

**HARVEST RIDGE
COMMUNITY DEVELOPMENT DISTRICT**

April 18, 2023, Minutes of the Special Organizational Meeting

MINUTES OF THE SPECIAL ORGANIZATIONAL MEETING

The Special Organizational Meeting of Harvest Ridge Community Development District will be held on **April 18, 2023, at 5:30 p.m. at the SpringHill Suites by Marriott Tampa Suncoast Parkway located at 16615 Crosspointe Run, Land O' Lakes, FL 34638.**

1. CALL TO ORDER/ROLL CALL

Brian Lamb called the Special Organizational Meeting of the Board of Supervisors of Harvest Ridge Community Development District on **April 18, 2023, at 5:41 p.m.**

Supervisors Present and Constituting a Quorum at the onset of the meeting:

Carla Tabshe	Assistant Secretary
Tony Tabshe	Assistant Secretary
Jack Tabshe	Assistant Secretary
Dawson Ransome	Assistant Secretary
Eric Davidson	Treasurer

Staff Members Present:

Brian Lamb	District Manager, Inframark
Heather Dilley	District Manager, Inframark
Vivek Babbar	District Counsel, Straley & Robin, P.A.

2. PUBLIC COMMENT PERIOD

There were no audience members in attendance.

3. ADMINISTER OATHS OF OFFICE TO BOARD ASSIGNED IN PETITION

4. SEAT NEW BOARD MEMBERS

A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities

B. Acceptance of Board of Supervisors Resignation – Jefferey Hills

Brian Lamb provided an overview of the meeting procedures and decorum to the Board.

Heather Dilley administered the Oath of Office to Carla, Tony, Jack, and Eric.

Mike Lawrence declined appointment on the Board initiating a vacancy.

All Supervisors individually declined compensation.

Mr. Babbar briefly went over the Sunshine Laws, the Code of Ethics, and supervisor responsibilities. If the Board have any questions, they can reach out to District Counsel.

48 **5. APPOINTMENT OF OFFICERS – Resolution 2023-01**

- 49 **A. Chairman**
- 50 **B. Vice Chairman**
- 51 **C. Secretary**
- 52 **D. Treasurer**
- 53 **E. Assistant Secretaries**

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55 Heather Dilley Administered the Oath of Office to Dawson Ransome.

56
57 The Board reviewed and approved the Resolution 2023-01 as follows:

58
59 The Board discussed appointing officers' position with Carla Tabshe as the Chairman, Tony Tabshe
60 as the Vice Chair, Brian Lamb with Inframark as Secretary, and Eric Davidson from Inframark as
61 the Treasurer. The rest of the Board Jack Tabshe and Dawson Ransome will be Assistant
62 Secretaries. Heather Dilley with Inframark will also be an Assistant Secretary.

63

64	MOTION TO:	Approve Resolution 2023-01 as stated.
65	MADE BY:	Supervisor C. Tabshe
66	SECONDED BY:	Supervisor J. Tabshe
67	DISCUSSION:	None further
68	RESULT:	Called to Vote: Motion PASSED
69		4/0 - Motion Passed Unanimously

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71 **6. APPOINTMENT OF CONSULTANTS**

72 **A. Consider Appointment of District Manager – Resolution 2023-02**

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74 Inframark will be the District Manager/Assessment Consultant.

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76 **B. Designation of Registered Agent/Office – Resolution 2023-03**

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78 Brian Lamb/Inframark will be the Registered Agent/Office at 2005 Pan Am Circle Suite 300,
79 Tampa FL 33607.

80

81 **C. Consider Appointment of District General Counsel – Resolution 2023-04**

82

83 Straley Robin Vericker will be the District Counsel.

84

85 **D. Consider Appointment of Interim District Engineer – By Motion**

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87 **i. Authorize RFQ for District Engineer**

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89 Stantec will be the Interim Engineer. The Board authorized an RFQ for District Engineer.

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91 **E. Consider Appointment of Bond Counsel – GrayRobinson, P.A.**

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93 Gray Robinson, P.A. will be Bond Counsel.

F. Consider Appointment of Investment Banker – FMS Bonds

FMS Bonds will be the Investment Banker.

G. Consider Appointment of Trustee – Truist US Bank -By Motion

Truist US Bank will be the Trustee.

MOTION TO:	Approve the appointment of consultants in Substantial form.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor Ransome
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/1 – Motion Passed: Supervisor Davidson abstained.

7. BUSINESS MATTERS

A. Consider Authorizing Notice of Establishment-Resolution 2023-05

B. Consider Policy of Compensation for Board Members – Resolution 2023-06

C. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2023-07

D. Consider Designation of Primary Administrative Office and Local Records Office – Resolution 2023-08

E. Consider District Records Retention Schedule – Resolution 2023-09

F. Consider Fiscal Year 2023 Regular Meeting Schedule and Location-Resolution 2023-10

G. Consider Landowners' Meeting Date, Time and Location- Resolution 2023-11

H. Consider Proposed FY 2023 Annual Budget & Set Public Hearing – Resolution 2023-12

I. Consider Proposed FY 2024 Annual Budget & Set Public Hearing – Resolution 2023-13

J. Set Public Hearing for Uniform Method of Collections – Resolution 2023-14

K. Consider Rules of Procedure & Setting Public Hearing - Resolution 2023-15

L. Consider Policy Re: Support & Legal Defense for Board & Staff- Resolution 2023-16

M. Authorization to obtain General Liability and Public Officers Insurance-By Motion

N. Consider Designation of a Qualified Public Depository- Resolution 2023-17

O. Authorization of Signatories- Resolution 2023-18

P. Authorization to Disburse Funds for Expenses- Resolution 2023-19

Q. Consider Adoption of Investment Policy- Resolution 2023-20

R. Consider Approval of Florida Statewide Mutual Aid Agreement- Resolution 2023-21

S. Consider Provisions for Public Comments – Resolution 2023-22

T. Appointment of Audit Committee - By Motion

U. Consideration of ADA Website Compliance Agreement

138 Mr. Lamb went over all the Business Items A through U with the Board.

139
140 The Landowners election and public hearings will be held on May 25, 2023, 5:30 p.m. at the
141 SpringHill Suites, 6615 Crosspointe Run, Land O'Lakes, FL 34638.

142
143 The Public Hearings for the Budget, Uniform Method of Collections, and Rules of Procedure will
144 be on June 20, 2023, at 5:30 p.m at SpringHill Suites, 6615 Crosspointe Run, Land O'Lakes, FL
145 34638.

146
147 The dates stated below are the upcoming meetings:

148 May 25, 2023 5:30

149 June 20, 2023 5:30

150 July 18, 2023 5:30

151 August 15, 2023 5:30

152 September 19, 2023 5:30

153
154 The Board appointed the Board as the Audit Committee. The Board authorized obtaining general
155 liability and public officers' insurance.

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157	MOTION TO:	Approve Business Matters A through U in substantial
158		form.
159	MADE BY:	Supervisor C. Tabshe
160	SECONDED BY:	Supervisor T. Tabshe
161	DISCUSSION:	None further
162	RESULT:	Called to Vote: Motion PASSED
163		4/0 - Motion Passed Unanimously

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165 **8. PRELIMINARY REPORT PRESENTATIONS & ITEMS RELATED TO FINANCE &**
166 **BOND ISSUANCE**

167 **A. Consider Master Report of Engineer**

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169 Mr. Babbar reviewed the District Engineer's Report with the Board. The Board motioned to
170 approve.

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172 *The full discussion is available on audio recording.*

173

174	MOTION TO:	Approve the Report of District Engineer in substantial
175		form.
176	MADE BY:	Supervisor C. Tabshe
177	SECONDED BY:	Supervisor Ransome
178	DISCUSSION:	None further
179	RESULT:	Called to Vote: Motion PASSED
180		4/0 - Motion Passed Unanimously

B. Consider Bond Validation Report of Assessment Consultant

Mr. Lamb reviewed the Master Assessment Methodology Report with the Board.

MOTION TO:	Approve the Master Assessment Methodology Report in substantial form in substantial form, subject to continued review and comments by the various professionals.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor T. Tabshe
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

C. Consider Master Assessment Methodology Report

The Board reviewed the Master Assessment Methodology report and motioned to approve.

MOTION TO:	Approve Master Assessment Methodology Report.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor T. Tabshe
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

D. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution 2023-23
i. Master Trust Indenture

The Board reviewed and discussed the resolution.

MOTION TO:	Approve Resolution 2023-23 as stated.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor Ransome
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

222 **E. Consider Declaring Special Assessments – Resolution 2023-24**

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Mr. Lamb reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2023-24 as stated.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor T. Tabshe
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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233 **F. Consider Setting Public Hearing to Levy Special Assessments – Resolution 2023-25**

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235 Mr. Lamb reviewed the resolution with the Board.

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MOTION TO:	Approve Resolution 2023-25 as stated.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor T. Tabshe
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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244 **G. Consider Authorization of Chairman to Accept or Execute Certain Documents**

245 **Resolution 2023-26**

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247 Mr. Lamb reviewed the resolution with the Board.

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MOTION TO:	Approve Resolution 2023-26.
MADE BY:	Supervisor C. Tabshe
SECONDED BY:	Supervisor T. Tabshe
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

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256 **H. Other Matters Relating to Financing**

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258 There were no other matters relating to financing.

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263 **9. ADMINISTRATIVE MATTERS**

264 **A. Request for Working Capital – By Motion**

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266 The Board Acknowledge by motion a deposit. Inframark staff will be opening a bank account on
267 behalf of the District.
268

269 **10. STAFF REPORTS**

- 270 **A. District Counsel**
271 **B. District Manager**
272 **C. District Engineer**
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274 There were no staff reports at this time.
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276 **11. BOARD MEMBERS COMMENTS**

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278 There were no Board members comments.
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280 **12. PUBLIC COMMENTS**

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282 There were no public comments.
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284 **13. ADJOURNMENT**

286	MOTION TO:	Adjourn at 6:12 P.M.
287	MADE BY:	Supervisor C. Tabshe
288	SECONDED BY:	Supervisor T. Tabshe
289	DISCUSSION:	None Further
290	RESULT:	Called to Vote: Motion PASSED
291		4/0 - Motion Passed Unanimously

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311 **Please note the entire meeting is available on disc.*

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313 **These minutes were done in a summary format.*

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

318 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
319 meeting held on 8/28/2023

320
321 Carla Taboche
322 Signature

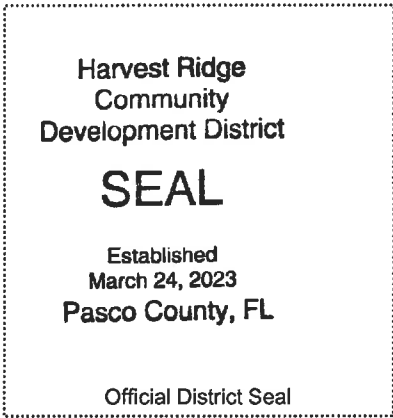
323
324 Carla Taboche
325 Printed Name

326
327 Title:
328 Chair
329 Vice Chair

[Signature]
Signature

Eric K. Lamb
Printed Name

327 Title:
328 Secretary
329 Assistant Secretary



Recorded by Records Administrator

[Signature]
Signature

9/6/2023
Date