

# CYPRESS SHADOWS COMMUNITY DEVELOPMENT DISTRICT

May 17, 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, May 17, 2023, at 3:00 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, May 17, 2023, at approximately 3:02 p.m.**

#### Board Members Present and Constituting a Quorum:

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

#### Staff Members Present:

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

Jordan Varble, Justin Faircloth (*via conference call*), and Jacob Whitlock

There were no resident comments currently.

### 2. BUSINESS ITEMS

#### A. Discussion of Pest Control Proposal

The Board reviewed a proposal from Pelican Pest Control for bi-monthly service. The Board Approved the proposal for bi-monthly pest control service for the District.

MOTION TO:	Approve a proposal for bi-monthly pest control service for the District.
MADE BY:	Supervisor Liberto
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

44 **B. Discussion of District Parking Policy**

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46 The Board agreed to table the item and rescinded the prior approval from March 15, 2023  
47 meeting regarding the parking policy.  
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49	MOTION TO:	Approve to rescind the recently approved parking
50		policy and cancel the public hearing to adopt the
51		parking policy set for June.
52	MADE BY:	Supervisor Liberto
53	SECONDED BY:	Supervisor Lozzi
54	DISCUSSION:	None further
55	RESULT:	Called to Vote: Motion PASSED
56		4/0 - Motion Passed Unanimously

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58 **C. Discussion of Landscape Replacements & Improvements**

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60 The Board agreed to Table the discussion of landscape improvements proposed by LaJungla  
61 pending a revised plan.  
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63 **Proposal for Willow Tree and Debris Removal**

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65 The Board Approved a proposal from CES for the removal of Willow Trees at a cost of \$1200.00  
66 and debris removal by LaJungla at a cost of \$3000.00 for a total cost of \$4200.00.  
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68	MOTION TO:	Approve the proposal from CES for the removal of
69		Willow Trees at a cost of \$1200.00 and debris
70		removal by LaJungla at a cost of \$3000.00 for a total
71		cost of \$4200.00.
72	MADE BY:	Supervisor Schneider
73	SECONDED BY:	Supervisor Provinzino
74	DISCUSSION:	None further
75	RESULT:	Called to Vote: Motion PASSED
76		4/0 - Motion Passed Unanimously

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78 **Proposal for Cord Grass Removal and New Plantings**

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80 The Board Approved a motion for the removal of cord grass at a cost of \$3890.00 and the install  
81 of new plantings at a cost of \$700.00.  
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MOTION TO:	Approve for the removal of cord grass at a cost of \$3890.00 and the install of new plantings at a cost of \$700.00.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**D. Discussion of Hammerhead Signage Proposals**

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The Board Approved a proposal for the fabrication and installation of eight (8) “No Parking” signs at the Hammerheads within the community. The Board agreed to proceed with 4 signs at this time and the remaining 4 if needed.

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MOTION TO:	Approve proposal for the fabrication and installation of eight (8) “No Parking” signs at the Hammerheads within the community.
MADE BY:	Supervisor Schneider
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**E. Consideration of Resolution 2023-04; Approving the Proposed Fiscal Year 2024 Budget & Setting Public Hearing**

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Mr. Lamb and Mr. Radcliff presented the FY 23/24 Proposed Budget to the Board. A conversation ensued between the Board and district management. The Board agreed to add \$20k to the Miscellaneous Contingency line item and have the \$206,463 currently listed as “HOA Funded Field Operations” applied to all expenditures to bring them to 100% cost.

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The Board Adopted Resolution 2023-04, Approving the FY 2023/2024 Budget, and Setting the Public Hearing for August 16th at 3pm.

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MOTION TO:	Adopted Resolution 2023-04 as stated.
MADE BY:	Supervisor Schneider
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**F. Consideration of Resolution 2023-05; Approving the Proposed Fiscal Year 2024 Budget & Setting Public Hearing**

135 The Board Adopted a new Resolution containing a new Public Hearing date. The Board  
136 Adopted Resolution 2023-05, Approving the FY 2023/2024 Budget and Setting the Public  
137 Hearing for August 3rd at 3pm.  
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MOTION TO:	Adopted Resolution 2023-05 as stated.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Schneider
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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**G. Announcement of Qualified Electors**

148 Mr. Radcliff informed the Board that the District has 827 qualified electors as of April 15, 2023.  
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**H. General Matters of the District**

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The Board reviewed changing future meeting dates to coordinate with the new incoming District  
Manager. The Board Approved a Motion to change all future meeting dates to the 1st Thursday of  
each month at 3pm.

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MOTION TO:	Approve to change all future meeting dates to the 1st Thursday of each month at 3pm.
MADE BY:	Supervisor Lozzi
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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164 **3. CONSENT AGENDA**

165 **A. Consideration of Minutes of the Regular Meeting April 19, 2023**

166 **B. Consideration of Operations and Maintenance Expenditures April 2023**

167 **C. Review of Financial Statements Month Ending April 30, 2023**

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169 The Board reviewed the minutes from the meeting held on 04/19/2023, the Operations &  
170 Maintenance Expenditures for April 2023 and the Financials for the month ending 04/30/2023. The  
171 Board Approved all consent agenda items pending reviewed corrections to the financials.  
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MOTION TO:	Approved the Consent Agenda items A through C as stated.
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MADE BY:	Supervisor Liberto
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SECONDED BY:	Supervisor Provinzino
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DISCUSSION:	None further
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RESULT:	Called to Vote: Motion PASSED
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	4/0 - Motion Passed Unanimously
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181 **4. VENDORS AND STAFF REPORTS**

182 **A. District Counsel**

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184 Mr. Urbancic updated the Board on recent legislative laws approved that require sitting CDD  
185 Board Supervisors to complete mandatory ethics training and the modification of the E-Verify  
186 requirement required in all vendor contracts.

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188 **B. District Engineer**

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190 Mr. Varble updated the Board that the recently approved proposal for cord grass replacement  
191 will also include the repair of a berm as well.

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193 **C. District Manager**

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195 Mr. Radcliff updated the Board that this would be his last meeting as District Manager for the  
196 community and that Justin Faircloth along with Jacob Whitlock would assume management duties  
197 going forward.

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199 **5. BOARD OF SUPERVISORS REQUESTS AND COMMENTS**

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201 The Board commented on supplying the HOA with copy paper for the CDD to use and helping with  
202 the maintenance cost of the HOA owned golf cart.

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204 **6. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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206 There were no resident comments at this time.

**7. ADJOURNMENT**

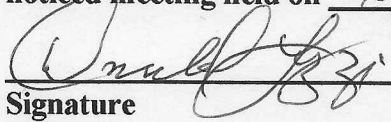
MOTION TO:	Adjourn the Regular meeting at 5:07 P.M.
MADE BY:	Supervisor Schneider
SECONDED BY:	Supervisor Provinzino
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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

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

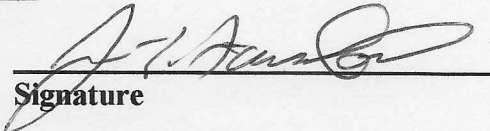
*\*Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 6/11/23.

  
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Signature

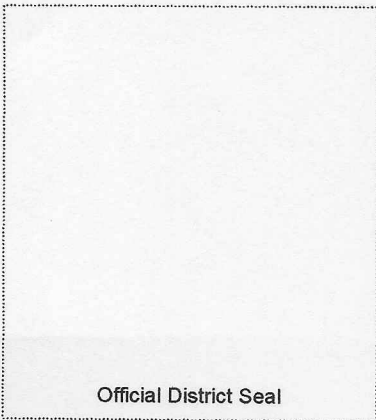
Donald Lopez  
Printed Name

Title:  
 Chairman  
 Vice Chairman

  
\_\_\_\_\_  
Signature

Justin Fink  
Printed Name

Title:  
 Secretary  
 Assistant Secretary



Recorded by Records Administrator

\_\_\_\_\_  
Signature

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Date