



**CYPRESS LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING &
LANDOWNERS' MEETING
DECEMBER 17, 2020
6:00 P.M.**

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

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
REGULAR BOARD MEETING
December 17, 2020
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. August 20, 2020 Regular Board Meeting & Public Hearing Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2019/2020 Amended Budget.....Page 6
 - 2. Consider Resolution No. 2020-05 – Ratifying Actions Taken Pursuant to EO No. 20-69.....Page 11
 - 3. Consider Resolution No. 2020-06 – Specifying Supervisors for General Election.....Page 15
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Teal Pontarelli, 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 10/05/2020 and last date of Publication 10/05/2020. 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:	0000598880
Ad Cost:	\$268.32
Paid:	\$0.00
Balance Due:	\$268.32

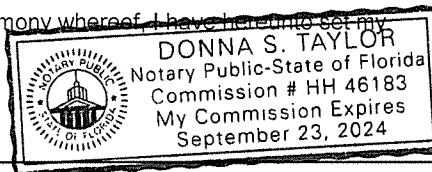
Signed

Teal Pontarelli
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 6th day of October, 2020 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed

Donna Taylor
(Notary)



Please see Ad on following page(s).

Invoice/Order Number: 0000598880
Ad Cost: \$268.32
Paid: \$0.00
Balance Due: \$268.32

**CYPRESS LAKES COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
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 15, 2020
November 19, 2020
December 17, 2020
January 21, 2021
February 18, 2021
March 18, 2021
April 15, 2021
May 20, 2021
June 17, 2021
July 15, 2021
August 19, 2021
September 16, 2021

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
10-5/2020

0000598880-01

**CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
VIDEO ACCESS AT: <https://us02web.zoom.us/j/82544357321>
MEETING ID: 825 4435 7351
PHONE FOR TELEPHONIC ACCESS AT: 1 929 436 2866
AUGUST 20, 2020**

A. CALL TO ORDER

District Manager Jason Pierman called the August 20, 2020, Regular Board Meeting of the Cypress Lakes Community Development District to order at 6:00 p.m. via Zoom.

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 July 31, 2020, and August 7, 2020, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the virtual 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 virtual 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. May 21, 2020, Regular Board Meeting

Mr. Pierman presented the minutes of the May 21, 2020, Regular Board Meeting and asked if there were any changes or additions.

There being none, a **motion** was then made by Mrs. Strackman, seconded by Mr. Young and unanimously passed approving the minutes of the May 21, 2020, Regular Board Meeting, as presented.

G. NEW BUSINESS

1. Consider Resolution No. 2020-02 – Amending the Public Hearing Date

Mr. Pierman presented Resolution No. 2020-02, entitled:

RESOLUTION NO. 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT AMENDING RESOLUTION NO. 2020-01; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2020/2021 FINAL BUDGET AND ASSESSMENTS AND AUTHORIZING THE SECRETARY AND DISTRICT MANAGER TO TAKE CERTAIN ACTIONS TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Young, seconded by Mr. DeBock and passed unanimously to adopt Resolution No. 2020-02, as presented, setting the Public Hearing for August 20, 2020.

2. Consider Resolution No. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule

Resolution No. 2020-03 was presented, entitled:

RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Strackman, seconded by Mrs. Strackman and passed unanimously adopting Resolution No. 2020-03, as presented.

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

H. 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 July 31, 2020, and August 7, 2020, as legally required.

2. Receive Public Comment on Fiscal Year 2020/2021 Final Budget

Mr. Pierman noted that no members of the public were in attendance.

3. Consider Resolution No. 2020-04 – Adopting a Fiscal year 2020/2021 Final Budget

Resolution No. 2020-04 was presented, entitled:

RESOLUTION NO. 2020-04

A RESOLUTION OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2020/2021 BUDGET.

A motion was made by Mr. Young, seconded by Mr. DeBock and passed unanimously to adopt Resolution No. 2020-04, as presented.

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

I. OLD BUSINESS

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

J. ADMINISTRATIVE MATTERS

Mr. Pierman noted that the next meeting would take place on November 19th, which will also be the Landowners' Meeting.

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. Young and unanimously passed to adjourn the meeting at 6:07 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2020-04

A RESOLUTION OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2020/2021 BUDGET.

WHEREAS, the Cypress Lakes Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2020/2021 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2020/2021 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The 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 17th day of December, 2020.

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 2019/2020
October 1, 2019 - September 30, 2020**

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

AMENDED FINAL BUDGET
CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
O & M Assessments	66,116	66,192	66,192
Debt Assessments	131,755	131,829	131,829
Other Revenues	0	0	0
Interest Income	120	227	227
TOTAL REVENUES	\$ 197,991	\$ 198,248	\$ 198,248
EXPENDITURES			
Supervisor Fees	4,000	2,400	2,400
Payroll Taxes - Employer	320	184	184
Engineering/Inspections	1,500	1,500	1,200
Management	25,224	25,224	25,224
Secretarial	4,200	4,200	4,200
Legal	7,000	5,070	5,070
Assessment Roll	6,000	6,000	6,000
Audit Fees	4,000	3,400	3,400
Insurance	6,200	5,251	5,251
Legal Advertisements	1,400	2,800	2,401
Miscellaneous	800	800	382
Postage	175	55	50
Office Supplies	350	135	120
Dues & Subscriptions	175	175	175
Trustee Fee	4,100	4,089	4,089
Continuing Disclosure Fee	1,000	1,000	1,000
Website Management	2,000	2,000	2,000
Reserve	125	125	0
TOTAL EXPENDITURES	\$ 68,569	\$ 64,408	\$ 63,146
REVENUES LESS EXPENDITURES	\$ 129,422	\$ 133,840	\$ 135,102
Bond Payments	(123,850)	(125,594)	(125,594)
BALANCE	\$ 5,572	\$ 8,246	\$ 9,508
County Appraiser & Tax Collector Fee	(3,957)	(2,456)	(2,456)
Discounts For Early Payments	(7,915)	(7,479)	(7,479)
EXCESS/ (SHORTFALL)	\$ (6,300)	\$ (1,689)	\$ (427)
Carryover From Prior Year	6,300	6,300	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 4,611	\$ (427)

FUND BALANCE AS OF 9/30/19	
FY 2019/2020 ACTIVITY	
FUND BALANCE AS OF 9/30/20	

\$72,370
(\$1,689)
\$70,681

Notes

Carryover From Prior Year Of \$6,300 was used to reduce Fiscal Year 2019/2020 Assessments.
Carryover From Prior Year Of \$2,300 to be used to reduce Fiscal Year 2020/2021 Assessments.

AMENDED FINAL BUDGET
CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Interest Income	300	1,206	1,206
NAV Tax Collection	123,850	125,594	125,594
Total Revenues	\$ 124,150	\$ 126,800	\$ 126,800
EXPENDITURES			
Principal Payments	55,000	55,000	55,000
Interest Payments	69,150	70,350	70,350
Extraordinary Principal Payments	0	15000	15,000
Total Expenditures	\$ 124,150	\$ 140,350	\$ 140,350
Excess/ (Shortfall)	\$ -	\$ (13,550)	\$ (13,550)

FUND BALANCE AS OF 9/30/19	\$174,210
FY 2019/2020 ACTIVITY	(\$13,550)
FUND BALANCE AS OF 9/30/20	\$160,660

Notes

Reserve Fund Balance = \$81,363*. Revenue Fund Balance = \$71,628*.

Redemption Account Balance = \$7,669*.

Revenue Fund Balance To Be Used To Make 11/1/2020 Interest Payment Of \$33,300
And Extraordinary Principal Payment Of \$10,000.

* 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 9/30/20 =	\$1,110,000	

RESOLUTION NO. 2020-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC

WHEREAS, the COVID-19 pandemic has significantly impacted the Cypress Lakes Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

WHEREAS, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

WHEREAS, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific

public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

WHEREAS, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-246, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until November 1, 2020 at 12:01 AM; and

WHEREAS, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

WHEREAS, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

WHEREAS, on May 21, 2020 and on August 20, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

WHEREAS, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meeting(s) held via media communications technology on May 21, 2020 and on August 20, 2020; and

WHEREAS, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including,

but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

WHEREAS, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and October 31, 2020, was necessary to properly conduct the business of the District.

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

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

Section 2. Those actions taken by the District Board of Supervisors at its meetings held pursuant to the authority of the Governor’s Executive Order No. 20-69, as amended and extended, via media communications technology on May 21, 2020 and on August 20, 2020, are hereby ratified and approved.

Section 3. Any use by the District between March 1, 2020 and October 31, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

Section 4. All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to

be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 17th day of December, 2020, by the Board of Supervisors of the Cypress Lakes Community Development District.

**CYPRESS LAKES COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair

RESOLUTION 2020-06

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT REGARDING THE GENERAL ELECTION OF SUPERVISORS PURSUANT TO SECTION 190.006, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cypress Lakes Community Development District (the “District”), a community development district, was established in 2003 by Palm Beach County Ordinance No. 2003-053, pursuant to the provisions of Chapter 190, Florida Statutes; and

WHEREAS, in 2008, the Board of Supervisors (the “Board”) of the District adopted Resolution 2008-06 regarding the General Election of Supervisors pursuant to Section 190.06, Florida Statutes; and

WHEREAS, pursuant to the provisions of Section 190.006, Florida Statutes, six (6) years after the initial appointment of members of the board of supervisors of said district, if there are at least 250 qualified electors in the district, *then the positions of two board members whose terms are expiring shall be filled by qualified electors of the district, elected by the qualified electors of the district for 4-year terms. The remaining board member whose term is expiring shall be elected for a 4-year term by the landowners and is not required to be a qualified elector. Thereafter, as terms expire, board members shall be qualified electors elected by qualified electors of the district for a term of 4 years;* and

WHEREAS, the seat numbers and length of terms thereof are:

- Seat Number 1 for a term of four (4) years,
- Seat Number 2 for a term of four (4) years,
- Seat Number 3 for a term of four (4) years,
- Seat Number 4 for a term of four (4) years,
- Seat Number 5 for a term of four (4) years; and

WHEREAS, the District reached the threshold of at least 250 qualified electors in the year 2020, and due to the timing of the District reaching that threshold, certain provisions of Resolution 2008-06 must be changed so that the terms of the various Board seats are consistent with the provisions of Section 190.006, Florida Statutes; and

WHEREAS, the Supervisors for the District for Seat Numbers One (1) and Three (3) will be first elected by the qualified electors on the 3rd day of November, 2020; and

WHEREAS, the Supervisors for the District for Seat Numbers Two (2) and Five (5) will be first elected by the qualified electors at the General Election in November, 2022; and

WHEREAS, the Supervisor for the District for Seat Number Four (4) will be filled by the landowners within the District at a landowners’ election to be held in November 2020, and will subsequently be elected by the qualified electors; and

WHEREAS, the District Manager shall communicate the above to the Supervisor of Elections of Palm Beach County, Florida.

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

Section 1. The above Whereas Clauses are ratified and confirmed as true and correct.

Section 2. This Resolution supersedes and replaces prior Resolution 2008-06.

Section 3. The communications of the District Manager to the Supervisor of Elections concerning the holding of an election in the County of Palm Beach, State of Florida, as required by the provisions of Chapter 190, Florida Statutes, for the purpose of having all of the qualified electors residing within the boundaries of the District to determine members as aforesaid to serve on the Board of said District shall be completed within 30 days of the effective date of this Resolution, and:

- (a) The Board recognizes said election shall be conducted according to the requirements of the law governing community development districts, as provided in Chapter 190, Florida Statutes.
- (b) The Board recognizes the election shall be held at the precinct polling places heretofore designated by the Supervisor of Elections in Palm Beach County, Florida. The Board recognizes that the polls shall be opened and closed as provided by law and shall contain the names of the candidates to be voted upon in said election.
- (c) The publication of notice of election shall be had in a newspaper of general circulation within said District, pursuant to the provisions of Florida Statutes.

Section 4. The period of qualifying as a candidate for a Supervisor Seat to said District shall be as determined and prescribed by the Palm Beach County Supervisor of Elections, and:

- (a) The publication of notice of qualifying period set by the Palm Beach County Supervisor of Elections shall be at least two (2) weeks prior to the start of the qualifying period.

Section 5. Said election shall be conducted according to the requirements of general law and law governing special district elections.

Section 6. A copy of this Resolution shall be sent to the Palm Beach County Supervisors of Elections by the District Manager, if so required.

PASSED, ADOPTED and EFFECTIVE this 17th day of December, 2020.

ATTEST:

**CYPRESS LAKES
COMMUNITY DEVELOPEMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

AGENDA
CYPRESS LAKES
COMMUNITY DEVELOPMENT DISTRICT
Meeting Room at the Wellington Branch Library
1951 Royal Fern Drive,
Wellington, Florida 33414
LANDOWNERS' MEETING
December 17, 2020
6:00 p.m.

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J. Adjourn	

The Palm Beach Post

Palm Beach Daily News | LOCALIQ

PROOF OF PUBLICATION STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Teal Pontarelli, 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 11/23/2020 and last date of Publication 11/30/2020. 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

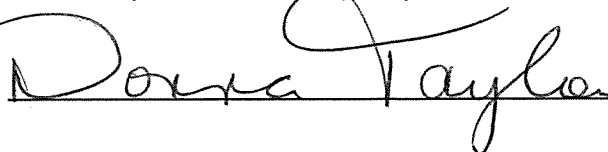
Invoice/Order Number:	0000608335
Ad Cost:	\$399.04
Paid:	\$0.00
Balance Due:	\$399.04

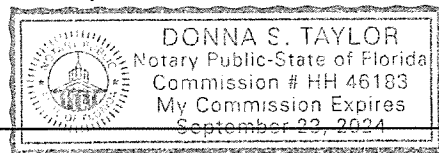
Signed


(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 1st day of December, 2020 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).

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

Invoice/Order Number: 0000608335
Ad Cost: \$399.04
Paid: \$0.00
Balance Due: \$399.04

**CYPRESS LAKES COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF LANDOWNERS' MEETING**

NOTICE IS HEREBY GIVEN that the Cypress Lakes Community Development District will hold a Landowners' Meeting at 6:00 p.m. on December 17, 2020, 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 one (1) Supervisor for the Cypress Lakes Community Development District, specifically Seat 4. A copy of the Agenda for this meeting 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 the meeting.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting 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 this meeting, 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 this meeting 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 the particular meeting.

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

CYPRESS LAKES COMMUNITY
DEVELOPMENT DISTRICT
www.cypresslakescdd.org
11-23, 11-30/2020

0000608335-01



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.

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

Miami Branch

Crexent Business Center
6625 Miami Lakes Drive, Ste. 374
Miami Lakes, FL 33014
Direct: **Page 20**

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- 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 6th or 10th 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.

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.

**CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
LANDOWNERS' MEETING
NOVEMBER 15, 2018**

A. CALL TO ORDER

District Manager Jason Pierman called the November 15, 2018, 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 19, 2018, and October 26, 2018, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Michael 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 Michael Pawelczyk 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 2, 4 and 5, 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. Strackman and upon being put to a vote, the **motion** carried 3 to 0.

E. ELECTION OF CHAIR FOR LANDOWNERS' MEETING

Mr. Strackman **elected** Mr. DeBock as Chair for the Landowners' Meeting, seconded by Mrs. Strackman and the **motion** carried 3 to 0.

F. ELECTION OF SECRETARY FOR LANDOWNERS' MEETING

Mr. Strackman **elected** Mr. Pierman as Secretary for the Landowners' Meeting, seconded by Mr. DeBock and the **motion** carried 3 to 0.

G. APPROVAL OF MINUTES

1. November 17, 2016, Landowners' Meeting

A **motion** was made by Mr. Strackman, seconded by Mrs. Strackman and passed unanimously to approve the minutes of the November 17, 2016, 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. Mr. Strackman **nominated** Alissa Strackman, Mike DeBock and Sam Young. 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 Mrs. Strackman and Mr. DeBock had each received two votes, and Mr. Young had received one vote. Mr. Pierman announced that Ms. DeBock and Mrs. Strackman would each receive 4-years terms for Seats 2 and 5, 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 6:12 p.m. The **motion** carried unanimously.

Secretary/Assistant Secretary

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 Banyan Cay Community Development District to be held on December 17, 2020 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 (2020), 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

BALLOT # _____

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

ELECTION OF BOARD SUPERVISORS

DECEMBER 17, 2020

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:
