

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
PUBLIC HEARINGS AND REGULAR MEETING
AUGUST 1, 2017**

CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT AGENDA

Tuesday, August 1, 2017

2:30 P.M.

The Land O' Lakes Branch Library

Located at 2818 Collier Parkway Land O' lakes, FL 34639

District Board of Supervisors

Brian K. Lamb
Brian Howell
Eric Davidson
Debby Hukill
Vacant

District Manager

Meritus

Brian Lamb
Brian Howell

District Attorney

Straley & Robin

John Vericker

District Engineer

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:30 p.m.** with the seventh section called **Business Matters**. The business matters section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Administrator prior to the presentation of that agenda item. Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The ninth section is called **Administrative Matters**. The Administrative Matters section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The tenth section is called **Staff Reports**. This section allows the District Administrator, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final sections are called **Board Members Comments and Public Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to **three (3) minutes** for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINSTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

August 1, 2017
Board of Supervisors
Cypress Preserve Community Development District

Dear Board Members:

The Public Hearings and Regular Meeting of Cypress Preserve Community Development District will be held on **August 1, 2017 at 2:30 p.m.** at the Land O' Lakes Branch Library located at 2818 Collier Parkway Land O' Lakes, FL 34639. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**

PUBLIC HEARING

- 1. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017 AND FISCAL YEAR 2018 BUDGET**
 - A. Open Public Hearing on Proposed Fiscal Year 2017 and Fiscal Year 2018 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Proposed Fiscal Year 2017 and Fiscal Year 2018 Budget
 - E. Consideration of Resolution 2017-28; Adopting Fiscal Year 2017 Budget Tab 01
 - F. Consideration of Resolution 2017-29; Adopting Fiscal Year 2018 Budget Tab 02
- 2. BUSINESS ITEMS**
 - A. Consideration of Resolution 2017-30; Assessment Resolution Tab 03
 - B. Consideration of Resolution 2017-31; Setting Fiscal Year 2018 Meeting Schedule..... Tab 04
 - C. Update on Bond Validation Hearing
 - D. General Matters of the District
- 3. CONSENT AGENDA**
 - A. Consideration of Minutes of the Special Organizational Meeting May 10, 2017 Tab 05
 - B. Consideration of Minutes of the Board of Supervisors Landowners Election, Public Hearing and Regular Meeting July 11, 2017 Tab 06
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 5. SUPERVISORS REQUEST AND COMMENTS**
- 6. PUBLIC COMMENTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,



RESOLUTION 2017-28

A RESOLUTION OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2017 (BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017)

WHEREAS, the District Manager submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing fiscal year, pursuant to the provision of Chapters 190 and 197, Florida Statutes; and

WHEREAS, the Board adopted said proposed budget and set August 01, 2017 as the date for a public hearing thereon, to receive public comments and caused notice of such public hearing to be given by mail and/or publication pursuant to Chapters 190 and 197, Florida Statutes; and

WHEREAS, Florida Statutes require that the District Board, by resolution, adopt the final approved budget for the ensuing fiscal year; and

WHEREAS, the Board is empowered to impose special assessments upon the properties within the District.

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

Section 1. The Proposed Budget (as amended, if applicable) for Fiscal Year 2017 and attached hereto as Exhibit A, is hereby approved and adopted as Final, pursuant to Florida Statutes and incorporated herein by reference.

Section 2. Pursuant to the assessment levy approved in conjunction with the Adoption of the Fiscal Year 2017 Budget, attached hereto as Exhibit A.

Section 3. The Appropriate Officer(s) of the District and the District Manager are authorized to execute any and all necessary transmittals, certifications, or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST, 2017.

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRMAN

ATTEST:

SECRETARY

2017



CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017

PROPOSED ANNUAL OPERATING BUDGET

MAY 10, 2017

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2017

PROPOSED ANNUAL OPERATING BUDGET

TABLE OF CONTENTS

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
I.	BUDGET INTRODUCTION	1
II.	PROPOSED OPERATING BUDGET	2
III.	GENERAL FUND 001 DESCRIPTIONS.....	3
IV.	SCHEDULE OF ANNUAL ASSESSMENTS	5

MAY 10, 2017

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

The Cypress Preserve Community Development District is a local special purpose government authorized by Chapter 190, Florida Statutes, as amended. The Community Development District (CDD) is an alternative method for planning, financing, acquiring, operating and maintaining community-wide infrastructure in master planned communities. The CDD also is a mechanism that provides a solution to the State's needs for delivery of capital infrastructure to service projected growth without overburdening other governments and their taxpayers. CDDs represent a major advancement in Florida's effort to manage its growth effectively and efficiently. This allows the community to set a higher standard for construction along with providing a long-term solution to the operation and maintenance of community facilities.

The following report represents the District budget for Fiscal Year 2017, which begins on October 1, 2016. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

Fund Number
001

Fund Name
General Fund

Services Provided
Operations and Maintenance of
Community Facilities

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

**Fiscal Year 2017
Proposed Build-up
Operating Budget**

REVENUES	
SPECIAL ASSESSMENTS - SERVICE CHARGES	
Operations & Maintenance Assmts-Tax Roll	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	
Landowner Direct Funding	166,438.33
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$166,438.33
OTHER MISCELLANEOUS REVENUES	
Miscellaneous	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00
TOTAL REVENUES	\$166,438.33
EXPENDITURES	
ADMINISTRATIVE	
District Management	14,166.67
District Engineer	1,666.67
District Counsel	1,666.67
Disclosure Report	1,666.67
Trustees Fees	2,000.00
Auditing Services	1,833.33
Postage, Phone, Faxes, Copies	50.00
Public Officials Insurance	833.33
Legal Advertising	250.00
Bank Fees	133.33
Dues, Licenses & Fees	58.33
Office Supplies	50.00
Website Administration	400.00
Miscellaneous Fees	0.00
TOTAL ADMINISTRATIVE	\$24,775.00
UTILITY SERVICES	
Street Lights	24,930.00
Other Electric Services	6,000.00
Potable Water Utility Services	1,666.67
Non-Potable Irr. Water Fees	0.00
TOTAL UTILITY SERVICES	\$32,596.67
OTHER PHYSICAL ENVIRONMENT	
Waterway Management System	6,333.33
Landscape Maintenance	75,000.00
Plant Replacement Program	5,000.00
Hardscape Maintenance	4,000.00
Miscellaneous Repairs & Maintenance	5,000.00
General, Property & Casualty Insurance	2,500.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$97,833.33
ROAD & STREET FACILITIES	
Sidewalk & Pavement Repairs	833.33
TOTAL ROAD & STREET FACILITIES	\$833.33
PARKS & RECREATION	
On-Site Staff	0.00
Cabana Janitorial & Cleaning	2,000.00
Pool Operations & Maintenance	6,000.00
Recreation Facility Maintenance	833.33
Recreation Equipment Maintenance	1,166.67
Security System	400.00
TOTAL PARKS & RECREATION	\$10,400.00
TOTAL EXPENDITURES	\$166,438.33
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00

** BUILD-UP BUDGET FOR 4TH QUARTER FY2017

*** EXCLUDES 2% PASCO COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

GENERAL FUND 001

FINANCIAL & ADMINISTRATIVE

District Manager

The District retains the services of a consulting manager, who is responsible for the daily administration of the District's business, including any and all financial work related to the Bond Funds and Operating Funds of the District, and preparation of the minutes of the Board of Supervisors. In addition, the District Manager prepares the Annual Budget(s), implements all policies of the Board of Supervisors, and attends all meetings of the Board of Supervisors.

District Engineer

Consists of attendance at scheduled meetings of the Board of Supervisors, offering advice and consultation on all matters related to the works of the District, such as bids for yearly contracts, operating policy, compliance with regulatory permits, etc.

Disclosure Reporting

On a quarterly and annual basis, disclosure of relevant district information is provided to the Muni Council, as required within the bond indentures.

Trustees Fees

This item relates to the fee assessed for the annual administration of bonds outstanding, as required within the bond indentures.

Auditing Services

The District is required to annually undertake an independent examination of its books, records and accounting procedures. This audit is conducted pursuant to State Law and the Rules of the Auditor General.

Postage, Phone, Fax, Copies

This item refers to the cost of materials and service to produce agendas and conduct day-to-day business of the District.

Public Officials Insurance

The District carries Public Officials Liability in the amount of \$1,000,000.

Legal Advertising

This is required to conduct the official business of the District in accordance with the Sunshine Law and other advertisement requirements as indicated by the Florida Statutes.

Bank Fees

The District operates a checking account for expenditures and receipts.

Dues, Licenses & Fees

The District is required to file with the County and State each year.

Office Supplies

Cost of daily supplies required by the District to facilitate operations.

Website Administration

Cost of maintenance and administration of the District's website

LEGAL COUNSEL

District Counsel

Requirements for legal services are estimated at an annual expenditures on an as needed and also cover such items

GENERAL FUND 001

as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

OTHER PHYSICAL ENVIRONMENT

Waterway Management System

This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Landscape Maintenance

The District contracts with a professional landscape firm to provide service through a public bid process. This fee does not include replacement material or irrigation repairs.

Plant Replacement Program

This item is for landscape items that may need to be replaced during the year.

Property & Casualty Insurance

The District carries \$1,000,000 in general liability and also has sovereign immunity.

SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

Lot Size	EBU Value	Unit Count	Debt Service Per Unit	O&M Admin per unit	O&M Per Unit	FY 2017 Total Assessment
SERIES 2017						
Single Family 35'	0.88	184	\$1,050.00	\$76.91	\$439.77	\$1,566.68
Single Family 40'	1.00	429	\$1,200.00	\$87.90	\$502.60	\$1,790.49
Single Family 50'	1.25	218	\$1,500.00	\$109.87	\$628.25	\$2,238.12

831

Notations:

⁽¹⁾ Annual assessments exclude pasco County collection costs and statutory discounts for early payment.

RESOLUTION 2017-29

A RESOLUTION OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2018 (BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018)

WHEREAS, the District Manager submitted to the Board of Supervisors (the “Board”) a proposed budget for the next ensuing fiscal year, pursuant to the provision of Chapters 190 and 197, Florida Statutes; and

WHEREAS, the Board adopted said proposed budget and set August 01, 2017 as the date for a public hearing thereon, to receive public comments and caused notice of such public hearing to be given by mail and/or publication pursuant to Chapters 190 and 197, Florida Statutes; and

WHEREAS, Florida Statutes require that the District Board, by resolution, adopt the final approved budget for the ensuing fiscal year; and

WHEREAS, the Board is empowered to impose special assessments upon the properties within the District.

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

Section 1. The Proposed Budget (as amended, if applicable) for Fiscal Year 2018 and attached hereto as Exhibit A, is hereby approved and adopted as Final, pursuant to Florida Statutes and incorporated herein by reference.

Section 2. Pursuant to the assessment levy approved in conjunction with the Adoption of the Fiscal Year 2017 Budget, attached hereto as Exhibit A.

Section 3. The Appropriate Officer(s) of the District and the District Manager are authorized to execute any and all necessary transmittals, certifications, or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS 1ST DAY OF AUGUST, 2017.

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT
DISTRICT**

CHAIRMAN

ATTEST:

SECRETARY

2018



CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2018

PROPOSED ANNUAL OPERATING BUDGET

MAY 10, 2017

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2018

PROPOSED ANNUAL OPERATING BUDGET

TABLE OF CONTENTS

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
I.	BUDGET INTRODUCTION	1
II.	PROPOSED OPERATING BUDGET	2
III.	GENERAL FUND 001 DESCRIPTIONS.....	3
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MAY 10, 2017

CYPRESS PRESERVE

COMMUNITY DEVELOPMENT DISTRICT

BUDGET INTRODUCTION

Background Information

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The following report represents the District budget for Fiscal Year 2018, which begins on October 1, 2017. The District budget is organized by fund to segregate financial resources and ensure that the segregated resources are used for their intended purpose, and the District has established the following funds.

Fund Number

001

Fund Name

General Fund

Services Provided

Operations and Maintenance of
Community Facilities

Maintenance of the Facilities

In order to maintain the facilities, the District conducts hearings to adopt an operating budget each year. This budget includes a detailed description of the maintenance program along with an estimate of the cost of the program. The funding of the maintenance budget is levied as a non-ad valorem assessment on your property by the District Board of Supervisors.

**Fiscal Year 2018
Proposed
Operating Budget**

REVENUES	
SPECIAL ASSESSMENTS - SERVICE CHARGES	
Operations & Maintenance Assmts-Tax Roll	0.00
TOTAL SPECIAL ASSESSMENTS - SERVICE CHARGES	\$0.00
CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	
Landowner Direct Funding	499,315.00
TOTAL CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES	\$499,315.00
OTHER MISCELLANEOUS REVENUES	
Miscellaneous	0.00
TOTAL OTHER MISCELLANEOUS REVENUES	\$0.00
TOTAL REVENUES	\$499,315.00
EXPENDITURES	
ADMINISTRATIVE	
District Management	42,500.00
District Engineer	5,000.00
District Counsel	5,000.00
Disclosure Report	5,000.00
Trustees Fees	6,000.00
Auditing Services	5,500.00
Postage, Phone, Faxes, Copies	150.00
Public Officials Insurance	2,500.00
Legal Advertising	750.00
Bank Fees	400.00
Dues, Licenses & Fees	175.00
Office Supplies	150.00
Website Administration	1,200.00
Miscellaneous Fees	0.00
TOTAL ADMINISTRATIVE	\$74,325.00
UTILITY SERVICES	
Street Lights	74,790.00
Other Electric Services	18,000.00
Potable Water Utility Services	5,000.00
Non-Potable Irr. Water Fees	0.00
TOTAL UTILITY SERVICES	\$97,790.00
OTHER PHYSICAL ENVIRONMENT	
Waterway Management System	19,000.00
Landscape Maintenance	225,000.00
Plant Replacement Program	15,000.00
Hardscape Maintenance	12,000.00
Miscellaneous Repairs & Maintenance	15,000.00
General, Property & Casualty Insurance	7,500.00
TOTAL OTHER PHYSICAL ENVIRONMENT	\$293,500.00
ROAD & STREET FACILITIES	
Sidewalk & Pavement Repairs	2,500.00
TOTAL ROAD & STREET FACILITIES	\$2,500.00
PARKS & RECREATION	
On-Site Staff	0.00
Cabana Janitorial & Cleaning	6,000.00
Pool Operations & Maintenance	18,000.00
Recreation Facility Maintenance	2,500.00
Recreation Equipment Maintenance	3,500.00
Security System	1,200.00
TOTAL PARKS & RECREATION	\$31,200.00
TOTAL EXPENDITURES	\$499,315.00
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	\$0.00

*** EXCLUDES 2% PASCO COLLECTION COST

*** EXCLUDES 4% EARLY PAYMENT DISCOUNT

CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

FINANCIAL & ADMINISTRATIVE

District Manager

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Bank Fees

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Dues, Licenses & Fees

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Office Supplies

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Website Administration

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LEGAL COUNSEL

District Counsel

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CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND 001

as attendance at scheduled meetings of the Board of Supervisor's, Contract preparation and review, etc.

OTHER PHYSICAL ENVIRONMENT

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This item is for maintaining the multiple waterways that compose the District's waterway management system and aids in controlling nuisance vegetation that may otherwise restrict the flow of water.

Landscape Maintenance

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Plant Replacement Program

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Property & Casualty Insurance

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SCHEDULE OF ANNUAL ASSESSMENTS⁽¹⁾

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Single Family 40'	1.00	429	\$1,200.00	\$87.90	\$502.60	\$1,790.49
Single Family 50'	1.25	218	\$1,500.00	\$109.87	\$628.25	\$2,238.12

831

Notations:

⁽¹⁾ Annual assessments exclude pasco County collection costs and statutory discounts for early payment.

RESOLUTION 2017-30

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cypress Preserve Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Pasco County, Florida (the “County”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (the “Board”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2017/2018 (“Operations and Maintenance Budget”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Operation and Maintenance Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“Uniform Method”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the County Property Appraiser and County Tax Collector to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Operation and Maintenance Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Operations and Maintenance Budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the District (the "Assessment Roll") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the County Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the County Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits "A" and "B"**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

B. Direct Bill Assessments. The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a

portion of any undeveloped platted lots and/or any undeveloped lands may be collected directly by the District in accordance with Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2016; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2016, 25% due no later than February 1, 2017 and 25% due no later than May 1, 2017. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2017/2018, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the County Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the County Property Appraiser after the date of this Resolution, and shall amend the Districts Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 1st day of August, 2017.

ATTEST:

**CYPRESS PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

By:_____

Name:_____

Assistant Secretary

By:_____

Chair of the Board of Supervisors

Exhibit “A” – Fiscal Year 2017/2018 Budget

Exhibit “B” – Assessment Roll

RESOLUTION 2017-31

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATE, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE HEREOF

WHEREAS, Cypress Preserve Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco, Florida; and

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the Cypress Preserve Community Development District, for the Fiscal Year 2018, shall be held as provided on the schedule, which is attached hereto and made a part heretofore, as Exhibit A.

Section 2. In accordance with Section 189.417(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with the Pasco County and the Florida Department of Community Affairs, a schedule of the District’s regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 1st DAY OF AUGUST, 2017.

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

CHAIRMAN

ATTEST:

SECRETARY

EXHIBIT A

**CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE**

FISCAL YEAR 2017/2018

October	03, 2017	2:30 p.m.
November	07, 2017	2:30 p.m.
December	05, 2017	2:30 p.m.
January	02, 2017	2:30 p.m.
February	06, 2017	2:30 p.m.
March	06, 2017	2:30 p.m.
April	03, 2017	2:30 p.m.
May	01, 2017	2:30 p.m.
June	05, 2017	2:30 p.m.
July	03, 2017	2:30 p.m.
August	07, 2017	2:30 p.m.
September	04, 2017	2:30 p.m.

All meetings will convene at 2:30 p.m. at the Land O'Lakes Branch Library located at 2818 Collier Parkway, Land O'Lakes, FL 34639.

CYPRESS PRESERVE COMMUNITY DEVELOPMENT DISTRICT

May 10, 2017 Minutes of Special Organizational Meeting

Minutes of the Special Organizational Meeting

The Special Organizational Meeting of the Board of Supervisors for the Cypress Preserve Community Development District was held on **Wednesday, May 10, 2017 at 2:30 p.m.** at The Land O' Lakes Branch Library, located at 2818 Collier Parkway, Land O' Lakes, FL 34639.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

2. CALL TO ORDER/ROLL CALL

Brian Lamb called the Special Organizational Meeting of the Board of Supervisors of the Cypress Preserve Community Development District to order on **Wednesday, May 10, 2017 at 2:30 p.m.**

Board Members Present and Constituting a Quorum:

Brian Howell	Supervisor
Eric Davidson	Supervisor
Debby Hukill	Supervisor

Staff Members Present:

Brian Lamb	Meritus	
Mike Williams	Bond Counsel	<i>via conference call</i>
Vivek Babbar	District Counsel	<i>via conference call</i>
Paul Skidmore	District Engineer	<i>via conference call</i>
Penny Clark		
Bob Appleyard		
Joe Petri		

There were no members of the general public in attendance.

3. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

4. SEAT NEW BOARD MEMBERS

A. Overview of Forms, Sunshine Amendment, Code of Ethics, Supervisor Responsibilities

Mr. Lamb stated five individuals were appointed by way of the petition as approved by the Pasco County Board of County Commissioners: Eric Davidson, Brian Howell, Debby Hukill, Brian Lamb, and Jimmy Paleveda. At this time, the positions are being considered but not accepted by

Brian Lamb and Jimmy Paleveda. A Landowners' election is anticipated to take place within the next 60 days to recast the Board members that were originally appointed via the petition.

Mr. Lamb has the Oaths of Office signed and notarized for Eric Davidson, Brian Howell, and Debby Hukill and stated that they are already familiar with the Sunshine Laws and Code of Ethics. He also stated that the Form 1s will be required to be filed in the next 30 days in the county in which the Board members, and later today he will go over Form 1Fs and Form 8s with the Board.

5. APPOINTMENT OF OFFICERS – Resolution 2017-01

A. Chairman

B. Vice Chairman

C. Secretary

D. Treasurer

E. Assistant Treasurers

Mr. Lamb recommended for Mr. Howell to serve as Chair, Ms. Hukill to serve as Vice Chair, Mr. Lamb to serve as Secretary, and Mr. Davidson to serve as Treasurer, with the balance of the Board serving as Assistant Secretaries. The Board agreed.

MOTION TO:	Approve Resolution 2017-01.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Hukill
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

6. APPOINTMENT OF CONSULTANTS

A. Consider Appointment of District Manager/Financial Advisor/Investment Representative – Resolution 2017-02.

Mr. Lamb stated that because the Supervisors are employed by the management firm, it could constitute a conflict of interest. Mr. Babbar said that the conflict should be stated for the record, captured in the meeting minutes, and then filed in District records with Supervisors' Form 1Fs. He also said that because they are Landowner seats, there is a Landowner exception for conflicts relating to employment on voting on matters that come before the District.

MOTION TO: Approve Resolution 2017-02, subject to review with
landowner representatives Penny Clark and Bob
Appleyard.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Hukill
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. Designation of Registered Agent/Office – Resolution 2017-03

C. Consider Appointment of District General Counsel – Resolution 2017-04

D. Consider Appointment of Interim District Engineer – By Motion

E. Consider Appointment of Bond Counsel

F. Consider Appointment of Investment Banker

G. Consider Appointment of Trustee – By Motion

MOTION TO: Approve Appointment of Consultants Items 6B-G
subject to review with landowner representatives
Penny Clark and Bob Appleyard regarding the form
of the contracts.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Hukill
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

7. BUSINESS MATTERS

A. Consider Plat Approval – By Motion

This item will be deferred to a future meeting.

6. APPOINTMENT OF CONSULTANTS (cont.)

D. i. Authorize RFQ for District Engineer

Mr. Babbar asked the Board to authorize the RGQ for District Engineer for the record.

MOTION TO:	Authorize the RFQ for District Engineer.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

7. BUSINESS MATTERS (cont.)

- B. Approve Notice of Establishment – Resolution 2017-05**
- C. Consider Policy of Compensation for Board Members – Resolution 2017-06**
- D. Consider Policy of Reimbursement of District Travel Expenses – Resolution 2017-07**
- E. Consider Designation of Local Records Officer – Resolution 2017-08**
- F. Consider District Records Retention Schedule – Resolution 2017-09**
- G. Consider Fiscal Year 2017 Regular Meeting Schedule and Location – Resolution 2017-10**
- H. Consider Fiscal Year 2018 Regular Meeting Schedule and Location – Resolution 2017-11**
- I. Consider Landowners' Meeting Date, Time, and Location – Resolution 2017-12**
- J. Consider Proposed FY 2017 & FY 2018 Annual Budget & Set Public Hearing – Resolution 2017-13**
- K. Consider Budget Funding Agreement**
- L. Set Public Hearing for Uniform Methodology – Resolution 2017-14**
- M. Consider Rules of Procedure & Setting Public Hearing – Resolution 2017-15**
- N. Consider Policy Re: Support & Legal Defense for Board & Staff – Resolution 2017-16**
- O. Authorization to Obtain General Liability and Public Officers Insurance – By Motion**
- P. Consider Designation of a Qualified Public Depository – Resolution 2017-17**
- Q. Authorization of Signatories – Resolution 2017-18**
- R. Authorization to Disburse Funds for Expenses – Resolution 2017-19**
- S. Consideration Adoption of Investment Policy – Resolution 2017-20**
- T. Consider Approval of Florida Statewide Mutual Aid Agreement – Resolution 2017-21**
- U. Consider Provisions for Public Comments – Resolution 2017-22**

Mr. Lamb said that his understanding is that the Board would be compensation individually, and the Board agreed. Mr. Lamb then went over Business Items 7B-U with the Board, noting that the recommended banks are SunTrust and U.S. Bank for trustee services.

Mr. Lamb and Mr. Babbar wanted to state for the record that any dates in the resolutions will be changed to reflect the third Wednesday of each month at 2:00 p.m.

MOTION TO: Approve Business Items 7B-U as described subject to review with Landowner Representatives Penny Clark and Bob Appleyard.

MADE BY: Supervisor Davidson

SECONDED BY: Supervisor Howell

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

8. PRELIMINARY REPORT PRESENTATION – ASSESSMENT BONDS

A. Preliminary Report of Engineer

Mr. Lamb went over the Preliminary Engineer's report in detail. He noted that the estimated budget on today's assessments is \$26,235,075 to cover the items described; he also noted that there may be changes made to the report by way of comments received by Bond Counsel, other members of staff, and landowner input. Mr. Lamb stated that the report is in substantial form.

The entire discussion is available on audio.

MOTION TO: Accept the Report of the Engineer in substantial form subject to review with the landowner representatives Penny Clark and Bob Appleyard.

MADE BY: Supervisor Howell

SECONDED BY: Supervisor Davidson

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. Bond Validation Sizing

Mr. Lamb went over Bond Validation Sizing in detail.

The entire discussion is available on audio.

MOTION TO: Approve Bond Validation Sizing in substantial form,
subject to review by landowner representatives Penny
Clark and Bob Appleyard.
MADE BY: Supervisor Hukill
SECONDED BY: Supervisor Howell
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

**C. Authorizing Issuance of Bonds/Filing of Validation Complaint – Resolution
2017-23**

i. Master Trust Indenture

Mr. Williams went over resolution.

MOTION TO: Approve Resolution 2017-23 in substantial form,
subject to review by landowner representatives Penny
Clark and Bob Appleyard.
MADE BY: Supervisor Davidson
SECONDED BY: Supervisor Howell
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

**D. Consider Authorization of Chairman to Accept or Execute Certain Documents –
Resolution 2017-24**

Mr. Lamb reviewed the resolution with the Board.

MOTION TO: Approve Resolution 2017-24.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Hukill
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

E. Other Matters Relating to Financing

Mr. Babbar said he is working on the complaint and will provide an update about when the hearing is scheduled with the state attorney as soon as possible.

9. ADMINISTRATIVE MATTERS

A. Request for Working Capital – By Motion

Mr. Lamb explained the resolution.

MOTION TO:	Authorize staff to work with landowners to request working capital in the two contexts described.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

10. STAFF REPORTS

- A. District Counsel**
- B. District Manager**
- C. District Engineer**

There were no further reports from District staff.

11. BOARD MEMBERS' COMMENTS

There were no board member comments.

12. PUBLIC COMMENTS

There were no public comments.

13. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Signature

Printed Name

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal

**CYPRESS PRESERVE
COMMUNITY DEVELOPMENT DISTRICT**

July 11, 2017 Minutes of the Landowners Election, Public Hearings and Regular Meeting

Minutes of the Landowners Election, Public Hearings and Regular Meeting

The Landowners Election, Public Hearings and Regular Meeting of the Board of Supervisors for the Cypress Preserve Community Development District was held on **Tuesday, July 11, 2017 at 2:30 p.m.** at The Land O' Lakes Branch Library, located at 2818 Collier Parkway, Land O' Lakes, FL 34639.

1. CALL TO ORDER/ROLL CALL

Debby Hukill called the Landowners Election of the Cypress Preserve Community Development District to order on Tuesday, July 11, 2017 at approximately 2:30 p.m.

Staff Members Present:

Debby Hukill Meritus

Penny Clark

There were no members of the general public present.

2. APPOINTMENT OF MEETING CHAIRMAN

Debby Hukill from Meritus stated that she will be serving as the meeting chairman.

3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS

Ms. Chamberlain announced that there are five seats open for election because it is a new election.

Ms. Hukill stated that Penny Clark is the proxy holder and that Cypress Preserve 841, LLC has 454 shares.

4. ELECTION OF SUPERVISORS

Ms. Hukill announced that Brian Howell received 454 votes, Eric Davidson received 454 votes, and Debby Hukill received 453 votes. Brian Howell and Eric Davidson will serve a 4 year-term, and Debby Hukill were serve a 2-year term.

5. OWNERS REQUEST

There were no requests from owners.

6. ADJOURNMENT

Ms. Hukill adjourned the meeting.

49
50 **1. CALL TO ORDER/ROLL CALL**
51

52 Debby Hukill called the Public Hearings and Regular Meeting of the Board of Supervisors of the
53 Cypress Preserve Community Development District to order on **Wednesday, July 11, 2017 at**
54 **2:30 p.m.**
55

56
57 **2. OATH OF OFFICE**
58

59 Ms. Wolfe swore in Supervisors Howell, Davidson, and Hukill, and the Supervisors signed their
60 Oath of Office.
61

62
63 **1. CALL TO ORDER/ROLL CALL (CONT.)**
64

65 **Board Members Present and Constituting a Quorum:**

66 Brian Howell Supervisor
67 Eric Davidson Supervisor
68 Debby Hukill Supervisor
69

70 **Staff Members Present:**

71 Debby Hukill Meritus
72 Alexandra Wolfe Meritus
73 Vivek Babbar District Counsel *via conference call at about 2:40 p.m.*
74

75 Penny Clark
76

77 There were no members of the general public in attendance.
78
79

80 **3. PUBLIC COMMENT ON AGENDA ITEMS**
81

82 There were no public comments on agenda items.
83
84

85 **4. BUSINESS ITEMS**

86 **A. Consideration of Resolution 2017-25; Canvassing and Certifying the Results of**
87 **the Landowners Elections**
88

89 Ms. Hukill went over the resolution. She stated that Seat 1 will be Brian Howell, Seat 2 will be
90 Eric Davidson, and Seat 3 will be Debby Hukill. Brian Howell had 454 and a four-year term,
91 Eric Davidson had 454 and a four-year term, and Debby Hukill had 453 and a two-year term.
92
93

MOTION TO: Approve Resolution 2017-25.
MADE BY: Supervisor Davidson
SECONDED BY: Supervisor Howell
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. Consideration of Resolution 2017-26; Re-Designating Officers

The Board discussed the resolution. The Chair will be Brian Howell, the Vice Chair will be Debby Hukill, the Secretary will be Brian Lamb, and the Treasurer will be Eric Davidson.

MOTION TO: Approve Resolution 2017-26.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Davidson
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

5. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE

A. Open the Public Hearing on Adopting Uniform Rules of Procedure

MOTION TO: Open the Public Hearing.
MADE BY: Supervisor Howell
SECONDED BY: Supervisor Davidson
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
3/0 - Motion Passed Unanimously

B. Staff Presentation

Ms. Hukill briefly went over the Rules of Procedure.

C. Public Comment

Ms. Hukill stated that there were no members of the general public present.

D. Close the Public Hearing on Adopting Uniform Rules of Procedure

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

E. Consideration of Resolution 2017-27; Adopting Uniform Rules of Procedure

The Board discussed the resolution.

MOTION TO:	Approve Resolution 2017-27.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

6. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION

A. Open the Public Hearing on Adopting Uniform Method of Collection

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

B. Staff Presentation

The Board reviewed the Uniform Method of Collection documents. Ms. Clark went over a mistake in one of the tax records.

C. Public Comment

There were no members of the general public in attendance.

D. Close the Public Hearing on Adopting Uniform Method of Collection

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

E. Consideration of Resolution 2017-28; Adopting Uniform Method of Collection

MOTION TO:	Approve Resolution 2017-28.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

7. STAFF REPORTS

A. District Counsel

Mr. Babbar wanted to make sure to have a resolution to authorize staff to correct the date listed in Resolution 2017-12.

MOTION TO:	Authorize staff to correct the date listed in Resolution 2017-12.
MADE BY:	Supervisor Howell
SECONDED BY:	Supervisor Davidson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

Mr. Babbar discussed the capital improvement and infrastructure projects with regards to having the Board authorize staff to prepare any necessary documents and for the District to engage in the projects as discussed at the previous meeting and in the reports.

MOTION TO: Authorize staff to prepare the necessary documents and authorize the District to engage in the discussed projects with capital improvement and infrastructure.

MADE BY: Supervisor Howell

SECONDED BY: Supervisor Davidson

DISCUSSION: None further

RESULT: Called to Vote: Motion PASSED

3/0 - Motion Passed Unanimously

Mr. Babbar went over some items regarding the Plat.

MOTION TO: Authorize staff, District Engineer, District Counsel, and District Manager to review and authorize it, and if needed, the Chair and Vice Chair of the Board can execute the Plat if it's necessary after review of staff.

MADE BY: Supervisor Howell

SECONDED BY: Supervisor Davidson

DISCUSSION: Ms. Clark clarified that the Plat that is being submitted is Plat 1A.

RESULT: Called to Vote: Motion PASSED

3/0 - Motion Passed Unanimously

Mr. Babbar stated that the Validation Hearing is set for next Monday 7/17 at 2:00 p.m. He said that the State Attorney has already reviewed the documents and did not have any questions. Ms. Clark said that Mr. Appleyard is planning on attending.

B. District Manager

C. District Engineer

8. SUPERVISOR COMMENTS

There were no Supervisor comments.

9. PUBLIC COMMENTS

There were no public comments.

10. ADJOURNMENT

MOTION TO:	Adjourn.
MADE BY:	Supervisor Davidson
SECONDED BY:	Supervisor Howell
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

Draft

**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Printed Name

Title:

- ☐ **Secretary**
☐ **Assistant Secretary**

Signature

Printed Name

Title:

- ☐ **Chairman**
☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal