

**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, May 26, 2020** at 11:34 a.m. via Zoom Teleconference, pursuant to Executive Order 20-69, issued by Governor DeSantis, as amended and supplemented

Present and constituting a quorum:

Scott Shapiro	Chairman
McKinzie Terrill	Vice Chairman
Allan Keen	Assistant Secretary
Hyzens Marc (<i>joined late</i>)	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Sarah Warren	Hopping Green & Sams
Emma Gregory	Hopping Green & Sams
Rodney Gadd	Gadd Engineering

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

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

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 25, 2020 Board of Supervisors Meeting

Ms. Burns asked for any questions, comments, corrections to the February 25, 2020 meeting minutes. The board had no changes.

On MOTION by Mr. Terrill, seconded by Mr. Shapiro, with all in favor, the Minutes from the February 25, 2020 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2020-33
Setting the Public Hearing and Approving
the Proposed Fiscal Year 2021 Budget
(Suggested Date August 25, 2020)**

Ms. Burns stated the resolution was included in the package. Ms. Burns suggested holding the Public Hearing with the regular meeting on August 25th at 11:30 a.m. Ms. Burns stated the meeting would be advertised with a physical location and the zoom link to allow both options. Ms. Burns also stated the budget was attached to the resolution in the package. She added that they are not anticipating any amenity expenses before the end of fiscal year 2021. They are anticipating a couple of months of landscaping and streetlights being conveyed over to the District, so there will be some prorated amounts listed for landscape maintenance, landscape replacement, streetlights, electric, water, and sewer. Those are expected to be turned over to the District towards the end of the summer of 2021. The budget will be developer funded, so the costs will only be billed as they are incurred. Ms. Burns asked for any questions on the budget and noted they could make changes as needed. Ms. Burns noted this budget will be sent to the county at least 60 days prior to the Public Hearing date, and a final budget will be adopted in August.

Ms. Burns asked for a motion to approve Resolution 2020-33 and set the Public Hearing for August 25th at 11:30 a.m. if there were no further questions.

On MOTION by Mr. Keen, seconded by Mr. Terrill, with all in favor, Resolution 2020-33 Setting the Public Hearing for August 25, 2020 at 11:30 a.m. and Approving the Proposed Fiscal Year 2021 Budget, was approved.
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FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Warren did not have anything to report. She did note that she was monitoring all of the executive orders, but because they did not have amenities it did not change anything for this district.

B. Engineer

Mr. Gadd stated the plan for this project, as it relates to amenities, won't start until the end of development. He did not feel there would be amenities maintenance costs in this fiscal year, or

in the 2021 fiscal year. Mr. Gadd noted for the fiscal year 2022 they would have to put something in the budget.

Mr. Marc and joined the meeting at this time.

Ms. Warren noted that the zoom meetings were now allowed through July 7th and they do not know if it will be extended further.

Mr. Gadd stated that the project was out for bid, and the bid date is June 15th.

C. District Manager’s Report

i. Approval of Check Register

Ms. Burns stated the check register was for December 1st through April 30th. Ms. Burns asked for a motion to approve.

On MOTION by Mr. Keen, seconded by Mr. Marc, with all in favor, the Check Register, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated the financials were in the package and if there were any questions she would be glad to answer, but no action was needed.

iii. Approval of Funding Request #2

Ms. Burns stated that Funding Request #2 needed ratification. She noted it had already been funded, a motion to ratify was needed.

On MOTION by Mr. Terrill, seconded by Mr. Keen, with all in favor, Funding Request #2, was ratified.

iv. Presentation of Number of Voters – 0

Ms. Burns stated there was a requirement to determine the number of voters in the District as of April 15th of each year. There are 0 registered voters within the Cypress Park Estates District.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

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SEVENTH ORDER OF BUSINESS

**Supervisors Requests and Audience
Comments**

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Keen, seconded by Mr. Terrill, with all in favor,
the meeting was adjourned at 11:46.


Secretary/Assistant Secretary


Chairman/Vice Chairman