

**CYPRESS PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

**December 12, 2017 Minutes of the Public Hearing & Regular Meeting**

**Minutes of the Special Meeting**

The Public Hearing & Regular Meeting of the Board of Supervisors for the Cypress Preserve Community Development District was held on **Tuesday, December 12, 2017 at 2:30 p.m.** at The Land O' Lakes Branch Library, located at 2818 Collier Parkway, Land O' Lakes, FL 34639.

**1. CALL TO ORDER/ROLL CALL**

Brian Lamb called the Public Hearing & Regular Meeting of the Cypress Preserve Community Development District to order on **Tuesday, December 12, 2017 at approximately 2:30 p.m.**

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

Brian Howell	Supervisor
Eric Davidson	Supervisor
Debby Hukill	Supervisor

**Staff Members Present:**

Brian Lamb	Meritus	
Vivek Babbar	District Counsel	<i>via Conference Call</i>
Paul Skidmore	District Engineer	<i>via Conference Call</i>
Penny Clark		<i>Via Conference Call</i>
Bob Appleyard		

There were no members of the general public in attendance.

**2. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments on agenda items.

**3. PUBLIC HEARING ON LEVYING SPECIAL ASSESSMENTS**

**A. Open the Public Hearing on Levying Special Assessments**

MOTION TO:	Open the Public Hearing on Levying Special Assessments
MADE BY:	Supervisor Hukill
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**B. Staff Presentations**

Mr. Lamb discussed the assessment methodology with Board.

*Entire discussion available on audio.*

**C. Public Comment**

**D. Consideration of Resolution 2018-04; Levying Special Assessments**

MOTION TO:	Approve Resolution 2018-04; Levying Special Assessments Resolution
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**E. Close the Public Hearing on Levying Special Assessments**

MOTION TO:	Close the Public Hearing on Levying Special Assessments
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**4. BUSINESS ITEMS**

**A. Consideration of the Main Entry and Amenity Signage**

Ms. Clark commented that CRS did not bid the electrical but Ms. Clark asked them to revise the bid to include electrical up lighting to LED fixtures. Ms. Clark recommended to the Board to award the contract to CRS as they are the lowest bidder.

MOTION TO:	Award contract for main entry and amenity signage bid to CRS.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**B. Consideration of the Ancillary Documents**

- i. Declaration of Consent
- ii. Agreement to Convey or Dedicate
- iii. Collateral Assignment
- iv. Funding and Completion Agreement
- v. True Up Agreement
- vi. Notice of Lien
- vii. Declaration of Consent for NVR Model Lots

Mr. Babbar provided an overview for each ancillary document.

*Entire Discussion available on Audio.*

MOTION TO:	Approve items in subsection of B. on the agenda in substantial form.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Hukill
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**C. Discussion of Landscaping and Irrigation Improvements Proposals**

Mr. Babbar updated the Board on the landscaping and irrigation improvements proposals, most bidders did not provide all the required documentation and backup information to do a fair comparison so he will recommend to the Board that they reject all current proposals for Phase 1 and rebid the project letting all proposers know to submit the required documents.

MOTION TO:	Reject all proposals and authorize rebidding of Phase 1 landscaping and irrigation improvements.
MADE BY:	Supervisor Hukill
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**D. Discussion on Chemical Treatment Proposal – Ecological Consultants, Inc.**

Ms. Clark recommended that Board approves this proposal as the treatment will need to be done prior to planting.

MOTION TO:	Approve chemical treatment proposal for \$5,796 as a change order to the existing contract.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

**E. General Matters of the District**

128 **3. CONSENT AGENDA**

129 **A. Consideration of the Regular Board Meeting Minutes November 28, 2017**

130  
131 The Board reviewed the minutes.  
132

MOTION TO:	Approve the November 28, 2017 minutes.
MADE BY:	Supervisor Hukill
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

139  
140 **4. STAFF REPORTS**

141 **A. District Counsel**

142 The Preliminary Offering Memorandum was purchased last Friday and pricing will come within  
143 the next week and looking to pre-close on Bonds shortly after.  
144

145 **B. District Manager**

146 **C. District Engineer**

147  
148 **5. SUPERVISOR COMMENTS**

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150 There were no supervisor comments.  
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152 **6. PUBLIC COMMENTS**

153  
154 There were no public comments.  
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156  
157 **7. ADJOURNMENT**  
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MOTION TO:	Continue meeting to December 19, 2017 at 3:00 p.m. at Land O' Lakes Branch Library, located at 2818 Collier Parkway, Land O' Lakes, FL 34639.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - 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 01-16-18.

Signature

Eric Davidson

Printed Name

Title:

☐ Secretary

☒ Assistant Secretary

Signature

Brian Hower

Printed Name

Title:

☐ Chairman

☐ Vice Chairman

Recorded by Records Administrator

Signature

1-19-18

Date



Official District Seal