

**WINDING CYPRESS
COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 5, 2024**

A. CALL TO ORDER

The December 5, 2024, Regular Board 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 Regular Board Meeting had been published in the *Naples Daily News* on September 24, 2024, as legally required.

D. SEAT NEW BOARD MEMBERS

Ms. Krizen administered the Oath of Office to Barbara Powell.

Everyone was reminded that Susan Broucek was nominated by the Board at the last meeting.

A **motion** was made by Supervisor O'Donohue, seconded by Supervisor Petrovsky and passed unanimously appointing Susan Broucek to Seat 4 with a term ending in November 2028.

E. ADMINISTER OATH OF OFFICE

Ms. Krizen administered the Oath of Office to Susan Broucek and Ms. Willson went over Board Member responsibilities and duties.

F. 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	Gerard O'Donohue	Present
Supervisor	Patrick Cirello	Absent
Supervisor	Susan Broucek	Present

Also present were the following Staff members:

District Manager	Michelle Krizen	Special District Services, Inc.
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District Counsel	Alyssa Willson (via phone)	Kutak Rock
District Engineer	Ted Tryka	LJA Engineering

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

G. CONSIDER RESOLUTION NO. 2024-11 – DESIGNATING OFFICERS

Resolution No. 2024-11 was presented, entitled:

RESOLUTION 2024-11

A RESOLUTION OF THE WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A CHAIR, A VICE CHAIR, A SECRETARY, ASSISTANT SECRETARIES, A TREASURER AND AN ASSISTANT TREASURER OF THE WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

The following slate of officers was approved on a **motion** made by Supervisor Petrovsky seconded by Supervisor O’Donohue and passed unanimously, adopting Resolution No. 2024-11 and the below slate of officers, as presented:

- Chairperson – Barbara Powell
- Vice Chairman – Alex Petrovsky
- Secretary/Treasurer – Michelle Krizen
- Assistant Secretaries – Gerard O’Donohue, Susan Broucek and Patrick Ciriello

H. ADDITIONS OR DELETIONS TO THE AGENDA

There a consensus of the Board to remove Resolution No. 2024-11 since that was approved as part of the Election of Officers.

I. APPROVAL OF MINUTES

1. November 7, 2024, Regular Board Meeting

The minutes of the November 7, 2024, Regular Board Meeting were presented for consideration.

A **motion** was made by Supervisor O’Donohue, seconded by Supervisor Petrovsky and passed unanimously approving the minutes of the November 7, 2024, Regular Board Meeting, as presented.

J. OLD BUSINESS

1. Update on Fall 2024 Lake Bank Remediation

It was noted that the contract had been finalized and was sent to Earthtech for execution with an anticipated start date of sometime in February. The Bid bond will be approximately 1.5%, which will be paid for using the owner’s allowance. Mr. Tryka confirmed that dewatering was factored into the bid. The anticipated time for completion is 4-6 months. The Board requested to have the District Engineer request an anticipated schedule from Earthtech, making the District aware of the order the lakes will be repaired. This is with the

understanding that this is subject to change based on staffing, equipment or other items that could affect the order of the work.

Mr. Tryka compiled a list of 29 addresses that will have work being done. The 17 sites often boarder two lots causing this list to be greater than 17. Ms. Willson is drafting a letter to notify the residents on the list. Chairperson Powell will create an update for the community that the HOA has agreed to distribute to the residents. As we receive more specific dates and locations, those will be shared with the HOA and residents.

K. NEW BUSINESS

1. Consider Resolution No. 2024-10 – Adopting Resolution Designating Check Signers

Resolution No. 2024-10 was presented, entitled:

RESOLUTION NO. 2024-10

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINDING CYPRESS COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Since Officers remained the same this resolution was not needed. There also will be no changes to the current check signers.

L. ADMINISTRATIVE MATTERS

1. Manager's Report

Ms. Krizen reminded the Board Members that they were each eligible to receive up to \$200 per meeting with a limit of \$4,800 annually. Each Supervisor was asked if they would like to receive compensation.

Supervisor O'Donohur declined.

Supervisor Broucek declined.

Supervisor Petrovsky accepted.

Supervisor Powell declined.

Supervisor Ciriello declined, which Ms. Krizen confirmed outside the meeting.

The financials were shared with the Board and it was noted that this was the first report of the new fiscal year.

Supervisor O'Donohue asked about the preserve maintenance contract and billing details. This will be brought back to as a January Workshop item.

Ms. Krizen will be out of the office January 1 through 10, 2025. She further indicated that she would check email and Ms. Meneely would be available if needed.

Ms. Krizen advised that January 16, 2025, would be a Workshop.

2. Attorney's Report

Chairperson Powell reported that the HOA easement agreement would be sent back to Ms. Willson for review with some changes. Ms. Willson will review the document and continue to correspond with HOA counsel, District staff, and the Chair as needed.

Ms. Willson reminded the board that the 4 hours of ethics training needed to be completed by December 31, 2024.

M. COMMENTS FROM THE PUBLIC

The Chair for the ARC requested clarification regarding the latest letter regarding applications. There was a mention of pavers not being permitted; is that patios, pool area, walkways, hose bib decks? Mr. Tryka will work with District staff and have a report for Board review at the next Workshop.

N. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

O. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 1:45 p.m. on a **motion** made by Chairperson Powell, seconded by Supervisor Petrovsky and passed unanimously.


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 2/6/25

