**148**	**67**	**100**

II. Status of Permitting

A number of regulatory agencies and the local government have authorized jurisdiction for implementing the requirements of codes, regulations, and permit conditions for approval to develop land and construct infrastructure in Citrus County. Local Government regulations governing development include the implementation of the Citrus County Comprehensive Plan with the primary implementing requirements contained in the Citrus County Land Development Code (LDC) adopted pursuant to Chapter 163, Part II, Florida Statutes, and Chapter 125, Florida Statutes. In addition to the LDC, there are project specific conditions and development standards that are included in the PUD Master Plan and approval ordinance for CPA/AA/PUD-22-01 that supersede the specific LDC requirements.

The Federal and State agencies administering permit authority for this Development include the following:

- US Fish and Wildlife
- Florida Department of Environmental Protection
- Southwest Florida Water Management District
- Florida Fish and Wildlife Conservation Commission
- Florida Department of State Division of Historic Resources

Local Government authority by the Citrus County Board of County Commission is responsible for the authorization and implementation of the Citrus County Land Development Code and related Code of ordinances.

The following permits are anticipated to be required for the Development Infrastructure:

1. Citrus County
    - ✓ Development Order for each phase of Development (Improvement Plan approval) including department signoff for Engineering, Utilities, Planning, Fire Prevention, 911 Addressing, Health Department, and Public Works.
    - ✓ Right of Way Utilization Permit for infrastructure construction within existing County right of way.

2. Southwest Florida Water management District (SWFWMD)
    - ✓ Environmental Resource General Construction Permit (ERP)
    - ✓ Well construction permit for irrigation wells

3. Florida Department of Environmental Protection (FDEP)
    - ✓ Public Drinking Water System Construction Permit
    - ✓ Domestic Wastewater Collection/Transmission System Construction Permit
    - ✓ National Pollutant Discharge Elimination System (Notice of Intent)

4. Florida Fish and Wildlife Conservation Commission
    - ✓ Threatened and Endangered Species Gopher Tortoise Relocation permit

5. Florida Department of State Division of Historic Resources
    - ✓ Archeological Assessment Sufficiency Approval

The Florida Department of State Division of Historic Resources has a public comment input required for the SWFWMD ERP permit.

As previously identified, this development and establishing necessary infrastructure to support the planned residential community will be constructed in several development phases and related component parts. Project infrastructure includes both off-site roadway and utility improvements and on-site components for roadways and parking, drainage systems, water and sewer systems, stormwater management areas, recreation and community facilities, signage, street lighting, landscape and irrigation, fences and walls, underground electric and similar related development components.

It is the opinion and belief of the preparer of this report that necessary permits for the construction of all phases of the Development can be obtained and that there are no technical reasons known or presented at this time or promulgated to be implemented in the near future that would prohibit the implementation of the plans for the Development presented herein. It is further the opinion that all permits not yet obtained and which are necessary to affect the improvements described herein will be obtained during the ordinary course of design, permitting and construction of the development.

III. Infrastructure Description

A. Infrastructure Facilities Description

Chapter 190, Section 190.012 of the Florida Statutes details what items can be financed by a CDD. The following is a brief description of the planned facilities to service the District.

1. STORMWATER AND DRAINAGE FACILITIES: Includes Stormwater management facilities and drainage systems for water management and control within the lands of the district. Includes drainage retention areas, drainage ditches, control structures and storm inlets, stormwater piping, and related stormwater facilities.

2. PUBLIC DRINKING WATER AND FIRE SYSTEMS: Includes Public drinking water distribution system and related components including fire hydrants and appurtenances. Includes pipes and water mains, water services, valves, conduits, in and along streets, alleys, roadways, and other public place or ways, to distribute drinking water to individual Lots and community facilities.

3. SANITARY SEWER SYSTEMS: Includes infrastructure components and systems related to the community sanitary sewer collection, pumping and transmission systems for servicing each lot and community facility with central sewer service. Includes manholes, gravity sewer pipelines, sanitary sewer lift stations, forcemains, electrical components, valves, and appurtenances in and along streets, alleys, roadways, and other public place or ways, to collect and transmit wastewater to the Citrus County Utility system as the service provider.

4. ROADWAYS, STREETS, SIDEWALKS and COMMUNITY FACILITIES: This includes District roads constructed to equal or exceeding the applicable specifications of Citrus County. It also includes roadway improvements and pedestrian sidewalks improvements within the planned community and to connection with existing public roads that are owned by or intended to be conveyed to Citrus County. Includes land grading, fill and excavation, roadway paving and curbs, roadway signage and pavement markings.

5. COMMUNITY RECREATION and AMENITIES FACILITIES: The component includes facilities such as the Community clubhouse and associated site infrastructure and improvements, recreation courts and areas, site lighting, pavilions and walkways, landscaping, and hardscape areas, retaining walls, parking facilities and site drainage, community signage and multipurpose

trails, fencing and gates, gatehouses and security systems, and community pocket parks.

6. UNDERGROUND ELECTRIC UTILITIES: The Development will include street lighting and underground electric utilities systems and services by Withlacoochee River Electric Cooperative (WREC) the local public electric utility servicing the territory. Primary electric infrastructure is to be owned, operated, and maintained by WREC, however, the capital improvement differential cost between overhead electric and underground electric infrastructure commonly accounted as CIAC (Contribution in aid to Construction) is considered a District obligation infrastructure cost and therefore associated to District owned property. In accordance with Section 190.12 F.S. District may request the underground placement of utility lines by the local retail electric utility provider in accordance with the utility's tariff on file with the Public Service Commission and may finance the required contribution.

7. LANDSCAPE, HARDSCAPE, AND IRRIGATION SYSTEMS: This development infrastructure component includes landscaping and landscape materials along roadways, entrances, parks and common areas and landscape buffers. Landscape hardscape generally includes, District maintained retaining walls, entrance features, fencing, and development monument signage and related supporting facilities. This component includes common area irrigation systems and wells to service District owned and maintained areas.

B. Benefits and Improvements

As allowed under the Uniform Community District Act of 1980, as embodied in Chapter 190, Florida Statutes the District is authorized to finance, design, install, operate, and maintain public infrastructure within and outside of the District's boundaries. It is the intent of the District to establish the needed infrastructure to service the residents and property owners of Crystal Ridge.

Benefits to the property owners can be classified in two types of categories. The categories include:

1. Community wide public benefits
2. Incidental public benefits

Community-wide public benefits can be defined as public infrastructure improvements that service all residents and property owners within the District and/or provide an overall community benefit to the cost of the infrastructure, including operations and maintenance cost, financing, and debt service cost, as well as administration of the District responsibilities. In addition to the specific infrastructure components of the District as previously defined, the District is to provide landowners consistently high levels of public facilities and services managed and financed through self-imposed fees and assessments. Secondly, the District is to ensures that these community development facilities and services are maintained at a proper level.

Incidental public benefits are understood as those benefits received by the general public who do not necessarily reside within the District. Such benefits can generally be recognized as improvements to the regional infrastructure, such as roadway or intersection improvements, extension or upgrades to regional water and sewer systems to service the community, improved pedestrian sidewalk connectivity around the community or simply improved services to the District and region including first responder services, safety, and managed open spaces. Some of these benefits can occur for a couple of reasons. One reason is that the general public can use some of the improvements provided freely and conveniently. A second reason is that some specific improvements are required by Development Order or Developer Agreement based on specific requests for development of the various parts of the community within the District.

The proposed public infrastructure improvements identified in this report are intended to provide specific benefit to the assessable real property within the boundaries of the District. As the property is currently not constructed for residential housing and predominantly undeveloped, the identified

infrastructure construction is necessary, and the associated future maintenance of the infrastructure improvements is necessary and will benefit the property for the intended use as a residential subdivision.

IV. Master Infrastructure Improvements

Infrastructure improvements for the Development include the infrastructure components defined in Part III above. The infrastructure necessary to provide the planned transportation, utilities, environmental landscape and open scape, residential stormwater management and community facilities for the benefit of the developable lands within the District are recognized as the "Master Project." The Master Project can be further defined as individual elements and components of which some or all of the components can be included in each phase of development. In summary the Master Project elements include the construction and/or cost of:

a. Site Clearing, Earthwork/grading and soil stabilization of the public property
b. Construction of stormwater management Drainage Retention Areas (DRAs)
c. Storm piping and drainage inlet systems
d. Control structures and retaining walls for stormwater management
e. Drinking water system piping, valves, fire hydrants and related components
f. Sewer collection system piping, manholes and related appurtenances
g. Wastewater Pump Stations, forcemain piping systems and appurtenances
h. Landscaping and associated irrigation systems
i. Hardscape improvements for walls, fences, signs, and sidewalks.
j. Off-site paved roadway intersections and intersection improvements
k. Off-site water and sewer utility extensions and related improvements.
l. On-site paved roadways, curbs, sidewalks, round-a-bouts, and related improvements.
m. Street lighting, undergrounding of electric utility lines, transformers, 3-way cabinets and related electrical appurtenances.
n. Costs for professional service fees, permit fees, and infrastructure testing

V. Ownership and Maintenance

Ownership and Maintenance (O&M) of the improvements is generally anticipated as set forth in **Table 5.0** below. It is anticipated that, in addition to the annual non-ad valorem assessments to be levied and collected by the District to pay debt services on its financing instrument (typically Bonds) to fund the Capital Improvements, the District will levy and collect an annual "Maintenance Assessment" to be determined, assessed, and levied by the District's Board of Supervisors upon assessable real property within the District for purposes of defraying the cost and expenses of operating and maintaining District-owned improvements.

Table 5.0 Proposed Facilities and Services

Facility	Financed By	Ownership	Operation and Maintenance
Parking (Non-commercial Areas)	CDD	CDD	CDD
Earthwork, Storm Water and Surface Water Management	CDD	CDD	CDD
On-Site Conservation Areas, Mitigation Areas and Wildlife Habitat	CDD	CDD	CDD
Off-Site Conservation Areas, Mitigation Areas	CDD	MB	MB
Public Drinking Water and Sanitary Sewer collection Systems	CDD	COUNTY	COUNTY
Landscaping, Hardscaping, Signage, Irrigation, Fencing and Gates.	CDD	CDD	CDD
Recreation Facilities	CDD	CDD	CDD
Street Lighting and Undergrounding of Primary Electric Utility Facilities	CDD (1)	WREC	WREC

Notes: (1) CDD cost for funding CIAC portion only and monthly electrical use costs for lighting.
Key:
CDD = Crystal Ridge Community Development District
COUNTY = Citrus County (Department of Water Resources Utilities Division)
MB = Mitigation Bank (to be determined later)
WREC = Withlacoochee River Electric Cooperative

VI. Estimate of Probable Construction Costs

A. Component Cost Descriptions

Description of the components of the infrastructure for the Development are provided in Part III and IV above. More specifically and in addition to the primary on-site public roadways, stormwater, and utilities to service the residential development areas buildable lots, the following components are included in the required infrastructure and unique to Crystal Ridge location.

1) **Off-site roadway and intersection improvements:** Off-site roadway improvements are located outside of the boundary of the District. The improvements consist of the roadway widening and lane additions for the intersection at W. Crystal Oaks Drive. Offsite pedestrian sidewalks (multi use trail) are also required along one side of W. Crystal Oaks Drive. Similarly, sidewalks and the addition of turn lanes and widened right of way are required for intersections along S. Rock Crusher Road.

2) **Off-site water and sewer utility extensions**: To obtain water and sewer utility service for some of the development phases within the District, new infrastructure utilities will need to be extended and connected to piping and appurtenances outside of the Boundary of the District. Most connection are within adjacent County right of way, however, final design at the time of phase development will dictate if additional quantities of this infrastructure or upgrades to County systems will be required.

3) **Landscape, irrigation, and Hardscape:** Components for Landscaping include installation of trees, shrubs, and ground cover at entrances, along roadways, within pocket parks and open spaces, recreation tracts. Irrigation components include the irrigation piping and sprinkler systems, water wells and irrigation controllers to service the landscaped areas.

4) **Recreation and Community Facilities:** Recreation and community facilities for Crystal Ridge are planned to include a community clubhouse with parking facilities and site drainage, site lighting, landscape, hardscape areas, and retaining walls. Active recreation is planned to include recreation courts and similar activity areas. Additional planned facilities may include pavilions and walkways, swimming pool and local community buildings, community signage and multi-purpose trails, fencing and gates, gatehouse and security systems, and community pocket parks.

5) **Professional Services, Inspections and Testing Fees**: Professional services from various consultants are necessary to design, obtain site specific data and testing, obtain regulatory permits, and oversee the construction of public infrastructure components within and associated with the Development. The consultants include but are not limited to Civil Engineers, Surveyors, Environmental Scientists, Geotechnical Engineers, Land Planners, Landscape Architects, Architects, Mechanical and Electrical Engineers, Structural Engineers, Transportation Engineers, and Land Development Attorneys. Permitting fees and similar review fees are typically required for each regulatory agency and local government department for each development area and phase to be reviewed and permitted for construction. Permit fees and regulatory cost are administered to ensure the public improvements are designed in accordance with the agency's rules, codes and ordinances and constructed in accordance with the approved project plans and specifications. The professional service fees, inspection and review fees, and permit cost are included in the District's public infrastructure cost estimates.

B. Capital Improvements Plan: Estimate of Probable Construction Cost

An estimate of the Probable Construction Cost for the infrastructure components and related permit fees, professional fees and testing is summarized below in **Table 6.0.** Construction cost have been derived based on estimated quantities of infrastructure components and estimated unit costs from similar projects and programs in Central Florida. Actual costs are dependent on several factors and subject to qualified contractor bids and quotations generally obtained at the time of construction scheduling and implementation for each stage and phase of development.

Table 6.0 Capital Improvements Cost for Proposed Facilities and Services

FACILITY CATEGORY DESCRIPTION	ESTIMATED CAPITAL COST	EXPANSION AREA ESTIMATED CAPITAL COST
ROADWAYS & PARKING	$8,301,000	$1,426,000
STORMWATER	$15,546,000	$2,521,000
WATER	$3,970,000	$541,000
WASTEWATER	$8,225,000	$1,066,000
LANDSCAPING AND IRRIGATION	$520,000	$210,000
ELECTRIC (Undergrounding Service System)	$935,000	$141,000
GUARDHOUSES, FENCES, WALLS	$2,118,000	$0
RECREATION & COMMUNITY FACILITIES	$5,100,000	$200,000
PROFESSIONAL SERVICES (15%)	$6,710,000	$916,000
CONTINGENCY (15%)	$6,710,000	$916,000
TOTAL	**$58,132,000**	**$7,934,000**

Note: Expansion Area cost do not include on-site Apartment site infrastructure, Commercial area infrastructure or Sports Facilities area.

VII. Conclusion and Summary

The public infrastructure improvements as detailed herein are necessary for the functional development of the District. The planning and preliminary design of the public infrastructure, community layout and anticipated off-site improvements, has been completed to include necessary improvements that are in accordance with the current governing regulatory requirements and approved Planned Unit Development zoning ordinance.

Assuming Master Project improvements are completed in a timely manner to the general development schedule, it is our opinion that the proposed public infrastructure improvements will provide the intended function, so long as the construction is completed in substantial compliance with the design and permit requirements.

It is the intent of the information contained in this report to provide reference to the District in order for the District to fund the acquisition and/or construction of all or a portion of the Master Project improvements included in this report through the issuance of special assessment bonds. The costs provided herein are exclusive of certain legal, administrative, financing, operations and/or maintenance services necessary to finance, construct, acquire and/or operate the Master Project improvements. The Engineer recommends that the District should levy and collect an annual "Operating and Maintenance Assessment" to be determined, assessed, and levied by the District's Board of Supervisors upon the assessable real property within the District for the purpose of defraying the cost and expenses of maintaining District-owned improvements.

It is my professional opinion that the infrastructure improvement cost provided herein for the District's proposed Master Project total improvements are fair and reasonable to complete the construction of the public infrastructure improvements described herein, and that these Master Project Improvements represent a system of infrastructure improvements that will specifically benefit and add value to all developable land within the District.

All infrastructure costs are for accessible public improvements or community facilities as set forth in Chapter 190, Section 190.12(1) and (2) of the Florida Statutes.

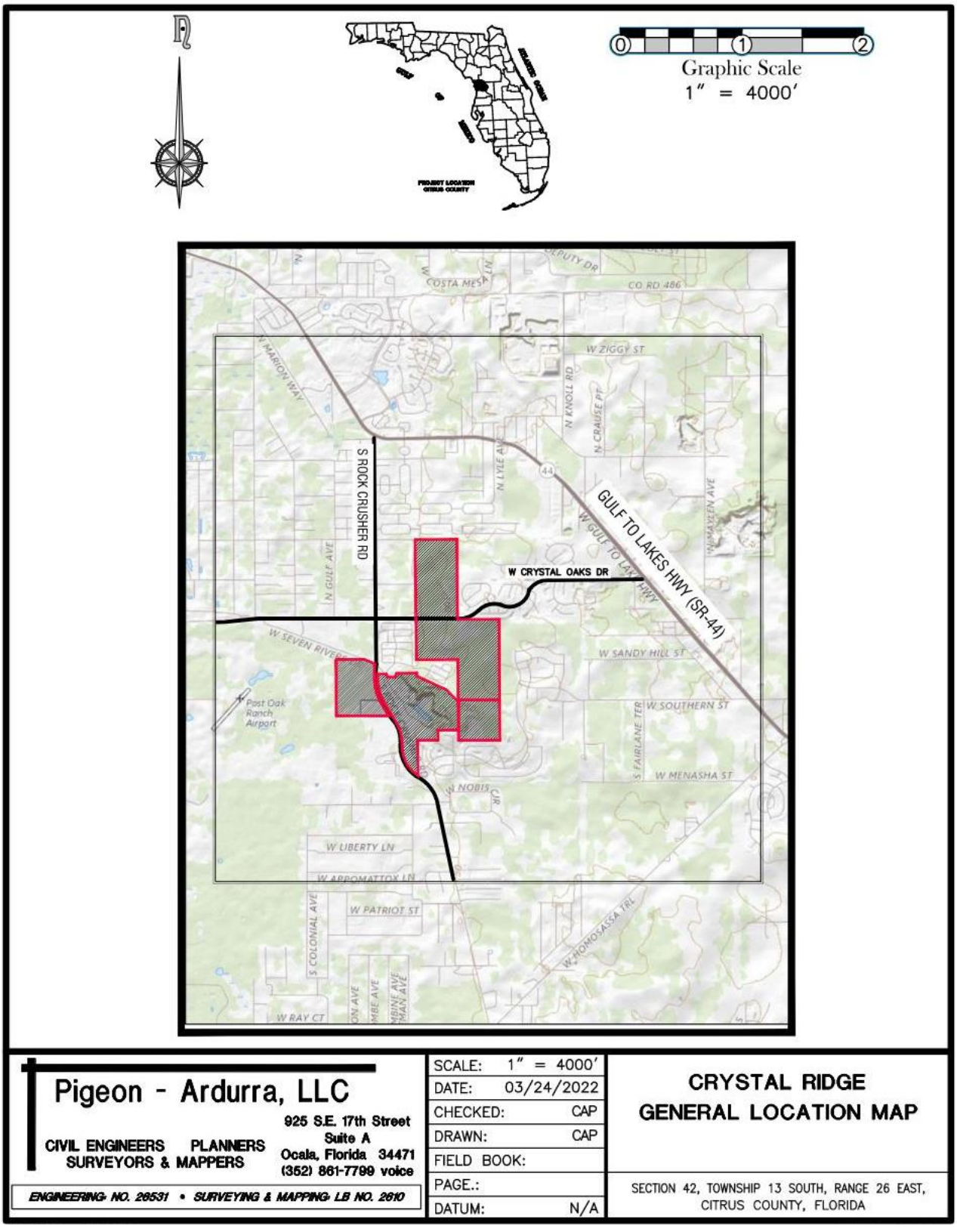
The cost estimate of the Master Project infrastructure is only an estimate of probable construction cost and not a guaranteed maximum price. Where necessary, historical costs and information from other professionals and/or utility contractors, site contractors and general contractors have been used in the preparation of this report. Consultants and contractors who have contributed to providing the cost data included in this report are reputable entities within the region of the District. It

is therefore our opinion that the construction of the proposed public infrastructure improvements can be completed at the cost stated. It is my view that the cost to be paid by the District for the Master project infrastructure will not exceed the greater of the actual cost of fair market value of such improvements.

The labor market, future material, and equipment cost, increased regulatory action and rule requirements, and the actual construction process, stages and schedule, all have an effect on cost and are all economic factors beyond District's and Developer's control. Due to the inherent opportunity for fluctuation in construction cost in Florida, the total final cost of establishing infrastructure improvements at Crystal Ridge may be more or less than this estimate.

APPENDIX

EXHIBIT 1 – LOCATION MAP



Pigeon - Ardurra, LLC CIVIL ENGINEERS PLANNERS SURVEYORS & MAPPERS 925 S.E. 17th Street Suite A Ocala, Florida 34471 (352) 861-7799 voice ENGINEERING NO. 28531 • SURVEYING & MAPPING LB NO. 2610	SCALE: 1" = 4000' DATE: 03/24/2022 CHECKED: CAP DRAWN: CAP FIELD BOOK: PAGE.: DATUM: N/A
CRYSTAL RIDGE GENERAL LOCATION MAP SECTION 42, TOWNSHIP 13 SOUTH, RANGE 26 EAST, CITRUS COUNTY, FLORIDA	

EXHIBIT 2 – CDD LEGAL DESCRIPTION

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17'35"E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53'15"W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21'32"E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO

ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL "B" AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE

CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

EXHIBIT 2A

December 14, 2021

57.91 MOL ACRE FUTURE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTIONS:

PARCEL A:
A PARCEL OF LAND SITUATED IN THE EAST 1/2 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA, LYING WEST OF SOUTH ROCK CRUSHER ROAD (HAVING A RIGHT OF WAY WIDTH OF 100 FEET), BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE EAST 1/2 OF SAID SECTION 1, THENCE NORTH 0°19'50" WEST, ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1, A DISTANCE OF 2141.51 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE NORTH 0°19'50" WEST, ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1, A DISTANCE OF 1854.18 FEET TO THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 1, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 883, PAGES 618 AND 619 OF THE PUBLIC RECORDS OF SAID COUNTY; THENCE SOUTH 89°54'57" EAST, ALONG THE SOUTH LINE OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 883, PAGES 618 AND 619, OFFICIAL RECORDS BOOK 2883, PAGES 984 THROUGH 986, OFFICIAL RECORDS BOOK 2176, PAGE 1358, OFFICIAL RECORDS BOOK 2340, PAGES 1738 AND 1739 AND IN OFFICIAL RECORDS BOOK 529, PAGE 45 ALL OF THE PUBLIC RECORDS OF SAID COUNTY, A DISTANCE OF 931.48 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF WEST 7 RIVERS DRIVE (HAVING A RIGHT OF WAY WIDTH OF 50 FEET); THENCE SOUTH 69°44'55" EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, A DISTANCE OF 335.66 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 40.00 FEET AND BEING SUBTENDED BY A CHORD HAVING A BEARING AND DISTANCE OF SOUTH 34°54'40" EAST, 44.39 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND SAID SOUTHERLY RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 67°24'37", AN ARC LENGTH OF 47.06 FEET TO THE WESTERLY RIGHT OF WAY LINE OF AFOREMENTIONED SOUTH ROCK CRUSHER ROAD; THENCE SOUTH 0°15'29" EAST, ALONG SAID WEST RIGHT OF WAY LINE, A DISTANCE OF 466.23 FEET TO THE BEGINNING OF A CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1650.00 FEET AND BEING SUBTENDED BY A CHORD HAVING A BEARING AND DISTANCE OF SOUTH 13°02'07" EAST, 729.03 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND SAID WESTERLY RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 25°31'34", AN ARC LENGTH OF 735.10 FEET TO THE NORTHEAST CORNER OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1497, PAGES 977 THROUGH 979; THENCE DEPARTING SAID WESTERLY RIGHT OF WAY LINE, SOUTH 89°57'56" WEST, ALONG THE NORTH LINE OF SAID LANDS,A DISTANCE OF 608.16 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE SOUTH 0°19'34" EAST, ALONG THE EAST LINE OF SAID LANDS, A DISTANCE OF 518.25 FEET TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE SOUTH 89°38'38" WEST, A DISTANCE OF 822.44 FEET TO THE POINT OF BEGINNING.
CONTAINS: 48.98 ACRES MORE OR LESS

(OFFICIAL RECORDS BOOK 1497, PAGES 977 THROUGH 979)

And

PARCEL B:
COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST; THENCE S 89°34'18" W ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 1 A DISTANCE OF 1233.55 FEET TO THE POINT BEGINNING, SAID POINT BEING ON THE WESTERLY RIGHT OF WAY LINE OF NORTH ROCK CRUSHER ROAD AS PER CITRUS COUNTY RIGHT OF WAY ACQUISITION MAP DATED APRIL, 29, 1988, SAID POINT ALSO BEING ON A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 1,650.00 FEET AND A DELTA OF 30°29'53"; THENCE CONTINUE S 89°34'18" W ALONG SAID NORTH LINE A DISTANCE OF 608.10 FEET; THENCE S 00°37'12" E PARALLEL TO THE WEST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 1 A DISTANCE OF 518.24 FEET TO A POINT, BEING 2,141.90 FEET NORTHERLY OF, WHEN MEASURED PERPENDICULARLY TO, THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION1; THENCE N 89°22'51" E PARALLEL TO SAID SOUTH LINE OF DISTANCE OF 904.29 FEET TO A POINT BEING ON AFORESAID WESTERLY RIGHT OF WAY LINE; THENCE N 31°04'15" W ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 451.38 FEET TO THE POINT OF CURVATURE OF AFORESAID CURVE; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 143.93 FEET TO THE POINT OF BEGINNING (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING NORTH 28°34'03" W - 143.88 FEET).
CONTAINS: 8.93 ACRES MORE OR LESS

LEGAL PREPARED BY:
THOMAS R. BON P.S.M. #6547
LANDGARD, LLC
10065 N.W. 136TH DRIVE
ALACHUA, FL. 32615

EXHIBIT 3 – PUD MASTER PLAN

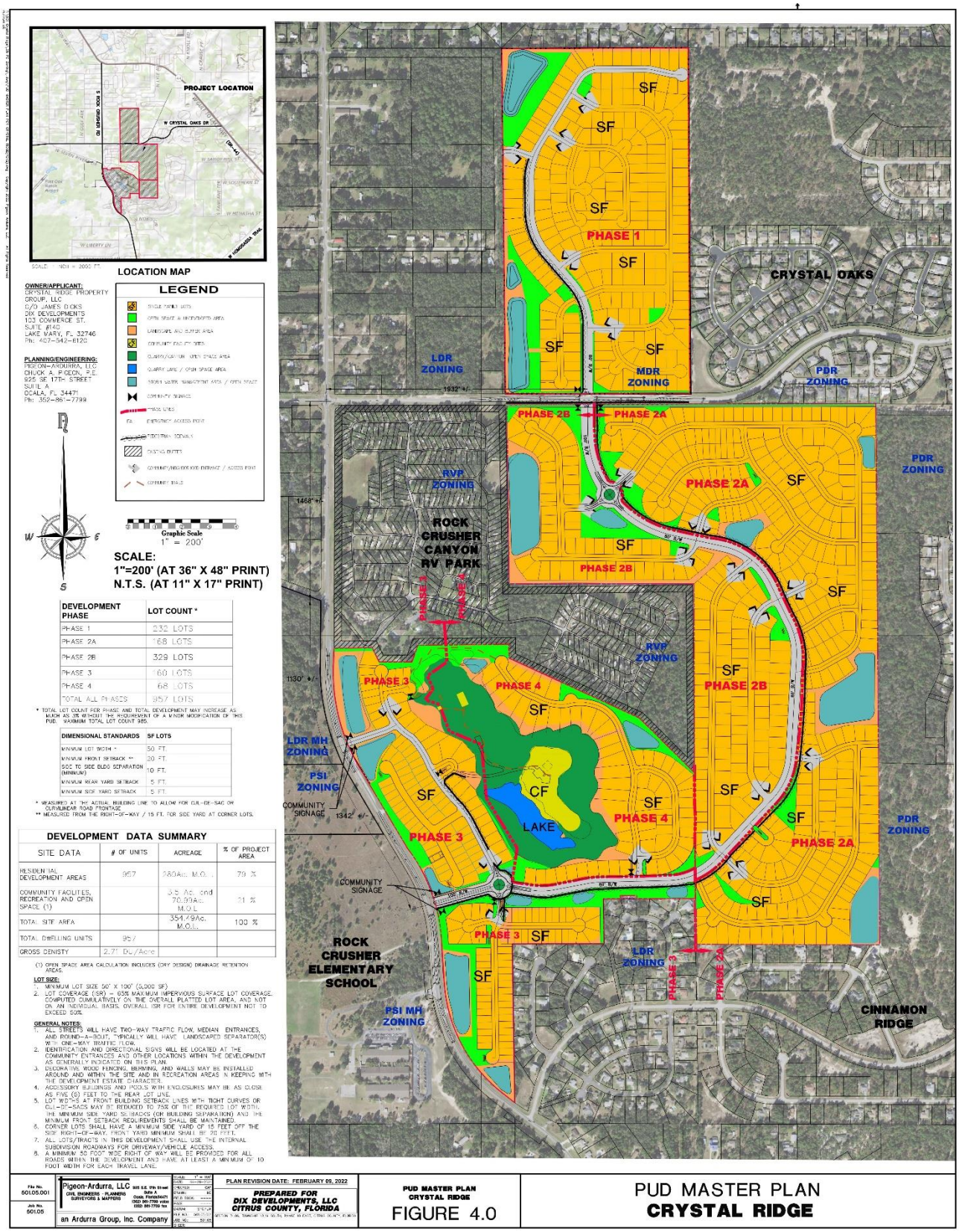


EXHIBIT 4 – STORMWATER/DRAINAGE MAP

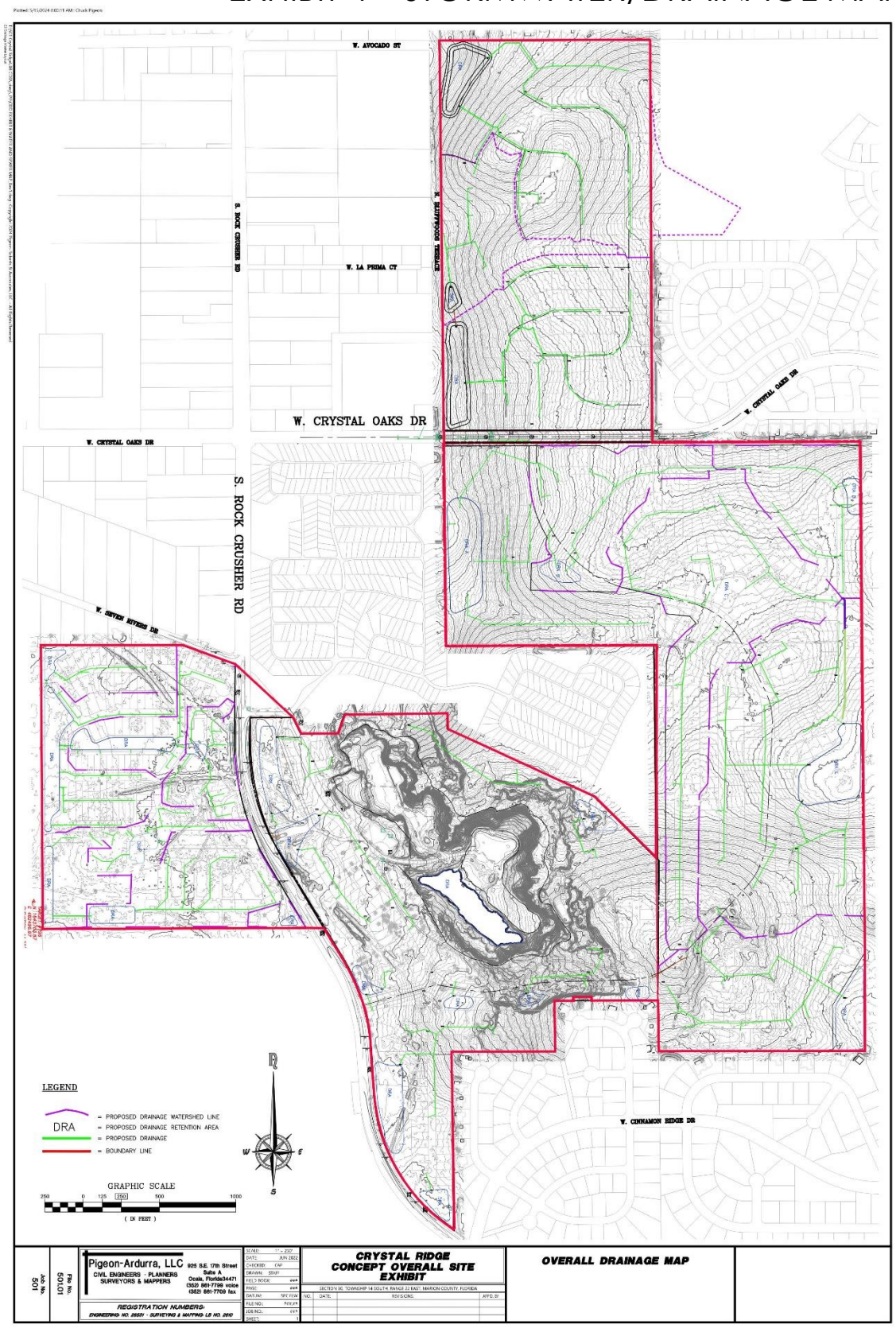


EXHIBIT 5 – WATER DISTRIBUTION MAP

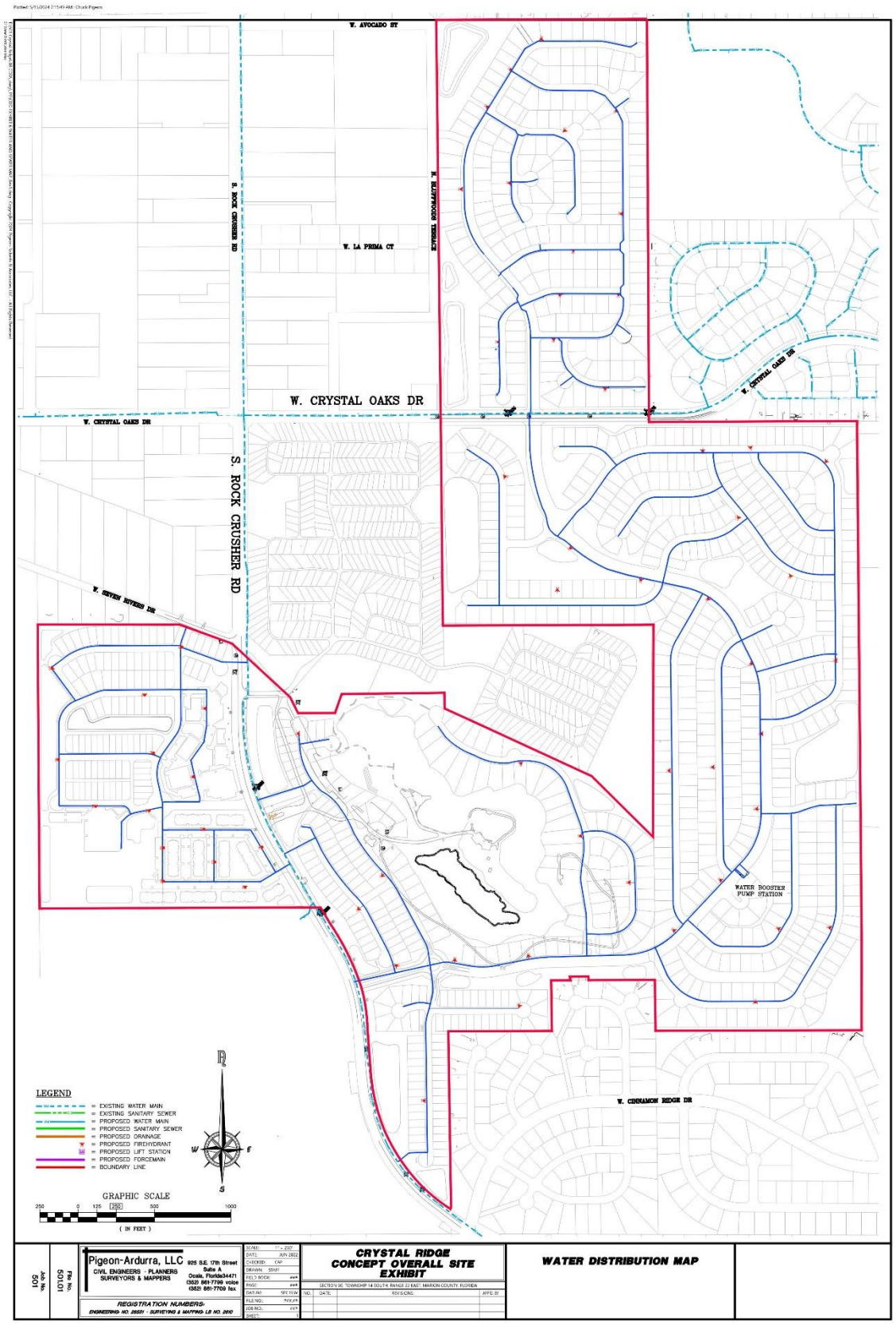


EXHIBIT 6 – SANITARY SEWER MAP

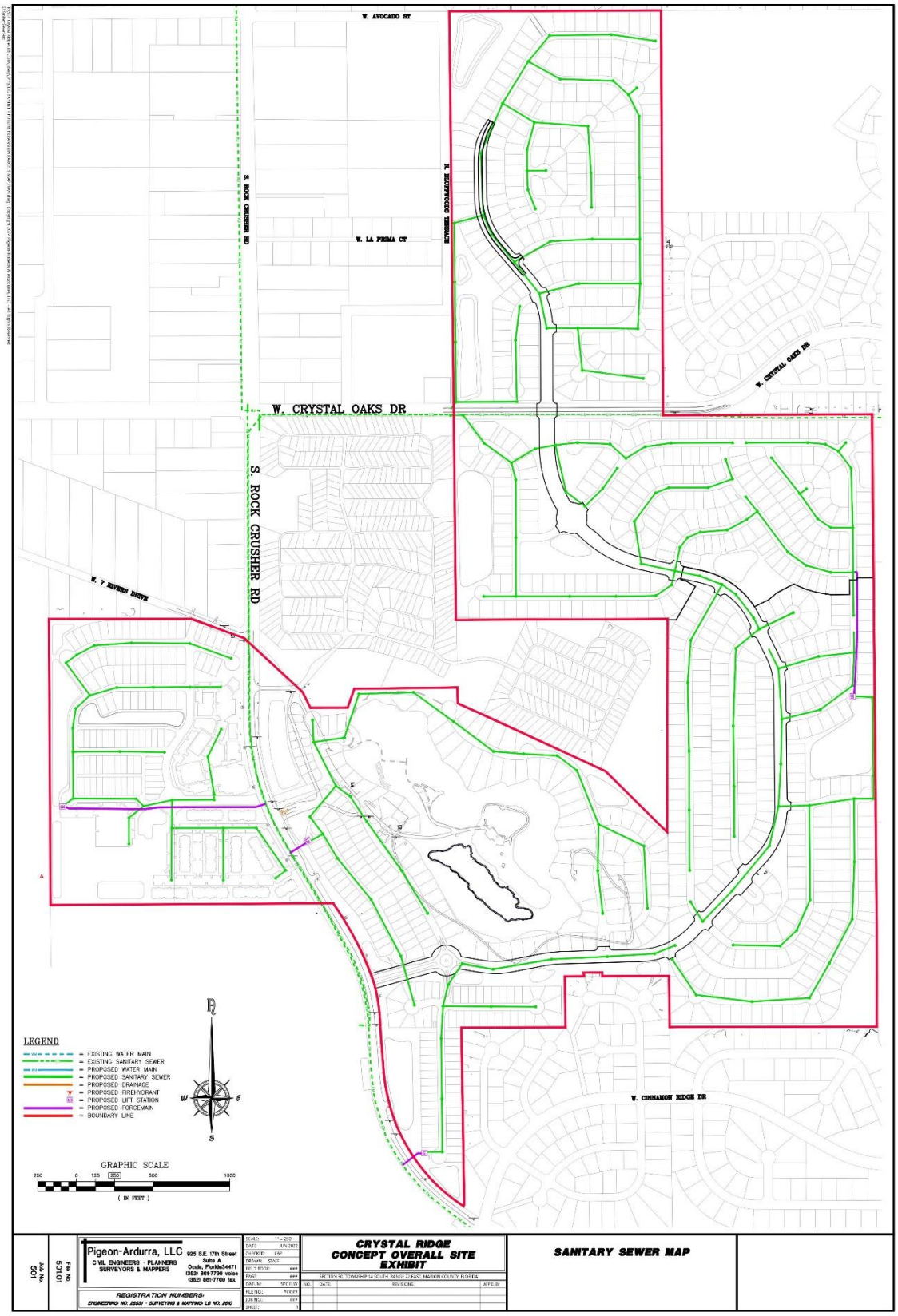
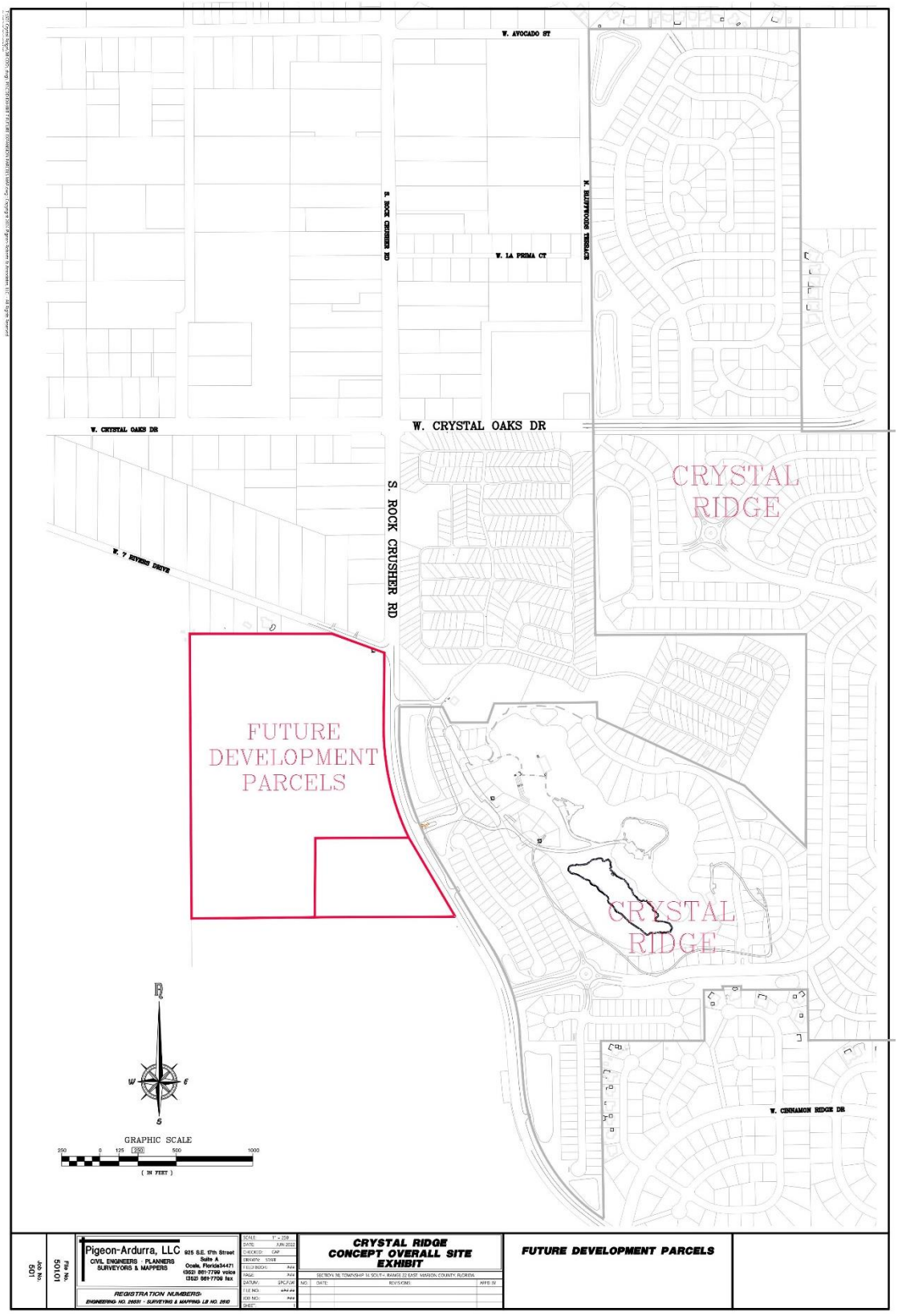


EXHIBIT 7 – FUTURE EXPANSION PARCELS



CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT

Master Special Assessment
Methodology Report

June 27, 2024

Provided by:

Wrathell, Hunt and Associates, LLC
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1.0 Introduction

1.1 Purpose

This Master Special Assessment Methodology Report (the "Report") was developed to provide a financing plan and a special assessment methodology for the Crystal Ridge Community Development District (the “District”), located in Citrus County, Florida, as related to funding the costs of public infrastructure improvements (the “Capital Improvement Plan” or “CIP”) contemplated to be provided by the District.

1.2 Scope of the Report

This Report presents the projections for financing the District's Capital Improvement Plan described in the Engineer’s Report developed by Ardurra Group, Inc. (the “District Engineer”) and dated May 15, 2024 (revised June 24, 2024) (the “Engineer's Report”), as well as describes the method for the allocation of special benefits and the apportionment of special assessment debt resulting from the provision and funding of the Capital Improvement Plan. Please note that the Engineer’s Report describes the Capital Improvement Plan which would be required for the District after the projected expansion of its boundaries from the current approximately 354.49 +/- acres to the anticipated total of approximately 412.40 +/- acres.

1.3 Special Benefits and General Benefits

The public infrastructure improvements undertaken and funded by the District as part of the Capital Improvement Plan create special and peculiar benefits, different in kind and degree from the general and incidental benefits to the public at large. However, as discussed within this Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits which accrue to property within the District. The District’s Capital Improvement Plan enables properties within its boundaries to be developed.

There is no doubt that the general public and property owners of property outside the District will benefit from the provision of the Capital Improvement Plan. However, these benefits are only incidental since the Capital Improvement Plan is designed solely to provide special benefits peculiar to property within the District. Properties outside the District are not directly served by the Capital Improvement Plan and do not depend upon the Capital Improvement Plan to obtain or to maintain their development entitlements. This

fact alone clearly distinguishes the special benefits which District properties receive compared to those lying outside of the District's boundaries.

The Capital Improvement Plan will provide public infrastructure improvements which are all necessary in order to make the lands within the District developable and saleable. The installation of such improvements will cause the value of the developable and saleable lands within the District to increase by more than the sum of the financed cost of the individual components of the Capital Improvement Plan. Even though the exact value of the benefits provided by the Capital Improvement Plan is hard to estimate at this point, it is nevertheless greater than the costs associated with providing the same.

1.4 Organization of the Report

Section Two describes the development program as proposed by the Developers, as defined below.

Section Three provides a summary of the Capital Improvement Plan as determined by the District Engineer.

Section Four discusses the financing program for the District.

Section Five introduces the special assessment methodology for the District.

2.0 Development Program

2.1 Overview

The District will serve the Crystal Ridge development (the "Development"), a master planned residential development located in Citrus County, Florida. The District currently consists of approximately 354.49 +/- acres, the "Current Boundary Area", and is generally located north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44 (Gulf to lakes Highway), and east of S. Rock Crusher Road, although the boundaries of the District are expected to be amended to include an additional approximately 57.91 +/- acres, the "Expansion Area", after completion of which, the size of the District will total approximately 412.40 +/- acres, the "Total Area."

2.2 The Development Program

The development of Crystal Ridge is anticipated to be conducted by Crystal Ridge Property Group, LLC, or an affiliated entity (the "Developers"). Based upon the information provided by the Developers and the District Engineer, the development plan for the Current Boundary Area is 957 single-family residential dwelling units, and the development plan for the Expansion Area is 100 single-family residential dwelling units, 300 multi-family apartment units and 65,000 sq. ft. of commercial units developed in one or more phases, although land use types, phasing and unit numbers may change throughout the development period. Table 1 in the *Appendix* illustrates the development plan for the District.

3.0 The Capital Improvement Plan

3.1 Overview

The public infrastructure costs to be funded by the District are described by the District Engineer in the Engineer's Report. Only public infrastructure that may qualify for bond financing by the District under Chapter 190, Florida Statutes and under the Internal Revenue Code of 1986, as amended, was included in these estimates.

3.2 The Capital Improvement Plan

The public infrastructure improvements which are part of the Capital Improvement Plan and are needed to serve the Development after the full expansion of its boundaries are projected to consist of improvements which will serve all of the lands in the District. The District, however, reserves the right to create distinct assessment areas to coincide with the phases of development. The Capital Improvement Plan will consist of roadways & parking, stormwater, water, wastewater, landscaping and irrigation, electric (undergrounding service system), guardhouses, fences, walls, recreation & community facilities, professional services, and contingencies as set forth in more detail in the Engineer’s Report.

The public infrastructure improvements that comprise the Capital Improvement Plan will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another. As illustrated in the Engineer’s Report, the Capital Improvement Plan includes components necessary to serve

the development within the Current Boundary Area of the District (valued by the District Engineer at $58,135,000), as well as components necessary to serve the development within the Expansion Area (valued by the District Engineer at $7,937,000).

Table 2 in the *Appendix* illustrates the specific components of the Capital Improvement Plan.

4.0 Financing Program

4.1 Overview

As noted above, the District is embarking on a program of capital improvements which will facilitate the development of lands within the District. Generally, construction of public improvements is either funded by the Developers and then acquired by the District or funded directly by the District. As of the time of writing of this Report, the District will most likely acquire completed improvements from the Developers, although the District maintains the complete flexibility to either acquire the public infrastructure from the Developers or construct it, or even partly acquire it and partly construct it.

Even though the actual financing plan may change to include multiple series of bonds, it is likely that in order to fully fund the costs of the Capital Improvement Plan for the Total Area estimated at $66,072,000, as described in *Section 3.2* in one financing transaction, the District would have to issue approximately $91,050,000 in par amount of special assessment bonds (the "Bonds") as illustrated in Table 3 in the *Appendix*.

Please note that the purpose of this Report is to allocate the benefit of the Capital Improvement Plan to the various land uses in the District and based on such benefit allocation to apportion the maximum debt necessary to fund the Capital Improvement Plan. The discussion of the structure and size of the indebtedness is based on various estimates and is subject to change.

4.2 Types of Bonds Proposed

The proposed financing plan for the District provides for the issuance of the Bonds in the approximate principal amount of $91,050,000 to finance approximately $66,072,000 in Capital Improvement Plan costs. The Bonds as projected under this financing plan would be structured to be amortized in 30 annual installments following a 24-

month capitalized interest period. Interest payments on the Bonds would be made every May 1 and November 1, and principal payments on the Bonds would be made either on May 1 or on November 1.

In order to finance the improvements and other costs, the District would need to borrow more funds and incur indebtedness in the total amount of approximately $91,050,000. The difference is comprised of funding debt service reserve, paying capitalized interest, underwriter's discount and costs of issuance. Preliminary sources and uses of funding for the Bonds are presented in Table 3 in the *Appendix*.

Please note that the structure of the Bonds as presented in this Report is preliminary and may change due to changes in the development program, market conditions, timing of infrastructure installation as well as for other reasons. The District maintains complete flexibility as to the structure of the Bonds and reserves the right to modify it as necessary.

5.0 Assessment Methodology

5.1 Overview

The issuance of the Bonds provides the District with funds necessary to construct/acquire the infrastructure improvements which are part of the Capital Improvement Plan outlined in *Section 3.2* and described in more detail by the District Engineer in the Engineer's Report. These improvements lead to special and general benefits, with special benefits accruing to the assessable properties within the boundaries of the District and general benefits accruing to areas outside the District but being only incidental in nature. The debt incurred in financing the public infrastructure will be secured by assessing properties within the District that derive special and peculiar benefits from the Capital Improvement Plan. All properties within the District that receive special benefits from the Capital Improvement Plan will be assessed for their fair share of the debt issued in order to finance all or a portion of the Capital Improvement Plan.

5.2 Benefit Allocation

The most current development plan for the District expanded to 412.10 +/- acres envisions the development of 1,057 single-family residential dwelling units, 300 multi-family apartment units, and

65,000 sq. ft. of commercial units, although, unit numbers and land use types may change throughout the development period.

The public infrastructure improvements that comprise the Capital Improvement Plan will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of the improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another.

By allowing for the land in the District to be developable, both the public infrastructure improvements that comprise the Capital Improvement Plan and their combined benefit will be greater than the sum of their individual benefits. All of the land uses within the District will benefit from each infrastructure improvement category, as the improvements provide basic infrastructure to all land within the District and benefit all land within the District as an integrated system of improvements.

As stated previously, the public infrastructure improvements included in the Capital Improvement Plan have a logical connection to the special and peculiar benefits received by the land within the District, as without such improvements, the development of the properties within the District would not be possible. Based upon the connection between the improvements and the special and peculiar benefits to the land within the District, the District can assign or allocate a portion of the District's debt through the imposition of non-ad valorem special assessments, to the land receiving such special and peculiar benefits. Even though these special and peculiar benefits are real and ascertainable, the precise amount of the benefit cannot yet be calculated with mathematical certainty. However, such benefit is more valuable than the cost of, or the actual non-ad valorem special assessment amount levied on that parcel.

The proposed Development plan is expected to encompass 1,057 single-family residential dwelling units, 300 multi-family apartment units, and 65,000 sq. ft. of commercial units, of which 957 single-family residential dwelling units are contained within the Current Boundary Area and 100 single-family residential dwelling units, 300 multi-family apartment units, and 65,000 sq. ft. of commercial units are contained within the Expansion Area. The benefit associated with the Capital Improvement Plan of the District is proposed to be allocated to the different unit types within the District in proportion to the density of development and intensity of use of the infrastructure as measured by a standard unit called an Equivalent Residential Unit ("ERU"). Table 4 in the *Appendix* illustrates the ERU weights that

are proposed to be assigned to the unit types contemplated to be developed within the District's Current Boundary Area, Expansion Area, and Total Area, based on the relative density of development and the intensity of use of master infrastructure, the total ERU counts for each unit type, and the share of the benefit received by each unit type.

The rationale behind different ERU weights is supported by the fact that generally and on average units with smaller lot sizes will use and benefit from the District's improvements less than units with larger lot sizes, as for instance, generally and on average units with smaller lot sizes produce less storm water runoff, may produce fewer vehicular trips, and may need less water/sewer capacity than units with larger lot sizes. Additionally, the value of the units with larger lot sizes is likely to appreciate by more in terms of dollars than that of the units with smaller lot sizes as a result of the implementation of the Capital Improvement Plan. As the exact amount of the benefit and appreciation is not possible to be calculated at this time, the use of ERU measures serves as a reasonable approximation of the relative amount of benefit received by the different unit types from the District's improvements. As the development plan associated with the District land is preliminary and subject to change, there is a possibility that certain product types may be created which are not currently contemplated within Table 4 herein. To the extent new product types are designed for development within the District boundaries, by nature of this methodology an ERU factor will be assigned to such product type on the basis of front footage ("FF") using the formula FF/50.

Table 5 in the *Appendix* presents the apportionment of the non-ad valorem special assessments associated with funding the District's Capital Improvement Plan (the "Bond Assessments") for Current Boundary Area, Expansion Area, and Total Area in accordance with the ERU benefit allocation method presented in Table 4. Table 5 also presents the annual levels of the projected annual debt service assessments per unit.

Amenities. No Bond Assessments are allocated herein to any private amenities or other common areas planned for the development. If owned by a homeowner's association, the amenities and common areas would be considered a common element for the exclusive benefit of property owners. Accordingly, any benefit to the amenities and common areas would directly benefit all platted lots in the District. If the common elements are owned by the District, then they would be governmental property not subject to the Bond Assessments and would be open to the general public, subject to

District rules and policies. As such, no Bond Assessments will be assigned to the amenities and common areas.

Government Property. Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Bond Assessments for such tax parcel shall become due and payable immediately prior to such transfer by way of a mandatory true-up payment without any further action of the District.

5.3 Assigning Debt

As previously stated in the Report, the present boundaries of the District contain approximately 354.49 +/- acres, while it is anticipated that the District's boundaries will be expanded to eventually contain a total of approximately 412.40 +/- acres. Consequently, the Bond Assessments in the amount of $71,934,623.71 will be preliminarily levied on approximately 354.49 +/- acres at a rate of $202,924.27 per acre on an equal pro-rata gross acre basis.

As the land is platted, the Bond Assessments will be allocated to each platted parcel on a first platted-first assigned basis based on the planned use for that platted parcel as reflected in Table 5 in the *Appendix*. Such allocation of Bond Assessments to platted parcels will reduce the amount of Bond Assessments levied on unplatted gross acres within the District.

Transferred Property. In the event unplatted land is sold to a third party (the "Transferred Property"), the Bond Assessments will be assigned to such Transferred Property at the time of the sale based on the maximum total number of ERUs (as herein defined) assigned by the Developers to that Transferred Property, subject to review by the District's methodology consultant, to ensure that any such assignment is reasonable, supported by current development rights and plans, and otherwise consistent with this Report. The owner of the Transferred Property will be responsible for the total Bond Assessments applicable to the Transferred Property, regardless of the total number of ERUs ultimately actually platted. This total Bond Assessment is allocated to the Transferred Property at the time of the sale.

5.4 Lienability Test: Special and Peculiar Benefit to the Property

As first discussed in *Section 1.3*, Special Benefits and General Benefits, public infrastructure improvements undertaken by the District create special and peculiar benefits to certain properties within the District. The District's improvements benefit assessable properties within the District and accrue to all such assessable properties on an ERU basis.

Public infrastructure improvements undertaken by the District can be shown to be creating special and peculiar benefits to the property within the District. The special and peculiar benefits resulting from each improvement include, but are not limited to:

a. added use of the property;
b. added enjoyment of the property;
c. decreased insurance premiums; and
d. increased marketability and value of the property.

The public infrastructure improvements which are part of the Capital Improvement Plan make the land in the District developable and saleable and when implemented jointly as parts of the Capital Improvement Plan, provide special and peculiar benefits which are greater than the benefits of any single category of improvements. These special and peculiar benefits are real and ascertainable, but not yet capable of being calculated and assessed in terms of numerical value; however, such benefits are more valuable than either the cost of, or the actual assessment levied for, the improvement or debt allocated to the parcel of land.

5.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay

A reasonable estimate of the proportion of special and peculiar benefits received from the improvements is delineated in Table 4 (expressed as ERU factors) in the *Appendix*.

The apportionment of the Bond Assessments is fair and reasonable because it was conducted on the basis of consistent application of the methodology described in *Section 5.2* across all assessable property within the District according to reasonable estimates of the special and peculiar benefits derived from the Capital Improvement Plan by different unit types.

Accordingly, no acre or parcel of property within the District will be liened for the payment of any non-ad valorem special assessment

more than the determined special benefit peculiar to that property.

5.6 True-Up Mechanism

The District's assessment program is predicated on the development of lots in a manner sufficient to include all of the planned Equivalent Residential Units ("ERUs") as set forth in Table 4 in the Appendix ("Development Plan"). At such time as lands are to be platted (or re-platted) or site plans are to be approved (or re-approved), the plat or site plan (either, herein, "Proposed Plat") shall be presented to the District for a "true-up" review as follows:

a. If a Proposed Plat results in the same amount of ERUs (and thus Bond Assessments) able to be imposed on the "Remaining Unplatted Lands" (i.e., those remaining unplatted lands after the Proposed Plat is recorded) as compared to what was originally contemplated under the Development Plan, then the District shall allocate the Bond Assessments to the product types being platted and the remaining property in accordance with this Report, and cause the Bond Assessments to be recorded in the District's improvement lien book.

b. If a Proposed Plat within the District has more than the anticipated ERUs (and Bond Assessments) such that the Remaining Unplatted Developable Lands would be assigned fewer ERUs (and Bond Assessments) than originally contemplated in the Development Plan, then the District may undertake a pro rata reduction of Bond Assessments for all assessed properties within the Property, or may otherwise address such net decrease as permitted by law.

c. If a Proposed Plat within the District has fewer than the anticipated ERUs (and Bond Assessments) such that the Remaining Unplatted Developable Lands would have to be assigned more ERUs (and Bond Assessments) in order to fully assign all of the ERUs originally contemplated in the Development Plan, then the District shall require the landowner(s) of the lands encompassed by the Proposed Plat to pay a "True-Up Payment" equal to the difference between: (i) the Bond Assessments originally contemplated to be imposed on the lands subject to the Proposed Plat, and (ii) the Bond Assessments able to be imposed on the lands subject to the Proposed Plat, after the Proposed Plat (plus applicable interest, collection costs, penalties, etc.).

With respect to the foregoing true-up analysis, the District's Assessment Consultant, in consultation with the District Engineer

and District Counsel, shall determine in their sole discretion what amount of ERUs (and thus Bond Assessments) are able to be imposed on the Remaining Unplatted Lands, taking into account a Proposed Plat, by reviewing: a) the original, overall development plan showing the number and type of units reasonably planned for the development, b) the revised, overall development plan showing the number and type of units reasonably planned for the development, c) proof of the amount of entitlements for the Remaining Unplatted Lands, d) evidence of allowable zoning conditions that would enable those entitlements to be placed in accordance with the revised development plan, and e) documentation that shows the feasibility of implementing the proposed development plan. Prior to any decision by the District not to impose a true-up payment, a supplemental methodology shall be produced demonstrating that there will be sufficient assessments to pay debt service on the applicable series of bonds and the District will conduct new proceedings under Chapters 170, 190 and 197, Florida Statutes upon the advice of District Counsel.

Any True-Up Payment shall become due and payable that tax year by the landowner of the lands subject to the Proposed Plat, shall be in addition to the regular assessment installment payable for such lands, and shall constitute part of the debt assessment liens imposed against the Proposed Plat property until paid. A True-Up Payment shall include accrued interest on the applicable bond series to the interest payment date that occurs at least 45 days after the True-Up Payment (or the second succeeding interest payment date if such True-Up Payment is made within forty-five (45) calendar days before an interest payment date (or such other time as set forth in the supplemental indentures for the applicable bond series)).

All Bond Assessments levied run with the land, and such assessment liens include any True-Up Payments. The District will not release any liens on property for which True-Up Payments are due, until provision for such payment has been satisfactorily made. Further, upon the District's review of the final plat for the developable acres, any unallocated Bond Assessments shall become due and payable and must be paid prior to the District's approval of that plat. This true-up process applies for both plats and/or re-plats.

Such review shall be limited solely to the function and the enforcement of the District's assessment liens and/or true-up agreements. Nothing herein shall in any way operate to or be construed as providing any other plat approval or disapproval powers to the District. For further detail on the true-up process, please refer to the True-Up Agreement and applicable assessment resolution(s).

5.7 Assessment Roll

The Bond Assessments in the amount of $71,934,623.71 are proposed to be levied over the area described in Exhibit "A". Excluding any capitalized interest period, Bond Assessments shall be paid in no more than thirty (30) annual principal installments.

5.8 Additional Items Regarding Bond Assessment Imposition and Allocation

This Report is intended to establish the necessary benefit and fair and reasonable allocation findings for a master assessment lien, which may give rise to one or more individual assessment liens relating to individual bond issuances necessary to fund all or a portion of the project(s) referenced herein comprising the Capital Improvement Plan. All such liens shall be within the benefit limits established herein and using the allocation methodology described herein, and shall be described in one or more supplemental reports.

As noted herein, the Capital Improvement Plan functions as a system of improvements. Among other implications, this means that proceeds from any particular bond issuance can be used to fund improvements within any benefitted property or designated assessment area within the District, regardless of where the Bond Assessments are levied, provided that Bond Assessments are fairly and reasonably allocated across all benefitted properties.

As set forth in any supplemental report, and for any particular bond issuance, the Developer may opt to "buy down" the Bond Assessments on particular product types and/or lands using a contribution of cash, infrastructure or other consideration, and in order for Bond Assessments to reach certain target levels. Note that any "true-up," as described herein, may require a payment to satisfy "true-up" obligations as well as additional contributions to maintain such target assessment levels. Any amounts contributed by the Developer to pay down Bond Assessment will not be eligible for "deferred costs," if any are provided for in connection with any particular bond issuance.

6.0 Additional Stipulations

6.1 Overview

Wrathell, Hunt and Associates, LLC was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's Capital Improvement Plan. Certain financing,

development and engineering data was provided by members of District Staff and/or the Developers. The allocation methodology described herein was based on information provided by those professionals. Wrathell, Hunt and Associates, LLC makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this Report. For additional information on the bond structure and related items, please refer to the Offering Statement associated with this transaction.

Wrathell, Hunt and Associates, LLC does not represent the District as a Municipal Advisor or Securities Broker nor is Wrathell, Hunt and Associates, LLC registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Wrathell, Hunt and Associates, LLC does not provide the District with financial advisory services or offer investment advice in any form.

7.0 Appendix

Table 1

Crystal Ridge

Community Development District

Development Plan

Unit Type	Current Boundary Area Units/Sq. Ft.	Expansion Area Units/Sq Ft.	Total Area Units/Sq Ft.
MF Apartments	0	300	**300**
SF 40'	0	40	**40**
SF 50'	150	60	**210**
SF 60'	186	0	**186**
SF 70'	446	0	**446**
SF 80' (or larger)	175	0	**175**
Commercial	0	65,000	**65,000**
Total	**957**	**65,000**	**66,357**

Table 2

Crystal Ridge

Community Development District

Capital Improvement Plan

Improvement	Current Boundary Area Estimated Costs	Expansion Area Estimated Costs	Total Area CIP Costs
Roadways & Parking	$8,301,000.00	$1,426,000.00	$9,727,000.00
Stormwater	$15,546,000.00	$2,521,000.00	$18,067,000.00
Water	$3,970,000.00	$541,000.00	$4,511,000.00
Wastewater	$8,225,000.00	$1,066,000.00	$9,291,000.00
Landscaping and Irrigation	$520,000.00	$210,000.00	$730,000.00
Electric (Undergrounding Service System)	$935,000.00	$141,000.00	$1,076,000.00
Guardhouses, Fences, Walls	$2,118,000.00	$0.00	$2,118,000.00
Recreational & Community Facilities	$5,100,000.00	$200,000.00	$5,300,000.00
Professional Services	$6,710,000.00	$916,000.00	$7,626,000.00
Contingency	$6,710,000.00	$916,000.00	$7,626,000.00
Total	**$58,135,000.00**	**$7,937,000.00**	**$66,072,000.00**

Table 3

Crystal Ridge

Community Development District

Preliminary Sources and Uses of Funds

Sources	
Bond Proceeds:	
Par Amount	$91,050,000.00
Total Sources	**$91,050,000.00**
Uses	
Project Fund Deposits:	
Project Fund	$66,072,000.00
Other Fund Deposits:	
Debt Service Reserve Fund	$8,087,737.81
Capitalized Interest Fund	$14,568,000.00
Delivery Date Expenses:	
Costs of Issuance	$2,321,000.00
Rounding	$1,262.19
Total Uses	**$91,050,000.00**

Coupon Rate: 8%
CAPI Length: 24 Months
Bond Duration: 30 Years
Underwriter's Discount Rate: 2%
Cost Of Issuance: $500,000

Table 4

Crystal Ridge

Community Development District

Benefit Allocation

Unit Type	Current Boundary Area Units/Sq. Ft.	ERU per Unit/1,000 Sq. Ft.	Total ERU
MF Apartments	0	0.50	0.00
SF 40'	0	0.80	0.00
SF 50'	150	1.00	150.00
SF 60'	186	1.20	223.20
SF 70'	446	1.40	624.40
SF 80' (or larger)	175	1.60	280.00
Commercial	0	1.50	0.00
Total	**957**		**1,277.60**

Unit Type	Expansion Area Units/Sq Ft.	ERU per Unit/1,000 Sq. Ft.	Total ERU
MF Apartments	300	0.50	150.00
SF 40'	40	0.80	32.00
SF 50'	60	1.00	60.00
SF 60'	0	1.20	0.00
SF 70'	0	1.40	0.00
SF 80' (or larger)	0	1.60	0.00
Commercial	65,000	1.50	97.50
Total	**65,400**		**339.50**

Table 5

Crystal Ridge

Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

Unit Type	Expansion Area Units/Sq Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	300	$6,128,749.00	$8,445,674.36	$28,152.25	$2,500.69
SF 40'	40	$1,307,466.45	$1,801,743.86	$45,043.60	$4,001.11
SF 50'	60	$2,451,499.60	$3,378,269.74	$56,304.50	$5,001.38
SF 60'	0	$0.00	$0.00	$0.00	$0.00
SF 70'	0	$0.00	$0.00	$0.00	$0.00
SF 80' (or larger)	0	$0.00	$0.00	$0.00	$0.00
Commercial	65,000	$3,983,686.85	$5,489,688.33	$84,456.74	$7,502.08
Total	**65,400**	**$13,871,401.89**	**$19,115,376.29**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

Exhibit “A”

Bond Assessments in the estimated amount of $71,934,623.71 are proposed to be levied over the area as described below:

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17'35"E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53'15"W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21'32"E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO

ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL “B” AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE

CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

Exhibit “B”

The debt assessment lien is being placed on property described in the attached legal description. For notice purposes, listed below are the potentially applicable County Property Appraiser parcels, and property owners, developers/potential property owners, and developers that will be included on a mailing list related to debt assessments:

17E19S01 10000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E19S06 31000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E19S06 41000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E18S31 33000 - CRYSTAL RIDGE PROPERTY GROUP LLC

CRYSTAL RIDGE PROPERTY GROUP LLC
103 COMMERCE ST STE 140
LAKE MARY FL 32746

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6C

Crystal Ridge
Community Development District

MASTER ENGINEER'S REPORT
INFRASTRUCTURE IMPROVEMENTS

March 15, 2024

(revised June 24, 2024)

Prepared For:

Crystal Ridge Community Development District

Board of Supervisors

103 Commerce Street, Suite 140

Lake Mary, Florida 32746

Prepared By:

Ardurra Group, Inc.

925 SE 17TH St, Suite A
Ocala, FL 34471

(352) 861-7799

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Appendix

Exhibit 1 ..... Location Map

Exhibit 2 ..... CDD Legal Description

Exhibit 3 ..... PUD Master Plan

Exhibit 4 ..... Stormwater / Drainage Map

Exhibit 5 ..... Water Distribution Map

Exhibit 6 ..... Sanitary Sewer Map

Exhibit 7 ..... Future Development Parcels

I. Introduction

A. Location and General Description

The Crystal Ridge planned development is a residential land development project (the "Development") located in the central region of Citrus County, Florida. The subject development property straddles W. Crystal Oaks Drive, adjoining S. Rock Crusher Road on the west side of the development and traversing less than a mile west of W. Gulf to Lakes Highway (SR 44). The site general location is north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44 (Gulf to lakes Highway), and east of S. Rock Crusher Road.

The Crystal Ridge Community Development District (the "District") is a unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, as amended, and created by Ordinance 2023-01, enacted by the Board of County Commissioners of Citrus County , Florida on October 24, 2023. The District contains approximately 412.40 acres and is located within Section 31, Township 18S, Range 18E and Section 6, Township 19S, Range 18E and Section 1, Township 19S, Range 17E. The parcels identified on **Exhibit 7 -Future Expansion Parcels** (the "Future Expansion Parcels"), consisting of a 49 acre parcel and a 9 acre parcel, may be added to the District's boundary on a future date pursuant to Section 190.046(1)(h), Florida Statutes. The Future Expansion Parcels are located immediately west of S. Rock Crusher Road.

The location of the District is illustrated on **Exhibit 1-Location Map**, and a legal description of the District property boundaries are defined in **Exhibit 2 – Legal Description**. All Exhibits are provided in the Appendix of this report.

Crystal Ridge is a Planned Unit Development (reference No. CPA/AA/PUD-22-01) approved by the Citrus County Board of County Commission on March 8, 2022 as Ordinance 2022-A27. In accordance with the Citrus County Comprehensive Plan, the Development is located within an area designated on the Future Land Use Map (FLUM) as an area of Low Density Residential (LDR), and Medium Density Residential (MDR). The Master Plan is included as **Exhibit 3 – PUD Master Plan** in the Appendix of this report.

B. District Purpose and Scope

The purpose of the District is to enable and facilitate financing, acquiring, or constructing, maintaining, and/or operating infrastructure necessary to support the Development.

The purpose of this report is to provide a description of the public infrastructure improvements to be financed, constructed, and/or acquired

by the District. General development of the project, as of the preparation of this report, has been implemented by Dix Developments, LLC (the "Developer") and no significant construction has commenced to date.

C. Description of Land Use

The lands within the district encompass approximately 412.40 acres that includes 354.49 acres approved as Crystal Ridge PUD and 57.91 acres as a future expansion parcel west of S. Rock Crusher Road. The current 354.49 acres Crystal Ridge Development property is planned as a residential community consisting of 957 detached single Family homesites to be developed in multiple phases.

An illustration of the Planned Unit Development Master Plan is included in the appendix as **Exhibit 3 – CRYSTAL RIDGE PD Master Plan.**

Currently the land use schedule presents a series of 4 planned development phases as listed in **Table 1.0** below. Phases of the development may be constructed independently or simultaneously depending on market conditions, adsorption, and infrastructure funding.

Table 1.0 Phasing Schedule

Development Phase Identification	Planned Proposed Number of Single Family Detached Lots	Expansion Area (Lots or units)	Phase Schedule
Phase 1	232	40	5 Years
Phase 2A	315	60	10 Years
Phase 2B	181		20 Years
Phase 3	161		10 Years
Phase 4	68		15 Years
Neighborhood Commercial		65,000 SF	10 Years
Multi-Family Apartments		300	5 years
Totals	**957**	**400**	

Planning and Conceptual Development Plans for the 57.91 Ac. future "Expansion Area" development parcel are being prepared and it is anticipated that the area will be constructed within the phasing schedule timeframe noted above.

The current land use plan for Crystal Ridge is summarized in **Table 2.0A, 2.0B and 2.0C** below:

Table 2.0A Land Use Plan Schedule

PROPOSED LAND USE	Approximate Area (Acres)	Number of Units	Percent of Project Area
Residential Development Area (Single Family Detached)	280.0	957	79%
Community Facilities Recreation and Open Space	3.49		1%
Open Space	71.0		20%
Total:	**354.49**		**100%**

Table 2.0B Expansion Area Planned Land Use Schedule

PROPOSED LAND USE	Approximate Area (Acres)	Number of Units	Percent of Project Area
Residential Development (Single Family Detached)	26.2	100	45%
Residential Development (Multi-Family Apartments)	15.5	300	27%
Commercial Towncenter	8.2	65,000 SF	14%
Community Facilities Recreation and Open Space	8.0		14%
Total:	**57.91**		**100%**

Table 2.0C Estimate of Planned Lot Sizes

Proposed Lot Size	Phase 1	Phase 2	Phase 3	Phase 4	Expansion
40' wide (SF lot)					40
50' wide (SF lot)		35	115		60
60' wide (SF lot)	9	133	22	22	-
70' wide (SF lot)	132	276	5	33	-
80' wide or larger Lot	93	64	6	12	-
Total:	**234**	**508**	**148**	**67**	**100**

II. Status of Permitting

A number of regulatory agencies and the local government have authorized jurisdiction for implementing the requirements of codes, regulations, and permit conditions for approval to develop land and construct infrastructure in Citrus County. Local Government regulations governing development include the implementation of the Citrus County Comprehensive Plan with the primary implementing requirements contained in the Citrus County Land Development Code (LDC) adopted pursuant to Chapter 163, Part II, Florida Statutes, and Chapter 125, Florida Statutes. In addition to the LDC, there are project specific conditions and development standards that are included in the PUD Master Plan and approval ordinance for CPA/AA/PUD-22-01 that supersede the specific LDC requirements.

The Federal and State agencies administering permit authority for this Development include the following:

- US Fish and Wildlife
- Florida Department of Environmental Protection
- Southwest Florida Water Management District
- Florida Fish and Wildlife Conservation Commission
- Florida Department of State Division of Historic Resources

Local Government authority by the Citrus County Board of County Commission is responsible for the authorization and implementation of the Citrus County Land Development Code and related Code of ordinances.

The following permits are anticipated to be required for the Development Infrastructure:

1. Citrus County
    - ✓ Development Order for each phase of Development (Improvement Plan approval) including department signoff for Engineering, Utilities, Planning, Fire Prevention, 911 Addressing, Health Department, and Public Works.
    - ✓ Right of Way Utilization Permit for infrastructure construction within existing County right of way.

2. Southwest Florida Water management District (SWFWMD)
    - ✓ Environmental Resource General Construction Permit (ERP)
    - ✓ Well construction permit for irrigation wells

3. Florida Department of Environmental Protection (FDEP)
    - ✓ Public Drinking Water System Construction Permit
    - ✓ Domestic Wastewater Collection/Transmission System Construction Permit
    - ✓ National Pollutant Discharge Elimination System (Notice of Intent)

4. Florida Fish and Wildlife Conservation Commission
    - ✓ Threatened and Endangered Species Gopher Tortoise Relocation permit

5. Florida Department of State Division of Historic Resources
    - ✓ Archeological Assessment Sufficiency Approval

The Florida Department of State Division of Historic Resources has a public comment input required for the SWFWMD ERP permit.

As previously identified, this development and establishing necessary infrastructure to support the planned residential community will be constructed in several development phases and related component parts. Project infrastructure includes both off-site roadway and utility improvements and on-site components for roadways and parking, drainage systems, water and sewer systems, stormwater management areas, recreation and community facilities, signage, street lighting, landscape and irrigation, fences and walls, underground electric and similar related development components.

It is the opinion and belief of the preparer of this report that necessary permits for the construction of all phases of the Development can be obtained and that there are no technical reasons known or presented at this time or promulgated to be implemented in the near future that would prohibit the implementation of the plans for the Development presented herein. It is further the opinion that all permits not yet obtained and which are necessary to affect the improvements described herein will be obtained during the ordinary course of design, permitting and construction of the development.

III. Infrastructure Description

A. Infrastructure Facilities Description

Chapter 190, Section 190.012 of the Florida Statutes details what items can be financed by a CDD. The following is a brief description of the planned facilities to service the District.

1. STORMWATER AND DRAINAGE FACILITIES: Includes Stormwater management facilities and drainage systems for water management and control within the lands of the district. Includes drainage retention areas, drainage ditches, control structures and storm inlets, stormwater piping, and related stormwater facilities.

2. PUBLIC DRINKING WATER AND FIRE SYSTEMS: Includes Public drinking water distribution system and related components including fire hydrants and appurtenances. Includes pipes and water mains, water services, valves, conduits, in and along streets, alleys, roadways, and other public place or ways, to distribute drinking water to individual Lots and community facilities.

3. SANITARY SEWER SYSTEMS: Includes infrastructure components and systems related to the community sanitary sewer collection, pumping and transmission systems for servicing each lot and community facility with central sewer service. Includes manholes, gravity sewer pipelines, sanitary sewer lift stations, forcemains, electrical components, valves, and appurtenances in and along streets, alleys, roadways, and other public place or ways, to collect and transmit wastewater to the Citrus County Utility system as the service provider.

4. ROADWAYS, STREETS, SIDEWALKS and COMMUNITY FACILITIES: This includes District roads constructed to equal or exceeding the applicable specifications of Citrus County. It also includes roadway improvements and pedestrian sidewalks improvements within the planned community and to connection with existing public roads that are owned by or intended to be conveyed to Citrus County. Includes land grading, fill and excavation, roadway paving and curbs, roadway signage and pavement markings.

5. COMMUNITY RECREATION and AMENITIES FACILITIES: The component includes facilities such as the Community clubhouse and associated site infrastructure and improvements, recreation courts and areas, site lighting, pavilions and walkways, landscaping, and hardscape areas, retaining walls, parking facilities and site drainage, community signage and multipurpose

trails, fencing and gates, gatehouses and security systems, and community pocket parks.

6. UNDERGROUND ELECTRIC UTILITIES: The Development will include street lighting and underground electric utilities systems and services by Withlacoochee River Electric Cooperative (WREC) the local public electric utility servicing the territory. Primary electric infrastructure is to be owned, operated, and maintained by WREC, however, the capital improvement differential cost between overhead electric and underground electric infrastructure commonly accounted as CIAC (Contribution in aid to Construction) is considered a District obligation infrastructure cost and therefore associated to District owned property. In accordance with Section 190.12 F.S. District may request the underground placement of utility lines by the local retail electric utility provider in accordance with the utility's tariff on file with the Public Service Commission and may finance the required contribution.

7. LANDSCAPE, HARDSCAPE, AND IRRIGATION SYSTEMS: This development infrastructure component includes landscaping and landscape materials along roadways, entrances, parks and common areas and landscape buffers. Landscape hardscape generally includes, District maintained retaining walls, entrance features, fencing, and development monument signage and related supporting facilities. This component includes common area irrigation systems and wells to service District owned and maintained areas.

B. Benefits and Improvements

As allowed under the Uniform Community District Act of 1980, as embodied in Chapter 190, Florida Statutes the District is authorized to finance, design, install, operate, and maintain public infrastructure within and outside of the District's boundaries. It is the intent of the District to establish the needed infrastructure to service the residents and property owners of Crystal Ridge.

Benefits to the property owners can be classified in two types of categories. The categories include:

1. Community wide public benefits
2. Incidental public benefits

Community-wide public benefits can be defined as public infrastructure improvements that service all residents and property owners within the District and/or provide an overall community benefit to the cost of the infrastructure, including operations and maintenance cost, financing, and debt service cost, as well as administration of the District responsibilities. In addition to the specific infrastructure components of the District as previously defined, the District is to provide landowners consistently high levels of public facilities and services managed and financed through self-imposed fees and assessments. Secondly, the District is to ensures that these community development facilities and services are maintained at a proper level.

Incidental public benefits are understood as those benefits received by the general public who do not necessarily reside within the District. Such benefits can generally be recognized as improvements to the regional infrastructure, such as roadway or intersection improvements, extension or upgrades to regional water and sewer systems to service the community, improved pedestrian sidewalk connectivity around the community or simply improved services to the District and region including first responder services, safety, and managed open spaces. Some of these benefits can occur for a couple of reasons. One reason is that the general public can use some of the improvements provided freely and conveniently. A second reason is that some specific improvements are required by Development Order or Developer Agreement based on specific requests for development of the various parts of the community within the District.

The proposed public infrastructure improvements identified in this report are intended to provide specific benefit to the assessable real property within the boundaries of the District. As the property is currently not constructed for residential housing and predominantly undeveloped, the identified

infrastructure construction is necessary, and the associated future maintenance of the infrastructure improvements is necessary and will benefit the property for the intended use as a residential subdivision.

IV. Master Infrastructure Improvements

Infrastructure improvements for the Development include the infrastructure components defined in Part III above. The infrastructure necessary to provide the planned transportation, utilities, environmental landscape and open scape, residential stormwater management and community facilities for the benefit of the developable lands within the District are recognized as the "Master Project." The Master Project can be further defined as individual elements and components of which some or all of the components can be included in each phase of development. In summary the Master Project elements include the construction and/or cost of:

a. Site Clearing, Earthwork/grading and soil stabilization of the public property
b. Construction of stormwater management Drainage Retention Areas (DRAs)
c. Storm piping and drainage inlet systems
d. Control structures and retaining walls for stormwater management
e. Drinking water system piping, valves, fire hydrants and related components
f. Sewer collection system piping, manholes and related appurtenances
g. Wastewater Pump Stations, forcemain piping systems and appurtenances
h. Landscaping and associated irrigation systems
i. Hardscape improvements for walls, fences, signs, and sidewalks.
j. Off-site paved roadway intersections and intersection improvements
k. Off-site water and sewer utility extensions and related improvements.
l. On-site paved roadways, curbs, sidewalks, round-a-bouts, and related improvements.
m. Street lighting, undergrounding of electric utility lines, transformers, 3-way cabinets and related electrical appurtenances.
n. Costs for professional service fees, permit fees, and infrastructure testing

V. Ownership and Maintenance

Ownership and Maintenance (O&M) of the improvements is generally anticipated as set forth in **Table 5.0** below. It is anticipated that, in addition to the annual non-ad valorem assessments to be levied and collected by the District to pay debt services on its financing instrument (typically Bonds) to fund the Capital Improvements, the District will levy and collect an annual "Maintenance Assessment" to be determined, assessed, and levied by the District's Board of Supervisors upon assessable real property within the District for purposes of defraying the cost and expenses of operating and maintaining District-owned improvements.

Table 5.0 Proposed Facilities and Services

Facility	Financed By	Ownership	Operation and Maintenance
Parking (Non-commercial Areas)	CDD	CDD	CDD
Earthwork, Storm Water and Surface Water Management	CDD	CDD	CDD
On-Site Conservation Areas, Mitigation Areas and Wildlife Habitat	CDD	CDD	CDD
Off-Site Conservation Areas, Mitigation Areas	CDD	MB	MB
Public Drinking Water and Sanitary Sewer collection Systems	CDD	COUNTY	COUNTY
Landscaping, Hardscaping, Signage, Irrigation, Fencing and Gates.	CDD	CDD	CDD
Recreation Facilities	CDD	CDD	CDD
Street Lighting and Undergrounding of Primary Electric Utility Facilities	CDD (1)	WREC	WREC

Notes: (1) CDD cost for funding CIAC portion only and monthly electrical use costs for lighting.
Key:
CDD = Crystal Ridge Community Development District
COUNTY = Citrus County (Department of Water Resources Utilities Division)
MB = Mitigation Bank (to be determined later)
WREC = Withlacoochee River Electric Cooperative

VI. Estimate of Probable Construction Costs

A. Component Cost Descriptions

Description of the components of the infrastructure for the Development are provided in Part III and IV above. More specifically and in addition to the primary on-site public roadways, stormwater, and utilities to service the residential development areas buildable lots, the following components are included in the required infrastructure and unique to Crystal Ridge location.

1) **Off-site roadway and intersection improvements:** Off-site roadway improvements are located outside of the boundary of the District. The improvements consist of the roadway widening and lane additions for the intersection at W. Crystal Oaks Drive. Offsite pedestrian sidewalks (multi use trail) are also required along one side of W. Crystal Oaks Drive. Similarly, sidewalks and the addition of turn lanes and widened right of way are required for intersections along S. Rock Crusher Road.

2) **Off-site water and sewer utility extensions**: To obtain water and sewer utility service for some of the development phases within the District, new infrastructure utilities will need to be extended and connected to piping and appurtenances outside of the Boundary of the District. Most connection are within adjacent County right of way, however, final design at the time of phase development will dictate if additional quantities of this infrastructure or upgrades to County systems will be required.

3) **Landscape, irrigation, and Hardscape:** Components for Landscaping include installation of trees, shrubs, and ground cover at entrances, along roadways, within pocket parks and open spaces, recreation tracts. Irrigation components include the irrigation piping and sprinkler systems, water wells and irrigation controllers to service the landscaped areas.

4) **Recreation and Community Facilities:** Recreation and community facilities for Crystal Ridge are planned to include a community clubhouse with parking facilities and site drainage, site lighting, landscape, hardscape areas, and retaining walls. Active recreation is planned to include recreation courts and similar activity areas. Additional planned facilities may include pavilions and walkways, swimming pool and local community buildings, community signage and multi-purpose trails, fencing and gates, gatehouse and security systems, and community pocket parks.

5) **Professional Services, Inspections and Testing Fees**: Professional services from various consultants are necessary to design, obtain site specific data and testing, obtain regulatory permits, and oversee the construction of public infrastructure components within and associated with the Development. The consultants include but are not limited to Civil Engineers, Surveyors, Environmental Scientists, Geotechnical Engineers, Land Planners, Landscape Architects, Architects, Mechanical and Electrical Engineers, Structural Engineers, Transportation Engineers, and Land Development Attorneys. Permitting fees and similar review fees are typically required for each regulatory agency and local government department for each development area and phase to be reviewed and permitted for construction. Permit fees and regulatory cost are administered to ensure the public improvements are designed in accordance with the agency's rules, codes and ordinances and constructed in accordance with the approved project plans and specifications. The professional service fees, inspection and review fees, and permit cost are included in the District's public infrastructure cost estimates.

B. Capital Improvements Plan: Estimate of Probable Construction Cost

An estimate of the Probable Construction Cost for the infrastructure components and related permit fees, professional fees and testing is summarized below in **Table 6.0.** Construction cost have been derived based on estimated quantities of infrastructure components and estimated unit costs from similar projects and programs in Central Florida. Actual costs are dependent on several factors and subject to qualified contractor bids and quotations generally obtained at the time of construction scheduling and implementation for each stage and phase of development.

Table 6.0 Capital Improvements Cost for Proposed Facilities and Services

FACILITY CATEGORY DESCRIPTION	ESTIMATED CAPITAL COST	EXPANSION AREA ESTIMATED CAPITAL COST
ROADWAYS & PARKING	$8,301,000	$1,426,000
STORMWATER	$15,546,000	$2,521,000
WATER	$3,970,000	$541,000
WASTEWATER	$8,225,000	$1,066,000
LANDSCAPING AND IRRIGATION	$520,000	$210,000
ELECTRIC (Undergrounding Service System)	$935,000	$141,000
GUARDHOUSES, FENCES, WALLS	$2,118,000	$0
RECREATION & COMMUNITY FACILITIES	$5,100,000	$200,000
PROFESSIONAL SERVICES (15%)	$6,710,000	$916,000
CONTINGENCY (15%)	$6,710,000	$916,000
TOTAL	**$58,132,000**	**$7,934,000**

Note: Expansion Area cost do not include on-site Apartment site infrastructure, Commercial area infrastructure or Sports Facilities area.

VII. Conclusion and Summary

The public infrastructure improvements as detailed herein are necessary for the functional development of the District. The planning and preliminary design of the public infrastructure, community layout and anticipated off-site improvements, has been completed to include necessary improvements that are in accordance with the current governing regulatory requirements and approved Planned Unit Development zoning ordinance.

Assuming Master Project improvements are completed in a timely manner to the general development schedule, it is our opinion that the proposed public infrastructure improvements will provide the intended function, so long as the construction is completed in substantial compliance with the design and permit requirements.

It is the intent of the information contained in this report to provide reference to the District in order for the District to fund the acquisition and/or construction of all or a portion of the Master Project improvements included in this report through the issuance of special assessment bonds. The costs provided herein are exclusive of certain legal, administrative, financing, operations and/or maintenance services necessary to finance, construct, acquire and/or operate the Master Project improvements. The Engineer recommends that the District should levy and collect an annual "Operating and Maintenance Assessment" to be determined, assessed, and levied by the District's Board of Supervisors upon the assessable real property within the District for the purpose of defraying the cost and expenses of maintaining District-owned improvements.

It is my professional opinion that the infrastructure improvement cost provided herein for the District's proposed Master Project total improvements are fair and reasonable to complete the construction of the public infrastructure improvements described herein, and that these Master Project Improvements represent a system of infrastructure improvements that will specifically benefit and add value to all developable land within the District.

All infrastructure costs are for accessible public improvements or community facilities as set forth in Chapter 190, Section 190.12(1) and (2) of the Florida Statutes.

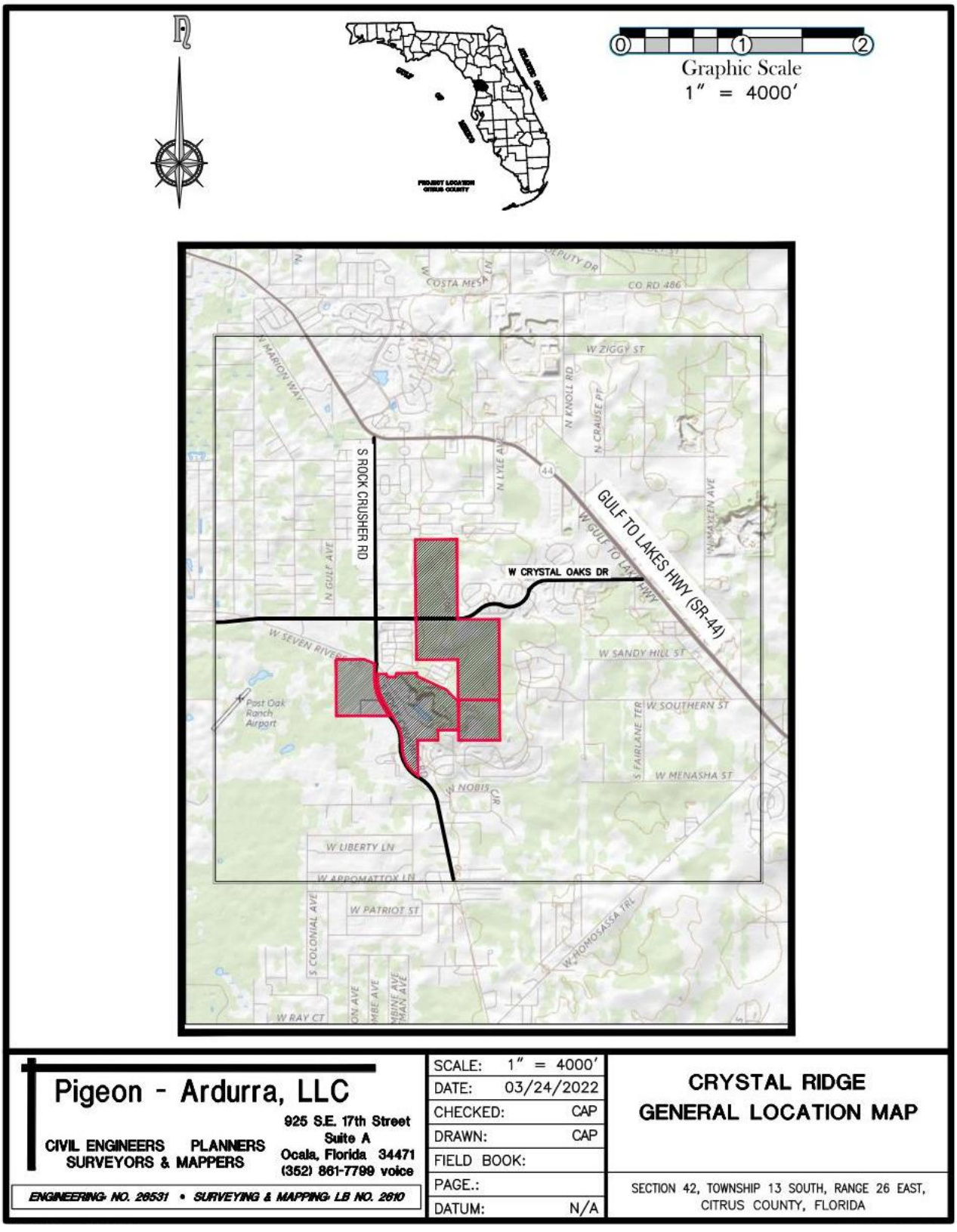
The cost estimate of the Master Project infrastructure is only an estimate of probable construction cost and not a guaranteed maximum price. Where necessary, historical costs and information from other professionals and/or utility contractors, site contractors and general contractors have been used in the preparation of this report. Consultants and contractors who have contributed to providing the cost data included in this report are reputable entities within the region of the District. It

is therefore our opinion that the construction of the proposed public infrastructure improvements can be completed at the cost stated. It is my view that the cost to be paid by the District for the Master project infrastructure will not exceed the greater of the actual cost of fair market value of such improvements.

The labor market, future material, and equipment cost, increased regulatory action and rule requirements, and the actual construction process, stages and schedule, all have an effect on cost and are all economic factors beyond District's and Developer's control. Due to the inherent opportunity for fluctuation in construction cost in Florida, the total final cost of establishing infrastructure improvements at Crystal Ridge may be more or less than this estimate.

APPENDIX

EXHIBIT 1 – LOCATION MAP



Pigeon - Ardurra, LLC CIVIL ENGINEERS PLANNERS SURVEYORS & MAPPERS 925 S.E. 17th Street Suite A Ocala, Florida 34471 (352) 861-7799 voice ENGINEERING NO. 28531 • SURVEYING & MAPPING LB NO. 2610	SCALE: 1" = 4000' DATE: 03/24/2022 CHECKED: CAP DRAWN: CAP FIELD BOOK: PAGE.: DATUM: N/A
CRYSTAL RIDGE GENERAL LOCATION MAP SECTION 42, TOWNSHIP 13 SOUTH, RANGE 26 EAST, CITRUS COUNTY, FLORIDA	

EXHIBIT 2 – CDD LEGAL DESCRIPTION

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17'35"E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53'15"W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21'32"E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO

ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL "B" AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE

CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

EXHIBIT 2A

December 14, 2021

57.91 MOL ACRE FUTURE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTIONS:

PARCEL A:
A PARCEL OF LAND SITUATED IN THE EAST 1/2 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, CITRUS COUNTY, FLORIDA, LYING WEST OF SOUTH ROCK CRUSHER ROAD (HAVING A RIGHT OF WAY WIDTH OF 100 FEET), BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE EAST 1/2 OF SAID SECTION 1, THENCE NORTH 0°19'50" WEST, ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1, A DISTANCE OF 2141.51 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE NORTH 0°19'50" WEST, ALONG THE WEST LINE OF THE EAST 1/2 OF SAID SECTION 1, A DISTANCE OF 1854.18 FEET TO THE NORTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION 1, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 883, PAGES 618 AND 619 OF THE PUBLIC RECORDS OF SAID COUNTY; THENCE SOUTH 89°54'57" EAST, ALONG THE SOUTH LINE OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 883, PAGES 618 AND 619, OFFICIAL RECORDS BOOK 2883, PAGES 984 THROUGH 986, OFFICIAL RECORDS BOOK 2176, PAGE 1358, OFFICIAL RECORDS BOOK 2340, PAGES 1738 AND 1739 AND IN OFFICIAL RECORDS BOOK 529, PAGE 45 ALL OF THE PUBLIC RECORDS OF SAID COUNTY, A DISTANCE OF 931.48 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF WEST 7 RIVERS DRIVE (HAVING A RIGHT OF WAY WIDTH OF 50 FEET); THENCE SOUTH 69°44'55" EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, A DISTANCE OF 335.66 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 40.00 FEET AND BEING SUBTENDED BY A CHORD HAVING A BEARING AND DISTANCE OF SOUTH 34°54'40" EAST, 44.39 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND SAID SOUTHERLY RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 67°24'37", AN ARC LENGTH OF 47.06 FEET TO THE WESTERLY RIGHT OF WAY LINE OF AFOREMENTIONED SOUTH ROCK CRUSHER ROAD; THENCE SOUTH 0°15'29" EAST, ALONG SAID WEST RIGHT OF WAY LINE, A DISTANCE OF 466.23 FEET TO THE BEGINNING OF A CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1650.00 FEET AND BEING SUBTENDED BY A CHORD HAVING A BEARING AND DISTANCE OF SOUTH 13°02'07" EAST, 729.03 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE AND SAID WESTERLY RIGHT OF WAY LINE, THROUGH A CENTRAL ANGLE OF 25°31'34", AN ARC LENGTH OF 735.10 FEET TO THE NORTHEAST CORNER OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1497, PAGES 977 THROUGH 979; THENCE DEPARTING SAID WESTERLY RIGHT OF WAY LINE, SOUTH 89°57'56" WEST, ALONG THE NORTH LINE OF SAID LANDS,A DISTANCE OF 608.16 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE SOUTH 0°19'34" EAST, ALONG THE EAST LINE OF SAID LANDS, A DISTANCE OF 518.25 FEET TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE SOUTH 89°38'38" WEST, A DISTANCE OF 822.44 FEET TO THE POINT OF BEGINNING.
CONTAINS: 48.98 ACRES MORE OR LESS

(OFFICIAL RECORDS BOOK 1497, PAGES 977 THROUGH 979)

And

PARCEL B:
COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST; THENCE S 89°34'18" W ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 1 A DISTANCE OF 1233.55 FEET TO THE POINT BEGINNING, SAID POINT BEING ON THE WESTERLY RIGHT OF WAY LINE OF NORTH ROCK CRUSHER ROAD AS PER CITRUS COUNTY RIGHT OF WAY ACQUISITION MAP DATED APRIL, 29, 1988, SAID POINT ALSO BEING ON A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 1,650.00 FEET AND A DELTA OF 30°29'53"; THENCE CONTINUE S 89°34'18" W ALONG SAID NORTH LINE A DISTANCE OF 608.10 FEET; THENCE S 00°37'12" E PARALLEL TO THE WEST LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 1 A DISTANCE OF 518.24 FEET TO A POINT, BEING 2,141.90 FEET NORTHERLY OF, WHEN MEASURED PERPENDICULARLY TO, THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION1; THENCE N 89°22'51" E PARALLEL TO SAID SOUTH LINE OF DISTANCE OF 904.29 FEET TO A POINT BEING ON AFORESAID WESTERLY RIGHT OF WAY LINE; THENCE N 31°04'15" W ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 451.38 FEET TO THE POINT OF CURVATURE OF AFORESAID CURVE; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 143.93 FEET TO THE POINT OF BEGINNING (CHORD BEARING AND DISTANCE BETWEEN SAID POINTS BEING NORTH 28°34'03" W - 143.88 FEET).
CONTAINS: 8.93 ACRES MORE OR LESS

LEGAL PREPARED BY:
THOMAS R. BON P.S.M. #6547
LANDGARD, LLC
10065 N.W. 136TH DRIVE
ALACHUA, FL. 32615

EXHIBIT 3 – PUD MASTER PLAN

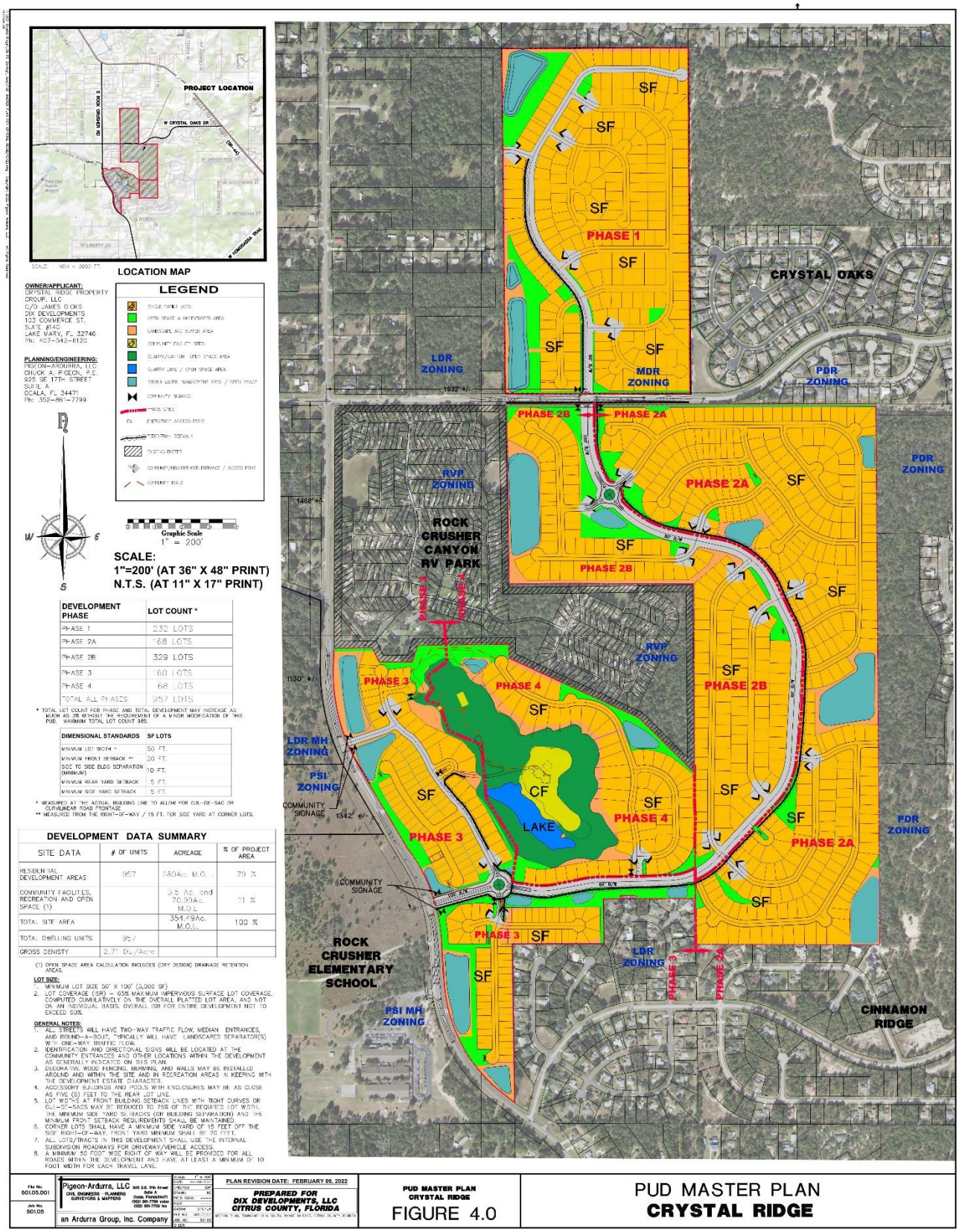


EXHIBIT 4 – STORMWATER/DRAINAGE MAP

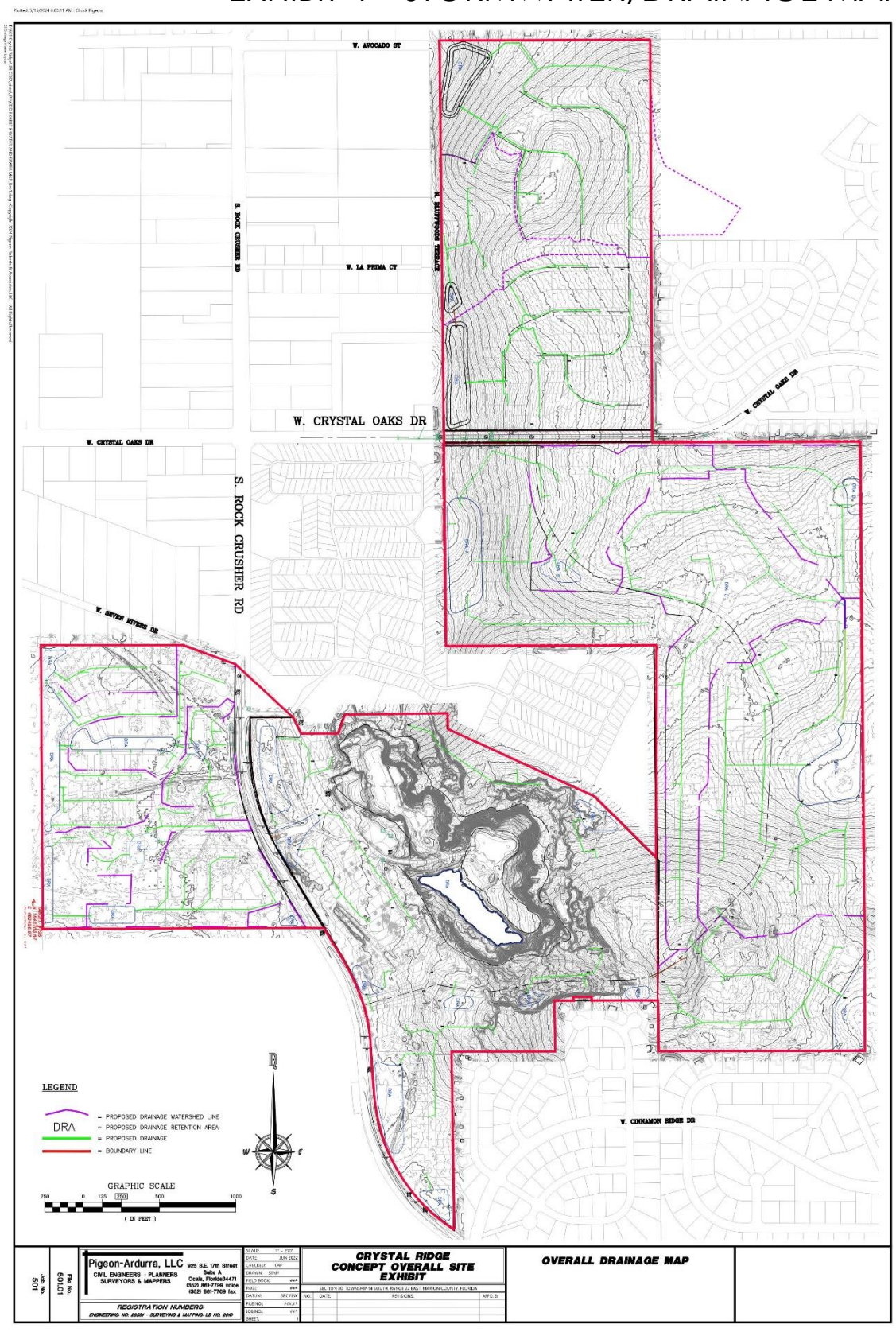


EXHIBIT 5 – WATER DISTRIBUTION MAP

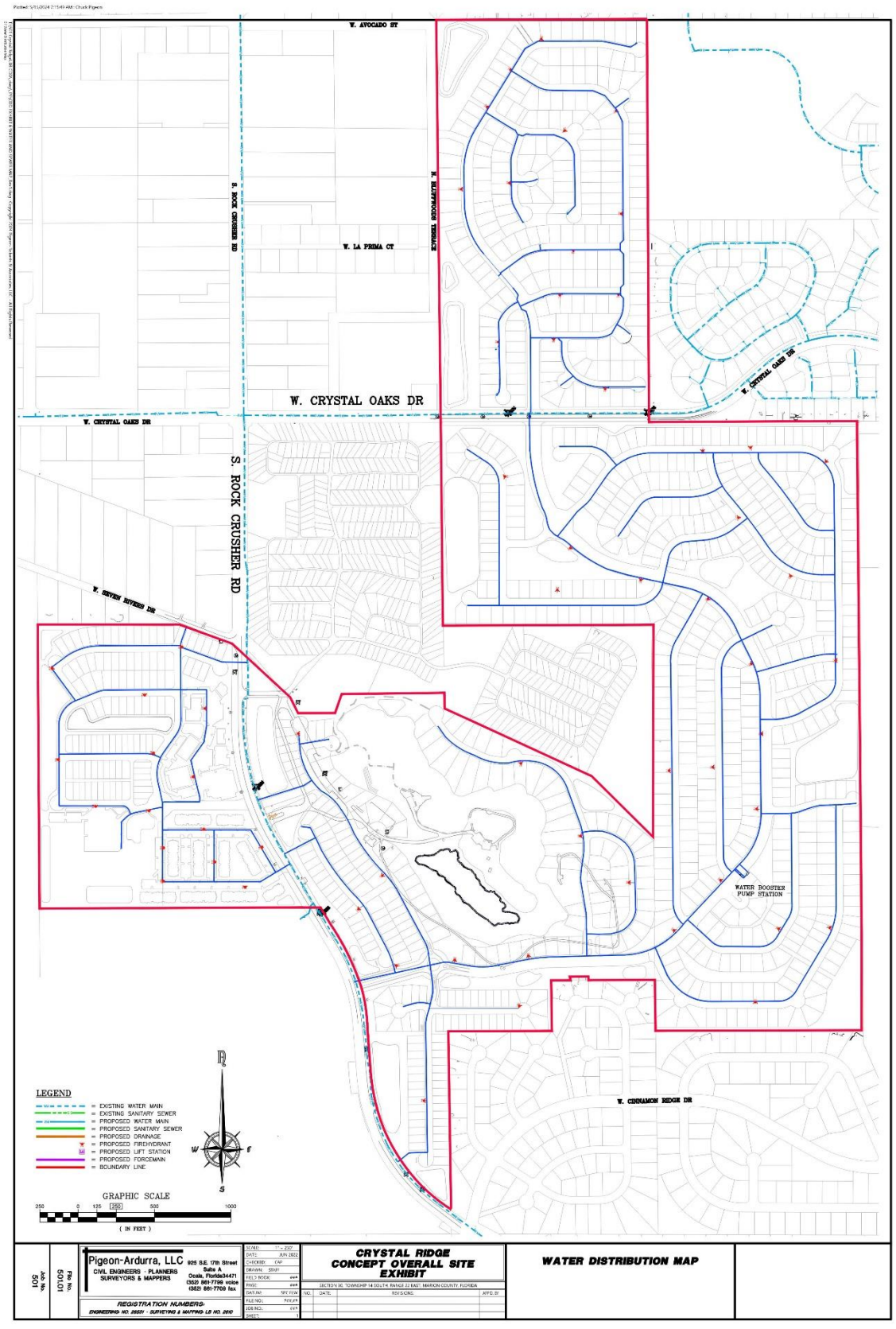


EXHIBIT 6 – SANITARY SEWER MAP

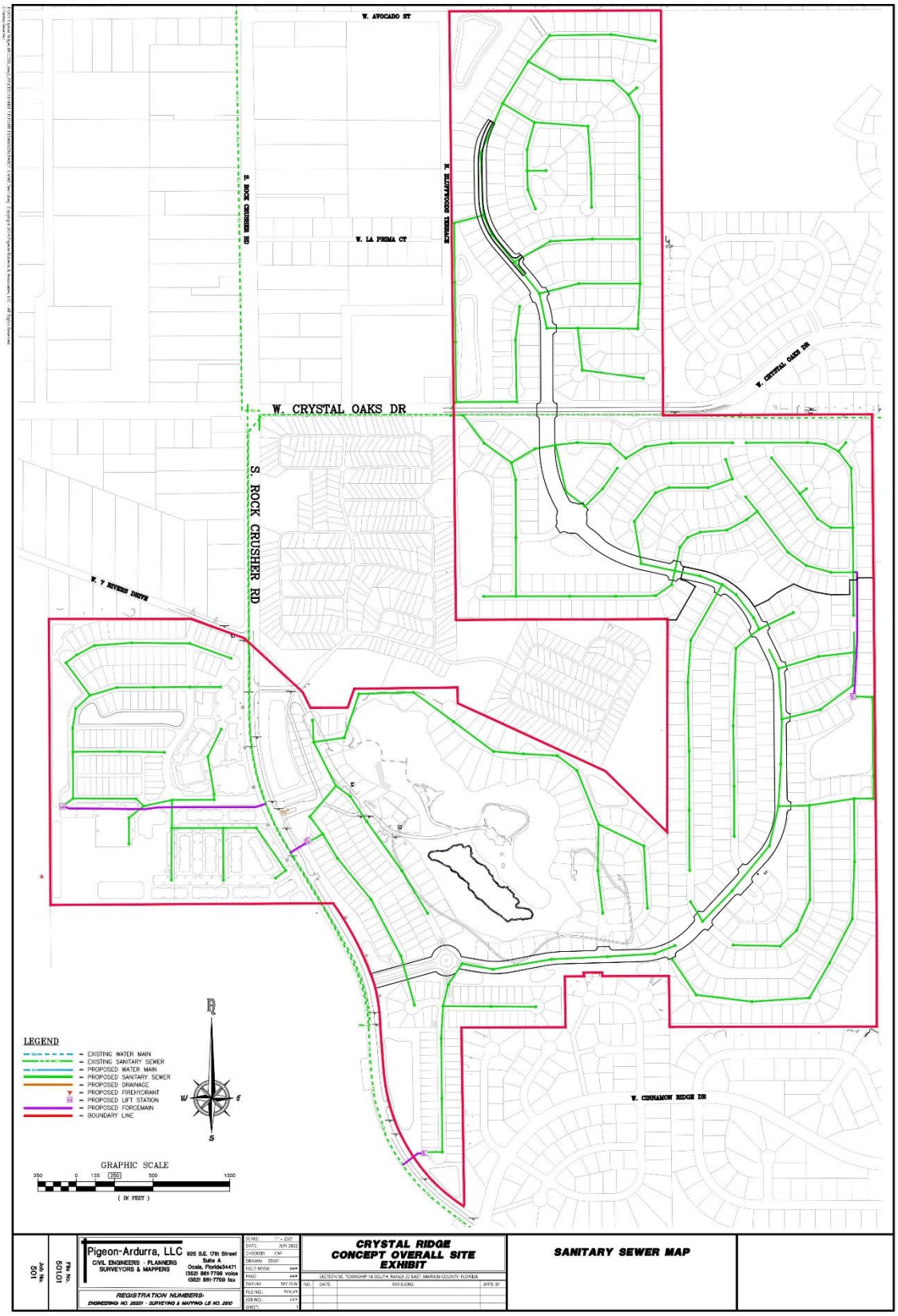
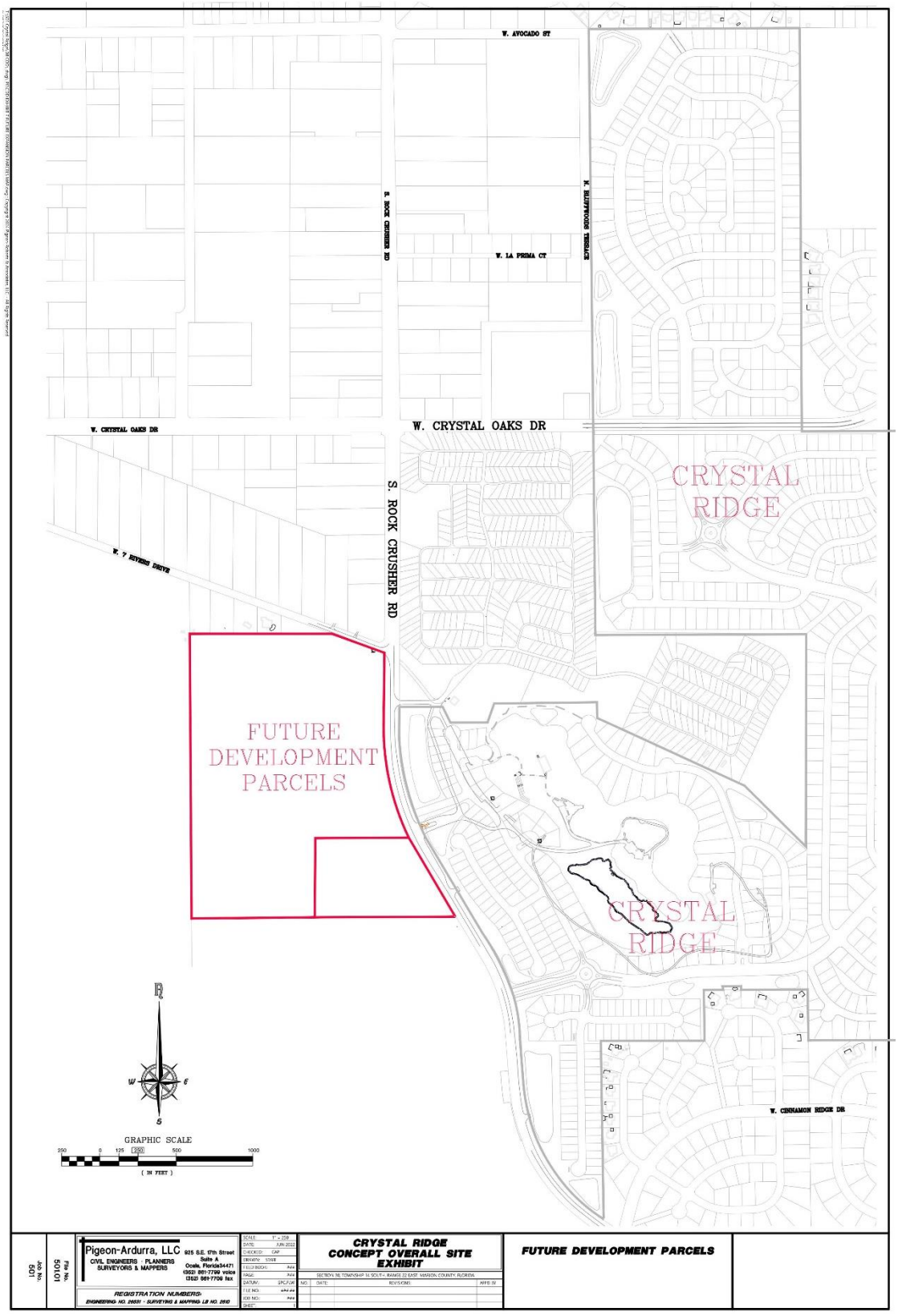


EXHIBIT 7 – FUTURE EXPANSION PARCELS



CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6D

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT

Master Special Assessment
Methodology Report

June 27, 2024

Provided by:

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1.0 Introduction

1.1 Purpose

This Master Special Assessment Methodology Report (the "Report") was developed to provide a financing plan and a special assessment methodology for the Crystal Ridge Community Development District (the “District”), located in Citrus County, Florida, as related to funding the costs of public infrastructure improvements (the “Capital Improvement Plan” or “CIP”) contemplated to be provided by the District.

1.2 Scope of the Report

This Report presents the projections for financing the District's Capital Improvement Plan described in the Engineer’s Report developed by Ardurra Group, Inc. (the “District Engineer”) and dated May 15, 2024 (revised June 24, 2024) (the “Engineer's Report”), as well as describes the method for the allocation of special benefits and the apportionment of special assessment debt resulting from the provision and funding of the Capital Improvement Plan. Please note that the Engineer’s Report describes the Capital Improvement Plan which would be required for the District after the projected expansion of its boundaries from the current approximately 354.49 +/- acres to the anticipated total of approximately 412.40 +/- acres.

1.3 Special Benefits and General Benefits

The public infrastructure improvements undertaken and funded by the District as part of the Capital Improvement Plan create special and peculiar benefits, different in kind and degree from the general and incidental benefits to the public at large. However, as discussed within this Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits which accrue to property within the District. The District’s Capital Improvement Plan enables properties within its boundaries to be developed.

There is no doubt that the general public and property owners of property outside the District will benefit from the provision of the Capital Improvement Plan. However, these benefits are only incidental since the Capital Improvement Plan is designed solely to provide special benefits peculiar to property within the District. Properties outside the District are not directly served by the Capital Improvement Plan and do not depend upon the Capital Improvement Plan to obtain or to maintain their development entitlements. This

fact alone clearly distinguishes the special benefits which District properties receive compared to those lying outside of the District's boundaries.

The Capital Improvement Plan will provide public infrastructure improvements which are all necessary in order to make the lands within the District developable and saleable. The installation of such improvements will cause the value of the developable and saleable lands within the District to increase by more than the sum of the financed cost of the individual components of the Capital Improvement Plan. Even though the exact value of the benefits provided by the Capital Improvement Plan is hard to estimate at this point, it is nevertheless greater than the costs associated with providing the same.

1.4 Organization of the Report

Section Two describes the development program as proposed by the Developers, as defined below.

Section Three provides a summary of the Capital Improvement Plan as determined by the District Engineer.

Section Four discusses the financing program for the District.

Section Five introduces the special assessment methodology for the District.

2.0 Development Program

2.1 Overview

The District will serve the Crystal Ridge development (the "Development"), a master planned residential development located in Citrus County, Florida. The District currently consists of approximately 354.49 +/- acres, the "Current Boundary Area", and is generally located north of Cinnamon Ridge Drive, west of S.R. 589, south of S.R. 44 (Gulf to lakes Highway), and east of S. Rock Crusher Road, although the boundaries of the District are expected to be amended to include an additional approximately 57.91 +/- acres, the "Expansion Area", after completion of which, the size of the District will total approximately 412.40 +/- acres, the "Total Area."

2.2 The Development Program

The development of Crystal Ridge is anticipated to be conducted by Crystal Ridge Property Group, LLC, or an affiliated entity (the "Developers"). Based upon the information provided by the Developers and the District Engineer, the development plan for the Current Boundary Area is 957 single-family residential dwelling units, and the development plan for the Expansion Area is 100 single-family residential dwelling units, 300 multi-family apartment units and 65,000 sq. ft. of commercial units developed in one or more phases, although land use types, phasing and unit numbers may change throughout the development period. Table 1 in the *Appendix* illustrates the development plan for the District.

3.0 The Capital Improvement Plan

3.1 Overview

The public infrastructure costs to be funded by the District are described by the District Engineer in the Engineer's Report. Only public infrastructure that may qualify for bond financing by the District under Chapter 190, Florida Statutes and under the Internal Revenue Code of 1986, as amended, was included in these estimates.

3.2 The Capital Improvement Plan

The public infrastructure improvements which are part of the Capital Improvement Plan and are needed to serve the Development after the full expansion of its boundaries are projected to consist of improvements which will serve all of the lands in the District. The District, however, reserves the right to create distinct assessment areas to coincide with the phases of development. The Capital Improvement Plan will consist of roadways & parking, stormwater, water, wastewater, landscaping and irrigation, electric (undergrounding service system), guardhouses, fences, walls, recreation & community facilities, professional services, and contingencies as set forth in more detail in the Engineer’s Report.

The public infrastructure improvements that comprise the Capital Improvement Plan will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another. As illustrated in the Engineer’s Report, the Capital Improvement Plan includes components necessary to serve

the development within the Current Boundary Area of the District (valued by the District Engineer at $58,135,000), as well as components necessary to serve the development within the Expansion Area (valued by the District Engineer at $7,937,000).

Table 2 in the *Appendix* illustrates the specific components of the Capital Improvement Plan.

4.0 Financing Program

4.1 Overview

As noted above, the District is embarking on a program of capital improvements which will facilitate the development of lands within the District. Generally, construction of public improvements is either funded by the Developers and then acquired by the District or funded directly by the District. As of the time of writing of this Report, the District will most likely acquire completed improvements from the Developers, although the District maintains the complete flexibility to either acquire the public infrastructure from the Developers or construct it, or even partly acquire it and partly construct it.

Even though the actual financing plan may change to include multiple series of bonds, it is likely that in order to fully fund the costs of the Capital Improvement Plan for the Total Area estimated at $66,072,000, as described in *Section 3.2* in one financing transaction, the District would have to issue approximately $91,050,000 in par amount of special assessment bonds (the "Bonds") as illustrated in Table 3 in the *Appendix*.

Please note that the purpose of this Report is to allocate the benefit of the Capital Improvement Plan to the various land uses in the District and based on such benefit allocation to apportion the maximum debt necessary to fund the Capital Improvement Plan. The discussion of the structure and size of the indebtedness is based on various estimates and is subject to change.

4.2 Types of Bonds Proposed

The proposed financing plan for the District provides for the issuance of the Bonds in the approximate principal amount of $91,050,000 to finance approximately $66,072,000 in Capital Improvement Plan costs. The Bonds as projected under this financing plan would be structured to be amortized in 30 annual installments following a 24-

month capitalized interest period. Interest payments on the Bonds would be made every May 1 and November 1, and principal payments on the Bonds would be made either on May 1 or on November 1.

In order to finance the improvements and other costs, the District would need to borrow more funds and incur indebtedness in the total amount of approximately $91,050,000. The difference is comprised of funding debt service reserve, paying capitalized interest, underwriter's discount and costs of issuance. Preliminary sources and uses of funding for the Bonds are presented in Table 3 in the *Appendix*.

Please note that the structure of the Bonds as presented in this Report is preliminary and may change due to changes in the development program, market conditions, timing of infrastructure installation as well as for other reasons. The District maintains complete flexibility as to the structure of the Bonds and reserves the right to modify it as necessary.

5.0 Assessment Methodology

5.1 Overview

The issuance of the Bonds provides the District with funds necessary to construct/acquire the infrastructure improvements which are part of the Capital Improvement Plan outlined in *Section 3.2* and described in more detail by the District Engineer in the Engineer's Report. These improvements lead to special and general benefits, with special benefits accruing to the assessable properties within the boundaries of the District and general benefits accruing to areas outside the District but being only incidental in nature. The debt incurred in financing the public infrastructure will be secured by assessing properties within the District that derive special and peculiar benefits from the Capital Improvement Plan. All properties within the District that receive special benefits from the Capital Improvement Plan will be assessed for their fair share of the debt issued in order to finance all or a portion of the Capital Improvement Plan.

5.2 Benefit Allocation

The most current development plan for the District expanded to 412.10 +/- acres envisions the development of 1,057 single-family residential dwelling units, 300 multi-family apartment units, and

65,000 sq. ft. of commercial units, although, unit numbers and land use types may change throughout the development period.

The public infrastructure improvements that comprise the Capital Improvement Plan will serve and provide benefit to all land uses in the District and will comprise an interrelated system of improvements, which means all of the improvements will serve the entire District and improvements will be interrelated such that they will reinforce one another.

By allowing for the land in the District to be developable, both the public infrastructure improvements that comprise the Capital Improvement Plan and their combined benefit will be greater than the sum of their individual benefits. All of the land uses within the District will benefit from each infrastructure improvement category, as the improvements provide basic infrastructure to all land within the District and benefit all land within the District as an integrated system of improvements.

As stated previously, the public infrastructure improvements included in the Capital Improvement Plan have a logical connection to the special and peculiar benefits received by the land within the District, as without such improvements, the development of the properties within the District would not be possible. Based upon the connection between the improvements and the special and peculiar benefits to the land within the District, the District can assign or allocate a portion of the District's debt through the imposition of non-ad valorem special assessments, to the land receiving such special and peculiar benefits. Even though these special and peculiar benefits are real and ascertainable, the precise amount of the benefit cannot yet be calculated with mathematical certainty. However, such benefit is more valuable than the cost of, or the actual non-ad valorem special assessment amount levied on that parcel.

The proposed Development plan is expected to encompass 1,057 single-family residential dwelling units, 300 multi-family apartment units, and 65,000 sq. ft. of commercial units, of which 957 single-family residential dwelling units are contained within the Current Boundary Area and 100 single-family residential dwelling units, 300 multi-family apartment units, and 65,000 sq. ft. of commercial units are contained within the Expansion Area. The benefit associated with the Capital Improvement Plan of the District is proposed to be allocated to the different unit types within the District in proportion to the density of development and intensity of use of the infrastructure as measured by a standard unit called an Equivalent Residential Unit ("ERU"). Table 4 in the *Appendix* illustrates the ERU weights that

are proposed to be assigned to the unit types contemplated to be developed within the District's Current Boundary Area, Expansion Area, and Total Area, based on the relative density of development and the intensity of use of master infrastructure, the total ERU counts for each unit type, and the share of the benefit received by each unit type.

The rationale behind different ERU weights is supported by the fact that generally and on average units with smaller lot sizes will use and benefit from the District's improvements less than units with larger lot sizes, as for instance, generally and on average units with smaller lot sizes produce less storm water runoff, may produce fewer vehicular trips, and may need less water/sewer capacity than units with larger lot sizes. Additionally, the value of the units with larger lot sizes is likely to appreciate by more in terms of dollars than that of the units with smaller lot sizes as a result of the implementation of the Capital Improvement Plan. As the exact amount of the benefit and appreciation is not possible to be calculated at this time, the use of ERU measures serves as a reasonable approximation of the relative amount of benefit received by the different unit types from the District's improvements. As the development plan associated with the District land is preliminary and subject to change, there is a possibility that certain product types may be created which are not currently contemplated within Table 4 herein. To the extent new product types are designed for development within the District boundaries, by nature of this methodology an ERU factor will be assigned to such product type on the basis of front footage ("FF") using the formula FF/50.

Table 5 in the *Appendix* presents the apportionment of the non-ad valorem special assessments associated with funding the District's Capital Improvement Plan (the "Bond Assessments") for Current Boundary Area, Expansion Area, and Total Area in accordance with the ERU benefit allocation method presented in Table 4. Table 5 also presents the annual levels of the projected annual debt service assessments per unit.

Amenities. No Bond Assessments are allocated herein to any private amenities or other common areas planned for the development. If owned by a homeowner's association, the amenities and common areas would be considered a common element for the exclusive benefit of property owners. Accordingly, any benefit to the amenities and common areas would directly benefit all platted lots in the District. If the common elements are owned by the District, then they would be governmental property not subject to the Bond Assessments and would be open to the general public, subject to

District rules and policies. As such, no Bond Assessments will be assigned to the amenities and common areas.

Government Property. Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Bond Assessments without specific consent thereto. If at any time, any real property on which Bond Assessments are imposed is sold or otherwise transferred to a unit of local, state, or federal government, or similarly exempt entity, all future unpaid Bond Assessments for such tax parcel shall become due and payable immediately prior to such transfer by way of a mandatory true-up payment without any further action of the District.

5.3 Assigning Debt

As previously stated in the Report, the present boundaries of the District contain approximately 354.49 +/- acres, while it is anticipated that the District's boundaries will be expanded to eventually contain a total of approximately 412.40 +/- acres. Consequently, the Bond Assessments in the amount of $71,934,623.71 will be preliminarily levied on approximately 354.49 +/- acres at a rate of $202,924.27 per acre on an equal pro-rata gross acre basis.

As the land is platted, the Bond Assessments will be allocated to each platted parcel on a first platted-first assigned basis based on the planned use for that platted parcel as reflected in Table 5 in the *Appendix*. Such allocation of Bond Assessments to platted parcels will reduce the amount of Bond Assessments levied on unplatted gross acres within the District.

Transferred Property. In the event unplatted land is sold to a third party (the "Transferred Property"), the Bond Assessments will be assigned to such Transferred Property at the time of the sale based on the maximum total number of ERUs (as herein defined) assigned by the Developers to that Transferred Property, subject to review by the District's methodology consultant, to ensure that any such assignment is reasonable, supported by current development rights and plans, and otherwise consistent with this Report. The owner of the Transferred Property will be responsible for the total Bond Assessments applicable to the Transferred Property, regardless of the total number of ERUs ultimately actually platted. This total Bond Assessment is allocated to the Transferred Property at the time of the sale.

5.4 Lienability Test: Special and Peculiar Benefit to the Property

As first discussed in *Section 1.3*, Special Benefits and General Benefits, public infrastructure improvements undertaken by the District create special and peculiar benefits to certain properties within the District. The District's improvements benefit assessable properties within the District and accrue to all such assessable properties on an ERU basis.

Public infrastructure improvements undertaken by the District can be shown to be creating special and peculiar benefits to the property within the District. The special and peculiar benefits resulting from each improvement include, but are not limited to:

a. added use of the property;
b. added enjoyment of the property;
c. decreased insurance premiums; and
d. increased marketability and value of the property.

The public infrastructure improvements which are part of the Capital Improvement Plan make the land in the District developable and saleable and when implemented jointly as parts of the Capital Improvement Plan, provide special and peculiar benefits which are greater than the benefits of any single category of improvements. These special and peculiar benefits are real and ascertainable, but not yet capable of being calculated and assessed in terms of numerical value; however, such benefits are more valuable than either the cost of, or the actual assessment levied for, the improvement or debt allocated to the parcel of land.

5.5 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay

A reasonable estimate of the proportion of special and peculiar benefits received from the improvements is delineated in Table 4 (expressed as ERU factors) in the *Appendix*.

The apportionment of the Bond Assessments is fair and reasonable because it was conducted on the basis of consistent application of the methodology described in *Section 5.2* across all assessable property within the District according to reasonable estimates of the special and peculiar benefits derived from the Capital Improvement Plan by different unit types.

Accordingly, no acre or parcel of property within the District will be liened for the payment of any non-ad valorem special assessment

more than the determined special benefit peculiar to that property.

5.6 True-Up Mechanism

The District's assessment program is predicated on the development of lots in a manner sufficient to include all of the planned Equivalent Residential Units ("ERUs") as set forth in Table 4 in the Appendix ("Development Plan"). At such time as lands are to be platted (or re-platted) or site plans are to be approved (or re-approved), the plat or site plan (either, herein, "Proposed Plat") shall be presented to the District for a "true-up" review as follows:

a. If a Proposed Plat results in the same amount of ERUs (and thus Bond Assessments) able to be imposed on the "Remaining Unplatted Lands" (i.e., those remaining unplatted lands after the Proposed Plat is recorded) as compared to what was originally contemplated under the Development Plan, then the District shall allocate the Bond Assessments to the product types being platted and the remaining property in accordance with this Report, and cause the Bond Assessments to be recorded in the District's improvement lien book.

b. If a Proposed Plat within the District has more than the anticipated ERUs (and Bond Assessments) such that the Remaining Unplatted Developable Lands would be assigned fewer ERUs (and Bond Assessments) than originally contemplated in the Development Plan, then the District may undertake a pro rata reduction of Bond Assessments for all assessed properties within the Property, or may otherwise address such net decrease as permitted by law.

c. If a Proposed Plat within the District has fewer than the anticipated ERUs (and Bond Assessments) such that the Remaining Unplatted Developable Lands would have to be assigned more ERUs (and Bond Assessments) in order to fully assign all of the ERUs originally contemplated in the Development Plan, then the District shall require the landowner(s) of the lands encompassed by the Proposed Plat to pay a "True-Up Payment" equal to the difference between: (i) the Bond Assessments originally contemplated to be imposed on the lands subject to the Proposed Plat, and (ii) the Bond Assessments able to be imposed on the lands subject to the Proposed Plat, after the Proposed Plat (plus applicable interest, collection costs, penalties, etc.).

With respect to the foregoing true-up analysis, the District's Assessment Consultant, in consultation with the District Engineer

and District Counsel, shall determine in their sole discretion what amount of ERUs (and thus Bond Assessments) are able to be imposed on the Remaining Unplatted Lands, taking into account a Proposed Plat, by reviewing: a) the original, overall development plan showing the number and type of units reasonably planned for the development, b) the revised, overall development plan showing the number and type of units reasonably planned for the development, c) proof of the amount of entitlements for the Remaining Unplatted Lands, d) evidence of allowable zoning conditions that would enable those entitlements to be placed in accordance with the revised development plan, and e) documentation that shows the feasibility of implementing the proposed development plan. Prior to any decision by the District not to impose a true-up payment, a supplemental methodology shall be produced demonstrating that there will be sufficient assessments to pay debt service on the applicable series of bonds and the District will conduct new proceedings under Chapters 170, 190 and 197, Florida Statutes upon the advice of District Counsel.

Any True-Up Payment shall become due and payable that tax year by the landowner of the lands subject to the Proposed Plat, shall be in addition to the regular assessment installment payable for such lands, and shall constitute part of the debt assessment liens imposed against the Proposed Plat property until paid. A True-Up Payment shall include accrued interest on the applicable bond series to the interest payment date that occurs at least 45 days after the True-Up Payment (or the second succeeding interest payment date if such True-Up Payment is made within forty-five (45) calendar days before an interest payment date (or such other time as set forth in the supplemental indentures for the applicable bond series)).

All Bond Assessments levied run with the land, and such assessment liens include any True-Up Payments. The District will not release any liens on property for which True-Up Payments are due, until provision for such payment has been satisfactorily made. Further, upon the District's review of the final plat for the developable acres, any unallocated Bond Assessments shall become due and payable and must be paid prior to the District's approval of that plat. This true-up process applies for both plats and/or re-plats.

Such review shall be limited solely to the function and the enforcement of the District's assessment liens and/or true-up agreements. Nothing herein shall in any way operate to or be construed as providing any other plat approval or disapproval powers to the District. For further detail on the true-up process, please refer to the True-Up Agreement and applicable assessment resolution(s).

5.7 Assessment Roll

The Bond Assessments in the amount of $71,934,623.71 are proposed to be levied over the area described in Exhibit "A". Excluding any capitalized interest period, Bond Assessments shall be paid in no more than thirty (30) annual principal installments.

5.8 Additional Items Regarding Bond Assessment Imposition and Allocation

This Report is intended to establish the necessary benefit and fair and reasonable allocation findings for a master assessment lien, which may give rise to one or more individual assessment liens relating to individual bond issuances necessary to fund all or a portion of the project(s) referenced herein comprising the Capital Improvement Plan. All such liens shall be within the benefit limits established herein and using the allocation methodology described herein, and shall be described in one or more supplemental reports.

As noted herein, the Capital Improvement Plan functions as a system of improvements. Among other implications, this means that proceeds from any particular bond issuance can be used to fund improvements within any benefitted property or designated assessment area within the District, regardless of where the Bond Assessments are levied, provided that Bond Assessments are fairly and reasonably allocated across all benefitted properties.

As set forth in any supplemental report, and for any particular bond issuance, the Developer may opt to "buy down" the Bond Assessments on particular product types and/or lands using a contribution of cash, infrastructure or other consideration, and in order for Bond Assessments to reach certain target levels. Note that any "true-up," as described herein, may require a payment to satisfy "true-up" obligations as well as additional contributions to maintain such target assessment levels. Any amounts contributed by the Developer to pay down Bond Assessment will not be eligible for "deferred costs," if any are provided for in connection with any particular bond issuance.

6.0 Additional Stipulations

6.1 Overview

Wrathell, Hunt and Associates, LLC was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's Capital Improvement Plan. Certain financing,

development and engineering data was provided by members of District Staff and/or the Developers. The allocation methodology described herein was based on information provided by those professionals. Wrathell, Hunt and Associates, LLC makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this Report. For additional information on the bond structure and related items, please refer to the Offering Statement associated with this transaction.

Wrathell, Hunt and Associates, LLC does not represent the District as a Municipal Advisor or Securities Broker nor is Wrathell, Hunt and Associates, LLC registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Wrathell, Hunt and Associates, LLC does not provide the District with financial advisory services or offer investment advice in any form.

7.0 Appendix

Table 1

Crystal Ridge

Community Development District

Development Plan

Unit Type	Current Boundary Area Units/Sq. Ft.	Expansion Area Units/Sq Ft.	Total Area Units/Sq Ft.
MF Apartments	0	300	**300**
SF 40'	0	40	**40**
SF 50'	150	60	**210**
SF 60'	186	0	**186**
SF 70'	446	0	**446**
SF 80' (or larger)	175	0	**175**
Commercial	0	65,000	**65,000**
Total	**957**	**65,000**	**66,357**

Table 2

Crystal Ridge

Community Development District

Capital Improvement Plan

Improvement	Current Boundary Area Estimated Costs	Expansion Area Estimated Costs	Total Area CIP Costs
Roadways & Parking	$8,301,000.00	$1,426,000.00	$9,727,000.00
Stormwater	$15,546,000.00	$2,521,000.00	$18,067,000.00
Water	$3,970,000.00	$541,000.00	$4,511,000.00
Wastewater	$8,225,000.00	$1,066,000.00	$9,291,000.00
Landscaping and Irrigation	$520,000.00	$210,000.00	$730,000.00
Electric (Undergrounding Service System)	$935,000.00	$141,000.00	$1,076,000.00
Guardhouses, Fences, Walls	$2,118,000.00	$0.00	$2,118,000.00
Recreational & Community Facilities	$5,100,000.00	$200,000.00	$5,300,000.00
Professional Services	$6,710,000.00	$916,000.00	$7,626,000.00
Contingency	$6,710,000.00	$916,000.00	$7,626,000.00
Total	**$58,135,000.00**	**$7,937,000.00**	**$66,072,000.00**

Table 3

Crystal Ridge

Community Development District

Preliminary Sources and Uses of Funds

Sources	
Bond Proceeds:	
Par Amount	$91,050,000.00
Total Sources	**$91,050,000.00**
Uses	
Project Fund Deposits:	
Project Fund	$66,072,000.00
Other Fund Deposits:	
Debt Service Reserve Fund	$8,087,737.81
Capitalized Interest Fund	$14,568,000.00
Delivery Date Expenses:	
Costs of Issuance	$2,321,000.00
Rounding	$1,262.19
Total Uses	**$91,050,000.00**

Coupon Rate: 8%
CAPI Length: 24 Months
Bond Duration: 30 Years
Underwriter's Discount Rate: 2%
Cost Of Issuance: $500,000

Table 4

Crystal Ridge

Community Development District

Benefit Allocation

Unit Type	Current Boundary Area Units/Sq. Ft.	ERU per Unit/1,000 Sq. Ft.	Total ERU
MF Apartments	0	0.50	0.00
SF 40'	0	0.80	0.00
SF 50'	150	1.00	150.00
SF 60'	186	1.20	223.20
SF 70'	446	1.40	624.40
SF 80' (or larger)	175	1.60	280.00
Commercial	0	1.50	0.00
Total	**957**		**1,277.60**

Unit Type	Expansion Area Units/Sq Ft.	ERU per Unit/1,000 Sq. Ft.	Total ERU
MF Apartments	300	0.50	150.00
SF 40'	40	0.80	32.00
SF 50'	60	1.00	60.00
SF 60'	0	1.20	0.00
SF 70'	0	1.40	0.00
SF 80' (or larger)	0	1.60	0.00
Commercial	65,000	1.50	97.50
Total	**65,400**		**339.50**

Table 5

Crystal Ridge

Community Development District

Bond Assessment Apportionment

Unit Type	Current Boundary Area Units/Sq. Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	0	$0.00	$0.00	$0.00	$0.00
SF 40'	0	$0.00	$0.00	$0.00	$0.00
SF 50'	150	$6,128,749.00	$8,445,674.36	$56,304.50	$5,001.38
SF 60'	186	$9,119,578.50	$12,567,163.44	$67,565.39	$6,001.66
SF 70'	446	$25,511,939.15	$35,156,527.12	$78,826.29	$7,001.94
SF 80' (or larger)	175	$11,440,331.46	$15,765,258.80	$90,087.19	$8,002.21
Commercial	0	$0.00	$0.00	$0.00	$0.00
Total	**957**	**$52,200,598.11**	**$71,934,623.71**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

Unit Type	Expansion Area Units/Sq Ft.	Total Cost Allocation	Total Bond Assessment Apportionment	Bond Assessment Apportionment per Unit	Annual Bond Assessment Debt Service per Unit/Sq. Ft.
MF Apartments	300	$6,128,749.00	$8,445,674.36	$28,152.25	$2,500.69
SF 40'	40	$1,307,466.45	$1,801,743.86	$45,043.60	$4,001.11
SF 50'	60	$2,451,499.60	$3,378,269.74	$56,304.50	$5,001.38
SF 60'	0	$0.00	$0.00	$0.00	$0.00
SF 70'	0	$0.00	$0.00	$0.00	$0.00
SF 80' (or larger)	0	$0.00	$0.00	$0.00	$0.00
Commercial	65,000	$3,983,686.85	$5,489,688.33	$84,456.74	$7,502.08
Total	**65,400**	**$13,871,401.89**	**$19,115,376.29**		

* Please note that cost allocations to units herein are based on the ERU benefit allocation illustrated in Table 4
** Does not include applicable costs of collection and early payment discounts

Exhibit “A”

Bond Assessments in the estimated amount of $71,934,623.71 are proposed to be levied over the area as described below:

ARDURRA GROUP, INC.

September 27, 2022
Revised Acreage February 18, 2024

354.70 MOL ACRE CDD PARCEL

PREPARD FOR CRYSTAL RIDGE PROPERTY GROUP, LLC

LEGAL DESCRIPTION:

PARCELS OF LAND LYING IN THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST; THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; AND THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 1, TOWNSHIP 19 SOUTH, RANGE 17 EAST, ALL IN CITRUS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, TOWNSHIP 18 SOUTH, RANGE 18 EAST, CITRUS COUNTY, FLORIDA; THENCE N00°36'37"W, ALONG THE WEST LINE OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SAID SECTION 31, 80.00 FEET, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE (A PUBLIC RIGHT-OF-WAY 80 FEET WIDE) AS DESCRIBED IN THE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA, AND TO THE POINT OF BEGINNING; THENCE CONTINUE N00°36'37"W, ALONG SAID WEST LINE, 2554.09 FEET, TO THE NORTHWEST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE N89°43'23"E, ALONG THE NORTH LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1378.36 FEET, TO THE NORTHEAST CORNER OF SAID WEST 1/2 OF THE SOUTHWEST 1/4; THENCE S00°17'35"E, ALONG THE EAST LINE OF SAID WEST 1/2 OF THE SOUTHWEST 1/4, 1316.50 FEET, TO ITS INTERSECTION WITH THE NORTH LINE OF CRYSTAL OAKS EIGHTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 96 THROUGH 98, INCLUSIVE, OF SAID PUBLIC RECORDS; THENCE S89°53'15"W, ALONG SAID NORTH LINE, 1.86 FEET, TO THE NORTHWEST CORNER OF SAID CRYSTAL OAKS EIGHTH ADDITION; THENCE S00°21'32"E, ALONG THE WEST LINE OF SAID CRYSTAL OAKS EIGHTH ADDITION AND CRYSTAL OAKS SEVENTH ADDITION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 52-55, INCLUSIVE, OF SAID PUBLIC RECORDS, 1239.00 FEET, TO ITS INTERSECTION WITH THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE; THENCE S89°47'01"W, ALONG SAID NORTH RIGHT-OF-WAY LINE, 1363.78 FEET, TO THE POINT OF BEGINNING.

AND

BEGIN AT THE NORTHWEST CORNER OF SAID SECTION 6, TOWNSHIP 19 SOUTH, RANGE 18 EAST; THENCE N89°47'02"E, ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION 6, SAME BEING THE SOUTH RIGHT-OF-WAY LINE OF WEST CRYSTAL OAKS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 881, PAGE 218 (AN 80 FOOT WIDE RIGHT-OF-WAY), 2727.54 FEET TO THE NORTHEAST CORNER OF SAID NORTHWEST 1/4; THENCE S00°30'29"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4, 2672.20 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4, SAME BEING THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE S00°30'09"E, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 OF THE SOUTHWEST 1/4, 1323.14 FEET, TO

ITS INTERSECTION WITH THE NORTH LINE OF CINNAMON RIDGE UNIT FOUR PHASE ONE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 16, PAGES 124 THROUGH 128, OF THE PUBLIC RECORDS OF CITRUS COUNTY, FLORIDA; THENCE S89°57'32"W ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE, 1355.39 FEET, TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT FOUR PHASE ONE AND THE EAST LINE OF CINNAMON RIDGE UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 12, PAGE 65, OF SAID PUBLIC RECORDS, THENCE N00°26'19"W, ALONG THE EAST LINE OF SAID CINNAMON RIDGE UNIT 2, 333.18 FEET, TO THE NORTHEAST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 1.43 FEET, TO ITS INTERSECTION WITH THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 433.95 FEET TO THE NORTHEAST CORNER OF LOT 47, BLOCK A OF SAID CINNAMON RIDGE UNIT 2, SAME BEING THE SOUTHEAST CORNER OF THAT CERTAIN PARCEL OF THE LANDS DESCRIBED IN THE CORPORATE WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 1517, AT PAGE 2133, OF SAID PUBLIC RECORDS; THENCE N00°39'43"W, ALONG THE NORTHERLY EXTENSION OF THE EASTERLY LINE OF SAID LOT 47, 25.32 FEET TO THE NORTHEAST CORNER OF SAID LANDS; THENCE S89°51'33"W, ALONG THE NORTH LINE OF SAID LANDS, 122.50 FEET TO THE NORTHWEST CORNER OF SAID LANDS; THENCE S14°45'20"E, ALONG THE NORTHWESTERLY PROJECTION OF THE WESTERLY BOUNDARY OF SAID LOT 47, 25.80 FEET TO THE NORTHWEST CORNER OF SAID LOT 47; THENCE N89°58'11"W, ALONG THE NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 127.31 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°40'00"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 332.90 FEET TO A CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE N89°58'30"W, ALONG A NORTH LINE OF SAID CINNAMON RIDGE UNIT 2, 678.59 FEET TO THE NORTHWEST CORNER OF SAID CINNAMON RIDGE UNIT 2; THENCE S00°46'42"E, ALONG THE WEST LINE OF SAID CINNAMON RIDGE UNIT 2, 1161.99 FEET TO A POINT ON THE NORTHEASTERLY RIGHT-OF-WAY LINE OF SOUTH ROCK CRUSHER ROAD (A 100 FOOT WIDE RIGHT-OF-WAY); THENCE NORTHWESTERLY, ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE, THE FOLLOWING SEVEN (7) COURSES: 1) THENCE N53°07'53"W, 104.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1100.00 FEET; 2) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 940.92 FEET, THROUGH A CENTRAL ANGLE OF 49°00'35", THE CHORD FOR WHICH BEARS N28°37'54"W, A CHORD DISTANCE OF 912.49 FEET A POINT ON A NON-TANGENCY LINE; 3) THENCE N04°07'32"W, 347.55 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 1200.00 FEET; 4) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, 557.94 FEET, THROUGH A CENTRAL ANGLE OF 26°38'24", THE CHORD FOR WHICH BEARS N17°26'39"W, A CHORD DISTANCE OF 552.93 FEET TO A POINT ON A NON-TANGENCY LINE; 5) THENCE N30°46'36"W, 782.29 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1550.00 FEET; 6) THENCE NORTHERLY, ALONG THE ARC OF SAID CURVE, A DISTANCE OF 825.01 FEET, THROUGH A CENTRAL ANGLE OF 30°29'48", THE CHORD FOR WHICH BEARS N15°30'53"W, A CHORD DISTANCE OF 815.31 FEET TO A POINT ON A NON-TANGENCY LINE; 7) THENCE N00°17'10"W, 153.06 FEET TO THE NORTHWEST CORNER OF PARCEL “B” AS DESCRIBED IN THE BOUNDARY SURVEY MAP PREPARED PURSUANT TO MINOR SUBDIVISION APPLICATION NO. MSP-07-07, APPROVED JUNE 6, 2007, A COPY OF WHICH IS RECORDED IN OFFICIAL RECORDS BOOK 2243, AT PAGE 17, OF SAID PUBLIC RECORDS; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, PROCEED EASTERLY ALONG THE NORTHERLY BOUNDARY LINES OF SAID PARCEL "B", THE FOLLOWING EIGHT (8) COURSES: 1) THENCE N89°46'02"E, 276.24 FEET; 2) THENCE S26°22'14"E, 115.59 FEET; 3) S89°41'51"E, 243.55 FEET; 4) N19°06'13"E, 130.90 FEET; 5) THENCE N89°14'59"E, 673.01 FEET; 6) THENCE S00°43'41"E, 102.37 FEET; 7) THENCE S65°11'37"E, 1059.01 FEET; 8) THENCE S45°10'30"E, 573.42 FEET TO A CORNER OF SAID PARCEL "B"; THENCE

CONTINUE S45°10'30"E, 0.70 FEET TO A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE N00°38'32"W, ALONG SAID WEST LINE, 60.73 FEET TO THE SOUTHWEST CORNER OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°36'40"W, ALONG THE WEST LINE OF SAID EAST 1/2 OF THE NORTHWEST 1/4, 1332.65 FEET TO THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE S89°55'10"W, ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1361.20 FEET TO THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 6; THENCE N00°43'41"W, ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4, 1329.60 FEET TO THE POINT OF BEGINNING.

ALL OF THE ABOVE CONTAINING 15,450,732 SQUARE FEET, OR 354.70 ACRES, MORE OR LESS

LEGAL PREPARED BY:
GARY L. MILAM P.S.M. #5058
ARDURRA GROUP, INC.
2182 N.E. 2nd STREET
OCALA, FL. 34470

Exhibit “B”

The debt assessment lien is being placed on property described in the attached legal description. For notice purposes, listed below are the potentially applicable County Property Appraiser parcels, and property owners, developers/potential property owners, and developers that will be included on a mailing list related to debt assessments:

17E19S01 10000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E19S06 31000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E19S06 41000 - CRYSTAL RIDGE PROPERTY GROUP LLC
18E18S31 33000 - CRYSTAL RIDGE PROPERTY GROUP LLC

CRYSTAL RIDGE PROPERTY GROUP LLC
103 COMMERCE ST STE 140
LAKE MARY FL 32746

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

6E

RESOLUTION 2024-31

[MASTER DEBT ASSESSMENT RESOLUTION]

A RESOLUTION MAKING CERTAIN FINDINGS; AUTHORIZING A CAPITAL IMPROVEMENT PLAN; ADOPTING AN ENGINEER'S REPORT; PROVIDING AN ESTIMATED COST OF IMPROVEMENTS; ADOPTING AN ASSESSMENT REPORT; EQUALIZING, APPROVING, CONFIRMING AND LEVYING DEBT ASSESSMENTS; ADDRESSING THE FINALIZATION OF SPECIAL ASSESSMENTS; ADDRESSING THE PAYMENT OF DEBT ASSESSMENTS AND THE METHOD OF COLLECTION; PROVIDING FOR THE ALLOCATION OF DEBT ASSESSMENTS AND TRUE-UP PAYMENTS; ADDRESSING GOVERNMENT PROPERTY, AND TRANSFERS OF PROPERTY TO UNITS OF LOCAL, STATE AND FEDERAL GOVERNMENT; AUTHORIZING AN ASSESSMENT NOTICE; AND PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Crystal Ridge Community Development District ("**District**") is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes,* as amended ("**Act**"); and

WHEREAS, the District has previously indicated its intention to construct certain types of improvements and to finance such improvements through the issuance of bonds, notes or other specific financing mechanisms, which bonds, notes or other specific financing mechanisms would be repaid by the imposition of special assessments on benefited property within the District; and

WHEREAS, the District's Board of Supervisors ("**Board**") has noticed and conducted a public hearing pursuant to Chapters 170, 190 and 197, *Florida Statutes*, relating to the imposition, levy, collection and enforcement of such assessments, and now desires to adopt a resolution imposing and levying such assessments as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

1. **AUTHORITY.** This Resolution is adopted pursuant to Chapters 170, 190 and 197, *Florida Statutes*, including without limitation, Section 170.08, *Florida Statutes*. The recitals stated above are incorporated herein; are adopted by the Board as true and correct statements; and are further declared to be findings made and determined by the Board.

2. **FINDINGS.** The Board further finds and determines as follows:

The Capital Improvement Plan

a. The District is authorized by Chapter 190, *Florida Statutes*, to finance, fund, plan, establish, acquire, install, equip, operate, extend, construct, or reconstruct stormwater and drainage, water and sewer, roadways, sidewalks, recreation and amenities, underground electric, landscape, hardscape, irrigation, and other infrastructure projects

and services necessitated by the development of, and serving lands within, the District; and

b. On May 31, 2024, and pursuant to Section 170.03, *Florida Statutes*, among other laws, the Board adopted Resolution 2024-26 ("**Declaring Resolution**"), and in doing so determined to undertake a capital improvement plan to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate and/or maintain the District's infrastructure improvements planned for the District's capital improvement plan ("**Project**"); and

c. The Project is described in the Declaring Resolution and the *Master Engineer's Report Infrastructure Improvements* dated March 15, 2024, revised June 24, 2024 ("**Engineer's Report,**" attached hereto as **Exhibit A** and incorporated herein by this reference), and the plans and specifications for the Project are on file in the offices of the District Manager at c/o Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Boca Raton, Florida 33431 ("**District Records Office**"); and

The Debt Assessment Process

d. Also as part of the Declaring Resolution, the Board expressed an intention to issue bonds, notes or other specific financing mechanisms to provide a portion of the funds needed for the Project, and further declared its intention to defray the whole or any part of the expense of the Project by levying special assessments ("**Debt Assessments**") on specially benefited property within all of the District ("**Assessment Area**"); and

e. The Declaring Resolution was adopted in compliance with the requirements of Section 170.03, *Florida Statutes*, and prior to the time it was adopted, the requirements of Section 170.04, *Florida Statutes*, had been met; and

f. As directed by the Declaring Resolution, said Declaring Resolution was published as required by Section 170.05, *Florida Statutes*, and a copy of the publisher's affidavit of publication is on file with the Secretary of the District; and

g. As directed by the Declaring Resolution, the Board caused to be made a preliminary assessment roll as required by Section 170.06, *Florida Statutes*; and

h. As required by Section 170.07, *Florida Statutes*, and as part of the Declaring Resolution, the Board fixed the time and place of a public hearing at which owners of the property to be assessed and other persons interested therein could appear before the Board and be heard as to (i) the propriety and advisability of making the improvements, (ii) the cost thereof, (iii) the manner of payment therefore, and (iv) the amount thereof to be assessed against each specially benefited property or parcel, and the Board further authorized publication of notice of such public hearing and individual mailed notice of such public hearing in accordance with Chapters 170, 190, and 197, *Florida Statutes*; and

i. Notice of the scheduled public hearing was given by publication and also by mail as required by Sections 170.07 and 197.3632, *Florida Statutes*, and affidavits as to such publication and mailings are on file in the office of the Secretary of the District; and

j. On August 2, 2024, and at the time and place specified in Resolution 2024-27, the Board conducted such public hearing and heard and considered all complaints and testimony as to the matters described above; the Board further met as an "Equalization Board;" and the Board has made such modifications in the preliminary assessment roll as it deems necessary, just and right in the making of the final assessment roll; and

Equalization Board Additional Findings

k. Having considered the estimated costs of the Project, the estimated financing costs and all comments and evidence presented at such public hearing, the Board further finds and determines that:

i. It is necessary to the public health, safety and welfare and in the best interests of the District that: (1) the District provide the Project as set forth in the Engineer's Report; (2) the cost of such Project be assessed against the lands specially benefited by such Project, and within the Assessment Area; and (3) the District issue bonds, notes or other specific financing mechanisms to provide funds for such purposes pending the receipt of such Debt Assessments; and

ii. The provision of said Project, the levying of the Debt Assessments, and the sale and issuance of such bonds, notes, or other specific financing mechanisms serve a proper, essential, and valid public purpose and are in the best interests of the District, its landowners and residents; and

iii. The estimated costs of the Project are as specified in the Engineer's Report and Assessment Report (defined below), and the amount of such costs is reasonable and proper; and

iv. It is reasonable, proper, just and right to assess the cost of such Project against the properties specially benefited thereby in the Assessment Area, using the method determined by the Board and set forth in the *Master Special Assessment Methodology Report,* dated June 27, 2024 ("**Assessment Report**," attached hereto as **Exhibit B** and incorporated herein by this reference), which results in the Debt Assessments set forth on the final assessment roll; and

v. The Project benefits all developable property within the Assessment Area; and

vi. Accordingly, the Debt Assessments as set forth in the Assessment Report constitute a special benefit to all parcels of real property listed on said final assessment roll, and the benefit, in the case of each such parcel, will be equal to or in excess of the Debt Assessments imposed thereon, as set forth in **Exhibit B**; and

vii. All developable property within the Assessment Area is deemed to be benefited by the Project, and the Debt Assessments will be allocated in accordance with the Assessment Report at **Exhibit B**; and

viii. The Debt Assessments are fairly and reasonably allocated across the benefitted property, as set forth in **Exhibit B**; and

ix. It is in the best interests of the District that the Debt Assessments be paid and collected as herein provided; and

x. In order to provide funds with which to pay the costs of the Project which are to be assessed against the benefited properties, pending the collection of the Debt Assessments, it is necessary for the District to issue revenue bonds, notes or other specific financing mechanisms, including refunding bonds (together, "**Bonds**").

3. **AUTHORIZATION FOR PROJECT; ADOPTION OF ENGINEER'S REPORT.** The Engineer's Report identifies and describes the infrastructure improvements to be financed in part with the Bonds and sets forth the costs of the Project. The District hereby confirms that the Project serves a proper, essential, and valid public purpose. The use of the Engineer's Report in connection with the sale of the Bonds is hereby authorized, approved and ratified, and the proper officers, employees and/or agents of the District are hereby authorized and directed to take such further action as may be necessary or desirable to cause the same to be made.

4. **ESTIMATED COST OF IMPROVEMENTS.** The total estimated costs of the Project and the costs to be paid by the Debt Assessments on all specially benefited property are set forth in **Exhibits A** and **B**, respectively, hereto.

5. **ADOPTION OF ASSESSMENT REPORT.** The Assessment Report setting forth the allocation of Debt Assessments to the benefitted lands within the Assessment Area is hereby approved, adopted, and confirmed. The District ratifies its use in connection with the sale of the Bonds.

6. **EQUALIZATION, APPROVAL, CONFIRMATION AND LEVY OF DEBT ASSESSMENTS.** The Debt Assessments imposed on the parcels specially benefited by the Project within the Assessment Area, all as specified in the final assessment roll set forth in **Exhibit B**, attached hereto, are hereby equalized, approved, confirmed and levied. Immediately following the adoption of this Resolution, the lien of Debt Assessments as reflected in **Exhibit B**, attached hereto, shall be recorded by the Secretary of the District in the District's "**Improvement Lien Book**." The Debt Assessments against each respective parcel shown on such final assessment roll and interest, costs, and penalties thereon, as hereafter provided, shall be and shall remain a legal, valid and binding first lien on such parcel, coequal with the lien of all state, county, district, municipal or other governmental taxes and superior in dignity to all other liens, titles, and claims.

a. ***Supplemental Assessment Resolutions for Bonds.*** The lien for the Debt Assessments established hereunder shall be inchoate until the District issues Bonds. In connection with the issuance of any particular series of the Bonds, the District may adopt, without the need for further public hearing, a supplemental assessment resolution establishing specific Debt Assessments, in one or more separately enforceable Debt Assessment liens, securing such Bonds. Such subsequent resolutions shall be adopted at a noticed meeting of the District, and shall set forth the actual amounts financed, costs of issuance, expected costs of collection, and the total amount of the assessments pledged to that issue, which amount shall be consistent with the lien imposed by this Resolution. Among other things, the supplemental assessment resolutions may provide for the issuance of multiple series

of Bonds each secured by one or more different assessment areas within the Assessment Area.

b. ***Adjustments to Debt Assessments.*** The District may, by subsequent resolution, adjust the acreage assigned to particular parcel identification numbers listed on the final assessment roll to reflect accurate apportionment of acreage amongst individual parcel identification numbers. The District may make any other such acreage and boundary adjustments to parcels listed on the final assessment roll as may be necessary and in the best interests of the District, as determined by the Board by subsequent resolution. Any such adjustment in the assessment roll shall be consistent with the requirements of law.

c. ***Contributions.*** In connection with the issuance of a series of the Bonds, the project developer may request that any related Debt Assessments be reduced for certain product types. To accomplish any such requested reduction, and pursuant to the terms of an applicable acquisition agreement, and this resolution, the developer will agree to provide a contribution of infrastructure, work product, or land based on appraised value, comprising a portion of the Project and to meet the minimum requirements set forth in the Assessment Report, if any. Any such contributions shall not be eligible for payment under the Bonds.

d. ***Impact Fee Credits.*** The District may or may not be entitled to impact fee credits as a result of the development of the Project, based on applicable laws and/or agreements governing impact fee credits. Unless otherwise addressed by supplemental assessment resolution, the proceeds from any impact fee credits received may be used in the District's sole discretion as an offset for any acquisition of any portion of the Project (e.g., land based on appraised value, infrastructure and/or work product), for completion of the Project, or otherwise used against the outstanding indebtedness of any debt issuance that funded the improvement giving rise to the credits.

7. **FINALIZATION OF DEBT ASSESSMENTS.** When a project has been constructed or otherwise provided to the satisfaction of the Board, the Board shall adopt a resolution accepting the same and determining the actual costs (including financing costs) thereof, as required by Sections 170.08 and 170.09, *Florida Statutes*. Pursuant to Section 170.08, *Florida Statutes*, the District shall credit to each Debt Assessment the difference, if any, between the Debt Assessment as hereby made, approved and confirmed and the actual costs incurred in completing the applicable project. In making such credits, no credit shall be given for bond, note or other specific financing mechanism costs, capitalized interest, funded reserves or bond or other discounts. Such credits, if any, shall be entered in the Improvement Lien Book.

8. **PAYMENT OF DEBT ASSESSMENTS AND METHOD OF COLLECTION.**

a. ***Payment.*** The Debt Assessments, as further set forth in each supplemental assessment resolution, and securing the issuance of each series of the Bonds, may be paid in not more than thirty (30) yearly installments of principal and interest – beginning upon the issuance of the particular series of the Bonds (and after taking into account any capitalized interest periods), provided, however, that the Board shall at any time make such adjustments by resolution, and at a noticed meeting of the Board, to that payment schedule as may be necessary and in the best interests of the District to account for changes in long and short

term debt as actually issued by the District.

b. ***Prepayment.*** Subject to the provisions of any supplemental assessment resolution, any owner of property subject to the Debt Assessments may, at its option, pre-pay the entire amount of the Debt Assessment any time, or a portion of the amount of the Debt Assessment up to two times, plus accrued interest to the next succeeding interest payment date (or the second succeeding interest payment date if such prepayment is made within forty-five (45) calendar days before an interest payment date (or such other time as set forth in the supplemental indenture for the applicable series of bonds secured by the Debt Assessments in question)), attributable to the property subject to Debt Assessments owned by such owner. Prepayment of Debt Assessments does not entitle the property owner to any discounts for early payment. If authorized by a supplemental assessment resolution, the District may grant a discount equal to all or a part of the payee's proportionate share of the cost of the Project consisting of bond financing costs, such as capitalized interest, funded reserves, and bond discount included in the estimated cost of the Project, upon payment in full of any Debt Assessment during such period prior to the time such financing costs are incurred as may be specified by the District.

c. ***Uniform Method; Alternatives.*** The District may elect to use the method of collecting Debt Assessments authorized by Sections 197.3632 and 197.3635, *Florida Statutes* ("**Uniform Method**"). The District has heretofore taken all required actions to comply with Sections 197.3632 and 197.3635, *Florida Statutes*. Such Debt Assessments may be subject to all of the collection provisions of Chapter 197, *Florida Statutes*. Notwithstanding the above, in the event the Uniform Method of collecting its Debt Assessments is not available to the District in any year, or if determined by the District to be in its best interests, and subject to the terms of any applicable trust indenture, the Debt Assessments may be collected as is otherwise permitted by law. In particular, the District may, in its sole discretion, collect Debt Assessments by directly billing landowners and enforcing said collection in any manner authorized by law. Any prejudgment interest on delinquent assessments that are directly billed shall accrue at the applicable rate of any bonds or other debt instruments secured by the Debt Assessments. The decision to collect Debt Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect Debt Assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

d. ***Uniform Method Agreements Authorized.*** For each year the District uses the Uniform Method, the District shall enter into an agreement with the County Tax Collector who may notify each owner of a lot or parcel within the District of the amount of the special assessment, including interest thereon, in the manner provided in Section 197.3635, *Florida Statutes*.

e. ***Re-amortization.*** Any particular lien of the Debt Assessments shall be subject to re-amortization where the applicable series of Bonds is subject to re-amortization pursuant to the applicable trust indenture and where the context allows.

9. ALLOCATION OF DEBT ASSESSMENTS; APPLICATION OF TRUE-UP PAYMENTS.

a. At such time as parcels of land, or portions thereof, are included in a plat or site plan, it shall be an express condition of the lien established by this Resolution that, prior to County approval, any and all plats or site plans for any portion of the lands within the District, as the District's boundaries may be amended from time to time, shall be presented to the District Manager for review. As parcels of land, or portions thereof, are included in a plat or site plan, the District Manager shall review the plat or site plan and cause the Debt Assessments securing each series of Bonds to be reallocated to the units being included in the plat or site plan and the remaining property in accordance with **Exhibit B**, and cause such reallocation to be recorded in the District's Improvement Lien Book.

b. Pursuant to the Assessment Report, attached hereto as **Exhibit B**, and which terms are incorporated herein, there may be required from time to time certain true-up payments. When a plat or site plan is presented to the District, the District Manager shall review the plat or site plan to determine whether, taking into account the plat or site plan, there is a net shortfall in the overall principal amount of assessments reasonably able to be assigned to benefitted lands within the Assessment Area. Such determination shall be made based on the language in this Resolution and/or the tests or other methods set forth in **Exhibit B** (if any)**,** or any tests or methods set forth in a supplemental assessment resolution and corresponding assessment report. If the overall principal amount of assessments reasonably cannot be assigned, or is not reasonably expected to be assigned, as set forth in more detail in and subject to the terms of **Exhibit B** (or any supplemental resolution and report, as applicable), to the platted and site planned lands as well as the undeveloped lands, then a debt reduction payment ("**True-Up Payment**") in the amount of such shortfall shall become due and payable that tax year by the landowner(s) of record of the land subject to the proposed plat or site plan and of the remaining undeveloped lands, in addition to any regular assessment installment. The District's review shall be limited solely to this function and the enforcement of the lien established by this Resolution. In the event a True-Up Payment is due and unpaid, the lien established herein for the True-Up Payment amount shall remain in place until such time as the True-Up Payment is made. The District shall record all True-Up Payments in its Improvement Lien Book.

c. In connection with any true-up determination, affected landowner(s) may request that such true-up determination be deferred because the remaining undeveloped lands are able to support the development of all of the originally planned units within the Assessment Area. To support the request, the affected landowner(s) shall provide the following evidence for the District's consideration: a) proof of the amount of entitlements remaining on the undeveloped lands within the Assessment Area, b) a revised overall development plan showing the number and type of units reasonably planned for the remainder of the development, c) evidence of allowable zoning conditions that would enable those entitlements to be placed in accordance with the revised development plan, and d) documentation prepared by a licensed engineer that shows the feasibility of implementing the proposed development plan. Any deferment shall be in the District's reasonable discretion.

d. The foregoing is based on the District's understanding that the community would be developed with the type and number of units set forth in **Exhibit B**, on the developable acres. However, more than the stated number of units may be developed. In no event shall the District collect Debt Assessments pursuant to this Resolution in excess of the total debt service related to the Project, including all costs of financing and interest. The District recognizes that such things as regulatory requirements and market conditions may affect the timing and scope of the development in the District. If the strict application of the true-up methodology to any assessment reallocation pursuant to this paragraph would result in Debt Assessments collected in excess of the District's total debt service obligations for the Project, the Board shall by resolution take appropriate action to equitably reallocate the Debt Assessments.

e. As set forth in any supplemental assessment resolution and/or supplemental assessment report for a specific series of Bonds, the District may assign a specific debt service assessment lien comprising a portion of the Debt Assessments to an assessment area comprised of specific unplatted lands which are less than all of the unplatted lands in the Assessment Area, and, accordingly, any related true-up determinations may be limited to determining whether the planned units for such specified lands in the assessment area have been and/or will be developed.

10. GOVERNMENT PROPERTY; TRANSFERS OF PROPERTY TO UNITS OF LOCAL, STATE, AND FEDERAL GOVERNMENT. Real property owned by units of local, state, and federal governments, or similarly exempt entities, shall not be subject to the Debt Assessments without specific consent thereto. If at any time, any real property on which Debt Assessments are imposed by this Resolution is sold or otherwise transferred to a unit of local, state, or federal government (without consent of such governmental unit to the imposition of Debt Assessments thereon), or similarly exempt entity, all future unpaid Debt Assessments for such tax parcel shall become due and payable immediately prior to such transfer without any further action of the District.

11. ASSESSMENT NOTICE. The District's Secretary is hereby directed to record a general Notice of Assessments in the Official Records of the County in which the District is located, which shall be updated from time to time in a manner consistent with changes in the boundaries of the District.

12. SEVERABILITY. If any section or part of a section of this Resolution is declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

13. CONFLICTS. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed.

14. EFFECTIVE DATE. This Resolution shall become effective upon its adoption.

[CONTINUED ON NEXT PAGE]

APPROVED AND ADOPTED THIS 2ND DAY OF AUGUST, 2024.

ATTEST:

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

Exhibit A: *Master Engineer's Report Infrastructure Improvements* dated March 15, 2024, revised June 24, 2024

Exhibit B: *Master Special Assessment Methodology Report,* dated June 27, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

7A

AFFP
0703 WCRN RULES OF PROCEDURE

Affidavit of Publication

STATE OF FLORIDA } SS
COUNTY OF CITRUS }

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0703 WCRN RULES OF PROCEDURE, was published in said newspaper by print in the issues of July 03, 2024 or by publication on the newspaper's website, if authorized, on July 03, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Affiant

Sworn to and subscribed before me this 3rd day of July 2024, by Jeanne Ethridge who is personally known to me.

Maria A. Parks, Notary Public 4/20/2025

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

Publisher's Fee: $ 107.86
50010601 50093839

Daphne Gillyard
Crystal Ridge Comm Dev Dist
2300 Glades Road, Ste. 410W
Boca Raton, FL 33431

0703 WCRN RULES OF PROCEDURE

NOTICE OF RULEMAKING REGARDING
THE RULES OF PROCEDURE OF THE
CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

A public hearing will be conducted by the Board of Supervisors of the Crystal Ridge Community Development District ("District") on August 2, 2024 at 11:00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429.

In accord with Chapters 120 and 190, Florida Statutes, the District hereby gives the public notice of its intent to adopt its proposed Rules of Procedure. The purpose and effect of the proposed Rules of Procedure is to provide for efficient and effective District operations and to ensure compliance with recent changes to Florida law. Prior notice of rule development was published in the Citrus County Chronicle on June 29, 2024.

The Rules of Procedure may address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

Specific legal authority for the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes (2022). The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 112.31446, 112.3145, 119.07, 119.0701, 189.053, 189.069(2)(a)16, 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(15), 190.033, 190.035, 218.33, 218.391, 255.05, 255.0518, 255.0525, 255.20, 286.0105, 286.011, 286.0113, 286.0114, 287.017, 287.055 and 287.084, Florida Statutes (2022).

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager's Office at Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, 561-571-0010.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty one (21) days after publication of this notice to the District Manager's Office.

This public hearing may be continued to a date, time, and place to be specified on the record at the hearing without additional notice. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, staff or Supervisors may participate in the public hearing by speaker telephone.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8771 or 1 800-955-8770 for aid in contacting the District Office.

District Manager

Published July 3, 2024

AFFP
0629 SACRN NOTICE OF RULE DEVE

Affidavit of Publication

STATE OF FLORIDA } SS
COUNTY OF CITRUS }

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0629 SACRN NOTICE OF RULE DEVELOPMENT, was published in said newspaper by print in the issues of June 29, 2024 or by publication on the newspaper's website, if authorized, on June 29, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Affiant

Sworn to and subscribed before me this 1st day of July 2024, by Jeanne Ethridge who is personally known to me.

Maria A. Parks, Notary Public 4/20/2025

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

Publisher's Fee: $ 64.77
50010601 50093649

Daphne Gillyard
Crystal Ridge Comm Dev Dist
2300 Glades Road, Ste. 410W
Boca Raton, FL 33431

0629 SACRN NOTICE OF RULE DEVELOPMENT

NOTICE OF RULE DEVELOPMENT BY THE
CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

In accord with Chapters 120 and 190, Florida Statutes, the Crystal Ridge Community Development District ("District") hereby gives notice of its intention to develop Rules of Procedure to govern the operations of the District.

The Rules of Procedure will address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

The purpose and effect of the Rules of Procedure is to provide for efficient and effective District operations and to ensure compliance with recent changes to Florida law. The legal authority for the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes (2022). The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 112.31446, 112.3145, 119.07, 119.0701, 189.053, 189.069(2)(a)16, 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(15), 190.033, 190.035, 218.33, 218.391, 255.05, 255.0518, 255.0525, 255.20, 286.0105, 286.011, 286.0113, 286.0114, 287.017, 287.055 and 287.084, Florida Statutes (2023).

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager, at Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, 561-571-0010.

District Manager

Published June 29, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

7B

RESOLUTION 2024-32

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES OF PROCEDURE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Crystal Ridge Community Development District ("**District**") is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Citrus County, Florida; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, to provide for efficient and effective District operations and to maintain compliance with recent changes to Florida law, the Board of Supervisors finds that it is in the best interests of the District to adopt by resolution the Rules of Procedure attached hereto as **Exhibit A** for immediate use and application; and

WHEREAS, the Board of Supervisors has complied with applicable Florida law concerning rule development and adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The attached Rules of Procedure are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These Rules of Procedure shall stay in full force and effect until such time as the Board of Supervisors may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 2nd day of August, 2024.

ATTEST:	**CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT**
_____	_____
Secretary/Assistant Secretary	Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules of Procedure

EXHIBIT A:

RULES OF PROCEDURE

RULES OF PROCEDURE
CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

EFFECTIVE AS OF AUGUST 2, 2024

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Rule 1.0 General.

(1) The Crystal Ridge Community Development District (the "District") was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (the "Rules") is to describe the general operations of the District.

(2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.

(3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.

(4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

(1) Board of Supervisors. The Board of Supervisors of the District (the "Board") shall consist of five (5) members. Members of the Board ("Supervisors") appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.

(a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.

(b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.

(c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.

(d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.

(2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.

(a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District's behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

(b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.

(c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars ($1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars ($1,000,000) that names the District as an additional insured.

(d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars ($1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars ($1,000,000) that names the District as an additional insured.

(e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.

(f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

(g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.

(3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation.

(4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.

(5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accord with the provisions of Chapter 286 of the Florida Statutes.

(6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.

(a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that

the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

(b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.

(c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.

(d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 112.3143, 190.006, 190.007, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

(1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:

(a) Agenda packages for prior 24 months and next meeting;

(b) Official minutes of meetings, including adopted resolutions of the Board;

(c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;

(d) Adopted engineer's reports;

(e) Adopted assessment methodologies/reports;

(f) Adopted disclosure of public financing;

(g) Limited Offering Memorandum for each financing undertaken by the District;

(h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;

(i) District policies and rules;

(j) Fiscal year end audits; and

(k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

(2) Public Records. District public records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules is appointed as the

District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

(3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.

(4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of $0.15 per page for one-sided copies and $0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar ($1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature or volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "extensive" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars ($25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

(5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.

(6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.

(7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("Coordinator") for the District as required by the Florida Commission on Ethics ("Commission"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to his or her affiliation with the District ("Reporting Individual"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

(1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days, but no more than thirty (30) days public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week. Each Notice shall state, as applicable:

(a) The date, time and place of the meeting, hearing or workshop;

(b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;

(c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and

(d) The following or substantially similar language: "Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (561) 571-0010. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."

(e) The following or substantially similar language: "A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based."

(f) The following or substantially similar language: "The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record."

(2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.

(3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential and any confidential and exempt information, shall be available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as "meeting materials" shall not convert such materials into "meeting materials." For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format in preparing its agenda for its regular meetings:

Call to order
Roll call
Public comment
Organizational matters
Review of minutes
Specific items of old business
Specific items of new business
Staff reports
    (a) District Counsel
    (b) District Engineer
    (c) District Manager
        1. Financial Report
        2. Approval of Expenditures
Supervisor's requests and comments
Public comment
Adjournment

(4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.

(5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.

(6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, if it has one. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.

(7) Public Comment. The Board shall set aside a reasonable amount of time at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.

(8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

(9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published

as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.

(10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist.

(11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.

(12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:

(a) The Board identifies on the record at the original meeting a reasonable need for a continuance;

(b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and

(c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.

(13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to

litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.

(14) Security and Firesafety Board Discussions. Portions of a meeting which relate to or would reveal a security or firesafety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, Florida Statutes, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

(1) Internal Controls. The District shall establish and maintain internal controls designed to:

(a) Prevent and detect "fraud," "waste" and "abuse" as those terms are defined in section 11.45(1), Florida Statutes; and
(b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
(c) Support economical and efficient operations; and
(d) Ensure reliability of financial records and reports; and
(e) Safeguard assets.

(2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

(1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A "rule" is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District ("Rule"). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.

(2) Notice of Rule Development.

(a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least twenty-nine (29) days prior to the public hearing on the proposed Rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the specific legal authority for the proposed rule, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.

(b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.

(3) Notice of Proceedings and Proposed Rules.

(a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, setting forth a short, plain explanation of the purpose and effect of the proposed action, a reference to the specific rulemaking authority pursuant to which the rule is adopted, and a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific. The notice shall include a summary of the District's statement of the estimated regulatory costs, if one has been prepared, based on the factors set forth in Section 120.541(2) of the Florida Statutes, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty-one (21) days after the date

of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

(b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule shall be available for inspection and copying by the public at the time of the publication of notice.

(c) The notice shall be mailed to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to such mailing, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing.

(4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.

(5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. Not later than sixty (60) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.

(6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:

(a) The text of the proposed rule, or any amendment or repeal of any existing rules;

(b) A detailed written statement of the facts and circumstances justifying the proposed rule;

(c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and

(d) The published notice.

(7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.

(8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that immediate danger to the public health, safety, or welfare exists which requires immediate action. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of emergency rules shall be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule as long as it protects the public interest as determined by the District and otherwise complies with these provisions.

(9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may be published in a newspaper of general circulation in the county in which the District is located.

(10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:

(a) The texts of the proposed rule and the adopted rule;

(b) All notices given for a proposed rule;

(c) Any statement of estimated regulatory costs for the rule;

(d) A written summary of hearings, if any, on the proposed rule;

(e) All written comments received by the District and responses to those written comments; and

(f) All notices and findings pertaining to an emergency rule.

(11) Petitions to Challenge Existing Rules.

(a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.

(b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.

(c) The petition shall be filed with the District. Within 10 days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer who shall conduct a hearing within 30 days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.

(d) Within 30 days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.

(e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:

(i) Administer oaths and affirmations;

(ii) Rule upon offers of proof and receive relevant evidence;

(iii) Regulate the course of the hearing, including any pre-hearing matters;

(iv) Enter orders; and

(v) Make or receive offers of settlement, stipulation, and adjustment.

(f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.

(12) Variances and Waivers. A "variance" means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A "waiver" means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:

(a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.

(b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District's Rule. Each petition shall specify:

(i) The rule from which a variance or waiver is requested;

(ii) The type of action requested;

(iii) The specific facts that would justify a waiver or variance for the petitioner; and

(iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.

(c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District,

the District shall proceed, at the petitioner's written request, to process the petition.

(d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.

(13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.
Law Implemented: §§ 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

(1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.

(2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.

(3) Definitions.

(a) "Competitive Solicitation" means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.

(b) "Continuing Contract" means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars ($2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars ($200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.

(c) "Contractual Service" means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.

(d) "Design-Build Contract" means a single contract with a Design-Build Firm for the design and construction of a public construction project.

(e) "Design-Build Firm" means a partnership, corporation or other legal entity that:

(i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or

(ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.

(f) "Design Criteria Package" means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District's Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.

(g) "Design Criteria Professional" means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.

(h) "Emergency Purchase" means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

(i) "Invitation to Bid" is a written solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.

(j) "Invitation to Negotiate" means a written solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.

(k) "Negotiate" means to conduct legitimate, arm's length discussions and conferences to reach an agreement on a term or price.

(l) "Professional Services" means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.

(m) "Proposal (or Reply or Response) Most Advantageous to the District" means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:

(i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;

(ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and

(iii) For a cost to the District deemed by the Board to be reasonable.

(n) "Purchase" means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.

(o) "Request for Proposals" or "RFP" is a written solicitation for sealed proposals with the title, date, and hour of the public opening designated and

requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.

(p) "Responsive and Responsible Bidder" means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. "Responsive and Responsible Vendor" means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:

(i) The ability and adequacy of the professional personnel employed by the entity/individual;

(ii) The past performance of the entity/individual for the District and in other professional employment;

(iii) The willingness of the entity/individual to meet time and budget requirements;

(iv) The geographic location of the entity's/individual's headquarters or office in relation to the project;

(v) The recent, current, and projected workloads of the entity/individual;

(vi) The volume of work previously awarded to the entity/individual;

(vii) Whether the cost components of the bid or proposal are appropriately balanced; and

(viii) Whether the entity/individual is a certified minority business enterprise.

(q) "Responsive Bid," "Responsive Proposal," "Responsive Reply," and "Responsive Response" all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the

Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

(1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, "Project" means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.

(2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm's qualification submittal:

(a) Hold all required applicable state professional licenses in good standing;

(b) Hold all required applicable federal licenses in good standing, if any;

(c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and

(d) Meet any qualification requirements set forth in the District's Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

(3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has the right to reject any and all

qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

(a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:

(i) The ability and adequacy of the professional personnel employed by each consultant;

(ii) Whether a consultant is a certified minority business enterprise;

(iii) Each consultant's past performance;

(iv) The willingness of each consultant to meet time and budget requirements;

(v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;

(vi) The recent, current, and projected workloads of each consultant; and

(vii) The volume of work previously awarded to each consultant by the District.

(b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.

(c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.

(d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants

by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

(a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.

(b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."

(c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.

(d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.

(8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

(1) Definitions.

(a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

(b) "Committee" means the auditor selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Auditor Selection Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

(a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and

(iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

(b) Evaluation Criteria. The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:

(i) Ability of personnel;

(ii) Experience;

(iii) Ability to furnish the required services; and

(iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

(4) Public Announcement. After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.

(5) Request for Proposals. The Committee shall provide interested firms with a Request for Proposals ("RFP"). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines

is necessary for the firm to prepare a proposal. The RFP shall state the time and place for submitting proposals.

(6) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed for a reasonable time in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.

(7) Board Selection of Auditor.

(a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.

(c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.

(d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.

(8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:

(a) A provision specifying the services to be provided and fees or other compensation for such services;

(b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;

(c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;

(d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.

(e) Provisions required by law that require the auditor to comply with public records laws.

(9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

(1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.

(2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:

(a) The Board shall cause to be prepared a Notice of Invitation to Bid.

(b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.

(c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.

(d) Bids shall be opened at the time and place noted in the Invitation to Bid.

(e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.

(f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.

(g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, the geographic location of the company's headquarters and offices in relation to the District, and the ability of the company to guarantee premium stability may be considered. A contract to purchase insurance

shall be awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

(h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

(1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.

(2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:

(a) The Board shall cause to be prepared a Request for Qualifications.

(b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed pre-qualification criteria and procedures and allow at least seven (7) days notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.

(c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars ($250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars ($250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars ($500,000).

(d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.

(e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

(g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.

(h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.

(i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.

(j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, facsimile, or overnight delivery service. The notice

shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(3) Suspension, Revocation, or Denial of Qualification

(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:

i. One of the circumstances specified under Section 337.16(2), Fla. Stat., has occurred.

ii. Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.

iii. The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.

iv. The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.

v. The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.

vi. The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.

vii. The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension,

revocation, or denial set forth above, the vendor's pre-qualified status shall remain suspended, revoked, or denied until the documents are furnished.

viii. The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.

ix. The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.

x. The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.

xi. An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.

xii. The vendor or affiliate(s) has been convicted of a contract crime.

1. The term "contract crime" means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.

2. The term "convicted" or "conviction" means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

(b) A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor's bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.

(c) The District shall inform the vendor in writing of its intent to deny, suspend, or revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within 10 days after the receipt of the notice of intent, the

hearing shall be held within 30 days after receipt by the District of the request for the hearing. The decision shall be issued within 15 days after the hearing.

(d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.

(e) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

i. Impacts on project schedule, cost, or quality of work;

ii. Unsafe conditions allowed to exist;

iii. Complaints from the public;

iv. Delay or interference with the bidding process;

v. The potential for repetition;

vi. Integrity of the public contracting process;

vii. Effect on the health, safety, and welfare of the public.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.

Rule 3.5 Construction Contracts, Not Design-Build.

(1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars ($500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, hand delivery, facsimile, or overnight delivery service.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids,

proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.

(i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may

proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.

(3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.

(4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board Meeting.

(6) Exceptions. This Rule is inapplicable when:

(a) The project is undertaken as repair or maintenance of an existing public facility;

(b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;

(c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or

(d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

(1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best

interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:

(2) Procedure.

(a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.

(b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.

(c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.

(i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.

(ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board,

for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars ($500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.

2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:

   a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;

   b. Hold all required applicable federal licenses in good standing, if any;

   c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;

   d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

   Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

   Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to

submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.

5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.

6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.

7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.

9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.

10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

(3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.

(5) Exceptions. This Rule is inapplicable when:

(a) The project is undertaken as repair or maintenance of an existing public facility;

(b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;

(c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or

(d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

(1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.

(2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of $200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.

(3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding $200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

(1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of "goods, supplies, and materials" do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five (5) percent. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

(i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

(3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has

undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.

(4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.

(5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.

(6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

(1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.

(2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:

(a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

(b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.

(c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, hand delivery, or facsimile, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

(d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.

(e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:

(i) Hold all required applicable state professional licenses in good standing;

(ii) Hold all required applicable federal licenses in good standing, if any;

(iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and

(iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

(f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

(g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.

(h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

(i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.

(j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, hand delivery, facsimile, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.

(3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.

(4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.

(5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

(6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.
Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

(1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.

(2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

(a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

(b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.

(c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3,

3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

(d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours.

(2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.

(3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via facsimile, United States Mail, or hand delivery to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.

(4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other person as a hearing officer to conduct the hearing. The hearing officer may:

(a) Administer oaths and affirmations;

(b) Rule upon offers of proof and receive relevant evidence;

(c) Regulate the course of the hearing, including any pre-hearing matters;

(d) Enter orders; and

(e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) days in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

(5) Intervenors. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.

(6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the B**i**ds, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.

(7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective August 2, 2024, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

8A

AFFP
0719 FCRN FY 24 & FY 25 PROPOS

Affidavit of Publication

STATE OF FLORIDA } SS
COUNTY OF CITRUS }

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0719 FCRN FY 24 & FY 25 PROPOSED BUDGETS, was published in said newspaper by print in the issues of July 12, 2024, July 19, 2024 or by publication on the newspaper's website, if authorized, on July 12, 2024, July 19, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Affiant

Sworn to and subscribed before me this 19th day of July 2024, by Jeanne Ethridge who is personally known to me.

Maria A. Parks, Notary Public 4/20/2025

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

Publisher's Fee: $ 155.12
50010601 50094200

Daphne Gillyard
Crystal Ridge Comm Dev Dist
2300 Glades Road, Ste. 410W
Boca Raton, FL 33431

0719 FCRN FY 24 & FY 25 PROPOSED BUDGETS

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARINGS TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2023/2024 BUDGET AND FISCAL YEAR 2024/2025 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Crystal Ridge Community Development District ("District") will hold public hearings on August 2, 2024 at 11: 00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429 for the purpose of hearing comments and objections on the adoption of the proposed budget of the District for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (the "2023/2024 Proposed Budget"), as well as the proposed budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("2024/2025 Proposed Budget" and, along with the 2023/2024 Proposed Budget, the "Proposed Budgets"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budgets may be obtained at the offices of the District Manager, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida, 33431, (561) 571-0010 ("District Manager's Office"), during normal business hours.

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least three (3) business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

Published July 12 & 19, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

8B

RESOLUTION 2024-33
[FY 2024 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2023, and ending September 30, 2024 ("**FY 2024**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Crystal Ridge Community Development District (**"District"**), a proposed budget ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statute*s; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

a. The Proposed Budget, attached hereto as **Exhibit A,** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (**"Adopted Budget"**), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.

b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Crystal Ridge Community Development District for the Fiscal Year Ending September 30, 2024."

c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2024, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A.**

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2024 or within 60 days following the end of the FY 2024 may amend its Adopted Budget for that fiscal year as follows:

a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.

b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of $15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 2ND DAY OF AUGUST, 2024.

ATTEST:

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2024 Budget

Exhibit A: FY 2024 Budget

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2024

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
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CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024

	Proposed Budget
REVENUES	
Landowner contribution	$ 57,245
Total revenues	57,245
EXPENDITURES	
Professional & administrative	
Supervisors	3,230
Management/accounting/recording**	10,000
Legal	25,000
Engineering	2,000
Audit	-
Arbitrage rebate calculation*	-
Dissemination agent*	-
Trustee*	-
Debt service fund accounting*	-
Telephone	200
Postage	500
Printing & binding	500
Legal advertising	7,500
Annual special district fee	175
Insurance	5,500
Contingencies/bank charges	750
Website hosting & maintenance	1,680
Website ADA compliance	210
Total expenditures	57,245
Excess/(deficiency) of revenues over/(under) expenditures	-
Fund balance - beginning (unaudited)	-
Fund balance - ending (projected)	
Unassigned	-
Fund balance - ending	$ -

*These items will be realized when bonds are issued.
**WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES

EXPENDITURES	
Professional & administrative	
Supervisors	$ 3,230
Statutorily set at $200 for each meeting of the Board of Supervisors not to exceed $4,800 for each fiscal year.	
Management/accounting/recording**	10,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	25,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	2,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	-
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation*	-
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent*	-
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee*	-
Debt service fund accounting*	-
Telephone	200
Postage	500
Telephone and fax machine.	
Printing & binding	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Legal advertising	7,500
Letterhead, envelopes, copies, agenda packages	
Annual special district fee	175
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Insurance	5,500
Annual fee paid to the Florida Department of Economic Opportunity.	
Contingencies/bank charges	750
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	1,680
Website ADA compliance	210
Total expenditures	$ 57,245

*These items will be realized when bonds are issued.

**WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

9A

AFFP
0719 FCRN FY 24 & FY 25 PROPOS

Affidavit of Publication

STATE OF FLORIDA } SS
COUNTY OF CITRUS }

Before the undersigned authority personally appeared Jeanne Ethridge, who on oath says that she is a Legal Advertising Representative of the Citrus County Chronicle, a daily newspaper published at 1624 N Meadowcrest Blvd, Crystal River, FL in Citrus County, Florida; that the attached copy of advertisement, being a legal notice in the matter of 0719 FCRN FY 24 & FY 25 PROPOSED BUDGETS, was published in said newspaper by print in the issues of July 12, 2024, July 19, 2024 or by publication on the newspaper's website, if authorized, on July 12, 2024, July 19, 2024.

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Affiant

Sworn to and subscribed before me this 19th day of July 2024, by Jeanne Ethridge who is personally known to me.

Maria A. Parks, Notary Public 4/20/2025

MARIA A. PARKS
Commission # HH 099773
Expires April 20, 2025
Bonded Thru Budget Notary Services

Publisher's Fee: $ 155.12
50010601 50094200

Daphne Gillyard
Crystal Ridge Comm Dev Dist
2300 Glades Road, Ste. 410W
Boca Raton, FL 33431

0719 FCRN FY 24 & FY 25 PROPOSED BUDGETS

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARINGS TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2023/2024 BUDGET AND FISCAL YEAR 2024/2025 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.

The Board of Supervisors ("Board") of the Crystal Ridge Community Development District ("District") will hold public hearings on August 2, 2024 at 11: 00 a.m., at Hampton Inn Crystal River, 1103 North Suncoast Blvd, Crystal River, Florida 34429 for the purpose of hearing comments and objections on the adoption of the proposed budget of the District for the fiscal year beginning October 1, 2023, and ending September 30, 2024 (the "2023/2024 Proposed Budget"), as well as the proposed budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("2024/2025 Proposed Budget" and, along with the 2023/2024 Proposed Budget, the "Proposed Budgets"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budgets may be obtained at the offices of the District Manager, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida, 33431, (561) 571-0010 ("District Manager's Office"), during normal business hours.

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least three (3) business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager

Published July 12 & 19, 2024

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

9B

RESOLUTION 2024-34
[FY 2025 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**FY 2025**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Crystal Ridge Community Development District (**"District"**) prior to June 15, 2024, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statute*s; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

a. The Proposed Budget, attached hereto as **Exhibit A,** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (**"Adopted Budget"**), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.

b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Crystal Ridge Community Development District for the Fiscal Year Ending September 30, 2025."

c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A.**

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025 or within 60 days following the end of the FY 2025 may amend its Adopted Budget for that fiscal year as follows:

a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.

b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of $15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 2ND DAY OF AUGUST, 2024.

ATTEST:

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025 Budget

Exhibit A: FY 2025 Budget

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2025

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
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CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025

	Proposed Budget
REVENUES	
Landowner contribution	$ 106,326
Total revenues	106,326
EXPENDITURES	
Professional & administrative	
Supervisors	7,536
Management/accounting/recording**	48,000
Legal	25,000
Engineering	2,000
Audit	5,500
Arbitrage rebate calculation*	500
Dissemination agent*	2,000
Trustee*	5,500
Telephone	200
Postage	500
Printing & binding	500
Legal advertising	1,750
Annual special district fee	175
Insurance	5,500
Contingencies/bank charges	750
Website hosting & maintenance	705
Website ADA compliance	210
Total expenditures	106,326
Excess/(deficiency) of revenues over/(under) expenditures	-
Fund balance - beginning (unaudited)	-
Fund balance - ending (projected)	
Unassigned	-
Fund balance - ending	$ -

*These items will be realized when bonds are issued.
**WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES

EXPENDITURES

Professional & administrative

Supervisors	$ 7,536
Statutorily set at $200 for each meeting of the Board of Supervisors not to exceed $4,800 for each fiscal year.	
Management/accounting/recording**	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	25,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	2,000
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit	5,500
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation*	500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent*	2,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Trustee*	5,500
Telephone	200
Postage	500
Telephone and fax machine.	
Printing & binding	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Legal advertising	1,750
Letterhead, envelopes, copies, agenda packages	
Annual special district fee	175
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Insurance	5,500
Contingencies/bank charges	750
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	705
Website ADA compliance	210
Total expenditures	$ 106,326

*These items will be realized when bonds are issued.

**WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

10

RESOLUTION 2024-08

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Crystal Ridge Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Citrus County, Florida; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District's records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District's local records office shall be located at: _____
_____
_____.

SECTION 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 2nd day of August, 2024.

ATTEST:

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

11

RESOLUTION 2024-35

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Crystal Ridge Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District's regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2024/2025 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. ADOPTING FISCAL YEAR 2024/2025 ANNUAL MEETING SCHEDULE. The Fiscal Year 2024/2025 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this ____ day of _____, 2024.

ATTEST**:**

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION *TBD*		
DATE	**POTENTIAL DISCUSSION/FOCUS**	**TIME**
October __, 2024	**Regular Meeting**	**___:___ AM/PM**
November __, 2024	**Regular Meeting**	**___:___ AM/PM**
December __, 2024	**Regular Meeting**	**___:___ AM/PM**
January __, 2025	**Regular Meeting**	**___:___ AM/PM**
February __, 2025	**Regular Meeting**	**___:___ AM/PM**
March __, 2025	**Regular Meeting**	**___:___ AM/PM**
April __, 2025	**Regular Meeting**	**___:___ AM/PM**
May __, 2025	**Regular Meeting**	**___:___ AM/PM**
June __, 2025	**Regular Meeting**	**___:___ AM/PM**
July __, 2025	**Regular Meeting**	**___:___ AM/PM**
August __, 2025	**Regular Meeting**	**___:___ AM/PM**
September __, 2025	**Regular Meeting**	**___:___ AM/PM**

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

12

Memorandum

To: Board of Supervisors

From: District Management

Date: August 2, 2024

RE: HB7013 - Special Districts Performance Measures and Standards Reporting

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To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during their 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals & objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance their commitment to the accountability and transparency of the District.

Exhibit A: Goals, Objectives and Annual Reporting Form

CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2024 – September 30, 2025

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two (2) regular board meetings was held during the fiscal year.

Achieved: Yes □ No □

Goal 1.2 Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes □ No □

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes □ No □

2. INFRASTRUCTURE AND FACILITIES MAINTENANCE

Goal 2.1 District Infrastructure and Facilities Inspections

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by district engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes □ No □

3. FINANCIAL TRANSPARENCY AND ACCOUNTABILITY

Goal 3.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes □ No □

Goal 3.2 Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD website.

Standard: CDD website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes □ No □

Goal 3.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes □ No □

District Manager	Chair/Vice Chair, Board of Supervisors
Print Name	Print Name
Date	Date

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JUNE 30, 2024

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2024

	General Fund	Total Governmental Funds
ASSETS		
Due from Landowner	$ 16,420	$ 16,420
Total assets	16,420	16,420
LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable	$ 2,920	$ 2,920
Landowner advance	13,500	13,500
Total liabilities	16,420	16,420
DEFERRED INFLOWS OF RESOURCES		
Deferred receipts	2,920	2,920
Total deferred inflows of resources	2,920	2,920
Fund balances:		
Unassigned	(2,920)	(2,920)
Total fund balances	(2,920)	(2,920)
Total liabilities, deferred inflows of resources and fund balances	$ 16,420	$ 16,420

CRYSTAL RIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JUNE 30, 2024

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Landowner contribution	$ -	$ -	$ 54,015	0%
Total revenues	-	-	54,015	0%
EXPENDITURES				
Professional & administrative				
Supervisor	-	861	-	N/A
Management/accounting/recording*	2,000	2,000	10,000	20%
Legal	-	-	25,000	0%
Engineering	-	-	2,000	0%
Telephone	17	17	200	9%
Postage	-	-	500	0%
Printing & binding	42	42	500	8%
Legal advertising	-	-	7,500	0%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,500	0%
Contingencies/bank charges	-	-	750	0%
Website hosting & maintenance	-	-	1,680	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	2,059	2,920	54,015	5%
Total expenditures	2,059	2,920	54,015	5%
Excess/(deficiency) of revenues over/(under) expenditures	(2,059)	(2,920)	-	
Fund balances - beginning	(861)	-	-	
Fund balances - ending	$ (2,920)	$ (2,920)	$ -	

*WHA will charge a reduced management fee of $2,000 per month until bonds are issued.

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES A

MINUTES OF MEETING
CRYSTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

A Landowners' Meeting of the Crystal Ridge Community Development District was held on January 16, 2024 at 10:00 a.m., at the Citrus Springs Community Center, 1570 West Citrus Springs Boulevard, Citrus Springs, Florida 34434.

Present at the meeting were:

Ernesto Torres	District Manager

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

Mr. Torres called the meeting to order at 10:00 a.m. There were no members of the public and no representatives from the Developer present.

SECOND ORDER OF BUSINESS **Affidavit/Proof of Publication**

The affidavit of publication was included for informational purposes.

THIRD ORDER OF BUSINESS **Election of Chair to Conduct Landowners' Meeting**

Mr. Torres served as Chair to conduct the Landowners' Meeting.

FOURTH ORDER OF BUSINESS **Election of Supervisors [All Seats]**

A. Nominations

Mr. Torres, as the designated Proxy Holder of the Crystal Ridge Property Group LLC, nominated the following:

Seat 1	James Dicks
Seat 2	Scott Prewitt
Seat 3	Rockdale Skair
Seat 4	James Brunton
Seat 5	Joseph Cappuccilli

No other nominations were made.

B. Casting of Ballots

Mr. Torres stated he is the designated Proxy Holder of the Crystal Ridge Property Group LLC, which owns 353.87 acres, equating to 354 votes. As such, he is eligible to cast up to 354 votes per seat.

- **Determine Number of Voting Units Represented**

A total of 354 voting units were represented.

- **Determine Number of Voting Units Assigned by Proxy**

All 354 voting units were assigned by proxy to Mr. Torres.

Mr. Torres cast the following votes:

Seat 1	James Dicks	350 Votes
Seat 2	Scott Prewitt	350 Votes
Seat 3	Rockdale Skair	300 Votes
Seat 4	James Brunton	300 Votes
Seat 5	Joseph Cappuccilli	300 Votes

C. Ballot Tabulation and Results

Mr. Torres reported the following ballot tabulation, results and terms lengths:

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 Cappuccilli	300 Votes	2-year Term

FIFTH ORDER OF BUSINESS Landowners' Questions/Comments

There were no Landowners' questions or comments.

SIXTH ORDER OF BUSINESS Adjournment

There being nothing further to discuss, the meeting adjourned at 10:03 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

72
73
74
75
76 _____ _____
77 Secretary/Assistant Secretary Chair/Vice Chair

CRYSTAL RIDGE

COMMUNITY DEVELOPMENT DISTRICT

MINUTES B

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]

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692 Secretary/Assistant Secretary Chair/Vice Chair