

**CYPRESS BAY WEST
COMMUNITY DEVELOPMENT
DISTRICT**

July 5, 2022

**BOARD OF SUPERVISORS
EMERGENCY**

MEETING AGENDA

Cypress Bay West Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

June 28, 2022

Board of Supervisors
Cypress Bay West Community Development District

Dear Board Members:

The Board of Supervisors of the Cypress Bay West Community Development District will hold an Emergency Meeting on July 5, 2022 at 12:00 p.m., at Kays Bar-B-Que & Steaks, 1552 West King Street, Cocoa, Florida 32926. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Elected Board of Supervisors (*the following will be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Chapter 190, Florida Statutes
 - D. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - E. Form 8B: Memorandum of Voting Conflict
4. Consideration of Resolution 2022-35, Ratifying and Approving Certain Board Actions Approved and Adopted at the Duly Advertised Public Meeting and Public Hearings of the Board of Supervisors Held June 15, 2022
5. Discussion: Future Meeting Location
6. NEXT MEETING DATE: July 20, 2022 at 11:00 AM
 - QUORUM CHECK

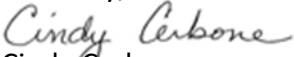
ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Roger Van Auker	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
John Wiggins	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Bill Fife	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Chris Tyree	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Robyn Bronson	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

7. Board Members' Comments/Requests
8. Public comments
9. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,

 Cindy Carbone
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 1317330895

CYPRESS BAY WEST
COMMUNITY DEVELOPMENT DISTRICT

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**CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF _____

The foregoing oath was administered before me by means of physical presence or online notarization on this ___ day of _____, 20__, by _____, who is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Cypress Bay West Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida
Print Name: _____
Commission No.: _____ Expires: _____

MAILING ADDRESS: Home Office County of Residence _____

Street Phone Fax

City, State, Zip Email Address

CYPRESS BAY WEST

COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2022-35

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING CERTAIN BOARD ACTIONS APPROVED AND ADOPTED AT THE DULY ADVERTISED PUBLIC MEETING AND PUBLIC HEARINGS OF THE BOARD OF SUPERVISORS HELD JUNE 15, 2022.

WHEREAS, the Cypress Bay West Community Development District ("District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated in the City of Palm Bay, Florida; and

WHEREAS, on May 18, 2022, the Board of Supervisors ("Board") of the District held a landowner's meeting and election whereby Roger Van Auker, John Wiggins, Bill Fife, Chris Tyree and Robyn Bronson were elected as Board Supervisors ("Board Supervisors"); and

WHEREAS, the Board later held a duly advertised regular public meeting and public hearings on June 15, 2022; and

WHEREAS, the Oaths of Office were inadvertently not administered to the Board Supervisors subsequent to the landowner's meeting and election on May 18, 2022, and prior to the business of the public meeting and public hearings on June 15, 2022; and

WHEREAS, the Oaths of Office were then administered to the Board Supervisors on July 5, 2022, at an emergency meeting of the Board; and

WHEREAS, it is the desire of the Board to ratify certain actions taken on June 15, 2022, specifically:

1. The adoption of Resolution 2022-27 Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date; and
2. The adoption of Resolution 2022-28, Designating Certain Officers of the District, and Providing for an Effective Date; and
3. The adoption of Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Cypress Bay West Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date; and
4. The adoption of Resolution 2022-30, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt

- Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date; and
5. The adoption of Resolution 2022-31, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date; and
 6. The adoption of Resolution 2022-32, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date; and
 7. The adoption of Consideration of Resolution 2022-33, as amended, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date; and
 8. The selection of Dewberry Engineers, Inc., in Response to Request for Qualifications for Engineering Services; and
 9. The selection of Berger, Toombs, Elam, Gaines & Frank in Response to the Request for Proposals for Annual Audit Services; and
 10. The ratification of the Acquisition Agreement; and
 11. The adoption of Resolution 2022-34, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date; and
 12. The adoption of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date was deferred; and
 13. The adoption of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date; and
 14. The acceptance of the Unaudited Financial Statements as of April 30, 2022; and
 15. The approval of the meeting minutes of the Organizational Meeting of the Board of Supervisors held on April 6, 2022; and
 16. The approval of the meeting minutes of the Landowners' Meeting of the Board of Supervisors held on May 18, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following actions taken by the Board at the meeting on June 15, 2022 are hereby ratified, approved, and confirmed and shall remain in full force and effect until modified by appropriate Board action:

1. The adoption of Resolution 2022-27 Canvassing and Certifying the Results of

- the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date; and
2. The adoption of Resolution 2022-28, Designating Certain Officers of the District, and Providing for an Effective Date; and
 3. The adoption of Resolution 2022-29, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by the Cypress Bay West Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date; and
 4. The adoption of Resolution 2022-30, Making Certain Findings; Authorizing a Capital Improvement Plan; Adopting an Engineer's Report; Providing an Estimated Cost of Improvements; Adopting an Assessment Report; Equalizing, Approving, Confirming and Levying Debt Assessments; Addressing the Finalization of Special Assessments; Addressing the Payment of Debt Assessments and the Method of Collection; Providing for the Allocation of Debt Assessments and True-Up Payments; Addressing Government Property, and Transfers of Property to Units of Local, State and Federal Government; Authorizing an Assessment Notice; and Providing for Severability, Conflicts and an Effective Date; and
 5. The adoption of Resolution 2022-31, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date; and
 6. The adoption of Resolution 2022-32, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date; and
 7. The adoption of Consideration of Resolution 2022-33, as amended, Approving a Proposed Budget for Fiscal Year 2022/2023 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date; and
 8. The selection of Dewberry Engineers, Inc., in Response to Request for Qualifications for Engineering Services; and
 9. The selection of Berger, Toombs, Elam, Gaines & Frank in Response to the Request for Proposals for Annual Audit Services; and
 10. The ratification of the Acquisition Agreement; and
 11. The adoption of Resolution 2022-34, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date; and
 12. The adoption of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date was deferred; and
 13. The adoption of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date; and

14. The acceptance of the Unaudited Financial Statements as of April 30, 2022; and
15. The approval of the meeting minutes of the Organizational Meeting of the Board of Supervisors held on April 6, 2022; and
16. The approval of the meeting minutes of the Landowners' Meeting of the Board of Supervisors held on May 18, 2022.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 5TH DAY OF JULY, 2022.

ATTEST:

**CYPRESS BAY WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

CYPRESS BAY WEST
COMMUNITY DEVELOPMENT DISTRICT

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CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2021/2022 MEETING SCHEDULE

LOCATION TBD

Kays Bar-B-Que & Steaks, 1552 West King Street, Cocoa, Florida 32926

City of Palm Bay, 120 Malabar Road, Palm Bay, Florida 32907

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
July 20, 2022	Regular Meeting	11:00 AM
August 17, 2022	Public Hearing and Regular Meeting <i>Adoption of FY2023 Budget</i>	11:00 AM
September 21, 2022	Regular Meeting	11:00 AM

CYPRESS BAY WEST COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION TBD

Kays Bar-B-Que & Steaks, 1552 West King Street, Cocoa, Florida 32926

City of Palm Bay, 120 Malabar Road, Palm Bay, Florida 32907

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 19, 2022	Regular Meeting	11:00 AM
November 16, 2022	Regular Meeting	11:00 AM
December 21, 2022	Regular Meeting	11:00 AM
January 19, 2023	Regular Meeting	11:00 AM
February 15, 2023	Regular Meeting	11:00 AM
March 15, 2023	Regular Meeting	11:00 AM
April 19, 2023	Regular Meeting	11:00 AM
May 17, 2023	Regular Meeting	11:00 AM
June 21, 2023	Regular Meeting	11:00 AM
July 19, 2023	Regular Meeting	11:00 AM
August 16, 2023	Regular Meeting	11:00 AM
September 20 2023	Regular Meeting	11:00 AM