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***ZEPHYR LAKES  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package***

***Board of Supervisors  
Regular Meeting***

***Tuesday  
October 3, 2017***

***9:00 a.m.***

***At:***

***RESIDENCE INN  
2101 Northpoint Parkway  
Lutz, Florida***

***Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.***

# ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT AGENDA

Residence Inn  
2101 Northpoint Parkway.  
Lutz, Florida

<b>District Board of Supervisors</b>	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
<b>District Manager</b>	Paul Cusmano	DPFG
<b>District Attorney</b>	Vivek Babbar	Straley, Robin & Vericker
<b>District Engineer</b>	Tonja Stewart	Stantec Consulting Services, Inc.

**All cellular phones and pagers must be turned off during the meeting.**

## **The District Agenda is comprised of seven different sections:**

The meeting will begin promptly with the first section which is called **Audience Questions and Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING. The second section is called **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The sixth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The seventh section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

## **ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**

Date of Meeting: Tuesday October 3, 2017  
Time: 9:00 a.m.  
Location: Residence Inn  
2101 Northpointe Parkway  
Lutz, Florida 33558

Conference Call No.: (563) 999-2090  
Code: 686859#

### ***AGENDA***

#### **I. Roll Call**

#### **II. Audience Comments**

#### **III. Consent Agenda**

- A. Approval of Minutes from August 8, 2017 Regular Meeting Exhibit 1
- B. Acceptance of August 2017 Unaudited Financial Statement Exhibit 2

#### **IV. Business Matters**

- A. Consideration and Approval of Resolution 2017-07 FY 2018 Meeting, Times and Dates Exhibit 3

#### **VI. Staff Reports**

- A. District Manager
- B. Attorney
- C. District Engineer

#### **VII. Supervisors Requests**

#### **VIII. Audience Questions and Comments on Other Items**

#### **IX. Adjournment**

**EXHIBIT 1.**

1 **MINUTES OF MEETING**  
2 **ZEPHYR LAKES**  
3 **COMMUNITY DEVELOPMENT DISTRICT**  
4

5 The Regular Meeting of the Board of Supervisors of the Zephyr Lakes Community Development  
6 District was held on Tuesday, August 8, 2017 at 9 a.m. at the Residence Inn, 2101 Northpointe Parkway,  
7 Lutz, Florida 33558.

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

9 Mr. Cusmano called the meeting to order.

10 Present and constituting a quorum were:

11 Mike Lawson	Board Supervisor, Chairman
12 Doug Draper	Board Supervisor, Vice Chairman
13 Lori Price	Board Supervisor, Assistant Secretary

14 Also present were:

15 Paul Cusmano	District Manager
16 John Vericker	District Counsel ( <i>via phone</i> )

17 **SECOND ORDER OF BUSINESS - Audience Comments**

18 There being none, the next item followed.

19 **THIRD ORDER OF BUSINESS – Consent Agenda**

20 **A. Approval of Minutes from June 6, 2017 Meeting**

21 **B. Acceptance of June 2017 Unaudited Financial Statements**

22 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board  
23 approved **Items A & B** for the Zephyr Lakes Community Development District.

24  
25 **FOURTH ORDER OF BUSINESS- Business Matters**

26 **A. Fiscal Year 2017–2018 Budget Public Hearing**

27 **1. Open Public Hearing**

28 Mr. Cusmano requested a motion to open the public hearing.

29 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board opened  
30 Public Hearing for the Zephyr Lakes Community Development District.

31  
32 **2. Presentation of Proposed FY 2017-2018 Budget**

33 Mr. Cusmano Presented the FY 2017-2018 Budget and asked for comments or questions.

34 **3. Public Comments**

35 There being none, the next item followed.

36 **4. Close Public Hearing**

37 Mr. Cusmano requested a motion to close the public hearing.

38 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board closed  
39 Public Hearing for the Zephyr Lakes Community Development District.

40

41 **B. Consideration and Approval of Resolution 2017-06 Annual**  
42 **Appropriations & Adoption of Budget**

43

44 Mr. Cusmano presented the Resolution 2017-06 Annual Appropriations & Adoption of Budget  
45 and asked for comments or questions.

46

47 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted  
48 Resolution **2017-06** Annual Appropriation & Adoption of Budget for the Zephyr Lakes Community  
49 Development District.

50

51 **C. Budget Funding Agreement**

52 Mr. Cusmano presented the Budget Funding Agreement and asked for comments or questions.

53 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board adopted  
54 Resolution **2017-07** Approving the Budget Funding Agreement, subject to refinements, for the Zephyr  
55 Lakes Community Development District.

56

57 **FIFTH ORDER OF BUSINESS – Staff Reports**

58 **A. Manager**

59 There being none, next item followed.

60 **B. Attorney**

61 There being none, next item followed.

62 **C. Engineer**

63 There being none, next item followed.

64

65 **EIGHTH ORDER OF BUSINESS - Public Comments**

66 There being none, next item followed.

67 **NINTH ORDER OF BUSINESS - Supervisors Requests**

68 There being none, next item followed.

69 **TENTH ORDER OF BUSINESS – Adjournment**

70 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board  
71 adjourned the meeting for the Zephyr Lakes Community Development District.

72

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

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80 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed  
81 meeting held on \_\_\_\_\_.

82 \_\_\_\_\_  
83 \_\_\_\_\_

84 Signature

85 \_\_\_\_\_  
86 \_\_\_\_\_

87 Printed Name

88 Title:  Secretary  Assistant Secretary

89 \_\_\_\_\_

Signature

Printed Name

Title:  Chairman  Vice Chairman

90

91

92

93

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**EXHIBIT 2.**



**Zephyr Lakes  
Community Development District**

**Financial Statements  
(Unaudited)**

**August 31, 2017**

**Zephyr Lakes CDD**  
**Balance Sheet**  
**August 31, 2017**

	<b>GENERAL FUND</b>
<b><u>ASSETS:</u></b>	
CASH	\$ 893
DEVELOPER RECEIVABLE	1,474
<b>TOTAL ASSETS</b>	<b>\$ 2,367</b>
<b><u>LIABILITIES:</u></b>	
ACCOUNTS PAYABLE	\$ 1,474
<b><u>FUND BALANCE:</u></b>	
ASSIGNED:	-
UNASSIGNED:	893
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$ 2,367</b>

**Zephyr Lakes CDD  
General Fund**

**Statement of Revenues, Expenses and Changes in Fund Balance  
For The Period Starting October 1, 2016 Ending August 31, 2017**

	FY2017 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUE</b>				
SPECIAL ASSESSMENTS - ON-ROLL	\$ 103,683	\$ 95,043	\$ 62,975	\$ (32,068)
DEVELOPER FUNDING	-	-	-	-
INTEREST	-	-	-	-
<b>TOTAL REVENUE</b>	<b>103,683</b>	<b>95,043</b>	<b>62,975</b>	<b>(32,068)</b>
<b>EXPENDITURES</b>				
<b>ADMINISTRATIVE:</b>				
PAYROLL - BOS	12,000	11,000	1,916	9,084
PAYROLL TAXES	918	842	92	750
PAYROLL SERVICES FEE	676	620	158	462
TRAVEL PER DIEM - BOS	75	69	8	61
MANAGEMENT CONSULTING SERVICES	21,000	19,250	19,250	-
PLANNING AND COORDINATING SERVICES	36,000	33,000	33,000	-
ACCOUNTING SERVICES	-	-	-	-
BANKING SERVICES	120	110	-	110
MISCELLANEOUS	500	458	-	458
PUBLIC OFFICIAL & GENERAL LIABILITY INS	2,599	2,382	-	2,382
AUDITING SERVICES	4,000	3,667	2,500	1,167
REGULATORY AND PERMIT FEES	175	175	175	-
LEGAL ADVERTISEMENTS	1,500	1,375	319	1,056
ENGINEERING SERVICES	4,000	3,667	111	3,556
LEGAL SERVICES - GENERAL	7,000	6,417	3,147	3,270
WEBSITE DEVELOPMENT & HOSTING	720	660	697	(37)
CONTINGENCY	9,800	8,983	150	8,833
<b>TOTAL ADMINISTRATIVE</b>	<b>101,083</b>	<b>92,674</b>	<b>61,523</b>	<b>31,151</b>
<b>INSURANCE:</b>				
INSURANCE (PO, Liability, Property & Casualty)	2,600	2,410	2,410	-
<b>TOTAL INSURANCE</b>	<b>2,600</b>	<b>2,410</b>	<b>2,410</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>103,683</b>	<b>95,084</b>	<b>63,933</b>	<b>31,151</b>
<b>EXCESS REVENUE OVER (UNDER) EXPENDITURES</b>	<b>-</b>	<b>(41)</b>	<b>(958)</b>	<b>(917)</b>
FUND BALANCE - BEGINNING	-	-	1,850	1,850
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ (41)</b>	<b>\$ 892</b>	<b>\$ 933</b>

**Zephyr Lakes CDD**  
**Cash Reconciliation - General Fund**  
**August 31, 2017**

	New BU Acct
<b>Balance Per Bank Statement</b>	\$ 1,081.85
Less: Outstanding Checks	(188.98)
<b><i>Adjusted Bank Balance</i></b>	<b><u>\$ 892.87</u></b>
<b>Beginning Cash Balance Per Books</b>	\$ 1,648.09
Cash Receipts	4,995.70
Cash Disbursements	(5,750.92)
<b><i>Balance Per Books</i></b>	<b><u>\$ 892.87</u></b>

**Zephyr Lakes CDD  
Check Register  
FY 2017**

DATE	Check No	PAYEE	DESCRIPTION	DEPOSIT	DISBURSMT	New BU
		<b>EOM Balance 9-30-16</b>				<b>1,983.69</b>
10/14/2016		Developer Funding	GF 2016-11, 2017-01	8,238.39		10,222.08
10/14/2016	2067	DPFG	CDD/Field Mgmt - October		4,750.00	5,472.08
10/14/2016	2068	Egis Insurance Advisors, LLC	Insurance FY 2017		2,410.00	3,062.08
10/14/2016	2069	Straley Robin Vericker	Legal Svcs thru 9/15/16		349.15	2,712.93
10/14/2016	2070	Venturesin.com, Inc.	Domain Name		16.99	2,695.94
10/21/2016	ACH10212016	Paychex	P/R Fees		62.25	2,633.69
10/21/2016	10011	IRA DOUG DRAPER	BOS Mtg - 9/6/16		188.58	2,445.11
10/21/2016	10013DD	Lori Price	BOS Mtg - 9/6/16		183.45	2,261.66
10/21/2016	10012	Michael Lawson	BOS Mtg - 9/6/16		184.70	2,076.96
10/21/2016	ACH10212016	Paychex	Payroll Taxes - 9/6/16		93.05	1,983.91
		<b>EOM Balance 10-31-16</b>		<b>8,238.39</b>	<b>8,238.17</b>	<b>1,983.91</b>
11/23/2016	2071	FL DEPT OF ECONOMICS	Annual Filing Fee		175.00	1,808.91
		<b>EOM Balance 11-30-16</b>			<b>175.00</b>	<b>1,808.91</b>
12/19/2016		Funding Request	GF 2017-02	6,272.90		8,081.81
12/19/2016	2072	DPFG	CDD/Field Mgmt - Nov		4,750.00	3,331.81
12/19/2016	2073	Straley Robin Vericker	Legal Services		775.10	2,556.71
12/19/2016	2074	TAMPA BAY TIMES	Legal Ads		452.80	2,103.91
12/19/2016	2075	Venturesin.com, Inc.	Website Hosting - Oct, Nov		120.00	1,983.91
		<b>EOM Balance 12-31-16</b>		<b>6,272.90</b>	<b>6,097.90</b>	<b>1,983.91</b>
01/10/2017		Funding Request	GF 2017-03	4,810.00		6,793.91
01/11/2017	2076	DPFG	CDD/Field Mgmt - December		4,750.00	2,043.91
01/11/2017	2077	Venturesin.com, Inc.	Web Site Hosting - December		60.00	1,983.91
01/23/2017		Funding Request	GF 2017-04	4,810.00		6,793.91
01/24/2017	2078	DPFG	CDD/Field Mgmt - January		4,750.00	2,043.91
01/24/2017	2079	Venturesin.com, Inc.	Web Site Hosting - January		60.00	1,983.91
		<b>EOM Balance 1-31-17</b>		<b>9,620.00</b>	<b>9,620.00</b>	<b>1,983.91</b>
02/06/2017		Developer Funding	GF 2017-05	25.00		2,008.91
02/10/2017	ACH2102017	Paychex	Paychex EIB		123.50	1,885.41
02/17/2017	2080	Straley Robin Vericker	Legal Svcs thru 1/15/17		25.00	1,860.41
02/23/2017	2081	Venturesin.com, Inc.	Web Site Hosting		60.00	1,800.41
02/23/2017		Paychex	Refund	123.50		1,923.91
		<b>EOM Balance 2-28-17</b>		<b>148.50</b>	<b>208.50</b>	<b>1,923.91</b>
03/16/2017		Developer Funding	GF 2017-06, 07	4,875.00		6,798.91
03/17/2017	2082	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - February		4,750.00	2,048.91
03/17/2017	2083	Straley Robin Vericker	Legal Svcs thru 2/15/17		125.00	1,923.91
03/29/2017		Developer Funding	GF 2017-08	4,810.00		6,733.91
03/29/2017	2086	Straley Robin Vericker	Legal Svcs thru 3/15/17		359.90	6,374.01
03/30/2017	2084	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - March		4,750.00	1,624.01
03/30/2017	2085	Venturesin.com, Inc.	Web Site Hosting - March		60.00	1,564.01
		<b>EOM Balance 3-31-17</b>		<b>9,685.00</b>	<b>10,044.90</b>	<b>1,564.01</b>
04/06/2017		Developer Funding	GF 2017-09	4,750.00		6,314.01
04/07/2017	2087	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - April		4,750.00	1,564.01
04/26/2017	2088	Pasco County Property Appraiser	Assessment Fee		150.00	1,414.01
04/26/2017	2089	Venturesin.com, Inc.	Web Site Hosting - April		60.00	1,354.01
		<b>EOM Balance 4-30-17</b>		<b>4,750.00</b>	<b>4,960.00</b>	<b>1,354.01</b>
05/05/2017	2090	Straley Robin Vericker	Legal Svcs thru 4/15/17		99.00	1,255.01
05/05/2017	2091	Venturesin.com, Inc.	Web Site Hosting - May		60.00	1,195.01
05/10/2017	ACH5102017	Paychex	Paychex EIB Invoice		10.00	1,185.01
05/11/2017		Developer Funding	GF 2017-10, 11	7,250.00		8,435.01
05/12/2017	2092	DiBartolomeo, McBee, Hartley & Barnes	Audit FY 2016		2,500.00	5,935.01
05/12/2017	2093	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - May		4,750.00	1,185.01
		<b>EOM Balance 5-31-17</b>		<b>7,250.00</b>	<b>7,419.00</b>	<b>1,185.01</b>
06/15/2017		Developer Funding	GF 2017-12	4,750.00		5,935.01
06/16/2017	2094	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - June		4,750.00	1,185.01
06/16/2017	2095	Stantec Consulting Services, Inc	Engineering Svcs thru 5/19/17		110.50	1,074.51
06/16/2017	2096	Straley Robin Vericker	Legal Svcs thru 5/15/17		30.00	1,044.51
06/16/2017	2097	Venturesin.com, Inc.	Web Site Hosting - June		60.00	984.51
		<b>EOM Balance 6-30-17</b>		<b>4,750.00</b>	<b>4,950.50</b>	<b>984.51</b>
07/14/2017	2098	Venturesin.com, Inc.	Web Site Hosting - July		60.00	924.51
07/20/2017		Developer Funding	GF 2017-13, 14	6,263.78		7,188.29
07/21/2017	2099	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - July		4,750.00	2,438.29
07/21/2017	2100	Straley Robin Vericker	Legal Svcs thru 6/15/17		789.50	1,648.79
07/31/2017		Bank United	Service Charge		0.70	1,648.09
		<b>EOM Balance 7-31-17</b>		<b>6,263.78</b>	<b>5,600.20</b>	<b>1,648.09</b>

**Zephyr Lakes CDD  
Check Register  
FY 2017**

DATE	Check No	PAYEE	DESCRIPTION	DEPOSIT	DISBURSMT	New BU
08/03/2017	ACH08032017	Paychex	P/R Fees		77.50	1,570.59
08/03/2017	10014	IRA DOUG DRAPER	BOS Mtg - 6/6/17		188.98	1,381.61
08/03/2017	10015DD	Lori Price	BOS Mtg - 6/6/17		183.87	1,197.74
08/03/2017	ACH08032017	Paychex	BOS Mtg - 6/6/17		92.63	1,105.11
08/03/2017	10016	THEODORE SANDERS	BOS Mtg - 6/6/17		184.70	920.41
08/10/2017	ACH08102017	Paychex	EIB Month Fees		8.25	912.16
08/17/2017			GF 2017-15	4,995.00		5,907.16
08/18/2017	2101	DPFG MANAGEMENT & CONSULTING	CDD/Field Mgmt - August		4,750.00	1,157.16
08/18/2017	2102	Straley Robin Vericker	Legal Svcs thru 7/15/17		185.00	972.16
08/18/2017	2103	Venturesin.com, Inc.	Web Site Hosting - August		60.00	912.16
08/22/2017	2104	Venturesin.com, Inc.	Domain Name Renewal		19.99	892.17
08/31/2017			Interest	0.70		892.87
		<b>EOM Balance 8-31-17</b>		<b>4,995.70</b>	<b>5,750.92</b>	<b>892.87</b>

**EXHIBIT 3.**

## RESOLUTION 2018-01

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Zephyr Lakes Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

**WHEREAS**, the District is an independent special district as defined in Chapter 189, Florida Statutes and subject to certain requirements therein; and

**WHEREAS**, Section 189.015(1), Florida Statutes requires that the Board file a schedule of its regular meeting dates, times, and location either quarterly, semi-annually, or annually with the local governing authority and the Florida Department of Economic Opportunity; and

**WHEREAS**, the District is required by Section 189.069(13) to post the regular meeting dates, times, and locations on its official website, and cause the same to be published in a newspaper of general circulation; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT:**

**Section 1.** Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit "A".

**Section 2.** In accordance with Sections 189.015 (1), and 189.069(13), Florida Statutes, the District's Secretary is hereby directed to file this resolution with Pasco County, Florida, publish a notice of the regular meeting dates, times, and location in a newspaper of general circulation, and post the same on the District's official website.

**Section 3.** This Resolution shall become effective immediately upon its adoption.



**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.**

**ZEPHYR LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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**CHAIRMAN**

**ATTEST:**

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**SECRETARY/ASSISTANT SECRETARY**

**EXHIBIT "A"**  
**BOARD OF SUPERVISORS MEETING DATES**  
**ZEPHYR LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**FOR FISCAL YEAR 2017/2018**

**Notice of Meeting Schedule  
Fiscal Year 2018  
Zephyr Lakes Community Development District**

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2018 regular meetings of the Board of Supervisors of the Zephyr Lakes Community Development District are scheduled to be held on the first Tuesday of every month at 9:00 a.m. in a conference room of the Residence Inn, 2101 Northpoint Parkway, Lutz, Florida as follows (exceptions noted below):

October 3, 2017  
November 7, 2017  
December 5, 2017 **(6:00 p.m.)**  
January 9, 2018  
February 6, 2018  
March 6, 2018  
April 3, 2018  
May 1, 2018  
June 5, 2018  
July 10, 2018  
August 7, 2018 **(6:00 p.m.)**  
September 4, 2018

The meeting is open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meeting may be continued to a date, time, and place to be specified on the record at the meeting.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District's Management Company, Development Planning & Financing Group at 813-374-9105. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office at least two (2) business days prior to the date of the hearing and meeting.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.



### **Real Estate Consulting Services:**

Land Secured Public Financing  
School District  
Reimbursement and Credit  
Fiscal Impact  
Service Districts  
Municipal District Services  
Development Impact Fee  
Redevelopment District  
Affordable Housing Financing  
Other Public Financing  
Compliance  
Entitlement Analysis  
Cash Flow Feasibility Analysis

Disclosure Services  
Engineering Services  
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