

**CYPRESS MILL
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARING, AUDIT COMMITTEE
& REGULAR MEETING
JULY 11, 2019**

CYPRESS MILL
COMMUNITY DEVELOPMENT DISTRICT AGENDA
THURSDAY, JULY 11, 2019
9:30 A.M.

The offices of Lennar Homes
Located at 4600 W. Cypress Street, Suite 200, Tampa, Florida 33607

| | | |
|--------------------------------------|------------------------|----------------|
| District Board of Supervisors | Chairman | Kelly Evans |
| | Vice Chairman | Laura Coffey |
| | Supervisor | Ben Gainer |
| | Supervisor | Becky Wilson |
| | Supervisor | Craig Wiggins |
| District Manager | Meritus | Brian Lamb |
| | | Brian Howell |
| District Attorney | Straley Robin Vericker | John Vericker |
| District Engineer | Clearview Land Design | Chris O’Kelley |

All cellular phones and pagers must be turned off while in the meeting room

The public hearing & audit committee meeting will begin at **9:30 a.m.** The regular meeting will follow and begin with the eighth section called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. The ninth section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Vendor/Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action.

The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.**

Agendas can be reviewed by contacting the Manager’s office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. 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.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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.

July 11, 2019
Board of Supervisors
Cypress Mill Community Development District

Dear Board Members:

The Public Hearing, Audit Committee & Regular Meeting of Cypress Mill Community Development District will be held on **July 11, 2019 at 9:30 a.m.** at the offices of Lennar Homes, 4600 W. Cypress Street, Suite 200, Tampa, Florida 33607. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENTS ON AGENDA ITEMS**
- 3. RECESS TO PUBLIC HEARING**
- 4. PUBLIC HEARING ON ADOPTING PROPOSED FISCAL YEAR 2020 BUDGET**
 - A. Open Public Hearing on Proposed Fiscal Year 2020 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Proposed Fiscal Year 2020 Budget
 - E. Consideration of Resolution 2019-03; Adopting Fiscal Year 2020 Budget..... Tab 01
- 5. PUBLIC HEARING ON LEVYING O&M ASSESSMENTS**
 - A. Open Public Hearing on Levying O&M Assessments
 - B. Staff Presentations
 - C. Public Comment
 - D. Consideration of Resolution 2019-04; Levying O&M Assessments..... Tab 02
 - E. Close Public Hearing on Levying O&M Assessments
- 6. RECESS TO AUDIT COMMITTEE MEETING**
- 7. AUDIT COMMITTEE MEETING**
 - A. Call to Order/Roll Call
 - B. Appoint Chairman
 - C. Selection of Criteria for Evaluation of Proposals
 - D. Determine Date, Time and Location RFP Required
 - i. Consider Notice of Request for Proposals for Audit Services
 - E. Consider Sending RFP to Interested Firms
 - F. Determine Date of Next Committee Meeting

(Guidelines are included behind this agenda)
- 8. RETURN AND PROCEED TO REGULAR MEETING**
- 9. BUSINESS ITEMS**
 - A. Consideration of Resolution 2019-05; Setting Fiscal Year 2020 Meeting Schedule..... Tab 03
 - B. General Matters of the District
- 10. CONSENT AGENDA**
 - A. Consideration of Minutes of the Regular Meeting May 09, 2019 Tab 04
 - B. Consideration of Operation and Maintenance Expenditures April 2019 Tab 05
 - C. Consideration of Operation and Maintenance Expenditures May 2019 Tab 06
 - D. Review of Financial Statements Month Ending May 31, 2019 Tab 07
- 11. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager Tab 08
 - a. Community Inspection Report
- 12. BOARD OF SUPERVISORS REQUESTS AND COMMENT**
- 13. PUBLIC COMMENTS**
- 14. ADJOURNMENT**

CYPRESS MILL COMMUNITY DEVELOPMENT DISTRICTS

District Office 2005 Pan Am Circle Suite 300, Florida 33607 (813) 397-5120 Fax (813) 873-7070

July 11, 2019

To: Cypress Mill CDD – Audit Committee

Audit Committee Selection Process

As noted above, we suggest appointing the entire Board as the Committee. This will allow for an easy quorum and the Committee can meet before or during the regular Board meeting. You may, however, appoint as few as two persons such as the District manager (“Manager”) and the Board Chairman. Consider the following:

1. At a regular Board meeting, have the Board, by motion, appoint the Committee members. The Board should designate one person as the Chair of the committee.
2. If you have already advertised a meeting of the Committee, you may have the Committee meeting during or after the regular Board meeting.
3. You cannot have a Committee meeting until you publicly notice the meeting of the Committee, either within the same published notice as the regular meeting or separately.

After you have provided notice, you may convene the Committee meeting. The purpose of the meeting will be to select the criteria by which responses to the RFP will be evaluated and announce publicly that the District is soliciting proposals. The actions to be taken by the Committee include:

1. Selection of the criteria by which proposals will be evaluated. You are statutorily required to consider: (a) ability of personnel; (b) experience; and (c) ability to furnish the required services. Additional criteria, such as price, should be determined by the Committee.
2. Determination of the date, time, and location that the RFP will be required to be received by the District. While there is no exact time required for this RFP to be out, it should be at least two weeks to give firms an opportunity to put together a proposal.
3. Public announcement of the opportunity to provide auditing services. Such announcement must include, at minimum: (a) a brief description of the audit and (b) how interested firms can apply for consideration (where they can obtain an RFP). The Manager will then publish the notice of the RFP. A sample notice is attached.
4. Provide interested firms, through the Manager, an RFP that must include information on how proposals are to be evaluated and other information necessary to enable interested firms to respond.

At the date, time, and location announced in the RFP, the Manager must open the proposals and read them aloud. The Manager should then evaluate them for completeness. There should be the proper number of copies, the correct documents, and all should be properly completed. The Manager should then schedule, or have already scheduled, a meeting of the Committee. The following is an outline of that process:

1. The Committee meeting should be noticed. The published notice of the Committee meeting may be with the same published notice as the regular Board meeting but must specifically state that the audit Committee will be meeting. A separate published notice of just the Committee meeting may also be used.

2. The Committee will evaluate the proposals that are determined complete (responsive) and will rank them in accordance with the evaluation criteria established by the Committee and adjourn.
3. The Committee Chairman will make a report to the Board, at a properly noticed Board meeting, the ranking assigned by the Committee to the responses to the RFP.
4. If compensation is a criteria on the Evaluation Criteria Sheet, the Board shall negotiate a contract with the highest ranked firm or it must document in its public record the reason for not selecting the highest ranked qualified firm. If compensation is not a criteria on the Evaluation Criteria Sheet, the Board will then authorize staff to enter into negotiations with the firms in order of ranking or as directed.

After successful negotiations, staff must return to the Board for authorization to enter into a contract with one of the auditing firms. The Contract must meet the following criteria:

It must, as a minimum, include provisions that:

- a. specify the services to be provided and fees, or other compensation for such services;
- b. require that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the Contract
- c. specify the contract period, including renewals and conditions, under which the Contract may be terminated or renewed.

An engagement letter that contains the above provisions and that is signed and executed by both parties can be used to satisfy the requirements of a written contract. It is our recommendation that the Contract provide for only two (2) annual renewals.

In summation, you must do the following:

1. The Board must appoint an audit committee.
2. The Committee meeting must be noticed.
3. The Committee must establish the RFP evaluation criteria which **must** include (a) ability of personnel, (b) experience, and (c) ability to furnish the required services.
4. The Committee must issue the RFP in compliance with the above criteria.
5. The Committee must evaluate and rank the proposals to the RFP in accord with evaluation criteria.
6. The Board must select the firm to negotiate with.
7. The Board must approve the Contract, as negotiated, that meets the above criteria.

RESOLUTION 2019-03

THE ANNUAL APPROPRIATION RESOLUTION OF THE CYPRESS MILL COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2019, submitted to the Board of Supervisors (the “**Board**”) a proposed budget for the next ensuing budget year (the “**Proposed Budget**”), along with an explanatory and complete financial plan for each fund of the Cypress Mill Community Development District (the “**District**”), pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set July 11, 2019, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

WHEREAS, in order for the Developer to fund a portion of the Budget, the Board desires to approve a form of the Budget Funding Agreement.

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

Section 1. Budget

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown below.

- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2018/2019 and/or revised projections for fiscal year 2019/2020.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District's Records Office and identified as the "Budget for the Cypress Mill Community Development District for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020," as adopted by the Board of Supervisors on July 11, 2019.
- d. The final adopted budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2019, and ending September 30, 2020, the sum of \$1,101,300.00 to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

| | |
|--------------------------|------------------------|
| TOTAL GENERAL FUND | <u>\$547,825.00</u> |
| TOTAL DEBT SERVICE FUNDS | <u>\$553,475.00</u> |
| TOTAL ALL FUNDS | <u>\$1,101,300.00*</u> |

*Not inclusive of any collection costs.

Section 3. Budget Amendments

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption.

Section 4. Effective Date.

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 11TH DATE OF JULY, 2019.

ATTEST:

**CYPRESS MILL COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Secretary/Assistant Secretary

By: _____
Kelly Evans
Chair of the Board of Supervisors

Exhibit A: 2019/2020 Budget

2020



CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020
FINAL ANNUAL OPERATING BUDGET

JULY 11, 2019



CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020 FINAL ANNUAL OPERATING BUDGET

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JULY 11, 2019

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Cypress Mill Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2020, which begins on October 1, 2019. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Services Provided</u> |
|---------------------------|-------------------------|---|
| 001 | General Fund | Operations and Maintenance of Community Facilities |
| 200 | Debt Service Fund | Collection of Special Assessments for Debt Service on the Series 2018 Special Assessments Revenue Bonds |

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

| | Fiscal Year 2019 Final Operating Budget | Current Period Actuals 10/1/18 - 2/28/19 | Projected Revenues & Expenditures 3/1/19 to 9/30/19 | Total Actuals and Projections Through 9/30/19 | Over/(Under) Budget Through 9/30/19 |
|---|---|--|---|---|--|
| REVENUES | | | | | |
| SPECIAL ASSESSMENTS - SERVICE CHARGES | | | | | |
| Operations & Maintenance Assmts-Tax Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Operations & Maintenance Assmts-Off Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | | | | | |
| Developer Contributions | 547,825.00 | 48,000.00 | 53,156.82 | 101,156.82 | (446,668.18) |
| TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | \$547,825.00 | \$48,000.00 | \$53,156.82 | \$101,156.82 | (\$446,668.18) |
| TOTAL REVENUES | \$547,825.00 | \$48,000.00 | \$53,156.82 | \$101,156.82 | (\$446,668.18) |
| EXPENDITURES | | | | | |
| LEGISLATIVE | | | | | |
| Supervisor Fees | 12,000.00 | 0.00 | 0.00 | 0.00 | (12,000.00) |
| TOTAL LEGISLATIVE | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | (\$12,000.00) |
| FINANCIAL & ADMINISTRATIVE | | | | | |
| District Management | 38,000.00 | 5,000.00 | 7,000.00 | 12,000.00 | (26,000.00) |
| District Engineer | 7,000.00 | 862.50 | 1,207.50 | 2,070.00 | (4,930.00) |
| Disclosure Report | 8,400.00 | 0.00 | 4,200.00 | 4,200.00 | (4,200.00) |
| Trustees Fees | 9,000.00 | 0.00 | 4,300.00 | 4,300.00 | (4,700.00) |
| Accounting Services | 1,500.00 | 0.00 | 2,250.00 | 2,250.00 | 750.00 |
| Auditing Services | 7,500.00 | 0.00 | 4,500.00 | 4,500.00 | (3,000.00) |
| Postage, Phone, Faxes, Copies | 750.00 | 7.25 | 10.15 | 17.40 | (732.60) |
| Public Officials Insurance | 5,000.00 | 2,250.00 | 3,150.00 | 5,400.00 | 400.00 |
| Legal Advertising | 3,000.00 | 6.51 | 9.11 | 15.62 | (2,984.38) |
| Bank Fees | 300.00 | 174.93 | 244.90 | 419.83 | 119.83 |
| Dues, Licenses & Fees | 175.00 | 175.00 | 245.00 | 420.00 | 245.00 |
| Office Supplies | 100.00 | 0.00 | 0.00 | 0.00 | (100.00) |
| Website Administration | 600.00 | 2,950.00 | 4,130.00 | 7,080.00 | 6,480.00 |
| TOTAL FINANCIAL & ADMINISTRATIVE | \$81,325.00 | \$11,426.19 | \$31,246.67 | \$42,672.86 | (\$38,652.14) |
| LEGAL COUNSEL | | | | | |
| District Counsel | 10,000.00 | 1,764.10 | 2,469.74 | 4,233.84 | (5,766.16) |
| TOTAL DISTRICT COUNSEL | \$10,000.00 | \$1,764.10 | \$2,469.74 | \$4,233.84 | (\$5,766.16) |
| UTILITY SERVICES | | | | | |
| Electric Utility Services | 150,000.00 | 1,298.50 | 1,817.90 | 3,116.40 | (146,883.60) |
| Water Utility Services | 25,000.00 | 0.00 | 0.00 | 0.00 | (25,000.00) |
| TOTAL UTILITY SERVICES | \$175,000.00 | \$1,298.50 | \$1,817.90 | \$3,116.40 | (\$171,883.60) |
| OTHER PHYSICAL ENVIRONMENT | | | | | |
| Waterway Management System | 40,000.00 | 2,130.00 | 2,982.00 | 5,112.00 | (34,888.00) |
| General Liability & Property Casualty Insurance | 12,000.00 | 2,750.00 | 3,850.00 | 6,600.00 | (5,400.00) |
| Landscape Maintenance - Contract | 140,000.00 | 15,360.72 | 21,505.01 | 36,865.73 | (103,134.27) |
| Miscellaneous Repairs & Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Hardscape Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Plant Replacement Program | 20,000.00 | 1,065.00 | 1,491.00 | 2,556.00 | (17,444.00) |
| Landscape Maintenance - Other | 20,000.00 | 0.00 | 0.00 | 0.00 | (20,000.00) |
| Irrigation Maintenance | 7,500.00 | 0.00 | 0.00 | 0.00 | (7,500.00) |
| TOTAL OTHER PHYSICAL ENVIRONMENT | \$249,500.00 | \$21,305.72 | \$29,828.01 | \$51,133.73 | (\$198,366.27) |
| ROAD & STREET FACILITIES | | | | | |
| Sidewalk & Pavement Repairs | 7,500.00 | 0.00 | 0.00 | 0.00 | (7,500.00) |
| TOTAL ROAD & STREET FACILITIES | \$7,500.00 | \$0.00 | \$0.00 | \$0.00 | (\$7,500.00) |
| PARKS & RECREATION | | | | | |
| Park Facility Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Recreation Facility Maintenance | 2,500.00 | 0.00 | 0.00 | 0.00 | (2,500.00) |
| Recreation Equipment Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| TOTAL PARKS & RECREATION | \$12,500.00 | \$0.00 | \$0.00 | \$0.00 | (\$12,500.00) |
| TOTAL EXPENDITURES | \$547,825.00 | \$35,794.51 | \$65,362.31 | \$101,156.82 | (\$446,668.18) |
| EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES | \$0.00 | \$12,205.49 | (\$12,205.49) | \$0.00 | \$0.00 |

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

| | Fiscal Year 2019 Final Operating Budget | Total Actuals and Projections Through 9/30/19 | Over/(Under) Budget Through 9/30/19 | Fiscal Year 2020 Final Operating Budget | Increase / (Decrease) from FY 2019 to FY 2020 |
|---|---|---|--|---|---|
| REVENUES | | | | | |
| SPECIAL ASSESSMENTS - SERVICE CHARGES | | | | | |
| Operations & Maintenance Assmts-Tax Roll | 0.00 | 0.00 | 0.00 | 132,731.11 | 132,731.11 |
| Operations & Maintenance Assmts-Off Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES | \$0.00 | \$0.00 | \$0.00 | \$132,731.11 | \$132,731.11 |
| CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | | | | | |
| Developer Contributions | 547,825.00 | 101,156.82 | (446,668.18) | 415,093.89 | (132,731.11) |
| TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$415,093.89 | (\$132,731.11) |
| TOTAL REVENUES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$547,825.00 | (\$0.00) |
| EXPENDITURES | | | | | |
| LEGISLATIVE | | | | | |
| Supervisor Fees | 12,000.00 | 0.00 | (12,000.00) | 12,000.00 | 0.00 |
| TOTAL LEGISLATIVE | \$12,000.00 | \$0.00 | (\$12,000.00) | \$12,000.00 | \$0.00 |
| FINANCIAL & ADMINISTRATIVE | | | | | |
| District Management | 38,000.00 | 12,000.00 | (26,000.00) | 38,000.00 | 0.00 |
| District Engineer | 7,000.00 | 2,070.00 | (4,930.00) | 5,000.00 | (2,000.00) |
| Disclosure Report | 8,400.00 | 4,200.00 | (4,200.00) | 8,400.00 | 0.00 |
| Trustees Fees | 9,000.00 | 4,300.00 | (4,700.00) | 9,000.00 | 0.00 |
| Accounting Services | 1,500.00 | 2,250.00 | 750.00 | 1,500.00 | 0.00 |
| Auditing Services | 7,500.00 | 4,500.00 | (3,000.00) | 7,500.00 | 0.00 |
| Postage, Phone, Faxes, Copies | 750.00 | 17.40 | (732.60) | 1,500.00 | 750.00 |
| Public Officials Insurance | 5,000.00 | 5,400.00 | 400.00 | 2,500.00 | (2,500.00) |
| Legal Advertising | 3,000.00 | 15.62 | (2,984.38) | 3,000.00 | 0.00 |
| Bank Fees | 300.00 | 419.83 | 119.83 | 300.00 | 0.00 |
| Dues, Licenses & Fees | 175.00 | 420.00 | 245.00 | 175.00 | 0.00 |
| Office Supplies | 100.00 | 0.00 | (100.00) | 200.00 | 100.00 |
| Website Administration | 600.00 | 7,080.00 | 6,480.00 | 1,500.00 | 900.00 |
| TOTAL FINANCIAL & ADMINISTRATIVE | \$81,325.00 | \$42,672.86 | (\$38,652.14) | \$78,575.00 | (\$2,750.00) |
| LEGAL COUNSEL | | | | | |
| District Counsel | 10,000.00 | 4,233.84 | (5,766.16) | 7,500.00 | (2,500.00) |
| TOTAL DISTRICT COUNSEL | \$10,000.00 | \$4,233.84 | (\$5,766.16) | \$7,500.00 | (\$2,500.00) |
| UTILITY SERVICES | | | | | |
| Electric Utility Services | 150,000.00 | 3,116.40 | (146,883.60) | 150,000.00 | 0.00 |
| Water Utility Services | 25,000.00 | 0.00 | (25,000.00) | 15,000.00 | (10,000.00) |
| TOTAL UTILITY SERVICES | \$175,000.00 | \$3,116.40 | (\$171,883.60) | \$165,000.00 | (\$10,000.00) |
| OTHER PHYSICAL ENVIRONMENT | | | | | |
| Waterway Management System | 40,000.00 | 5,112.00 | (34,888.00) | 55,000.00 | 15,000.00 |
| General Liability & Property Casualty Insurance | 12,000.00 | 6,600.00 | (5,400.00) | 12,000.00 | 0.00 |
| Landscape Maintenance - Contract | 140,000.00 | 36,865.73 | (103,134.27) | 140,000.00 | 0.00 |
| Miscellaneous Repairs & Maintenance | 5,000.00 | 0.00 | (5,000.00) | 7,500.00 | 2,500.00 |
| Hardscape Maintenance | 5,000.00 | 0.00 | (5,000.00) | 2,500.00 | (2,500.00) |
| Plant Replacement Program | 20,000.00 | 2,556.00 | (17,444.00) | 25,000.00 | 5,000.00 |
| Landscape Maintenance - Other | 20,000.00 | 0.00 | (20,000.00) | 15,300.00 | (4,700.00) |
| Irrigation Maintenance | 7,500.00 | 0.00 | (7,500.00) | 10,000.00 | 2,500.00 |
| TOTAL OTHER PHYSICAL ENVIRONMENT | \$249,500.00 | \$51,133.73 | (\$198,366.27) | \$267,300.00 | \$17,800.00 |
| ROAD & STREET FACILITIES | | | | | |
| Sidewalk & Pavement Repairs | 7,500.00 | 0.00 | (7,500.00) | 2,000.00 | (5,500.00) |
| TOTAL ROAD & STREET FACILITIES | \$7,500.00 | \$0.00 | (\$7,500.00) | \$2,000.00 | (\$5,500.00) |
| PARKS & RECREATION | | | | | |
| Park Facility Maintenance | 5,000.00 | 0.00 | (5,000.00) | 7,500.00 | 2,500.00 |
| Recreation Facility Maintenance | 2,500.00 | 0.00 | (2,500.00) | 2,500.00 | 0.00 |
| Recreation Equipment Maintenance | 5,000.00 | 0.00 | (5,000.00) | 5,450.00 | 450.00 |
| TOTAL PARKS & RECREATION | \$12,500.00 | \$0.00 | (\$12,500.00) | \$15,450.00 | \$2,950.00 |
| TOTAL EXPENDITURES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$547,825.00 | \$0.00 |
| EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | (\$0.00) |

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

This is for maintenance and administration of the Districts official website.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2018

REVENUES

| | | |
|------------------------------|-----------|----------------|
| CDD Debt Service Assessments | \$ | 553,475 |
| TOTAL REVENUES | \$ | 553,475 |

EXPENDITURES

| | | |
|---|-----------|----------------|
| Series 2018 June Bond Interest Payment | \$ | 204,238 |
| Series 2018 December Bond Principal Payment | \$ | 145,000 |
| Series 2018 December Bond Interest Payment | \$ | 204,238 |
| TOTAL EXPENDITURES | \$ | 553,475 |
| EXCESS OF REVENUES OVER EXPENDITURES | \$ | - |

ANALYSIS OF BONDS OUTSTANDING

| | | |
|---|-----------|------------------|
| Bonds Outstanding - Period Ending 12/15/2019 | \$ | 8,445,000 |
| Principal Payment Applied Toward Series 2018 Bonds | \$ | 145,000 |
| Bonds Outstanding - Period Ending 12/15/2020 | \$ | 8,300,000 |

* Semi-annual Payments are made on 6/15 and 12/15 of each year.

FY 2020 payments are 6/15/20 and 12/15/20

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

| Lot Size | EAU Value | Unit Count | Debt Service Per Unit | O&M Per Unit | FY 2020 Total Assessment |
|--|-----------|------------|--------------------------|-----------------|-----------------------------|
| ASSESSMENT AREA ONE - SERIES 2018 | | | | | |
| Single Family 40' | 1.00 | 231 | \$1,145.83 | \$584.69 | \$1,730.53 |
| Single Family 50' | 1.25 | 229 | \$1,432.29 | \$730.87 | \$2,163.16 |
| Subtotal | | 460 | | | |
| ASSESSMENT AREA TWO - FUTURE BONDS SERIES | | | | | |
| Single Family 40' | 1.00 | 197 | | \$584.69 | \$584.69 |
| Single Family 50' | 1.25 | 226 | | \$730.87 | \$730.87 |
| Subtotal | | 423 | | | |
| TOTAL | | 883 | | | |

Notations:

⁽¹⁾ Annual assessments are adjusted for the Hillsborough County collection costs and statutory discounts for early payment.

RESOLUTION 2019-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS MILL COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cypress Mill Community Development District (the “**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Hillsborough County, Florida (the “**County**”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “**Board**”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2019/2020 (“**Operations and Maintenance Budget**”), attached hereto as **Exhibit A** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operations and maintenance services and facilities provided by the District as described in the Operations and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County tax roll and collected by the County Tax Collector (“**Uniform Method**”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the Hillsborough County Property Appraiser (“**Property Appraiser**”) and Hillsborough County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operations and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to adopt the assessment roll of the District as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference (the "**Assessment Roll**"), and to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit A** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibit A** and in the Assessment Roll.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operations and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibit A** and in the Assessment Roll. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operations and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibit A** and in the Assessment Roll.

B. Direct Bill Assessments. The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in **Exhibit A** and in the Assessment Roll. Assessments directly collected by the District are due in full on December 1, 2019; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2019, 25% due no later than February 1, 2020 and 25% due no later than May 1, 2020. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2019/2020, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll is hereby certified and adopted.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District’s Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 11TH DAY OF JULY, 2019.

ATTEST:

**CYPRESS MILL COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Secretary/Assistant Secretary

By: _____
Kelly Evans
Chair of the Board of Supervisors

Exhibit A – Fiscal Year 2019/2020 Operations and Maintenance Budget

2020



CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020
FINAL ANNUAL OPERATING BUDGET

JULY 11, 2019

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020 FINAL ANNUAL OPERATING BUDGET

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JULY 11, 2019

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Cypress Mill Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a “solution” to the State’s needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida’s effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2020, which begins on October 1, 2019. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

| <u>Fund Number</u> | <u>Fund Name</u> | <u>Services Provided</u> |
|---------------------------|-------------------------|---|
| 001 | General Fund | Operations and Maintenance of Community Facilities |
| 200 | Debt Service Fund | Collection of Special Assessments for Debt Service on the Series 2018 Special Assessments Revenue Bonds |

Facilities of the District

The District’s existing facilities include storm-water management (lake and water control structures), wetland preserve areas, street lighting, landscaping, entry signage, entry features, irrigation distribution facilities, recreational center, parks, pool facility, tennis courts and other related public improvements.

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

| | Fiscal Year 2019 Final Operating Budget | Current Period Actuals 10/1/18 - 2/28/19 | Projected Revenues & Expenditures 3/1/19 to 9/30/19 | Total Actuals and Projections Through 9/30/19 | Over/(Under) Budget Through 9/30/19 |
|---|---|--|---|---|--|
| REVENUES | | | | | |
| SPECIAL ASSESSMENTS - SERVICE CHARGES | | | | | |
| Operations & Maintenance Assmts-Tax Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Operations & Maintenance Assmts-Off Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | | | | | |
| Developer Contributions | 547,825.00 | 48,000.00 | 53,156.82 | 101,156.82 | (446,668.18) |
| TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | \$547,825.00 | \$48,000.00 | \$53,156.82 | \$101,156.82 | (\$446,668.18) |
| TOTAL REVENUES | \$547,825.00 | \$48,000.00 | \$53,156.82 | \$101,156.82 | (\$446,668.18) |
| EXPENDITURES | | | | | |
| LEGISLATIVE | | | | | |
| Supervisor Fees | 12,000.00 | 0.00 | 0.00 | 0.00 | (12,000.00) |
| TOTAL LEGISLATIVE | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | (\$12,000.00) |
| FINANCIAL & ADMINISTRATIVE | | | | | |
| District Management | 38,000.00 | 5,000.00 | 7,000.00 | 12,000.00 | (26,000.00) |
| District Engineer | 7,000.00 | 862.50 | 1,207.50 | 2,070.00 | (4,930.00) |
| Disclosure Report | 8,400.00 | 0.00 | 4,200.00 | 4,200.00 | (4,200.00) |
| Trustees Fees | 9,000.00 | 0.00 | 4,300.00 | 4,300.00 | (4,700.00) |
| Accounting Services | 1,500.00 | 0.00 | 2,250.00 | 2,250.00 | 750.00 |
| Auditing Services | 7,500.00 | 0.00 | 4,500.00 | 4,500.00 | (3,000.00) |
| Postage, Phone, Faxes, Copies | 750.00 | 7.25 | 10.15 | 17.40 | (732.60) |
| Public Officials Insurance | 5,000.00 | 2,250.00 | 3,150.00 | 5,400.00 | 400.00 |
| Legal Advertising | 3,000.00 | 6.51 | 9.11 | 15.62 | (2,984.38) |
| Bank Fees | 300.00 | 174.93 | 244.90 | 419.83 | 119.83 |
| Dues, Licenses & Fees | 175.00 | 175.00 | 245.00 | 420.00 | 245.00 |
| Office Supplies | 100.00 | 0.00 | 0.00 | 0.00 | (100.00) |
| Website Administration | 600.00 | 2,950.00 | 4,130.00 | 7,080.00 | 6,480.00 |
| TOTAL FINANCIAL & ADMINISTRATIVE | \$81,325.00 | \$11,426.19 | \$31,246.67 | \$42,672.86 | (\$38,652.14) |
| LEGAL COUNSEL | | | | | |
| District Counsel | 10,000.00 | 1,764.10 | 2,469.74 | 4,233.84 | (5,766.16) |
| TOTAL DISTRICT COUNSEL | \$10,000.00 | \$1,764.10 | \$2,469.74 | \$4,233.84 | (\$5,766.16) |
| UTILITY SERVICES | | | | | |
| Electric Utility Services | 150,000.00 | 1,298.50 | 1,817.90 | 3,116.40 | (146,883.60) |
| Water Utility Services | 25,000.00 | 0.00 | 0.00 | 0.00 | (25,000.00) |
| TOTAL UTILITY SERVICES | \$175,000.00 | \$1,298.50 | \$1,817.90 | \$3,116.40 | (\$171,883.60) |
| OTHER PHYSICAL ENVIRONMENT | | | | | |
| Waterway Management System | 40,000.00 | 2,130.00 | 2,982.00 | 5,112.00 | (34,888.00) |
| General Liability & Property Casualty Insurance | 12,000.00 | 2,750.00 | 3,850.00 | 6,600.00 | (5,400.00) |
| Landscape Maintenance - Contract | 140,000.00 | 15,360.72 | 21,505.01 | 36,865.73 | (103,134.27) |
| Miscellaneous Repairs & Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Hardscape Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Plant Replacement Program | 20,000.00 | 1,065.00 | 1,491.00 | 2,556.00 | (17,444.00) |
| Landscape Maintenance - Other | 20,000.00 | 0.00 | 0.00 | 0.00 | (20,000.00) |
| Irrigation Maintenance | 7,500.00 | 0.00 | 0.00 | 0.00 | (7,500.00) |
| TOTAL OTHER PHYSICAL ENVIRONMENT | \$249,500.00 | \$21,305.72 | \$29,828.01 | \$51,133.73 | (\$198,366.27) |
| ROAD & STREET FACILITIES | | | | | |
| Sidewalk & Pavement Repairs | 7,500.00 | 0.00 | 0.00 | 0.00 | (7,500.00) |
| TOTAL ROAD & STREET FACILITIES | \$7,500.00 | \$0.00 | \$0.00 | \$0.00 | (\$7,500.00) |
| PARKS & RECREATION | | | | | |
| Park Facility Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| Recreation Facility Maintenance | 2,500.00 | 0.00 | 0.00 | 0.00 | (2,500.00) |
| Recreation Equipment Maintenance | 5,000.00 | 0.00 | 0.00 | 0.00 | (5,000.00) |
| TOTAL PARKS & RECREATION | \$12,500.00 | \$0.00 | \$0.00 | \$0.00 | (\$12,500.00) |
| TOTAL EXPENDITURES | \$547,825.00 | \$35,794.51 | \$65,362.31 | \$101,156.82 | (\$446,668.18) |
| EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES | \$0.00 | \$12,205.49 | (\$12,205.49) | \$0.00 | \$0.00 |

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

| | Fiscal Year 2019 Final Operating Budget | Total Actuals and Projections Through 9/30/19 | Over/(Under) Budget Through 9/30/19 | Fiscal Year 2020 Final Operating Budget | Increase / (Decrease) from FY 2019 to FY 2020 |
|---|---|---|--|---|---|
| REVENUES | | | | | |
| SPECIAL ASSESSMENTS - SERVICE CHARGES | | | | | |
| Operations & Maintenance Assmts-Tax Roll | 0.00 | 0.00 | 0.00 | 132,731.11 | 132,731.11 |
| Operations & Maintenance Assmts-Off Roll | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES | \$0.00 | \$0.00 | \$0.00 | \$132,731.11 | \$132,731.11 |
| CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | | | | | |
| Developer Contributions | 547,825.00 | 101,156.82 | (446,668.18) | 415,093.89 | (132,731.11) |
| TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$415,093.89 | (\$132,731.11) |
| TOTAL REVENUES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$547,825.00 | (\$0.00) |
| EXPENDITURES | | | | | |
| LEGISLATIVE | | | | | |
| Supervisor Fees | 12,000.00 | 0.00 | (12,000.00) | 12,000.00 | 0.00 |
| TOTAL LEGISLATIVE | \$12,000.00 | \$0.00 | (\$12,000.00) | \$12,000.00 | \$0.00 |
| FINANCIAL & ADMINISTRATIVE | | | | | |
| District Management | 38,000.00 | 12,000.00 | (26,000.00) | 38,000.00 | 0.00 |
| District Engineer | 7,000.00 | 2,070.00 | (4,930.00) | 5,000.00 | (2,000.00) |
| Disclosure Report | 8,400.00 | 4,200.00 | (4,200.00) | 8,400.00 | 0.00 |
| Trustees Fees | 9,000.00 | 4,300.00 | (4,700.00) | 9,000.00 | 0.00 |
| Accounting Services | 1,500.00 | 2,250.00 | 750.00 | 1,500.00 | 0.00 |
| Auditing Services | 7,500.00 | 4,500.00 | (3,000.00) | 7,500.00 | 0.00 |
| Postage, Phone, Faxes, Copies | 750.00 | 17.40 | (732.60) | 1,500.00 | 750.00 |
| Public Officials Insurance | 5,000.00 | 5,400.00 | 400.00 | 2,500.00 | (2,500.00) |
| Legal Advertising | 3,000.00 | 15.62 | (2,984.38) | 3,000.00 | 0.00 |
| Bank Fees | 300.00 | 419.83 | 119.83 | 300.00 | 0.00 |
| Dues, Licenses & Fees | 175.00 | 420.00 | 245.00 | 175.00 | 0.00 |
| Office Supplies | 100.00 | 0.00 | (100.00) | 200.00 | 100.00 |
| Website Administration | 600.00 | 7,080.00 | 6,480.00 | 1,500.00 | 900.00 |
| TOTAL FINANCIAL & ADMINISTRATIVE | \$81,325.00 | \$42,672.86 | (\$38,652.14) | \$78,575.00 | (\$2,750.00) |
| LEGAL COUNSEL | | | | | |
| District Counsel | 10,000.00 | 4,233.84 | (5,766.16) | 7,500.00 | (2,500.00) |
| TOTAL DISTRICT COUNSEL | \$10,000.00 | \$4,233.84 | (\$5,766.16) | \$7,500.00 | (\$2,500.00) |
| UTILITY SERVICES | | | | | |
| Electric Utility Services | 150,000.00 | 3,116.40 | (146,883.60) | 150,000.00 | 0.00 |
| Water Utility Services | 25,000.00 | 0.00 | (25,000.00) | 15,000.00 | (10,000.00) |
| TOTAL UTILITY SERVICES | \$175,000.00 | \$3,116.40 | (\$171,883.60) | \$165,000.00 | (\$10,000.00) |
| OTHER PHYSICAL ENVIRONMENT | | | | | |
| Waterway Management System | 40,000.00 | 5,112.00 | (34,888.00) | 55,000.00 | 15,000.00 |
| General Liability & Property Casualty Insurance | 12,000.00 | 6,600.00 | (5,400.00) | 12,000.00 | 0.00 |
| Landscape Maintenance - Contract | 140,000.00 | 36,865.73 | (103,134.27) | 140,000.00 | 0.00 |
| Miscellaneous Repairs & Maintenance | 5,000.00 | 0.00 | (5,000.00) | 7,500.00 | 2,500.00 |
| Hardscape Maintenance | 5,000.00 | 0.00 | (5,000.00) | 2,500.00 | (2,500.00) |
| Plant Replacement Program | 20,000.00 | 2,556.00 | (17,444.00) | 25,000.00 | 5,000.00 |
| Landscape Maintenance - Other | 20,000.00 | 0.00 | (20,000.00) | 15,300.00 | (4,700.00) |
| Irrigation Maintenance | 7,500.00 | 0.00 | (7,500.00) | 10,000.00 | 2,500.00 |
| TOTAL OTHER PHYSICAL ENVIRONMENT | \$249,500.00 | \$51,133.73 | (\$198,366.27) | \$267,300.00 | \$17,800.00 |
| ROAD & STREET FACILITIES | | | | | |
| Sidewalk & Pavement Repairs | 7,500.00 | 0.00 | (7,500.00) | 2,000.00 | (5,500.00) |
| TOTAL ROAD & STREET FACILITIES | \$7,500.00 | \$0.00 | (\$7,500.00) | \$2,000.00 | (\$5,500.00) |
| PARKS & RECREATION | | | | | |
| Park Facility Maintenance | 5,000.00 | 0.00 | (5,000.00) | 7,500.00 | 2,500.00 |
| Recreation Facility Maintenance | 2,500.00 | 0.00 | (2,500.00) | 2,500.00 | 0.00 |
| Recreation Equipment Maintenance | 5,000.00 | 0.00 | (5,000.00) | 5,450.00 | 450.00 |
| TOTAL PARKS & RECREATION | \$12,500.00 | \$0.00 | (\$12,500.00) | \$15,450.00 | \$2,950.00 |
| TOTAL EXPENDITURES | \$547,825.00 | \$101,156.82 | (\$446,668.18) | \$547,825.00 | \$0.00 |
| EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | (\$0.00) |

*** EXCLUDES 2% HILLSBOROUGH COUNTY COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Financial & Administrative

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Miscellaneous Fees

To provide for unbudgeted administrative expenses.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

This is for maintenance and administration of the Districts official website.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

Legal Counsel

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

Electric Utility Services

Electric Utility Services

This item is for street lights, pool, recreation facility and other common element electricity

Other Physical Environment

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

Entry & Walls Maintenance

This item is for maintaining the main entry feature and other common area walls.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Miscellaneous Landscape

This item is for any unforeseen circumstances that may effect the appearance of the landscape program.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

DEBT SERVICE FUND

SERIES 2018

REVENUES

| | | |
|------------------------------|-----------|----------------|
| CDD Debt Service Assessments | \$ | 553,475 |
| TOTAL REVENUES | \$ | 553,475 |

EXPENDITURES

| | | |
|---|-----------|----------------|
| Series 2018 June Bond Interest Payment | \$ | 204,238 |
| Series 2018 December Bond Principal Payment | \$ | 145,000 |
| Series 2018 December Bond Interest Payment | \$ | 204,238 |
| TOTAL EXPENDITURES | \$ | 553,475 |
| EXCESS OF REVENUES OVER EXPENDITURES | \$ | - |

ANALYSIS OF BONDS OUTSTANDING

| | | |
|---|-----------|------------------|
| Bonds Outstanding - Period Ending 12/15/2019 | \$ | 8,445,000 |
| Principal Payment Applied Toward Series 2018 Bonds | \$ | 145,000 |
| Bonds Outstanding - Period Ending 12/15/2020 | \$ | 8,300,000 |

* Semi-annual Payments are made on 6/15 and 12/15 of each year.

FY 2020 payments are 6/15/20 and 12/15/20

CYPRESS MILL

COMMUNITY DEVELOPMENT DISTRICT

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

| Lot Size | EAU Value | Unit Count | Debt Service Per Unit | O&M Per Unit | FY 2020 Total Assessment |
|--|-----------|------------|--------------------------|-----------------|-----------------------------|
| ASSESSMENT AREA ONE - SERIES 2018 | | | | | |
| Single Family 40' | 1.00 | 231 | \$1,145.83 | \$584.69 | \$1,730.53 |
| Single Family 50' | 1.25 | 229 | \$1,432.29 | \$730.87 | \$2,163.16 |
| Subtotal | | 460 | | | |
| ASSESSMENT AREA TWO - FUTURE BONDS SERIES | | | | | |
| Single Family 40' | 1.00 | 197 | | \$584.69 | \$584.69 |
| Single Family 50' | 1.25 | 226 | | \$730.87 | \$730.87 |
| Subtotal | | 423 | | | |
| TOTAL | | 883 | | | |

Notations:

⁽¹⁾ Annual assessments are adjusted for the Hillsborough County collection costs and statutory discounts for early payment.

RESOLUTION 2019-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF CYPRESS MILL
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME
AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF
SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Cypress Mill Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF CYPRESS MILL COMMUNITY DEVELOPMENT DISTRICT THAT:**

Section 1. The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2020 attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with the requirements of Florida law.

Section 2. The District Manager is hereby directed to submit a copy of the Fiscal Year 2020 annual public meeting schedule to Hillsborough County and the Department of Economic Opportunity.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 11TH DAY OF JULY, 2019

ATTEST:

**CYPRESS MILL
COMMUNITY DEVELOPMENT
DISTRICT**

SECRETARY/ASSISTANT SECRETARY

CHAIRMAN

EXHIBIT A

**BOARD OF SUPERVISORS MEETING DATES
CYPRESS MILL COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020**

| | | |
|------------------|-----------------|------------------|
| October | 10, 2019 | 9:30 a.m. |
| November | 07, 2019 | 9:30 a.m. |
| December | 12, 2019 | 9:30 a.m. |
| January | 09, 2020 | 9:30 a.m. |
| February | 13, 2020 | 9:30 a.m. |
| March | 12, 2020 | 9:30 a.m. |
| April | 09, 2020 | 9:30 a.m. |
| May | 14, 2020 | 9:30 a.m. |
| June | 11, 2020 | 9:30 a.m. |
| July | 09, 2020 | 9:30 a.m. |
| August | 13, 2020 | 9:30 a.m. |
| September | 10, 2020 | 9:30 a.m. |

**All meetings will convene at the offices of Lennar Homes located at 4600 W. Cypress Street Suite
200 Tampa, FL 33607.**

**CYPRESS MILL
COMMUNITY DEVELOPMENT DISTRICT**

May 9, 2019 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Cypress Mill Community Development District was held on **Wednesday, May 9, 2019 at 9:30 a.m.** at The Offices of Lennar Homes, located at 4600 W. Cypress Street, Suite 200, Tampa, FL 33607.

1. CALL TO ORDER/ROLL CALL

Nicole Hicks called the Regular Meeting of the Board of Supervisors of the Cypress Mill Community Development District to order on **Wednesday, May 9, 2019 at 9:30 a.m.**

Board Members Present and Constituting a Quorum:

| | |
|--------------|------------|
| Kelly Evans | Chair |
| Laura Coffey | Vice Chair |
| Ben Gainer | Supervisor |
| Becky Wilson | Supervisor |

Staff Members Present:

| | |
|---------------|------------------|
| Brian Lamb | Meritus |
| Nicole Hicks | Meritus |
| Gene Roberts | Meritus |
| John Vericker | District Counsel |

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. VENDOR/STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

4. BUSINESS ITEMS

- A. Appointment of Audit Committee**

Mr. Lamb said the Board can serve as the Audit Committee.

MOTION TO: Have the CDD Board serve as the Audit Committee.
MADE BY: Supervisor Evans
SECONDED BY: Supervisor Wilson
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

B. Consideration of Resolution 2019-02; Approving Fiscal Year 2020 Proposed Budget & Setting Public Hearing

Ms. Hicks went over the resolution and budget line items. The public hearing is scheduled for July 11, 2019. Supervisor Evans said the assessments will stay the same and that she worked with Mr. Howell prior to the meeting on the budget. If necessary, they will discuss further to change certain line items.

MOTION TO: Approve Resolution 2019-02.
MADE BY: Supervisor Evans
SECONDED BY: Supervisor Coffey
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

C. Annual Disclosure of Qualified Electors

Ms. Hicks announced that there were 6 qualified electors in Cypress Mill CDD as of April 15, 2019.

5. CONSENT AGENDA

A. Consideration of Minutes of the Regular Meeting January 10, 2019

The Board reviewed the January 10, 2019 minutes.

MOTION TO: Approve the January 10, 2019 minutes.
MADE BY: Supervisor Evans
SECONDED BY: Supervisor Coffey
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

B. Consideration Operations and Maintenance Expenditures December 2018

The Board reviewed the December 2018 O&Ms.

| | |
|--------------|---------------------------------|
| MOTION TO: | Approve the December 2018 O&Ms. |
| MADE BY: | Supervisor Evans |
| SECONDED BY: | Supervisor Wilson |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED |
| | 4/0 - Motion Passed Unanimously |

C. Consideration of Operations and Maintenance Expenditures January 2019

The Board reviewed the January 2019 O&Ms. Supervisor Evans said she would like to pull the Fieldstone invoices for review because she is not sure about the timing and if the CDD was at the full scope of service.

| | |
|--------------|--|
| MOTION TO: | Approve the January 2019 O&Ms without the Fieldstone invoices. |
| MADE BY: | Supervisor Coffey |
| SECONDED BY: | Supervisor Evans |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED |
| | 4/0 - Motion Passed Unanimously |

D. Consideration of Operations and Maintenance Expenditures February 2019

The Board reviewed the February 2019 O&Ms. Supervisor Evans would like to review the Fieldstone invoices.

| | |
|--------------|---|
| MOTION TO: | Approve the February 2019 O&Ms without the Fieldstone invoices. |
| MADE BY: | Supervisor Coffey |
| SECONDED BY: | Supervisor Wilson |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED |
| | 4/0 - Motion Passed Unanimously |

E. Consideration of Operations and Maintenance Expenditures March 2019

The Board reviewed the March 2019 O&Ms. Supervisor Evans would like to review the Fieldstone invoices.

| | |
|--------------|--|
| MOTION TO: | Approve the March 2019 O&Ms without the Fieldstone invoices. |
| MADE BY: | Supervisor Coffey |
| SECONDED BY: | Supervisor Wilson |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously |

F. Review of Financial Statements Month Ending November 30, 2018

The Board reviewed and accepted the financials. Supervisor Coffey would like to know how much is in the construction account.

6. BOARD OF SUPERVISORS REQUESTS AND COMMENTS

Supervisor Coffey asked how the community looks. Mr. Roberts provided an update. Supervisor Evans would like for Mr. Roberts to do a monthly report with pictures moving forward.

7. PUBLIC COMMENTS

There were no public comments.

8. ADJOURNMENT

| | |
|--------------|--|
| MOTION TO: | Adjourn. |
| MADE BY: | Supervisor Coffey |
| SECONDED BY: | Supervisor Evans |
| DISCUSSION: | None further |
| RESULT: | Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously |

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Signature

Printed Name

Printed Name

Title:

☐ **Secretary**
☐ **Assistant Secretary**

Title:

☐ **Chairman**
☐ **Vice Chairman**

Official District Seal

Recorded by Records Administrator

Signature

Date

Cypress Mill Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|--------------------------------------|------------------------|---------------------|--------------------|---|
| Monthly Contract | | | | |
| Field Stone | 23882 | \$ 5,254.94 | | Landscape Maintenance - Entrance - April |
| Field Stone | 23883 | 2,425.42 | \$ 7,680.36 | Landscape Maintenance - Ponds - April |
| Meritus Districts | 8992 | 1,003.15 | | Management Services - April |
| Sitex Aquatics | 2880A | 1,065.00 | | Lake Maintenance - April |
| Monthly Contract Sub-Total | | \$ 9,748.51 | | |
| Variable Contract | | | | |
| Straley Robin Vericker | 16984 | \$ 273.00 | | Professional Services - General - thru 04/15/19 |
| Variable Contract Sub-Total | | \$ 273.00 | | |
| Utilities | | | | |
| Tampa Electric | 221006157525 040519 | \$ 41.92 | | Electric Service - thru 04/02/19 |
| Tampa Electric | 221006192399 040919 | 40.64 | | Electric Service - thru 04/04/19 |
| Tampa Electric | 221006350658 040919 | 193.30 | | Electric Service - thru 04/02/19 |
| Tampa Electric | 221006361218 040519 | 97.05 | \$ 372.91 | Electric Service - thru 04/03/19 |
| Utilities Sub-Total | | \$ 372.91 | | |
| Regular Services | | | | |
| Regular Services Sub-Total | | \$ 0.00 | | |
| Additional Services | | | | |
| Additional Services Sub-Total | | \$ 0.00 | | |
| TOTAL: | | \$ 10,394.42 | | |

Cypress Mill Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
|--------|---------------------------|--------|-----------------|----------------------|

Approved (with any necessary revisions noted):

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary



4801 122nd Avenue N
 Clearwater, FL 33762
 Tel 727-822-7866
 Fax 727-269-5490

| Invoice | | |
|----------------------------|-----------|----------|
| Purchase Order | Invoice # | Date |
| | 23882 | 4/1/2019 |
| Job | Job # | Terms |
| Cypress Mill Entrance-2018 | 24605 | |

Cypress Mill
 2005 Pan Am Circle, Suite 300
 Tampa, FL 33607

| Description | Amount |
|-----------------------------|------------|
| APRIL LANDSCAPE MAINTENANCE | 5,254.94 |
| | |
| Total | \$5,254.94 |

*539w
 4604
 187*

REVIEWEDdthomas 4/18/2019



4801 122nd Avenue N
Clearwater, FL 33762
Tel 727-822-7866
Fax 727-269-5490

| Invoice | | |
|-------------------------|-----------|----------|
| Purchase Order | Invoice # | Date |
| | 23883 | 4/1/2019 |
| Job | Job # | Terms |
| Cypress Mill Ponds-2018 | 24606 | |

Cypress Mill
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

| Description | Amount |
|-----------------------------|------------|
| APRIL LANDSCAPE MAINTENANCE | 2,425.42 |
| Total | \$2,425.42 |

53900
4604
BN

REVIEWEDdthomas 4/18/2019

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

Invoice Number: 8992
Invoice Date: Apr 1, 2019
Page: 1

| |
|--|
| Bill To: |
| Cypress Mill CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607 |

| | |
|-----------------|--|
| Ship to: | |
| | |

| | | | |
|--------------------|------------------------|----------------------|-----------------|
| Customer ID | Customer PO | Payment Terms | |
| Cypress Mill CDD | | Net Due | |
| | Shipping Method | Ship Date | Due Date |
| | Best Way | | 4/1/19 |

[illegible]

| | |
|------------------------|-----------------|
| Subtotal | 1,003.15 |
| Sales Tax | |
| Total Invoice Amount | 1,003.15 |
| Payment/Credit Applied | |
| TOTAL | 1,003.15 |

REVIEWED dthomas 3/19/2019



Invoice

P.O. Box 744939
Atlanta, GA 30374-4939

| Date | Invoice # |
|----------|-----------|
| 4/1/2019 | 2880A |

| |
|--|
| Bill To |
| Cypress Mill CDD c/o Meritus Corp 2005 Pan Am Circle, Suite 120 Tampa, FL 33607 |

| P.O. No. | Terms | Project |
|----------|--------|---------|
| | Net 30 | |

| Quantity | Description | Rate | Amount |
|----------------------|--------------------------|--------------|------------|
| | Monthly Lake Maintenance | 1,065.00 | 1,065.00 |
| 539w 4/307 B11 | | | |
| | | Total | \$1,065.00 |

REVIEWEDthomas 4/11/2019

Straley Robin Vericker
1510 W. Cleveland Street
Tampa, FL 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Cypress Mill Community Development District
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

April 18, 2019
Client: 001503
Matter: 000001
Invoice #: 16984

Page: 1

RE: General

For Professional Services Rendered Through April 15, 2019

SERVICES

| Date | Person | Description of Services | Hours | |
|-----------------------------|--------|--|-------|----------|
| 3/26/2019 | LB | PREPARE QUARTERLY REPORT TO DISSEMINATION AGENT FOR PERIOD ENDED MARCH 31, 2019 RE SERIES 2018 BONDS. | 0.2 | |
| 3/30/2019 | JMV | PREPARE QUARTERLY DISTRICT COUNSEL BOND DISCLOSURE REPORT. | 0.3 | |
| 4/1/2019 | JMV | PREPARE RESOLUTION FOR CDD PRELIMINARY BUDGET BOARD MEETING. | 0.3 | |
| 4/1/2019 | LB | FINALIZE QUARTERLY REPORT TO DISSEMINATION AGENT RE SERIES 2018 BONDS; PREPARE EMAIL TO DISSEMINATION AGENT TRANSMITTING SAME. | 0.2 | |
| 4/4/2019 | LB | FINALIZE RESOLUTION APPROVING PRELIMINARY BUDGET AND SCHEDULING PUBLIC HEARING ON SAME RE FY 2019/2020; PREPARE EMAIL TO B. CRUTCHFIELD TRANSMITTING RESOLUTION. | 0.2 | |
| Total Professional Services | | | 1.2 | \$273.00 |

PERSON RECAP

| Person | | Hours | Amount |
|--------|------------------|-------|----------|
| JMV | John M. Vericker | 0.6 | \$183.00 |
| LB | Lynn Butler | 0.6 | \$90.00 |

REVIEWEDdtthomas 5/1/2019

April 18, 2019

Client: 001503

Matter: 000001

Invoice #: 16984

Page: 2

| | | |
|-----------------------|----------|----------|
| Total Services | \$273.00 | |
| Total Disbursements | \$0.00 | |
| Total Current Charges | | \$273.00 |

PAY THIS AMOUNT

\$273.00

Please Include Invoice Number on all Correspondence



ACCOUNT INVOICE

tampaelectric.com



Statement Date: 04/05/2019

Account: 221006157525

CYPRESS MILL COMMUNITY DEVELOPMENT
3628 NE 19 AVE, LIFT STN
RUSKIN, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$41.92 |
| Total amount due: | \$41.92 |
| Payment Due By: | 04/26/2019 |

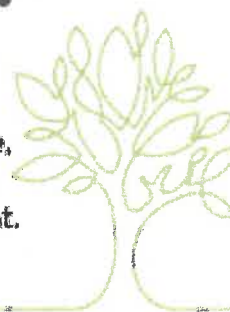
Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$35.17 |
| Payment(s) Received Since Last Statement | -\$35.17 |
| Current Month's Charges | \$41.92 |
| Total Amount Due | \$41.92 |

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Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Yard project? Avoid damage and fines

Learn more at tampaelectric.com/811



CALL



WAIT two
business days



Start
DIGGING!

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006157525

| | |
|--------------------------|------------|
| Current month's charges: | \$41.92 |
| Total amount due: | \$41.92 |
| Payment Due By: | 04/26/2019 |

Amount Enclosed \$

646444850308



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6464448503082210061575250000000041926

Account: 221006157525
Statement Date: 04/05/2019
Current month's charges due 04/26/2019

Details of Charges – Service from 03/06/2019 to 04/02/2019

Service for: 3628 NE 19 AVE, LIFT STN, RUSKIN, FL 33573

Rate Schedule: General Service - Non Demand

Meter Location: LIFT STATION

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| C59985 | 04/02/2019 | 379 | | 169 | | 210 kWh | 1 | 28 Days |

| | | |
|------------------------------|-------------------------|----------------|
| Basic Service Charge | | \$18.14 |
| Energy Charge | 210 kWh @ \$0.05916/kWh | \$12.42 |
| Fuel Charge | 210 kWh @ \$0.03227/kWh | \$6.78 |
| Florida Gross Receipt Tax | | \$0.96 |
| Electric Service Cost | | \$38.30 |
| State Tax | | \$3.62 |

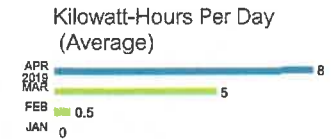
Total Electric Cost, Local Fees and Taxes

\$41.92

Total Current Month's Charges

\$41.92

Tampa Electric Usage History



00000009-00000033-Page 7 of 8



Statement Date: 04/09/2019

Account: 221006192399

CYPRESS MILL COMMUNITY DEVELOPMENT
3616 19 AVE NE
RUSKIN, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$40.64 |
| Total amount due: | \$40.64 |
| Payment Due By: | 04/30/2019 |

Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$19.06 |
| Payment(s) Received Since Last Statement | -\$19.06 |
| Current Month's Charges | \$40.64 |
| Total Amount Due | \$40.64 |

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Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Yard project? Avoid damage and fines

Learn more at tampaelectric.com/811



two business days



Start DIGGING!

To ensure prompt credit, please return stub portion of this bill with your payment. Make checks payable to TECO.



WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006192399

| | |
|--------------------------|------------|
| Current month's charges: | \$40.64 |
| Total amount due: | \$40.64 |
| Payment Due By: | 04/30/2019 |
| Amount Enclosed | \$ |

608173285250



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Account: 221006192399
Statement Date: 04/09/2019
Current month's charges due 04/30/2019

Details of Charges – Service from 03/07/2019 to 04/04/2019

Service for: 3616 19 AVE NE, RUSKIN, FL 33573

Rate Schedule: General Service - Non Demand

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| C58768 | 04/04/2019 | 290 | | 55 | | 235 kWh | 1 | 29 Days |

| | | |
|---------------------------|-------------------------|---------|
| Basic Service Charge | | \$18.14 |
| Energy Charge | 235 kWh @ \$0.05916/kWh | \$13.90 |
| Fuel Charge | 235 kWh @ \$0.03227/kWh | \$7.58 |
| Florida Gross Receipt Tax | | \$1.02 |

Electric Service Cost

\$40.64

Total Current Month's Charges

\$40.64

Tampa Electric Usage History

Kilowatt-Hours Per Day
(Average)



00002347-0004721-Page 7 of 8



Statement Date: 04/09/2019

Account: 221006350658

CYPRESS MILL COMMUNITY DEVELOPMENT
7215 CAMP ISLAND AVE, WELL
SUN CITY CENTER, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$193.30 |
| Total amount due: | \$193.30 |
| Payment Due By: | 04/30/2019 |

Your Account Summary

| | |
|--|-----------------|
| Previous Amount Due | \$21.94 |
| Payment(s) Received Since Last Statement | -\$21.94 |
| Current Month's Charges | \$193.30 |
| Total Amount Due | \$193.30 |

Go paperless for perks!

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Yard project? Avoid damage and fines

Learn more at tampaelectric.com/811



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WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006350658

| | |
|--------------------------|------------|
| Current month's charges: | \$193.30 |
| Total amount due: | \$193.30 |
| Payment Due By: | 04/30/2019 |
| Amount Enclosed | \$ |

600000179516

Received

APR 12 2019

00002347 02 AV 0.38 33607 FTECO104081923234110 00000 03 01000000 008 04 14804 004



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-2359

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318


6000001795162210063506580000000193305

Account: 221006350658
Statement Date: 04/09/2019
Current month's charges due 04/30/2019

Details of Charges – Service from 03/06/2019 to 04/02/2019

Service for: 7215 CAMP ISLAND AVE, WELL, SUN CITY CENTER, FL 33573

Rate Schedule: General Service - Non Demand

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--|------------|-----------------|---|------------------|---|-----------------------------------|--|----------------|
| J85887 | 04/02/2019 | 1,707 | | 22 | | 1,685 kWh | 1 | 28 Days |
| Basic Service Charge | | | | | | \$18.14 | Tampa Electric Usage History Kilowatt-Hours Per Day (Average)  | |
| Energy Charge | | | | | | 1,685 kWh @ \$0.05916/kWh \$99.68 | | |
| Fuel Charge | | | | | | 1,685 kWh @ \$0.03227/kWh \$54.37 | | |
| Florida Gross Receipt Tax | | | | | | \$4.42 | | |
| Electric Service Cost | | | | | | \$176.61 | | |
| State Tax | | | | | | \$16.69 | | |
| Total Electric Cost, Local Fees and Taxes | | | | | | \$193.30 | | |
| Total Current Month's Charges | | | | | | \$193.30 | | |

00002347-0004718-Page 3 of 8



CYPRESS MILL COMMUNITY DEVELOPMENT
15772 MILLER CREEK DR, WELL
RUSKIN, FL 33570

Statement Date: 04/05/2019
Account: 221006361218

| | |
|--------------------------|------------|
| Current month's charges: | \$97.05 |
| Total amount due: | \$97.05 |
| Payment Due By: | 04/26/2019 |

Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$130.12 |
| Payment(s) Received Since Last Statement | -\$130.12 |
| Current Month's Charges | \$97.05 |
| Total Amount Due | \$97.05 |

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for perks!**

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Yard project?
Avoid damage and fines

Learn more at tampaelectric.com/811



WAIT two business days



Start DIGGING!

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WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006361218

| | |
|--------------------------|------------|
| Current month's charges: | \$97.05 |
| Total amount due: | \$97.05 |
| Payment Due By: | 04/26/2019 |

Amount Enclosed \$ _____

658790513134

Received

APR 11 2019

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

00000009 02 AV 0.38 33607 FTECO104051923514410 00000 04 01000000 012 04 19632 004

CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-2359

6587905131342210063612180000000097054

ACCOUNT INVOICE

tampaelectric.com



Account: 221006361218
Statement Date: 04/05/2019
Current month's charges due 04/26/2019

Details of Charges – Service from 03/06/2019 to 04/03/2019

Service for: 15772 MILLER CREEK DR, WELL, RUSKIN, FL 33570

Rate Schedule: General Service - Non Demand

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| J85861 | 04/03/2019 | 2,000 | | 1,253 | | 747 kWh | 1 | 29 Days |

Basic Service Charge

Energy Charge

Fuel Charge

Florida Gross Receipt Tax

Electric Service Cost

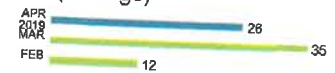
State Tax

Total Electric Cost, Local Fees and Taxes

| | |
|-------------------------|----------------|
| | \$18.14 |
| 747 kWh @ \$0.05916/kWh | \$44.19 |
| 747 kWh @ \$0.03227/kWh | \$24.11 |
| | \$2.22 |
| | \$88.66 |
| | \$8.39 |

Tampa Electric Usage History

Kilowatt-Hours Per Day
(Average)



\$97.05

Total Current Month's Charges

\$97.05

00000009-00000031-Page 3 of 8

Cypress Mill Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|--------------------------------------|------------------------|---------------------|---------------------|----------------------------------|
| Monthly Contract | | | | |
| Meritus Districts | 9056 | \$ 1,002.10 | | Management Services - May |
| Meritus Districts | 9144 | 10,833.30 | \$ 11,835.40 | Management Service - Jan-May |
| Sitex Aquatics | 2921A | 1,065.00 | | Lake Maintenance - May |
| Monthly Contract Sub-Total | | \$ 12,900.40 | | |
| Variable Contract | | | | |
| Variable Contract Sub-Total | | \$ 0.00 | | |
| Utilities | | | | |
| Tampa Electric | 221006157525 050719 | \$ 42.96 | | Electric Service - thru 05/02/19 |
| Tampa Electric | 221006192399 050919 | 60.71 | | Electric Service - thru 05/06/19 |
| Tampa Electric | 221006350658 050719 | 463.86 | | Electric Service - thru 05/06/19 |
| Tampa Electric | 221006361218 050719 | 52.29 | \$ 619.82 | Electric Service - thru 05/06/19 |
| Utilities Sub-Total | | \$ 619.82 | | |
| Regular Services | | | | |
| Regular Services Sub-Total | | \$ 0.00 | | |
| Additional Services | | | | |
| Additional Services Sub-Total | | \$ 0.00 | | |
| TOTAL: | | \$ 13,520.22 | | |

Approved (with any necessary revisions noted):

Cypress Mill Community Development District Summary of Operations and Maintenance Invoices

| Vendor | Invoice/Account Number | Amount | Vendor Total | Comments/Description |
|--------|---------------------------|--------|-----------------|----------------------|
|--------|---------------------------|--------|-----------------|----------------------|

Signature

Printed Name

Title (check one):

☐ Chairman ☐ Vice Chairman ☐ Assistant Secretary

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070


INVOICE

Invoice Number: 9056
Invoice Date: May 1, 2019
Page: 1

| |
|--|
| Bill To: |
| Cypress Mill CDD 2005 Pan Am Circle Suite 300 Tampa, FL 33607 |

| |
|-----------------|
| Ship to: |
| |

| Customer ID | Customer PO | Payment Terms | |
|------------------|-----------------|---------------|----------|
| Cypress Mill CDD | | Net Due | |
| | Shipping Method | Ship Date | Due Date |
| | Best Way | | 5/1/19 |

| Quantity | Item | Description | Unit Price | Amount |
|----------|------|---|------------|----------|
| | | District Management Services - May | | 1,000.00 |
| | | Postage - March | | 2.10 |
| | |  | | |

| | |
|------------------------|-----------------|
| Subtotal | 1,002.10 |
| Sales Tax | |
| Total Invoice Amount | 1,002.10 |
| Payment/Credit Applied | |
| TOTAL | 1,002.10 |

REVIEWEDthomas 4/18/2019

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

Invoice Number: 9144
Invoice Date: May 14, 2019
Page: 1

Bill To:

Cypress Mill CDD
2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Ship to:

| Customer ID | Customer PO | Payment Terms | |
|------------------|-----------------|---------------|----------|
| Cypress Mill CDD | | Net Due | |
| | Shipping Method | Ship Date | Due Date |
| | Best Way | | 5/14/19 |

| Quantity | Item | Description | Unit Price | Amount |
|----------|------|---|------------|-----------|
| | | District Management Services Jan - May 2019. Billed \$1,000/mo. Should have been \$3,166.66/mo. \$2,166.66 x 5 mos. = | | 10,833.30 |

| | |
|------------------------|------------------|
| Subtotal | 10,833.30 |
| Sales Tax | |
| Total Invoice Amount | 10,833.30 |
| Payment/Credit Applied | |
| TOTAL | 10,833.30 |

REVIEWEDthomas 5/24/2019



Invoice

P.O. Box 744939
Atlanta, GA 30374-4939

| Date | Invoice # |
|----------|-----------|
| 5/1/2019 | 2921A |

| |
|--|
| Bill To |
| Cypress Mill CDD c/o Meritus Corp 2005 Pan Am Circle, Suite 120 Tampa, FL 33607 |

| P.O. No. | Terms | Project |
|----------|--------|---------|
| | Net 30 | |

| Quantity | Description | Rate | Amount |
|----------|--|--------------|------------|
| | Monthly Lake Maintenance 53900 4307 BS1 | 1,065.00 | 1,065.00 |
| | | Total | \$1,065.00 |

REVIEWEDthomas 5/24/2019

Statement Date: 05/07/2019
Account: 221006157525

CYPRESS MILL COMMUNITY DEVELOPMENT
3628 NE 19 AVE, LIFT STN
RUSKIN, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$42.96 |
| Total amount due: | \$42.96 |
| Payment Due By: | 05/28/2019 |

Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$41.92 |
| Payment(s) Received Since Last Statement | -\$41.92 |
| Current Month's Charges | \$42.96 |
| Total Amount Due | \$42.96 |



Always assume that a downed power line is energized. Visit tampaelectric.com/safety for more safety tips.

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

Tampa Electric will generate more solar energy per customer by 2021 than any other utility in the state.

Visit tampaelectric.com/solar to learn more about how we're tapping to sun to deliver renewable energy to all our customers.

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See reverse side for more information

Account: 221006157525

| | |
|--------------------------|------------|
| Current month's charges: | \$42.96 |
| Total amount due: | \$42.96 |
| Payment Due By: | 05/28/2019 |

Amount Enclosed \$ 640272041244



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

Account: 221006157525
Statement Date: 05/07/2019
Current month's charges due 05/28/2019

Details of Charges – Service from 04/03/2019 to 05/02/2019

Service for: 3628 NE 19 AVE, LIFT STN, RUSKIN, FL 33573

Rate Schedule: General Service - Non Demand

Meter Location: LIFT STATION

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| C59985 | 05/02/2019 | 599 | | 379 | | 220 kWh | 1 | 30 Days |

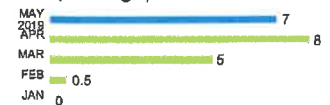
| | | |
|------------------------------|-------------------------|----------------|
| Basic Service Charge | | \$18.14 |
| Energy Charge | 220 kWh @ \$0.05916/kWh | \$13.02 |
| Fuel Charge | 220 kWh @ \$0.03227/kWh | \$7.10 |
| Florida Gross Receipt Tax | | \$0.98 |
| Electric Service Cost | | \$39.24 |
| State Tax | | \$3.72 |

Total Electric Cost, Local Fees and Taxes **\$42.96**

Total Current Month's Charges **\$42.96**

Tampa Electric Usage History

Kilowatt-Hours Per Day (Average)



Important Messages

Fuel sources we use to serve you

By 2021, Tampa Electric will have nearly 7% of its energy generated from the sun – the highest percentage of solar generation of any utility in the state of Florida. We have reached the half-way point on constructing of 6 million solar panels – enough to power more than 100,000 homes. [Visit our solar page](#) to learn more. For the 12-month period ending March 2019, the percentage of fuel type used by Tampa Electric to provide electricity to its customers was Natural Gas & Oil* 79%, Coal 15%, Purchased Power 5% and Solar 1%. Tampa Electric provides this information to our customers on a quarterly basis.

*Oil makes up less than 1%





ACCOUNT INVOICE

tampaelectric.com



Statement Date: 05/09/2019

Account: 221006192399

CYPRESS MILL COMMUNITY DEVELOPMENT
3616 19 AVE NE
RUSKIN, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$60.71 |
| Total amount due: | \$60.71 |
| Payment Due By: | 05/30/2019 |

Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$40.64 |
| Payment(s) Received Since Last Statement | -\$40.64 |
| Current Month's Charges | \$60.71 |
| Total Amount Due | \$60.71 |



Always assume that a downed power line is energized. Visit tampaelectric.com/safety for more safety tips.

Amount not paid by due date may be assessed a late payment charge and an additional deposit.

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See reverse side for more information

Account: 221006192399

| | |
|--------------------------|------------|
| Current month's charges: | \$60.71 |
| Total amount due: | \$60.71 |
| Payment Due By: | 05/30/2019 |

Amount Enclosed \$

647679432636

00000373 01 AV 0.38 33607 FTECO105091923253510 00000 03 01000000 006 04 14589 002



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-2359

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

MAY 13 2019

64767943263622100619239900000000060718

Account: 221006192399
Statement Date: 05/09/2019
Current month's charges due 05/30/2019

Details of Charges – Service from 04/05/2019 to 05/06/2019

Service for: 3616 19 AVE NE, RUSKIN, FL 33573

Rate Schedule: General Service - Non Demand

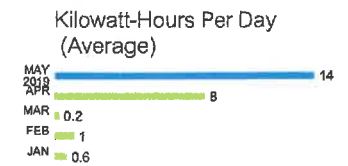
| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| C58768 | 05/06/2019 | 739 | | 290 | | 449 kWh | 1 | 32 Days |

| | | |
|------------------------------|-------------------------|----------------|
| Basic Service Charge | | \$18.14 |
| Energy Charge | 449 kWh @ \$0.05916/kWh | \$26.56 |
| Fuel Charge | 449 kWh @ \$0.03227/kWh | \$14.49 |
| Florida Gross Receipt Tax | | \$1.52 |
| Electric Service Cost | | \$60.71 |

Total Current Month's Charges

\$60.71

Tampa Electric Usage History



00000373-0000902-Page 3 of 4



ACCOUNT INVOICE

tampaelectric.com



Statement Date: 05/07/2019
Account: 221006350658

CYPRESS MILL COMMUNITY DEVELOPMENT
7215 CAMP ISLAND AVE, WELL
SUN CITY CENTER, FL 33573

| | |
|--------------------------|------------|
| Current month's charges: | \$463.86 |
| Total amount due: | \$463.86 |
| Payment Due By: | 05/28/2019 |

Your Account Summary

| | |
|--|-----------------|
| Previous Amount Due | \$193.30 |
| Payment(s) Received Since Last Statement | -\$193.30 |
| Current Month's Charges | \$463.86 |
| Total Amount Due | \$463.86 |



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WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006350658

| | |
|--------------------------|------------|
| Current month's charges: | \$463.86 |
| Total amount due: | \$463.86 |
| Payment Due By: | 05/28/2019 |

Amount Enclosed

\$

688420115181

CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6884201151812210063506580000000463869

ACCOUNT INVOICE

tampaelectric.com



Account: 221006350658
Statement Date: 05/07/2019
Current month's charges due 05/28/2019

Details of Charges – Service from 04/03/2019 to 05/06/2019

Service for: 7215 CAMP ISLAND AVE, WELL, SUN CITY CENTER, FL 33573

Rate Schedule: General Service - Non Demand

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| J85887 | 05/06/2019 | 6,028 | | 1,707 | | 4,321 kWh | 1 | 34 Days |

Basic Service Charge

Energy Charge

Fuel Charge

Florida Gross Receipt Tax

Electric Service Cost

State Tax

Total Electric Cost, Local Fees and Taxes

\$18.14

4,321 kWh @ \$0.05916/kWh

\$255.63

4,321 kWh @ \$0.03227/kWh

\$139.44

\$10.60

\$423.81

\$40.05

\$463.86
Total Current Month's Charges
\$463.86

Tampa Electric Usage History

 Kilowatt-Hours Per Day
(Average)


Important Messages

Fuel sources we use to serve you

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*Oil makes up less than 1%



CYPRESS MILL COMMUNITY DEVELOPMENT
15772 MILLER CREEK DR, WELL
RUSKIN, FL 33570

Statement Date: 05/07/2019
Account: 221006361218

| | |
|--------------------------|------------|
| Current month's charges: | \$52.29 |
| Total amount due: | \$52.29 |
| Payment Due By: | 05/28/2019 |

Your Account Summary

| | |
|--|----------------|
| Previous Amount Due | \$97.05 |
| Payment(s) Received Since Last Statement | -\$97.05 |
| Current Month's Charges | \$52.29 |
| Total Amount Due | \$52.29 |



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WAYS TO PAY YOUR BILL



See reverse side for more information

Account: 221006361218

| | |
|--------------------------|------------|
| Current month's charges: | \$52.29 |
| Total amount due: | \$52.29 |
| Payment Due By: | 05/28/2019 |

Amount Enclosed \$ _____

688420115182

00006853 02 AV 0.38 33607 FTECO105071923562710 00000 03 01000000 019 04 21112 006



CYPRESS MILL COMMUNITY DEVELOPMENT
2005 PAN AM CIRCLE SUITE 300
TAMPA, FL 33607-2359

Received
MAY 10 2019

MAIL PAYMENT TO:
TECO
P.O. BOX 31318
TAMPA, FL 33631-3318

6884201151822210063612180000000052298

ACCOUNT INVOICE

tampaelectric.com



Account: 221006361218
Statement Date: 05/07/2019
Current month's charges due 05/28/2019

Details of Charges – Service from 04/04/2019 to 05/06/2019

Service for: 15772 MILLER CREEK DR, WELL, RUSKIN, FL 33570

Rate Schedule: General Service - Non Demand

| Meter Number | Read Date | Current Reading | - | Previous Reading | = | Total Used | Multiplier | Billing Period |
|--------------|------------|-----------------|---|------------------|---|------------|------------|----------------|
| J85861 | 05/06/2019 | 2,311 | | 2,000 | | 311 kWh | 1 | 33 Days |

Basic Service Charge

Energy Charge

Fuel Charge

Florida Gross Receipt Tax

Electric Service Cost

State Tax

Total Electric Cost, Local Fees and Taxes

\$18.14

\$18.40

\$10.04

\$1.19

\$47.77

\$4.52

\$52.29

Total Current Month's Charges

\$52.29

Tampa Electric Usage History

Kilowatt-Hours Per Day
(Average)



Important Messages

Fuel sources we use to serve you

By 2021, Tampa Electric will have nearly 7% of its energy generated from the sun – the highest percentage of solar generation of any utility in the state of Florida. We have reached the half-way point on constructing of 6 million solar panels – enough to power more than 100,000 homes. [Visit our solar page](#) to learn more. For the 12-month period ending March 2019, the percentage of fuel type used by Tampa Electric to provide electricity to its customers was Natural Gas & Oil* 79%, Coal 15%, Purchased Power 5% and Solar 1%. Tampa Electric provides this information to our customers on a quarterly basis.

*Oil makes up less than 1%



Cypress Mill Community Development District

Financial Statements
(Unaudited)

Period Ending
May 31, 2019



Meritus Districts
2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

Cypress Mill

Balance Sheet

As of 5/31/2019
(In Whole Numbers)

| | General Fund | Debt Service Fund | Capital Projects Fund | General Fixed Assets Account Group | General Long-Term Debt | Total |
|--|--------------|-------------------|-----------------------|---------------------------------------|---------------------------|-------------------|
| Assets | | | | | | |
| Cash - Operating Account | 9,239 | 0 | 0 | 0 | 0 | 9,239 |
| Investment-Revenue 2018 (9000) | 0 | 231 | 0 | 0 | 0 | 231 |
| Investment-Interest 2018 (9001) | 0 | 292 | 0 | 0 | 0 | 292 |
| Investment-Reserve 2018 (9003) | 0 | 138,969 | 0 | 0 | 0 | 138,969 |
| Investment-Construction 2018 (9005) | 0 | 0 | 95 | 0 | 0 | 95 |
| Investment-Cost of Issuance 2018 (9006) | 0 | 0 | 0 | 0 | 0 | 0 |
| Accounts Receivable - Other | 0 | 0 | 0 | 0 | 0 | 0 |
| Prepaid General Liability Insurance | 0 | 0 | 0 | 0 | 0 | 0 |
| Prepaid Professional Liability | 0 | 0 | 0 | 0 | 0 | 0 |
| Construction Work In Progress | 0 | 0 | 0 | 7,958,699 | 0 | 7,958,699 |
| Amount To Be Provided-Debt Service | 0 | 0 | 0 | 0 | 8,585,000 | 8,585,000 |
| Total Assets | 9,239 | 139,492 | 95 | 7,958,699 | 8,585,000 | 16,692,525 |
| Liabilities | | | | | | |
| Accounts Payable | 609 | 0 | 0 | 0 | 0 | 609 |
| Accounts Payable - Other | 0 | 0 | 0 | 0 | 0 | 0 |
| Revenue Bonds Payable-Series 2018 | 0 | 0 | 0 | 0 | 8,585,000 | 8,585,000 |
| Total Liabilities | 609 | 0 | 0 | 0 | 8,585,000 | 8,585,609 |
| Fund Equity & Other Credits | | | | | | |
| Fund Balance-Unreserved | (1,515) | 0 | 0 | 0 | 0 | (1,515) |
| Investment In General Fixed Assets | 0 | 0 | 0 | 7,958,699 | 0 | 7,958,699 |
| Other | 10,146 | 139,492 | 95 | 0 | 0 | 149,733 |
| Total Fund Equity & Other Credits | 8,631 | 139,492 | 95 | 7,958,699 | 0 | 8,106,917 |
| Total Liabilities & Fund Equity | 9,239 | 139,492 | 95 | 7,958,699 | 8,585,000 | 16,692,525 |

Cypress Mill

Statement of Revenues & Expenditures

001 - General Fund
From 10/1/2018 Through 5/31/2019
(In Whole Numbers)

| | Total Budget - Original | Current Period Actual | Total Budget Variance - Original | Percent Total Budget Remaining - Original |
|---|----------------------------|-----------------------|-------------------------------------|--|
| Revenues | | | | |
| Contributions & Donations From Private Sources | | | | |
| Developer Contributions | 547,825 | 81,000 | (466,825) | (85)% |
| Total Revenues | 547,825 | 81,000 | (466,825) | (85)% |
| Expenditures | | | | |
| Legislative | | | | |
| Supervisor Fees | 12,000 | 0 | 12,000 | 100 % |
| Financial & Administrative | | | | |
| District Manager | 38,000 | 18,833 | 19,167 | 50 % |
| District Engineer | 7,000 | 863 | 6,138 | 88 % |
| Disclosure Report | 8,400 | 0 | 8,400 | 100 % |
| Trustees Fees | 9,000 | 0 | 9,000 | 100 % |
| Accounting Services | 1,500 | 0 | 1,500 | 100 % |
| Auditing Services | 7,500 | 0 | 7,500 | 100 % |
| Postage, Phone, Faxes, Copies | 750 | 15 | 735 | 98 % |
| Public Officials Insurance | 5,000 | 2,250 | 2,750 | 55 % |
| Legal Advertising | 3,000 | 7 | 2,993 | 100 % |
| Bank Fees | 300 | 249 | 51 | 17 % |
| Dues, Licenses & Fees | 175 | 175 | 0 | 0 % |
| Office Supplies | 100 | 0 | 100 | 100 % |
| Website Administration | 600 | 2,950 | (2,350) | (392)% |
| Legal Counsel | | | | |
| District Counsel | 10,000 | 2,498 | 7,502 | 75 % |
| Utility Services | | | | |
| Electric Utility Services | 150,000 | 2,498 | 147,502 | 98 % |
| Water Utility Services | 25,000 | 0 | 25,000 | 100 % |
| Other Physical Environment | | | | |
| Waterway Management System | 40,000 | 5,325 | 34,675 | 87 % |
| General Liability & Property Casualty Insurance | 12,000 | 2,750 | 9,250 | 77 % |
| Landscape Maintenance - Contract | 140,000 | 30,721 | 109,279 | 78 % |
| Miscellaneous Repairs & Maintenance | 5,000 | 0 | 5,000 | 100 % |
| Hardscape Maintenance | 5,000 | 0 | 5,000 | 100 % |
| Plant Replacement Program | 20,000 | 1,065 | 18,935 | 95 % |
| Landscape Maintenance - Other | 20,000 | 0 | 20,000 | 100 % |
| Irrigation Maintenance | 7,500 | 655 | 6,845 | 91 % |
| Road & Street Facilities | | | | |
| Sidewalk & Pavement Repairs | 7,500 | 0 | 7,500 | 100 % |
| Parks & Recreation | | | | |
| Park Facility Maintenance | 5,000 | 0 | 5,000 | 100 % |
| Recreation Facility Maintenance | 2,500 | 0 | 2,500 | 100 % |
| Recreation Equipment Maintenance | 5,000 | 0 | 5,000 | 100 % |
| Total Expenditures | 547,825 | 70,854 | 476,971 | 87 % |
| Excess of Revenues Over (Under) Expenditures | 0 | 10,146 | 10,146 | 0 % |
| Fund Balance, Beginning of Period | 0 | (1,515) | (1,515) | 0 % |
| Fund Balance, End of Period | 0 | 8,631 | 8,631 | 0 % |

Cypress Mill
Statement of Revenues & Expenditures

200 - Debt Service Fund
From 10/1/2018 Through 5/31/2019
(In Whole Numbers)

| | Total Budget - Original | Current Period Actual | Total Budget Variance - Original | Percent Total Budget Remaining - Original |
|--|----------------------------|-----------------------|-------------------------------------|--|
| Revenues | | | | |
| Special Assessments - Capital Improvements | | | | |
| DS Assessments - Tax Roll | 554,075 | 0 | (554,075) | (100)% |
| Interest Earnings | | | | |
| Interest Earnings | 0 | 272 | 272 | 0 % |
| Total Revenues | 554,075 | 272 | (553,803) | (100)% |
| Expenditures | | | | |
| Debt Service Payments | | | | |
| Interest Payments | 414,075 | 73,613 | 340,462 | 82 % |
| Principal Payments | 140,000 | 0 | 140,000 | 100 % |
| Total Expenditures | 554,075 | 73,613 | 480,462 | 87 % |
| Other Financing Sources | | | | |
| Interfund Transfer | | | | |
| Interfund Transfer | 0 | 251 | 251 | 0 % |
| Debt Proceeds | | | | |
| Bond Proceeds | 0 | 212,582 | 212,582 | 0 % |
| Total Other Financing Sources | 0 | 212,833 | 212,833 | 0 % |
| Excess of Revenues Over (Under) Expenditures | 0 | 139,492 | 139,492 | 0 % |
| Fund Balance, End of Period | 0 | 139,492 | 139,492 | 0 % |

Cypress Mill
Statement of Revenues & Expenditures

300 - Capital Projects Fund
From 10/1/2018 Through 5/31/2019
(In Whole Numbers)

| | Total Budget - Original | Current Period Actual | Total Budget Variance - Original | Percent Total Budget Remaining - Original |
|-----------------------------------|----------------------------|-----------------------|-------------------------------------|--|
| Revenues | | | | |
| Interest Earnings | | | | |
| Interest Earnings | 0 | 2,691 | 2,691 | 0 % |
| Total Revenues | 0 | 2,691 | 2,691 | 0 % |
| Expenditures | | | | |
| Financial & Administrative | | | | |
| District Manager | 0 | 35,000 | (35,000) | 0 % |
| Trustees Fees | 0 | 10,775 | (10,775) | 0 % |
| Underwriter | 0 | 40,000 | (40,000) | 0 % |
| Miscellaneous Fees | 0 | 1,250 | (1,250) | 0 % |
| Legal Counsel | | | | |
| District Counsel | 0 | 35,500 | (35,500) | 0 % |
| Bond Counsel | 0 | 50,000 | (50,000) | 0 % |
| Other Physical Environment | | | | |
| Improvements Other Than Buildings | 0 | 7,958,699 | (7,958,699) | 0 % |
| Total Expenditures | 0 | 8,131,224 | (8,131,224) | 0 % |
| Other Financing Sources | | | | |
| Debt Proceeds | | | | |
| Bond Proceeds | 0 | 8,128,880 | 8,128,880 | 0 % |
| Interfund Transfer | | | | |
| Interfund Transfer | 0 | (251) | (251) | 0 % |
| Total Other Financing Sources | 0 | 8,128,629 | 8,128,629 | 0 % |
| Excess of Revenues Over (Under) | 0 | 95 | 95 | 0 % |
| Expenditures | | | | |
| Fund Balance, End of Period | 0 | 95 | 95 | 0 % |

Cypress Mill

Statement of Revenues & Expenditures

900 - General Fixed Assets Account Group
 From 10/1/2018 Through 5/31/2019
 (In Whole Numbers)

| | Total Budget - Original | Current Period Actual | Total Budget Variance - Original | Percent Total Budget Remaining - Original |
|-----------------------------------|----------------------------|-----------------------|-------------------------------------|--|
| Fund Balance, Beginning of Period | 0 | 7,958,699 | 7,958,699 | 0 % |
| Fund Balance, End of Period | <u>0</u> | <u>7,958,699</u> | <u>0</u> | <u>0 %</u> |

Cypress Mill
Reconcile Cash Accounts

Summary

Cash Account: 10101 Cash - Operating Account
Reconciliation ID: 05/31/19
Reconciliation Date: 5/31/2019
Status: Locked

| | |
|----------------------------------|--------------------|
| Bank Balance | 9,239.42 |
| Less Outstanding Checks/Vouchers | 0.00 |
| Plus Deposits in Transit | 0.00 |
| Plus or Minus Other Cash Items | 0.00 |
| Plus or Minus Suspense Items | <u>0.00</u> |
| Reconciled Bank Balance | 9,239.42 |
| Balance Per Books | <u>9,239.42</u> |
| Unreconciled Difference | <u><u>0.00</u></u> |

Click the Next Page toolbar button to view details.

Cypress Mill
Reconcile Cash Accounts

Detail

Cash Account: 10101 Cash - Operating Account

Reconciliation ID: 05/31/19

Reconciliation Date: 5/31/2019

Status: Locked

Cleared Checks/Vouchers

| <u>Document Number</u> | <u>Document Date</u> | <u>Document Description</u> | <u>Document Amount</u> | <u>Payee</u> |
|-------------------------|----------------------|-----------------------------------|------------------------|------------------------|
| 1051 | 5/1/2019 | System Generated Check/Voucher | 1,002.10 | Meritus Districts |
| 1052 | 5/1/2019 | System Generated Check/Voucher | 273.00 | Straley Robin Vericker |
| 1053 | 5/9/2019 | System Generated Check/Voucher | 1,065.00 | Sitex Aquatics LLC |
| 1054 | 5/16/2019 | System Generated Check/Voucher | 10,833.30 | Meritus Districts |
| 1055 | 5/16/2019 | System Generated Check/Voucher | 619.82 | Tampa Electric |
| CD012 | 5/20/2019 | Bank Fee | <u>24.99</u> | |
| Cleared Checks/Vouchers | | | <u>13,818.21</u> | |

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

Page 1 of 1
36/E00/0175/0/42

05/31/2019



Account Statement

CYPRESS MILL COMMUNITY DEVELOPMENT
DISTRICT
2005 PAN AM CIR STE 120
TAMPA FL 33607-2529

Questions? Please call
1-800-786-8787

| Account Summary | Account Type | Account Number | Statement Period |
|-----------------|-----------------------------|----------------|-------------------------|
| | PUB FUNDS ANALYZED CHECKING | | 05/01/2019 - 05/31/2019 |

| Description | Amount | Description | Amount |
|--------------------|-------------|------------------------------------|-------------|
| Beginning Balance | \$23,057.63 | Average Balance | \$17,064.61 |
| Deposits/Credits | \$.00 | Average Collected Balance | \$17,064.61 |
| Checks | \$13,793.22 | Number of Days in Statement Period | 31 |
| Withdrawals/Debits | \$24.99 | | |
| Ending Balance | \$9,239.42 | | |

| Overdraft Protection | Account Number | Protected By |
|--|----------------|--------------|
| | | Not enrolled |
| For more information about SunTrust's Overdraft Services, visit www.suntrust.com/overdraft . | | |

| Checks | Check Number | Amount | Date Paid | Check Number | Amount | Date Paid | Check Number | Amount | Date Paid |
|-----------|--------------|----------|-----------|--------------|-----------|-----------|--------------|--------|-----------|
| | 1051 | 1,002.10 | 05/03 | 1053 | 1,065.00 | 05/20 | 1055 | 619.82 | 05/21 |
| | 1052 | 273.00 | 05/07 | 1054 | 10,833.30 | 05/20 | | | |
| Checks: 5 | | | | | | | | | |

| Withdrawals/Debits | Date Paid | Amount | Serial # | Description |
|-----------------------|-----------|--------|----------|----------------------|
| | 05/20 | 24.99 | | ACCOUNT ANALYSIS FEE |
| Withdrawals/Debits: 1 | | | | |

| Balance Activity History | Date | Balance | Collected Balance | Date | Balance | Collected Balance |
|--------------------------|-------|-----------|-------------------|-------|----------|-------------------|
| | 05/01 | 23,057.63 | 23,057.63 | 05/20 | 9,859.24 | 9,859.24 |
| | 05/03 | 22,055.53 | 22,055.53 | 05/21 | 9,239.42 | 9,239.42 |
| | 05/07 | 21,782.53 | 21,782.53 | | | |

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

Lennar - WCI Communities Monthly Maintenance Checklist

Community ____ Cypress Mill

Date_____ 6/3/2019

Form Completed By _____

For each item check "Yes" if you agree with statement or "No" if you do not. If "No", assign responsible party and date for completion

| YES | NO | SIGNAGE | Notes |
|---|--------------------------|---|-------|
| Entry Monument / Perimeter Signage | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Entry monument in good condition | |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting is working properly | |
| <input type="checkbox"/> | <input type="checkbox"/> | All Entrance Features are Working and in good condition | |
| Comments: | | | |

| YES | NO | LANDSCAPING (COMMON AREAS, PERIMETERS, AND MODEL COMPLEX) | Notes |
|---|----|---|----------------------------|
| Common Areas / Amenity Landscape | | | |
| y | | Lawn/turf in good shape (there are no dead or bare spots in any lawn areas, no excessive weed growth) | |
| | n | Flowers are fresh and seasonal | Pentas need to be replaced |
| | n | There is no dead plant material, shrubbery or ground cover | |
| | n | Pine straw/mulch is fresh looking | Some areas need freshening |
| | n | Planting beds look fresh, no bare dirt, all open ground covered | |
| y | | There is no trash or debris in planter areas | |
| y | | No need for pest control | |
| y | | There is no excess dirt and mud, debris on streets, gutters, parking lots, walkways | |
| y | | Sprinklers only operating during non-business hours and not spraying doors, windows, or walkways | |
| | | Landscape lighting in working order | n/a |
| y | | If there is a fountain, spa or pool, must be clean and working | n/a |
| Comments: | | | |

| Entry / Perimeter Landscape | | |
|-----------------------------|---|---|
| <input type="text"/> | n | Lawn/turf in good shape (there are no dead or bare spots in any lawn areas, no weeds visible in turf areas) |
| <input type="text"/> | y | No dead or distressed shrubs and/or trees |
| <input type="text"/> | n | Flowers are fresh and seasonal |
| <input type="text"/> | y | There is no dead plant material, shrubbery or ground cover |
| <input type="text"/> | n | Pine straw/mulch replacement fresh looking |
| <input type="text"/> | y | No need for pest control |
| <input type="text"/> | n | There is no excess dirt and mud, debris on streets, gutters, parking lots, walkways |
| <input type="text"/> | y | There is no graffiti on perimeter walls, trash, fallen and/or dead trees or shrubs |
| <input type="text"/> | y | Sprinklers only operating during non-business hours and not spraying doors, windows, or walkways |
| <input type="text"/> | | Landscape lighting in working order |
| <input type="text"/> | | Flags are in good condition |
| <input type="text"/> | | If there is a fountain, spa or pool, must be clean and working |
| | | Some dry areas |
| | | |
| | | |
| | | |
| | | |
| | | From the new construction |
| | | |
| | | |
| | | n/a |
| | | |
| | | |
| Comments: | | |

| YES | NO | AMENITY - CLUBHOUSE APPEARANCE | Notes |
|-----------|----|---|-------|
| | | Access to Amenity - Clubs are easily accessible | n/a |
| | | No dead or distressed shrubs and/or trees in common areas | |
| | | Vacant lots and common areas are mowed and free of construction debris | |
| | | Fitness centers are clean and machines are working properly | |
| | | Community rooms are clean and fresh smelling | |
| | | Pools are clean and all mechanicals are working properly | |
| | | Pool Decking is free of stains and debris | |
| | | Pool furniture is cleaned | |
| | | Fobs-Access cards are working properly and time are up to date | |
| | | Mail Kiosks are clean-lights working-free of debris-no bees nests or mudd dobbers | |
| | | Gas Grills, Gas Fire Pit & Gas Lanterns are working properly and cleaned | |
| | | Playground - Community Park - Gates are working properly and area is clean and free of debris | |
| | | Dog Parks - Gates are working properly, water stations are clean & working & dog stations are clean & empty | |
| | | Bulletin Boards - Permits Current, Old Notices Removed & all Contacts are posted (HOA, CDD & Amenities) | |
| Comments: | | | |

| YES | NO | Pond Maintenance | Notes |
|--------------------------|--------------------------|-----------------------------------|---------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Ponds are Properly Mowed | |
| <input type="checkbox"/> | <input type="checkbox"/> | Ponds are clean and free of algae | Lots of Algae |
| <input type="checkbox"/> | <input type="checkbox"/> | Fountains are working properly | n/a |
| Comments: | | | |

| YES | NO | Common Areas | Notes |
|-----|----|--|--------|
| | | Lift Station (Private) - Fencing is clean and operational - Proper signage is posted | public |
| | | Streetlights - Streetlights are working and damage free | |
| | | Street Signs - Damage Free | |

Other:



Meritus

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Cypress Mill

Date: 6/3/19

| | MAXIMUM VALUE | CURRENT VALUE | CURRENT DEDUCTION | REASON FOR DEDUCTION |
|-------------------------------|------------------|------------------|----------------------|---|
| AQUATICS | | | | |
| DEBRIS | 25 | 20 | -5 | <u>A lot of construction debris</u> |
| INVASIVE MATERIAL (FLOATING) | 20 | 10 | -10 | <u>Thick algae in some of the ponds</u> |
| INVASIVE MATERIAL (SUBMERSED) | 20 | 18 | -2 | <u>Minor</u> |
| FOUNTAINS/AERATORS | 20 | 20 | 0 | <u>N/A</u> |
| DESIRABLE PLANTS | 15 | 15 | 0 | <u>N/A</u> |

AMENITIES

| | | | | |
|-----------------------------------|----|----|---|--|
| CLUBHOUSE INTERIOR | 4 | 4 | 0 | |
| CLUBHOUSE EXTERIOR | 3 | 3 | 0 | |
| POOL WATER | 10 | 10 | 0 | |
| POOL TILES | 10 | 10 | 0 | |
| POOL LIGHTS | 5 | 5 | 0 | |
| POOL FURNITURE/EQUIPMENT | 8 | 8 | 0 | |
| FIRST AID/SAFETY ITEMS | 10 | 10 | 0 | |
| SIGNAGE (rules, pool, playground) | 5 | 5 | 0 | |
| PLAYGROUND EQUIPMENT | 5 | 5 | 0 | |
| RECREATIONAL FACILITIES | 7 | 7 | 0 | |
| RESTROOMS | 6 | 6 | 0 | |
| HARDSCAPE | 10 | 10 | 0 | |
| ACCESS & MONITORING SYSTEM | 3 | 3 | 0 | |
| IT/PHONE SYSTEM | 3 | 3 | 0 | |
| TRASH RECEPTACLES | 3 | 3 | 0 | |
| WATER FOUNTAINS | 8 | 8 | 0 | |

MONUMENTS AND SIGNS

| | | | | |
|--------------------------------|----|----|---|-------------|
| CLEAR VISIBILITY (Landscaping) | 25 | 25 | 0 | <u>Good</u> |
| PAINTING | 25 | 25 | 0 | <u>Good</u> |
| CLEANLINESS | 25 | 25 | 0 | <u>Good</u> |
| GENERAL CONDITION | 25 | 25 | 0 | <u>Good</u> |



Meritus

MONTHLY MAINTENANCE INSPECTION GRADESHEET

Site: Cypress Mill

Date: 6/3/19

| | MAXIMUM VALUE | CURRENT VALUE | CURRENT DEDUCTION | REASON FOR DEDUCTION |
|--------------------------------|------------------|------------------|----------------------|---------------------------------|
| HIGH IMPACT LANDSCAPING | | | | |
| ENTRANCE MONUMENT | 40 | 35 | -5 | Penta's need to be replaced |
| RECREATIONAL AREAS | 30 | 30 | 0 | |
| SUBDIVISION MONUMENTS | 30 | 30 | 0 | |
| HARDSCAPE ELEMENTS | | | | |
| WALLS/FENCING | 15 | 15 | 0 | Good |
| SIDEWALKS | 30 | 25 | -5 | Section broken by the entrance. |
| SPECIALTY MONUMENTS | 15 | 15 | 0 | Good |
| STREETS | 25 | 25 | 0 | County |
| PARKING LOTS | 15 | 15 | 0 | N/A |
| LIGHTING ELEMENTS | | | | |
| STREET LIGHTING | 33 | 33 | 0 | ? |
| LANDSCAPE UP LIGHTING | 22 | 22 | 0 | |
| MONUMENT LIGHTING | 30 | 30 | 0 | |
| AMENITY CENTER LIGHTING | 15 | 15 | 0 | |
| GATES | | | | |
| ACCESS CONTROL PAD | 25 | 25 | 0 | N/A |
| OPERATING SYSTEM | 25 | 25 | 0 | N/A |
| GATE MOTORS | 25 | 25 | 0 | N/A |
| GATES | 25 | 25 | 0 | Ok |
| SCORE | 700 | 673 | -27 | 96% |

Manager's Signature: Gene Roberts 6/3/2019

Supervisor's Signature: _____



District Management Services, LLC

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

Site: Cypress Mill

Date: Monday, June 03, 2019

| | MAXIMUM VALUE | CURRENT VALUE | CURRENT DEDUCTION | REASON FOR DEDUCTION |
|------------------------------|------------------|------------------|----------------------|--|
| LANDSCAPE MAINTENANCE | | | | |
| TURF | 5 | 4 | -1 | <u>Some drought stress</u> |
| TURF FERTILITY | 10 | 10 | 0 | <u>OK</u> |
| TURF EDGING | 5 | 5 | 0 | <u>Good</u> |
| WEED CONTROL - TURF AREAS | 5 | 5 | 0 | <u>Good</u> |
| TURF INSECT/DISEASE CONTROL | 10 | 10 | 0 | <u>None observed</u> |
| PLANT FERTILITY | 5 | 4 | -1 | <u>Ok</u> |
| WEED CONTROL - BED AREAS | 5 | 4 | -1 | <u>Some areas need detailing</u> |
| PLANT INSECT/DISEASE CONTROL | 5 | 5 | 0 | <u></u> |
| PRUNING | 10 | 9 | -1 | <u>Ok</u> |
| CLEANLINESS | 5 | 4 | -1 | <u>Some trash</u> |
| MULCHING | 5 | 5 | 0 | <u>Ok, pine straw could be freshened up.</u> |
| WATER/IRRIGATION MGMT | 8 | 6 | -2 | <u>Some dry areas</u> |
| CARRYOVERS | 5 | 5 | 0 | <u></u> |

SEASONAL COLOR/PERENNIAL MAINTENANCE

| | | | | |
|------------------------|---|---|----|-----------------------------|
| VIGOR/APPEARANCE | 7 | 4 | -3 | <u>Need to be replaced.</u> |
| INSECT/DISEASE CONTROL | 7 | 7 | 0 | <u></u> |
| DEADHEADING/PRUNING | 3 | 3 | 0 | <u></u> |

SCORE

| | | | |
|-----|----|-----|-----|
| 100 | 90 | -10 | 90% |
|-----|----|-----|-----|

Contractor Signature: _____

Manager's Signature: GR 6/3/2019

Supervisor's Signature: _____

Cypress Mill – June



The Penta's need to be replaced and drip line covered.



It looks like when they added the wheel to the sign the broke the sidewalk and left deep ruts in the turf.



Some trees need to be straightened and there are a lot of broken tree straps.



Turf is stressed in some areas from the high temperatures.



The landscape beds opposite the sidewalks should have a strip of sod placed around them.





There's a section along the main boulevard that needs sod.



The Pine beds in the median need to be weeded and fresh pine straw added.



Entrance wall along 19th street being constructed.



The overall condition of the ponds is poor, Cattails and algae.





