



**CYPRESS LAKES
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 10, 2022
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
November 10, 2022
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. June 30, 2022 Regular Board Meeting & Public Hearing Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget.....Page 5
 - 2. Consider Approval of Auditor Renewal.....Page 10
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Cypress Lakes Cdd
Cypress Lakes Cdd
2501 BURNS RD
STE A


PALM BEACH GARDENS FL 334105207

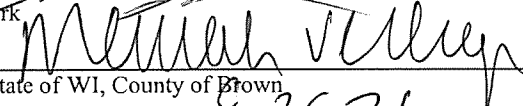
STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

10/11/2022

and that the fees charged are legal.
Sworn to and subscribed before on 10/11/2022



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CYPRESS LAKES COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023
REGULAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that
the Board of Supervisors of the
Cypress Lakes Community Development District will hold Regular Meetings at the Wellington Branch Library located at 1951 Royal Fern Drive, Wellington, Florida 33414 at 6:00 p.m. on the following dates:
October 20, 2022
November 10, 2022
December 15, 2022
January 19, 2023
February 16, 2023
March 16, 2023
April 20, 2023
May 18, 2023
June 15, 2023
July 20, 2023
August 17, 2023
September 21, 2023

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 ensure 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
10/11/22 7892613

**CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 30, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the June 30, 2022, Regular Board Meeting of the Cypress Lakes Community Development District (the “District”) to order at 6:57 p.m. 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 7, 2021, as part of the District’s Fiscal Year 2021/2022 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 Supervisor Sam Young 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 Gregory George 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. April 21, 2022, Regular Board Meeting

Mr. Pierman presented the minutes of the April 21, 2022, Regular Board Meeting and asked if there were any changes or additions.

There being none, a **motion** was then made by Mr. Young, seconded by Mr. Strackman and unanimously passed approving the minutes of the April 21, 2022, Regular Board Meeting, as presented.

The Regular Board Meeting was then recessed and the Public Hearing was opened.

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 June 10, 2022, and June 17, 2022, as legally required.

2. Receive Public Comment on the Fiscal Year 2022/2023 Final Budget

There were no members of the public in attendance.

3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget

Resolution No. 2022-02 was presented, entitled:

RESOLUTION NO. 2022-02

A RESOLUTION OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2022/2023 BUDGET.

A **motion** was made by Mr. Young, seconded by Mr. DeBock and passed unanimously adopting Resolution No. 2022-02, as presented.

The Public Hearing was then closed and the Regular Board Meeting was reconvened.

H. OLD BUSINESS

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

I. NEW BUSINESS

1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Resolution No. 2022-03, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Strackman, seconded by Mr. DeBock and passed unanimously adopting Resolution No. 2022-03, as presented.

J. ADMINISTRATIVE MATTERS

Mr. Pierman noted that the next meeting was scheduled for November 10, 2022. He also reminded the Board to submit their 2021 Form 1 - Statement of Financial Interests prior to the July 1st deadline.

Mr. Pierman also advised that the 20-Year Stormwater Report had been submitted to the County.

K. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

L. ADJOURNMENT

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 7:03 p.m. There were no objections.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 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 2021/2022 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 10th day of November, 2022.

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 2021/2022
October 1, 2021 - September 30, 2022**

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AMENDED FINAL BUDGET
CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
O & M Assessments	69,281	69,352	69,352
Debt Assessments	128,590	128,699	128,699
Other Revenues	0	0	0
Interest Income	120	12	11
TOTAL REVENUES	\$ 197,991	\$ 198,063	\$ 198,062
EXPENDITURES			
Supervisor Fees	4,000	1,200	1,200
Payroll Taxes - Employer	320	92	92
Engineering/Inspections Management	1,500	4,350	4,350
Secretarial	26,160	26,160	26,160
Legal	4,200	4,200	4,200
Assessment Roll	7,000	7,000	5,903
Audit Fees	6,000	6,000	6,000
Insurance	3,600	3,600	3,600
Legal Advertisements	6,100	5,706	5,706
Miscellaneous	1,400	1,200	871
Postage	600	500	335
Office Supplies	175	65	56
Dues & Subscriptions	350	225	203
Trustee Fee	175	175	175
Continuing Disclosure Fee	4,100	4,089	4,089
Website Management	1,000	1,000	1,000
Reserve	2,000	2,000	2,000
TOTAL EXPENDITURES	\$ 69,229	\$ 68,111	\$ 65,940
REVENUES LESS EXPENDITURES	\$ 128,762	\$ 129,952	\$ 132,122
Bond Payments	(120,875)	(122,592)	(122,592)
BALANCE	\$ 7,887	\$ 7,360	\$ 9,530
County Appraiser & Tax Collector Fee	(3,957)	(2,475)	(2,475)
Discounts For Early Payments	(7,915)	(7,491)	(7,491)
EXCESS/ (SHORTFALL)	\$ (3,985)	\$ (2,606)	\$ (436)
Carryover From Prior Year	3,985	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (2,606)	\$ (436)

FUND BALANCE AS OF 9/30/21	\$75,161
FY 2021/2022 ACTIVITY	(\$2,606)
FUND BALANCE AS OF 9/30/22	\$72,555

	\$75,161
	(\$2,606)
	\$72,555

Notes

Carryover From Prior Year Of \$3,985 was used to reduce Fiscal Year 2021/2022 Assessments.

AMENDED FINAL BUDGET
CYPRESS LAKES COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
REVENUES			
Interest Income	25	235	232
NAV Tax Collection	120,875	122,592	122,592
Total Revenues	\$ 120,900	\$ 122,827	\$ 122,824
EXPENDITURES			
Principal Payments	60,000	60,000	60,000
Interest Payments	60,900	62,100	62,100
Extraordinary Principal Payments	0	20,000	20,000
Total Expenditures	\$ 120,900	\$ 142,100	\$ 142,100
Excess/ (Shortfall)	\$ -	\$ (19,273)	\$ (19,276)

FUND BALANCE AS OF 9/30/21	\$150,725
FY 2021/2022 ACTIVITY	(\$19,273)
FUND BALANCE AS OF 9/30/22	\$131,452

Notes

Reserve Fund Balance = \$75,132*. Revenue Fund Balance = \$52,414*.

Redemption Account Balance = \$3,906*.

Revenue Fund Balance To Be Used To Make 11/1/2022 Interest Payment
Of \$28,950.

* 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 9/30/22 =	\$965,000	

November 10, 2022

RE: Cypress Lakes Community Development District Auditor Renewal

At the November 21, 2019 Cypress Lakes Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-23 audits.

The fees for the 9-30-2019 audit were \$3,400. The fees for the 9-30-2020 audit were \$3,500. And the fees for the 9-30-2021 audit were \$3,600. The proposed fees for the 9-30-2022 audit is \$3,700, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. The proposed fee for the 9-30-2023 audit is \$3,800.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.