

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 regular meeting of the Board of Supervisors of Zephyr Ridge Community Development District was held on **Tuesday, November 1, 2016 at 11:40 a.m.** at the offices of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, and Florida 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:

Adam Lerner	Board Supervisor, Assistant Secretary <i>(via conference call)</i>
Matthew Huber	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley Robin & Vericker <i>(via conference call)</i>
David Jae	Representative, Lerner Real Estate Advisors

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Newly Elected Supervisors

Mr. Huber stated that just prior to this meeting a Landowner's Election was held during which John Blakley, Adam Lerner and Scott Campbell were elected to the Board. Mr. Huber, a Notary Public in the State of Florida administered the oath of office to Mr. Blakley and Mr. Lerner. Mr. Blakely and Mr. Lerner swore and affirmed to the oath and executed the oath. Mr. Huber noted that the oath would be administered to Mr. Campbell at a later date.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on September 6, 2016

On a 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 on September 6, 2016 as presented for Zephyr Ridge Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for August 2016

On a Motion by Mr. Bishop, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for August 2016 totaling \$7,946.59 for Zephyr Ridge Community Development District.

SIXTH ORDER OF BUSINESS

Presentation of Unaudited Financial Statement

Mr. Huber presented and reviewed the unaudited financial statement with the Board. There were no questions.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2017-01, Redesignating Treasurer of the District

Mr. Huber presented and reviewed Resolution 2017-01, Redesignating Treasurer of the District.

On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved Resolution 2017-01, Redesignating Treasurer (William Rizzetta) of the District for Zephyr Ridge Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2017-02, Canvassing and Certifying Election Results

Mr. Huber presented and reviewed Resolution 2017-02, Canvassing and Certifying Election Results. He stated that the resolution certifies the results of the landowner's election that was held just prior to this meeting where Adam Lerner and John Blakley each received 180 votes and four year terms and Scott Campbell received 179 votes and a two year term. Mr. Huber confirmed that Mr. Lerner and Mr. Blakely would continue to serve in their respective seats and Mr. Campbell would replace Michelle Pierce in seat 3.

On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved Resolution 2017-02, Canvassing and Certifying Election Results (Adam Lerner and John Blakley each receiving 180 votes and four year terms and Scott Campbell receiving 179 votes and a two year term) for Zephyr Ridge Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-03,
Designating Officers of the District**

Mr. Huber presented and reviewed the Resolution 2017-03, Designating Officers of the District. Mr. Huber explained that it is customary to designate officers after an election and asked if there was any consideration of appointing officers. The Board indicated that they would like to keep the officers the same, removing Michelle Pierce as an Assistant Secretary and adding Scott Campbell, Sandy Oram and Matthew Huber as Assistant Secretaries.

On a Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved Resolution 2017-03, Designating Officers of the District as follows: Bob Bishop – Chairman, Chip Jones – Vice Chairman, John Blakley, Adam Lerner, Scott Campbell, Sandy Oram, and Matthew Huber as Assistant Secretaries for Zephyr Ridge Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report.

B. District Engineer
Not present.

C. District Manager
Mr. Huber stated that the next Board meeting is scheduled for December 6, 2016 at 5:30 p.m. The Board may cancel this meeting if there is no business to come before them.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Huber asked if there were any Supervisor requests. Mr. Jones presented and reviewed four proposals from K. Johnson Lawn & Landscaping, Inc. (attached as Exhibit A). Discussion ensued. The Board decided to table the proposals for repairing the ruts and spraying herbicide. The Board approved the proposal for mowing six retention ponds one time and the proposal to mow the six retention ponds six times per year.

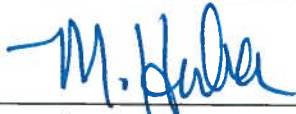
On a Motion by Mr. Jones, seconded by Mr. Bishop, with all in favor, the Board of Supervisors approved K. Johnson's Lawn & Landscaping, Inc.'s proposal to mow the six retention ponds one time at a cost of \$750.00 and the mowing of the six retention ponds six times per year at a cost of \$3,000.00 for Zephyr Ridge Community Development District.

Mr. Blakley, Mr. Bishop and Mr. Lerner elected to receive compensation for meeting attendance.

TWELFTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Bishop, seconded by Mr. Jones, with all in favor, the Board of Supervisors adjourned the meeting at 11:55 a.m. for Zephyr Ridge Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A



K. JOHNSON'S LAWN & LANDSCAPING, INC.

CONTRACT SPECIFICATIONS

The landscape renovation for ZEPHYR RIDGE CDD shall be as follows:

Mow all littoral shelves and pond bottoms for six (6) retention ponds one (1) time. Keep drainage structures clear of vegetation.

Total Cost: \$ 750.00

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of **\$ 750.00.**

Dollars: Seven Hundred Fifty Dollars.

with payments to be made as follows: **UPON JOB COMPLETION**

ACCEPTED FOR
ZEPHYR RIDGE CDD

BY:

 *chairman*

DATE:

11-1-16

KERRY JOHNSON
K. JOHNSON'S LAWN & LANDSCAPING, INC.

This contract constitutes the entire agreement between the client and contractor, and no modification, amendment, or alteration to the terms of this agreement shall be of any force or effect unless mutually agreed upon in writing.

**13620 VERNON DAIRY ROAD
SPRING HILL, FL 34610**

OFFICE - 813.027.5732 FAX - 813.006.2040



K. JOHNSON'S LAWN & LANDSCAPING, INC.

CONTRACT SPECIFICATIONS

The landscape renovation for ZEPHYR RIDGE CDD shall be as follows:

Grading and repairing of damaged areas throughout property due to vehicle ruts.
(\$100.00/per hour for equipment @ 10/hours and \$ 35.00/hour for labor @ 10/hours)

Total Cost: \$ 1,350.00

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of **\$ 1,350.00.**

Dollars: One Thousand Three Hundred Fifty Dollars.

with payments to be made as follows: **UPON JOB COMPLETION**

ACCEPTED FOR
ZEPHYR RIDGE CDD
BY: _____

DATE: _____

KERRY JOHNSON
K. JOHNSON'S LAWN & LANDSCAPING, INC.

This contract constitutes the entire agreement between the client and contractor, and no modification, amendment, or alteration to the terms of this agreement shall be of any force or effect unless mutually agreed upon in writing.



K. JOHNSON'S LAWN & LANDSCAPING, INC.

CONTRACT SPECIFICATIONS

The landscape renovation for ZEPHYR RIDGE CDD shall be as follows:

Spray herbicide product along wood lines.

Total Cost: \$ 750.00

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of **\$ 750.00.**

Dollars: Seven Hundred Fifty Dollars.

with payments to be made as follows: **UPON JOB COMPLETION**

ACCEPTED FOR
ZEPHYR RIDGE CDD
BY:

DATE:

KERRY JOHNSON
K. JOHNSON'S LAWN & LANDSCAPING, INC.

This contract constitutes the entire agreement between the client and contractor, and no modification, amendment, or alteration to the terms of this agreement shall be of any force or effect unless mutually agreed upon in writing.



K. JOHNSON'S LAWN & LANDSCAPING, INC.

CONTRACT SPECIFICATIONS

The landscape renovation for ZEPHYR RIDGE CDD shall be as follows:

Mow all littoral shelves and pond bottoms for six (6) retention ponds. Keep drainage structures clear of vegetation.

Mowing frequency of six (6) services per year @ \$ 500.00 per service.

**Any areas with standing water will be mowed when dry.*

Total Cost: \$ 3,000.00 per year

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of **\$ 3,000.00 per year.**

Dollars: Three Thousand Dollars.

with payments to be made as follows: **UPON JOB COMPLETION**

ACCEPTED FOR
ZEPHYR RIDGE CDD

BY:

[Handwritten Signature]

DATE:

11-1-16

KERRY JOHNSON
K. JOHNSON'S LAWN & LANDSCAPING, INC.

This contract constitutes the entire agreement between the client and contractor, and no modification, amendment, or alteration to the terms of this agreement shall be of any force or effect unless mutually agreed upon in writing.