

**MINUTES OF MEETING
CYPRESS PARK ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cypress Park Estates Community Development District was held **Tuesday, April 22, 2025** at 11:30 a.m. at the Lake Alfred Public Library, 245 N. Seminole Ave., Lake Alfred, Florida.

Present and constituting a quorum:

Steve Rosser
Alan Metzger
Kristina Bolen
Allan Keen

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Monica Virgen
Jill Burns
Grace Rinaldi
Maria Perez
Achal Aggarwal
Marshall Tindall

District Manager, GMS
District Manager, GMS
District Counsel, Kilinski Van Wyk
Park Square Homes
Park Square Homes
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Virgen called the meeting to order at 11:30 a.m. and called the roll. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Virgen asked for any public comments on agenda items.

Kelly Mercado (Resident) asked for the minutes to be written in Spanish, residents are unaware of the meetings, and there are security issues at the pool and speeding and road rage issues.

Claudia Hernandez (1293 Tupelo) stated there have been issues with fast drivers throughout the neighborhood and she would like speed bumps to be added. She added she was not in favor of the mailbox shade structure and would like to have security at the playground. She reiterated the number of security issues at the pool.

April 22, 2025

Cypress Park Estates CDD

Steven Madina (Resident) reiterated the security issues at the pool and the speeding throughout the neighborhood. He noted there have been residents littering at the mailbox area.

Mr. Wisenbeck (1165 Tupelo) reiterated the security issues at the pool and speeding throughout the neighborhood.

Jocelyn (624 Silver Palm Drive) asked for upgrades be added to the Amenity Center.

Christine Cosme (2160 Pigeon Plum) stated there have been people smoking in the playground area. She added there have been residents going off the sidewalks into the pool through neighbors' yards.

Ms. Virgen noted if the residents see individuals hop the fence to the pool, they should call law enforcement. Ms. Burns added they have security cameras that are turned off during the day and monitored at night that lets individuals know if they do not leave, the cops will be called. Resident (Kelly Mercado) stated the security officers often do not do their job and suggested switching security companies.

Ms. Burns stated they will send out a reminder to all residents reminding them to not leave the gate to the pool open and other pool rules.

ADDED - Organizational Matters

A. Appointment of Individual to Fill Board Vacancy in Seat #5

Ms. Virgen stated there is a vacancy in Seat 5 and the Board can appoint a new member. She added Achal Aggarwal has shown interest and allowed him to introduce himself.

Mr. Aggarwal noted he is currently serving in three other CDDs and is a part of 31 HOAs. He is highly experienced with homeowner issues is also a builder. He believes adding a builder to the Board will allow them to look at the projects through a builder's lenses.

Ms. Bolen stated she is worried with adding Mr. Aggarwal, the residents will be outnumbered.

Maria Perez stated she would like to run for Seat 5. She added she is also serving on another CDD Board, and believes it is not a problem. Mr. Keen made a motion to appoint Ms. Perez to Seat 5.

On MOTION by Mr. Keen and seconded by Mr. Rosser, with Mr. Keen and Mr. Rosser in favor and Ms. Bolen and Mr. Metzger opposed, Appointing Maria Perez to Fill Seat 5, failed 2-2.

April 22, 2025

Cypress Park Estates CDD

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 6, 2025 Board of Supervisors Meeting

Ms. Virgen presented the minutes from the February 6, 2025 Landowner's meeting and Board of Supervisors meeting.

On MOTION by Ms. Bolen, seconded by Mr. Keen, with all in favor, the Minutes of the February 6, 2025 Landowners' Meeting and Board of Supervisors Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2025-05
Appointing an Assistant Secretary**

Ms. Virgen stated this resolution appoints herself as an Assistant Secretary. This will allow her to sign documents on behalf of the District.

On MOTION by Ms. Bolen, seconded by Mr. Keen, with all in favor, Resolution 2025-05 Appointing Ms. Virgen as an Assistant Secretary, was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2025-06
Declaring Series 2020 Assessment Area 1
Project Complete**

Ms. Rinaldi presented the resolution and stated this is required per the Trust Indenture of the bonds. She noted the District engineer has attached a letter of completion. The cost of competition exceeded the amount that was in the construction account.

Ms. Bolen stated on Page 60 there was a box asking if they had taken an oath, and the box was not checked. She asked for that to be reviewed.

Ms. Rinaldi stated for the Assessment Area 1 project it was \$7,770,000 and for the Area 2 project, it was \$1,185,000. Ms. Burns added the Master Assessment Methodology set the cap on the amount the debt can be, but the debt assessment can be different for everyone. She stated if residents have questions on their tax bill, they can call her office and ask.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with all in favor, Resolution 2025-06 Declaring Series 2020 Assessment Area 1 Project Complete, was approved.

April 22, 2025

Cypress Park Estates CDD

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-07
Declaring Series 2020 Assessment Area 2
Project Complete**

Ms. Virgen asked for a motion to approve.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with all in favor, Resolution 2025-07 Declaring Series Assessment Area 2 Project Complete, was approved.

SEVENTH ORDER OF BUSINESS

**Discussion Regarding Installation of
Speeding Deterrents in the Community
*requested by Supervisor Bolen***

Ms. Virgen stated Ms. Bolen and residents of the community showed concern for the speeding across District property. She added this allows the Board to look at options to slow residents down, such as speed bumps in the community. She noted if they would like speed bumps in the community, they would need to go through the engineer to determine how much they would cost and where they are allowed to put the speed bumps. Once the engineer conducts his search, the county will have to conduct a traffic watch before they can add them.

Ms. Burns stated adding speed bumps is expensive and the Board should expect a high number. She encouraged residents to call the city and explain their complaints to encourage them to look at the area.

Ms. Bolen stated she would like to move forward with calling the city to monitor CDD roads.

Ms. Virgen stated they have received confirmation from two Board members stating they will attend the next Board meeting; however they need a third. Ms. Virgen reviewed the cost of each meeting site: Lake Eva costs \$75 and the event center was \$150. She added District counsel is not available for May 19th, so they will hold it on May 12th.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Rinaldi stated the Florida Legislative Commission started last month and will run through the beginning of May. Her firm will be closely monitoring and legislatives that will affect them. She noted the goals and objectives may be repealed and they are looking to increase the

April 22, 2025

Cypress Park Estates CDD

means of sovereign immunity. She reminded the Board of the required ethics training that is due by the end of the year.

B. Engineer

The District Engineer is not on the line today as there was nothing engineering related.

C. Field Manager's Report

Mr. Tindall reviewed the Field Managers Report. He stated the facility is overall being maintained. He noted there was an issue with the gate that might have been caused from someone hopping it but has since been fixed. For landscaping, only a few areas are being touched up. He is still waiting on more information on the mailbox area shade. He noted there are chairs and tables missing at the pool missing and presented the proposals.

i. Consideration of Proposals for Shade Structure at Pool and Playground Areas *(to be provided under separate cover)*

Mr. Tindall suggested the Board go with a 30 x 30 structure for the playground area. He noted if they choose a bigger structure originally, they will not have to pay the cost of expansion if they ever wish it to be larger. He added it will be between \$27,000 and \$30,000 for each shade. He believes it will take around 3 months to add a shade. He noted there will be plants that will need to be moved in order for this structure to fit. Mr. Tindall then reviewed landscape proposals and asked for a motion to approve E1 and E2 on the Field Summary report.

On MOTION by Mr. Metzger, seconded by Ms. Bolen, with all in favor, Landscape Proposal Items E1 and E2, were approved.
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D. District Manager's Report

i. Approval of Check Register

Ms. Virgen presented the check register and offered to take any questions. Mr. Keen asked if the payment that was made to Grau & Associates on the 19th was an annual payment and how often District counsel fees are counted. Ms. Virgen noted that was for their annual audit from Grau & Associates and counsel fees are based on hourly rates. Mr. Metzger stated he appreciated the help from GMS with financials.

April 22, 2025

Cypress Park Estates CDD

On MOTION by Ms. Bolen, seconded by Mr. Metzger, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Virgen noted the financial statements are included in the package for review. No action is necessary from the Board.

NINTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Metzger stated there is over \$100,000 in HOA funds that are not being utilized and believes it should help pay for expenses.

ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Virgen asked for a motion to adjourn.

On MOTION by Mr. Rosser, seconded by Ms. Bolen, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:

Steve Rosser

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Chairman/Vice Chairman