



**CYPRESS LAKES  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
LANDOWNERS' MEETING &  
REGULAR BOARD MEETING  
NOVEMBER 15, 2018  
6:00 P.M.**

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

[www.cypresslakescdd.org](http://www.cypresslakescdd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA**  
**CYPRESS LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Meeting Room at the Wellington Branch Library  
1951 Royal Fern Drive,  
Wellington, Florida 33414  
**LANDOWNERS' MEETING**  
November 15, 2018  
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Adoption of Election Procedures.....Page 2
- E. Election of Chair for Landowners Meeting
- F. Election of Secretary for Landowners Meeting
- G. Approval of Minutes
  - 1. November 17, 2016 Landowners' Meeting Minutes.....Page 5
- H. Election of Supervisors
  - 1. Determine Number of Voting Units Represented or Assigned by Proxy.....Page 8
  - 2. Nomination of Candidates
  - 3. Casting of Ballots.....Page 9
  - 4. Ballot Tabulations
  - 5. Certification of the Results
- I. Landowners' Comments
- J. Adjourn

**Palm Beach Post, The**  
Oct. 19, 2018  
Miscellaneous Notices

CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT NOTICE OF LANDOWNERS' MEETING & REGULAR BOARD MEETING NOTICE IS HEREBY GIVEN that the Cypress Lakes Community Development District (the "District") will hold a Landowners' Meeting and Regular Board Meeting at 6:00 p.m., or as soon thereafter as can be heard, on November 15, 2018, in a Meeting Room at the Wellington Branch Library located at 1951 Royal Fern Drive, Wellington, Florida 33414. The primary purpose of the Landowners' Meeting is to elect three (3) Supervisors for the District, specifically Seats 2, 4 & 5. The purpose of the Regular Board Meeting is to conduct any business to come before the Board. Copies of the Agendas for these meetings may be obtained from the District's website or by contacting the District Manager at 561-630-4922 and/or toll free at 1-877-737-4922 at least five (5) days prior to the date of these meetings. From time to time one or more Supervisors may participate in the Regular Board Meeting by telephone; therefore, at the location of the meeting there will be a speaker telephone present so that interested persons can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued as found necessary to a time and place specified on the record. If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at 561-630-4922 and/or 1-877-737-4922 at least seven (7) days prior to the date of these particular meetings. Meetings may be cancelled from time to time without advertised notice. CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT [www.cypresslakescdd.org](http://www.cypresslakescdd.org) 10-19, 10-26/2018



## SPECIAL DISTRICT (CDD) ELECTION PROCEDURES

### 1. Landowners' Meeting

In accordance with the provisions of Chapter 190, Florida Statutes, it is required that an initial meeting of the Landowners of the District be held within ninety (90) days following the effective date of the rule or ordinance establishing the District and thereafter every two (2) years during the month of November for the purpose of electing Supervisors. The second election by Landowners shall be held on the first Tuesday in November; thereafter, there shall be an election of supervisors every two (2) years in November on a date established by the Board of Supervisors. The assembled Landowners shall organize by electing a Chairperson, who shall preside over the meeting; and a Secretary shall also be elected for recording purposes.

### 2. Establishment of Quorum

Any Landowner(s) present or voting by proxy shall constitute a quorum at the meeting of the Landowners.

### 3. Nomination of Candidates

At the meeting, the Chairperson shall call for nominations from the floor for Candidates for the Board of Supervisors. When there are no further nominations, the Chairperson shall close the floor for nominations. The names of each Candidate and the spelling of their names shall be announced. Nominees need not be present to be nominated.

### 4. Voting

Each Landowner shall be entitled to cast one (1) vote for each acre (or lot parcel), or any fraction thereof, of land owned by him or her in the District, for each open position on the Board. (For example, if there are three (3) positions open, an owner of one (1) acre or less (or one lot parcel) may cast one (1) vote for each of the three (3) positions. An owner of two (2) acres (or two lot parcels) may cast two (2) votes for each of the three (3) positions. Each Landowner shall be entitled to vote either in person or by a representative present with a lawful written proxy.

### 5. Registration for Casting Ballots

The registration process for the casting of ballots by Landowners or their representatives holding their proxies shall be as follows:

a) At the Landowners' Meeting and prior to the commencement of the first casting of ballots for a Board of Supervisor position, each Landowner, or their representative if proxies are being sub-mitted in lieu thereof, shall be directed to register their attendance and the total number of votes by acreage (or lot parcels) to which each claims to be entitled, with the elected Secretary of the meeting or the District's Manager.

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#### Corporate Office

The Oaks Center  
2501A Burns Rd  
Palm Beach Gardens, FL 33410  
Direct: 561.630.4922

#### Contact Information

Toll Free: 877.737.4922  
Fax: 561.630.4923  
Web: [www.sdsinc.org](http://www.sdsinc.org)

#### Miami Branch

Crexent Business Center  
6625 Miami Lakes Drive, Ste. 374  
Miami Lakes, FL 33094  
Direct: 305.779.0761

- 
- b) At such registration, each Landowner, or their representative with a lawful proxy, shall be provided a numbered ballot for the Board of Supervisor position(s) open for election. A District representative will mark on the ballot the number of votes that such Landowner, or their representative, is registered to cast for each Board of Supervisor position open for election.
  - c) All Landowner proxies shall be collected at the time of registration and retained with the Official Records of the District for subsequent certification or verification, if required.

## 6. Casting of Ballots

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Board Supervisor(s) and thereafter no additional ballots shall be issued.

The Chairperson will declare that the Landowners, or their representatives, be requested to cast their ballots for the Board Supervisor(s). Once the ballots have been cast, the Chairperson will call for a collection of the ballots.

## 7. Counting of Ballots

Following the collection of ballots, the Secretary or District Manager shall be responsible for the tabulation of ballots in order to determine the total number of votes cast for each candidate that is seeking election.

At the second and subsequent landowner elections\*, the two (2) candidates receiving the highest number of votes will be declared by the Chairperson as elected to the Board of Supervisors for four-year terms. The candidate receiving the next highest number of votes will fill the remaining open position on the Board of Supervisors for a two-year term, as declared by the Chairperson.

\*At the final landowner election (*after the 6<sup>th</sup> or 10<sup>th</sup> year*), the candidate receiving the highest number of votes will be elected to the Board of Supervisors for a four-year term (two {2} supervisors are elected by General Election).

## 8. Contesting of Election Results

Following the election and announcement of the votes, the Chairperson shall ask the Landowners present, or those representatives holding proxies for Landowners, whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified.

If there is a contest, the contest must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage (or lot parcels) for which they voted at the election within five (5) business days of the Landowners' Meeting. The proof of ownership shall be submitted to the District Manager who will thereupon consult with the District's General Counsel and together they will review the material provided and will determine the legality of the contested ballot(s). Once the contests are resolved, the Chairperson shall reconvene the Landowners' Meeting and thereupon certify the election results.

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9. Recessing of the Landowners' Meeting

In the event there is a contest of a ballot or of the election, the Landowners' Meeting shall be recessed to a future time, date and location, at which time the election findings on the contest shall be reported in accordance with the procedure above and the newly elected Supervisor(s) shall thereupon take their Oath of Office.

10. Miscellaneous Provisions

- a) Each Landowner shall only be entitled to vote in person or by means of a representative attending in person and holding a lawful written proxy in order to cast said Landowner's votes.
- b) Proxies will not require that proof of acreage ownership be attached. Rather, proof of ownership must be provided timely by the holder of the proxy, if the proxy is contested in accordance with the procedure above.

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CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING  
NOVEMBER 17, 2016

**A. CALL TO ORDER**

District Manager Jason Pierman called the November 17, 2016, Landowners' Meeting of the Cypress Lakes Community Development District to order at 6:05 p.m. in a Meeting Room of the Wellington Branch Library located at 1951 Royal Fern Drive, Wellington, Florida 33414.

**B. PROOF OF PUBLICATION**

Mr. Pierman presented proof of publication that notice of the Landowners' Meeting had been published in *The Palm Beach Post* on October 21, 2016, and October 28, 2016, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Michael Debock, Abby Debock, Jonathan Strackman and Alissa Strackman constituted a quorum for the Landowners' Meeting.

Also in attendance were: District Manager Jason Pierman of Special District Services, Inc.; and District Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. CONSIDER ADOPTION OF ELECTION PROCEDURES**

Mr. Pierman explained that this Landowners' Election would be for Seats 1, 3 and 4, with the two candidates with the highest number of votes receiving four (4) year terms, and the third highest number of votes receiving a two (2) year term.

Mrs. Strackman mad a **motion** to adopt the election procedures, seconded by Mr. Debock and upon being put to a vote, the **motion** carried 4 to 0.

**E. ELECTION OF CHAIR FOR LANDOWNERS' MEETING**

Mr. Strackman **elected** Mr. Pierman as Chair for the Landowners' Meeting, seconded by Mr. Debock and the **motion** carried 4 to 0.

**F. ELECTION OF SECRETARY FOR LANDOWNERS' MEETING**

Mrs. Strackman **elected** Mr. Pierman as Secretary for the Landowners' Meeting, seconded by Mr. Strackman and the **motion** carried 4 to 0.

**G. APPROVAL OF MINUTES**

**1. November 12, 2014, Landowners' Meeting**

CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING  
NOVEMBER 17, 2016

A **motion** was made by Mrs. Strackman, seconded by Mr. Strackman and passed unanimously to approve the minutes of the November 12, 2014, Landowners' Meeting, as presented.

**H. ELECTION OF SUPERVISORS**

**1. Determine Number of Voting Units Represented or Assigned by Proxy**

Mr. Pierman determined that there were two (2) landowners present for a total of two voting units.

**2. Nomination of Candidates**

Mr. Pierman opened the floor for nominations. Ms. Strackman **nominated** Jonathan Strackman and Sam Young. Mr. Debock **nominated** Abby Debock. Hearing no further nominations, Mr. Pierman closed the floor for nominations.

**3. Casting of Ballots**

Mr. Pierman advised the landowner and landowner representative to cast their votes for the candidates.

**4. Ballot Tabulations**

After tabulating the results, Mr. Pierman announced that Mr. Strackman and Mrs. Debock had each received two votes, and Mr. Young had received one vote. Mr. Pierman announced that Mrs. Debock and Mr. Strackman would each receive 4-years terms for Seats 1 and 3, respectively; and Mr. Young would receive a 2-year term for Seat 4.

**5. Certification of the Results**

Mr. Pierman called for any objections to the results. Hearing none, Mr. Pierman certified the election results.

**I. LANDOWNERS' COMMENTS**

There were no comments from the landowner.

**J. ADJOURNMENT**

There being no further business, a **motion** was made by Mr. Strackman, seconded by Mrs. Strackman to adjourn the Landowners' Meeting at 6:16 p.m. The **motion** carried unanimously.



CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING  
NOVEMBER 17, 2016

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Secretary/Assistant Secretary

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Chair/Vice-Chair

**LANDOWNER PROXY  
CYPRESS LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints \_\_\_\_\_ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Cypress Lakes Community Development District to be held on November 9, 2018 at 6:00 p.m. in the Meeting Room at the Wellington Branch Library, 1951 Royal Fern Drive, Wellington, Florida 33414, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may be legally considered at said meeting.

This proxy is to continue in full force and effect from the hereof until the conclusion of the above noted landowners’ meeting and any adjournment or adjournments thereof but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

\_\_\_\_\_  
Printed Name of Legal Owner

\_\_\_\_\_  
Signature of Legal Owner

\_\_\_\_\_  
Date

**Parcel Description\***

**# of Acres**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

\* Insert in the space above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. [If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Pursuant to section 190.006(2) (b), Florida Statutes (2018), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

**TOTAL NUMBER OF AUTHORIZED VOTES: \_\_\_\_\_**

**Please note that each eligible acre of land or fraction thereof is entitled to only one vote, for example, a husband and wife are together entitled to only one vote per their residence if it is located on one acre or less of real property.**

**If the Legal Owner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g. bylaws, corporate resolution, etc.)**

**BALLOT**

<b>BALLOT #</b> _____
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**CYPRESS LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
LANDOWNERS' MEETING**

**ELECTION OF BOARD SUPERVISORS**

**NOVEMBER 15, 2018**

The undersigned certifies that he/she is the owner (\_\_\_) or duly authorized **representative of lawful proxy of an owner** (\_\_\_) of land in the **Cypress Lakes Community Development District**, constituting \_\_\_\_\_ acre(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open position:

**Name of Candidate**

**Number of Votes**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Street Address or Tax Parcel Id Number for your Real Property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AGENDA**  
**CYPRESS LAKES**  
**COMMUNITY DEVELOPMENT DISTRICT**  
Meeting Room at the Wellington Branch Library  
1951 Royal Fern Drive,  
Wellington, Florida 33414  
**REGULAR BOARD MEETING**  
November 15, 2018  
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 11
- C. Seat New Board Members
- D. Administer Oath of Office & Review Board Member Responsibilities and Duties
- E. Establish Quorum
- F. Election of Officers
  - Chairman
  - Vice Chairman
  - Secretary/Treasurer
  - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. May 17, 2018 Regular Board Meeting & Public Hearing Minutes.....Page 13
- J. Old Business
- K. New Business
  - 1. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2018/2019 Amended Budget.....Page 16
- L. Administrative Matters
- M. Board Members Comments
- N. Adjourn

## PROOF OF PUBLICATION STATE OF FLORIDA

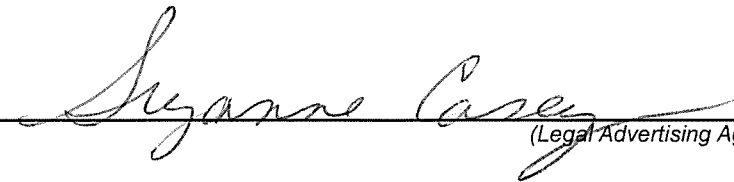
## PUBLIC NOTICE

Before the undersigned authority, personally appeared Suzanne Casey, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - PublicNotice was published in said newspaper on: first date of Publication 10/05/2018 and last date of Publication 10/05/2018. Affiant further says that the said The Palm Beach Post is a newspaper published in West Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

CYPRESS LAKES CDD  
2501 BURNS RD  
STE A  
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000427552
Ad Cost:	\$271.76
Paid:	\$0.00
Balance Due:	\$271.76

Signed

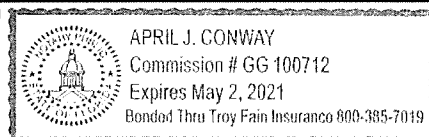
  
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 5th day of October, 2018 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed

  
(Notary)

Please see Ad on following page(s).



Invoice/Order Number: 0000427552  
Ad Cost: \$271.76  
Paid: \$0.00  
Balance Due: \$271.76

**CYPRESS LAKES COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2018/2019  
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Cypress Lakes Community Development District will hold Regular Meetings in a Meeting Room at the Wellington Branch Library located at 1951 Royal Fern Drive, Wellington, Florida 33414 at 6:00 p.m. on the following dates:

October 18, 2018  
November 15, 2018  
December 20, 2018  
January 17, 2019  
February 21, 2019  
March 21, 2019  
April 18, 2019  
May 16, 2019  
June 20, 2019  
July 18, 2019  
August 15, 2019  
September 19, 2019

The purpose of the meetings is to conduct any and all business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

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

CYPRESS LAKES COMMUNITY  
DEVELOPMENT DISTRICT

[www.cypresslakescdd.org](http://www.cypresslakescdd.org)  
10-5/2018

0000427552-01

RECEIVED  
OCT 18 2018  
4:00 PM  
CDD

CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT  
PUBLIC HEARING & REGULAR BOARD MEETING  
MAY 17, 2018

**A. CALL TO ORDER**

District Manager Jason Pierman called the May 17, 2018, Regular Board Meeting of the Cypress Lakes Community Development District to order at 6:10 p.m. in a Meeting Room at the Wellington Branch Library located at 1951 Royal Fern Drive, Wellington, Florida 33414.

**B. PROOF OF PUBLICATION**

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on October 2, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Chairman Michael DeBock, Vice Chairman Jonathan Strackman and Supervisors Sam Young and Alissa Strackman constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance were: District Manager Jason Pierman of Special District Services, Inc., and General Counsel Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

**D. ADDITIONS OR DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. March 15, 2018, Regular Board Meeting**

Mr. Pierman presented the minutes of the March 15, 2018, Regular Board Meeting and asked if there were any changes or additions. There being none, a **motion** was then made by Mr. Strackman, seconded by Mr. Young and unanimously passed to approve the minutes of the March 15, 2018, Regular Board Meeting, as presented.

Mr. Pierman then recessed the Regular Board Meeting and opened the Public Hearing.

**G. PUBLIC HEARING**

**1. Proof of Publication**

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on April 27, 2018, and May 4, 2018, as legally required.

**2. Receive Public Comment on the Fiscal Year 2018/2019 Final Budget**

There was no public comment on the Fiscal Year 2018/2019 Final Budget.

**3. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Final Budget**

Resolution No. 2018-02 was presented, entitled:

**RESOLUTION NO. 2018-02**

**A RESOLUTION OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2018/2019 BUDGET.**

A **motion** was made by Mr. Young, seconded by Mr. Strackman and passed unanimously to adopt Resolution No. 2018-02, as presented.

Mr. Pierman then closed the Public Hearing and reconvened the Regular Board Meeting.

**H. OLD BUSINESS**

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

**I. NEW BUSINESS**

**1. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule**

Mr. Pierman presented Resolution No. 2018-03, entitled:

**RESOLUTION NO. 2018-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mrs. Strackman, seconded by Mr. DeBock and passed unanimously to adopt Resolution No. 2018-03, as presented.

**2. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement**

Mr. Pierman presented Resolution No. 2018-04, entitled:

**RESOLUTION NO. 2018-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE *REVISED* FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**



A motion was made by Mr. Young, seconded by Mrs. Strackman and passed unanimously to adopt Resolution No. 2018-04, as presented.

**J. ADMINISTRATIVE MATTERS**

Mr. Pierman reminded the Board to complete their Financial Disclosure form (Form 1) prior to the July deadline. He also noted that the qualifying period for Seats 2, 4 and 5 (Mr. DeBock, Mr. Young, and Ms. Strackman, respectively) runs from noon, June 18, 2018, to noon, June 22, 2018.

**K. BOARD MEMBER COMMENTS**

There were no comments from the Board Members.

**L. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Strackman, seconded by Mr. DeBock and unanimously passed to adjourn the meeting at 6:19 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

**RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Cypress Lakes Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

**WHEREAS**, the District has prepared for consideration and approval an Amended Budget.

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

**Section 1.** The Amended Budget for Fiscal Year 2017/2018 attached hereto as Exhibit “A” is hereby approved and adopted.

**Section 2.** The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

**PASSED, ADOPTED and EFFECTIVE** this 15<sup>th</sup> day of November, 2018.

**ATTEST:**

**CYPRESS LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

Cypress Lakes  
Community Development District

**Amended Final Budget For  
Fiscal Year 2017/2018  
October 1, 2017 - September 30, 2018**

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- II     **AMENDED FINAL DEBT SERVICE FUND BUDGET**

**AMENDED FINAL BUDGET**  
**CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**OPERATING FUND**  
**FISCAL YEAR 2017/2018**  
**OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

	<b>FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18</b>	<b>AMENDED FINAL BUDGET 10/1/17 - 9/30/18</b>	<b>YEAR TO DATE ACTUAL 10/1/17 - 9/29/18</b>
<b>REVENUES</b>			
O & M Assessments	70,106	70,158	70,158
Debt Assessments	127,766	127,837	127,837
Other Revenues	0	0	0
Interest Income	120	152	152
<b>TOTAL REVENUES</b>	<b>\$ 197,992</b>	<b>\$ 198,147</b>	<b>\$ 198,147</b>
<b>EXPENDITURES</b>			
Supervisor Fees	4,000	2,200	2,200
Payroll Taxes - Employer	320	168	168
Engineering/Inspections	1,500	1,000	1,000
Management	24,252	24,252	24,252
Secretarial	4,200	4,200	4,200
Legal	7,000	5,980	5,980
Assessment Roll	6,000	6,000	6,000
Audit Fees	3,800	3,800	3,800
Insurance	6,356	5,778	5,778
Legal Advertisements	1,400	1,250	753
Miscellaneous	1,000	750	254
Postage	175	65	58
Office Supplies	400	225	216
Dues & Subscriptions	175	175	175
Trustee Fee	3,800	3,717	3,717
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	1,500	1,500	1,500
Reserve	142	142	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 67,020</b>	<b>\$ 62,202</b>	<b>\$ 61,051</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 130,972</b>	<b>\$ 135,945</b>	<b>\$ 137,096</b>
Bond Payments	(120,100)	(121,600)	(121,600)
<b>BALANCE</b>	<b>\$ 10,872</b>	<b>\$ 14,345</b>	<b>\$ 15,496</b>
County Appraiser & Tax Collector Fee	(3,957)	(2,475)	(2,475)
Discounts For Early Payments	(7,915)	(7,515)	(7,515)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ (1,000)</b>	<b>\$ 4,355</b>	<b>\$ 5,506</b>
Carryover From Prior Year	1,000	1,000	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ 5,355</b>	<b>\$ 5,506</b>

FUND BALANCE AS OF 9/30/17	
FY 2017/2018 ACTIVITY	
FUND BALANCE AS OF 9/30/18	

\$62,305
\$4,355
\$66,660

**Notes**

Carryover From Prior Year Of \$1,000 was used to reduce Fiscal Year 2017/2018 Assessments.  
Carryover From Prior Year Of \$3,700 to be used to reduce Fiscal Year 2018/2019 Assessments.

**AMENDED FINAL BUDGET**  
**CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
**FISCAL YEAR 2017/2018**  
**OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

	<b>FISCAL YEAR 2017/2018 BUDGET 10/1/17 - 9/30/18</b>	<b>AMENDED FINAL BUDGET 10/1/17 - 9/30/18</b>	<b>YEAR TO DATE ACTUAL 10/1/17 - 9/29/18</b>
<b>REVENUES</b>			
Interest Income	50	1,978	1,979
NAV Tax Collection	120,100	121,600	121,600
<b>Total Revenues</b>	<b>\$ 120,150</b>	<b>\$ 123,578</b>	<b>\$ 123,579</b>
<b>EXPENDITURES</b>			
Principal Payments	45,000	45,000	45,000
Interest Payments	75,150	76,500	76,500
<b>Total Expenditures</b>	<b>\$ 120,150</b>	<b>\$ 121,500</b>	<b>\$ 121,500</b>
<b>Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 2,078</b>	<b>\$ 2,079</b>

FUND BALANCE AS OF 9/30/17	\$168,617
FY 2017/2018 ACTIVITY	\$2,078
FUND BALANCE AS OF 9/30/18	\$170,695

Notes

Reserve Fund Balance = \$102,986\*. Revenue Fund Balance = \$66,729\*.

Revenue Fund Balance To Be Used To Make 11/1/2018 Interest Payment Of \$36,900.

\* Approximate Amounts

**Series 2004 Bond Information**

Original Par Amount =	\$1,745,000	Annual Principal Payments Due:
Interest Rate =	6.00%	May 1st
Issue Date =	August 2004	Annual Interest Payments Due:
Maturity Date =	May 2034	May 1st & November 1st
Par Amount As Of 9/30/18 =	\$1,230,000	