

**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 September 30, 2025, 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:

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

Also present:

Ernesto Torres	District Manager
Felix Rodriguez	Wrathell, Hunt and Associates, LLC
Chris Loy	District Counsel
Megan Maldanado (via telephone)	GreenPointe Developers
Nick McKenna	Development Team
Kim Mercado	HOA Manager
Paul Smeck	Resident/Member of the public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 2:00 p.m.

Supervisors Bock, Cornelison and Odom were present. Supervisor Taylor attended via telephone. Supervisor Kern was absent.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Paul Smeck stated his questions are about why the irrigation system in his neighborhood needed repair and disseminating the repair costs to the residents. Mr. Smeck was asked to hold his comments to the upcoming agenda item at the end of the meeting.

THIRD ORDER OF BUSINESS

Consent Agenda

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

I.	Number 139	Jax Utilities Management	[\$299,655.00]
II.	Number 140	Taylor & White, Inc.	[\$6,639.82]
III.	Number 141	Taylor & White, Inc.	[\$2,959.19]
IV.	Number 142	Kilinski-Van Wyk PLLC	[\$702.00]
V.	Number 143	Taylor & White, Inc.	[\$49.11]
VI.	Number 144	Jax Utilities Management	[\$102,912.89]
VII.	Number 145	Taylor & White, Inc.	[\$1,660.08]
VIII.	Number 146	Kilinski-Van Wyk PLLC	[\$414.00]

B. Ratification Items

- I. Ruppert Landscape, LLC Agreement for Landscape Maintenance [Granary Park – Washout Repairs]
- II. North Florida Building Maintenance, LLC First Amendment to Janitorial Services Agreement [Pressure Washing]

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Consent Agenda Items, as listed, were ratified and/or approved, as specified.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2026; Amending Resolution 2025-04 to Set the Public Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres stated that, due to technical issues, it was necessary to reset the Fiscal Year 2026 budget Public Hearing, send updated mailed notices and advertise accordingly.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, Resolution 2025-07, Ratifying the Action of the District Manager in Re-Setting the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2026 to September 30, 2025, at 2:00 p.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073; Amending Resolution 2025-04 to Set the Public Hearing Thereon; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS**Public Hearing on Adoption of Fiscal Year 2025/2026 Budget**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Torres presented Resolution 2025-08. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes. The overall Phase 1 Series 2021A-1 on-roll assessments for Single Family 40' lots are proposed to increase approximately \$61 per home.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Odom and seconded by Ms. Bock, with all in favor, Resolution 2025-08, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; 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 Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2025/2026, Pursuant to Florida Law**

- A. Affidavit of Publication**
- B. Mailed Notice to Property Owners**
- C. Consideration of Resolution 2025-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; 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

Mr. Torres presented Resolution 2025-09. This Resolution enables placement of the on-roll assessments on the tax bill utilizing the services of the Property Appraiser and Tax Collector.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Public Hearing was opened.

Mr. Smeck asked if the CDD rate is calculated by the value of the home listed on the tax bill. Mr. Torres stated the Truth in Millage (TRIM) rate shows the value of the home; however, CDD assessments are in the non-ad valorem section of the tax bill and are not based on home value.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, Resolution 2025-09, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; 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, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

This item was tabled.

EIGHTH ORDER OF BUSINESS

Consideration of Special Districts Performance Measures and Standards Reporting FY2026

Mr. Torres presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. He noted that, as the District Engineer's Annual Inspection of the

District's infrastructure and related systems is pending, it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

- **Authorization of Chair to Approve Findings Related to FY2025**

On MOTION by Ms. Bock and seconded by Mr. Cornelison, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-11, Designate the Date, Time and Place of Public Hearing and Authorize Publication of Notice of Such Hearing for the Purpose of Adopting Amended Amenity Rules, Rates, Fees and Charges of the District and Providing an Effective Date

Mr. Torres presented Resolution 2025-11.

A. Consideration of Amended Amenity Policies, Rules and Rates

Ms. Maldanado proposed reducing the \$400 rental fee for up to four hours and the \$150 security deposit to a \$200 rental fee and \$200 security deposit. Homeowners complained that the current fee is too high and implemented their own scheduling system to bypass the HOA reservation system and charges. Mr. Loy stated the Board can reduce the rental fee and avoid setting a public hearing if they do not change the \$150 security deposit amount. Ms. Mercado and Ms. Maldanado agreed with Mr. Loy's recommendation.

Discussion ensued regarding notifying residents of the reduced rental fee, pulling the scheduling calendar that residents implemented, and providing a notice to renters confirming reservation.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, reducing the rental fee from \$400 to \$200, was approved.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-12, Approving Request for Proposal Documents for Landscape and Irrigation Maintenance Services; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented resolution 2025-12.

Discussion ensued regarding refining components further in the draft Request for Proposals (RFP) for Landscape and Irrigation Maintenance Services prior to advertising the RFP.

Ms. Maldanado was designated liaison to work with Staff on refining the project scope and project timeline.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, Resolution 2025-12, Approving Request for Proposal Documents for Landscape and Irrigation Maintenance Services, in substantial form; Providing a Severability Clause; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of August 31, 2025**

Discussion ensued regarding the “water/irrigation” line item exceeding budget because of irrigation breaks.

Ms. Mercado and Mr. Torres will submit copies of irrigation repair invoices to the Clay County Utility Authority (CCUA) to take advantage of its policy to reimburse a percentage of repair costs to the CDD.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the Unaudited Financial Statements as of August 31, 2025, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of May 27, 2025 Regular Meeting Minutes**

On MOTION by Mr. Odom and seconded by Ms. Bock, with all in favor, the May 27, 2025 Regular Meeting Minutes, as presented, were approved.

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

Mr. Loy reminded the Board Members to complete the required four hours of ethics training by December 31, 2025.

B. District Engineer: Taylor & White, Inc.

There was no report.

C. Field Operations and Amenities: Castle Group

Ms. Mercado present a proposal she provided to Mr. Torres, based on the recommendation that the CDD carry a preventative maintenance plan on the fitness equipment

so the CDD does not void its current warranty. She is obtaining a preventative maintenance proposal for the Fitness Center air conditioning system, to present at the next meeting.

On MOTION by Mr. Cornelison and seconded by Mr. Odom, with all in favor, the preventative maintenance proposal for the fitness equipment in the amount of \$1,460 annually, equating to four quarterly visits at \$365 per visit, was approved.

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

- **NEXT MEETING DATE: October 9, 2025 at 2:00 PM**
 - **QUORUM CHECK**

The next meeting will be held on October 28, 2025 instead of October 9, 2025.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

Mr. Smeck discussed assessments, the Amenity Center pool repairs, irrigation repairs resulting in sod replacement, and downed street signs, and asked which entity is responsible for monitoring, maintaining and repairing assets.

It was noted that concerns should be reported to Ms. Mercado to disseminate to the appropriate party.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Cornelison and seconded by Ms. Bock, with all in favor, the meeting adjourned at 2:54 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

SANDRIDGE CDD

September 30, 2025



John M. Sandridge

Secretary/Assistant Secretary



Jim C. Wilson

Chair/Vice Chair