

**MINUTES OF MEETING  
SANDRIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Sandridge Community Development District held Public Hearings and a Regular Meeting on July 31, 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  
Rose Bock  
Mike Taylor  
Brad Odom

Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Ernesto Torres  
Jennifer Kilinski  
Chris Loy (via telephone)  
Glynn Taylor  
Rob Hamlett  
James McMahon  
Megan Maldonado  
Scott Brandt  
Larry & Jeannine Koski

District Manager  
District Counsel  
Kilinski | Van Wyk  
District Engineer  
First Service  
Castle Group  
GreenPointe Developers  
Resident  
Residents

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 2:08 p.m. Supervisors Kern, Bock, Taylor and Odom were present. Supervisor Cornelison was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

**A. Ratification/Consideration of Requisitions (support documentation available upon request)**

I.	Number 70	Ferguson Waterworks	[\$1,100.00]
II.	Number 71	Ferguson Waterworks	[\$12,648.00]
III.	Number 72	Taylor & White, Inc.	[\$7,940.59]
IV.	Number 73	Ferguson Waterworks	[\$2,535.79]
V.	Number 74	Janet O. Whitmill, RLA Inc.	[\$5,200.00]
VI.	Number 75	Basham & Lucas Design Group, Inc	[\$4,682.50]
VII.	Number 76	The Tree Amigos Outdoor Services, Inc.	[\$78,289.00]
VIII.	Number 77	Ferguson Waterworks	[\$2,024.00]
IX.	Number 78	American Precast Structure, LLC	[\$2,600.00]
X.	Number 79	England, Thims & Miller, Inc.	[\$6,115.09]
XI.	Number 80	Ferguson Waterworks	[\$7,734.20]
XII.	Number 81	Jax Utilities Management	[\$464,882.50]
XIII.	Number 82	Taylor & White, Inc.	[\$6,751.25]
XIV.	Number 83	Onsite Industries, LLC	[\$16,118.95]
XV.	Number 84	Onsite Industries, LLC	[\$2,417.15]
XVI.	Number 85	Ferguson Waterworks	[\$588.00]
XVII.	Number 86	Micamy Design Studios	[\$4,572.40]

<p><b>On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the Consent Agenda Items, were ratified and/or approved, as specified.</b></p>
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**FOURTH ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2024/2025 Budget of the District and  
Providing an Effective Date**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending**

**September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Torres presented Resolution 2024-09. He reviewed the proposed Fiscal Year 2025 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2024 budget, and explained the reasons for any changes.

Mr. Torres stated that the Budget and Assessment Public Hearings will be conducted simultaneously and Resolutions 2024-09 and 2024-10 will be adopted via one motion and vote.

**On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, the Public Hearing was opened for both the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget and the Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025.**

No affected property owners or members of the public spoke with regard to the Fiscal Year 2025 Budget or Assessment items.

**On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, the Public Hearing was closed for both the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget and the Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025.**

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, Resolution 2024-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, and Resolution 2024-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025; 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, were adopted.**

**FIFTH ORDER OF BUSINESS**

**Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, Pursuant to Florida Law**

- A. Proof/Affidavit of Publication**
- B. Mailed Notice(s) to Property Owners**
- C. Consideration of Resolution 2024-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2025; 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**

This item was addressed during the Fourth Order of Business.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-11, Amending Resolution 2024-08 to Re-Set the Date, Time and Place of the Public Hearing Regarding the Adoption of Rules, Rates, Fees, and Charges; Ratifying Publication of Notice of Such Hearing; and Providing an Effective Date**

**On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, Resolution 2024-11, Amending Resolution 2024-08 to Re-Set the Date, Time and Place of the Public Hearing Regarding the Adoption of Rules, Rates, Fees, and Charges; Ratifying Publication of Notice of Such Hearing; and Providing an Effective Date, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Discussion/Consideration: Section 189.0694, Florida Statutes (Performance Measures and Standards Reporting)**

Ms. Kilinski explained that newly adopted legislation requires special districts to establish goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives, 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 and District Counsel collaborated on identifying the key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each.

**On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the Goals and Objectives developed and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report for the Fiscal Year Ending September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines & Frank**

This item was deferred.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-12, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2023**

This item was deferred.

**TENTH ORDER OF BUSINESS**

**OnSight Industries, LLC Agreement to Furnish and Install Street Signs**

Mr. Torres presented the OnSight Industries Agreement.

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the OnSight Industries, LLC Agreement to Furnish and Install Street Signs, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Weather Engineers, Inc. Planned Maintenance Agreement**

Mr. Torres presented the Weather Engineers, Inc. Planned Maintenance Agreement.

On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, the Weather Engineers, Inc. Planned Maintenance Agreement, in the amount of \$310 quarterly, designating Mr. Taylor authority to approve, subject to confirmation of the warranty, was approved.

**TWELFTH ORDER OF BUSINESS****Acceptance of Unaudited Financial  
Statements as of June 30, 2024**

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

**THIRTEENTH ORDER OF BUSINESS****Approval of June 25, 2024 Regular Meeting  
Minutes**

On MOTION by Mr. Kern and seconded by Mr. Odom, with all in favor, the June 25, 2024 Regular Meeting Minutes, as presented, were approved.

**FOURTEENTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: Kilinski | Van Wyk, PLLC**

Ms. Kilinski reminded the Board of the requirement to complete four hours of ethics training by December 31, 2024. Completion of the requirement will be reported when filing Form 1 in 2025.

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

Mr. Taylor stated that work with County is underway to obtain files for Sandridge Road regarding some things that the County did that need to be fixed.

Discussion ensued regarding the stormwater management system.

**C. Field Operations and Amenities: Castle Group**

Mr. McMahon reported the following:

- TNW Electric inspected the lights that are out to determine the cause.
- Punch list items are being addressed.
- Various vendors were on site to view and check on items.

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

- **NEXT MEETING DATE: August 27, 2024 at 2:00 PM [Adoption of Rules]**
  - **QUORUM CHECK**

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

There were no Board Members' comments or requests.

**SIXTEENTH ORDER OF BUSINESS****Public Comments**

Resident Larry Koski asked if it would be possible for the Board and staff to use a microphone when speaking, as it is difficult for him to hear them. He asked if Item 5C, which is the Assessment Resolution, was addressed. Mr. Torres stated that the Public Hearing on that item was held simultaneously with the Budget Public Hearing earlier in the meeting; comments about item 5C should have been made then. Mr. Koski asked if there is a cost increase. Ms. Kilinski stated an increase of approximately \$200 is anticipated because the Amenity Center is open and fully operating. She explained the Operation and Maintenance (O&M) and Debt Service portions of the annual assessment. It was noted that the assessments are called "Special Assessments" but that is the term used for the regular assessments, it does not mean there will be another assessment on top of the regular O&M and Debt assessments.

A resident asked if there is weekend trash service at the amenities and noted that water clarity is poor on Sundays. It was noted that the pool company was spoken to about the water clarity and larger trash cans are being obtained. The resident stated that 2835 Crossfield continues having pond erosion. The District Engineer will inspect the area.

**SEVENTEENTH ORDER OF BUSINESS****Adjournment**

**On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the meeting adjourned at 2:41 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair