

BY THE BOARD OF COUNTY COMMISSIONERS

RESOLUTION NUMBER: 20-050

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF  
PASCO COUNTY, FLORIDA, ESTABLISHING THE FOX RIDGE  
MUNICIPAL SERVICE BENEFIT UNIT ADVISORY BOARD,**

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**WHEREAS**, on August 5, 2014 the Pasco County Board of County Commissioners (BCC) established the Fox Ridge Municipal Service Benefit Unit (MSBU) for Fox Ridge Subdivision, formerly known as the Pasco Heights Road & Bridge District, in which to levy non-ad valorem assessments using the Paving Assessment Methodology utilizing equivalent residential unit (ERU) methodology; and

**WHEREAS**, a specific work plan was developed for the Fox Ridge MSBU that established three phases: Phase 1 - reconditioning of the drainage system associated with the roads; Phase 2 - paving of deficient roads; and Phase 3 - cleaning of major drainage ditches in the subdivision; and

**WHEREAS**, Phase 1 has been completed and the next phase to be executed has not been finalized; and

**WHEREAS**, the BCC, as the governing body of the MSBU, desires to establish an Advisory Board to provide comments and recommendations to the BCC with regards to the services and projects set forth in the Fox Ridge MSBU Ordinance, Ord. No. 14-18.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Pasco County, Florida, in regular session duly assembled, that the Fox Ridge MSBU Advisory Board is hereby established.

**Section 1. Purpose and Work of the Advisory Board**

The purpose of the Fox Ridge MSBU Advisory Board is to provide comments and recommendations to the BCC with regards to the services and projects set forth in the

Fox Ridge MSBU Ordinance, Ord. No. 14-18. Specifically, with regards to Phase 2, the paving of deficient roads and Phase 3 the cleaning of major drainage ditches within the Fox Ridge subdivision. Annually, the Advisory Board shall provide a recommendation on the proposed Fox Ridge MSBU assessments and budget.

Section 2. Composition of the Advisory Board and Membership.

The Fox Ridge MSBU Advisory Board shall be composed of seven individuals appointed by the BCC. All members shall be a resident of Pasco County and shall own property within the boundaries of the Fox Ridge MSBU.

Notwithstanding the foregoing, one of the seven board members may be a non-Pasco County resident who owns property within the boundaries of the Fox Ridge MSBU.

Members shall serve staggered terms with three members initially serving two years and four members serving four years. After the initial two-year terms expire, all terms shall be four years. The terms shall commence on the 1st day of October in the year appointed and end on the 30th day of September in the last year of the term. Member vacancies shall be filled in the same manner as the original appointment. Members shall be eligible for reappointment.

Members shall be able to devote the time necessary to participate in the activities of the Advisory Board. Members shall receive no compensation for the performance of their duties as members of the Advisory Board; however each member may be paid necessary expenses, as authorized in Section 112.061, Florida Statutes, incurred while engaged in the performance of duties to the extent funds are available and such expenses are approved in advance by the County. Any

member of the Advisory Board may be removed by the BCC without cause at the discretion of the BCC, or by the BCC for misfeasance, malfeasance, willful neglect of duty, or failure to attend three or more consecutive meetings for any reasons whatsoever.

### Section 3 Officers, Quorum, and Rules of Procedure.

The Advisory Board shall elect a Chairperson to preside at all meetings. The Chairperson shall be elected at the first meeting at which the Advisory Board is convened and thereafter in December of each year and shall serve until the first meeting in December of the following year. There shall be no term limits for a member to serve as Chairperson. The Chairperson shall act as liaison to the County as necessary and shall forward all recommendations and requests of the Advisory Board to the designated County point of contact for the BCC's consideration. The Chairperson shall convey to the Advisory Board and Fox Ridge property owners, the final decision as to any matter brought to the attention of the County.

The Advisory Board shall elect a Vice-Chairperson to preside and act on behalf of the Chairperson during his or her absence. The term of office and method of election for the Vice-Chairperson shall be the same as the Chairperson.

The Advisory Board shall elect a Secretary. The Secretary shall take the minutes of all meetings of the Advisory Board and forward a copy to the designated County point of contact.

The presence of a majority of the members of the Advisory Board shall constitute a quorum of the Advisory Board necessary to take action and transact business. In addition, once quorum requirements have been met, an affirmative vote

of the majority of the Advisory Board members present at a meeting shall be necessary for the Advisory Board to take any action. A tie vote shall not be considered an affirmative vote. No vacancy in the membership of the Advisory Board shall impair the right of a quorum to exercise all the rights and perform all the duties of the Advisory Board.

The Advisory Board may, by a majority vote of the entire membership of the Advisory Board, adopt rules of procedure or bylaws for the transaction of business; provided, however, any such rules or bylaws shall comply with laws of the State and with this Resolution. Should no rules be adopted the Advisory Board shall conduct its meetings in accordance with the current edition of Roberts Rules of Order.

#### Section 4. Meetings.

Notice of regular or special meetings of the Advisory Board and the time and location of each meeting shall be published to the public. The Advisory Board shall establish a schedule of regular meetings, which shall be held at least quarterly. A schedule of each year's regular meetings shall be distributed to all Advisory Board members in December of the preceding calendar year. The Chairperson may call a special meeting of the Advisory Board on his/her initiative and shall call a special meeting at the request of any four (4) board members. Advisory Board meetings shall be held in a public facility of sufficient size to accommodate those present and at such locations as the Advisory Board may determine from time to time.

Section 5. Compliance with Applicable Laws.

All Advisory Board activities shall be applicable with federal, state, and local ordinances and are deemed to be included in this Resolution the same as though herein written out in full. All Advisory Board meetings shall be open to the public and subject to the applicable provisions of the Florida open meetings ("Sunshine") laws, Chapter 286, Florida Statutes. The records of the Advisory Board shall also be subject to the applicable provisions of the Florida Public Records Law, Chapter 119, and Florida Statutes. The members of the Advisory Board shall be subject to the applicable provisions of the Code of Ethics for Public Officers and Employees, Chapter 112, Part 111, Florida Statutes, including but not limited to sections 112.313 and 112.3143, Florida Statutes.

Section 6. Term.

Ten (10) years after the date of adoption of this Resolution, the Board shall review the activities of the Advisory Board to determine whether the Advisory Board still serves a necessary function and should continue in existence.

Section 7. This Resolution shall become effective upon its adoption.

DONE AND RESOLVED this 10<sup>th</sup> day of December, 2019.



  
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NIKKI ALVAREZ-SOWLES, ESQ.  
PASCO COUNTY CLERK & COMPTROLLER

BOARD OF COUNTY COMMISSIONERS OF  
PASCO COUNTY, FLORIDA

  
\_\_\_\_\_  
CHAIRMAN

APPROVED  
IN SESSION

DEC 10 2019

PASCO COUNTY  
BCC