

**MINUTES OF MEETING
CYPRESS PARK ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Regular meeting of the Board of Supervisors of the Cypress Park Estates Community Development District was held **Tuesday, February 25, 2020** at 11:30 a.m. at 1925 US Hwy 98 S., Suite 201, Lakeland, FL.

Present and constituting a quorum:

Scott Shapiro
Steve Rosser
Hyzens Marc

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Tricia Adams
Sarah Warren
Emma Gregory
Rodney Gadd

District Manager, GMS
GMS
Hopping Green & Sams
Hopping Green & Sams
Gadd Engineering

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were three members present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated there were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January
28, 2020 Landowners' and Board of
Supervisors Meeting**

Ms. Burns asked for any questions, comments, corrections. The board had no changes to the January 28, 2020 meeting minutes.

On MOTION by Mr. Shapiro, seconded by Mr. Rosser, with all in favor, the Minutes from the January 28, 2020 Landowners and Supervisors' Meeting, was approved.

FOURTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing on the Adoption of the FY 2019/2020 Budget

Ms. Burns stated this Public Hearing was advertised in the paper and a copy of the budget was sent to the county at least 60 days prior to the Public Hearing. Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Rosser, with all in favor, Opening the Public Hearing, was approved.

i. Consideration of Resolution 2020-31 Adoption of the District's Fiscal Year 2019-2020 Budget and Appropriating Funds

Ms. Burns stated that Resolution 2020-31 adopting the 2020 budget was in the package and the budget was attached to the Resolution as Exhibit 'A'. Ms. Burns stated it had not changed since the board saw it at the previous meeting. It will be developer funded, so they will not be levying assessments. These will be billed as they are incurred. Ms. Burns asked for any questions on the budget. The board had no questions on the budget.

On MOTION by Mr. Shapiro, seconded by Mr. Rosser, with all in favor, Resolution 2020-31 Adopting FY 2020 Budget, was approved.

Ms. Burns asked for motion to close the Public Hearing.

On MOTION by Mr. Shapiro, seconded by Mr. Marc, with all in favor, Closing the Public Hearing, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-32 Adopting an Internal Controls Policy

Ms. Burns stated that the District was statutorily required to establish and maintain internal controls designed to detect fraud, waste, and abuse. Most of the policies outlined were already in place, but there was a change in the statute that requires the board to adopt the new policies. Ms. Burns asked for a motion to approve Resolution 2020-32 if there were no further questions.

On MOTION by Mr. Shapiro, seconded by Mr. Rosser, with all in favor, the Resolution 2020-32 Adopting an Internal Controls Policy, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Uniform Collection Agreement with Polk County Tax Collector

Ms. Burns noted that this agreement will not require them to go on roll. Mr. Shapiro stated they would not go on roll this year. The board discussed that they would not have lots finished until April or May of 2021.

Ms. Warren suggest that they approve while they were here, to the extent that the Bond Counsel wanted to see it in place for the debt service. Cypress Park Estates will not go on roll until 2021. Ms. Warren noted one item in the county’s form in paragraph #1, it says Lakeside Preserve instead of Cypress Park Estates. The district’s name will be updated on the agreement.

On MOTION by Mr. Shapiro, seconded by Mr. Marc, with all in favor, the Uniform Collection Agreement with Polk County Tax Collector, was approved..

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Warren reported that she did not have anything.

B. Engineer

Mr. Gadd had nothing further to report.

C. District Manager’s Report

Ms. Burns had nothing further to report.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINETH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Shapiro, seconded by Mr. Marc, with all in favor, the meeting was adjourned at 11:35 a.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman