

2022



CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022
FINAL ANNUAL OPERATING BUDGET

AUGUST 3, 2021



CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022 FINAL ANNUAL OPERATING BUDGET

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AUGUST 3, 2021

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 2022, which begins on October 1, 2021. 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
201	Debt Service Fund	Collection of Special Assessments for Debt Service on the Series 2019 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 2021 Proposed Operating Budget	Current Period Actuals 10/1/20 - 03/31/21	Projected Revenues & Expenditures 4/1/21 to 9/30/21	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	235,755.20	299,769.41	(64,014.21)	235,755.20	0.00
Operations & Maintenance Assmts-Off Roll	77,502.20	1,033.36	76,468.84	77,502.20	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$313,257.40	\$300,802.77	\$12,454.63	\$313,257.40	\$0.00
INTEREST EARNINGS					
Interest Earnings	0.00	3.73	(3.73)	0.00	0.00
TOTAL INTEREST EARNINGS	\$0.00	\$3.73	(\$3.73)	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	186,057.60	55,455.62	130,601.98	186,057.60	0.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE	\$186,057.60	\$55,455.62	\$130,601.98	\$186,057.60	\$0.00
OTHER MISCELLANEOUS REVENUES					
Miscellaneous	0.00	25.00	(25.00)	0.00	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00	\$25.00	(\$25.00)	\$0.00	\$0.00
TOTAL REVENUES	\$499,315.00	\$356,287.12	\$143,027.88	\$499,315.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	2,400.00	1,600.00	800.00	2,400.00	0.00
TOTAL LEGISLATIVE	\$2,400.00	\$1,600.00	\$800.00	\$2,400.00	\$0.00
ADMINISTRATIVE					
District Manager	42,500.00	23,500.02	18,999.98	42,500.00	0.00
District Engineer	5,000.00	2,310.00	2,690.00	5,000.00	0.00
Disclosure Report	8,400.00	2,100.00	6,300.00	8,400.00	0.00
Trustees Fees	8,500.00	3,033.11	5,166.89	8,200.00	(300.00)
Assessment Roll	150.00	0.00	150.00	150.00	0.00
Accounting Services	4,500.00	0.00	6,000.00	6,000.00	1,500.00
Auditing Services	6,300.00	5,000.00	700.00	5,700.00	(600.00)
Postage, Phone, Faxes, Copies	220.00	506.25	493.75	1,000.00	780.00
Public Officials Insurance	2,306.00	2,421.00	0.00	2,421.00	115.00
Legal Advertising	2,000.00	154.40	845.60	1,000.00	(1,000.00)
Bank Fees	200.00	0.00	200.00	200.00	0.00
Dues, Licenses & Fees	205.00	175.00	30.00	205.00	0.00
Office Supplies	500.00	0.00	500.00	500.00	0.00
Website Administration	1,500.00	750.00	750.00	1,500.00	0.00
ADA Website Compliance	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL ADMINISTRATIVE	\$83,781.00	\$41,449.78	\$42,826.22	\$84,276.00	\$495.00
LEGAL COUNSEL					
District Counsel	7,500.00	4,622.15	2,877.85	7,500.00	0.00
TOTAL LEGAL COUNSEL	\$7,500.00	\$4,622.15	\$2,877.85	\$7,500.00	\$0.00
UTILITY SERVICES					
Street Lights	30,000.00	6,369.37	8,510.63	14,880.00	(15,120.00)
Other Electric Services	5,000.00	601.36	1,898.64	2,500.00	(2,500.00)
Potable Water Utility Services	6,000.00	2,963.86	3,036.14	6,000.00	0.00
TOTAL UTILITY SERVICES	\$41,000.00	\$9,934.59	\$13,445.41	\$23,380.00	(\$17,620.00)
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	22,000.00	17,530.00	17,470.00	35,000.00	13,000.00
General Liability & Property Casualty Insurance	15,134.00	21,259.00	0.00	21,259.00	6,125.00
Landscape Maintenance	209,000.00	68,819.49	81,180.51	150,000.00	(59,000.00)
Miscellaneous Repairs & Maintenance	20,000.00	8,707.42	11,292.58	20,000.00	0.00
Hardscape Maintenance	7,500.00	0.00	7,500.00	7,500.00	0.00
Plant Replacement Program	15,000.00	36,116.04	35,883.96	72,000.00	57,000.00
Capital Improvements	30,000.00	6,652.00	23,348.00	30,000.00	0.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$318,634.00	\$159,083.95	\$176,675.05	\$333,759.00	\$17,125.00
ROAD & STREET FACILITIES					
Sidewalk & Pavement Repairs	3,000.00	0.00	3,000.00	3,000.00	0.00
TOTAL ROAD & STREET FACILITIES	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00
PARKS & RECREATION					
On-Site Staff					
Cabana Janitorial & Cleaning	16,000.00	3,972.00	12,028.00	16,000.00	0.00
Recreation Facility Maintenance	5,000.00	1,067.88	3,932.12	5,000.00	0.00
Recreation Equipment Maintenance	2,500.00	585.00	1,915.00	2,500.00	0.00
Pool Operations & Maintenance	12,000.00	1,050.00	10,950.00	12,000.00	0.00
Security System	7,500.00	883.75	6,616.25	7,500.00	0.00
TOTAL PARKS & RECREATION	\$43,000.00	\$7,558.63	\$35,441.37	\$43,000.00	\$0.00
TOTAL EXPENDITURES	\$499,315.00	\$224,249.10	\$275,065.90	\$499,315.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$132,038.02	(\$132,038.02)	\$0.00	\$0.00

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

	Fiscal Year 2021 Proposed Operating Budget	Total Actuals and Projections Through 9/30/21	Over/(Under) Budget Through 9/30/21	Fiscal Year 2022 Final Operating Budget	Increase / (Decrease) from FY 2021 to FY 2022
REVENUES					
SPECIAL ASSESSMENTS - SERVICE CHARGES					
Operations & Maintenance Assmts-Tax Roll	235,755.20	235,755.20	0.00	388,397.66	152,642.46
Operations & Maintenance Assmts-Off Roll	77,502.20	77,502.20	0.00	25,000.00	(52,502.20)
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$313,257.40	\$313,257.40	\$0.00	\$413,397.66	\$100,140.26
INTEREST EARNINGS					
Interest Earnings	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES					
Developer Contributions	186,057.60	186,057.60	0.00	85,917.34	(100,140.26)
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCE	\$186,057.60	\$186,057.60	\$0.00	\$85,917.34	(\$100,140.26)
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	\$499,315.00	\$0.00	\$499,315.00	\$0.00
EXPENDITURES					
LEGISLATIVE					
Supervisor Fees	2,400.00	2,400.00	0.00	2,400.00	0.00
TOTAL LEGISLATIVE	\$2,400.00	\$2,400.00	\$0.00	\$2,400.00	\$0.00
ADMINISTRATIVE					
District Manager	42,500.00	42,500.00	0.00	42,500.00	0.00
District Engineer	5,000.00	5,000.00	0.00	5,000.00	0.00
Disclosure Report	8,400.00	8,400.00	0.00	8,400.00	0.00
Trustees Fees	8,500.00	8,200.00	(300.00)	8,200.00	(300.00)
Assessment Roll	150.00	150.00	0.00	150.00	0.00
Accounting Services	4,500.00	6,000.00	1,500.00	6,000.00	1,500.00
Auditing Services	6,300.00	5,700.00	(600.00)	5,900.00	(400.00)
Postage, Phone, Faxes, Copies	220.00	1,000.00	780.00	220.00	0.00
Public Officials Insurance	2,306.00	2,421.00	115.00	2,663.00	357.00
Legal Advertising	2,000.00	1,000.00	(1,000.00)	2,000.00	0.00
Bank Fees	200.00	200.00	0.00	200.00	0.00
Dues, Licenses & Fees	205.00	205.00	0.00	197.00	(8.00)
Office Supplies	500.00	500.00	0.00	500.00	0.00
Website Administration	1,500.00	1,500.00	0.00	1,500.00	0.00
ADA Website Compliance	1,500.00	1,500.00	0.00	1,500.00	0.00
TOTAL ADMINISTRATIVE	\$83,781.00	\$84,276.00	\$495.00	\$84,930.00	\$1,149.00
LEGAL COUNSEL					
District Counsel	7,500.00	7,500.00	0.00	7,500.00	0.00
TOTAL LEGAL COUNSEL	\$7,500.00	\$7,500.00	\$0.00	\$7,500.00	\$0.00
UTILITY SERVICES					
Street Lights	30,000.00	14,880.00	(15,120.00)	30,000.00	0.00
Other Electric Services	5,000.00	2,500.00	(2,500.00)	5,000.00	0.00
Potable Water Utility Services	6,000.00	6,000.00	0.00	6,000.00	0.00
TOTAL UTILITY SERVICES	\$41,000.00	\$23,380.00	(\$17,620.00)	\$41,000.00	\$0.00
OTHER PHYSICAL ENVIRONMENT					
Waterway Management System	22,000.00	35,000.00	13,000.00	22,000.00	0.00
General Liability & Property Casualty Insurance	15,134.00	21,259.00	6,125.00	23,385.00	8,251.00
Landscape Maintenance	209,000.00	150,000.00	(59,000.00)	209,000.00	0.00
Miscellaneous Repairs & Maintenance	20,000.00	20,000.00	0.00	20,000.00	0.00
Hardscape Maintenance	7,500.00	7,500.00	0.00	7,500.00	0.00
Plant Replacement Program	15,000.00	72,000.00	57,000.00	15,000.00	0.00
Capital Improvements	30,000.00	30,000.00	0.00	20,600.00	(9,400.00)
TOTAL OTHER PHYSICAL ENVIRONMENT	\$318,634.00	\$335,759.00	\$17,125.00	\$317,485.00	(\$1,149.00)
ROAD & STREET FACILITIES					
Sidewalk & Pavement Repairs	3,000.00	3,000.00	0.00	3,000.00	0.00
TOTAL ROAD & STREET FACILITIES	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00
PARKS & RECREATION					
Cabana Janitorial & Cleaning	16,000.00	16,000.00	0.00	16,000.00	0.00
Recreation Facility Maintenance	5,000.00	5,000.00	0.00	5,000.00	0.00
Recreation Equipment Maintenance	2,500.00	2,500.00	0.00	2,500.00	0.00
Pool Operations & Maintenance	12,000.00	12,000.00	0.00	12,000.00	0.00
Security System	7,500.00	7,500.00	0.00	7,500.00	0.00
TOTAL PARKS & RECREATION	\$43,000.00	\$43,000.00	\$0.00	\$43,000.00	\$0.00
TOTAL EXPENDITURES	\$499,315.00	\$499,315.00	\$0.00	\$499,315.00	\$0.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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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	\$	620,244
TOTAL REVENUES	\$	620,244

EXPENDITURES

Series 2017 May Bond Interest Payment	\$	220,122
Series 2017 November Bond Principal Payment	\$	180,000
Series 2017 November Bond Interest Payment	\$	220,122
TOTAL EXPENDITURES	\$	620,244
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2021	\$	9,135,000
Principal Payment Applied Toward Series 2017 Bonds	\$	180,000
Bonds Outstanding - Period Ending 11/1/2022	\$	8,955,000

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DEBT SERVICE FUND

SERIES 2019

REVENUES

CDD Debt Service Assessments	\$	383,894
TOTAL REVENUES	\$	383,894

EXPENDITURES

Series 2019 May Bond Interest Payment	\$	129,447
Series 2019 November Bond Principal Payment	\$	125,000
Series 2019 November Bond Interest Payment	\$	129,447
TOTAL EXPENDITURES	\$	383,894
EXCESS OF REVENUES OVER EXPENDITURES	\$	-

ANALYSIS OF BONDS OUTSTANDING

Bonds Outstanding - Period Ending 11/1/2021	\$	6,510,000
Principal Payment Applied Toward Series 2019 Bonds	\$	125,000
Bonds Outstanding - Period Ending 11/1/2022	\$	6,385,000

FISCAL YEAR 2022
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CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EBU Value	Unit Count	Fiscal Year 2021			Fiscal Year 2022			Total Increase / (Decrease) in Annual Assmt
			Debt Service Per Unit	O&M Per Unit	Total Assessment	Debt Service Per Unit	O&M Per Unit	Total Assessment	
ASSESSMENT AREA ONE - SERIES 2017									
Villa - 35'	0.88	100	\$1,094.40	\$549.66	\$1,644.06	\$1,094.40	\$549.66	\$1,644.06	\$0.00
Single Family 40'	1.00	173	\$1,250.74	\$628.19	\$1,878.93	\$1,250.74	\$628.19	\$1,878.93	\$0.00
Single Family 50'	1.25	216	\$1,563.43	\$785.23	\$2,348.66	\$1,563.43	\$785.23	\$2,348.66	\$0.00
Subtotal		489							
ASSESSMENT AREA TWO - SERIES 2019									
Villa - 35'	0.88	186	\$1,093.75	\$549.66	\$1,643.41	\$1,093.75	\$549.66	\$1,643.41	\$0.00
Single Family 40'	1.00	110	\$1,250.00	\$628.19	\$1,878.19	\$1,250.00	\$628.19	\$1,878.19	\$0.00
Single Family 50'	1.25	47	\$1,562.50	\$785.23	\$2,347.73	\$1,562.50	\$785.23	\$2,347.73	\$0.00
Subtotal		343							
TOTAL		832							

Notations:

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

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