

*Cypress Bluff  
Community Development District*

*March 26, 2019*

# *Cypress Bluff*

## *Community Development District*

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475 West Town Place, Suite 114, St. Augustine, Florida 32092

Phone: 904-940-5850 - Fax: 904-940-5899

March 19, 2019

Board of Supervisors  
Cypress Bluff  
Community Development District

Dear Board Members:

The Cypress Bluff Community Development District Meeting is scheduled for **Tuesday, March 26, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library, 10599 Deerwood Park Boulevard, Jacksonville, Florida**. Following is the advance agenda for the meeting:

### **Audit Committee Meeting**

- I. Call to Order
- II. Approval of Auditor Selection Evaluation Criteria
- III. Other Business
- IV. Adjournment

### **Board of Supervisors Meeting**

- I. Call to Order
- II. Public Comment
- III. Approval of the Minutes of the February 26, 2019 Meeting
- IV. Acceptance of the Audit Committee's Recommendation and Authorization for Staff to Issue an RFP
- V. Consideration of Acquisition Agreement with Pulte
- VI. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- VII. Financials Reports
  - A. Balance Sheet and Income Statement
  - B. Check Register
  - C. Funding Request No. 4
- VIII. Supervisor's Requests and Audience Comments
- IX. Next Scheduled Meeting – April 23, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library
- X. Adjournment

Enclosed under the third order of business is a copy of the minutes of the February 26, 2019 meeting for your review and approval.

The fourth order of business is acceptance of the audit committee's recommendation and authorization for staff to issue an RFP. A copy of the evaluation criteria is enclosed for your review.

The fifth order of business is consideration of acquisition agreement with Pulte. A copy of the agreement will be provided under separate cover.

The remainder of the agenda is general in nature. Staff will present their reports at the meeting.

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 (904) 940-5850.

Sincerely,

*James Perry*

James Perry

District Manager  
Cypress Bluff Community  
Development District

## *AGENDA*

*Cypress Bluff*  
*Community Development District*  
*Agenda*

Tuesday  
March 26, 2019  
1:30 p.m.

Duval County Southeast Regional Library  
10599 Deerwood Park Boulevard  
Jacksonville, Florida 32256  
**Call In # 1-888-850-4523 Code 322827**

**Audit Committee Meeting**

- I. Call to Order
- II. Approval of Auditor Selection Evaluation Criteria
- III. Other Business
- IV. Adjournment

**Board of Supervisors Meeting**

- I. Call to Order
- II. Public Comment
- III. Approval of the Minutes of the February 26, 2019 Meeting
- IV. Acceptance of the Audit Committee's Recommendation and Authorization for Staff to Issue an RFP
- V. Consideration of Acquisition Agreement with Pulte
- VI. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- VII. Financials Reports
  - A. Balance Sheet and Income Statement
  - B. Check Register

C. Funding Request No. 4

VIII. Supervisor's Requests and Audience Comments

IX. Next Scheduled Meeting – April 23, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library

X. Adjournment

## *MINUTES*

MINUTES OF MEETING  
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, February 26, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library, 10599 Deerwood Park Boulevard, Jacksonville, Florida 32256.

Present and constituting a quorum were:

Richard Ray	Chairman
John Holmes	Vice Chairman
John Hewins	Supervisor
Steve Grossman	Supervisor

Also present were:

Jim Oliver	District Manager
Sarah Warren	District Counsel (by phone)
Brad Weeber	District Engineer
David Ray	Governmental Management Services
Mikey White	Parc Group

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 1:35 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes**

- A. October 23, 2018 Meeting**
- B. January 9, 2019 Special Meeting**
- C. February 6, 2019 Special Meeting**

On MOTION by Mr. Grossman seconded by Mr. Hewins with all in favor the minutes of the October 23, 2018 meeting, January 9, 2019 special meeting, and February 6, 2019 special meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-05,  
Ratifying the Sale of the Bonds**

Mr. Oliver stated this is a cleanup resolution to ratify all actions that the Board took.

On MOTION by Mr. Ray seconded by Mr. Grossman with all in favor Resolution 2019-05 was approved.

**FIFTH ORDER OF BUSINESS****Consideration of Disclosure of Public Finance**

Ms. Warren stated this is a disclosure that will be recorded in the public records. It provides an overview of the infrastructure and improvements that are being financed by the District, and an overview of the assessments that were levied to secure repayment of the bonds.

Mr. Ray stated I'm assuming the information in this document was taken right out of the Engineer's report?

Ms. Warren stated that's correct.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the disclosure of public finance was approved.

**SIXTH ORDER OF BUSINESS****Consideration of Requisitions Two and Three for Directly Conveyed Improvements**

Mr. Weeber stated requisition number two is for \$911,590.25 to acquire E-Town work product, which includes plans, designs, calculations and permits for various infrastructure within the District including stormwater, utilities, roadways, signal modifications, electric, etc. We're looking to approve that today, though we will not finalize it or sign it until we get the release of interest for a couple of different entities that paid a few of the bills prior to the existence of E-Town Development.

Mr. Ray asked this is all work that's been completed, we're just going to ahead and approve this subject to receipt of final releases?

Mr. Weeber stated correct.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor requisition number two was approved.

Mr. Weeber stated requisition number three is also to E-Town Development in the amount of \$1,458,475 and this is to pay for the phase one water and sewer improvements constructed by John Woody and dedicated to JEA. The CDD previously instructed the

developer to assign and dedicate the utilities to JEA. That has been done and they have been accepted by JEA. The one thing I want to make note of is this is a partial payment. There is a little bit of phase one money still outstanding so it is retainage, which can be collected in a future requisition but this is the lion's share of it. So this can be approved, signed and completed today.

Mr. Ray asked this is completed product; we're not waiting for anything?

Mr. Weeber stated no.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor requisition number three was approved.

#### **SEVENTH ORDER OF BUSINESS**

#### **Selection of Audit Committee**

Mr. Oliver stated typically the Board of Supervisors serves as the audit committee.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the Board serving as the audit committee was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. District Counsel**

There being none, the next item followed.

##### **B. District Engineer**

Mr. Weeber stated there will be additional requisitions coming, probably in the next month; the phase one roadway requisition and then later phase two improvements and other landscaping stuff as well.

##### **C. District Manager**

There being none, the next item followed.

#### **NINTH ORDER OF BUSINESS**

#### **Financial Reports**

##### **A. Balance Sheet and Income Statement**

Mr. Oliver stated there are no unusual variances on the income statement.

##### **B. Check Register**

On MOTION by Mr. Ray seconded by Mr. Grossman with all in favor the check register was approved.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience  
Comments**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – March 26, 2019  
at 1:30 p.m. at the Duval County Southeast  
Regional Library**

Mr. Oliver stated our next meeting is going to be March 26th at 1:30.

Mr. Ray stated I think we need to evaluate between now and then if we have anything on the agenda.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Ray seconded by Mr. Grossman with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*

# CYPRESS BLUFF CDD AUDITOR SELECTION EVALUATION CRITERIA

1. *Ability of Personnel.* (20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of respondent, etc.)

3. *Understanding of Scope of Work.* (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. Ability to Furnish the Required Services. (20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (E.g., the existence of any natural disaster plan for business operations)

5. *Price.* (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

## *SEVENTH ORDER OF BUSINESS*

*A.*

# Cypress Bluff

## Community Development District

Unaudited Financial Reporting  
February 28, 2019



**Cypress Bluff**  
**Community Development District**

**Combined Balance Sheet**

February 28, 2019

	<b>General</b>
<hr/>	
<b><u>Assets:</u></b>	
Cash	\$8,903
Due From Developer	\$36,653
Prepaid Expenses	---
<b>Total Assets</b>	<hr/> \$45,556 <hr/>
<b><u>Liabilities:</u></b>	
Accounts Payable	\$40,798
Fica Payable	\$92
Due to Debt Service	---
<b><u>Fund Balances:</u></b>	
Restricted for Debt Service	---
Unassigned	\$4,666
<b>Total Liabilities and Fund Equity</b>	<hr/> \$45,556 <hr/>

**Cypress Bluff**  
**Community Development District**  
Statement of Revenues & Expenditures  
For The Period Ending February 28, 2019

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 2/28/19	ACTUAL THRU 2/28/19	VARIANCE
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**Revenues:**

Developer Contrubutions	\$116,675	\$46,474	\$46,474	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0

<b>Total Revenues</b>	<b>\$116,675</b>	<b>\$46,474</b>	<b>\$46,474</b>	<b>\$0</b>
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**Expenditures**

Administrative

Supervisor Fees	\$0	\$0	\$3,600	(\$3,600)
FICA Expense	\$0	\$0	\$352	(\$352)
Engineering	\$15,000	\$6,250	\$4,423	\$1,827
Arbitrage	\$600	\$250	\$0	\$250
Dissemination Agent	\$3,500	\$1,458	\$0	\$1,458
Attorney	\$20,000	\$8,333	\$6,605	\$1,728
Annual Audit	\$5,000	\$2,083	\$0	\$2,083
Trustee Fees	\$4,000	\$1,667	\$0	\$1,667
Management Fees	\$45,000	\$18,750	\$18,750	\$0
Construction Accounting	\$3,500	\$1,458	\$0	\$1,458
Information Technology	\$1,200	\$500	\$500	\$0
Telephone	\$300	\$125	\$0	\$125
Postage	\$1,500	\$625	\$0	\$625
Printing & Binding	\$1,000	\$417	\$1,100	(\$684)
Insurance	\$5,800	\$5,800	\$5,000	\$800
Legal Advertising	\$4,000	\$1,667	\$1,067	\$599
Other Current Charges	\$600	\$250	\$138	\$112
Office Supplies	\$1,000	\$417	\$0	\$417
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Website design/compliance	\$4,500	\$1,875	\$0	\$1,875

<b>Total Expenditures</b>	<b>\$116,675</b>	<b>\$52,100</b>	<b>\$41,711</b>	<b>\$10,389</b>
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<b>Excess Revenues/Expenses</b>	<b>\$0</b>	<b>\$4,763</b>
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<b>Fund Balance - Beginning</b>	<b>\$0</b>	<b>(\$97)</b>
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<b>Fund Balance - Ending</b>	<b>\$0</b>	<b>\$4,666</b>
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**Cypress Bluff**  
**Community Development District**  
**General Fund**  
 Month By Month Income Statement

[illegible]

*B.*

# Cypress Bluff

## Community Development District

### Check Run Summary February 28, 2019

Fund	Date	Check No.	Amount
<b>Payroll</b>			
	2/14/19	50026-50030	\$ 938.80
		Subtotal	<u>\$ 938.80</u>
<b>General Fund</b>			
		Subtotal	<u>\$ -</u>
<b>Total</b>			<b>\$ 938.80</b>

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50026	3	CHRIS PRICE	184.70	2/14/2019
50027	5	JOHN L HOLMES III	184.70	2/14/2019
50028	2	JOHN S HEWINS JR	184.70	2/14/2019
50029	1	RICHARD T RAY	184.70	2/14/2019
50030	4	STEVE GROSSMAN	200.00	2/14/2019
TOTAL FOR REGISTER			938.80	

CYBL -CYPRESS BLUF' DLAUGHLIN

# Attendance Sheet

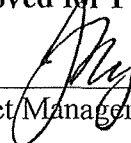
District Name: Cypress Bluff CDD

Board Meeting Date: February 6, 2019

	Name	In Attendance	Fee
1	Richard Ray <i>Chairperson</i>	<input checked="" type="checkbox"/>	YES-\$200
2	John Hewins <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
3	John Holmes <i>Vice Chairman</i>	<input checked="" type="checkbox"/>	YES - \$200
4	Steve Grossman <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
5	Chris Price <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:

  
\_\_\_\_\_  
District Manager Signature

2/6/19  
\_\_\_\_\_  
Date

PLEASE RETURN COMPLETED FORM TO HANNAH SMITH

*C.*

# Cypress Bluff Community Development District

Funding Request #4  
March 19, 2019

Vendor	Amount
<b>1 Governmental Management Services LLC</b>	
February Management Invoice #10 2/1/19	\$ 4,115.95
March Management Invoice #12 3/1/19	\$ 4,493.27
<b>2 Hopping Green</b>	
December General Counsel Invoice #105324 1/31/19	\$ 602.28
January General Counsel Invoice #105969 2/28/19	\$ 1,814.03
<b>3 Jacksonville Daily Record</b>	
Notice of Meeting 2/26/19 Invoice# 19-01748D 2/19/19	\$ 88.13
Notice of Meeting 3/26/19 Invoice# 19-02630D 3/19/19	\$ 94.75
<b>4 PARC Group, Inc</b>	
Quarter 4, 2018 Fee	\$ 1,000.00
Quarter 1, 2019 Fee	\$ 1,000.00
<b>Total</b>	<b>\$13,208.41</b>

Please Make Checks Payable to:

Wiring Instructions:

RBK: Wells Fargo, N.A.

ABA: 121000248

ACCT: 4502200611

ACCT NAME: CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

Signature: \_\_\_\_\_  
Chairman/Vice Chairman

Signature: \_\_\_\_\_  
Secretary/Asst. Secretary

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 10

Invoice Date: 2/1/19

Due Date: 2/1/19

Case:

P.O. Number:

**Bill To:**

Cypress Bluff CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

RECEIVED  
FEB 06 2019

BY: .....

Description	Hours/Qty	Rate	Amount
Management Fees - February 2019 1-31-513-34		3,750.00	3,750.00
Information Technology - February 2019 1-31-513-352		100.00	100.00
Copies 1-31-513-425 5		265.95	265.95

Total	\$4,115.95
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Payments/Credits	\$0.00
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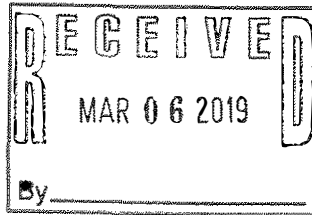
Balance Due	\$4,115.95
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**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Bill To:**

Cypress Bluff CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Invoice #: 12

Invoice Date: 3/1/19

Due Date: 3/1/19

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - March 2019 1-31-513-34		3,750.00	3,750.00
Information Technology - March 2019 1-31-613-352-313		100.00	100.00
Dissemination Agent Services - March 2019 1-31-513-		291.67	291.67
Copies 1-31-513-425	5	351.60	351.60

Total	\$4,493.27
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Payments/Credits	\$0.00
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Balance Due	\$4,493.27
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# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

## STATEMENT

January 31, 2019

Cypress Bluff CDD  
Governmental Management Services  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Bill Number 105324  
Billed through 12/31/2018

General Counsel  
CBCDD 00001 KSB

1-31-513-315  
7

RECEIVED  
FEB 01 2019

BY: .....

### FOR PROFESSIONAL SERVICES RENDERED

12/06/18	KSB	Update dedication resolution.	0.50 hrs
12/07/18	KSB	Review agenda items with district manager.	0.30 hrs
12/14/18	KSB	Confer with D. Ray.	0.30 hrs
12/17/18	KSB	Confer with Dyal regarding conveyance of amenity center; confer with manager.	0.20 hrs
12/19/18	KSB	Confer with builder regarding neighborhood bond issuance.	0.50 hrs
Total fees for this matter			\$495.00

### MATTER SUMMARY

Buchanan, Katie S.	1.80 hrs	275 /hr	\$495.00
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TOTAL FEES	\$495.00
INTEREST CHARGE ON PAST DUE BALANCE	\$107.28

TOTAL CHARGES FOR THIS MATTER	\$602.28
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### BILLING SUMMARY

Buchanan, Katie S.	1.80 hrs	275 /hr	\$495.00
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TOTAL FEES	\$495.00
INTEREST CHARGE ON PAST DUE BALANCE	\$107.28

TOTAL CHARGES FOR THIS BILL	\$602.28
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Please include the bill number on your check.

# Hopping Green & Sams

Attorneys and Counselors

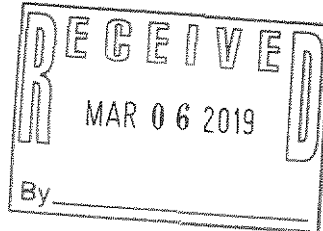
119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

===== STATEMENT =====

February 28, 2019

Cypress Bluff CDD  
Governmental Management Services  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Bill Number 105969  
Billed through 01/31/2019



1-31-513-315  
7

**General Counsel**

**CBCDD 00001 KSB**

**FOR PROFESSIONAL SERVICES RENDERED**

01/02/19	KSB	Confer with district manager regarding tentative agenda; review indenture.	0.40 hrs
01/03/19	KSB	Review amenity center deed; review status of annual fee payment; finalize resolution authorizing direct conveyance of improvements.	1.60 hrs
01/04/19	KSB	Confer with chairman and district manager regarding board meeting.	0.30 hrs
01/09/19	KSB	Prepare for and attend board meeting.	1.20 hrs
01/11/19	KEM	Review and organize files; confer with district manager.	0.30 hrs
01/15/19	KSB	Prepare project administration agreement; confer with Cummings and R. Ray.	1.50 hrs
01/22/19	JEM	Review form of deed of dedication; research effect of deed of dedication.	0.70 hrs
01/28/19	KSB	Confer with Dudley regarding potential neighborhood bonds.	0.50 hrs
Total fees for this matter			\$1,788.00

**MATTER SUMMARY**

Merritt, Jason E.	0.70 hrs	340 /hr	\$238.00
Ibarra, Katherine E. - Paralegal	0.30 hrs	125 /hr	\$37.50
Buchanan, Katie S.	5.50 hrs	275 /hr	\$1,512.50

TOTAL FEES	\$1,788.00
INTEREST CHARGE ON PAST DUE BALANCE	\$26.03

**TOTAL CHARGES FOR THIS MATTER** **\$1,814.03**

**BILLING SUMMARY**

Merritt, Jason E.	0.70 hrs	340 /hr	\$238.00
Ibarra, Katherine E. - Paralegal	0.30 hrs	125 /hr	\$37.50

=====

Buchanan, Katie S.

5.50 hrs

275 /hr

\$1,512.50

TOTAL FEES

\$1,788.00

INTEREST CHARGE ON PAST DUE BALANCE

\$26.03

=====

**TOTAL CHARGES FOR THIS BILL****\$1,814.03**

**Please include the bill number on your check.**

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

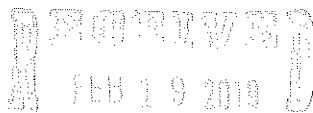
10 N. Newnan Street  
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

February 19, 2019

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092



DT: .....

1.31.513.48  
2

Payment Due Upon Receipt

Serial #	19-01748D	PO/File #		\$88.13
Notice of Meeting of the Board of Supervisors				Amount Due
				Amount Paid
Cypress Bluff Community Development District				\$88.13
				Payment Due
Case Number				
Publication Dates	2/19			

*Payment is due before the  
Proof of Publication is  
released.*

Your notice can be found on the world wide web at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**NOTICE OF MEETING OF  
THE BOARD OF  
SUPERVISORS OF THE  
CYPRESS BLUFF  
COMMUNITY**

**DEVELOPMENT DISTRICT**

The Board of Supervisors ("Board") of the Cypress Bluff Community Development District will hold a meeting on Tuesday, February 26, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library, 10599 Deerwood Park Boulevard, Jacksonville, Florida 32256. A copy of the agenda may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office").

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at meeting. There may be occasions when Board Supervisors or District Staff will participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A 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.

James Perry  
District Manager

Feb. 19 00 (19-01748D)

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

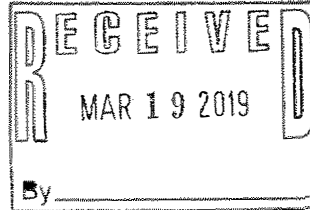
10 N. Newnan Street  
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

March 19, 2019

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092



1.31.513.48  
2

Payment Due Upon Receipt

Serial #	<u>19-02630D</u>	PO/File #	<u></u>	\$94.75
				Amount Due
Notice of Audit Committee Meeting and Regular Meeting of the Board of Supervisors				
				Amount Paid
Cypress Bluff Community Development District				\$94.75
				Payment Due
Case Number	<u></u>			
Publication Dates	<u>3/19</u>			

*Payment is due before the  
Proof of Publication is  
released.*

Your notice can be found on the world wide web at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**NOTICE OF AUDIT  
COMMITTEE MEETING AND  
REGULAR MEETING OF THE  
BOARD OF SUPERVISORS OF  
THE CYPRESS BLUFF  
COMMUNITY  
DEVELOPMENT DISTRICT**

The Board of Supervisors ("Board") of the Cypress Bluff Community Development District will hold a regular meeting on Tuesday, March 26, 2019 at 1:30 p.m. at the Duval County Southeast Regional Library, 10599 Deerwood Park Boulevard, Jacksonville, Florida 32256. Immediately prior to the regular meeting will be an audit committee meeting for the purpose of determining auditor selection evaluation criteria. Copies of the agendas may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office").

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. The meetings may be continued to a date, time, and place to be specified on the record at meetings. There may be occasions when Board Supervisors or District Staff will participate by speaker telephone.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meetings 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.

James Perry  
District Manager

Mar. 19 00 (19-02630D)