

CYPRESS SHADOWS COMMUNITY DEVELOPMENT DISTRICT

March 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, March 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 on **Wednesday, March 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 *(via conference call)*
Mike Radford MRI
Jordan Varble

There were no audience members in attendance.

2. MRI REPRESENTATIVE

i. Discussion on Storm Structure Inspection Proposal

Mr. Radford addressed the Board regarding the two proposals for Storm Water Inspection that were on the agenda. A conversation ensued between the Board and Mr. Radford. The Board Approved a revised proposal for Storm Water Inspection in the amount of \$24,500.00.

MOTION TO:	Approved the proposal for Storm Water Inspection in the amount of \$24,500.00.
MADE BY:	Supervisor Schneider
SECONDED BY:	Supervisor Lozzi
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/1 - Motion Passed; Supervisor Liberto opposed.

44 **3. VENDOR/STAFF REPORTS**

45 **A. District Counsel**

46 **B. District Engineer**

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48 There were no District Manager or Engineer report currently.

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50 **C. District Manager**

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52 Mr. Radcliff updated the Board on the following items:

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54 - The first draft of the FY 23/24 Budget should be available for review at next month's
55 meeting.

56

57 - Updated the Board on the transition of District Manager from Bryan Radcliff to Justin
58 Faircloth.

59

60 **4. BUSINESS ITEMS**

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62 **A. Discussion on Parking Policy**

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64 The Board reviewed a recent meeting between Mr. McElmury and the Fire Marshall in addition
65 to new information regarding the original parking rules established at origination. A conversation
66 ensued amongst the Board, Mr. Varble and Mr. Urbancic regarding a final version of the parking
67 policy. The Board agreed upon the following rules:

68

69 - No Parking will be allowed at all Cul De Sacs including the 2 Hammerheads.

70

71 - Street parking will not be allowed within the hours of midnight – 6am. Any exception to
72 this would need to be submitted to the HOA upon which they would coordinate parking
73 of the vehicle(s) at the clubhouse parking lot.

74

75 - The CDD will work with the HOA to provide a steady stream of education regarding
76 proper parking within the community.

77

78 The Board Approved the Parking Policy and set the Public Hearing date for May 15th.

79

80

MOTION TO: Approved the Parking Policy and set the Public
Hearing date for May 15th of 2023.

81

82 MADE BY: Supervisor Schneider

83 SECONDED BY: Supervisor Provinzino

84 DISCUSSION: None further

85 RESULT: Called to Vote: Motion PASSED

86 4/1 - Motion Passed; Supervisor Liberto opposed.

87 **B. Discussion on Review of Action Item Flowchart for Resident Concerns**

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89 The Board reviewed the action item flowchart and a plan for management of CDD maintenance,
90 repairs, and replacement activities for resident concerns which provides information on what the
91 CDD does and who to contact when a situation arises.

92
93 **C. Discussion of Accounting Firm Invoice**

94
95 Supervisor Lozzi directed staff to pay the Accounting Firm invoice for \$3000.00.

96
97 **D. Discussion on Golf Cart Policy**

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99 The Board discussed issues the community is currently experiencing with the use of Golf Carts
100 within the District. The Board agreed to have this as an agenda item next month along with any
101 supporting material.

102
103 **E. Acceptance/Ratification of LaJungla Contract**

104
105 The Board Approved the revised contract for landscaping services from LaJungla Lawn
106 Maintenance.

108	MOTION TO:	Approved the revised contract for landscaping
109		services from LaJungla Lawn Maintenance.
110	MADE BY:	Supervisor Lozzi
111	SECONDED BY:	Supervisor Schneider
112	DISCUSSION:	None further
113	RESULT:	Called to Vote: Motion PASSED
114		5/0 - Motion Passed Unanimously

115
116
117 **F. General Matters of the District**

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119 There were no general matters of the District.

120
121 **5. CONSENT AGENDA**

- 122 **A. Consideration of Minutes of the Regular Meeting February 15, 2023**
123 **B. Consideration of Operations and Maintenance Expenditures December 2022**
124 **C. Consideration of Operations and Maintenance Expenditures January 2023**
125 **D. Review of Financial Statements Month Ending January 31, 2023**

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127 The Board reviewed the minutes from the meeting held on 02/15/2023, the Operations &
128 Maintenance Expenditures for the month of December and January and the Financials for the

129 month ending 01/31/2023. The Board Approved all consent agenda items pending removal of
130 O&M invoices not belonging to the District.
131

MOTION TO:	Approved the Consent Agenda items A through D as stated.
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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140 **6. SUPERVISOR REQUESTS AND COMMENTS**
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142 Supervisor Lozzi proposed changing all future meeting times from 4pm to 3pm. The Board
143 Approved a motion to move all future meeting times from 4pm to 3pm.
144

MOTION TO:	Approved the move future meeting times from 4pm to 3pm.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor McElmary
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

152
153 Supervisor Lozzi requested that Laura Dahowski from Vesta be sent a copy of the meeting book
154 when sent to Board members and staff.
155

156 Supervisor McElmury commented on trash pick-up by LaJungla while on site.
157

158 Supervisor McElmury commented on trash being tossed into the ponds by LaJungla while on site.
159

160 Supervisor McElmury requested a meeting with accounting to go over various items.
161

162 Supervisor McElmury commented on a finance charge of \$5.34 that appeared on an advertising
163 invoice.
164

165 **7. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
166

167 A resident commented on the parking policy approved at the meeting.
168

169 A resident commented on getting a status on the long-term policy for plant material around the
170 ponds.

171
172 A resident commented on Golf Cart usage withing the community.

173
174 **8. ADJOURNMENT**

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MOTION TO:	Adjourn the meeting at 5:52 P.M.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor McElmury
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

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215 **Please note the entire meeting is available on disc.*
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217 **These minutes were done in summary format.*
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219 **Each person who decides to appeal any decision made by the Board with respect to any matter*
220 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
221 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
222 *based.*

223
224 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
225 noticed meeting held on 4/18/2023.

226 
227 _____
228 Signature

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230 _____
231 Printed Name

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233 Title:
234 Chairman
235 Vice Chairman

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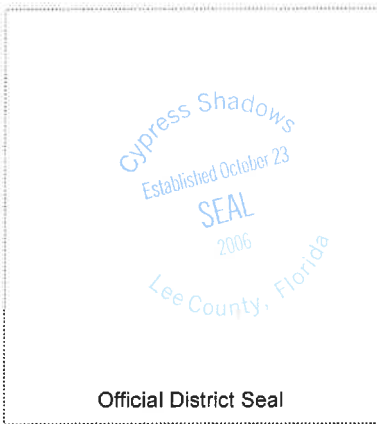


Signature

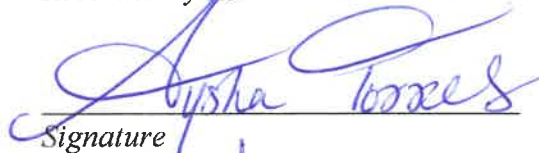
BRYAN RADCLIFF

Printed Name

233 Title:
234 Secretary
235 Assistant Secretary



Recorded by Records Administrator



Signature

4/20/2023

Date