

**MINUTES OF MEETING
CYPRESS RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

A meeting of the Board of Supervisors of the Cypress Ridge Community Development District was held Tuesday, **May 26, 2021** at 11:45 a.m. at the Holiday Inn Express & Suites, 2102 N. Park Rd., Plant City, FL 33563.

Present and constituting a quorum:

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| Brian Walsh | Chairman |
| Joel Adams | Vice Chairman |
| Milton Andrade | Assistant Secretary |
| Jeff Shenefield | Assistant Secretary |
| Garret Parkinson | Assistant Secretary |

Also present were:

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| Jill Burns | District Manager, GMS |
| Roy Van Wyk <i>via Zoom</i> | District Counsel |
| Michelle Rigoni <i>via Zoom</i> | Hopping Green and Sams |
| Heather Wertz <i>via Zoom</i> | Absolute Engineering |

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Five Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present at the meeting.

THIRD ORDER OF BUSINESS

Organizational Matters

- A. Administration of Oaths of Office to Newly Elected Board Members**
- B. Consideration of Resolution 2021-07 Canvassing and Certifying the Results of the Landowners' Election**
- C. Election of Officers**
- D. Consideration of Resolution 2021-28 Electing Officers**

All items under organizational matters were tabled for until after a Landowner's Election was held.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the April 20, 2021
Organizational Meeting**

Ms. Burns presented the meeting minutes of the April 20, 2021 Organizational meeting. She asked if there were any questions, and hearing none asked for a motion to approve.

On MOTION by Mr. Adams, seconded by Mr. Andrade, with all in favor, the Minutes of the April 20, 2021 Organizational Meeting, was approved.

Ms. Burns then asked for a motion to authorize staff to reschedule the Landowners Election for July 8, 2021 at 2:30 p.m. at Holiday Inn Express & Suites, 2102 N. Park Rd., Plant City, FL 33563.

On MOTION by Mr. Adams, seconded by Mr. Walsh, with all in favor, the Landowners Election, was rescheduled for July 8th, 2021.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Imposition of Special Assessments

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Adams, seconded by Mr. Andrade, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns asked for a motion to continue the hearing on the Imposition of Special Assessments to June 10th at 2:30 p.m.

On MOTION by Mr. Adams, seconded by Mr. Parkinson, with all in favor, Continuing the Public Hearing to June 10, 2021 at 2:30 p.m., was approved.

i. Presentation of Engineer's Report

This item was tabled until the next meeting.

ii. Presentation of Assessment Methodology

This item was tabled until the next meeting.

iii. Consideration of Resolution 2021-29 Levying Special Assessments

This item was tabled until the next meeting.

iv. Consideration of Notice of Special Assessments

This item was tabled until the next meeting.

B. Public Hearing on Adoption of District Rules of Procedure

i. Consideration of Resolution 2021-30 Adopting the Rules of Procedure

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Adams, seconded by Mr. Shenefield, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns noted the Rules were included in the agenda package and that they had not changed since the previous board meeting. She asked if the Board had any questions and hearing none, asked for a motion to approve.

On MOTION by Mr. Adams, seconded by Mr. Shenefield, with all in favor, Resolution 2021-30 Adopting the Rules of Procedure, was approved.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Closing the Public Hearing, was approved.

C. Public Hearing on the District's Use of the Uniform Method of Levying, Collection, and Enforcement of Non-Ad Valorem Assessments

1. Consideration of Resolution 2021-31 Expressing the District's Intent to Utilize the Uniform Method of Collection

Ms. Burns noted the method of collection was included in the agenda package and noted that it would allow the District to collect the assessments on the Hillsborough County tax bill.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Opening the Public Hearing, was approved.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Resolution 2021-31 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

Ms. Burns asked for a motion to close the public hearing.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, Closing the Public Hearing, was approved.

SIXTH ORDER OF BUSINESS

Ranking of Proposals for District Engineering Services and Selection of District Engineer

Ms. Burns stated that they had received two proposals, one from Absolute Engineering and one from Crane Atlantis. She noted that the rankings were included in the agenda package if the Board wanted to fill them out individually, or they could go with the rankings that Mr. Walsh had provided.

Mr. Walsh presented his rankings, with Absolute's ranking coming it at #1 with 95 points and Crane Atlantis coming in at #2 with 87 points. Ms. Burns asked if there were any questions and hearing none, asked for a motion to approve.

On MOTION by Mr. Andrade, seconded by Mr. Adams, with all in favor, Ranking the Proposals for District Engineering Services and Selection of District Engineer, with Absolute Engineering Ranked #1, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Rigoni stated she did not have anything further to report.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

Ms. Burns noted she had nothing further to report, other than that she would be sending out the meeting invites with the newly proposed dates.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item was followed.

NINTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being none, the next item was followed.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Flint adjourned the meeting at 11:53 a.m.

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| On MOTION by Mr. Andrade, seconded by Mr. Parkinson, with all in favor, the meeting was adjourned. |
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Secretary/Assistant Secretary


Chairman/Vice Chairman