

1 **MINUTES OF MEETING**  
2 **ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**  
3

4 The Regular Meeting of the Board of Supervisors of the Zephyr Lakes Community Development  
5 District was held on Tuesday, November 4, 2014 at 9:32 a.m. at the Residence Inn, 2101 Northpointe  
6 Parkway, Lutz, Florida.

7  
8 **FIRST ORDER OF BUSINESS - Roll Call**

9 Mr. St. Denis called the meeting to order.

10 Present were:

11 Doug Draper	Vice Chairman
12 Lori Price	Assistant Secretary
13 Ted Sanders	Assistant Secretary
14 Anthony Brannan	Assistant Secretary

15 Also present were:

16 Bruce St. Denis	District Manager
17 Patricia Comings-Thibault	District Accountant (via telephone)
18 Tonya Stewart	District Engineer (via telephone)
19 John Vericker	District Attorney (via telephone)

20  
21 Mr. St. Denis established a quorum of the Board was present.  
22

23 **SECOND ORDER OF BUSINESS - Audience Comments on Agenda Items**

24 There being none, the next item followed.  
25

26 **THIRD ORDER OF BUSINESS - Administrative Matters:**

27 **A. Approval of Minutes of Meetings**

28 **1. August 5, 2014**

29 **2. September 2, 2014**

30 Mr. St. Denis presented the minutes of August 5, 2014 and September 2, 2014 meetings, and  
31 requested any additions, deletions or revisions.

32 On MOTION by Mr. Draper, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board approved  
33 both the minutes of August 5, 2014 and September 2, 2014 meetings.

34  
35 **B. Acceptance of Check Register**

36 Mr. St. Denis presented the Check Register.  
37

38 On MOTION by Mr. Draper, SECONDED by Mr. Brannan, WITH ALL IN FAVOR, the Board accepted  
39 the Check Register.

40  
41 **FOURTH ORDER OF BUSINESS - Public Hearings**

42 **A. Budget for Fiscal Year 2014-2015**

43 **1. Open Public Hearing**  
44

45 On MOTION by Mr. Draper, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board opened  
46 the Public Hearing for Fiscal Year 2014-2015 Budget.

47  
48 **2. Budget Presentation.**

49 Patricia Comings-Thibault reported the budget.

1 **FOURTH ORDER OF BUSINESS - Public Hearings**

2 **A. Budget for Fiscal Year 2014-2015**

3 **1. Open Public Hearing**

4  
5 On MOTION by Mr. Draper, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board  
6 opened the Public Hearing.

7  
8 **2. Budget Presentation.**

9 Patricia Comings-Thibault presented the proposed budget.

10  
11 **3. Public Comment**

12 There being none, the next item followed.

13  
14 **4. Close Public Hearing**

15  
16  
17 On MOTION by Mr. Draper, SECONDED by Mr. Brannan, WITH ALL IN FAVOR, the Board  
18 closed the Public Hearing.

19  
20 **5. Resolution 2015-1, Annual Appropriation and Adoption of Budget**  
21 **for Fiscal Year 2014-2015**

22 Mr. St. Denis asked for any questions from the Board.

23 There being none,

24  
25 On MOTION by Mr. Draper, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board  
26 adopted Resolution 2015-1, Annual Appropriation and Adoption of the Budget for Fiscal Year  
27 2014-2015.

28  
29 **B. Uniform Method of Collection**

30 **1. Open Public Hearing**

31  
32 On MOTION by Mr. Draper, SECONDED by Mr. Brannan, WITH ALL IN FAVOR, the Board  
33 opened the Public Hearing.

34  
35 **2. Presentation**

36 The Board reviewed the presentation by Mr. St. Denis asked for any questions.

37  
38 **3. Public Comment**

39 There being none, the next item followed.

40  
41 **4. Close Public Hearing**

42  
43  
44 On MOTION by Mr. Draper, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board  
45 closed the Public Hearing.

1                   **5. Resolution 2015-2, Adoption of Uniform Method of Imposition,**  
2 **Collection, and Levy of Assessments**  
3

4 On MOTION by Mr. Draper, SECONDED by Mr. Brannan, WITH ALL IN FAVOR, the Board  
5 adopted Resolution 2015-2, Adopting the Uniform Method of Imposition, Collection and Levy  
6 of Assessment.

7  
8  
9 **FIFTH ORDER OF BUSINESS - Business Matters:**

10       **A. Review of Engineering Proposals**

- 11           1. MC Squared Inc.  
12           2. Stantec  
13           3. Screening Appraisal

14       Mr. St. Denis reported the results of the Screening Appraisal conducted by the Board.

15       MC Squared, Inc. had a total of 39 points and Stantec, 72.

16  
17 On MOTION by Mr. Draper, SECONDED by Mr. Brannan, WITH ALL IN FAVOR, the Board  
18 ranked Stantec as No 1, and Authorized the Chair and District Manager to Negotiate a Contract  
19 for Engineering Services; to be ratified at the next meeting.

20  
21       **B. Financing Matters:**

22       There being none, the next item followed.

23  
24       **C. Additional Matters**

25       There being none, the next item followed.

26  
27 **SIXTH ORDER OF BUSINESS - Staff Reports**

28       **A. Manager**

29       There being none, the next item followed.

30  
31       **B. Attorney**

32       John Vericker reported that the Bond Validation will be December 10<sup>th</sup>.

33  
34       **C. Engineer**

35       There being none, the next item followed.

36  
37 **SEVENTH ORDER OF BUSINESS - Audience Comments**

38       There being none, the next item followed.

39  
40 **EIGHTH ORDER OF BUSINESS - Supervisors Requests**

41       There being none, the next item followed.

42  
43 **NINTH ORDER OF BUSINESS - Adjournment**

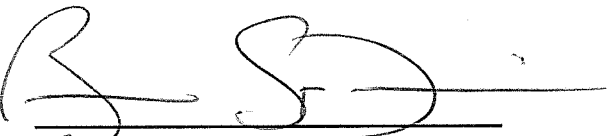
44       There being no further business,  
45

1 On MOTION by Mr. Draper, SECONDED by Mr. Sanders, WITH ALL IN FAVOR, the Board  
2 adjourned at 9:46.

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4  
5 *\*These minutes were prepared in summary format.*

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

10  
11 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
12 noticed meeting held on FEB 3 2015.

13  
14 

15  
16  
17 Signature

18 Bruce S. Denis

19  
20 Printed Name

21  
22  
23 Title:

- 24  Secretary  
25  Assistant Secretary

26  
27 

28  
Signature

Michael J. Lawrence

Printed Name

Title:

- Chairman  
 Vice Chairman