

**MINUTES OF MEETING  
SANDRIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sandridge Community Development District held a Regular Meeting on May 28, 2024, immediately following the adjournment of the Creekview CDD Meeting scheduled to commence at 2:00 p.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073.

**Present were:**

Gregg Kern	Chair
Joe Cornelison	Vice Chair
Rose Bock	Assistant Secretary
Mike Taylor (via telephone)	Assistant Secretary
Brad Odom	Assistant Secretary

**Also present:**

Ernesto Torres	District Manager
Lauren Gentry (via telephone)	District Counsel
Chris Loy	Kilinski   Van Wyk
Glynn Taylor	District Engineer
James Parker	Resident
Jerry & Susan West	Residents
Mr. & Mrs. Busatry	Residents
Other Residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 2:06 p.m. Supervisors Bock, Kern, Odom and Cornelison were present. Supervisor Taylor attended via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

Resident James Parker referred to the budget adoption resolution options in the Fourth Order of Business and questioned why the title of Option A says “Fiscal Year 2024/2025” and Option B says “Fiscal Year 2025”. He asked about the term “Special Assessments” in Option B and why two budget options are being presented.

Mr. Torres explained the annual budget adoption process, including approving and submitting a proposed budget by June 15<sup>th</sup> to the County each year. The fiscal year budget

maximum is set by the proposed budget and, if assessments will increase, Mailed Notices are sent to the property owners. The budget public hearing is set for at least 60 days after approving the proposed budget. Ms. Gentry stated the CDD's fiscal year runs from October 1 through September 30. The "Fiscal Year 2024/2025" and "Fiscal Year 2025" mean the same thing, meaning the Fiscal Year that starts October 1, 2024 and ends September 30, 2025.

Ms. Gentry stated that the reason for the two options is because the CDD is either levying assessments for the first time or is increasing the assessments beyond the previously noticed cap amount. Regarding the use of the term "Special Assessments" in Option B, it is the term used for CDD assessments, it is not a special assessment like one might see with an HOA, when the HOA needs to collect extra money. For a CDD it just means the amount that the CDD will place on the tax bill for collection of normal assessments.

It was noted that assessments will be for Operations and Maintenance (O&M) expenses.

Mr. Parker voiced his opinion that there are numerous errors and confusing things throughout the Rules, Rates, Fees and Charges, as if it was compiled using various versions and was not checked for consistency. He thinks certain items need to be clearer.

Mr. Kern stated that the Rules are being presented today to put Rules and Policies, etc., in place now, in anticipation of the amenity facilities opening; however, the Rules can be changed, updated, etc., at any time. Mr. Parker was asked to submit his comments regarding the Amenity Policies, Rules and Rates.

**THIRD ORDER OF BUSINESS****Consent Agenda****A. Ratification/Consideration of Requisitions (support documentation available upon request)**

<b>I.</b>	<b>Number 1</b>	<b>Sandridge Land Developers, LLC</b>	<b>[\$2,283,805.72]</b>
<b>II.</b>	<b>Number 2</b>	<b>Kilinski Van Wyk, PLLC</b>	<b>[\$3,110.50]</b>
<b>III.</b>	<b>Number 3</b>	<b>Ferguson Waterworks</b>	<b>[\$18,070.29]</b>
<b>IV.</b>	<b>Number 4</b>	<b>Ferguson Waterworks</b>	<b>[\$235,839.80]</b>
<b>V.</b>	<b>Number 5</b>	<b>K &amp; G Construction</b>	<b>[\$299,315.68]</b>
<b>VI.</b>	<b>Number 6</b>	<b>K &amp; G Construction</b>	<b>[\$426,146.02]</b>
<b>VII.</b>	<b>Number 7</b>	<b>Basham &amp; Lucas Design Group, Inc.</b>	<b>[\$9,043.35]</b>
<b>VIII.</b>	<b>Number 8</b>	<b>Southern Recreation</b>	<b>[\$131,025.30]</b>

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<b>IX.</b>	<b>Number 9</b>	<b>Jax Utilities Management</b>	<b>[\$299,358.85]</b>
<b>X.</b>	<b>Number 10</b>	<b>England, Thims &amp; Miller, Inc.</b>	<b>[\$3,044.63]</b>
<b>XI.</b>	<b>Number 11</b>	<b>Onsite Industries, LLC</b>	<b>[\$45,503.05]</b>
<b>XII.</b>	<b>Number 12</b>	<b>Kilinski Van Wyk, PLLC</b>	<b>[\$2,103.00]</b>
<b>XIII.</b>	<b>Number 13</b>	<b>Taylor &amp; White, Inc.</b>	<b>[\$3,145.33]</b>
<b>XIV.</b>	<b>Number 14</b>	<b>Ferguson Waterworks</b>	<b>[\$206,897.00]</b>
<b>XV.</b>	<b>Number 15</b>	<b>Ferguson Waterworks</b>	<b>[\$131,997.60]</b>
<b>XVI.</b>	<b>Number 16</b>	<b>Basham &amp; Lucas Design Group, Inc.</b>	<b>[\$16,737.77]</b>
<b>XVII.</b>	<b>Number 17</b>	<b>Ferguson Waterworks</b>	<b>[\$30,081.21]</b>
<b>XVIII.</b>	<b>Number 18</b>	<b>England, Thims &amp; Miller, Inc.</b>	<b>[\$4,823.29]</b>
<b>XIX.</b>	<b>Number 19</b>	<b>Ferguson Waterworks</b>	<b>[19,057.00]</b>
<b>XX.</b>	<b>Number 20</b>	<b>American Precast Structures, LLC</b>	<b>[\$1,800.00]</b>
<b>XXI.</b>	<b>Number 21</b>	<b>Jax Utilities Management</b>	<b>[\$33,639.50]</b>
<b>XXII.</b>	<b>Number 22</b>	<b>Jax Utilities Management</b>	<b>[\$545,067.82]</b>
<b>XXIII.</b>	<b>Number 23</b>	<b>Ferguson Waterworks</b>	<b>[\$43,670.00]</b>
<b>XXIV.</b>	<b>Number 24</b>	<b>American Precast Structures, LLC</b>	<b>[\$182.00]</b>
<b>XXV.</b>	<b>Number 25</b>	<b>Sandridge Land Developers, LLC</b>	<b>[\$113,050.00]</b>
<b>XXVI.</b>	<b>Number 26</b>	<b>Basham &amp; Lucas Design Group, Inc.</b>	<b>[\$87.77]</b>
<b>XXVII.</b>	<b>Number 27</b>	<b>American Precast Structures, LLC</b>	<b>[\$560.00]</b>
<b>XXVIII.</b>	<b>Number 28</b>	<b>Kilinski Van Wyk, PLLC</b>	<b>[\$261.00]</b>
<b>XXIX.</b>	<b>Number 29</b>	<b>Ferguson Waterworks</b>	<b>[\$3,803.00]</b>
<b>XXX.</b>	<b>Number 30</b>	<b>The Tree Amigos Outdoor Services</b>	<b>[\$9,765.00]</b>
<b>XXXI.</b>	<b>Number 31</b>	<b>Taylor &amp; White, Inc.</b>	<b>[\$9,578.10]</b>
<b>XXXII.</b>	<b>Number 32</b>	<b>Ferguson Waterworks</b>	<b>[\$113,123.10]</b>
<b>XXXIII.</b>	<b>Number 33</b>	<b>Basham &amp; Lucas Design Group, Inc.</b>	<b>[\$2,280.15]</b>
<b>XXXIV.</b>	<b>Number 34</b>	<b>K &amp; G Construction</b>	<b>[\$350,406.18]</b>
<b>XXXV.</b>	<b>Number 35</b>	<b>K &amp; G Construction</b>	<b>[\$134,900.64]</b>
<b>XXXVI.</b>	<b>Number 36</b>	<b>Ferguson Waterworks</b>	<b>[\$4,029.00]</b>
<b>XXXVII.</b>	<b>Number 37</b>	<b>The Tree Amigos Outdoor Services</b>	<b>[\$15,798.50]</b>
<b>XXXVIII.</b>	<b>Number 38</b>	<b>Ferguson Waterworks</b>	<b>[\$7,834.64]</b>
<b>XXXIX.</b>	<b>Number 39</b>	<b>Jax Utilities Management</b>	<b>[\$198,847.76]</b>
<b>XL.</b>	<b>Number 40</b>	<b>Jax Utilities Management</b>	<b>[\$5,092.00]</b>

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<b>XLI.</b>	<b>Number 41</b>	<b>Jax Utilities Management</b>	<b>[\$424,800.00]</b>
<b>XLII.</b>	<b>Number 42</b>	<b>Jax Utilities Management</b>	<b>[\$563,695.56]</b>
<b>XLIII.</b>	<b>Number 43</b>	<b>England, Thims &amp; Miller, Inc.</b>	<b>[\$9,816.42]</b>
<b>XLIV.</b>	<b>Number 44</b>	<b>Ferguson Waterworks</b>	<b>[\$31,505.20]</b>
<b>XLV.</b>	<b>Number 45</b>	<b>Jax Utilities Management</b>	<b>[\$423,839.50]</b>
<b>XLVI.</b>	<b>Number 46</b>	<b>Ferguson Waterworks</b>	<b>[\$830.00]</b>
<b>XLVII.</b>	<b>Number 47</b>	<b>Taylor &amp; White, Inc.</b>	<b>[\$6,661.94]</b>
<b>XLVIII.</b>	<b>Number 48</b>	<b>Ferguson Waterworks</b>	<b>[\$91,557.09]</b>
<b>XLIX.</b>	<b>Number 49</b>	<b>Ferguson Waterworks</b>	<b>[\$8,649.05]</b>
<b>L.</b>	<b>Number 50</b>	<b>Micamy Design Studios</b>	<b>[\$25,042.37]</b>
<b>LI.</b>	<b>Number 51</b>	<b>Basham &amp; Lucas Design Group, Inc.</b>	<b>[\$4,543.35]</b>
<b>LII.</b>	<b>Number 52</b>	<b>Ferguson Waterworks</b>	<b>[\$10,834.22]</b>
<b>LIII.</b>	<b>Number 53</b>	<b>Ferguson Waterworks</b>	<b>[\$3,270.00]</b>
<b>LIV.</b>	<b>Number 54</b>	<b>American Precast Structures, LLC</b>	<b>[\$2,470.00]</b>

**B. Ratification Item(s)**

- I. Municipal Asset Management Lease of Fitness Equipment**
- II. License Agreement Regarding Use of Certain Property for a Construction Staging Site**
- III. The Tree Amigos Outdoor Services, LLC Agreements**
  - a. Addendum to Landscape and Irrigation Maintenance Services Agreement**
  - b. Agreement for Landscape Installation [Granary Park - Sandridge Green Screen]**

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Consent Agenda Items, were ratified and/or approved, as specified.**

**FOURTH ORDER OF BUSINESS****Consideration of Resolution Approving  
Fiscal Year 2024/2025 Proposed Budget**

- Option A. Resolution 2024-06, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

**Option B. Resolution 2024-06, Approving a Proposed Budget for Fiscal Year 2025; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapters 170, 190 and 197, Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date**

Mr. Torres discussed Options A and B and distributed the proposed Fiscal Year 2025 budget. If the Board approves the proposed Fiscal Year 2025 budget with an assessment increase, Option B is the Resolution that will be adopted. He reviewed the proposed Fiscal Year 2025 budget, highlighting line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Discussion ensued regarding items coming on line, the CDD approaching build out and the impacts to the Fiscal Year 2025 and Fiscal Year 2026 budgets.

A resident asked why a “landscaping” line item appears under Amenities and one appears Field Operations. Mr. Kern noted that there is a landscape contract for the basic landscape maintenance; the amenity areas will have their own landscaping expense line item.

Regarding why some areas around the amenities are not being cut, it was noted that there was a design concept to leave some areas like a meadow, meaning less manicured.

Those with questions were directed to contact the Board Members, District Management or CDD Staff; contact information is on the CDD website.

Discussion ensued regarding the difference between Facilities Management and Field Management. It was noted that the CDD has contracted the HOA to perform certain services.

**On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, Resolution 2024-06, Option B, Approving a Proposed Budget for Fiscal Year 2025; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapters 170, 190 and 197, Florida Statutes; Setting Public Hearings on July 31, 2024 at 2:00 p.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073; Addressing Publication; Addressing Severability; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-07, 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**

**On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, Resolution 2024-07, 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, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-08, Designate the Date, Time and Place of Public Hearing and Authorize Publication of Notice of Such Hearing for the Purpose of Adopting Rules, Rates, Fees and Charges of the District and Providing an Effective Date**

**A. Consideration of Amenity Policies, Rules and Rates**

Mr. Loy stated the public hearing regarding the Amenity Policies, Rules and Rates will be set today. Interim Policies, Rules and Rates are necessary for when the amenity facilities open. Ms. Gentry stated the Rates and Disciplinary Rules go into effect today, on an interim basis. The public hearing will be held later to formally adopt them. The rest of the Policies are not subject to a public hearing, so they will be effective as of today but can be amended any time.

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Amenity Policies, Rules and Rates, on an interim basis, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Discussion: Traffic Enforcement Agreement/Parking/Towing Options**

Ms. Gentry stated, even though CDD roads are public roads, Clay County is requiring a Traffic Enforcement Agreement in order to enforce traffic laws on CDD roads. Once the traffic enforcement part is in place, there might be an opportunity to add towing.

Mr. Kern asked Ms. Gentry to inquire about engaging off-duty officers.

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Clay authorizing District Counsel to negotiate Traffic Enforcement and Security Agreements with Clay County and authorizing Mr. Cornelison to work with District Counsel between meetings on the traffic enforcement, parking and security matters, was approved.**

**EIGHTH ORDER OF BUSINESS****Consideration of Sandridge Land Developers, LLC Special Warranty Deed with Reservation of Easement**

Mr. Torres presented the Sandridge Land Developers, LLC Special Warranty Deed with Reservation of Easement.

**On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the Sandridge Land Developers, LLC Special Warranty Deed with Reservation of Easement, was approved.**

**NINTH ORDER OF BUSINESS****Consideration of Memorandum of Understanding Between Sandridge Land Developers, LLC and Lennar Homes, LLC**

Mr. Loy presented the Memorandum of Understanding Between Sandridge Land Developers, LLC and Lennar Homes, LLC, which memorializes Lennar's promise to pay approximately \$198,847 for including but not limited to curb and gutter replacement, crack repairs, ADA mat replacement, and sidewalk replacement.

**On MOTION by Mr. Cornelison and seconded by Mr. Kern, with all in favor, the Memorandum of Understanding Between Sandridge Land Developers, LLC and Lennar Homes, LLC, was approved.**

**TENTH ORDER OF BUSINESS****Consideration of Municipal Asset Management, Inc., Tax Exempt Lease Purchase Agreement**

This item was a duplicate of Item 3BI.

**ELEVENTH ORDER OF BUSINESS****Consideration of Jax Utilities Management, Inc., Change Order No. 11**

**On MOTION by Mr. Cornelison and seconded by Mr. Kern, with all in favor, Jax Utilities Management, Inc., Change Order No. 11, was approved.**

Mr. Loy stated that this is essentially a grant of a non-exclusive easement in favor of Clay Electric Cooperative, Inc. (CEC). It is about 10' in width and allows CEC to install an underground electrical distribution system and associated facilities. The grantee will have the right to construct, operate and maintain electrical lines and systems on or under the area. CEC will be responsible for repairing damages caused by itself or any of its agents. CEC provided a right to remove, should the easement ever be abandoned or terminated; meaning, CEC can remove what it installed. A question was raised regarding the easement sketch and legal description.

**On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the Clay Electric Cooperative, Inc. Right-of-Way Easement, Inc., in substantial form and subject to verifying the easement sketch and legal description, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of April 30, 2024**

**On MOTION by Mr. Kern and seconded by Mr. Cornelison, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.**

**FOURTEENTH ORDER OF BUSINESS**

**Approval of February 27, 2024 Regular  
Meeting Minutes**

**On MOTION by Ms. Cornelison and seconded by Mr. Kern, with all in favor, the February 27, 2024 Regular Meeting Minutes, as presented, were approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kilinski|Van Wyk, PLLC**

Mr. Loy reminded the Board of the requirement to complete four hours of ethics training by December 31, 2024.

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

Mr. Kern asked if the repair work in Phase 1 was reviewed. Mr. Taylor will find out.

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

- **386 Registered Voters in District as of April 15, 2024**



- **NEXT MEETING DATE: June 25, 2024 at 2:00 PM**
  - **QUORUM CHECK**

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

There were no Board Members' comments or requests.

**SEVENTEENTH ORDER OF BUSINESS****Public Comments**

A resident noted an odor emanating from a pond and asked if the water can be circulated. Mr. Kern stated that the CDD has a lake maintenance contract and will work with the Field Operations Manager on this. It was noted that the contractor was advised last week that the ponds need additional services. Regarding installing aeration, it is not a budgeted expense but it can be considered if recommended by the contractor.

Resident Shelly Busatry relayed concerns from Facebook. Some residents want meetings to be at a more convenient time for working people and/or for Zoom attendance to be offered, residents want to know what is happening and what each entity is responsible for.

Mr. Kern encouraged those with questions to contact the Board and/or Staff so that the public receives correct information instead of hearsay or misunderstandings on social media or relying on other residents to ask questions and provide answers.

A resident complained about a lack of response from the HOA to his questions.

Discussion ensued regarding the roles and responsibilities of the HOA and CDD, issues with builders, coordinating with the builders to address homeowner issues and concerns, anticipated amenity center opening date, possible lack of reflectors on the road after the second lift of asphalt, resident dissatisfaction with curb repairs and the sod installed by the mailboxes, sidewalk concerns, the homeowners' responsibility to repair sidewalks in front of their homes and the requirement for the CDD to offer amenity center memberships for nonresident purchase.

Improving communication between homeowners, the CDD and HOA was discussed.

**EIGHTEENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the meeting adjourned at 3:38 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair