

**MINUTES OF MEETING
SANDRIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sandridge Community Development District held a Special Meeting on January 25, 2021 at 9:30 a.m., at The Wood Development Company of Jacksonville, 414 Old Hard Road, Suite 502, Fleming Island, Florida 32003.

Present were:

Liam O'Reilly	Chair
Gregg Kern	Vice Chair
Blake Weatherly	Assistant Secretary

Also present, were:

Craig Wrathell	District Manager
Howard McGaffney	Wrathell Hunt and Associates, LLC (WHA)
Jennifer Kilinski (via telephone)	District Counsel
Lauren Gentry (via telephone)	Hopping, Green & Sams, P.A.
Glynn Taylor	District Engineer
Peter Dane (via telephone)	Bond Counsel
Sete Zare	MBS Capital Markets (MBS)

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 9:35 a.m. The meeting was being held in the parking lot of the meeting location.

Mr. McGaffney, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Blake Weatherly prior to the meeting.

Supervisors O'Reilly, Kern and Weatherly were present. Supervisors Bock and Roberts were not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Supervisor
Matt Roberts; Seat 2; Term Expires
November 2024**

Mr. Wrathell presented the resignation of Mr. Matt Roberts.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern with all in favor, the resignation of Mr. Matt Roberts from Seat 2, was accepted.

FOURTH ORDER OF BUSINESS

**Consider Appointment of Mike Taylor to
Fill Unexpired Term of Seat 2**

Mr. O'Reilly nominated Mr. Mike Taylor to fill the unexpired term of Seat 2. No other nominations were made.

On MOTION by Mr. O'Reilly and seconded by Mr. Weatherly, with all in favor, the appointment of Mr. Mike Taylor to Seat 2, term expires November 2024, was approved.

A. Administration of Oath of Office to Newly Appointed Supervisors

- I. Blake Weatherly [Seat 3] and Rose Bock [Seat 4] *(completed prior to meeting)***
- II. Mike Taylor**

The Oath of Office was administered to Mr. Weatherly prior to the meeting. The Oath of Office would be administered to Mr. Taylor and Ms. Bock at a future Board meeting.

(the following to be provided in a separate package)

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-06, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Sandridge Community Development District, and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-06. Mr. O’Reilly nominated the following slate of officers:

Chair	Liam O’Reilly
Vice Chair	Gregg Kern
Secretary	Craig Wrathell
Assistant Secretary	Blake Weatherly
Assistant Secretary	Rose Bock
Assistant Secretary	Mike Taylor
Assistant Secretary	Howard McGaffney
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly, with all in favor, Resolution 2021-06, Designating a Chair, a Vice Chair, a Secretary, Assistant Secretaries, a Treasurer and an Assistant Treasurer of the Sandridge Community Development District, as nominated, and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Responses to Request for Qualifications (RFQ) For Architectural Design Services

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. RFQ Package

The RFQ was included for informational purposes.

C. Respondent(s)

- **Basham & Lucas Design Group, Inc.**

D. Competitive Selection Criteria/Ranking

Ms. Gentry stated, because the statutory requirement for advertising the RFQ was met, the Board could designate Basham & Lucas Design Group, Inc. as the #1 ranked firm.

E. Award of Contract

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly with all in favor, designating Basham & Lucas Design Group, Inc., as the #1 ranked firm, authorizing Staff to negotiate the terms of the Agreement and authorizing Chair or Vice Chair to execute the Agreement, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Supplemental Engineering Report for Phase I, *dated January 8, 2021*

Mr. Taylor presented the Supplemental Engineering Report for Phase I, which reflected minor updates to Exhibit 4 and permit modifications.

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly, with all in favor, the Supplemental Engineer’s Report, as discussed, in substantial form, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of First Supplemental Special Assessment Methodology Report, *dated January 15, 2021*

Mr. Wrathell presented the First Supplemental Special Assessment Methodology Report. A slight change in the legal description resulted in the following change:

Report, Page 8, Section 5.3: Change “125.75 acres” to “126.13 acres” and \$70,815.11” to “\$70,601.76”

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly, with all in favor, the First Supplemental Special Assessment Methodology Report, dated January 15, 2021, as discussed, in substantial form, was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-07, Repealing Resolution 2021-04 Adopted by the Board of the District on December 18, 2020 and Entitled: "A Resolution of the Board of Supervisors of Sandridge Community Development District Supplementing its Resolution 2020-28 by Authorizing the Issuance of Its Sandridge Community Development District Special Assessment Revenue Bonds, Series 2021 in a Principal Amount of Not Exceeding \$10,000,000 for the Principal Purpose of Acquiring and Constructing Assessable Improvements; Delegating to the Chairman or Vice Chairman of the Board of Supervisors of the District, Subject to Compliance With the Applicable Provisions Hereof, the Authority to Award the Sale of Such Series 2021 Bonds to MBS Capital Markets, LLC, by Executing and Delivering to Such Underwriter a Bond Purchase Agreement and Approving the Form Thereof; Approving the Form of and Authorizing the Execution of the First Supplemental Trust Indenture; Appointing U.S. Bank National Association as the Trustee, Bond Registrar and Paying Agent for Such Series 2021 Bonds; Making Certain Findings; Approving Form of Said Series 2021 Bonds; Approving The Form of the Preliminary Limited Offering Memorandum and Authorizing the Use by the Underwriter of the Preliminary Limited Offering Memorandum and the Limited Offering Memorandum and the Execution of the Limited Offering Memorandum; Approving the Form of the Continuing Disclosure Agreement and Authorizing the Execution Thereof; Authorizing Certain Officials of Sandridge Community Development District and Others to Take All Actions Required in Connection With The Issuance, Sale and Delivery of Said Series 2021 Bonds; Providing Certain Other Details with Respect to Said Series 2021

**Bonds; and Providing an Effective Date”;
and Providing An Effective Date**

Mr. Wrathell presented Resolution 2021-07.

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly with all in favor, Resolution 2021-07, Repealing Resolution 2021-04 Adopted by the Board of the District on December 18, 2020 and Entitled: “A Resolution of the Board of Supervisors of Sandridge Community Development District Supplementing its Resolution 2020-28 by Authorizing the Issuance of Its Sandridge Community Development District Special Assessment Revenue Bonds, Series 2021 in a Principal Amount of Not Exceeding \$10,000,000 for the Principal Purpose of Acquiring and Constructing Assessable Improvements; Delegating to the Chairman or Vice Chairman of the Board of Supervisors of the District, Subject to Compliance With the Applicable Provisions Hereof, the Authority to Award the Sale of Such Series 2021 Bonds to MBS Capital Markets, LLC, by Executing and Delivering to Such Underwriter a Bond Purchase Agreement and Approving the Form Thereof; Approving the Form of and Authorizing the Execution of the First Supplemental Trust Indenture; Appointing U.S. Bank National Association as the Trustee, Bond Registrar and Paying Agent for Such Series 2021 Bonds; Making Certain Findings; Approving Form of Said Series 2021 Bonds; Approving The Form of the Preliminary Limited Offering Memorandum and Authorizing the Use by the Underwriter of the Preliminary Limited Offering Memorandum and the Limited Offering Memorandum and the Execution of the Limited Offering Memorandum; Approving the Form of the Continuing Disclosure Agreement and Authorizing the Execution Thereof; Authorizing Certain Officials of Sandridge Community Development District and Others to Take All Actions Required in Connection With The Issuance, Sale and Delivery of Said Series 2021 Bonds; Providing Certain Other Details with Respect to Said Series 2021 Bonds; and Providing an Effective Date”; and Providing An Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-08, Supplementing its Resolution 2020-28 by Authorizing the Issuance of its Sandridge Community Development District Special Assessment Revenue Bonds, Series 2021A-1 and Series 2021A-2 (Collectively, the “Series 2021A Bonds”) in an Aggregate Principal Amount of Not Exceeding \$10,000,000 for the Principal Purpose of Acquiring and Constructing Assessable Improvements; Delegating to the Chairman or Vice Chairman of the Board of

Supervisors of the District, Subject to Compliance With the Applicable Provisions Hereof, the Authority to Award the Sale of Such Series 2021A Bonds to MBS Capital Markets, LLC, by Executing and Delivering to Such Underwriter a Bond Purchase Agreement and Approving the Form Thereof; Approving the Form of and Authorizing the Execution of the First Supplemental Trust Indenture; Appointing U.S. Bank National Association as the Trustee, Bond Registrar And Paying Agent for Such Series 2021A Bonds; Making Certain Findings; Approving the Form of Said Series 2021A Bonds; Approving the Form of the Preliminary Limited Offering Memorandum and Authorizing the Use by the Underwriter of the Preliminary Limited Offering Memorandum and the Limited Offering Memorandum and the Execution of the Limited Offering Memorandum; Approving the Form of the Continuing Disclosure Agreement and Authorizing the Execution Thereof; Authorizing Certain Officials Of Sandridge Community Development District and Others to Take All Actions Required in Connection with the Issuance, Sale and Delivery of Said Series 2021A Bonds; Providing Certain Other Details with Respect to Said Series 2021A Bonds; and Providing an Effective Date

Mr. Dane presented Resolution 2021-08.

On MOTION by Mr. O'Reilly and seconded by Mr. Weatherly, with all in favor, Resolution 2021-08, Supplementing its Resolution 2020-28 by Authorizing the Issuance of its Sandridge Community Development District Special Assessment Revenue Bonds, Series 2021A-1 and Series 2021A-2 (Collectively, the "Series 2021A Bonds") in an Aggregate Principal Amount of Not Exceeding \$10,000,000 for the Principal Purpose of Acquiring and Constructing Assessable Improvements; Delegating to the Chairman or Vice Chairman of the Board of Supervisors of the District, Subject to Compliance With the Applicable Provisions Hereof, the Authority to Award the Sale of Such Series 2021A Bonds to MBS Capital Markets, LLC, by Executing and Delivering to Such Underwriter

a Bond Purchase Agreement and Approving the Form Thereof; Approving the Form of and Authorizing the Execution of the First Supplemental Trust Indenture; Appointing U.S. Bank National Association as the Trustee, Bond Registrar And Paying Agent for Such Series 2021A Bonds; Making Certain Findings; Approving the Form of Said Series 2021A Bonds; Approving the Form of the Preliminary Limited Offering Memorandum and Authorizing the Use by the Underwriter of the Preliminary Limited Offering Memorandum and the Limited Offering Memorandum and the Execution of the Limited Offering Memorandum; Approving the Form of the Continuing Disclosure Agreement and Authorizing the Execution Thereof; Authorizing Certain Officials of Sandridge Community Development District and Others to Take All Actions Required in Connection with the Issuance, Sale and Delivery of Said Series 2021A Bonds; Providing Certain Other Details with Respect to Said Series 2021A Bonds; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Authorization of Request for Qualifications (RFQ) for Engineering Services Related to Construction of Sandridge Road

Ms. Gentry stated the County has very specific RFQ requirements for the roadway widening. The RFQ was worded such that the District had the option to engage the District Engineer or another firm for this project.

On MOTION by Mr. O’Reilly and seconded by Mr. Weatherly with all in favor, the RFQ for Engineering Services Related to Construction of Sandridge Road and authorizing Staff to advertise, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Acquisition of Work Product prepared by Taylor & White, Inc.

Ms. Gentry explained why the District needed to acquire Taylor & White, Inc.’s work product for Phase 1, which was originally prepared for another party and funded by Wood Development Company.

On MOTION by Mr. O’Reilly and seconded by Mr. Kern, with all in favor, the Acquisition of Work Product prepared by Taylor & White, Inc., in substantial form, in a not-to-exceed amount of \$240,000, was approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Taylor & White, Inc., Proposal for Professional Civil Engineering Services

This item was presented following the Fourteenth Order of Business.

FOURTEENTH ORDER OF BUSINESS

Consideration of Resolution 2021-09, Authorizing the District Engineer, or Another Individual Designated by the Board of Supervisors, to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided in the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-09. Ms. Gentry stated the sample Work Authorization and related forms would be approved as part of the Resolution.

On MOTION by Mr. O’Reilly and seconded by Mr. Kern, with all in favor, Resolution 2021-09, Authorizing the District Engineer, or Another Individual Designated by the Board of Supervisors, to Act as the District’s Purchasing Agent for the Purpose of Procuring, Accepting, and Maintaining Any and All Construction Materials Necessary for the Construction, Installation, Maintenance or Completion of the District’s Infrastructure Improvements as Provided in the District’s Adopted Improvement Plan; Providing for the Approval of a Work Authorization; Providing for Procedural Requirements for the Purchase of Materials; Approving the Form of a Purchase Requisition Request; Approving the Form of a Purchase Order; Approving the Form of a Certificate of Entitlement; Authorizing the Purchase of Insurance; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- **Consideration of Taylor & White, Inc., Proposal for Professional Civil Engineering Services**

This item, previously the Thirteenth Order of Business, was presented out of order.

Mr. Wrathell presented the Taylor & White, Inc., proposal.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, the Taylor & White, Inc., Proposal for Professional Civil Engineering Services, was approved.

FIFTEENTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2020/2021 and Providing for an Effective Date

This item was deferred. Discussion ensued regarding scheduling a Special Meeting.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, scheduling a Special Meeting on February 15, 2021 at 2:30 p.m., was approved.

SIXTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2020

Mr. Wrathell presented the Unaudited Financial Statements as of December 31, 2020. A reimbursement requisition would be processed at a later date.

On MOTION by Mr. O'Reilly and seconded by Mr. Weatherly, with all in favor, the Unaudited Financial Statements as of December 31, 2020, were accepted.

SEVENTEENTH ORDER OF BUSINESS

Consideration of December 18, 2020 Special Meeting Minutes

Mr. Wrathell presented the December 18, 2020 Special Meeting Minutes.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern, with all in favor, the December 18, 2020 Special Meeting Minutes, as presented, were approved.

EIGHTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

There being no report, the next item followed.

B. District Engineer: *Taylor & White, Inc.*

There being no report, the next item followed.

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

• **NEXT MEETING DATE:** _____

○ **QUORUM CHECK**

A Special Meeting would be held on February 15, 2021 at 2:30 p.m.

NINETEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

TWENTIETH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

TWENTY-FIRST ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. O'Reilly and seconded by Mr. Kern with all in favor, the meeting adjourned at 10:07 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair