

CYPRESS SHADOWS COMMUNITY DEVELOPMENT DISTRICT

August 26, 2020 Minutes of the Regular Meeting

Minutes of the Public Hearing & Regular Meeting

The Public Hearing & Regular Meeting of the Board of Supervisors of the Cypress Shadows Community Development District was held on **Wednesday, August 26, 2020 at 4:00 p.m. via Zoom Meetings at <https://zoom.us/j/91669464201> with meeting ID 916 6946 4201.**

1. CALL TO ORDER/ROLL CALL

Mr. Lamb called the Public Hearing & Regular Meeting of the Board of Supervisors of the Cypress Shadows Community Development District to order on **Wednesday, August 26, 2020 at approximately 4:00 p.m.**

Board Members Present and Constituting a Quorum:

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| Louis Frattarelli | Chair |
| Walt Giesbrecht | Supervisor |
| Nicholas Liberto | Supervisor |
| Don Lozzi | Supervisor |
| Tony Provinzino | Supervisor |

Staff Members Present:

- | | |
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| Brian Lamb | District Manager, Meritus |
| Greg Urbancic | District Counsel, Coleman, Yovanovich & Koester |

There were many residents in attendance via virtual conference.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were on public comments on agenda items.

3. RECESS TO PUBLIC HEARING

Mr. Lamb directed the Board to recess to the public hearing.

38 **4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2021 BUDGET**

39 **A. Open Public Hearing on Proposed Fiscal Year 2021 Budget**

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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Liberto
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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B. Staff Presentations

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Mr. Lamb went over the budget and assessments with the Board. He said the budget that is presented is option A from the previous budget meetings and indicates no increase from the previous year. Mr. Lamb also provided a brief update on the CDD/HOA maintenance agreement. The Board asked about the budget and legal fees. Mr. Lamb answered.

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C. Public Comments

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There were no public comments.

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D. Consideration of Resolution 2020-04; Adopting Fiscal Year 2021 Budget

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Mr. Urbancic went over the resolution with the Board.

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MOTION TO:	Approve Resolution 2020-04.
MADE BY:	Supervisor Frattarelli
SECONDED BY:	Supervisor Lozzi
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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E. Close Public Hearing on Proposed Fiscal Year 2021 Budget

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MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Liberto
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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79 **4. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**

80 **A. Open Public Hearing on Levying O&M Assessments**

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MOTION TO:	Open the public hearing.
MADE BY:	Supervisor Frattarelli
SECONDED BY:	Supervisor Giesbrecht
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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89 **B. Staff Presentations**

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91 Mr. Urbancic went over the resolution and proposed assessments with the Board.

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93 **C. Public Comments**

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95 There were no public comments.

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97 **D. Consideration of Resolution 2020-08; Levying O&M Assessments**

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99 The Board reviewed the resolution.

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MOTION TO:	Approve Resolution 2020-05.
MADE BY:	Supervisor Giesbrecht
SECONDED BY:	Supervisor Frattarelli
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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108 **E. Close Public Hearing Levying O&M Assessments**

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MOTION TO:	Close the public hearing.
MADE BY:	Supervisor Frattarelli
SECONDED BY:	Supervisor Giesbrecht
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion passed unanimously

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119 **6. RETURN TO REGULAR MEETING**

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121 Mr. Lamb directed the Board to return to the regular meeting.

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124 **7. VENDOR/STAFF REPORTS**

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A. District Counsel

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127 There were no additional reports from Counsel at this time.

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129 **B. District Engineer**

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C. District Manager

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132 Mr. Lamb provided an update on the interim engineering services and the exhibits on the
133 CDD/HOA agreement.

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136 **8. BUSINESS ITEMS**

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A. Discussion on RFQ for Engineering Services

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139 Mr. Lamb and Mr. Urbancic went over the process for RFQ for engineering services. The Board
140 discussed and asked some questions; Mr. Urbancic and Mr. Lamb answered.

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MOTION TO:	Rank Johnson Engineering as number one and initiate staff to negotiate the final form of the service agreement.
MADE BY:	Supervisor Giesbrecht
SECONDED BY:	Supervisor Frattarelli
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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B. Consideration of Resolution 2020-06; Setting Fiscal Year 2021 Meeting Schedule

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153 Mr. Lamb went over the resolution and meeting schedule. The Board discussed the meeting
154 schedule. The Board wanted to highlight that this is a tentative schedule and if there are no
155 business items to discuss at a scheduled meeting, the meeting will be cancelled. Mr. Lamb said it
156 is more cost efficient to advertise once for a monthly meeting schedule and then just cancel if
157 there are no business items rather than only schedule a few meetings and then have something
158 come up and need to pay for additional advertisements for more meetings.

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MOTION TO:	Approve Resolution 2020-06 and accept the meeting schedule as shown.
MADE BY:	Supervisor Liberto
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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C. General Matters of the District

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Mr. Lamb went over that there was a request for an additional bike rack and a concrete pad for the bike rack and another request for more crosswalk markings for additional safety. There was another item for pressure washing the sidewalk and curbing.

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Supervisor Frattarelli attended an HOA finance meeting and said the HOA seemed concerned about the independent consultants. The HOA asked for the CDD to tell them what their priorities were and when the studies would occur. Mr. Lamb said the priorities would likely be the hardscape, landscape, and the lakes program. The Board and Mr. Lamb discussed. The Board said that the number one priority would be the hardscape, followed by the landscape and the lakes program.

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The Board continued to discuss the requests. The HOA clarified that the additional bike rack and concrete pad that they requested would be the third one and the same as the other two already installed.

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Supervisor Lozzi commented about the sidewalk and curbing request. He said that he was more concerned about the drainage curbing. Supervisor Lozzi also said that repairs likely need to be completed before the pressure washing is started. The Board also discussed the HOA funding the reserve study.

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The Board took audience comments. A resident asked for the CDD to do a recap of the CDD meetings at the HOA meetings to prevent confusion and stress about finances.

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Supervisor Frattarelli went over the details of the request for the crosswalk signs.

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MOTION TO:	Approve the sidewalk and bike pad, the pressure washing and repairs, and the pedestrian crossing signs and to include the priorities being hardscape, landscape, and lakes.
MADE BY:	Supervisor Liberto
SECONDED BY:	Supervisor Frattarelli
DISCUSSION:	Supervisor Lozzi asked for more details about the pressure washing. An HOA member answered.
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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Supervisor Liberto asked if the CDD can set up a process to have the items in the agreement executed. Mr. Lamb said that the plan is to address that in the October meeting. Supervisor Liberto was concerned that it could not be completed in one meeting.

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9. CONSENT AGENDA

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A. Consideration of Board of Supervisors Regular Meeting Minutes May 20, 2020

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B. Consideration of Board of Supervisors Continued Meeting Minutes June 11, 2020

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C. Consideration of Board of Supervisors Continued Meeting Minutes June 15, 2020

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D. Consideration of Board of Supervisors Special Meeting Minutes July 23, 2020

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C. Consideration of Operations and Maintenance Expenditures May 2020

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D. Consideration of Operations and Maintenance Expenditures June 2020

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E. Consideration of Operations and Maintenance Expenditures July 2020

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F. Review of Financial Statements through July 31, 2020

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The Board reviewed the Consent Agenda items.

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MOTION TO:	Approve the Consent Agenda.
MADE BY:	Supervisor Liberto
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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233 **10. SUPERVISOR REQUESTS**

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235 Supervisor Liberto asked about the process for ARC matters that need to be approved by the
236 CDD. Mr. Lamb answered.

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238 Supervisor Lozzi asked for an update about the sidewalks. Supervisor Frattarelli went over what
239 he knows about it. The Board, Mr. Urbancic, and Mr. Lamb discussed.

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242 **11. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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244 A resident asked if the CDD will still have public assets if the bond is paid off; Mr. Urbancic
245 said yes. There was also a resident question about how to find more information about CDD
246 documents and the bonds; Mr. Lamb answered.

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249 **12. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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

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261 **These minutes were done in summary format.*

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

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267 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
268 meeting held on 10-21-2021.

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Louis Frattarelli

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Signature

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Louis Frattarelli

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Printed Name

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Title:

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Chairman

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Vice Chairman

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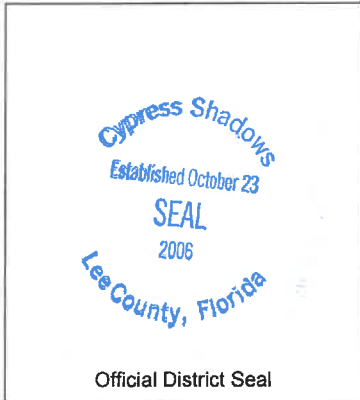
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Brian Lamb

Signature

Brian Lamb

Printed Name

Title:

Secretary

Assistant Secretary

Recorded by Records Administrator

Brittany Crutchfield

Signature

10-23-2021

Date