

**MINUTES OF MEETING  
CYPRESS BAY WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cypress Bay West Community Development District held Public Hearing and Regular Meeting on June 21, 2023 at 11:00 a.m., at the US Coast Guard Auxiliary Building, 1455 Main Street, NE, Palm Bay, Florida 32905.

**Present at the meeting were:**

William (Bill) Fife  
Roger Van Auker  
John Wiggins

Vice Chair  
Assistant Secretary  
Assistant Secretary

**Also present were:**

Cindy Cerbone  
Jamie Sanchez  
Jere Earlywine (via telephone)  
Rey Malave (via telephone)

District Manager  
Wrathell, Hunt and Associates, LLC (WHA)  
District Counsel  
District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 11:08 a.m. Supervisors Fife, Van Auker and Wiggins were present, in person. Supervisors Tyree and Bronson were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

Ms. Sanchez presented Resolution 2023-04. She reviewed the Fiscal Year 2024 Meeting Schedule which reflected the deletion of two meeting dates, as discussed at the last meeting.

Discussion ensued regarding various meeting locations, the difficulty locating an appropriate meeting location, and the suitability of Kay’s Bar-B-Q.

Ms. Cerbone stated the restaurant has a suitable private conference room.

The following will be inserted into the Fiscal Year 2024 Meeting Schedule:

LOCATION: Kay’s Real Pit Bar-B-Q, Conference Room, 1552 W King Street, Cocoa, Florida 32926

**On MOTION by Mr. Wiggins and seconded by Mr. Fife, with all in favor, Resolution 2023-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Public Hearing on the Adoption of the Fiscal Year 2023/2024 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2023-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Sanchez presented the proposed Fiscal Year 2024 budget, which is unchanged since it was last presented.

**On MOTION by Mr. Fife and seconded by Mr. Wiggins, with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Fife and seconded by Mr. Wiggins, with all in favor, the Public Hearing was closed.**

Ms. Sanchez presented Resolution 2023-05.

**On MOTION by Mr. Fife and seconded by Mr. Wiggins, with all in favor, Resolution 2023-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2023/2024  
Budget Funding Agreement**

Mr. Earlywine presented the Fiscal Year 2023/2024 Budget Funding Agreement.

**On MOTION by Mr. Wiggins and seconded by Mr. Fife, with all in favor, the Fiscal Year 2023/2024 Budget Funding Agreement, in substantial form, was approved.**

**SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial  
Statements as of April 30, 2023**

Ms. Sanchez presented the Unaudited Financial Statements as of April 30, 2023.

To address an issue related to landscaping invoices, Ms. Sanchez stated the Accounting Department will maintain a minimum balance of \$10,000, going forward.

**On MOTION by Mr. Fife and seconded by Mr. Wiggins, with all in favor, the Unaudited Financial Statements as of April 30, 2023, were accepted.**

**SEVENTH ORDER OF BUSINESS**

**Approval of May 17, 2023 Regular Meeting  
Minutes**

**On MOTION by Mr. Wiggins and seconded by Mr. Fife, with all in favor, the May 17, 2023 Regular Meeting Minutes, as presented, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Mr. Earlywine believes this CDD and the Hawthorne Mill North CDD are on schedule to issue bonds in June or July.

**B. District Engineer: Dewberry Engineers, Inc.**

There was no report.

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

- **NEXT MEETING DATE: July 19, 2023 at 11:00 AM**
  - **QUORUM CHECK**

**NINTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**TENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

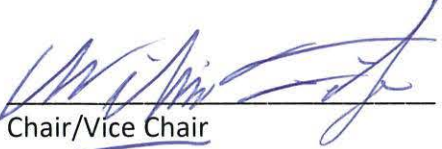
**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Fife and seconded by Mr. Wiggins, with all in favor, the meeting adjourned at 11:20 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair