

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**ZEPHYR RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The special meeting of the Board of Supervisors of Zephyr Ridge Community Development District was held on **Tuesday, December 16, 2014 at 11:10 a.m.** at the offices of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, and FL 33544.

Present and constituting a quorum:

Bob Bishop	Board Supervisor, Chairman
Chip Jones	Board Supervisor, Vice Chairman
John Blakley	Board Supervisor, Assistant Secretary

Also present were:

Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley & Robin

FIRST ORDER OF BUSINESS

Call to Order

Mr. Fischer called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

No audience members present.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors

Mr. Fischer noted that as a Notary in the State of Florida he administered the oaths of office to Mr. Bishop and Mr. Jones prior to the meeting in order to establish a quorum. The oath will be administered to Ms. Pierce at a subsequent meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2015-01,
Canvassing and Certifying Election Results**

Mr. Fischer stated that Resolution 2015-01 formally certifies the results of the Landowner's Election held on November 18, 2014. He stated that Mr. Dale "Chip" Jones, Jr. and Mr. Bob Bishop each received 50 votes and Ms. Michelle Pierce received 49 votes. Therefore, Mr. Jones and Mr. Bishop will each receive a four year term and Ms. Pierce will receive a 2 year term.

On Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved Resolution 2015-01, canvassing and certifying the election results of Mr. Jones and Mr. Bishop each receiving 50 votes and four year terms and Ms. Pierce receiving 49 votes and a two year term for the Zephyr Ridge Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2015-02,
Designating Officers**

Mr. Fischer stated that it is customary for Boards to re-align officers after an election and asked if there were any nominations for Chairman and Vice Chairman.

On Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors appointed Bob Bishop as Chairman for the Zephyr Ridge Community Development District.

On Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors appointed Dale "Chip" Jones as Vice Chairman for the Zephyr Ridge Community Development District.

Mr. Fischer asked that the remaining Supervisors along with himself and Kristen Suit be named as Assistant Secretaries. The Board concurred.

On Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved Resolution 2015-02, Designating Bob Bishop as Chairman, Dale "Chip" Jones as Vice Chairman, and Michelle Pierce, Tim Murray, John Blakley, Clifton Fischer, and Kristen Suit as Assistant Secretaries for the Zephyr Ridge Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors Meeting Held on September
24, 2014**

On Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisor's Meeting held September 24, 2014 as presented for the Zephyr Ridge Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors Meeting Held on October 10,
2014**

On Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisor's Meeting held October 10, 2014 as presented for the Zephyr Ridge Community Development District.

EIGHTH ORDER OF BUSINESS

**Presentation of Minutes of the
Landowner's Election Held on November
18, 2014**

Mr. Fischer stated that the minutes from the landowner's election are being presented for informational purposes only and no Board action is required.

NINTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for August –
October 2014**

On Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved Operation and Maintenance Expenditures for August (\$1,184.54), September (\$1,133.50), and October (\$1,563.24) for the Zephyr Ridge Community Development District.

TENTH ORDER OF BUSINESS

**Discussion on Aventura Nursery &
Landscape Proposal**

Mr. Jones stated that he requested a proposal from Aventura Nursery to replace some trees and install irrigation that was requested by Pasco County before they will accept and approve the plats for the District. He noted that Mr. Murray has signed off on the proposal, but it has not been sent to the vendor yet. A brief discussion ensued regarding the funding for the project, with Mr. Jones indicating that a request has been sent to the SPE.

On Motion by Mr. Blakley, seconded by Mr. Bishop, with all in favor, the Board of Supervisors ratified the Vice Chairman's approval of the proposal from Aventura Nursery in the amount of \$48,406.59 pending confirmation of bondholder funding for the Zephyr Ridge Community Development District.

ELEVENTH ORDER OF BUSINESS

Presentation of Arbitrage Rebate Report

Mr. Fischer stated that the report states that there was no interest made and therefore no additional steps need to be taken. Mr. Brizendine stated that the calculation and report are required as long as there are outstanding bonds.

TWELFTH ORDER OF BUSINESS

Ratification of Stahl Insurance Quote

Mr. Fischer informed the Board that policy for the District's insurance was due prior to the meeting, so the quote was sent to the former Chairman for approval. He noted that the proposal came in at \$7,305 and the District had budgeted \$8,050.

THIRTEENTH ORDER OF BUSINESS

Discussion Regarding RFQ for Engineering Services

A brief discussion ensued regarding whether or not the District needs to retain a District Engineer given that the pending construction is being funded by the bondholders. Mr. Brizendine explained that the District can use any engineer ad hoc for projects less than \$35,000. Mr. Robin recommended that the District engage an engineer since it is in the best interest of the District to run all construction through the District regardless of where the funding is coming from.

It was decided to authorize Staff to submit the required advertisement for the RFQ and to provide a copy of the ad to Tonja Stewart of Stantec Consulting and Jordan Shrader of Clearwater Engineering. Mr. Brizendine stated that due to the statutory requirements the proposals would not be available for review at the January meeting.

On Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors authorized Staff to submit notice for an RFQ for engineering services and to provide a copy of the ad to Tonja Stewart of Stantec Consulting and Jordan Shrader of Clearwater Engineering for the Zephyr Ridge Community Development District.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A: District Counsel
No Report.

B: District Manager

Mr. Fischer reminded the Board that the next meeting was scheduled for January 20, 2015. A brief discussion ensued regarding whether a meeting would be needed on this date. It was decided to cancel the meeting and meet again in February.

FIFTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisors requests put forward.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Murray, seconded by Mr. Bishop, with all in favor, the Board of Supervisors adjourned the meeting at 11:04 a.m. for the Zephyr Ridge Community Development District.


Secretary/Assistant Secretary


~~Chairman/Vice Chairman~~

Vice Chairman