

**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, **April 11, 2024** at 1:55 p.m. at the Holiday Inn Express & Suites 2102 N. Park Rd., Plant City, Florida.

Present and constituting a quorum:

Brian Walsh
Jeff Shenefield
Garret Parkinson
Kareyann Ellison

Chairman
Assistant Secretary
Assistant Secretary
Appointed as Assistant Secretary

Also present were:

Jill Burns
Savannah Hancock
Rich McGrath
Joel Blanco

District Manager, GMS
District Counsel, Kilinski Van Wyk
GMS
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:55 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.

Before beginning with the agenda items, Ms. Burns noted that they received a letter of resignation from Joel Adams and asked for a motion to accept the resignation.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, Accepting the Resignation of Joel Adams, was approved.

Ms. Burns stated that the resignation of Mr. Adams leaves a vacancy on the Board, and she asked for a motion to fill the vacancy.

April 11, 2024

Cypress Ridge CDD

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Filling the Vacancy on the Board with Kareyann Ellison, was approved.

Ms. Burn swore Ms. Ellison into office so she could participate in the meeting. She stated that Ms. Ellison serves on a number of Boards and is familiar with Florida Sunshine Law rules and procedures.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 7, 2023 Landowners' Meeting and November 9, 2023 Board of Supervisor's Meeting

Ms. Burns presented the minutes of the November 7, 2023 Landowners' Meeting and the November 9, 2023 Board of Supervisors meeting. She asked if there were any questions, comments, or corrections. Hearing no changes from the Board, she asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Mr. Parkinson, with all in favor, the Minutes of the November 7, 2023 Landowners' Meeting and the November 9, 2023 Board of Supervisor's Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2024-04 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 11, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget

Ms. Burns presented the resolution to the Board and stated the proposed public hearing date is Thursday, July 11, 2024, at 1:45 p.m. at their current location. This is the regularly scheduled July meeting date. She added that the budget will be developer funded for the upcoming year based on the timing on plat and completion of the improvements. The amenity is not anticipated to be open in Fiscal Year 2025 but there are some field expenses included. Because it is developer funded the budget will only be billed as it is incurred. The Board discussed some administrative task before making a motion of approval.

April 11, 2024

Cypress Ridge CDD

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Resolution 2024-04 Approving the Proposed Fiscal Year 2024/2025 Budget (Suggested Date: July 11, 2024) and Setting the Public Hearing on the Adoption of the Fiscal Year 2024/2025 Budget, was approved.

FIFTH ORDER OF BUSINESS

Ratification of Disclosure of Public Financing

Ms. Burns noted that this has already been executed and recorded. It puts the bond issuance on notice for potential property owners within Assessment Area 1. She offered to answer any questions and asked for the Board’s ratification of this item.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Disclosure of Public Financing, was ratified.

SIXTH ORDER OF BUSINESS

Ratification of EMMA Agreement

Ms. Burns stated that this is an agreement for software that is being used for disclosure statements that are required by the bonds. It is new software and is accounted for in the budget for an annual software licensing fee. This has already been executed and she asked the Board to approve that action.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the EMMA Agreement, was ratified.

SEVENTH ORDER OF BUSINESS

Appointment of Audit Committee

Ms. Burns asked if the Board would like to appoint themselves as the Audit Committee and they agreed.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, Appointment of the Board as the Audit Committee, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hancock stated that she had nothing to report.

April 11, 2024

Cypress Ridge CDD

B. Engineer

There being no comments, the next item followed.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register for approval and noted it is included in the agenda package for Board review. The dates for this check run summary range from November 1, 2023 through March 31, 2024 with a total of \$22,623.05.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Check Register totaling \$22,623.05, was approved.

ii. Balance Sheet & income Statement

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

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

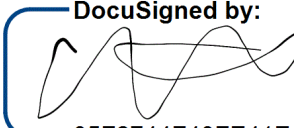
Adjournment

Ms. Burns adjourned the meeting.

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

Jill Burns

Secretary/Assistant Secretary

DocuSigned by:

05F2744F40FE41E...

Chairman/Vice Chairman