

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
REGULAR MEETING
MAY 1, 2018**

CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT AGENDA

Tuesday, May 1, 2018

2:30 P.M.

The Land O' Lakes Branch Library

Located at 2818 Collier Parkway Land O' lakes, FL 34639

District Board of Supervisors	Chair	Brian Howell
	Assistant Secretary	Eric Davidson
	Vice-Chair	Debby Hukill
		Vacant
		Vacant
District Manager	Meritus	Brian Lamb
District Attorney	Straley Robin Vericker	Vivek K. Babbar
District Engineer	Florida Design Consultants	Paul Skidmore

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at **2:30 p.m.** The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Agendas can be reviewed online at: <http://cypresspreserveadd.com/blog/> or by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Each individual is limited to **three (3) minutes** for public comments. The Board of Supervisors or Staff is not obligated to provide a response at the meeting and may need additional time to research issues or concerns brought up at the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. No motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711, who can aid you in contacting the District Office.

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

May 1, 2018
Board of Supervisors
Cypress Preserve Community Development District

Dear Board Members:

The Regular Meeting of Cypress Preserve Community Development District will be held on **May 1, 2018 at 2:30 p.m.** at the Land O' Lakes Branch Library located at 2818 Collier Parkway Land O' Lakes, FL 34639. The following is the Agenda for the Meeting:

Call-In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Resolution 2018-06; Approving Fiscal Year 2019 Proposed Budget & Setting Public Hearing Tab 01
 - B. Consideration of Resolution 2018-07; Re-Setting the Terms of Office to Coincide with General Election Schedule Tab 02
 - C. Annual Disclosure of Qualified Electors *Under Separate Cover*
- 4. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Board Meeting February 06, 2018 Tab 03
 - B. Consideration of Maintenance and Operations Expenditures January 2018 Tab 04
 - C. Consideration of Maintenance and Operations Expenditures February 2018 Tab 05
 - D. Consideration of Maintenance and Operations Expenditures March 2018 Tab 06
 - E. Review of Financial Statements Month Ending March 31, 2018 Tab 07
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 6. SUPERVISORS REQUEST AND COMMENTS**
- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,



Brian Howell

RESOLUTION 2018-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“Board”) of the Cypress Preserve Community Development District (“District”) prior to June 15, 2018, a proposed operations and maintenance budget for Fiscal Year 2018/2019; and

WHEREAS, the Board has considered the proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT:

1. **BUDGET APPROVED.** The operating budget proposed by the District Manager for Fiscal Year 2018/2019 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said approved budget is hereby declared and set for the following date, hour and location:

DATE: August 7, 2018

HOURL: 2:30 p.m.

LOCATION: The Land O’Lakes Library
2818 Collier Parkway
Land O’Lakes, Florida 34639

3. **TRANSMITTAL OF BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the proposed budget to Pasco County, Florida at least 60 days prior to the hearing date set above.

4. **POSTING OF BUDGETS.** In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the approved proposed budget on the District's website at least two days before the budget hearing date as set forth in section 2.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 1ST DAY OF MAY, 2018.

ATTEST:

**CYPRESS PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ Secretary
- ☐ Assistant Secretary

Title:

- ☐ Chair of the Board of Supervisors
- ☐ Vice Chair of the Board of Supervisors

Exhibit A: Proposed FY 2018/2019 Budget

2019



CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019

PROPOSED ANNUAL OPERATING BUDGET

MAY 1, 2018



CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2019

PROPOSED ANNUAL OPERATING BUDGET

TABLE OF CONTENTS

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
I.	BUDGET INTRODUCTION	1
II.	FISCAL YEAR 2018 BUDGET ANALYSIS.....	2
III.	PROPOSED OPERATING BUDGET	3
IV.	GENERAL FUND 001 DESCRIPTIONS.....	4
V.	DEBT SERVICE FUND.....	6
VI.	SCHEDULE OF ANNUAL ASSESSMENTS	7

MAY 1, 2018

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Cypress Preserve Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a solution to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2019, which begins on October 1, 2018. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

<u>Fund Number</u>	<u>Fund Name</u>	<u>Services Provided</u>
001	General Fund	Operations and Maintenance of Community Facilities
200	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2017 Special Assessment Revenue Bonds

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2018 Final Operating Budget	Current Period Actuals 10/1/17 - 3/31/18	Projected Revenues & Expenditures 4/1/18 to 9/30/18	Total Actuals and Projections Through 9/30/18	Over/(Under) Budget Through 9/30/18
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	499,315.00	36,120.75	49,974.64	86,095.39	(413,219.61)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$499,315.00	\$36,120.75	\$49,974.64	\$86,095.39	(\$413,219.61)
OTHER MISCELLANEOUS REVENUES					
Miscellaneous	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REVENUES	\$499,315.00	\$36,120.75	\$49,974.64	\$86,095.39	(\$413,219.61)
EXPENDITURES					
ADMINISTRATIVE					
District Management	42,500.00	20,133.31	22,366.69	42,500.00	0.00
District Engineer	5,000.00	1,040.00	1,040.00	2,080.00	(2,920.00)
Disclosure Report	5,000.00	0.00	3,150.00	3,150.00	(1,850.00)
Trustees Fees	6,000.00	0.00	0.00	0.00	(6,000.00)
Accounting Services	0.00	0.00	7,500.00	7,500.00	7,500.00
Auditing Services	5,500.00	0.00	5,500.00	5,500.00	0.00
Postage, Phone, Faxes, Copies	150.00	0.00	50.00	50.00	(100.00)
Public Officials Insurance	2,500.00	0.00	0.00	0.00	(2,500.00)
Legal Advertising	750.00	3,349.93	300.00	3,649.93	2,899.93
Bank Fees	400.00	129.09	129.09	258.18	(141.82)
Dues, Licenses & Fees	175.00	200.00	0.00	200.00	25.00
Office Supplies	150.00	134.87	0.00	134.87	(15.13)
Website Administration	1,200.00	1,000.00	0.00	1,000.00	(200.00)
TOTAL ADMINISTRATIVE	\$69,325.00	\$25,987.20	\$40,035.78	\$66,022.98	(\$3,302.02)
LEGAL COUNSEL					
District Counsel	5,000.00	10,572.41	1,500.00	12,072.41	7,072.41
TOTAL LEGAL COUNSEL	\$5,000.00	\$10,572.41	\$1,500.00	\$12,072.41	\$7,072.41
UTILITY SERVICES					
Street Lights	74,790.00	0.00	1,500.00	1,500.00	(73,290.00)
Other Electric Services	18,000.00	600.00	900.00	1,500.00	(16,500.00)
Potable Water Utility Services	5,000.00	0.00	0.00	0.00	(5,000.00)
Non-Potable Irr. Water Fees	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY SERVICES	\$97,790.00	\$600.00	\$2,400.00	\$3,000.00	(\$94,790.00)
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	19,000.00	0.00	0.00	0.00	(19,000.00)
General, Property & Casualty Insurance	7,500.00	0.00	5,000.00	5,000.00	(2,500.00)
Landscape Maintenance	225,000.00	0.00	0.00	0.00	(225,000.00)
Miscellaneous Repairs & Maintenance	15,000.00	0.00	0.00	0.00	(15,000.00)
Hardscape Maintenance	12,000.00	0.00	0.00	0.00	(12,000.00)
Plant Replacement Program	15,000.00	0.00	0.00	0.00	(15,000.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$293,500.00	\$0.00	\$5,000.00	\$5,000.00	(\$288,500.00)
ROAD & STREET FACILITIES					
Sidewalk & Pavement Repairs	2,500.00	0.00	0.00	0.00	(2,500.00)
TOTAL ROAD & STREET FACILITIES	\$2,500.00	\$0.00	\$0.00	\$0.00	(\$2,500.00)
PARKS & RECREATION					
Cabana Janitorial & Cleaning	6,000.00	0.00	0.00	0.00	(6,000.00)
Recreation Facility Maintenance	2,500.00	0.00	0.00	0.00	(2,500.00)
Recreation Equipment Maintenance	3,500.00	0.00	0.00	0.00	(3,500.00)
Pool Operations & Maintenance	18,000.00	0.00	0.00	0.00	(18,000.00)
Security System	1,200.00	0.00	0.00	0.00	(1,200.00)
TOTAL PARKS & RECREATION	\$31,200.00	\$0.00	\$0.00	\$0.00	(\$31,200.00)
TOTAL EXPENDITURES	\$499,315.00	\$37,159.61	\$48,935.78	\$86,095.39	(\$413,219.61)
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	(\$1,038.86)	\$1,038.86	\$0.00	\$0.00

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2018 Final Operating Budget	Total Actuals and Projections Through 9/30/18	Over/(Under) Budget Through 9/30/18	Fiscal Year 2019 Proposed Operating Budget	Increase / (Decrease) from FY 2018 to FY 2019
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Off Roll	0.00	0.00	0.00	228,374.70	228,374.70
Operations & Maintenance Assmts-Tax Roll	0.00	0.00	0.00	83,702.72	83,702.72
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00	\$0.00	\$0.00	\$312,077.42	\$312,077.42
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	499,315.00	86,095.39	(413,219.61)	187,237.58	(312,077.42)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$499,315.00	\$86,095.39	(\$413,219.61)	\$187,237.58	(\$312,077.42)
TOTAL REVENUES	\$499,315.00	\$86,095.39	(\$413,219.61)	\$499,315.00	\$0.00
EXPENDITURES					
ADMINISTRATIVE					
District Management	42,500.00	42,500.00	0.00	42,500.00	0.00
District Engineer	5,000.00	2,080.00	(2,920.00)	5,000.00	0.00
Disclosure Report	5,000.00	3,150.00	(1,850.00)	5,000.00	0.00
Trustees Fees	6,000.00	0.00	(6,000.00)	6,000.00	0.00
Accounting Services	0.00	7,500.00	7,500.00	4,500.00	4,500.00
Auditing Services	5,500.00	5,500.00	0.00	5,500.00	0.00
Postage, Phone, Faxes, Copies	150.00	50.00	(100.00)	150.00	0.00
Public Officials Insurance	2,500.00	0.00	(2,500.00)	2,500.00	0.00
Legal Advertising	750.00	3,649.93	2,899.93	2,500.00	1,750.00
Bank Fees	400.00	258.18	(141.82)	400.00	0.00
Dues, Licenses & Fees	175.00	200.00	25.00	175.00	0.00
Office Supplies	150.00	134.87	(15.13)	150.00	0.00
Website Administration	1,200.00	1,000.00	(200.00)	1,200.00	0.00
TOTAL ADMINISTRATIVE	\$69,325.00	\$66,022.98	(\$3,302.02)	\$75,575.00	\$6,250.00
LEGAL COUNSEL					
District Counsel	5,000.00	12,072.41	7,072.41	12,500.00	7,500.00
TOTAL LEGAL COUNSEL	\$5,000.00	\$12,072.41	\$7,072.41	\$12,500.00	\$7,500.00
UTILITY SERVICES					
Street Lights	74,790.00	1,500.00	(73,290.00)	74,790.00	0.00
Other Electric Services	18,000.00	1,500.00	(16,500.00)	18,000.00	0.00
Potable Water Utility Services	5,000.00	0.00	(5,000.00)	5,000.00	0.00
TOTAL UTILITY SERVICES	\$97,790.00	\$3,000.00	(\$94,790.00)	\$97,790.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	19,000.00	0.00	(19,000.00)	19,000.00	0.00
General, Property & Casualty Insurance	7,500.00	5,000.00	(2,500.00)	7,500.00	0.00
Landscape Maintenance	225,000.00	0.00	(225,000.00)	211,250.00	(13,750.00)
Miscellaneous Repairs & Maintenance	15,000.00	0.00	(15,000.00)	15,000.00	0.00
Hardscape Maintenance	12,000.00	0.00	(12,000.00)	12,000.00	0.00
Plant Replacement Program	15,000.00	0.00	(15,000.00)	15,000.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$293,500.00	\$5,000.00	(\$288,500.00)	\$279,750.00	(\$13,750.00)
ROAD & STREET FACILITIES					
Sidewalk & Pavement Repairs	2,500.00	0.00	(2,500.00)	2,500.00	0.00
TOTAL ROAD & STREET FACILITIES	\$2,500.00	\$0.00	(\$2,500.00)	\$2,500.00	\$0.00
PARKS & RECREATION					
Cabana Janitorial & Cleaning	6,000.00	0.00	(6,000.00)	6,000.00	0.00
Recreation Facility Maintenance	2,500.00	0.00	(2,500.00)	2,500.00	0.00
Recreation Equipment Maintenance	3,500.00	0.00	(3,500.00)	3,500.00	0.00
Pool Operations & Maintenance	18,000.00	0.00	(18,000.00)	18,000.00	0.00
Security System	1,200.00	0.00	(1,200.00)	1,200.00	0.00
TOTAL PARKS & RECREATION	\$31,200.00	\$0.00	(\$31,200.00)	\$31,200.00	\$0.00
TOTAL EXPENDITURES	\$499,315.00	\$86,095.39	(\$413,219.61)	\$499,315.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

FINANCIAL & ADMINISTRATIVE

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

Cost of maintenance and administration of the District's website

LEGAL COUNSEL

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

OTHER PHYSICAL ENVIRONMENT

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2017

REVENUES

CDD Debt Service Assessments	\$	618,188
TOTAL REVENUES	\$	618,188

EXPENDITURES

Series 2017 May Bond Interest Payment	\$	229,094
Series 2017 November Bond Principal Payment	\$	160,000
Series 2017 November Bond Interest Payment	\$	229,094
TOTAL EXPENDITURES	\$	618,188
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2018	\$	9,630,000
Principal Payment Applied Toward Series 2017 Bonds	\$	160,000
Bonds Outstanding - Period Ending 11/1/2019	\$	9,470,000

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

			Fiscal Year 2018				Fiscal Year 2019				Total Increase / (Decrease) in Annual Assmt
Lot Size	EBU Value	Unit Count	Debt Service Per Unit	O&M Admin per unit	O&M Per Unit	FY 2018 Total Assessment	Debt Service Per Unit	O&M Admin per unit	O&M Per Unit	FY 2019 Total Assessment	
ASSESSMENT AREA ONE - SERIES 2017											
Villa - 35'	0.88	100	\$1,050.00	\$81.82	\$467.84	\$1,599.66	\$1,050.00	\$81.82	\$467.84	\$1,599.66	\$0.00
Single Family 40'	1.00	171	\$1,200.00	\$93.51	\$534.68	\$1,828.19	\$1,200.00	\$93.51	\$534.68	\$1,828.19	\$0.00
Single Family 50'	1.25	216	\$1,500.00	\$116.88	\$668.35	\$2,285.23	\$1,500.00	\$116.88	\$668.35	\$2,285.23	\$0.00
Subtotal	487										
ASSESSMENT AREA TWO - FUTUTRE BOND											
Villa - 35'	0.88	184		\$81.82	\$467.84	\$549.66		\$81.82	\$467.84	\$549.66	\$0.00
Single Family 40'	1.00	169		\$93.51	\$534.68	\$628.19		\$93.51	\$534.68	\$628.19	\$0.00
Single Family 50'	1.25	0		\$116.88	\$668.35	\$785.23		\$116.88	\$668.35	\$785.23	\$0.00
Subtotal	353										

Notations:

⁽¹⁾ Annual assessments are adjusted for the County collection costs and statutory discounts for early payment.

RESOLUTION NO. 2018-07

A RESOLUTION OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS EXTENDING THE TERMS OF THE BOARD OF SUPERVISORS' SEATS TO ALIGN WITH THE NOVEMBER GENERAL ELECTIONS IN ACCORDANCE WITH CHAPTER 190, FLORIDA STATUTES.

WHEREAS, the Cypress Preserve Community Development District (the "**District**") is a local unit of special-purpose government organized and existing in accordance with the Uniform Community Development District Act of 1980, as amended, Chapter 190, Florida Statutes; and

WHEREAS, pursuant to Section 190.006 (3)(a)2.c, Florida Statutes, the District's Board of Supervisors (the "**Board**") is authorized to amend the terms of office for supervisor seats for the purpose of aligning the District's election cycle for landowner elected seats with the general election held in November during even years; and

WHEREAS, the Board desires to align the terms of the Supervisors with the general election cycle.

NOW THEREFORE, BE IT RESOLVED that:

1. **Amendment of Terms of Office.** The current term of office for each the District's Supervisors is hereby modified and amended to expire on the following dates:
 - a. The current term for Seat #1 will expire November 8, 2022.
 - b. The current term for Seat #2 will expire November 8, 2022.
 - c. The current term for Seat #3 will expire November 10, 2020.
 - d. The current term for Seat #4 will expire November 10, 2020.
 - e. The current term for Seat #5 will expire November 10, 2020.
2. **Effective Date and Transmittal.** This Resolution shall become effective upon its passage and the District's Secretary is authorized to transmit a copy of this Resolution to the Supervisor of Elections of Pasco County, Florida.

PASSED AND ADOPTED THIS 1ST DAY OF MAY, 2018.

ATTEST:

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ Secretary
☐ Assistant Secretary

Title:

- ☐ Chair of the Board of Supervisors
☐ Vice Chair of the Board of Supervisors

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

February 6, 2018 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Cypress Preserve Community Development District was held on **Tuesday, February 6, 2018 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

Debby Nussel called the Regular Meeting of the Cypress Preserve Community Development District to order on **Tuesday, February 6, 2018 at approximately 2:32 p.m.**

Board Members Present and Constituting a Quorum:

Brian Howell	Supervisor
Eric Davidson	Supervisor
Debby Nussel	Supervisor

Staff Members Present:

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		<i>arrived at approximately 2:35 p.m.</i>

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. BUSINESS ITEMS

A. Consideration of Additional Perimeter Fencing for Phase I

Ms. Clark went over the fencing proposal.

MOTION TO:	Approve the fencing proposal from Danielle Fence.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

4. CONSENT AGENDA

**A. Consideration of the Minutes of the Regular Board Meeting & Public Hearing
January 16, 2017**

The Board reviewed the minutes.

MOTION TO:	Approve the January 16, 2017 minutes.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

B. Review of Financial Statements Month Ending December 31, 2017

The Board reviewed and accepted the financials.

5. STAFF REPORTS

A. District Counsel

Mr. Babbar provided an update regarding finalizing the contract for Phase I landscaping and irrigation with Cornerstone. He will update the Board at a future meeting about the progress on the maintenance agreement.

Ms. Clark went over reaching out to Cornerstone about landscaping at a park as an addendum. Cornerstone came back with a price of \$18,488 to do the landscaping.

MOTION TO:	Approve the addendum for the park area with a cap not to exceed \$18,488.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

Ms. Clark reviewed her progress on getting quotes for decorative columns.

MOTION TO: Approve a cap not to exceed \$50,000 for the column work.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Davidson
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. District Manager
C. District Engineer

6. SUPERVISOR COMMENTS

There were no supervisor comments.

7. PUBLIC COMMENTS

There were no public comments.

8. ADJOURNMENT

MOTION TO: Adjourn.
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 _____.

Signature

Signature

Printed Name

Printed Name

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	7968	\$ 2,933.33		Management Services - May
Meritus Districts	7969	2,933.33		Management Services - June
Meritus Districts	7970	2,933.33		Management Services - July
Meritus Districts	7971	2,933.33		Management Services - August
Meritus Districts	8046	2,933.33		Management Services - September
Meritus Districts	7972	2,933.33		Management Services - October
Meritus Districts	7973	2,933.33		Management Services - November
Meritus Districts	7974	2,933.33		Management Services - December
Meritus Districts	8176	3,533.33	\$ 26,999.97	Management Services - January
Monthly Contract Sub-Total		\$ 26,999.97		
Variable Contract				
Straley Robin Vericker	14486	\$ 2,702.49		Professional Services - thru 05/15/17 - General
Straley Robin Vericker	14526	1,321.38		Professional Services - thru 06/15/17 - General
Straley Robin Vericker	14658	1,106.25		Professional Services - thru 07/15/17 - General
Straley Robin Vericker	14735	565.00		Professional Services - thru 08/15/17 - General
Straley Robin Vericker	14783	326.32		Professional Services - thru 09/15/17 - General
Straley Robin Vericker	14943	1,006.00		Professional Services - thru 10/15/17 - General
Straley Robin Vericker	15198	2,843.50		Professional Services - thru 11/15/17 - General
Straley Robin Vericker	15231	1,977.10		Professional Services - thru 12/15/17 - General

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Straley Robin Vericker	15386	1,176.20	\$ 13,024.24	Professional Services - thru 01/15/18 - General
Variable Contract Sub-Total		\$ 13,024.24		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
DEO	71221	\$ 175.00		Special District Fee - FY18
Tampa Bay Times	478335	606.80		Special Meeting - 06/12/17
Tampa Bay Times	478306	664.40		Special Meeting - 06/13/17
Tampa Bay Times	480862	290.00		Meeting Schedule - 06/23/17
Tampa Bay Times	492936	142.00		Change In Meeting - 07/02/17
Tampa Bay Times	478264	3,016.00		Special Meeting - 07/04/17
Tampa Bay Times	478294	345.00		Special Meeting - 07/23/17
Tampa Bay Times	500653	317.00		FY18 Budget - 07/23/17
Tampa Bay Times	TBT 073117	25.79		Finance Charge - 07/31/17
Tampa Bay Times	531500	165.00		2018 Meetings - 09/24/17
Tampa Bay Times	547758	126.40		RFP Construction - 10/27/17
Tampa Bay Times	551701	92.80		11/28/17 Meeting - 11/17/17
Tampa Bay Times	556653	1,068.00		Assessments 1/2 - 11/17/17
Tampa Bay Times	556653	904.40		Assessments 2/2 - 11/24/17
Tampa Bay Times	570383 121517	131.20		RFP Landscape - 12/15/17
Tampa Bay Times	574987 010518	97.60	\$ 7,992.39	Meeting Change - 01/05/18
Regular Services Sub-Total		\$ 8,167.39		
Additional Services				
Alphagraphics	696468	\$ 35.00		Established Stamp - 09/29/17

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
DEO	71221A	25.00		Late Fee - 12/11/17
Florida Design Consultants, Inc.	37603	480.00		Draft Engineering Report - thru 09/29/17
Florida Design Consultants, Inc.	38114	440.00	\$ 920.00	Miscellaneous Services - thru 01/26/18
Kaeser & Blair	71206188	99.87		Laser Checks - 12/11/17
Meritus Districts	7890	114.80		Tampa Bay Times Ad - 05/10/17
Additional Services Sub-Total		\$ 1,194.67		
TOTAL:		\$ 49,386.27		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070



INVOICE

Invoice Number: 7968
Invoice Date: Jul 17, 2017
Page: 1

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		7/17/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - May		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070



INVOICE

Invoice Number: 7969
Invoice Date: Jul 17, 2017
Page: 1

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		7/17/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - June		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDdthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070



INVOICE

Invoice Number: 7970
Invoice Date: Jul 17, 2017
Page: 1

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		7/17/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - July		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 7971
Invoice Date: Aug 1, 2017
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		8/1/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - August		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070



INVOICE

Invoice Number: 8046
Invoice Date: Sep 1, 2017
Page: 1

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		9/1/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - September		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDdthomas 1/24/2018

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



Invoice Number: 7972
Invoice Date: Oct 1, 2017
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:	
Cypress Preserve CDD 2005 Pan Am Circle Suite 120 Tampa, FL 33607	

Ship to:	

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		10/1/17

Quantity	Item	Description	Unit Price	Amount
	District Management Website Admin.	District Management Services - October Website Maintenance		2,833.33 100.00

Subtotal	2,933.33
Sales Tax	
Total Invoice Amount	2,933.33
Payment/Credit Applied	
TOTAL	2,933.33

Check/Credit Memo No:

REVIEWED dthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 7973
Invoice Date: Nov 1, 2017
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		11/1/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - November		2,833.33
	Website Admin.	Website Maintenance		100.00
		21		

Subtotal	2,933.33
Sales Tax	
Total Invoice Amount	2,933.33
Payment/Credit Applied	
TOTAL	2,933.33

Check/Credit Memo No:

REVIEWEDdthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 7974
Invoice Date: Dec 1, 2017
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		12/1/17

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - December		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 8176
Invoice Date: Jan 1, 2018
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		1/1/18

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - January		2,833.33
	Website Admin.	Website Maintenance		100.00
		Website Development		600.00
Subtotal				3,533.33
Sales Tax				
Total Invoice Amount				3,533.33
Payment/Credit Applied				
TOTAL				3,533.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

May 26, 2017
Client: 001490
Matter: 000001
Invoice #: 14486

Page: 1

RE: General

For Professional Services Rendered Through May 15, 2017

SERVICES

Date	Person	Description of Services	Hours
4/25/2017	LH	REVIEW EMAIL FROM B. CRUTCHFIELD RE TENTATIVE ORGANIZATIONAL MEETING DATE; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME.	0.2
4/27/2017	LH	PREPARE EMAIL TO C. SCHROEDER AND D. SCHMIDT AT PASCO COUNTY BOARD RECORDS RE COPY OF THE ORDINANCE AND EFFECTIVE DATE OF SAME; PREPARE DRAFT NOTICE OF ESTABLISHMENT AND RESOLUTION ADOPTING SAME.	1.6
4/28/2017	LH	REVIEW ESTABLISHMENT ORDINANCE AND CONFIRMATION LETTER FROM THE STATE OF FLORIDA RE EFFECTIVE DATE OF ORDINANCE; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING COPIES OF SAME; PREPARE DRAFT BUDGET FUNDING AGREEMENTS FOR REMAINDER OF FY 2016/2017 AND FOR FY 2017/2018, RESOLUTIONS ADOPTING FUNDING AGREEMENTS, RESOLUTION SETTING PUBLIC HEARING ON RULES OF PROCEDURES AND DRAFT PUBLICATION NOTICES FOR RULES OF PROCEDURE PUBLIC HEARING.	4.6

REVIEWEDdtthomas 1/24/2018

May 26, 2017
 Client: 001490
 Matter: 000001
 Invoice #: 14486

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
5/2/2017	VKB	REVIEW AND REVISE RESOLUTION AUTHORIZING RECORDING OF NOTICE OF ESTABLISHMENT; REVIEW AND REVISE NOTICE OF ESTABLISHMENT; REVIEW AND REVISE RESOLUTION APPROVING PRELIMINARY BUDGETS AND SETTING PUBLIC HEARING FOR BUDGETS; REVIEW AND REVISE ADS FOR PUBLIC HEARING FOR BUDGET; REVIEW AND REVISE RESOLUTIONS ADOPTING FINAL BUDGETS AND FUNDING AGREEMENT; REVIEW AND REVISE RESOLUTIONS RE: RULES OF PROCEDURE; REVIEW AND REVISE RULES OF PROCEDURE.	2.8	
5/2/2017	LH	CONTINUE WORKING ON RESOLUTIONS AND DOCUMENTS FOR ORGANIZATIONAL MEETING.	1.2	
5/3/2017	VKB	TELEPHONE CALL TO B. LAMB RE: BOARD MEETING.	0.2	
5/3/2017	LH	REVISE RESOLUTIONS AND DEVELOPER FUNDING AGREEMENTS; PREPARE EMAILS (X2) TO B. CRUTCHFIELD TRANSMITTING DOCUMENTS FOR ORGANIZATIONAL MEETING AND DOCUMENTS FOR PUBLIC HEARINGS ON THE BUDGETS AND RULES OF PROCEDURE.	0.9	
5/4/2017	VKB	TELECONFERENCE WITH B. LAMB RE: INITIAL BOARD MEETING; REVIEW EMAIL FROM B. CRUTCHFIELD.	0.3	
5/9/2017	VKB	REVIEW AGENDA PACKET.	0.5	
5/10/2017	VKB	TELECONFERENCE WITH B. LAMB RE: BOARD MEETING; PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE; DRAFT FORM OF PARTIAL ASSIGNMENT OF CONTRACTS FOR PUBLIC INFRASTRUCTURE; DRAFT EMAIL RE: SAME.	1.4	
5/15/2017	LH	PREPARE EMAIL TO J. GASKINS TRANSMITTING ORDINANCE, LOCATION MAP AND REGISTERED AGENT'S NAME FOR PURPOSES OF LISTING THE DISTRICT WITH THE DEO AND TRANSMITTING THE ANNUAL INVOICE TO THE DISTRICT MANAGER; REVIEW EMAIL FROM J. GASKINS RE THE DISTRICT'S PROFILE FOR THE DEO WEBSITE; PREPARE EMAIL TO J. GASKINS CONFIRMING SAME.	0.4	
Total Professional Services			14.1	\$2,635.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	5.2	\$1,300.00

May 26, 2017
Client: 001490
Matter: 000001
Invoice #: 14486

Page: 3

PERSON RECAP

Person	Hours	Amount
LH Lynn Hoodless	8.9	\$1,335.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
5/15/2017	Photocopies (298 @ \$0.15)	\$44.70
5/15/2017	FEDEX- Federal Express-	\$22.79
Total Disbursements		\$67.49

Total Services	\$2,635.00
Total Disbursements	\$67.49
Total Current Charges	\$2,702.49

PAY THIS AMOUNT

\$2,702.49

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

June 21, 2017
Client: 001490
Matter: 000001
Invoice #: 14526

Page: 1

RE: General

For Professional Services Rendered Through June 15, 2017

SERVICES

Date	Person	Description of Services	Hours
5/16/2017	LB	PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING COPY OF RESOLUTION 2017-23 WITH EXHIBITS FOR THE DISTRICT FILES AND REQUESTING THE STATUS OF RECEIVING THE ORIGINAL SIGNED NOTICE OF ESTABLISHMENT FOR RECORDING.	0.2
5/16/2017	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE LANDOWNERS' ELECTION PUBLICATION NOTICE; PREPARE DRAFT PUBLICATION NOTICE RE SAME.	0.6
5/24/2017	VKB	REVIEW AND REVISE NEWSPAPER AD FOR LANDOWNER ELECTION.	0.3
5/25/2017	LB	FINALIZE PUBLICATION NOTICE FOR LANDOWNER'S MEETING AND ELECTION; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME; REVIEW OUTSTANDING MATTERS; OFFICE CONFERENCE WITH V. BABBAR RE SAME; PREPARE EMAIL TO B. CRUTCHFIELD RE STATUS OF RECEIVING EXECUTED NOTICE OF ESTABLISHMENT, ADOPTED MEETING DATES AND PUBLIC HEARING DATES; ADDITIONAL EMAILS FROM AND TO B. CRUTCHFIELD RE SAME.	0.7
5/30/2017	JMV	REVIEW EMAIL FROM B. CRUTCHFIELD; REVIEW LEGAL NOTICE.	0.2
5/30/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: ASSIGNMENT OF MATERIALS TESTING AGREEMENT.	0.3
6/2/2017	LB	REVIEW STATUS OF RECEIVING ORIGINAL NOTICE OF ESTABLISHMENT; PREPARE EMAIL TO B. CRUTCHFIELD RE SAME.	0.2

REVIEWEDdtthomas 1/24/2018

June 21, 2017
 Client: 001490
 Matter: 000001
 Invoice #: 14526

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
6/6/2017	JMV	REVIEW AND PREPARE ESTABLISHMENT DOCUMENTS FOR RECORDING WITH COUNTY RECORDS.	0.6	
6/6/2017	LB	REVIEW EXECUTED NOTICE OF ESTABLISHMENT; PREPARE TRANSMITTAL LETTER TO CLERK OF COURT TO RECORD SAME.	0.3	
Total Professional Services			3.4	\$694.00

PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	0.8	\$244.00
VKB Vivek K. Babbar	0.6	\$150.00
LB Lynn Butler	2.0	\$300.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
5/15/2017	Clerk, Circuit Court, Hillsborough County- Filing Fee- Filing Fee 1490.01	\$407.50
6/5/2017	FEDEX- Federal Express- A/C #3057-9286-1	\$42.49
6/6/2017	Clerk, Circuit Court, Pasco County- Recording Fees- Recording Fees, Notice of Establishment	\$35.50
6/6/2017	FEDEX- Federal Express-	\$18.24
6/15/2017	Photocopies (841 @ \$0.15)	\$126.15
Total Disbursements		\$629.88

June 21, 2017

Client: 001490

Matter: 000001

Invoice #: 14526

Page: 3

Total Services	\$694.00
Total Disbursements	\$629.88
Total Current Charges	\$1,323.88

<i>Less Retainer Applied</i>	<i>(\$2.50)</i>
PAY THIS AMOUNT	\$1,321.38

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

July 26, 2017
Client: 001490
Matter: 000001
Invoice #: 14658

Page: 1

RE: General

For Professional Services Rendered Through July 15, 2017

SERVICES

Date	Person	Description of Services	Hours	
6/16/2017	LB	REVIEW RECORDED NOTICE OF ESTABLISHMENT; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING COPY OF SAME FOR THE DISTRICT'S RECORDS.	0.2	
6/26/2017	JMV	PREPARE LEGAL NOTICES FOR CDD BUDGET; PREPARE LEGAL NOTICE FOR CDD ASSESSMENTS.	0.8	
6/26/2017	LB	REVIEW EMAIL FROM B. CRUTCHFIELD RE PUBLICATION NOTICES AND PROPERTY OWNER NOTICE RE O&M BUDGET FOR FY 2017/2018; PREPARE DRAFT PUBLICATION NOTICES AND DRAFT NOTICE LETTER TO PROPERTY OWNERS RE SAME; FINALIZE PUBLICATION NOTICES AND MAILED NOTICE LETTER; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING SAME.	1.3	
7/10/2017	VKB	REVIEW AGENDA PACKET; TELEPHONE CALL TO B. LAMB RE: BOARD MEETING.	0.4	
7/11/2017	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	0.5	
Total Professional Services			3.2	\$694.00

PERSON RECAP

Person	Hours	Amount
JMV John M. Vericker	0.8	\$244.00

REVIEWEDdtthomas 1/24/2018

July 26, 2017
Client: 001490
Matter: 000001
Invoice #: 14658

Page: 2

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	0.9	\$225.00
LB Lynn Butler	1.5	\$225.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
7/5/2017	FEDEX- Federal Express-	\$27.15
7/6/2017	Times Publishing Company- Miscellaneous- Cypress Preserve/Advertising	\$282.80
7/15/2017	Photocopies (682 @ \$0.15)	\$102.30
Total Disbursements		\$412.25

Total Services	\$694.00
Total Disbursements	\$412.25
Total Current Charges	\$1,106.25

PAY THIS AMOUNT

\$1,106.25

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

August 25, 2017
Client: 001490
Matter: 000001
Invoice #: 14735

Page: 1

RE: General

For Professional Services Rendered Through August 15, 2017

SERVICES

Date	Person	Description of Services	Hours	
7/19/2017	VKB	REVIEW AND REVISE PLAT; DRAFT EMAIL RE: SAME.	0.7	
7/31/2017	VKB	REVIEW AGENDA PACKET; TELEPHONE CALL TO B. LAMB RE: BOARD MEETING.	0.3	
8/1/2017	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE; REVIEW AND REPLY TO EMAILS FROM B. HOWELL.	0.5	
8/3/2017	VKB	REVIEW AND REPLY TO EMAILS FROM B. HOWELL.	0.2	
8/10/2017	VKB	DRAFT EMAIL TO AND REPLY TO EMAIL FROM B. HOWELL RE: BOARD MEETING.	0.2	
Total Professional Services			1.9	\$475.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	1.9	\$475.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
7/26/2017	ANTHEM REPORTING- Court Reporter Charges- Court Reporter; Cypress Preserve; #1490-01	\$90.00
Total Disbursements		\$90.00

REVIEWEDdtthomas 1/24/2018

August 25, 2017

Client: 001490

Matter: 000001

Invoice #: 14735

Page: 2

Total Services	\$475.00	
Total Disbursements	\$90.00	
Total Current Charges		\$565.00

PAY THIS AMOUNT	\$565.00
------------------------	-----------------

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

September 20, 2017
Client: 001490
Matter: 000001
Invoice #: 14783

Page: 1

RE: General

For Professional Services Rendered Through September 15, 2017

SERVICES

Date	Person	Description of Services	Hours	
8/24/2017	VKB	REVIEW AND REPLY TO EMAILS RE: PLAT APPROVAL.	0.3	
8/30/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK.	0.2	
9/14/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: ASSIGNMENT OF CONTRACTS; REVIEW CONTRACTS.	0.5	
9/15/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: PAYMENT APPLICATIONS AND ASSIGNMENT OF CONTRACTS.	0.2	
Total Professional Services			1.2	\$300.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	1.2	\$300.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
8/18/2017	Clerk, Circuit Court, Pasco County- Clerk of Court- Issuance of Certificate of No Appeal	\$7.00
8/18/2017	FEDEX- Federal Express-	\$18.42
9/15/2017	Photocopies (6 @ \$0.15)	\$0.90

September 20, 2017
Client: 001490
Matter: 000001
Invoice #: 14783

Page: 2

DISBURSEMENTS

Date	Description of Disbursements	Amount
	Total Disbursements	\$26.32
	Total Services	\$300.00
	Total Disbursements	\$26.32
	Total Current Charges	\$326.32
	PAY THIS AMOUNT	\$326.32

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

October 24, 2017
Client: 001490
Matter: 000001
Invoice #: 14943

Page: 1

RE: General

For Professional Services Rendered Through October 15, 2017

SERVICES

Date	Person	Description of Services	Hours	
9/18/2017	VKB	TELECONFERENCE WITH P. SKIDMORE RE: ASSIGNMENT OF CONTRACTS; DRAFT EMAIL TO M. WILLIAMS RE; SAME.	0.2	
9/19/2017	VKB	REVIEW EMAIL FROM P. SKIDMORE; REVIEW AND REPLY TO EMAIL FROM B. LAMB.	0.2	
9/26/2017	VKB	REVIEW AND REVISE TENTATIVE AGENDA; REVIEW AND REPLY TO EMAIL FROM B. LAMB RE; SAME.	0.2	
10/2/2017	VKB	DRAFT ASSIGNMENT OF AGREEMENTS FOR PUBLIC INFRASTRUCTURE TO CDD.	0.9	
10/3/2017	VKB	FINALIZE ASSIGNMENT OF AGREEMENTS FOR PUBLIC INFRASTRUCTURE TO CDD; PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	1.1	
10/4/2017	VKB	FINALIZE DEVELOPMENT ACQUISITION AGREEMENT AND PROMISSORY NOTE; DRAFT AND REPLY TO EMAILS RE: SAME.	0.5	
10/12/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: RFP DOCUMENTS AND PROCEDURE.	0.2	
10/13/2017	VKB	TELECONFERENCE WITH P. CLARK RE; RFP DOCUMENTS AND PROCEDURES AND FOLLOW UP ON STATUS OF EXECUTION OF DOCUMENTS; DRAFT EMAIL TO B. LAMB RE: FUNDING AGREEMENT.	0.7	
Total Professional Services			4.0	\$1,000.00

REVIEWEDdthomas 1/24/2018

October 24, 2017
Client: 001490
Matter: 000001
Invoice #: 14943

Page: 2

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	4.0	\$1,000.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
8/22/2017	Clerk & Comptroller, Pasco County- Filing Fee- Filing Fee 1490.01	\$6.00
	Total Disbursements	\$6.00
	Total Services	\$1,000.00
	Total Disbursements	\$6.00
	Total Current Charges	\$1,006.00

PAY THIS AMOUNT **\$1,006.00**

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

November 29, 2017
Client: 001490
Matter: 000001
Invoice #: 15198

Page: 1

RE: General

For Professional Services Rendered Through November 15, 2017

SERVICES

Date	Person	Description of Services	Hours
10/19/2017	VKB	DRAFT LANDSCAPING RFP DOCUMENTS; TELECONFERENCE WITH P. CLARK RE: SAME; DRAFT EMAIL RE: SAME.	2.8
10/23/2017	VKB	TELECONFERENCE WITH P. CLARK RE: RFP DOCUMENTS; REVIEW AND REVISE RFP DOCUMENTS; DRAFT EMAIL TO B. HOWELL AND B. LAMB RE: NEWSPAPER AD.	1.8
10/25/2017	VKB	TELECONFERENCE WITH P. CLARK RE; LANDSCAPING AND IRRIGATION RFP; REVIEW AND REVISE RFP DOCUMENTS.	1.3
10/26/2017	VKB	REVIEW AND REPLY TO EMAILS FROM P. CLARK AND B. APPELYARD RE; LANDSCAPING AND IRRIGATION RFP; FINALIZE RFP DOCUMENTS.	0.8
10/27/2017	VKB	REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDERS RE: NEWSPAPER AD.	0.3
10/30/2017	VKB	REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDERS RE: NEWSPAPER AD; REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: PLAT.	0.4
10/31/2017	VKB	REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDER RE: NEWSPAPER AD; REVIEW AND REPLY TO EMAIL FROM B. CRUTCHFIELD RE: AGENDA.	0.5
11/1/2017	VKB	REVIEW AND REPLY TO EMAILS FROM P. CLARK RE: AGENDA; DRAFT AND REPLY TO EMAILS FROM B. CRUTCHFIELD RE: SAME; REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDER RE: NEWSPAPER AD.	0.6

REVIEWEDdtthomas 1/24/2018

November 29, 2017
Client: 001490
Matter: 000001
Invoice #: 15198

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
11/6/2017	VKB	REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDER RE: NEWSPAPER AD; DRAFT AND REPLY TO EMAILS WITH P. CLARK RE: STATUS OF RFP.	0.5	
11/7/2017	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE; REVIEW AND REVISE RESOLUTIONS RE: BOARD MEETING; DRAFT EMAIL TO B. LAMB RE: ASSESSMENT NOTICES.	1.1	
11/8/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: FENCE PROPOSAL.	0.2	
11/9/2017	VKB	REVIEW AND REPLY TO EMAILS FROM INTERESTED BIDDER RE: ISSUE WITH OPENING CERTAIN BID DOCUMENTS.	0.2	
11/13/2017	VKB	REVIEW AND REPLY TO EMAILS RE: CLARIFICATION FOR LANDSCAPING AND IRRIGATION RFP; REVIEW AND REPLY TO EMAIL RE: PAYMENT PROCESS FOR VENDORS.	0.5	
11/14/2017	VKB	REVIEW AND REPLY TO PUBLIC RECORD REQUEST RE BIDDER LIST FOR LANDSCAPING AND IRRIGATION RFP.	0.3	
Total Professional Services			11.3	\$2,825.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	11.3	\$2,825.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
10/13/2017	XPRESS DELIVERIES, LLC- Courier Service- Courier Services	\$18.50
Total Disbursements		\$18.50

November 29, 2017
Client: 001490
Matter: 000001
Invoice #: 15198

Page: 3

Total Services	\$2,825.00	
Total Disbursements	\$18.50	
Total Current Charges		\$2,843.50

PAY THIS AMOUNT	\$2,843.50
------------------------	-------------------

Please Include Invoice Number on all Correspondence

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

December 20, 2017
Client: 001490
Matter: 000001
Invoice #: 15231

Page: 1

RE: General

For Professional Services Rendered Through December 15, 2017

SERVICES

Date	Person	Description of Services	Hours
11/17/2017	VKB	REVIEW AND REPLY TO EMAILS FROM PHASE 1 BIDDERS; DRAFT EMAIL TO P. CLARK AND MERITUS RE: PROPOSALS FOR PHASE 1 WORK.	0.6
11/20/2017	JMV	PREPARE RFP EVALUATION SHEET.	0.4
11/20/2017	LB	REVIEW EMAIL FROM P. CLARK RE SCORING SHEET FOR PHASE 1 LANDSCAPE AND IRRIGATION IMPROVEMENTS; REVIEW RFP RE SAME; PREPARE DRAFT SCORING SHEETS; OFFICE CONFERENCE WITH J. VERICKER RE SAME; PREPARE EMAIL TO P. CLARK TRANSMITTING SCORING SHEETS.	0.5
11/27/2017	VKB	REVIEW AGENDA PACKET; TELEPHONE CALL TO B. LAMB RE: BOARD MEETING.	0.4
11/28/2017	VKB	TELECONFERENCE WITH P. CLARK RE: BOARD MEETING AND LANDSCAPING AND IRRIGATION PROPOSALS. PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	0.6
11/29/2017	VKB	REVIEW EMAIL FROM P. CLARK AND B. LAMB.	0.2
11/30/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: LANDSCAPING AND IRRIGATION RFP.	0.2
12/5/2017	VKB	REVIEW AND REPLY TO EMAILS FROM B. CRUTCHFIELD; REVIEW AND REVISE DRAFT AGENDA.	0.4
12/8/2017	VKB	DRAFT RE-BID RFP DOCUMENTS FOR PHASE 1 IRRIGATION AND LANDSCAPE WORK; DRAFT EMAIL TO P. CLARK RE: SAME.	0.7

REVIEWEDdtThomas 1/24/2018

December 20, 2017
 Client: 001490
 Matter: 000001
 Invoice #: 15231

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
12/11/2017	VKB	FINALIZE RE-BID RFP DOCUMENTS FOR PHASE 1 IRRIGATION AND LANDSCAPE WORK; DRAFT AND REPLY TO EMAILS WITH P. CLARK RE: SAME; REVIEW AGENDA PACKET.	1.7	
12/12/2017	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE; TELECONFERENCE WITH P. CLARK RE: PHASE 1 RE-BIDDING AND JANUARY MEETING; DRAFT EMAIL TO PHASE 1 BIDDERS RE: REJECTION OF ALL PROPOSALS AND RE-BID.	1.2	
12/15/2017	VKB	DRAFT HARDSCAPING AND SIGNAGE AGREEMENT WITH CRS; TELEPHONE CALL TO P. CLARK RE: SAME.	1.1	
Total Professional Services			8.0	\$1,972.00

PERSON RECAP

Person		Hours	Amount
JMV	John M. Vericker	0.4	\$122.00
VKB	Vivek K. Babbar	7.1	\$1,775.00
LB	Lynn Butler	0.5	\$75.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
12/15/2017	Photocopies (34 @ \$0.15)	\$5.10
Total Disbursements		\$5.10

December 20, 2017
Client: 001490
Matter: 000001
Invoice #: 15231

Page: 3

Total Services	\$1,972.00	
Total Disbursements	\$5.10	
Total Current Charges		\$1,977.10

PAY THIS AMOUNT	\$1,977.10
------------------------	-------------------

Please Include Invoice Number on all Correspondence

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

January 24, 2018

Client: 001490

Matter: 000001

Invoice #: 15386

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2018

SERVICES

Date	Person	Description of Services	Hours
12/18/2017	VKB	REVIEW EMAIL FROM P. CLARK RE: HARDSCAPING AND SIGNAGE AGREEMENT WITH CRS; REVIEW EXHIBITS RE: SAME; FINALIZE AGREEMENT AND DRAFT EMAIL RE: SAME.	0.8
12/19/2017	VKB	FOLLOW UP WITH B. LAMB RE: CONTINUED BOARD MEETING; REVIEW AND REPLY TO EMAIL FROM MERITUS RE: JANUARY BOARD MEETING; REVIEW AND REPLY TO EMAIL RE: CONFIRMATION OF CDD RE: ASSESSMENTS ON MODEL LOTS.	0.5
12/21/2017	VKB	REVIEW AND REPLY TO NUMEROUS EMAILS RE: HARDSCAPING AND SIGNAGE AGREEMENT; DRAFT NOTICE OF COMMENCEMENT RE: SAME; CONFERENCE WITH B. HOWELL RE: SAME.	0.8
12/22/2017	VKB	TELECONFERENCE WITH P. CLARK RE: CDD ASSESSMENTS AND MODEL LOTS CLOSING; DRAFT AND REPLY TO EMAILS RE: SAME; TELECONFERENCE WITH B. HOWELL RE: SAME.	0.5
12/27/2017	VKB	REVIEW AND REPLY TO EMAIL FROM P. MILLER; TELEPHONE CALL TO P. MILLER.	0.2
1/2/2018	VKB	TELECONFERENCE WITH CRS RE: NOTICE OF COMMENCEMENTS; REVIEW AND REVISE SAME; DRAFT EMAIL TO P. CLARK RE: SAME.	0.2
1/3/2018	VKB	REVIEW AND REPLY TO EMAILS RE: NOTICE OF COMMENCEMENTS; REVIEW AND REVISE SAME.	0.2
1/5/2018	VKB	REVIEW AND REPLY TO EMAILS FROM BIDDERS RE: PROPOSALS FOR LANDSCAPE AND IRRIGATION RFP; REVIEW PROPOSALS RE: SAME; DRAFT EMAIL TO P. CLARK RE: SAME.	0.8

REVIEWEDdtthomas 1/26/2018

January 24, 2018
Client: 001490
Matter: 000001
Invoice #: 15386

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
1/9/2018	VKB	REVIEW AND REVISE RESOLUTION FOR BOARD MEETING.	0.7	
Total Professional Services			4.7	\$1,175.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	4.7	\$1,175.00

DISBURSEMENTS

Date	Description of Disbursements	Amount
1/15/2018	Photocopies (8 @ \$0.15)	\$1.20
Total Disbursements		\$1.20

Total Services	\$1,175.00
Total Disbursements	\$1.20
Total Current Charges	\$1,176.20

PAY THIS AMOUNT	\$1,176.20
------------------------	-------------------

Please Include Invoice Number on all Correspondence

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2017/2018 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 71221	Fees Date: 12/05/2017	Payment Date: 12/05/2017	Date Invoiced: 10/02/2017
Annual Fee: \$175.00	Late Fee: \$25.00	Received: \$175.00	Total Due, Postmarked by 01/11/2018: \$25.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Cypress Preserve Community Development District

Mr. Brian Lamb

Meritus

2005 Pan Am Circle, Suite 120

Tampa, FL 33607

DEC 13 2017

2. Telephone: (813) 397-5121
 3. Fax: (813) 873-7070
 4. Email: brian.lamb@merituscorp.com
 5. Status: Independent
 6. Governing Body: Elected
 7. Website Address: cypresspreserveccd.com/blog
 8. County(ies): Pasco
 9. Function(s): Community Development
 10. Boundary Map on File: 05/15/2017
 11. Creation Document on File: 05/15/2017
 12. Date Established: 04/27/2017
 13. Creation Method: Local Ordinance
 14. Local Governing Authority: Pasco County
 15. Creation Document(s): County Ordinance 17-17
 16. Statutory Authority: Chapter 190, Florida Statutes
 17. Authority to Issue Bonds: Yes
 18. Revenue Source(s): Assessments
 19. Most Recent Update: 10/23/2017

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: _____ Date: _____

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. ____ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. ____ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. ____ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2015/2016 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: ____ Denied: ____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

REVIEWED dthomas 1/24/2018


Rick Scott
GOVERNOR



Cissy Proctor
EXECUTIVE DIRECTOR

DEC 13 2017

To: Certain Special District Registered Agents

From: Jack Gaskins Jr., Special District Accountability Program 

Date: December 11, 2017

Subject: Noncompliance with Fiscal Year 2017 - 2018 state fee and update requirements; fee and/or late fee and update form due by January 11, 2018

On October 2, 2017, the Florida Department of Economic Opportunity (DEO) mailed the combined *Fiscal Year 2017 - 2018 Special District Fee Invoice and Update Form* (form) along with a cover letter explaining the purpose of the state fee and form to all special districts. The post-marked deadline for remitting payment and the form was December 4, 2017. As of December 11, 2017, DEO has either not received payment or received payment after the deadline.

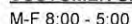
Enclosed is a new form that includes a \$25 penalty for failure to remit payment by the deadline. You may pay the amount due as follows:

- By credit or debit card (Visa or MasterCard) at www.FloridaJobs.org/SpecialDistrictFee.
- By check, mailed to the Florida Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124.

You may download a copy of the October 2, 2017 cover letter, a duplicate form and DEO's W-9 form from www.FloridaJobs.org/SpecialDistrictFee.

To avoid a second \$25 penalty, the payment of the annual fee and \$25 penalty must be paid online or postmarked by January 11, 2018. Rule 73C-24.003(4), *Florida Administrative Code*, requires DEO to report each special district in noncompliance with its fee requirements to the Office of the Comptroller for further action. This will result in additional fees and a report of collection activities to the credit bureaus.

If you have any questions or concerns, please contact me at 850-717-8430 or Jack.Gaskins@DEO.MyFlorida.com.




Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special meeting Cypr** was published in **Tampa Bay Times: 6/12/17**. in said newspaper in the issues of

Affiant further says the said **Tampa Bay Times** is a newspaper published in , Florida and that the said newspaper has heretofore been continuously published in said , Florida, each day and has been entered as a second class mail matter at the post office in said , Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper


 Signature of Affiant

Sworn to and subscribed before me this 06/12/2017.


 Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____


**NOTICE OF RULE DEVELOPMENT BY
THE CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

In accord with Chapters 120 and 190, Florida Statutes, the Cypress Preserve Community Development District ("District") hereby gives notice of its intention to repeal its existing Rules of Procedure in total and to develop new Rules of Procedure to govern the operations of the District.

The Rules of Procedure address such areas as the Board of Supervisors, officers and voting, district offices, public information and inspection of records, policies, public meetings, hearings and workshops, rulemaking proceedings and competitive purchase including procedure under the Consultants Competitive Negotiation Act, procedure regarding auditor selection, purchase of insurance, pre-qualification, construction contracts, goods, supplies and materials, maintenance services, contractual services and protests with respect to proceedings, as well as any other area of the general operation of the District.

The purpose and effect of the Rules of Procedure is to provide for efficient and effective District operations. The purpose and effect of the repeal of the District's current Rules of Procedure is to, among other things, repeal rules rendered obsolete by statutory changes. Specific legal authority for the repeal of the existing Rules of Procedure and the adoption of the proposed Rules of Procedure includes Sections 190.011(5), 190.011(15) and 190.035, Florida Statutes (2012). The specific laws implemented in the Rules of Procedure include, but are not limited to, Sections 112.08, 112.3143, 119.07, 189.4221, 190.006, 190.007, 190.008, 190.011(3), 190.011(5), 190.011(15), 190.033, 190.035, 218.931, 255.05, 255.0518, 255.0525, 255.20, 286.0105, 286.011, 287.017, 287.055 and 287.084, Florida Statutes (2012), and Ch. 2013-227, Laws of Florida.

A copy of the proposed Rules of Procedure may be obtained by contacting the District Manager at Meritus Districts, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, or by calling 813-397-5120.

 Brian Lamb
 District Manager

Run Date: June 12, 2017

478335



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355
Fed Tax ID 59-0482470

AD SALES HOURS

M - TH 7:30 - 6:30

FRI 7:30-5:30

CUSTOMER SERVICE HOURS

M-F 8:00 - 5:00

ADVERTISING INVOICE

Advertising Run Dates	Advertiser/Client Name
06/13/17 - 06/13/17	CYPRESS PRESERVE
Billing Date	Customer Account
06/13/17	163473
Total Amount Due	Ad Number
\$664.40	478306

PAYMENT DUE UPON RECEIPT

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
06/13/17	06/13/17	478306	405	Special meeting Cypress Preser	2	16.11IN	664.40

REVIEWED dthomas 1/24/2018



Times Publishing Company
P.O. Box 175
St. Petersburg, FL 33731-0175
Toll Free Phone: 1 (877) 321-7355

ADVERTISING INVOICE

Thank you for your business

CYPRESS PRESERVE
2005 PAN AM CIRCLE SUITE 120
TAMPA, FL 33607

JUN 15 2017

REMIT TO:

JUN 15 2017

**TAMPA BAY TIMES
DEPT 3396
P.O. BOX 123396
DALLAS, TX 75312-3396**

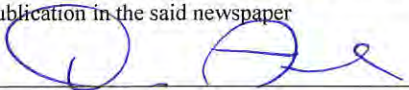
10016347300000000047830613060000664400

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special meeting Cypr** was published in **Tampa Bay Times: 6/13/17**, in said newspaper in the issues of

Affiant further says the said **Tampa Bay Times** is a newspaper published in , Florida and that the said newspaper has heretofore been continuously published in said , Florida, each day and has been entered as a second class mail matter at the post office in said , Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 06/13/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF RULE MAKING FOR RULES OF PROCEDURE**

A public hearing will be conducted by the Board of Supervisors of the Cypress Preserve Community Development District (the "District") on Tuesday, July 11, 2017 at 2:30 p.m. at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.

The public hearing will provide an opportunity for the public to address the proposed Rules of Procedure (the "Proposed Rules") of the District. The Proposed Rules will establish the procedures and practices for the handling of the conduct of the business of the District, including the repeal or revision of redundant, outdated or surplus provisions. Specific legal authority for the Rules of Procedure includes Sections 190.011(5), 120.54, and 120.81 F.S.

Owners of property in the District and others interested therein may appear and be heard at such public hearing. This hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Any person who wishes to provide the District with information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by s. 120.541(1), must do so in writing within 21 days after publication of this notice.

There may be occasions when one or more Supervisors will participate by telephone. At the above referenced location there will be present a speaker telephone so that any interested person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication.

Any person requiring special accommodations at this meeting because of disability or physical impairment should contact the District Office at (813)-397-5120 at least seven calendar days prior to the meeting.

A person who decides to appeal any decision made by the Board of Supervisors of the Cypress Preserve Community Development District with respect to any matter considered at the Hearing or meeting will need a record of the proceedings, such person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Law Implemented: s. 190.035, Florida Statutes

Run dates: June 13, 2017

478306


REVIEWED dthomas 1/24/2018

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Schedule** was published in **Tampa Bay Times: 6/16/17, 6/23/17**, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper


Signature of Affiant

Sworn to and subscribed before me this 06/23/2017.


Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____

**NOTICE OF LANDOWNERS' MEETING AND ELECTION
CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN to the public and all landowners within the Cypress Preserve Community Development District ("District"), the location of which is generally described as comprising of a parcel or parcels of land containing approximately 443.391 acres, located north of Cypress Bay Parkway, east of CSX Railroad, south of State Road 52 and west of U.S. Hwy 41/Land O'Lakes Boulevard, in Pasco County, Florida, advising that a meeting of the landowners will be held for the purpose of electing five (5) persons to the Board of Supervisors of the District. Immediately following the landowners' meeting there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: July 11, 2017
TIME: 2:30 p.m.
PLACE: Land O'Lakes Branch Library
2818 Collier Parkway
Land O'Lakes, Florida 34639

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, telephone number: (813) 397-5120. At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Office, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607. There may be an occasion where one or more supervisors will participate by speaker telephone.

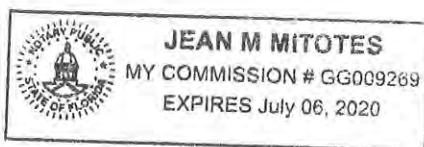
Any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (813) 397-5120, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office.

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

Brian Lamb
District Manager

Run Date: 06/16/17, 06/23/17

480862



REVIEWED by dthomas 1/24/2018

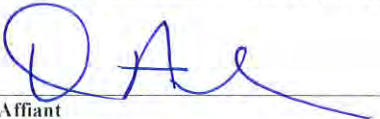
Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Change in Meeting** was published in **Tampa Bay Times: 7/2/17**, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 07/02/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____

**NOTICE OF REGULAR BOARD****"CHANGE IN MEETING DATE"****CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of Cypress Preserve Community Development District will hold the Regular Meeting of the Board to consider any and all business which may properly come before them. The Regular Meeting of the Board of Supervisors of the Cypress Preserve Community Development District **has been rescheduled from Tuesday, July 4, 2017 at 2:30 p.m. to Tuesday, July 11, 2017 at 2:30 p.m. at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.**

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

A copy of the agenda for any of the meetings may be obtained by contacting Meritus at (813) 397-5120; Fax: (813) 873-7070.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb
District Manager

Run Date: July 2, 2017

492936

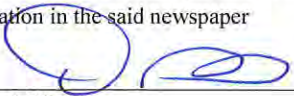
REVIEWED dthomas 1/24/2018

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special meeting Cypr** was published in **Tampa Bay Times: 6/13/17, 6/20/17, 6/27/17, 7/4/17**, in said newspaper in the issues of

Affiant further says the said **Tampa Bay Times** is a newspaper published in , Florida and that the said newspaper has heretofore been continuously published in said , Florida, each day and has been entered as a second class mail matter at the post office in said , Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 07/04/2017.



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____



**NOTICE BY THE CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
OF THE DISTRICT'S INTENT TO USE THE
UNIFORM METHOD
OF COLLECTION OF NON-AD VALOREM ASSESSMENTS**

Notice is hereby given that the Cypress Preserve Community Development District ("District") intends to use the method ("Uniform Method") of collecting non-ad valorem assessments established in Section 197.3632, Florida Statutes. The Board of Supervisors of the District will conduct a public hearing on July 11, 2017 at 2:30 p.m., at Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.

The purpose of the public hearing is to consider the adoption of a resolution authorizing the District to use the Uniform Method of collecting non-ad valorem assessments to be levied by the District on properties located in, or to be added to, the District.

The District may levy non-ad valorem assessments for the purpose of financing, acquiring, maintaining and/or operating community development facilities, services and improvements within and without the boundaries of the District, to consist of, among other things, roadway improvements, potable water and sewer facilities, stormwater management facilities and other improvements and any other lawful projects or services of the District.

Owners of the properties to be assessed and other interested parties may appear at the public hearing and be heard regarding the use of the Uniform Method of collecting such non-ad valorem assessments. The District's decision to collect non-ad valorem assessments by any particular method - e.g., by the Uniform Method, direct bill, etc. - in a particular year does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. This hearing is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The public hearing may be continued to a date, time and location to be specified on the record at the hearing. There may be occasions when one or more Board Supervisors or District Staff will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the hearing and/or meeting is asked to contact the District Office at (813) 397-5120, at least 48 hours before the hearing and/or meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770, who can aid you in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the hearing is advised that person will need a record of the proceedings and that accordingly, the 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.

Brian Lamb
District Manager

Run Dates: June 13th, 20th, 27th, and July 4th

478264

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Special meeting Cypr** was published in **Tampa Bay Times: 7/16/17, 7/23/17**. in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 07/23/2017.

Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2017/2018 BUDGET(S); AND
NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Cypress Preserve Community Development District ("District") will hold a public hearing on August 1, 2017 at 2:30 p.m. at Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639 for the purpose of hearing comments and objections on the adoption of the proposed budget(s) ("Proposed Budget") of the District for the fiscal year beginning October 1, 2017 and ending September 30, 2018 ("Fiscal Year 2017/2018"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, (813) 397-5120 ("District Manager's Office"), during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the 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.

Brian Lamb
District Manager

RUN DATE: July 16th and 23rd

478294

REVIEWED dthomas 1/24/2018

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

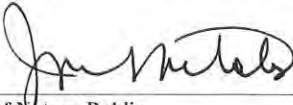
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Signature of Affiant

Sworn to and subscribed before me this 07/23/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF
THE FISCAL YEAR 2017/2018 BUDGET(S); AND NOTICE OF
REGULAR BOARD OF SUPERVISORS' MEETING.**

The Board of Supervisors ("Board") of the Cypress Preserve Community Development District ("District") will hold a public hearing on August 1, 2017 at 2:30 p.m. at Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639 for the purpose of hearing comments and objections on the adoption of the proposed budget(s) ("Proposed Budget") of the District for the fiscal year beginning October 1, 2017 and ending September 30, 2018 ("Fiscal Year 2017/2018"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 2005 Pan Am Circle, Suite 120, Tampa, Florida 33607, (813) 397-5120 ("District Manager's Office"), during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the 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.

Brian Lamb
District Manager

Run Date(s): July 16, 2017 and July 23, 2017

500653

Tampa Bay Times
tampabay.com

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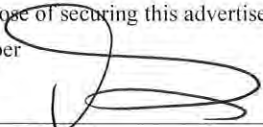
Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk of the Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: 2018 Meetings** was published in **Tampa Bay Times: 9/24/17**, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper


 Signature of Affiant

Sworn to and subscribed before me this 09/24/2017.


 Signature of Notary Public
Personally known or produced identificationType of identification produced 

JEAN M MITOTES
 MY COMMISSION # GG00926
 EXPIRES July 06, 2020

NOTICE OF REGULAR BOARD MEETING SCHEDULE**FISCAL YEAR 2018****CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Cypress Preserve Community Development District has scheduled their Regular Board Meetings for Fiscal Year 2018 to be held at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639 on the following dates at 2:30 p.m.:

October 03, 2017	2:30 p.m.
November 07, 2017	2:30 p.m.
December 05, 2017	2:30 p.m.
January 02, 2018	2:30 p.m.
February 06, 2018	2:30 p.m.
March 06, 2018	2:30 p.m.
April 03, 2018	2:30 p.m.
May 01, 2018	2:30 p.m.
June 05, 2018	2:30 p.m.
July 03, 2018	2:30 p.m.
August 07, 2018	2:30 p.m.
September 04, 2018	2:30 p.m.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb
 District Manager

Run Date: 09/24/2017

531500

REVIEWED dthomas 1/24/2018

Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

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Signature of Affiant

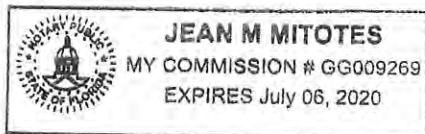
Sworn to and subscribed before me this 10/27/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____


**Cypress Preserve Community Development District
Request for Proposals for the Construction and Installation of
Phase 1 Landscaping and Irrigation Improvements**

The Cypress Preserve Community Development District (the "District") hereby requests proposals to provide services relating to the construction and installation of the Phase 1 Landscaping and Irrigation Improvements, as more specifically set forth in the Proposal Package and plans and specifications contained therein.

The Proposal Package will be available beginning on October 27, 2017 online at <https://www.dropbox.com/sh/zw1b6mr8g8sqz3/AADi5UteARy2ntZR778zN0la?dl=0> or by email to Vivek K. Babbar, District Counsel, Email: vbabbar@srvlegal.com. The Proposal Package will include, but not be limited to, this Request for Proposals, Instructions to Proposers, Evaluation Criteria, the Phase 1 Landscaping and Irrigation Installation Agreement, and Plans and Specifications.

The District has the right to reject any and all proposals, make modifications to the work, and waive any minor informalities and irregularities in proposals as it deems appropriate, if it determines in its discretion that it is in the best interest of the District to do so.

Ranking of proposals will be made on the basis of qualifications according to the Evaluation Criteria contained within the Proposal Package; however, please note that proposals received from firms failing to meet the following minimum qualifications/requirements will not be considered or evaluated: (1) Proposer must be licensed in the state of Florida and (2) Proposer must have constructed similar projects within the last two years. The District will award the contract to the proposal that the District determines, in its sole discretion, will serve the best interests of the District pursuant to the Evaluation Criteria. The Board of Supervisors of the District, in its sole discretion, reserves the right to reject any and all proposals and to waive any informality concerning proposals whenever such rejection or waiver is in the best interest of the District.

Any and all questions relative to this project shall be directed in writing to Vivek K. Babbar, District Counsel, via email: vbabbar@srvlegal.com. The deadline for submitting questions relative to this project is 3 p.m. on Monday November 6, 2017.

Firms desiring to provide services for this project must submit an electronic version of the proposal (no hardcopies) no later than 3:00 p.m. on Friday November 17, 2017 via email to Vivek K. Babbar at vbabbar@srvlegal.com. Any proposal not completed as specified or missing the required proposal documents as provided in the Proposal Package may be disqualified.

Brian Lamb
District Manager
(813) 397-5121

Published October 27, 2017

547758

Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: RFP Construction** was published in **Tampa Bay Times: 10/27/17**, in said newspaper in the issues of **Baylink Pasco**

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Signature of Affiant

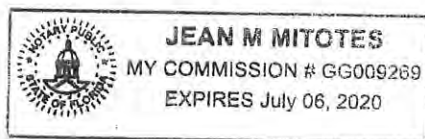
Sworn to and subscribed before me this 10/27/2017.



Signature of Notary Public

Personally known or produced identification

Type of identification produced



Cypress Preserve Community Development District Request for Proposals for the Construction and Installation of Phase 1 Landscaping and Irrigation Improvements

The Cypress Preserve Community Development District (the "District") hereby requests proposals to provide services relating to the construction and installation of the Phase 1 Landscaping and Irrigation Improvements, as more specifically set forth in the Proposal Package and plans and specifications contained therein.

The Proposal Package will be available beginning on October 27, 2017 online at <https://www.dropbox.com/sh/zw1b6mr8g8sqqz3/AADi5UtEArY2ntZr778zN0la?dl=0> or by email to Vivek K. Babbar, District Counsel, Email: vbabbar@srvlegal.com. The Proposal Package will include, but not be limited to, this Request for Proposals, Instructions to Proposers, Evaluation Criteria, the Phase 1 Landscaping and Irrigation Installation Agreement, and Plans and Specifications.

The District has the right to reject any and all proposals, make modifications to the work, and waive any minor informalities and irregularities in proposals as it deems appropriate, if it determines in its discretion that it is in the best interest of the District to do so.

Ranking of proposals will be made on the basis of qualifications according to the Evaluation Criteria contained within the Proposal Package; however, please note that proposals received from firms failing to meet the following minimum qualifications/requirements will not be considered or evaluated: (1) Proposer must be licensed in the state of Florida and (2) Proposer must have constructed similar projects within the last two years. The District will award the contract to the proposal that the District determines, in its sole discretion, will serve the best interests of the District pursuant to the Evaluation Criteria. The Board of Supervisors of the District, in its sole discretion, reserves the right to reject any and all proposals and to waive any informality concerning proposals whenever such rejection or waiver is in the best interest of the District.

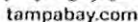
Any and all questions relative to this project shall be directed in writing to Vivek K. Babbar, District Counsel, via email: vbabbar@srvlegal.com. The deadline for submitting questions relative to this project is 3 p.m. on Monday November 6, 2017.

Firms desiring to provide services for this project must submit an electronic version of the proposal (no hardcopies) no later than 3:00 p.m. on Friday November 17, 2017 via email to Vivek K. Babbar at vbabbar@srvlegal.com. Any proposal not completed as specified or missing the required proposal documents as provided in the Proposal Package may be disqualified.

Brian Lamb
District Manager
(813) 397-5121

Published October 27, 2017

547758



AD SALES HOURS
M - TH 7:30 - 6:30
FRI 7:30-5:30
CUSTOMER SERVICE HOURS
M-F 8:00 - 5:00

Advertising Run Dates	Advertiser/Client Name
11/17/17 - 11/17/17	CYPRESS PRESERVE
Billing Date	Customer Account
11/17/17	163473
Total Amount Due	Ad Number
\$92.80	551701

Start	Stop	Ad Number	Class	Description PO Number	Insertions	Size	Net Amount
11/17/17	11/17/17	551701	405	Meeting 11/28/17	2	13.17IN	92.80

**ADVERTISING INVOICE**

CYPRESS PRESERVE
2005 PAN AM CIRCLE SUITE 120
TAMPA, FL 33607

Advertising Run Dates		Advertiser/Client Name	
11/17/17 - 11/17/17		CYPRESS PRESERVE	
Billing Date	Sales Rep	Customer Account	
11/17/17	Deirdre Almeida	163473	
Total Amount Due	Customer Type	Ad Number	
\$92.80	AO	551701	

TAMPA BAY TIMES
DEPT 3396
P.O. BOX 123396
DALLAS, TX 75312-3396

NOV 22 2017

76

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

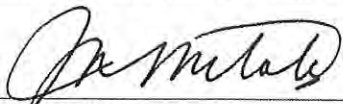
Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting 11/28/17** was published in **Tampa Bay Times: 11/17/17**, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 11/17/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**NOTICE OF SPECIAL MEETING OF
CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

The Special meeting of the Board of Supervisors (the "Board") of the Cypress Preserve Community Development District is scheduled to be held on Tuesday, November 28, 2017 at 2:30 p.m., at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.

The Board of Supervisors meeting is open to the public and will be conducted in accordance with the provisions of Florida Law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from Meritus, 2005 Pan Am Circle, Suite 120, Tampa, FL 33607.

There may be an occasion where one or more supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to contact the District Office at (813) 397-5120, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 for aid in contacting the District Office.

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

Brian Lamb
District Manager

Run Date: November 17, 2017

551701

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared Deirdre Almeida who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter RE: Assessments was published in Tampa Bay Times: 11/17/17, 11/24/17, in said newspaper in the issues of Pasco

Affiant further says the said Tampa Bay Times is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper

Signature of Affiant

Sworn to and subscribed before me this 11/24/2017.

Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____



**NOTICE OF PUBLIC HEARING
OF SPECIAL ASSESSMENT ROLL
FOR THE CYPRESS PRESERVE
DISTRICT**

The Board of Supervisors ("Board") for the Cypress Preserve District ("District") will hold public hearings and a public meeting, on December 12, 2017, at the Land O'Lakes Community Center, 2818 Collier Parkway, Land O'Lakes, Florida 34639.

The purpose of this public hearing will be to consider the proposed Special Assessment Roll for the Cypress Preserve District, and to provide for the levy, collection, and distribution of the special assessments. At this hearing, the Board will consider the proposed Special Assessment Roll, and will advise the property owners as to the propriety and advisability of the proposed special assessments. The Board will also consider the proposed Special Assessment Roll, and will advise the property owners as to the propriety and advisability of the proposed special assessments. The Board will also consider the proposed Special Assessment Roll, and will advise the property owners as to the propriety and advisability of the proposed special assessments.

The annual principal assessment levied against each parcel of land within the District, to be paid over thirty (30) years of the total debt allocated to the District, is expected to be sufficient to provide for the collection of sufficient revenues to retire the debt, plus interest in debt to be assessed by the District, or collection or enforcement, discounts for early payment, and schedule of assessments is as follows:

ASSESSMENT ROLL	
TOTAL ASSESSMENT	\$11,500,000.00
ANNUAL ASSESSMENT	\$1,346,791.38
TOTAL GROSS ACRES	27,134
TOTAL ASSESSMENT PER GROSS ACRE	\$79.13
ANNUAL ASSESSMENT PER GROSS ACRE	\$5.79
Landowner Name & Address	City/Zip
Cypress Preserve District LLC	27134
2018 E. 10th Ave	
Valrico, FL 34606-0001	
Total	27,134

The special assessments for all land within the Cypress Preserve District, Pasco County Tax Collector. Alternatively, the District may assess the assessments in accordance with Chapter 190, Florida Statutes.

Failure to pay the assessments will cause a lien against the property and/or subject the property to foreclosure. All affected property owners must appear at the public hearings and the right to file a petition for review within twenty (20) days of publication of the roll.

At the conclusion of the public hearings, the Board will consider matters related to the construction of the Cypress Preserve District, and will consider matters related to a bond issue and special assessments; to consider the services and facilities to be provided; to consider the financing plan for same; and to consider any other matters considered by the District.

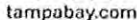
The Board meeting and public hearings are open to the public and will be conducted in accordance with the provisions of Florida law. The Board meeting and/or the public hearing will be held at a date and time certain announced at the time of the public hearing.

If anyone chooses to appeal any decision made at the meeting or public hearing, the record of the proceedings and should accordingly be maintained. If the proceedings are made, which includes the testimony of the witnesses, such appeal is to be based.

Pursuant to the Americans with Disabilities Act, accommodations at the meeting or hearings because of physical disabilities should be requested at least 30 days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 for aid in contacting the District Manager.

Brian Lamb, District Manager





M-F 8:00 - 5:00



REVIEWED by dthomas 1/24/2018

Tampa Bay Times
Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared Deirdre Almeida who on oath says that he/she is Legal Clerk of the Tampa Bay Times a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter RE: Assessments was published in Tampa Bay Times: 11/17/17, 11/24/17. in said newspaper in the issues of Pasco

Affiant further says the said Tampa Bay Times is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 11/24/2017.



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____



**NOTICE OF PUBLIC HEARING
OF SPECIAL ASSESSMENTS
FLORIDA,
CYPRESS PRESERVE CC
NOTICE OF PUBLIC HEARING
ASSESSMENT ROLL PUBLIC
FLORIDA
CYPRESS PRESERVE CC
NOTICE OF PUBLIC HEARING
CYPRESS PRESERVE CC**

The Board of Supervisors ("Board") for the Cypress Preserve Component District ("District") will hold public hearings and a regular meeting, on December 12, 2017, at the Land O'Lakes Branch Library, 2818 Collier Parkway, Land O'Lakes, Florida 34639.

The purpose of this public hearing will be to consider the adoption of the proposed Special Assessment Revenue Bonds within the District, and to provide for the levy, collection and the special assessments. At this hearing, the Board will hear testimony from interested property owners as to the propriety and advisability of the proposed special assessments on certain benefitting lands within the District, more fully described in the Assessment Report, Assessment Area One dated November 7, 2017. The Board will fund a portion of the improvements described in the Report dated October 23, 2017. The Board will hear information regarding the imposition of special assessments on benefitting lands and will sit for public hearing to consider comments on these assessments. The public hearing is conducted pursuant to Chapters 170, 190 and 197, Florida Statute.

The annual principal assessment levied against each parcel will be payment over thirty (30) years of the total debt allocated to each parcel. The Board expects to collect sufficient revenues to retire no more than \$21, plus interest in debt to be assessed by the District, exclusive of collection or enforcement, discounts for early payment and interest schedule of assessments is as follows:

ASSESSMENT ROLL			
TOTAL ASSESSMENT:	\$21,340,000.00		
ANNUAL ASSESSMENT:	\$1,390,771.88	(30 Year Term)	
TOTAL GROSS ACRES:	27,564		
TOTAL ASSESSMENT PER GROSS ACRE:	\$79.1314		
ANNUAL ASSESSMENT PER GROSS ACRE:	\$5,791.04	(30 Year Term)	
		PER PARCEL	
Location Name & Address:	Gross Unimproved Area (Acres)	Total PAR Value	
Cypress Preserve LLC, 2018 Middle Drive, Valrico, FL 33596-6311	27,564	\$21,340,000	
	Total:	27,564	\$21,340,000

The special assessments for all land within the District will be levied by Pasco County Tax Collector. Alternatively, the District may elect to collect the assessments in accordance with Chapter 190, Florida Statute.

Failure to pay the assessments will cause a tax certificate to be filed against the property and/or subject the property to foreclosure. All affected property owners may appear at the public hearings and the right to file written objections with the District within twenty (20) days of publication of this notice.

At the conclusion of the public hearings, the Board will hold a meeting to consider matters related to the construction of improvements; to consider the services and facilities to be provided by financing plan for same; and to consider any other business considered by the District.

The Board meeting and public hearings are open to the public and conducted in accordance with the provisions of Florida Law for community districts. The Board meeting and/or the public hearings may be held at a date and time certain announced at the meeting and/or

If anyone chooses to appeal any decision made by the Board on any matter considered at the meeting or public hearings, such appeal must be filed with the District Office and should accordingly ensure that the proceedings are made, which includes the testimony and such appeal is to be based.

Pursuant to the Americans with Disabilities Act, any person requiring accommodations at the meeting or hearings because of a disability should contact the District Office at (813) 397-5120 at least 7 days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 for aid in contacting the District Office.

Brian Lamb, District Manager



Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

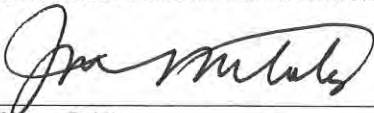
Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: RFP Landscape** was published in **Tampa Bay Times: 12/15/17**, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

Sworn to and subscribed before me this 12/15/2017.



Signature of Notary Public

Personally known _____ or produced identification

Type of identification produced _____


**Cypress Preserve Community Development District
Request for Proposals for the Construction and Installation of
Phase 1 Landscaping and Irrigation Improvements**

The Cypress Preserve Community Development District (the "District") hereby requests proposals to provide services relating to the construction and installation of the Phase 1 Landscaping and Irrigation Improvements, as more specifically set forth in the Proposal Package and plans and specifications contained therein. This RFP is rebidding the same plans and specifications originally noticed on October 27, 2017.

The Proposal Package will be available beginning on December 15, 2017 online at <https://www.dropbox.com/sh/dk3drixpc4hjqlp/AAAEvP4WPFTEohpyq0-kIHDIa?dl=0> or by email to Vivek K. Babbar, District Counsel, Email: vbabbar@srlegal.com. The Proposal Package will include, but not be limited to, this Request for Proposals, Instructions to Proposers, Evaluation Criteria, the Phase 1 Landscaping and Irrigation Installation Agreement, and Plans and Specifications.

The District has the right to reject any and all proposals, make modifications to the work, and waive any minor informalities and irregularities in proposals as it deems appropriate, if it determines in its discretion that it is in the best interest of the District to do so.

Ranking of proposals will be made on the basis of qualifications according to the Evaluation Criteria contained within the Proposal Package; however, please note that proposals received from firms failing to meet the following minimum qualifications/requirements will not be considered or evaluated: (1) Proposer must be licensed in the state of Florida and (2) Proposer must have constructed similar projects within the last two years. The District will award the contract to the proposal that the District determines, in its sole discretion, will serve the best interests of the District pursuant to the Evaluation Criteria. The Board of Supervisors of the District, in its sole discretion, reserves the right to reject any and all proposals and to waive any informality concerning proposals whenever such rejection or waiver is in the best interest of the District.

Any and all questions relative to this project shall be directed in writing to Vivek K. Babbar, District Counsel, via email: vbabbar@srlegal.com. The deadline for submitting questions relative to this project is 3 p.m. on Friday December 22, 2017.

Firms desiring to provide services for this project must submit an electronic version of the proposal (no hardcopies) no later than 3:00 p.m. on Friday January 5, 2017 via email to Vivek K. Babbar at vbabbar@srlegal.com. Any proposal not completed as specified or missing the required proposal documents as provided in the Proposal Package may be disqualified.

Brian Lamb
District Manager
(813) 397-5121

Published December 15, 2017

570383

REVIEWED by dthomas 1/24/2018

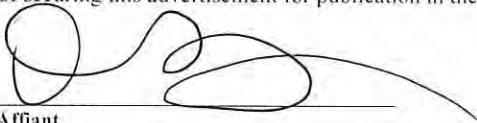
Tampa Bay Times

Published Daily

STATE OF FLORIDA } ss
COUNTY OF Pasco County

Before the undersigned authority personally appeared **Deirdre Almeida** who on oath says that he/she is **Legal Clerk** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: Meeting Change** was published in **Tampa Bay Times**: 1/5/18, in said newspaper in the issues of **Baylink Pasco**

Affiant further says the said **Tampa Bay Times** is a newspaper published in Pasco County, Florida and that the said newspaper has heretofore been continuously published in said Pasco County, Florida, each day and has been entered as a second class mail matter at the post office in said Pasco County, Florida for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper



Signature of Affiant

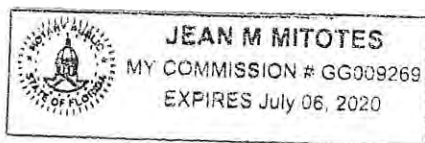
Sworn to and subscribed before me this 01/05/2018.



Signature of Notary Public

Personally known ☒ or produced identification

Type of identification produced _____

**NOTICE OF REGULAR BOARD
"CHANGE IN MEETING DATE"****CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of Cypress Preserve Community Development District will hold the Regular Meeting of the Board to consider any and all business which may properly come before them. The Regular Meeting of the Board of Supervisors of the Cypress Preserve Community Development District has been rescheduled from Tuesday, January 2, 2018 at 2:30 p.m. to Tuesday, January 16, 2018 at 2:30 p.m. at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1, who can aid you in contacting the District Office.

A copy of the agenda for any of the meetings may be obtained by contacting Meritus at (813) 397-5120; Fax: (813) 873-7070.

If any person decides to appeal any decision made by the Board with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made, at his or her own expense, and which record includes the testimony and evidence on which the appeal is based.

Brian Lamb
District Manager

Run Date: January 5, 2018

574987

INVOICE

Invoice Number: 696468
Account Number: 5639
P.O. Number: TERESA
Per: TERESA FARLOW
Cont Phone: (813) 397-5120-340
Friday September 29, 2017
Bill Fax:

CYPRESS PRESERVE CDD
C/O MERITIUS
2005 PAN AM CIRCLE #120
TAMPA, FL 33607

Item	Description	Quantity	Price
1	ESTABLISHED STAMP	1	35.00
Subtotal For All Items			35.00
Shipping - Cust P/U			0.00
Sales Tax			0.00
Subtotal For Invoice			35.00
Invoice Total			\$35.00

Received By: _____

REMIT PAYMENT TO:
ALPHAGRAPHS TAMPA 671
4209 W KENNEDY BLVD
TAMPA, FL 33609-2230

PHONE (813) 289-4663
FAX (813) 287-5733

C. O. D.

THANK YOU FOR CHOOSING ALPHAGRAPHS.

REVIEWEDdthomas 1/24/2018

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2017/2018 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 71221A	Fees Date: 12/11/2017	Payment Date: 12/05/2017	Date Invoiced: 10/02/2017
Annual Fee: \$175.00	Late Fee: \$25.00	Received: \$175.00	Total Due, Postmarked by 02/19/2018: \$25.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:

Cypress Preserve Community Development District
 Mr. Brian Lamb
 Meritus
 2005 Pan Am Circle, Suite 120
 Tampa, FL 33607



Received
JAN 22 2018

- 2. Telephone: (813) 397-5121
- 3. Fax: (813) 873-7070
- 4. Email: brian.lamb@merituscorp.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: cypresspreserveccd.com/blog
- 8. County(ies): Pasco
- 9. Function(s): Community Development
- 10. Boundary Map on File: 05/15/2017
- 11. Creation Document on File: 05/15/2017
- 12. Date Established: 04/27/2017
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Pasco County
- 15. Creation Document(s): County Ordinance 17-17
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 10/23/2017

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: _____ Date: _____

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.
 - b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
1. _____ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
 2. _____ This special district is in compliance with the reporting requirements of the Department of Financial Services.
 3. _____ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2015/2016 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.


REVIEWEDdthomas 2/1/2018

Rick Scott
GOVERNOR



Cissy Proctor
EXECUTIVE DIRECTOR

To: Certain Special District Registered Agents
From: Jack Gaskins Jr., Special District Accountability Program
Date: January 18, 2018
Subject: Final Notice: Noncompliance with Fiscal Year 2017 / 2018 state fee and update requirements; fee and/or late fee and update form due by February 19, 2018



Enclosed is the combined *Fiscal Year 2017 / 2018 Special District Fee Invoice and Update Form* (form). For most special districts receiving this final notice, the total invoice amount is \$225, which includes the annual fee (\$175) plus two \$25 penalties for failure to remit the required fee to the Florida Department of Economic Opportunity (DEO) by the December 4, 2017 and the January 11, 2018, post-marked deadlines. For other special districts, the total invoice amount is based on unpaid late fees or partial payments.

If a special district fails to pay the required fee, Rule 73C-24.003(4), *Florida Administrative Code*, requires DEO to report the special district to the Office of the Comptroller for further action. This will result in additional fees and a report of collection activities to the credit bureaus.

To comply, complete one of the following three requirements by February 19, 2018:

1. Pay the amount due at www.FloridaJobs.org/SpecialDistrictFee using a Visa or MasterCard and email the form to Jack.Gaskins@DEO.MyFlorida.com.
2. Prepare a check made payable to the Florida Department of Economic Opportunity; enter the invoice number in the memo field; mail the check and form to: Florida Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124.
3. Certify eligibility for the zero fee by initialing all three items under "Step 2" on the form and mail it to the address listed above or email it to Jack.Gaskins@DEO.MyFlorida.com.

If the special district does not complete one of the above three requirements by February 19, 2018, hold the payment and wait to hear from the collection agency. DEO will return all payments postmarked after February 19, 2018.

If you have questions or concerns, please contact me at Jack.Gaskins@DEO.MyFlorida.com or 850-717-8430.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850.245.7105 | www.floridajobs.org
www.twitter.com/FLDEO | www.facebook.com/FLDEO



**FLORIDA DESIGN
CONSULTANTS, INC.**
— THINK IT. ACHIEVE IT. —

INVOICE

Remit To:

3030 Starkey Boulevard
New Port Richey, FL 34655

Bill To: Cypress Preserve CDD
c/o Cypress Preserve 841, LLC
Penny Clark
1409 Tech Boulevard, Suite 1
Tampa, FL 33619

Date: October 4, 2017
Project Number: 2016-026E
Invoice Number: 37603
Invoice Period: 8/26/2017 to 9/29/2017

Project: Cypress Preserve - CDD Assistance

SERVICES PERFORMED:

Draft Engineering Report (0900)

1. Review of contracts to be transferred to the CDD and recommendations.

Description	Hours	Rate	Cost
District Engineer	3.00	\$160.00	\$480.00
		Subtotal:	\$480.00

Total Invoice Amount: \$480.00

Paul E. Skidmore, P.E.

REVIEWEDdthomas 1/24/2018



**FLORIDA DESIGN
CONSULTANTS, INC.**
— THINK IT. ACHIEVE IT. —

INVOICE

Remit To:

3030 Starkey Boulevard
New Port Richey, FL 34655

Bill To: Cypress Preserve CDD
c/o Cypress Preserve 841, LLC
Penny Clark
1409 Tech Boulevard, Suite 1
Tampa, FL 33619

Date: February 1, 2018
Project Number: 2016-026E
Invoice Number: 38114
Invoice Period: 12/23/2017 to 1/26/2018

Project: Cypress Preserve - CDD Assistance

SERVICES PERFORMED:

Miscellaneous Services (0901)

1. Processing Construction Requisition Payment Form (1.75 hour).
2. Dealing with Pasco County on invoices for Reclaimed Water System (Off-Site) (1.0 hour).

Description	Hours	Rate	Cost
District Engineer	2.75	\$160.00	\$440.00
		Subtotal:	\$440.00

Total Invoice Amount: \$440.00

Paul E. Skidmore, P.E.

REVIEWEDdtomas 2/1/2018



Kaeser & Blair Authorized Dealer

4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824
FAX (800) 322-6000
credit@kaeser-blair.com

INVOICE

Promotional Advertising • Corporate Identity Wearables • Writing Implements • Calendars

INVOICE NO. 71206188

DATE: 12/19/17

CUSTOMER NUMBER 003075788

DEALER NUMBER 88178

BILL TO:

CYPRESS PRESERVE CDD
ATTN:TERESA TERESA X 340
2005 PAN AM CIRCLE
TERESA FARLOW
TAMPA, FL 33607

SHIP TO:

CYPRESS PRESERVE CDD
ATTN:TERESA TERESA X 340
2005 PAN AM CIRCLE
TERESA FARLOW
TAMPA, FL 33607

YOUR PO NUMBER

CHECKS

DATE SHIPPED

12/11/17

SHIP VIA

GROUND

TERMS

NET-30

QUANTITY	PRODUCT NO	DESCRIPTION	UNIT PRICE	AMOUNT
1	L1037MB	250-LASER CHECKS, MARBLE BLUE	86.0000	86.00
1		PROOF	.0000	.00

YOUR AUTHORIZED K&B DEALER IS
MG Promotional Products
TO REORDER CALL 813-949-9000
OR EMAIL TO mikeg@mgpromotionalproducts.com

You can now pay your invoice online at
paykaeser.com

SUBTOTAL	86.00
** SALES TAX	.00
LESS: PAYMENT/DEPOSIT	.00
SHIPPING & HANDLING	13.87
TOTAL DUE	99.87

PLEASE MAKE ALL CHECKS PAYABLE TO KAESER & BLAIR, INC.

Please enclose remittance coupon with payment. See back for additional information.



003075788

88178

3771 Solutions Center
Chicago, IL 60677-3007

CYPRESS PRESERVE CDD
ATTN:TERESA TERESA X 340
2005 PAN AM CIRCLE
TERESA FARLOW
TAMPA, FL 33607

REMITTANCE

INVOICE NO. 71206188

DATE: 12/19/17

TOTAL DUE: 99.87
Amount Paid

☐ IF PAYING BY CREDIT CARD,
CHECK THIS BOX AND SEE THE
BACK OF THIS FORM.



Kaeser & Blair Authorized Dealer

4236 Grissom Drive
Batavia, Ohio 45103
(800) 607-8824
FAX (800) 322-6000
credit@kaeser-blair.com

INVOICE

Promotional Advertising • Corporate Identity Wearables • Writing Implements • Calendars

INVOICE NO.
DATE:

NUMBER INVOICES	NUMBER PAGES
2	2

Please enclose remittance coupon with payment. See back for additional information.



REMITTANCE

INVOICE NO.
DATE:

TOTAL DUE:
Amount Paid

☐ IF PAYING BY CREDIT CARD,
CHECK THIS BOX AND SEE THE
BACK OF THIS FORM.

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070



INVOICE

Invoice Number: 7890
Invoice Date: May 10, 2017
Page: 1

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		5/10/17

Quantity	Item	Description	Unit Price	Amount
		Bill for Tampa Bay Times ad run 5/3/17 re: Special Meeting pd by Meritus Districts		114.80
Subtotal				114.80
Sales Tax				
Total Invoice Amount				114.80
Payment/Credit Applied				
TOTAL				114.80

Check/Credit Memo No:

REVIEWEDdthomas 1/24/2018

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8219	\$ 2,933.33		Management Services - February
Monthly Contract Sub-Total		\$ 2,933.33		
Variable Contract				
Straley Robin Vericker	15486	\$ 930.00		Professional Services - thru 02/15/18 - General
Variable Contract Sub-Total		\$ 930.00		
Utilities				
Withlacoochee River Electric	CYP022218	\$ 600.00		Deposits for Electric Accounts - 02/22/18
Utilities Sub-Total		\$ 600.00		
Regular Services				
Regular Services Sub-Total		\$ 0.00		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$ 4,463.33		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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[] Chairman [] Vice Chairman [] Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 8219
Invoice Date: Feb 1, 2018
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		2/1/18

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - February		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 1/24/2018

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

February 23, 2018
Client: 001490
Matter: 000001
Invoice #: 15486

Page: 1

RE: General

For Professional Services Rendered Through February 15, 2018

SERVICES

Date	Person	Description of Services	Hours
1/16/2018	VKB	TELECONFERENCE WITH P. CLARK RE: BOARD MEETING; PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE; DRAFT NOTICES TO BIDDERS.	1.1
1/17/2018	VKB	DRAFT AGREEMENT WITH CORNERSTONE FOR IRRIGATION AND LANDSCAPING SERVICES.	0.3
1/18/2018	VKB	FINALIZE AGREEMENT WITH CORNERSTONE FOR IRRIGATION AND LANDSCAPING SERVICES. DRAFT EMAIL TO P. CLARK RE: SAME.	0.3
1/26/2018	VKB	REVIEW AND REPLY TO EMAILS FROM P. CLARK; REVIEW AND REVISE AGREEMENT WITH CORNERSTONE.	0.5
2/2/2018	LB	REVIEW EMAIL FROM R. SALABARRIA RE RECORDED JOINDER AND CONSENT; PREPARE EMAIL TO R. SALABARRIA TRANSMITTING COPY OF DECLARATION OF CONSENT SIGNED BY NVR, INC.; REVIEW ADDITIONAL EMAIL FROM R. SALABARRIA RE SAME; EMAILS TO AND FROM V. BABBAR RE SAME; ADDITIONAL EMAILS TO AND FROM R. SALABARRIA; OFFICE CONFERENCE WITH J. VERICKER RE CONTACTING R. SALABARRIA RE JOINDER AND CONSENT ISSUE.	0.7
2/5/2018	VKB	REVIEW AND REPLY TO EMAILS RE: JOINDER AND CONSENT DOCUMENT; TELECONFERENCE WITH R. SALABARRIA RE: SAME.	0.3
2/6/2018	VKB	PREPARE FOR AND ATTEND BOARD MEETING VIA TELEPHONE.	0.5

REVIEWEDdtthomas 2/26/2018

February 23, 2018
Client: 001490
Matter: 000001
Invoice #: 15486

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
2/7/2018	VKB	REVIEW EMAILS RE: FDOT EXPANSION OF ROW AND SOLICITATION RE: SAME.	0.1	
2/12/2018	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: CORNERSTONE AGREEMENT AND PROPOSAL FOLLOW UP.	0.2	
Total Professional Services			4.0	\$930.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	3.3	\$825.00
LB Lynn Butler	0.7	\$105.00
Total Services		\$930.00
Total Disbursements		\$0.00
Total Current Charges		\$930.00

PAY THIS AMOUNT **\$930.00**

Please Include Invoice Number on all Correspondence

Anna Lyalina

From: Penny Clark <pclark@ripatampa.com>
Sent: Thursday, February 22, 2018 8:00 AM
To: Anna Lyalina
Cc: Alexandra Wolfe
Subject: Cypress Preserve - 2 service requests -WREC for power

Follow Up Flag: Follow up
Flag Status: Flagged

Anna: I need Cypress Preserve CDD to pay the Withlacoochee Electric account deposits for to electric meters totaling \$600. One is for the entry signage that the CDD is installing. The other is for the irrigation controls which is currently under construction also by the CDD. The check needs to be sent to Jeff Ratliff at his address shown below so funds can be applied properly. The account information is shown below for your records.

Is this something you can process and pay? Or do you need something additional from me?

Penny Clark
 Project Coordinator

From: Charles Ratliff [mailto:CRatliff@wrec.net]
Sent: Wednesday, February 21, 2018 12:00 PM
To: Penny Clark
Subject: RE: Cypress Preserve - 2 service requests

Penny ,

Customer Services Department has processed both requests for you. I have listed the information below that ties to both services. They are requiring \$300.00 dollar deposit for each new service and they will bill the hook up fee on the first bill, you can sent me one check for both and I will have it posted correctly on our side.

Entry Sign

- Customer service number for entry sign – 20026869
- Customer account number for entry sign – 2039650

Irrigation Control

- Customer service number for irrigation control – 20026869
- Customer account number for irrigation control – 2039647

Thanks – Jeff

Jeff Ratliff
Engineering Technician
 Bayonet Point Office
 12013 Hays Road
 Shady Hills, FL 34610
 E-Mail: cratliff@wrec.net
 Main (727) 868-9465, ext. 2133
 Fax (727) 869-3652

Inv# CYP022218
 \$600.00
 02/22/18

From: Penny Clark [<mailto:pclark@ripatampa.com>]

Sent: Monday, February 19, 2018 1:27 PM

To: Jeff Ratliff <CRatliff@wrec.net>

Subject: Cypress Preserve - 2 service requests

Jeff: Attached are the 2 service requests for Cypress Preserve. One is for the entry sign service which will be located in the median. The other is for the irrigation controller which will be located just west of the lift station area. Please let me know who I need to call to set up the billing accounts for both of these services.

Also, any updates on the street light installation? Hopefully poles are coming in soon!

Penny Clark
Project Coordinator



RIPA & Associates 1409 Tech Boulevard . Suite 1 . Tampa, FL 33619
Main (813) 623-6777 . Direct (813) 620-6966 . Fax (813) 663-6722 . Cell (813) 714-1957
Email: pclark@ripatampa.com . Web Site: www.ripatampa.com

From: copier@ripatampa.com [<mailto:copier@ripatampa.com>]

Sent: Monday, February 19, 2018 2:46 PM

To: Penny Clark

Subject: Message from KMBT_C554e

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Meritus Districts	8261	\$ 2,933.33		Management Services - March
Monthly Contract Sub-Total		\$ 2,933.33		
Variable Contract				
Straley Robin Vericker	15567	\$ 426.91		Professional Services - thru 03/15/18 - General
Variable Contract Sub-Total		\$ 426.91		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
Regular Services Sub-Total		\$ 0.00		
Additional Services				
Florida Design Consultants, Inc.	38223	\$ 120.00		Miscellaneous Services - thru 02/23/18
Additional Services Sub-Total		\$ 120.00		
TOTAL:		\$ 3,480.24		

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

Cypress Preserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
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[] Chairman [] Vice Chairman [] Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 120
Tampa, FL 33607



INVOICE

Invoice Number: 8261
Invoice Date: Mar 1, 2018
Page: 1

Voice: 813-397-5121
Fax: 813-873-7070

Bill To:

Cypress Preserve CDD
2005 Pan Am Circle
Suite 120
Tampa, FL 33607

Ship to:

Customer ID	Customer PO	Payment Terms	
Cypress Preserve CDD		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		3/1/18

Quantity	Item	Description	Unit Price	Amount
	District Management	District Management Services - March		2,833.33
	Website Admin.	Website Maintenance		100.00
Subtotal				2,933.33
Sales Tax				
Total Invoice Amount				2,933.33
Payment/Credit Applied				
TOTAL				2,933.33

Check/Credit Memo No:

REVIEWEDthomas 2/20/2018

Straley Robin Vericker

1510 W. Cleveland Street

Tampa, FL 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

Cypress Preserve Community Development District
2005 Pan Am Circle, Suite 120
Tampa, FL 33607

March 21, 2018

Client: 001490

Matter: 000001

Invoice #: 15567

Page: 1

RE: General

For Professional Services Rendered Through March 15, 2018

SERVICES

Date	Person	Description of Services	Hours	
2/16/2018	VKB	TELECONFERENCE WITH P. CLARK RE: PUBLIC INFRASTRUCTURE AND FOLLOW UP ISSUES; DRAFT CHANGE ORDER TO LANDSCAPING AND IRRIGATION AGREEMENT; DRAFT EMAILS RE: SAME.	0.5	
2/20/2018	VKB	REVIEW AND REPLY TO EMAIL RE: CHANGE ORDER FOR MITIGATION WORK; TELECONFERENCE WITH P. CLARK RE: LANDSCAPING WORK AND FINAL REVIEW OF ROADWAY WORK.	0.3	
3/1/2018	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: CHANGE ORDER; DRAFT CHANGE ORDER FORM.	0.3	
3/5/2018	VKB	REVIEW AND REPLY TO EMAIL FROM P. CLARK RE: CHANGE ORDERS.	0.2	
3/15/2018	VKB	REVIEW AND REPLY TO EMAIL FROM P. SKIDMORE RE: REQUISITION REQUEST.	0.3	
Total Professional Services			1.6	\$400.00

PERSON RECAP

Person	Hours	Amount
VKB Vivek K. Babbar	1.6	\$400.00

REVIEWEDdtthomas 3/22/2018

March 21, 2018
Client: 001490
Matter: 000001
Invoice #: 15567

Page: 2

DISBURSEMENTS

Date	Description of Disbursements	Amount
1/2/2018	FEDEX- Federal Express-	\$19.41
1/15/2018	Photocopies (50 @ \$0.15)	\$7.50
		<hr/>
	Total Disbursements	\$26.91
	Total Services	\$400.00
	Total Disbursements	\$26.91
	Total Current Charges	\$426.91

PAY THIS AMOUNT	\$426.91
------------------------	-----------------

Please Include Invoice Number on all Correspondence



FLORIDA DESIGN
CONSULTANTS, INC.
— THINK IT. ACHIEVE IT. —

INVOICE

Remit To:
3030 Starkey Boulevard
New Port Richey, FL 34655

Bill To: Cypress Preserve CDD
c/o Cypress Preserve 841, LLC
Penny Clark
1409 Tech Boulevard, Suite 1
Tampa, FL 33619

Date: February 26, 2018
Project Number: 2016-026E
Invoice Number: 38223
Invoice Period: 1/27/2018 to 2/23/2018

VOK Penny Clark
2/26/18
PC

Project: Cypress Preserve - CDD Assistance

SERVICES PERFORMED:

Miscellaneous Services (0901)

1. Processing Construction Requisition Payment and CDD meeting.

Description	Hours	Rate	Cost
District Engineer	0.75	\$160.00	\$120.00
		Subtotal:	\$120.00

Total Invoice Amount: \$120.00

Paul E. Skidmore, P.E.

REVIEWEDdthomas 3/22/2018

Cypress Preserve Community Development District

Financial Statements
(Unaudited)

Period Ending
March 31, 2018



Meritus Districts
2005 Pan Am Circle ~ Suite 120 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Cypress Preserve

Balance Sheet

As of 3/31/2018
(In Whole Numbers)

	General Fund	Debt Service Fund - Series 2017	Capital Projects Fund - Series 2017	General Fixed Assets Account Group	General Long-Term Debt	Total
Assets						
Cash - Operating Account	3,363	0	0	0	0	3,363
Investments - Revenue 2017 (2000)	0	1,154	0	0	0	1,154
Investments - Interest 2017 (2001)	0	388,209	0	0	0	388,209
Investments - Reserve 2017 (2003)	0	310,678	0	0	0	310,678
Investments - Construction 2017 (2005)	0	0	2,707,175	0	0	2,707,175
Investments - Cost of Issuance 2017 (2006)	0	0	0	0	0	0
Construction Work In Progress	0	0	0	8,040,832	0	8,040,832
Amount To Be Provided-Debt Service	0	0	0	0	9,630,000	9,630,000
Total Assets	<u>3,363</u>	<u>700,042</u>	<u>2,707,175</u>	<u>8,040,832</u>	<u>9,630,000</u>	<u>21,081,411</u>
Liabilities						
Accounts Payable	0	0	0	0	0	0
Due to Developer	0	0	2,183,116	0	0	2,183,116
Revenue Bonds Payable-2016	0	0	0	0	9,630,000	9,630,000
Total Liabilities	<u>0</u>	<u>0</u>	<u>2,183,116</u>	<u>0</u>	<u>9,630,000</u>	<u>11,813,116</u>
Fund Equity & Other Credits						
Fund Balance-All Other Reserves	0	0	(23,354)	0	0	(23,354)
Fund Balance-Unreserved	7,335	0	0	0	0	7,335
Investment In General Fixed Assets	0	0	0	8,040,832	0	8,040,832
Other	(1,039)	700,042	547,413	0	0	1,246,415
Total Fund Equity & Other Credits	<u>6,296</u>	<u>700,042</u>	<u>524,059</u>	<u>8,040,832</u>	<u>0</u>	<u>9,271,229</u>
Total Liabilities & Fund Equity	<u>6,296</u>	<u>700,042</u>	<u>2,707,175</u>	<u>8,040,832</u>	<u>9,630,000</u>	<u>21,084,345</u>

Cypress Preserve

Statement of Revenues & Expenditures

001 - General Fund
From 10/1/2017 Through 3/31/2018
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Contributions & Donations From Private Sources				
Developer Contributions	499,315	36,121	(463,194)	(93)%
Total Revenues	499,315	36,121	(463,194)	(93)%
Expenditures				
Financial & Administrative				
District Manager	42,500	20,133	22,367	53 %
District Engineer	5,000	1,040	3,960	79 %
Disclosure Report	5,000	0	5,000	100 %
Trustees Fees	6,000	0	6,000	100 %
Auditing Services	5,500	0	5,500	100 %
Postage, Phone, Faxes, Copies	150	0	150	100 %
Public Officials Insurance	2,500	0	2,500	100 %
Legal Advertising	750	3,350	(2,600)	(347)%
Bank Fees	400	129	271	68 %
Dues, Licenses & Fees	175	200	(25)	(14)%
Office Supplies	150	135	15	10 %
Website Administration	1,200	1,000	200	17 %
Legal Counsel				
District Counsel	5,000	10,572	(5,572)	(111)%
Utility Services				
Street Lights	74,790	0	74,790	100 %
Other Electric Services	18,000	600	17,400	97 %
Potable Water Utility Services	5,000	0	5,000	100 %
Other Physical Environment				
Waterway Management System	19,000	0	19,000	100 %
General Liability & Property Casualty Insurance	7,500	0	7,500	100 %
Landscape Maintenance	225,000	0	225,000	100 %
Miscellaneous Repairs & Maintenance	15,000	0	15,000	100 %
Hardscape Maintenance	12,000	0	12,000	100 %
Plant Replacement Program	15,000	0	15,000	100 %
Road & Street Facilities				
Sidewalk & Pavement Repairs	2,500	0	2,500	100 %
Parks & Recreation				
Cabana Janitorial & Cleaning	6,000	0	6,000	100 %
Recreation Facility Maintenance	2,500	0	2,500	100 %
Recreation Equipment Maintenance	3,500	0	3,500	100 %
Pool Operations & Maintenance	18,000	0	18,000	100 %
Security System	1,200	0	1,200	100 %
Total Expenditures	499,315	37,160	462,155	93 %
Excess of Revenues Over (Under) Expenditures	0	(1,039)	(1,039)	0 %
Fund Balance, Beginning of Period				
Fund Balance-Unreserved	0	7,335	7,335	0 %
Total Fund Balance, Beginning of Period	0	7,335	7,335	0 %
Fund Balance, End of Period	0	6,296	6,296	0 %

Cypress Preserve
Statement of Revenues & Expenditures

200 - Debt Service Fund - Series 2017
 From 10/1/2017 Through 3/31/2018
 (In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	1,154	1,154	0 %
Total Revenues	0	1,154	1,154	0 %
Other Financing Sources				
Interfund Transfer				
Interfund Transfer	0	23	23	0 %
Debt Proceeds				
Bond Proceeds	0	698,865	698,865	0 %
Total Other Financing Sources	0	698,887	698,887	0 %
Excess of Revenues Over (Under) Expenditures	0	700,042	700,042	0 %
Fund Balance, End of Period	0	700,042	700,042	0 %

Cypress Preserve
Statement of Revenues & Expenditures

300 - Capital Projects Fund - Series 2017
From 10/1/2017 Through 3/31/2018
(In Whole Numbers)

	Total Budget - Original	Current Period Actual	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Revenues				
Interest Earnings				
Interest Earnings	0	10,171	10,171	0 %
Total Revenues	0	10,171	10,171	0 %
Expenditures				
Financial & Administrative				
District Manager	0	35,000	(35,000)	0 %
Trustees Fees	0	10,593	(10,593)	0 %
Underwriter	0	40,000	(40,000)	0 %
Miscellaneous Fees	0	1,250	(1,250)	0 %
Legal Counsel				
District Counsel	0	35,500	(35,500)	0 %
Bond Counsel	0	46,000	(46,000)	0 %
Other Physical Environment				
Improvements Other Than Buildings	0	8,017,478	(8,017,478)	0 %
Total Expenditures	0	8,185,821	(8,185,821)	0 %
Other Financing Sources				
Debt Proceeds				
Bond Proceeds	0	8,723,086	8,723,086	0 %
Interfund Transfer				
Interfund Transfer	0	(23)	(23)	0 %
Total Other Financing Sources	0	8,723,063	8,723,063	0 %
Excess of Revenues Over (Under) Expenditures	0	547,413	547,413	0 %
Fund Balance, Beginning of Period				
Fund Balance-All Other Reserves				
	0	(23,354)	(23,354)	0 %
Total Fund Balance, Beginning of Period	0	(23,354)	(23,354)	0 %
Fund Balance, End of Period	0	524,059	524,059	0 %

Cypress Preserve
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 03/31/18

Reconciliation Date: 3/31/2018

Status: Locked

Bank Balance	6,386.51
Less Outstanding Checks/Vouchers	3,023.73
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	3,362.78
Balance Per Books	<u>3,362.78</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

Cypress Preserve
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 03/31/18

Reconciliation Date: 3/31/2018

Status: Locked

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1263	3/30/2018	System Generated Check/Voucher	2,933.33	Meritus Districts
1264	3/30/2018	System Generated Check/Voucher	90.40	Times Publishing Company
Outstanding Checks/Vouchers			3,023.73	

Cypress Preserve
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 03/31/18

Reconciliation Date: 3/31/2018

Status: Locked

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
1258	2/22/2018	System Generated Check/Voucher	600.00	Withlacoochee River Electric Cooperative, Inc.
1259	2/28/2018	System Generated Check/Voucher	2,933.33	Meritus Districts
1260	2/28/2018	System Generated Check/Voucher	930.00	Straley Robin Vericker
1261	3/8/2018	System Generated Check/Voucher	120.00	Florida Design Consultants, Inc.
1262	3/14/2018	System Generated Check/Voucher	426.91	Straley Robin Vericker
CD006	3/20/2018	Bank Fee	<u>0.00</u>	
Cleared Checks/Vouchers			<u><u>5,010.24</u></u>	

Cypress Preserve
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 03/31/18

Reconciliation Date: 3/31/2018

Status: Locked

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	1135	2/26/2018	Developer Funding - 02.26.18	<u>4,589.53</u>
Cleared Deposits				<u>4,589.53</u>

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

Page 1 of 1
36/E00/0175/0/42
1000198643743
03/31/2018



CYPRESS PRESERVE COMMUNITY DE
2005 PAN AM CIR STE 120
TAMPA FL 33607-2529

Account Statement

Questions? Please call
1-800-786-8787

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Account Summary	Account Type	Account Number	Statement Period
	PUB FUNDS ANALYZED CHECKING	1000198643743	03/01/2018 - 03/31/2018

Description	Amount	Description	Amount
Beginning Balance	\$6,840.02	Average Balance	\$5,966.63
Deposits/Credits	\$4,589.53	Average Collected Balance	\$5,522.53
Checks	\$5,010.24	Number of Days in Statement Period	31
Withdrawals/Debits	\$32.80		
Ending Balance	\$6,386.51		

Overdraft Protection	Account Number	Protected By
	1000198643743	Not enrolled
For more information about SunTrust's Overdraft Services, visit www.suntrust.com/overdraft .		

Deposits/Credits	Date	Amount	Serial #	Description	Date	Amount	Serial #	Description
	03/09	4,589.53		DEPOSIT				
Deposits/Credits: 1				Total Items Deposited: 1				

Checks	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid	Check Number	Amount	Date Paid
	1258	600.00	03/01	1260	930.00	03/08	1262	426.91	03/29
	1259	2,933.33	03/02	1261	120.00	03/15			
Checks: 5									

Withdrawals/Debits	Date Paid	Amount	Serial #	Description
	03/20	32.80		ACCOUNT ANALYSIS FEE
Withdrawals/Debits: 1				

Balance Activity History	Date	Balance	Collected Balance	Date	Balance	Collected Balance
	03/01	6,240.02	6,240.02	03/12	6,966.22	6,966.22
	03/02	3,306.69	3,306.69	03/15	6,846.22	6,846.22
	03/08	2,376.69	2,376.69	03/20	6,813.42	6,813.42
	03/09	6,966.22	2,377.22	03/29	6,386.51	6,386.51

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.