

**MINUTES OF MEETING
CYPRESS RESERVE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cypress Reserve Community Development District held a Public Hearing and Regular Meeting on January 27, 2025 at 11:00 a.m., or as soon thereafter as the matter may be heard, at the City of Minneola City Hall, 800 N US Hwy 27, Minneola, Florida 34715.

Present were:

Matthew Young	Chair
Matt Cuarta	Vice Chair
James Dunn	Assistant Secretary
Curt Wilkinson (via telephone)	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas (via telephone)	Wrathell, Hunt and Associates, LLC (WHA)
Kyle Magee (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:12 a.m.

Supervisors Young, Cuarta and Dunn were present. Supervisor Wilkinson attended via telephone. Supervisor-Elect Lupia was absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisor Suzanne Lupia [Seat 5] (the following to be provided in separate package)

This item was deferred as Supervisor-Elect Suzanne Lupia was not present.

- A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
- B. Membership, Obligations and Responsibilities
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS**Ratification of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Rom presented Resolution 2025-02. The Resolution will be amended to remove Suzanne Lupia, who was originally named as an Assistant Secretary. The slate was as follows:

Matthew Young	Chair
Matt Cuarta	Vice Chair
James Dunn	Assistant Secretary
Curt Wilkinson	Assistant Secretary
Kristen Thomas	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Daniel Rom	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Young and seconded by Mr. Dunn, with all in favor, adoption of Resolution 2025-02, as amended to remove Suzanne Lupia as Assistant Secretary, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS**Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of**

**Special Assessments Relating to the
Financing and Securing of Certain Public
Improvements**

A. Affidavit/Proof of Publication

B. Mailed Notice to Property Owner(s)

These items were included for informational purposes.

C. Engineer's Report for Capital Improvements (for informational purposes)

Mr. Rom presented the Engineer's Report for Capital Improvements, which is unchanged since it was last presented.

D. Master Special Assessment Methodology Report (for informational purposes)

Mr. Rom presented the Master Special Assessment Methodology Report, which is unchanged since it was last presented. He recalled prior discussion about including hardscape in the Methodology Report and noted that, although hardscape is mentioned in the Engineer's Report, it did not include a cost, which is why it was not in the Methodology Report. The Methodology Report mirrors the data and costs in the Engineer's Report.

On MOTION by Mr. Dunn and seconded by Mr. Cuarta, with all in favor, the Public Hearing was opened.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

No affected property owners or members of the public spoke.

Mr. Magee posed and Mr. Rom answered the following questions:

Mr. Magee: You are the Financial Consultant for the Master Assessment Methodology that has been previously approved by the Board? Correct?

Mr. Rom: Correct.

Mr. Magee: In your professional opinion, do the lands subject to the Master Assessment Methodology receive special benefits from the Districts Capital Improvement Plan as provided in the Engineer's Report?

Mr. Rom: Yes.

Mr. Magee: In your professional opinion, are the special assessments, as provided in the Master Assessment Methodology reasonably apportioned among the lands subject to the special assessments?

Mr. Rom: Yes.

Mr. Magee: In your professional opinion, is it reasonable, proper and just to assess the costs of the Capital Improvement Program against the lands in the District in accordance with your Methodology, which results in the special assessments set forth on the final assessment roll?

Mr. Rom: Yes.

Mr. Magee: Is it your opinion that the special benefits the lands will receive, as set forth in the final assessment roll, will be equal to or in excess of the maximum special assessments thereon allocated as set forth in the Master Assessment Methodology?

Mr. Rom: Yes.

Mr. Magee: This is your opinion that it is in the best interests of the District that the maximum special assessments be paid and collected in accordance with the Master Special Assessment Methodology and the District's Assessment Resolution?

Mr. Rom: Yes.

On MOTION by Mr. Dunn and seconded by Mr. Cuarta, with all in favor, the Public Hearing was closed.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessments.

- E. Consideration of Resolution 2025-07, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special**

Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Mr. Rom presented Resolution 2025-07 and read the title. Mr. Magee discussed Resolution 2025-07, which accomplishes the following:

- Sets forth the Board's authority to adopt the Resolution.
- Makes certain findings based on the steps taken to date, as well as the evidence presented at today's hearing.
- Confirms the authorization of the District project as originally set out in the Engineer's Report, which is attached to the Resolution, as finalized today.
- Confirms the costs of the project and the costs to be paid by the special assessments.
- Equalizes, approves, confirms and levies the special assessments.
- Finalizes the special assessments and provides for the application of true-up payments.
- Provides for the allocation of special assessments and prepayment of the special assessments and method of collection for them.
- Provides that certain property owned by governments and certain property owner associations are exempt from assessments.
- Provides for the recording of an assessment notice for the official records of the County.

On MOTION by Mr. Young and seconded by Mr. Dunn, with all in favor, Resolution 2025-07, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190 and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Homeowners Associations, Property Owners Association and/or Governmental

Entities; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-06,
Designating the Location of the Local
District Records Office and Providing an
Effective Date

This item was deferred.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
Statements as of December 31, 2024

On MOTION by Mr. Cuerta and seconded by Mr. Young, with all in favor, the Unaudited Financial Statements as of December 31, 2024, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of December 9, 2024 Regular
Meeting Minutes

On MOTION by Mr. Dunn and seconded by Mr. Cuerta, with all in favor, the December 9, 2024 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Magee stated that the bond validation hearing will be on February 10, 2025.

Discussion ensued regarding the bond validation process, amount being validated, pricing, interest rates, when bond issuance can occur.

B. District Engineer: Poulos & Bennett

There was no report.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: February 24, 2025 at 11:00 AM**
 - **QUORUM CHECK**

The next meeting will be on February 24, 2025, unless canceled.

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

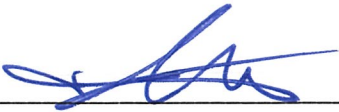
No members of the public spoke.

TWELFTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. Wilkinson and seconded by Mr. Dunn, with all in favor, the meeting adjourned at 11:31 a.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair