

CYPRESS SHADOWS COMMUNITY DEVELOPMENT DISTRICT

January 15, 2023, Minutes of the Regular Meeting

MINUTES OF THE REGULAR MEETING

The Regular Meeting of the Board of Supervisors of the Cypress Shadows Community Development District was held on **Wednesday, January 15, 2023, at 4:00 p.m.** at the Preserve at Corkscrew Clubhouse located at 20021 Cypress Shadows Boulevard, Estero, FL 33928.

1. CALL TO ORDER/ROLL CALL

Bryan Radcliff called the Regular Meeting of the Board of Supervisors of the Cypress Shadows Community Development District to order on **Wednesday, January 15, 2023, at approximately 4:00 p.m.**

Board Members Present and Constituting a Quorum:

Nick Liberto	Supervisor
Don Lozzi	Supervisor
Tony Provinzino	Supervisor
Craig Schneider	Supervisor
Timothy McElmury	Supervisor

Staff Members Present:

Bryan Radcliff	District Manager, Inframark
Greg Urbancic	District Counsel, Coleman Yovanovich & Koester <i>(via conference call)</i>

There were several residents' members in attendance.

2. AUDIENCE COMMENTS ON AGENDA ITEMS

A resident commented on the accounting process used to obtain the funds from the HOA.

A resident commented on the easement encroachment policy.

A resident commented on the parking policy.

A resident commented on the collection of HOA assessments due to the CDD.

3. VENDOR/STAFF REPORTS

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

There were no vendor or staff reports currently.

46 **4. BUSINESS ITEMS**

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48 **A. Discussion of HOA/CDD Transition of Maintenance of CDD Assets**

49
50 The Board Ratified the Termination of the Maintenance Agreement between the HOA and CDD.

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52 MOTION TO: Ratified the Termination of the Maintenance
53 Agreement between the HOA and CDD.
54 MADE BY: Supervisor Liberto
55 SECONDED BY: Supervisor Lozzi
56 DISCUSSION: None further
57 RESULT: Called to Vote: Motion PASSED
58 5/0 - Motion Passed Unanimously

59
60 The Board designated Tim McElmury to work with the HOA during their meeting with Vesta
61 regarding the transfer of funds from the HOA to the CDD.

62
63 MOTION TO: Approve for Tim McElmury to work with the HOA
64 during their meeting with Vesta regarding the transfer
65 of funds from the HOA to the CDD.
66 MADE BY: Supervisor Liberto
67 SECONDED BY: Supervisor Schneider
68 DISCUSSION: None further
69 RESULT: Called to Vote: Motion PASSED
70 5/0 - Motion Passed Unanimously

71
72 The Board discussed the process by which the funds necessary to operate and maintain the assets
73 within the community would be transferred from the HOA to the CDD. A conversation ensued
74 between the Board and the residents.

75
76 **B. Discussion of Easement Encroachment Protocols for ARC Applications**

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78 The Board discussed the process by which easement encroachments are addressed within the
79 community. It was determined that the Village of Estero already has a process in place to address
80 this. The Board requested the HOA going forward add the CDD as an additional insured to all
81 ARC applications to protect CDD assets. The easement encroachment topic will be tabled until
82 further notice.

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87 **C. Discussion of Allied Proposed Wage Increase**

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89 The Board reviewed the proposed wage increase submitted by Allied. A conversation ensued
90 regarding Allied's job performance between the Board and the residents. The Board Approved a
91 motion that the contract for guard house security be put out for bid/RFP.
92

93	MOTION TO:	Approve the contract for guard house security be put
94		out for bid/RFP
95	MADE BY:	Supervisor McElmury
96	SECONDED BY:	Supervisor Schneider
97	DISCUSSION:	None further
98	RESULT:	Called to Vote: Motion PASSED
99		5/0 - Motion Passed Unanimously

100
101 **D. Discussion of CDD Towing Policy**

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103 The Board reviewed an updated draft of a towing/parking policy for the District. A conversation
104 ensued between the Board and residents regarding requirements of the policy and revisions to it.
105 The Board requested a revised draft of the parking policy be submitted to the Board before the
106 next meeting for review and that District Management send the HOA a reminder of the parking
107 policy that is currently in place for it to be emailed to the residents.
108

109 **5. CONSENT AGENDA**

110 **A. Consideration of the Board of Supervisors Regular Meeting Minutes December 14,**
111 **2022**

112 **B. Consideration of Operations and Maintenance Expenditures November 2022**

113 **C. Review of Financial Statements for Month Ending October 31, 2022**
114

115 The Board reviewed the minutes from the meeting held on 12/14/2022, the Operations &
116 Maintenance Expenditures for the month of November and the Financials for the month ending
117 10/31/2022. The Board Approved all consent agenda items pending removal of O&M invoices
118 not belonging to the District.
119

120	MOTION TO:	Approve all Consent Agenda items pending removal
121		of O&M invoices not belonging to the District.
122	MADE BY:	Supervisor Schneider
123	SECONDED BY:	Supervisor Provinzino
124	DISCUSSION:	None further
125	RESULT:	Called to Vote: Motion PASSED
126		5/0 - Motion Passed Unanimously

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128 **6. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

129
130 There were no audience comments.
131
132 Supervisor Lozzi commented on golf cart usage within the District and how to govern them.
133 Requested District Manager to research golf cart usage with Lee County, possible use of off-duty
134 patrol and the specifics of a traffic enforcement agreement between the Lee County Sheriff's office
135 and the District.
136
137 Supervisor Lozzi commented on the pond health within the community and the pending proposals
138 for pond aeration that are forthcoming.
139
140 Supervisor Liberto commented on the District Engineer being consulted for parking issues, tree
141 replacement program, pond maintenance and aeration needs. The Board agreed to request the
142 District Engineer's presence at the next meeting to address these issues.

143
144 **7. ADJOURNMENT**

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146 MOTION TO: Adjourn the meeting at 6:02 P.M.
147 MADE BY: Supervisor Liberto
148 SECONDED BY: Supervisor McElmury
149 DISCUSSION: None further
150 RESULT: Called to Vote: Motion PASSED
151 5/0 - Motion Passed Unanimously

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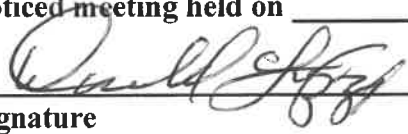
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**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____


Signature

Printed Name

Title:

- Chairman
- Vice Chairman

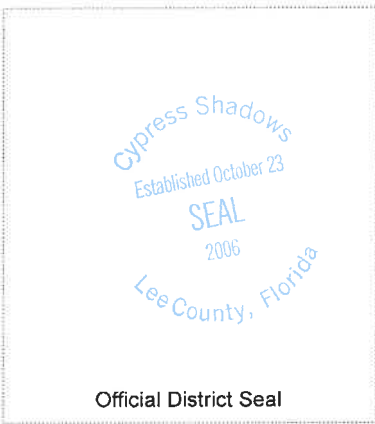



Signature

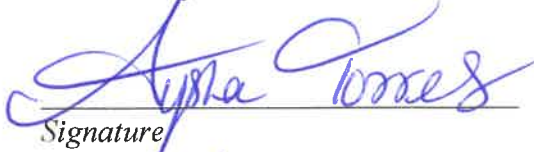
Printed Name

Title:

- Secretary
- Assistant Secretary



Recorded by Records Administrator


Signature

1/16/2023
Date