

**MINUTES OF MEETING
SANDRIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sandridge Community Development District held a Public Hearings and a Regular Meeting on July 26, 2022, at 9:30 A.M., at the offices of Carlton Construction, Inc., 4615 U.S. Highway 17, Suite 1, Fleming Island, Florida 32003.

Present at the meeting were:

Liam O'Reilly	Chair
Gregg Kern (via telephone)	Vice Chair
Mike Taylor	Assistant Secretary
Rose Bock	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Lauren Gentry	District Counsel
Marisa O'Connor	KE Law Group
Glynn Taylor	Taylor & White
Michael Moleno	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 9:34 a.m. Supervisors O'Reilly, Bock and Taylor were present. Supervisor Kern attended via telephone. Supervisor Weatherly was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Consent Agenda

Mr. Torres presented the following:

- A. Consideration of Requisitions (*support documentation available upon request*)**
 - I. Number 54: Basham & Lucas Design Group, Inc. [\$18,535.00]**
 - II. Number 56: Jax Utilities Management, Inc. [\$437,785.50]**

- III. Number 57: Taylor & White, Inc. [\$3,057.30]
- IV. Number 58: Taylor & White, Inc. [\$28,338.73]
- V. Number 59: Taylor & White, Inc. [\$6,019.95]
- VI. Number 60: American Precast Structures, LLC [\$12,628.00]
- VII. Number 61: American Precast Structures, LLC [\$10,854.00]
- VIII. Number 62: American Precast Structures, LLC [\$13,197.00]
- IX. Number 63: American Precast Structures, LLC [\$5,475.00]
- X. Number 64: American Precast Structures, LLC [\$9,590.00]
- XI. Number 65: KE Law Group, PLLC [\$3,458.50]
- Number 17: Taylor & White, Inc. [\$35,594.97]
This item was an addition to the agenda.
- B. Ratification of Requisitions (*support documentation available upon request*)
 - I. Number 32: Ferguson Waterworks [\$472.00]
 - II. Number 33: England, Thims & Miller, Inc. [\$3,960.79]
 - III. Number 34: KE Law Group, PLLC [\$1,551.00]
 - IV. Number 35: Ferguson Waterworks [\$2,055.00]
 - V. Number 36: Peacock Consulting Group, LLC [\$1,500.00]
 - VI. Number 37: Basham & Lucas Design Group, Inc. [\$2,800.00]
 - VII. Number 38: Basham & Lucas Design Group, Inc. [\$1,500.00]
 - VIII. Number 39: Basham & Lucas Design Group, Inc. [\$2,760.00]
 - IX. Number 40: Basham & Lucas Design Group, Inc. [\$56,930.00]
 - X. Number 41: Jax Utilities Management, Inc. [\$663,669.07]
 - XI. Number 42: Ferguson Waterworks [\$10,537.50]
 - XII. Number 43: Ferguson Waterworks [\$17,701.00]
 - XIII. Number 44: England, Thims & Miller, Inc. [\$245.42]
 - XIV. Number 45: Ferguson Waterworks [\$22,831.00]
 - XV. Number 46: Taylor & White, Inc. [\$5,863.37]
 - XVI. Number 47: Taylor & White, Inc. [\$34,245.00]
 - XVII. Number 48: Taylor & White, Inc. [\$18,863.73]

- XVIII. Number 49: Ferguson Waterworks [\$17,608.50]
- XIX. Number 50: American Precast Structures, LLC [\$255,461.00]
- XX. Number 51: KE Law Group, PLLC [\$3,352.50]
- XXI. Number 52: American Precast Structures, LLC [\$26,123.00]
- XXII. Number 53: American Precast Structures, LLC [\$15,952.00]
- XXIII. Number 55: Tree Tech Tree Service, Inc. [\$5,000.00]

On MOTION by Mr. O’Reilly and seconded by Mr. Taylor, with all in favor, the Consent Agenda Items were approved and ratified, as specified.

FOURTH ORDER OF BUSINESS

Consideration of Peacock Consulting Group, LLC, Agreement for Environmental Consulting Services

Mr. Torres presented the Peacock Consulting Group, LLC, Agreement for Environmental Consulting Services.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, the Peacock Consulting Group, LLC, Agreement for Environmental Consulting Services, was approved.

FIFTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2022/2023 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2022-09 and the proposed Fiscal Year 2023 budget.

On MOTION by Mr. O’Reilly and seconded by Mr. Taylor, with all in favor, the Public Hearing was opened.

Mr. Torres reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any changes.

Discussion ensued regarding on and off-roll assessments and setting a maximum per unit Operations and Maintenance (O&M) amount, with the Developer funding the remainder.

The following change was made:

Platted, on-roll units: Adjust budget to set cap O&M assessment amount of \$450 per unit and add Developer Contribution line item to reflect Developer funding of the balance.

No members of the public spoke.

On MOTION by Ms. Bock and seconded by Mr. O’Reilly, with all in favor, the Public Hearing was closed.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, Resolution 2022-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023, as amended, subject capping on-roll O&M assessments at \$450 per unit and the addition of a Developer Contribution funding line item to fund all remaining amounts; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Operation and Maintenance Special Assessments to Fund the Budget for Fiscal Year 2022/2023, Pursuant to Florida Law

- A. Affidavit of Publication**
- B. Mailed Notice to Property Owners**

The affidavit of publication and Mailed Notice were included for informational purposes.

- C. **Consideration of Resolution 2022-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**
Mr. Torres presented the Resolution 2022-10.

On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the Public Hearing was closed.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, Resolution 2022-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments; Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Financial Report for the Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Torres presented the Presentation of Audited Financial Report for the Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-11, Hereby Accepting the Audited Financial Report for the Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021

Mr. Torres presented Resolution 2022-11.

On MOTION by Mr. O’Reilly and seconded by Mr. Taylor, with all in favor, Resolution 2022-11, Hereby Accepting the Audited Financial Report for the Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021, was adopted.

NINTH ORDER OF BUSINESS

Review of RFPs for Amenity Center Construction

Ms. Gentry recalled that the Board previously approved the Request for Proposals (RFP) for the Amenity Center Construction project. She noted that Invision did not include a bid bond and failed to execute several forms; therefore, the recommendation is to reject Invision’s bid as nonresponsive.

Mr. Moleno discussed his detailed analysis of the RFP responses and reported his scoring of the following respondents based on the Evaluation Criteria, as follows:

<u>Category</u>	<u>Carlton</u>	<u>DS Const.</u>	<u>K&G</u>	<u>Invision</u>
Personnel	20	20	20	19
Proposer's Experience	25	24	25	23
Understanding of Scope of Work	20	20	20	19
Price - (lowest, others %)	7.72	7.70	10	7.69
Price - (Reasonableness of unit prices)	10	10	9	9
Schedule (Fewest Number of Days)	6.96	9.51	10	5.27
Schedule (Ability On-Time Performance)	5	5	4	5
Total score	94.68	96.21	98.00	87.96

Based on the scoring, Mr. Moleno ranked the respondents, as follows:

#1 K&G 98.0 points

#2	DS Contracting	96.2 points
#3	Carlton	94.4 points
#4	Invision	88.0 points

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, the scores and ranking of the respondents to the RFP for the Amenity Center Construction Contract, with K&G as the #1 ranked respondent, DS Contracting as the #2 ranked respondent, Carlton as the #3 ranked respondent and Invision as the #4 ranked respondent, were accepted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2022-12, Regarding the Award of a Construction Services Contract for Amenity Center Construction; Providing a Severability Clause; and Providing an Effective Date

Ms. Gentry presented Resolution 2022-12. The Resolution will be updated to include the scores presented and to reflect that Invision was deemed nonresponsive.

Ms. Gentry confirmed that this Resolution enables Staff and others to negotiate the contract; however, if a contract is not executed with the #1 ranked respondent, the other respondents must be given an opportunity to submit revised pricing.

On MOTION by Mr. O’Reilly and seconded by Ms. Bock, with all in favor, Resolution 2022-12, as amended to insert the necessary information, Regarding the Award of a Construction Services Contract for Amenity Center Construction; Providing a Severability Clause; and Providing an Effective Date, was adopted and designating Mike Moleno as the a CDD representative to finalize the contract, was approved.

ELEVENTH ORDER OF BUSINESS

Ratification of Carlton Construction, Inc., Granary Park Amenity Permit Expediting Proposal

Mr. Torres presented the Carlton Construction, Inc., Granary Park Amenity Permit Expediting Proposal.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the Carlton Construction, Inc., Granary Park Amenity Permit Expediting Proposal, was approved.

TWELFTH ORDER OF BUSINESS

Ratification of 20-Year Stormwater Management Needs Analysis Report

Mr. Torres presented the 20-Year Stormwater Management Needs Analysis Report, which was submitted by the June 30, 2022 due date.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the 20-Year Stormwater Management Needs Analysis Report, was ratified.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2022

Mr. Torres presented the Unaudited Financial Statements as of June 30, 2022.

On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the Unaudited Financial Statements as of June 30, 2022, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of May 24, 2022 Regular Meeting Minutes

Mr. Torres presented the May 24, 2022 Regular Meeting Minutes.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the May 24, 2022 Regular Meeting Minutes, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC*

Ms. Gentry introduced Ms. O'Connor.

B. District Engineer: *England-Thims & Miller, Inc.*

Mr. Glynn Taylor discussed the status of Phase 2 modifications changing the lot lines submittal of Phase 3 to the County for review, the Amenity facility and Phases 2 and 3 permits.

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

- **NEXT MEETING DATE: August 23, 2022 at 9:30 A.M.**
 - **QUORUM CHECK**

The next meeting would be held on August 23, 2022.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

- **Acceptance of Resignation of Blake Weatherly and Appointment to Fill Seat 3**

This item was an addition to the agenda.

Mr. O'Reilly stated that Mr. Weatherly submitted his resignation.

On MOTION by Mr. O'Reilly and seconded by Mr. Taylor, with all in favor, the resignation of Mr. Blake Weatherly, was accepted.

Mr. O'Reilly nominated Joe Cornelison to fill Seat 3. No other nominations were made.

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the appointment of Mr. Joe Cornelison to Seat 3, was approved.

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. O'Reilly and seconded by Ms. Bock, with all in favor, the meeting adjourned at 10:09 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair