

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

The regular meeting of the Board of Supervisors of the Cypress Ridge Community Development District was held Thursday, **March 9, 2023** at 1:50 p.m. at the Holiday Inn Express & Suites 2102 N. Park Rd., Plant City, Florida.

Present and constituting a quorum:

Brian Walsh	Chairman
Jeff Shenefield	Assistant Secretary
Garret Parkinson	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Grace Kobitter	District Counsel, KVV Law

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order at 1:50 p.m. and called the roll. Three Supervisors 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 and none joining via zoom.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the July 14, 2022  
Board of Supervisor's Meeting**

Ms. Burns presented the minutes of the July 14, 2022 Board of Supervisors meeting. She asked if there were any questions, comments or corrections. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Shenefield, seconded by Mr. Walsh, with all in favor, the Minutes from the July 14, 2022 Board of Supervisor's Meeting, were approved.
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March 9, 2023

Cypress Ridge CDD

**FOURTH ORDER OF BUSINESS**

**Consideration of Assignment of Phase 1 Construction Contract Agreement**

Ms. Burns stated this is with RIPA and was entered into by the developer entity and is being assigned to the CDD. She stated she would be happy to answer any questions. Hearing none, she asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Assignment of Phase 1 Construction Contract Agreement, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Construction Funding Agreement with Clayton Properties Group, Inc.**

Ms. Burns stated that the entity in the agreement would agree to fund the construction related costs for phases 1-3. She asked for a motion to approve.

On MOTION by Mr. Shenefield, seconded by Mr. Parkinson, with all in favor, the Construction Funding Agreement with Clayton Properties Group, Inc., was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Temporary Construction and Access Easement Agreement with Clayton Properties Group, Inc.**

Ms. Burns noted this would allow the District to complete the construction of the project over land that is owned by Clayton Properties Group for allowing access and that easement would be in place until the project is completed or the land is assigned to the District.

On MOTION by Mr. Shenefield, seconded by Mr. Walsh, with all in favor, the Temporary Construction and Access Easement Agreement with Clayton Properties Group, Inc., was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Kobitter stated she had nothing unless there were any questions.

**B. Engineer**

Ms. Burns stated the District Engineer was not on the line today.

March 9, 2023

Cypress Ridge CDD

**C. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns stated she had approval of the check register from October 1, 2022 through January 31, 2023 in the amount of \$25,400.08. She asked for any questions on the check register. She stated mostly management, legal and publishing of ads.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Check Register from October 1, 2022 through January 31, 2023 in the amount of \$25,400.08, was approved.

**ii. Balance Sheet & income Statement**

Ms. Burns noted financial statements were included in their package and asked for any questions on those. She stated there was no action necessary.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns adjourned the meeting.

On MOTION by Mr. Shenefield, seconded by Mr. Walsh, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

*Brian Walsh*

Chairman/Vice Chairman