

MINUTES OF MEETING  
COASTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Coastal Ridge Community Development District was held on Tuesday, December 2, 2025, at 11:00 a.m. at the eTown Welcome Center, 11003 E-Town Parkway in Jacksonville, Florida.

Present and constituting a quorum were:

Maurice Rudolph	Chairman
Chris Price	Supervisor
David Ray	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Daniel Welch <i>by phone</i>	District Engineer
Rick Foster	PARC Group
Joe Muhl	PARC Group

The following is a summary of the discussions and actions taken at the December 2, 2025, meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 11:00 a.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being no members of the public present, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the November 4, 2025 Meeting**

Mr. Oliver presented the minutes to the board. He asked for any questions, comments, or corrections.

Mr. Rudolph asked that under the fourth order of business, EvrDev, LLC be changed to Coastal Ridge CDD.

November 4, 2025

Coastal Ridge CDD

On MOTION by Mr. Rudolph seconded by Mr. Ray, with all in favor, the November 4, 2025 Minutes were approved as revised.

**FOURTH ORDER OF BUSINESS**

**Ratification of Engagement Letter with AMTEC for Arbitrage Rebate Services**

Mr. Oliver stated that the District is subject to IRS audits if it over earns on the construction fund, so AMTEC will perform calculations each year to determine whether an arbitrage rebate would have to be paid.

On MOTION by Mr. Rudolph seconded by Mr. Ray, with all in favor, the engagement letter with AMTEC was ratified.

**FIFTH ORDER OF BUSINESS**

**Ratification of Carlton Construction Change Order No. 2**

Mr. Foster stated that change order number two is a combination of three partial change orders. He noted the total tax savings is up to \$114,000.

On MOTION by Mr. Rudolph seconded by Mr. Ray, with all in favor, Carlton Construction Change Order number two was ratified.

**SIXTH ORDER OF BUSINESS**

**Discussion of Landscape Maintenance RFP**

Mr. Oliver stated if the Board wants to start the process of seeking proposals for landscape maintenance, a motion could be made to authorize the Chair to finalize the RFP documents with staff.

Mr. Foster asked if the Board should wait a year to go through the RFP process given there are a number of trees under warranty with the current vendor.

The Board’s consensus was to defer the landscape RFP process for another year.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer – Ratification of Requisition Nos. 29-42**

November 4, 2025

Coastal Ridge CDD

Copies of requisition numbers 29 through 42 were presented to the Board for their review.

On MOTION by Mr. Rudolph seconded by Mr. Price, with all in favor, requisition numbers 29-42 were ratified.

**C. District Manager**

Mr. Oliver stated that the Welcome Center will no longer be available for the board meetings.

Mr. Rudolph suggested using the Jacksonville library as the meeting location going forward.

**EIGHTH ORDER OF BUSINESS                      Financial Report**

**A. Financial Statements as of October 31, 2025**

Mr. Oliver presented the financial statements as of October 31, 2025, copies of which were included in the agenda package for the Board’s review.

**B. Consideration of Funding Request #8**

A copy of funding request number eight totaling \$13,696.79 was included in the agenda package for the Board’s review.


**NINTH ORDER OF BUSINESS                      Supervisor’s Requests and Audience Comments**


There being no comments, the next item followed.

**TENTH ORDER OF BUSINES                      Next Scheduled Meeting – January 6, 2026, at 11:00 a.m. at the eTown Welcome Center**

**ELEVENTH ORDER OF BUSINESS                      Adjournment**

On MOTION by Mr. Rudolph seconded by Mr. Ray with all in favor the meeting was adjourned.

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D1BA5E5E7410418  
Secretary/Assistant Secretary

Signed by:  
  
9190E2D0B9CD478  
Chairman/Vice Chairman