



**HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 12, 2024
8:00 A.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.highridgequantumcdd.org

561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT DISTRICT
Special District Services Conference Room
2501A Burns Road,
Palm Beach Gardens, FL 33410
REGULAR BOARD MEETING
March 12, 2024
8:00 a.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. October 10, 2023 Regular Board Meeting.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2024-01 – Adopting Fiscal Year 2024/2025 Proposed Budget.....Page 5
 - 2. Discussion Regarding Required Ethics Training.....Page 12
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

High Ridge Quantum Cdd
High Ridge Quantum Cdd
2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

STATE OF WISCONSIN, COUNTY OF BROWN

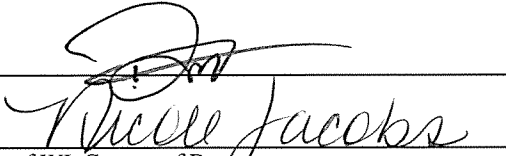
Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

09/29/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/29/2023

Legal Clerk


Nicole Jacobs
8-21-26

Notary, State of WI, County of Brown

My commission expires

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NICOLE JACOBS
Notary Public
State of Wisconsin

HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT
DISTRICT
FISCAL YEAR 2023/2024
REGULAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that the Board of Supervisors of the High Ridge Quantum Community Development District will hold Regular Meetings in the Conference Room of Special District Services, Inc. located at 2501A Burns Road, Palm Beach Gardens, Florida 33410 at 8:00 a.m. on the following dates:

- October 10, 2023
- November 7, 2023
- December 12, 2023
- January 19, 2024
- February 13, 2024
- March 12, 2024
- April 9, 2024
- May 14, 2024
- June 11, 2024
- July 9, 2024
- August 13, 2024
- September 10, 2024

The purpose of the meetings is to conduct any and all business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting. From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT
DISTRICT
www.highridgequantumcdd.org
September 29, 2023 9318327

HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2023

A. CALL TO ORDER

District Manager Michael McElligott called the October 10, 2023, Regular Board Meeting of the High Ridge Quantum Community Development District to order at 8:08 a.m. in the Conference Room of Special District Services located at 2501 A Burns Road, Palm Beach Gardens, FL, 33410.

B. PROOF OF PUBLICATION

Mr. McElligott presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 29, 2023, as legally required.

C. ESTABLISH A QUORUM

Mr. McElligott determined that the attendance of the following Supervisors constituted a quorum, and it was in order to proceed with the meeting: Frando Patterson, Bernard Gatlin, Greg Miller, and Kelli Martin.

Staff in attendance were District Manager Michael McElligott of Special District Services, Inc., and District Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. June 13, 2023, Regular Board Meeting & Public Hearing

Mr. McElligott presented the minutes of the June 13, 2023, Regular Board Meeting and Public Hearing and asked if there were any changes and/or corrections. There being no changes or corrections, a **motion** was made by Mr. Patterson, seconded by Mr. Miller, and unanimously passed to approve the minutes of the June 13, 2023, Regular Board Meeting and Public Hearing, as presented.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2023

H. NEW BUSINESS

1. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy

Mr. McElligott presented Resolution No. 2023-04, entitled:

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIGH RIDGE QUANTUM COMMUNITY DEVELOPMENT DISTRICT, PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORDS TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mr. McElligott and Mr. Cochran explained the change in statute. They explained that the Board can now take this action to make the electronic copy the official copy of the District. After some discussion, a **motion** was made by Mrs. Martin, seconded by Mr. Miller and passed unanimously to adopt Resolution No. 2023-04 and accepting the electronic record as the official record, as presented. That **motion** passed 4-0.

2. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2022/2023 Amended Budget

Mr. McElligott presented Resolution No. 2023-05, entitled:

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIGH RIDGE QUANTUM COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

There was some discussion regarding using the fund balance for projects. Mr. McElligott explained that they would need to look at the engineer’s report to see what district infrastructure would be eligible. After a brief discussion, a **motion** was made by Mrs. Martin, seconded by Mr. Patterson and passed unanimously to adopt Resolution No. 2023-05, as presented.

HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2023

3. Discussion Regarding Required Ethics Training

Mr. McElligott and Mr. Cochran explained a change in the law that will require CDD Board members to complete annual ethics training. This is something the Board will have to start doing in the next year. Staff is looking into options for where / how the Board can complete the training and will come back with recommendations at a later date.

4. Memo 2023 Legislative Update

Mr. Cochran pointed the Board to the memo in the meeting materials. He went over any items that might affect CDD's, which most of the legislative changes won't. One item that will be new is required ethics training which was just discussed by the Board. There was no action required.

I. ADMINISTRATIVE MATTERS

Mr. McElligott informed the Board that there would probably be no meetings until after the holidays, but that they would receive an email confirming cancellations closer to the meeting dates.

J. BOARD MEMBER COMMENTS

There were no comments from Members of the Board.

K. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 8:36 a.m. on a **motion** made by Mr. Miller, seconded by Mrs. Martin, and the **motion** carried 4 to 0.

Secretary/Assistant Secretary

Chair/Vice Chair

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE HIGH RIDGE QUANTUM COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors (“Board”) of the High Ridge Quantum Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2024/2025 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE HIGH RIDGE QUANTUM COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for May 14, 2024 at 8:00 a.m. in the Special District Services, Inc. Conference Room, 2501A Burns Road, Palm Beach Gardens, Florida 33410, for the purpose of receiving public comments on the Proposed Fiscal Year 2024/2025 Budget.

PASSED, ADOPTED and EFFECTIVE this 12th day of March, 2024.

ATTEST:

**HIGH RIDGE QUANTUM
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

High Ridge/Quantum Community Development District

**Proposed Budget For
Fiscal Year 2024/2025
October 1, 2024 - September 30, 2025**

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PROPOSED BUDGET
HIGH RIDGE/QUANTUM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2024/2025 BUDGET	
REVENUES		
O & M Assessments		51,923
Debt Assessments		128,719
Other Revenues		0
Interest Income		480
TOTAL REVENUES	\$	181,122
EXPENDITURES		
Supervisor Fees		5,000
Payroll Taxes (Employer)		400
Engineering		1,500
Management		23,160
Secretarial		3,000
Legal		7,000
Assessment Roll		3,000
Audit Fees		3,500
Insurance		7,200
Legal Advertisements		1,400
Miscellaneous		575
Postage		150
Office Supplies		350
Dues & Subscriptions		175
Trustee Fee		3,200
Website Management		2,000
TOTAL EXPENDITURES	\$	61,610
REVENUES LESS EXPENDITURES	\$	119,512
Bond Payments		(120,996)
BALANCE	\$	(1,484)
County Appraiser & Tax Collector Fee		(3,612)
Discounts For Early Payments		(7,226)
EXCESS/ (SHORTFALL)	\$	(12,322)
Carryover From Prior Year		12,322
NET EXCESS/ (SHORTFALL)	\$	-

DETAILED PROPOSED BUDGET
HIGH RIDGE/QUANTUM COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
O & M Assessments	57,541	55,370	51,923	Expenditures Less Interest & Carryover/.94
Debt Assessments	128,789	128,719	128,719	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	2,476	240	480	Interest Projected At \$40 Per Month
TOTAL REVENUES	\$ 188,806	\$ 184,329	\$ 181,122	
EXPENDITURES				
Supervisor Fees	3,200	5,000	5,000	Supervisor Fees
Payroll Taxes (Employer)	245	400	400	Projected At 8% Of Supervisor Fees
Engineering	0	1,500	1,500	No Change From 2023/2024 Budget
Management	21,840	22,488	23,160	CPI Adjustment (Capped At 3%)
Secretarial	3,000	3,000	3,000	No Change From 2023/2024 Budget
Legal	6,133	7,000	7,000	No Change From 2023/2024 Budget
Assessment Roll	3,000	3,000	3,000	As Per Contract
Audit Fees	3,300	3,400	3,500	\$100 Increase From 2023/2024 Budget
Insurance	6,134	6,600	7,200	Fiscal Year 2023/2024 Expenditure Was \$6,594
Legal Advertisements	1,214	1,400	1,400	No Change From 2023/2024 Budget
Miscellaneous	210	625	575	\$50 Decrease From 2023/2024 Budget
Postage	83	150	150	No Change From 2023/2024 Budget
Office Supplies	261	350	350	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fee	3,180	3,200	3,200	No Change From 2023/2024 Budget
Website Management	2,000	2,000	2,000	No Change From 2023/2024 Budget
TOTAL EXPENDITURES	\$ 53,975	\$ 60,288	\$ 61,610	
REVENUES LESS EXPENDITURES	\$ 134,831	\$ 124,041	\$ 119,512	
Bond Payments	(122,776)	(120,996)	(120,996)	2025 Principal & Interest Payments
BALANCE	\$ 12,055	\$ 3,045	\$ (1,484)	
County Appraiser & Tax Collector Fee	(2,325)	(3,682)	(3,612)	Two Percent Of Total Tax Roll
Discounts For Early Payments	(6,935)	(7,363)	(7,226)	Four Percent Of Total Tax Roll
EXCESS/ (SHORTFALL)	\$ 2,795	\$ (8,000)	\$ (12,322)	
Carryover From Prior Year	0	8,000	12,322	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 2,795	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET

HIGH RIDGE/QUANTUM COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2024/2025

OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
Interest Income	2,690	100	400	Projected Interest For 2024/2025
NAV Tax Collection	122,776	120,996	120,996	Yearly Maximum Debt Assessment
Total Revenues	\$ 125,466	\$ 121,096	\$ 121,396	
EXPENDITURES				
Principal Payments	85,000	90,000	95,000	Principal Payment Due In 2025
Interest Payments	29,862	26,586	24,255	Interest Payments Due In 2025
Bond Redemption	0	4,510	2,141	Estimated Excess Debt Collections
Total Expenditures	\$ 114,862	\$ 121,096	\$ 121,396	
Excess/ (Shortfall)	\$ 10,604	\$ -	\$ -	

Series 2017 Bond Refunding Information

Original Par Amount =	\$1,680,000	Annual Principal Payments Due =	May 1st
Interest Rate =	2.52% - 5.75%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	January 2017		
Maturity Date =	May 2035		

Par Amount As Of 1/1/24 = \$1,100,000

High Ridge/Quantum Community Development District Assessment Comparison

	Original Projected <u>Assessment*</u>	Fiscal Year 2021/2022 <u>Assessment*</u>	Fiscal Year 2022/2023 <u>Assessment*</u>	Fiscal Year 2023/2024 <u>Assessment*</u>	Fiscal Year 2024/2025 <u>Projected Assessment*</u>
O & M	\$ 377.48	\$ 389.23	\$ 369.57	\$ 357.23	\$ 335.00
<u>Debt</u>	<u>\$ 957.28</u>	<u>\$ 830.45</u>	<u>\$ 830.45</u>	<u>\$ 830.45</u>	<u>\$ 830.45</u>
Total	\$ 1,334.76	\$ 1,219.68	\$ 1,200.02	\$ 1,187.68	\$ 1,165.45

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Total Units 155



Ethics Training

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
 - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
 - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at www.sdsinc.org/links.

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.