



**WINDING CYPRESS  
COMMUNITY DEVELOPMENT  
DISTRICT**

**COLLIER COUNTY  
REGULAR BOARD MEETING  
DECEMBER 7, 2023  
1:00 P.M.**

Special District Services, Inc.  
The Oaks Center  
2501A Burns Road  
Palm Beach Gardens, FL 33410

[www.windingcypresscdd.org](http://www.windingcypresscdd.org)  
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**AGENDA**  
**WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT**  
Clubhouse at Winding Cypress  
7180 Winding Cypress Drive  
Naples, Florida 34114  
**REGULAR BOARD MEETING**  
**December 7, 2023**  
**1:00 p.m.**

- A. Call to Order
- B. Pledge of Allegiance
- C. Proof of Publication.....Page 1
- D. Discussion Regarding Vacancy Procedures
- E. Establish a Quorum
- F. Additions or Deletions to Agenda
- G. Approval of Minutes
  - 1. November 2, 2023 Regular Board Meeting.....Page 2
  - 2. November 16, 2023 Workshop.....Page 5
- H. Old Business
- I. New Business
  - 1. Engineering Report Status
- J. Administrative Matters
  - 1. Manager's Report
    - Financials.....Page 7
  - 2. Attorney's Report
- K. Comments from the Public for Items Not on the Agenda
- L. Board Members Comments
- M. Adjourn

NOTICE OF BOARD MEETING OF THE  
WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Winding Cypress Community Development District (the District) will hold a Board Meeting on December 7, 2023, at 1:00 p.m. at the Clubhouse at Winding Cypress located at 7180 Winding Cypress Drive, Naples, Florida 34114.

The Board Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Board Meeting may be continued in progress without additional notice to a time, date, and location stated on the record. A copy of the agenda for the Board Meeting may be obtained from the Districts website or from the District Manager, Special District Services, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410. There may be occasions when one or more Supervisors will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this Board Meeting is asked to advise the District Office at least forty-eight (48) hours before the meeting by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, who can aid you in contacting the District Office.

A person who decides to appeal any decision made at this Board Meeting with respect to any matter considered at the Board Meeting 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 the appeal is to be based.

Meetings may be cancelled from time to time without advertised notice.

WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT

[www.windingcypresscdd.org](http://www.windingcypresscdd.org)

No. 9548389 Nov. 27, 2023

**WINDING CYPRESS  
COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 2, 2023**

**A. CALL TO ORDER**

The November 2, 2023, Regular Board Meeting of the Winding Cypress Community Development District (the “District”) was called to order at 1:04 p.m. at the Clubhouse at Winding Cypress located at 7180 Winding Cypress Drive, Naples, Florida 34114.

**B. PLEDGE OF ALLEGIANCE**

**C. PROOF OF PUBLICATION**

Proof of publication was presented that Notice of the Regular Board Meeting had been published in the *Naples Daily News* on October 23, 2023, as legally required.

**D. ESTABLISH A QUORUM**

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

Chairman	Barbara Powell	Present
Vice Chairman	Alex Petrovsky	Present
Supervisor	Scott Spitzer	Present
Supervisor	Patrick Cirello	Present
Supervisor	Paul Ellwood	Absent

Also present were the following Staff members:

District Manager	Michelle Krizen	Special District Services, Inc.
District Counsel	Alyssa Willson (via phone)	Kutak Rock
District Engineer	Ted Tryka	Agnoli Barber & Brundage, Inc.

Also present were those indicated on the attached sign-in sheet.

**E. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**F. APPROVAL OF MINUTES**

**1. October 5, 2023, Regular Board Meeting**

The minutes of the October 5, 2023, Regular Board Meeting were presented for consideration.

A **motion** was made by Ms. Powell, seconded by Mr. Ciriello and passed unanimously approving the minutes of the October 5, 2023, Regular Board Meeting, as presented.

## **2. October 19, 2023, Workshop**

The minutes of the October 19, 2023, Workshop were presented for consideration.

It was noted that Ted Tryka will inspect the “lake banks” instead of “lake bank.”

A **motion** was made by Ms. Powell, seconded by Mr. Ciriello and passed unanimously approving the minutes of the October 19, 2023, Workshop, as amended.

## **G. OLD BUSINESS**

There were no Old Business items to come before the Board.

## **H. NEW BUSINESS**

### **1. Consider Engineering Proposal**

Mr. Tryka went over his proposal. The District contains approximately 358 acres of land with 34 water management lakes which is a total of 83.4 acres. Mr. Tryka would spend approximately 2 weeks reviewing the existing construction plans and permits; preparing plans/maps for the use of ABB inspector and per pare the GIS collector APP to allow for data collection and geotagged photos. Approximately 6 weeks will be spent onsite taking geotagged photos and measurements. After all the data has been collected, a report will be prepared and shared with the Board. District resident, Ms. Tempelton, asked the total timeframe before the report would be available and was told approximately 90 days.

Mr. Petrovsky mentioned some South Florida Water Management District (SFWMD) notices of violation and records previously requested from SFWMD. A discussion ensued regarding the notices. Ms. Willson advised against being found in noncompliance with SFWMD. The Board wanted to understand how the violations were resolved.

A **motion** was made by Mr. Ciriello seconded by Ms. Powell and passed unanimously authorizing Ms. Willson to reach out to SFWMD to seek records relating to the disposition of the violations.

Ms. Powell brought up a possible SFWMD concern: DVOSTA approached the HOA regarding two new monitoring wells installed to gauge the water use per the permit. There will be a monthly fee of \$1,200 for monitoring. Ms. Powell would like confirmation this is a HOA, not a CDD item.

### **2. Community Disaster Resilience Zone Memo Discussion**

Mr. Spitzer shared information regarding the FEMA Community Disaster Resilience Zone. He attended an online training that provided background information regarding the creation of the Disaster Resilience Zones and the goals for the FEMA Program. Mr. Spitzer reached out to a few FEMA consultants to see if they were familiar with this program. The Board requested that Mr. Spitzer invite a FEMA consultant to speak at the next Workshop.

## **I. ADMINISTRATIVE MATTERS**

### **1. Manager's Report**

Ms. Krizen presented the financials. There were no questions from the Board Members

Ms. Krizen noted that the next meeting was scheduled for December 7, 2023, and a Workshop was scheduled for November 16, 2023.

Ms. Krizen noted that Dragonfly reached out and would like to start on November 20, 2023. This is after the contract had ended. The Board directed Ms. Krizen to have Dragonfly remove the District from the schedule as per the contract.

## **2. Engineer's Report**

Mr. Tryka had nothing further to report.

## **3. Attorney's Report**

Ms. Willson had nothing further to report by was available for questions. There were no further questions from the Board Member.

## **J. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

There was no public comment for items not on the agenda.

## **K. BOARD MEMBER COMMENTS**

There were no additional comments from the Board Members.

## **L. ADJOURNMENT**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 2:50 p.m. on a **motion** made by Mr. Ciriello, seconded by Mr. Spitzer and passed unanimously.

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Chairman/Vice Chairman

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Secretary/Assistant Secretary

Date Approved \_\_\_\_\_

**WINDING CYPRESS  
COMMUNITY DEVELOPMENT DISTRICT  
WORKSHOP MEETING  
NOVEMBER 16, 2023**

**A. CALL TO ORDER**

The November 16, 2023, Workshop Meeting of the Winding Cypress Community Development District (the “District”) was called to order at 1:02 p.m. at the Clubhouse at Winding Cypress located at 7180 Winding Cypress Drive, Naples, Florida 34114.

**B. PLEDGE OF ALLEGIANCE**

**C. PROOF OF PUBLICATION**

Proof of publication was presented that Notice of the Workshop Meeting had been published in the *Naples Daily News* on October 30, 2023, as legally required.

**D. ESTABLISH A QUORUM**

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

Chairman	Barbara Powell	Present
Vice Chairman	Alex Petrovsky	Present
Supervisor	Scott Spitzer	Present
Supervisor	Patrick Cirello	Present
Supervisor	Paul Ellwood	Absent

Also present were the following Staff members:

District Manager	Michelle Krizen	Special District Services, Inc.
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**E. ADDITIONS OR DELETIONS TO THE AGENDA**

There was no additions or deletions to the agenda.

**F. DISCUSSIONS REGARDING FEMA**

Presentations were made by both Strategic Resilience and Capital Funding. Both firms explained the process apply to receive BRIC funds. A discussion ensued with the board members, the cost of a consultant would be approximately \$40,000-\$50,000. Mr. Spitzer brought up the possibility of a joint venture with Lely and Verona Walk if we could find a project that would benefit everyone.

More consultants and discussions will be had at upcoming meetings/workshops.

The district engineer, district council and district manager determined that the correct entity to pay is the owner of the permit. At this time, it is the HOA.

#### **G. UPDATES REGARDING THE WATER USE PERMIT**

The district engineer, district council and district manager determined that the correct entity to pay is the owner of the permit.

#### **H. COMMENTS FROM THE PUBLIC**

Several residents shared their concerns regarding FEMA projects. Concerns included uncertainty of the project or intended outcome as well as the cost involved. The residents expressed the need to use the money to fix the ponds/lakes.

#### **I. MANAGER UPDATES**

The next Board Meeting is scheduled for December 7, 2023, and the next Workshop Meeting is scheduled for January 18, 2024.

#### **J. BOARD MEMBER COMMENTS**

There were no further comments from the Board Members.

#### **K. ADJOURNMENT**

A **motion** was made by Ms. Powell, seconded by Mr. Spitzer and passed unanimously adjourning the Workshop Meeting at 2:53 p.m.



Winding Cypress  
Community Development District

**Financial Report For  
October 2023**

**WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT  
MONTHLY FINANCIAL REPORT  
OCTOBER 2023**

	<b>Annual Budget 10/1/23 - 9/30/24</b>	<b>Actual Oct-23</b>	<b>Year To Date Actual 10/1/23 - 10/31/23</b>
<b>REVENUES</b>			
O & M (Operation & Maintenance) Assessments	608,957	1,283	1,283
Debt Assessments (2015)	526,216	1,110	1,110
Debt Assessments (2019)	311,687	657	657
Other Revenue	0	0	0
Interest Income - Operating	1,500	0	0
Interest Income - Preserve Areas	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 1,448,360</b>	<b>\$ 3,050</b>	<b>\$ 3,050</b>
<b>EXPENDITURES</b>			
<b>Administrative Expenditures</b>			
Supervisor Fees	12,000	400	400
Payroll Taxes - Employer	960	31	31
Management	50,000	4,167	4,167
Legal	25,500	1,204	1,204
Legal & Engineering - Extraordinary	250,000	0	0
Assessment Roll	5,000	0	0
Audit Fees	4,200	0	0
Arbitrage Rebate Fee	650	0	0
Insurance	6,700	6,594	6,594
Legal Advertisements	4,000	1,027	1,027
Miscellaneous	725	51	51
Postage	300	63	63
Office Supplies	575	52	52
Dues & Subscriptions	175	175	175
Trustee Fee	8,300	0	0
Continuing Disclosure Fee	1,000	0	0
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>\$ 370,085</b>	<b>\$ 13,764</b>	<b>\$ 13,764</b>
<b>Maintenance Expenditures</b>			
Engineering/Inspections	20,000	1,097	1,097
Preserve Maintenance	79,700	0	0
Lake Bank Maintenance	75,000	0	0
Pipe Maintenance	20,000	0	0
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>\$ 194,700</b>	<b>\$ 1,097</b>	<b>\$ 1,097</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 564,785</b>	<b>\$ 14,861</b>	<b>\$ 14,861</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 883,575</b>	<b>\$ (11,811)</b>	<b>\$ (11,811)</b>
Bond Payments (2015)	(486,750)	(1,030)	(1,030)
Bond Payments (2019)	(288,311)	(610)	(610)
<b>BALANCE</b>	<b>\$ 108,514</b>	<b>\$ (13,451)</b>	<b>\$ (13,451)</b>
County Appraiser & Tax Collector Fees	(49,916)	(58)	(58)
Discounts For Early Payments	(58,598)	(160)	(160)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (13,669)</b>	<b>\$ (13,669)</b>
CARRYOVER FROM PRIOR YEAR	0	0	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (13,669)</b>	<b>\$ (13,669)</b>
<b>Operating Account Bank Balance As Of 10/31/23</b>	<b>\$ 90,130.95</b>		
<b>Accounts Payable As Of 10/31/23</b>	<b>\$ 18,289.23</b>		
<b>Accounts Receivable As Of 10/31/23</b>	<b>\$ -</b>		
<b>Available Funds As Of 10/31/23</b>	<b>\$ 71,841.72</b>		

<b>Preserve Areas Bank Account As Of 10/31/23</b>	<b>\$ 773,444.46</b>
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Preserve Areas Funds Totaling \$748,196 Are Designated For A Long Term Management Fund For The Preserve Areas. These Funds Cannot Be Used For District Operations.

**Winding Cypress Community Development District**  
**Budget vs. Actual**  
**October 2023**

	<b>Oct 23</b>	<b>23/24 Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
01-3300 · O&M Assessments	1,283.34	608,957.00	-607,673.66	0.21%
01-3810 · Debt Assessments (2015)	1,109.60	526,216.00	-525,106.40	0.21%
01-3811 · Debt Assessments (2019)	657.00	311,687.00	-311,030.00	0.21%
01-3820 · Debt Assess-Pd To Trustee-2015	-1,030.35	-486,750.00	485,719.65	0.21%
01-3821 · Debt Assess-Pd To Trustee-2019	-610.10	-288,311.00	287,700.90	0.21%
01-3830 · Assessment Fees	-57.80	-49,916.00	49,858.20	0.12%
01-3831 · Assessment Discounts	-160.13	-58,598.00	58,437.87	0.27%
01-9410 · Interest Income (GF)	0.00	1,500.00	-1,500.00	0.0%
<b>Total Income</b>	<b>1,191.56</b>	<b>564,785.00</b>	<b>-563,593.44</b>	<b>0.21%</b>
<b>Expense</b>				
01-1310 · Engineering	1,098.00	20,000.00	-18,902.00	5.49%
01-1311 · Management Fees	4,166.66	50,000.00	-45,833.34	8.33%
01-1315 · Legal Fees	1,203.50	25,500.00	-24,296.50	4.72%
01-1316 · Legal & Engineering - Extra	0.00	250,000.00	-250,000.00	0.0%
01-1318 · Assessment/Tax Roll	0.00	5,000.00	-5,000.00	0.0%
01-1320 · Audit Fees	0.00	4,200.00	-4,200.00	0.0%
01-1321 · Supervisor Fees	400.00	12,000.00	-11,600.00	3.33%
01-1323 · Payroll tax expense	30.60	960.00	-929.40	3.19%
01-1330 · Arbitrage Rebate Fee	0.00	650.00	-650.00	0.0%
01-1450 · Insurance	6,594.00	6,700.00	-106.00	98.42%
01-1480 · Legal Advertisements	1,027.04	4,000.00	-2,972.96	25.68%
01-1512 · Miscellaneous	50.65	725.00	-674.35	6.99%
01-1513 · Postage and Delivery	63.42	300.00	-236.58	21.14%
01-1514 · Office Supplies	52.20	575.00	-522.80	9.08%
01-1540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
01-1550 · Trustee Fees	0.00	8,300.00	-8,300.00	0.0%
01-1743 · Continuing Disclosure Fee	0.00	1,000.00	-1,000.00	0.0%
01-1807 · Lake Maintenance	0.00	75,000.00	-75,000.00	0.0%
01-1813 · Preserve Maintenance	0.00	79,700.00	-79,700.00	0.0%
01-1816 · Pipe Maintenance	0.00	20,000.00	-20,000.00	0.0%
<b>Total Expense</b>	<b>14,861.07</b>	<b>564,785.00</b>	<b>-549,923.93</b>	<b>2.63%</b>
<b>Net Ordinary Income</b>	<b>-13,669.51</b>	<b>0.00</b>	<b>-13,669.51</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-13,669.51</b>	<b>0.00</b>	<b>-13,669.51</b>	<b>100.0%</b>

**Winding Cypress Community Development District**  
**Expenditures**  
**October 2023**

	<u>Date</u>	<u>Invoice #</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>Expenditures</b>					
<b>01-1310 · Engineering</b>					
	10/31/2023	230110-001	Agnoli Barber & Brundage Inc	professional services thru 10/31/23	1,098.00
Total 01-1310 · Engineering					1,098.00
<b>01-1311 · Management Fees</b>					
	10/31/2023	2023-1296	Special District Services	Management fee October	4,166.66
Total 01-1311 · Management Fees					4,166.66
<b>01-1315 · Legal Fees</b>					
	10/31/2023	3311701	Kutak Rock LLP	legal services thru 10/31/2023	1,203.50
Total 01-1315 · Legal Fees					1,203.50
<b>01-1321 · Supervisor Fees</b>					
	10/19/2023	PR 10/23/23		Meeting date 10/5 & 10/20 check date 10/23/23	400.00
Total 01-1321 · Supervisor Fees					400.00
<b>01-1322 · Payroll processing fee</b>					
	10/19/2023	PR 10/23/23		Meeting date 10/5 & 10/20 check date 10/23/23	50.65
Total 01-1322 · Payroll processing fee					50.65
<b>01-1323 · Payroll tax expense</b>					
	10/19/2023	PR 10/23/23		Meeting date 10/5 & 10/20 check date 10/23/23	30.60
Total 01-1323 · Payroll tax expense					30.60
<b>01-1450 · Insurance</b>					
	10/01/2023	19808	Egis Insurance Advisors LLC	policy# 100123281 10/1/23-10/1/24	6,594.00
Total 01-1450 · Insurance					6,594.00
<b>01-1480 · Legal Advertisements</b>					
	10/30/2023	0005987972	Gannett Florida LocaliQ	Notice of Workshop	239.12
	10/30/2023	0005987972	Gannett Florida LocaliQ	Notice of Reg Board Mtg	254.80
	10/30/2023	0005987972	Gannett Florida LocaliQ	FY 23/24 WORKSHOP Schedule	286.16
	10/30/2023	0005987972	Gannett Florida LocaliQ	Notice of Board Mtg	246.96
Total 01-1480 · Legal Advertisements					1,027.04
<b>01-1513 · Postage and Delivery</b>					
	10/31/2023	2023-1296	Special District Services	FedEx	54.89
	10/31/2023	2023-1296	Special District Services	postage	8.53
Total 01-1513 · Postage and Delivery					63.42
<b>01-1514 · Office Supplies</b>					
	10/31/2023	2023-1296	Special District Services	copier charge	52.20
Total 01-1514 · Office Supplies					52.20
<b>01-1540 · Dues, License &amp; Subscriptions</b>					
	10/02/2023	89181	Department of Economic Opportunity	special district fee FY 23/24	175.00
Total 01-1540 · Dues, License & Subscriptions					175.00
<b>Total Expenditures</b>					<b>14,861.07</b>

WINDING CYPRESS CDD  
TAX COLLECTIONS  
2023 - 2024

#	ID#	Payment From	DATE	FOR	Tax Collect Receipts Gross	Interest Received	Commission Paid	Discount	Net From Tax Collector	O & M Assessment Income (Before Discounts & Fees)	Series 2015 Debt Assessment Income (Before Discounts & Fees)	Series 2019 Debt Assessment Income (Before Discounts & Fees)	O & M Assessment Income (After Discounts & Fees)	Series 2015 Debt Assessment Income (After Discounts & Fees)	Series 2019 Debt Assessment Income (After Discounts & Fees)	Series 2015 Debt Assessment Paid to Trustee	Series 2019 Debt Assessment Paid to Trustee
									\$1,446,860	\$608,957	\$526,216	\$311,687	\$608,957	\$526,216	\$311,687		
									\$1,338,346	\$563,285	\$486,750	\$288,311	\$563,285	\$486,750	\$288,311	\$486,750	\$288,311
1	1	Collier Cty Tax Collector	10/30/23	NAV Taxes	\$ 3,049.94		\$ (57.80)	\$ (160.13)	\$ 2,832.01	\$ 1,283.34	\$ 1,109.60	\$ 657.00	\$ 1,191.56	\$ 1,030.35	\$ 610.10	\$ 1,030.35	\$ 610.10
2									\$ -							\$ -	\$ -
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					\$3,049.94	\$ -	\$ (57.80)	\$ (160.13)	\$ 2,832.01	\$ 1,283.34	\$ 1,109.60	\$ 657.00	\$ 1,191.56	\$ 1,030.35	\$ 610.10	\$ 1,030.35	\$ 610.10

Roll: 526,548.00 311,688.00

Assessment Roll = \$1,447,198.34

O&M: 608,962.34  
13 Debt: 526,548.00  
18 Debt: 311,688.00  
1,447,198.34

Note: \$1,446,860, \$608,957, \$526,216 and \$311,687 are 2023/2024 budgeted assessments before discounts and fees.  
\$1,338,346, \$563,285, \$486,750 and \$288,311 are 2023/2024 budgeted assessments after discounts and fees.

\$ 3,049.94	
\$ -	\$ 2,832.01
\$ (1,283.34)	\$ (1,191.56)
\$ (1,109.60)	\$ (1,030.35)
\$ (657.00)	\$ (610.10)
\$ -	\$ -