

**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, October 26, 2021** at 11:30 a.m. at 1925 US Hwy 98 S., Suite 201, Lakeland, FL.

Present and constituting a quorum:

McKinzie Terrill
Steve Rosser
Allan Keen *via Zoom*
Hyzens Marc

Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Sarah Warren *via Zoom*
Rodney Gadd *via Zoom*

District Manager, GMS
KE Law
District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that no members of the public were present to provide comments.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the July 27,
2021 Board of Supervisors Meeting**

Ms. Burns asked for any questions, comments, corrections to the July 27, 2021 meeting minutes. The Board had no changes.

<p>On MOTION by Mr. Terrill, seconded by Mr. Marc, with all in favor, the Minutes of the July 27, 2021 Board of Supervisors Meeting, were approved.</p>

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FOURTH ORDER OF BUSINESS

Consideration of Assignment of Amenity Construction Agreement

Ms. Burns stated that this was with Henkelman Construction. She stated that the contract was provided in the agenda.

On MOTION by Mr. Terrill, seconded by Mr. Marc, with all in favor, the Assignment of Amenity Construction Agreement, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings

Ms. Burns stated that counsel looked over the rules and procedures regarding meeting notices and it was decided that they could do annual meeting notices instead of monthly.

On MOTION by Mr. Rosser, seconded by Mr. Terrill, with all in favor, Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Audit Services Engagement Letter for Fiscal Year 2021

Ms. Burns stated this was with Grau & Associates and it was a renewal for \$4,900.

On MOTION by Mr. Terrill, seconded by Mr. Rosser, with all in favor, the Audit Services Engagement Letter for Fiscal Year 2021 with Grau & Associates, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

i. Memorandum Regarding Wastewater Services and Stormwater Management Needs Analysis

Ms. Warren stated that there was new legislation requiring District's that have stormwater management systems to provide reports regarding those systems and she stated that they will work with the engineer to meet those requirements. She also stated they have put together a template to be used for that purpose.

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B. Engineer

Mr. Gadd had nothing further to report.

C. District Manager’s Report

i. Ratification of Funding Requests #12 through #15

Ms. Burns stated that these had already been funded by the developer.

On MOTION by Mr. Terrill, seconded by Mr. Rosser, with all in favor, Funding Requests #12 through #15, were ratified.

ii. Balance Sheet and Income Statement

Ms. Burns noted that the financial statements are included in the agenda package for review and there is no action required.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH 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. Rosser, seconded by Mr. Terrill, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

Scott Shapiro
Chairman/Vice Chairman