

*Cypress Bluff
Community Development District*

December 21, 2021

AGENDA

**Cypress Bluff
Community Development District**

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

December 7, 2021

Board of Supervisors
Cypress Bluff Community Development District
Staff Call In #: 1-888-850-4523 Code 322827

Dear Board Members:

The Cypress Bluff Community Development District Board of Supervisors Meeting is scheduled for **Tuesday, December 21, 2021 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment (limited to three minutes)
- III. Approval of Minutes of the October 26, 2021 Meeting
- IV. Ratification of Requisition Nos. 1 & 2 for the Series 2021 Bonds and No. 45 for the Series 2019 Bonds
- V. Staff Reports
 - A. District Counsel
 1. Memo Regarding Prompt Payment Policies
 2. Memo Regarding Public Records Exemptions
 3. Memo Regarding Publication of Legal Notices
 4. Memo Regarding Stormwater Needs Analysis
 - B. District Engineer
 - C. District Manager
 - D. General Manager - Report
- VI. Financial Reports
 - A. Balance Sheet and Income Statement

B. Check Registers

1. October

2. November

VII. Other Business

VIII. Supervisor's Requests and Audience Comments

IX. Next Scheduled Meeting – January 25, 2022 at 1:30 p.m. at the eTown Welcome Center

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, October 26, 2021 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256.

Present and constituting a quorum were:

Richard Ray	Chairman
John Holmes	Vice Chairman
Chris Price	Supervisor
John Hewins	Supervisor
William Cellar	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Bradley Weeber	District Engineer (by phone)
Joe Muhl	PARC Group
Mikey White	PARC Group
Marcy Pollicino	Vesta Property Services
Dan Fagen	Vesta Property Services
Sete Zare	MBS Capital Markets
Brett Sealy	MBS Capital Markets
Lo Etienne	BMO Law

The following is a summary of the discussions and actions taken at the October 26, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 24, 2021 Meeting

There were no comments on the minutes.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor the minutes of the August 24, 2021 meeting were approved as presented.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2022-02,
Designating Officers**

Mr. Oliver noted the purpose of this resolution is to designate himself as an Assistant Secretary to allow him to sign documents on behalf of the District.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor Resolution 2022-02, designating officers was approved.

FIFTH ORDER OF BUSINESS**Consideration of Supplemental Assessment
Resolution 2022-01**

Ms. Zare gave an overview of the Series 2021 bonds noting the bonds were structured with four term bonds with a 2026, 2031, 2041 and a 2051 maturity, yielding an average coupon of 3.71% and an average blended yield with a 3.36%. The total principal issued was \$2.045 million.

Ms. Buchanan stated you've already adopted a resolution which establishes the max assessment lien for the bonds and also included the recently annexed area that was added to the District. What we're doing now is adopting the actual levels of the assessments that are matched to the sizing of the bonds. The resolution also incorporates and adopts the supplemental engineer's report, as well as the supplemental methodology. Ms. Buchanan asked to renumber the resolutions with the designating officers being 2022-02 and the supplemental assessment resolution being 2022-01.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor Supplemental Assessment Resolution 2022-01 was approved.

Ms. Buchanan informed the Board there needs to be true-up agreements with the builders to make sure each builder puts the appropriate number of units in the ground to ensure the District has sufficient assessments to satisfy the debt service obligations.

On MOTION by Mr. Ray seconded by Mr. Price with all in favor true-up agreements with Toll, Pulte, and Weekly Homes consistent with the assessment count identified in the supplemental assessment methodology were approved.

SIXTH ORDER OF BUSINESS**Acceptance of Engagement Letter from
Grau & Associates for the Fiscal Year 2021
Audit**

Mr. Oliver noted the engagement letter includes a fee of \$6,000 and the District has budgeted \$8,000.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the engagement letter with Grau & Associates for the Fiscal Year 2021 audit was accepted.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Ms. Buchanan informed the Board her practice group will be moving from Hopping Green & Sams to Kutak Rock and asked for authorization for the Chairman to transfer services to Kutak Rock.

On MOTION by Mr. Hewins seconded by Mr. Price with all in favor transferring legal counsel services from Hopping Green & Sams to Kutak Rock was approved with the Chairman authorized to finalize the transfer.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

There being nothing to report, the next item followed.

D. General Manager**1. Report**

Ms. Pollicino gave an overview of her report, a copy of which was included in the agenda package.

2. Christmas Light Quotes

Ms. Pollicino presented three options for Christmas lights, noted the District has budgeted \$1,500 for holiday lights for Recharge and suggested Option #1, M&G Lighting. With M&G Lighting the District will purchase the lights and can then add onto the display each year while remaining within the budgeted amount. There were no objections from the Board.

3. Proposals for Electrical Work

Ms. Pollicino presented a proposal including a timer for the rooftop patio lights due to residents leaving the lights on after evening visits in the amount of \$575, as well as a 120-volt outlet for charging Vesta's maintenance golf cart in the amount of \$1,595. There was no objection from the Board on the rooftop light timer. However, the direction on the golf cart charging outlet was to have Vesta continue to run the charging cord to the pump room.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Income Statement

B. Check Register

1. August

2. September

Mr. Oliver asked the Board for approval of the check registers, which together total \$209,645.56.

On MOTION by Mr. Hewins seconded by Mr. Ray with all in favor the check registers were approved.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – November 16, 2021 at 1:30 p.m. at the eTown Welcome Center

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Ray seconded by Mr. Price with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

**REQUISITION
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2021**

The undersigned, a Responsible Officer of the Cypress Bluff Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the Issuer and The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of February 1, 2019, as supplemented by that certain Fourth Supplemental Trust Indenture dated as of October 1, 2021, (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 1
- (B) Name of Payee: See attached Closing Memorandum
- (C) Amount Payable: See attached Closing Memorandum
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Amount, if any, that is to be used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: Series 2021 Costs of Issuance Subaccount of the Series 2021 Acquisition and Construction Account

The undersigned hereby certifies that:

- 1. ☐ obligations in the stated amount set forth above have been incurred by the Issuer,

or

☐ this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
- 4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

Consulting Engineer

**FORM OF REQUISITION
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2021**

The undersigned, a Responsible Officer of the Cypress Bluff Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the Issuer and The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of February 1, 2019, as supplemented by that certain Second Supplemental Trust Indenture dated as of April 1, 2020 (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 2
- (B) Name of Payee: **E-Town Development, Inc.**
- (C) Amount Payable: **\$1,795,078.25**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

Partial funding of Acquisition of Phase II Improvements.

- (E) Amount, if any, that is to be used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made:

Series 2021 Acquisition and Construction Fund

The undersigned hereby certifies that:

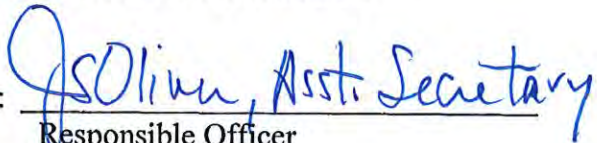
- 1. obligations in the stated amount set forth above have been incurred by the Issuer;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
- 4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.


Consulting Engineer

**FORM OF REQUISITION
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019**

The undersigned, a Responsible Officer of the Cypress Bluff Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the Issuer and The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of February 1, 2019, as supplemented by that certain First Supplemental Trust Indenture dated as of February 1, 2019 (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: **45**
- (B) Name of Payee: **Parc Land Management, LLC
4314 Pablo Oaks Court
Jacksonville, FL 32254**
- (C) Amount Payable: **\$20,000.00**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Project Services Agreement (Quarters 1 – 4- 2021)**
- (E) Amount, if any, that is to be used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: **Series Acq 2019 Sold
Parcels Account**

The undersigned hereby certifies that:

1. obligations in the stated amount set forth above have been incurred by the Issuer;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

**Bradley L
Weeber**

Digitally signed by Bradley L. Weeber
DN: cn=Bradley L. Weeber, c=US,
o=ENGLAND THIMS AND MILLER INC.,
ou=A01410D0000017489086D6A0000786E,
email=weeberb@elminc.com
Date: 2021.12.07 08:53:08 -05'00'

Consulting Engineer

December 6, 2021

FIRST AMENDMENT TO PROJECT SERVICES AGREEMENT

THIS FIRST AMENDMENT ("First Amendment") is effective as of January 1, 2020, by and between:

The PARC Group, Inc., a Florida corporation, and **PARC Land Management, LLC**, a Florida limited liability company (collectively, "PARC"); and

Cypress Bluff Community Development District, a special-purpose unit of local government established pursuant to Chapter 190, Florida Statutes ("District").

RECITALS

WHEREAS, the District is a special purpose unit of local government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, because the District is charged with the supervision of the works of the District including the hiring or provision of employees and other personnel, on or around March 12, 2019, the District and PARC entered into *Project Services Agreement*, incorporated by reference herein ("Agreement"), to obtain assistance from PARC in connection with various District projects and activities ("Project Services"); and

WHEREAS, Section 21 of the Agreement provides that the Agreement may be amended by an instrument in writing executed by both the District and the Contractor; and

WHEREAS, the parties desire to amend Section 5A of the Agreement to amend the compensation for the Project Services by and through this First Amendment; and

WHEREAS, each of the parties has the authority to execute this First Amendment and to perform its obligations and duties hereunder, and each of the parties has satisfied all conditions precedent to the execution of this First Amendment so that this First Amendment constitutes a legal and binding obligation of each of the parties hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and PARC agree as follows:

SECTION 1. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this First Amendment.

SECTION 2. Section 5A of the Agreement is hereby amended as follows to amend the compensation for the Project Services referenced-above:


For and in consideration of the services to be furnished to the District by PARC pursuant to this Agreement, effective January 1, 2020, the District shall pay

PARC \$5,000.00 per calendar quarter during the term of this Agreement (prorated for any partial quarter), which amount shall include reimbursable expenses.


SECTION 3. Except as specifically amended above, the Agreement shall remain in full force and effect, unaltered by this First Amendment.

IN WITNESS WHEREOF, the parties execute this First Amendment the day and year first written above.


Attest:


Maurice Rudolph


**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**


Signature
RICHARD T. RAY
Printed Name
Chairman
Title


Attest:


Michael O'Steen


THE PARC GROUP, INC., a Florida corporation


Signature
Roger M. O'Steen
Printed Name
Title

Attest:


Michael O'Steen

PARC LAND MANAGEMENT, LLC, a Florida limited liability company


Signature
Roger M. O'Steen
Printed Name
Title

FIFTH ORDER OF BUSINESS

A.

1.

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Prompt Payment Policies

As you may know, during the 2021 legislative session Part VII of Chapter 218, Florida Statutes (the “Local Government Prompt Payment Act”) was amended. This includes an increase from 1 percent to 2 percent as the floor interest rate on late payments for construction services and the addition of certain contractor rights in the event a local government entity fails to timely commence dispute resolution procedures in the event of an improper payment request or invoice. *See* §§ 218.735(9); 218.76(2)(b), Fla. Stat. As provided in Florida Chapter Laws 2021-124, these changes apply to contracts executed on or after July 1, 2021.

Accordingly, we advise that districts adopt new or updated Prompt Payment Policies and Procedures as attached hereto to reflect these changes. For districts that have previously adopted Prompt Payment Policies and Procedures prepared by Hopping, Green & Sams, this consists of the following changes as reflected in track-change format:

VII. Resolution of Disputes

* * *

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.
2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District’s failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within

four (4) business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section 218.735(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within four (4) business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.

- ~~34~~. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
- ~~45~~. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
- ~~56~~. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.
- ~~67~~. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

X. Late Payment Interest Charges

* * *

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74(4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

RESOLUTION 2021-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE _____
COMMUNITY DEVELOPMENT DISTRICT ADOPTING PROMPT PAYMENT POLICIES
AND PROCEDURES PURSUANT TO CHAPTER 218, *FLORIDA STATUTES*;
PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the _____ Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within _____, Florida; and

WHEREAS, Chapter 218, *Florida Statutes*, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District ("Board") accordingly finds that it is in the best interest of the District to establish by resolution Prompt Payment Policies and Procedures as may be amended or updated from time to time for immediate use and application.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
_____ COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend or replace them; provided, however, that as the provisions of Chapter 218, *Florida Statutes*, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board. The Prompt Payment Policies and Procedures hereby adopted supplant and replace any previously adopted Prompt Payment Policies and Procedures.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this ____ day of _____, 2021.

ATTEST:

COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

EXHIBIT A



COMMUNITY DEVELOPMENT DISTRICT

Prompt Payment Policies and Procedures

**In Accordance with the Local Government Prompt Payment Act
Chapter 218, Part VII, *Florida Statutes***

_____, 2021

Community Development District
Prompt Payment Policies and Procedures

Table of Contents

I.	Purpose	1
II.	Scope	1
III.	Definitions	1
	A. Agent	1
	B. Construction Services	1
	C. Contractor or Provider of Construction Services	1
	D. Date Stamped	1
	E. Improper Invoice	2
	F. Improper Payment Request	2
	G. Non-Construction Goods and Services.....	2
	H. Proper Invoice	2
	I. Proper Payment Request	2
	J. Provider	2
	K. Purchase	2
	L. Vendor	2
IV.	Proper Invoice/Payment Request Requirements	3
	A. General	3
	B. Sales Tax	3
	C. Federal Identification and Social Security Numbers	3
	D. Proper Invoice for Non-Construction Goods and Services	3
	E. Proper Payment Request Requirements for Construction Services	4
V.	Submission of Invoices and Payment Requests	4
VI.	Calculation of Payment Due Date	5
	A. Non-Construction Goods and Services Invoices	5
	B. Payment Requests for Construction Services	6
VII.	Resolution of Disputes	7
	A. Dispute Between the District and a Provider	7
	B. Dispute Resolution Procedures	7
VIII.	Purchases Involving Federal Funds or Bond Funds.....	8
IX.	Requirements for Construction Services Contracts – Project Completion; Retainage	8
X.	Late Payment Interest Charges	9
	A. Related to Non-Construction Goods and Services	9
	B. Related to Construction Services	9
	C. Report of Interest	9

I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, *Florida Statutes*) ("PPA"), the purpose of the [REDACTED] Community Development District ("District") Prompt Payment Policies and Procedures ("Policies & Procedures") is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method,

which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the Agent receives an invoice or payment request, but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is [REDACTED]. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone [REDACTED], email [REDACTED]).

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date

4. Invoice number
5. The "Bill To" party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of goods* should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of services* should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV, A-D above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Provider.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District's Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. Mailing and Drop Off Address

	Community Development District

2. Email Address

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VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. Receipt of Proper Invoice

Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.

2. Receipt of Improper Invoice

If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:

- a. On which delivery of personal property is fully accepted by the District;
- b. On which services are completed and accepted by the District;
- c. On which the contracted rental period begins (if applicable); or
- d. On which the District and the Vendor agree in a written agreement that provides payment due dates.

3. Rejection of an Improper Invoice

The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

- a. Be provided in writing;
- b. Specify any and all known deficiencies; and
- c. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the corrected invoice within the later of: (a) ten (10) business days after date

the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

- a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Provider may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Provider shall identify the Agent to which the Provider shall submit its payment request, or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Provider's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

- b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

- a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.
- b. The District's rejection of the Improper Payment Request must:
 - i. Be provided in writing;
 - ii. Specify any and all known deficiencies; and
 - iii. State actions necessary to correct the Improper Invoice.
- c. If a Provider submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in §218.735, Fla. Stat., for Construction Services, and §218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Provider

If a dispute between the District and a Provider cannot be resolved following resubmission of a payment request by the Provider, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.

2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District's failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within 4 business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section 218.735(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within 4 business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.
4. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider.
5. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
6. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.

7. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third party purchases from amounts owed to the Provider. If the costs of the third party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, §218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§218.735(9), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74 (4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§218.78, Fla. Stat.).

2.

Hopping Green & Sams

Attorneys and Counselors

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Public Records Exemptions Advisory Notice

As you may know, during the 2021 legislative session section 119.071, Florida Statutes, was revised to include additional requirements regarding the public records exemption for home addresses, telephone numbers, dates of birth, photographs, and other information associated with certain officers, employees, justices, judges, or other persons identified in section 119.071(4)(d)2. In particular, section 119.071(4)(d)3. now provides that the custodian of such information must maintain its exempt status where the subject officer, employee, justice, judge or person, or employing agency of the designated employee submits a written *and notarized* request for maintenance of the exemption to the custodial agency. Further, the *request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status*. The italicized requirements for notarization and a statement under oath as to the statutory basis for the exemption request are new requirements that became effective July 1, 2021.

Please ensure district records custodians and other appropriate personnel have been appropriately advised of these changes for purposes of evaluating exemptions for future public records requests.

3.

MEMORANDUM

To: District Manager

From: Hopping Green & Sams, P.A.

RE: Publication of Legal Notices

During the 2021 legislative session certain statutory changes were enacted affecting publication of legal notices. *See* Ch. 2021-17, Laws of Fla. Relevant to community development districts, this includes enactment of:

- (i) criteria that expand the newspapers that may qualify to publish legal notices; and
- (ii) provisions that allow for internet-only publication of certain legal notices.

As regards (i), District Managers should evaluate whether there are less expensive newspapers that qualify for publication of legal notices. As regards (ii), the Legislature's provision of internet-only publication of legal notices appears unlikely to provide any benefit to community development districts. In addition, revisions to district Rules of Procedure are included to address both (i) and (ii). However, updated Rules of Procedure only need to be adopted if a district desires to use a newspaper that only qualifies for publication of legal notices under the new statutory language, and not under the current Rules of Procedure. These matters are summarized in more detail below. The subject statutory changes are effective January 1, 2022.

1. Expanded Criteria for Newspapers to Qualify for Publication of Legal Notices

Effective January 1, 2022, section 50.011, Florida Statutes, includes revised and expanded criteria for newspapers to be eligible as a newspaper of "general circulation" to publish legal notices and advertisements. § 50.011(1)(a)-(e), Fla. Stat. District Managers should review these criteria to determine if less expensive newspapers qualify for the publication of district legal notices.

2. Internet-Only Publication of Legal Notices

Effective January 1, 2022, section 50.0211, Florida Statutes, authorizes certain notices to published solely on the internet. § 50.0211, Fla. Stat. For community development districts this includes special district meeting notices pursuant to section 189.015, Florida Statutes (i.e., annual and regular meeting notices), and establishment and termination notices pursuant to section 190.005 and 190.046, Florida Statutes. § 50.0211(1)(b)8., 9., Fla. Stat. Newspapers may charge for internet only publication, but no more than authorized if the notice had been published in a print edition (the expectation is that internet-only publication will offer savings versus print publication). § 50.0211(5)(c), Fla. Stat.

This internet-only option, however, comes with significant strings attached. Most significantly, entities opting for internet-only publication must publish a notice at least once per week in the print edition of a newspaper of general circulation that states that legal notices do not all appear in the print edition of the local newspaper and that additional legal notices may be accessed on the

newspaper's website or on the statewide legal notice website. § 50.0211(5)(d), Fla. Stat. Thus, it appears the burden of weekly publication of notices advising the public that internet-only publication is being utilized more than outweighs any logistical and cost benefits that might be realized from the limited scope of notices districts may publish solely on the internet. In addition, to utilize internet-only publication, a district's board of supervisors must make a determination that such internet-only publication is in the public interest and that the residents within the district have sufficient access to the internet such that internet-only publication would not unreasonably restrict public access. § 50.0211(5)(a), Fla. Stat.

3. Updated Rules of Procedure

If a district believes it would benefit from the expanded criteria for what may qualify as a newspaper of "general circulation" authorized to publish legal notices or the availability of internet-only publication, district Rules of Procedure should be updated to incorporate statutory changes as follows:

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days, but no more than thirty (30) days public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. A newspaper is deemed to be a newspaper of "general circulation" within the District and county in which the District is located if such newspaper has been in existence for two (2) years at the time of publication of the applicable notice (unless no newspaper within the county has been published for such length) and satisfies the criteria of section 50.011(1), Florida Statutes, or if such newspaper is a direct successor of a newspaper which has been so published. Meeting notices pursuant to section 189.015, Florida Statutes, may be noticed by internet-only publication upon election by the District's Board and compliance with the requirements of section 50.0211, Florida Statutes. ~~"General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week.~~ Each Notice shall state, as applicable:

* * *

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 50.011, 50.031, 189.015, 189.069(2)(a) ~~46~~15, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

4.

MEMORANDUM

To: District Manager

From: Hopping Green & Sams P.A.

RE: Wastewater and Stormwater Needs Analysis

During the 2021 legislative session sections 403.9301 and 403.9302, Florida Statutes, were enacted requiring local governments to perform a 20-year needs analysis of certain wastewater and stormwater services or systems. Subject special districts are required to complete this analysis by June 30, 2022, and every five years thereafter. This memorandum answers basic questions regarding these new statutory provisions and requests that District Managers seek authorization for staff to solicit proposals to complete the required study as appropriate. We expect the services necessary to complete the required analysis to be exempt from competitive solicitation requirements as a planning or study activity below the statutory threshold of \$35,000. §§ 287.055, 287.017, Fla. Stat. Thus, as deemed appropriate and in the best interests of the subject district, districts may elect to utilize the services of existing engineering or other professionals currently under contract or may seek additional proposals for completion of the required needs analysis.

Which special districts are required to complete a needs analysis under section 403.9301 and 403.9302, Florida Statutes?

Special districts providing “wastewater services” or a “stormwater management program or stormwater management system” must complete a needs analysis.¹

What constitutes “wastewater services”?

Wastewater services means providing service to pipelines or conduits, pumping stations, and force mains and associated facilities used for collecting or conducting wastes to an ultimate point for treatment or disposal or to a plant or other works used for the purpose of treating, stabilizing, or holding wastewater principally from dwellings, business buildings, institutions, and sanitary wastewater or sewage treatment plants.

¹ Counties, municipalities, and special districts located in a “rural area of opportunity” may be exempt from the requirements of sections 403.9301 and 403.9302, Florida Statutes, if compliance would create an undue economic hardship. This includes:

- *Northwest Rural Area of Opportunity:* Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington counties, and the area within the city limits of Freeport and Walton County north of the Choctawhatchee Bay and intercoastal waterway.
- *South Central Rural Area of Opportunity:* DeSoto, Glades, Hardee, Hendry, Highlands, and Okeechobee counties, and the cities of Pahokee, Belle Glade, and South Bay (Palm Beach County), and Immokalee (Collier County).
- *North Central Rural Area of Opportunity:* Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union counties.

What constitutes “stormwater management program or stormwater management system”?

“Stormwater management program” means an institutional strategy for stormwater management, including urban, agricultural, and other stormwater. “Stormwater Management System” means a system which is designed and constructed or implemented to control discharges which are necessitated by rainfall events, incorporating methods to collect, convey, store, absorb, inhibit, treat, use, or reuse water to prevent or reduce flooding, overdrainage, environmental degradation and water pollution or otherwise affect the quantity and quality of discharges from the system.

What must the needs analysis for these services or systems include?

- A detailed description of associated facilities;
- The number of current and projected residents served calculated in 5-year increments;
- The current and projected service area;
- The current and projected cost of providing services calculated in 5-year increments;
- The estimated remaining useful life of each facility or its major components;
- The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components;
- The district’s plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the district expects to close any projected funding gap.
- The Office of Economic and Demographic Research has [templates and other resources and guidance](#) under development on its website to assist in completion of this required analysis.

When must the needs analysis required be complete?

The 20-year needs analysis must be completed by June 30, 2022.

What happens to the needs analysis once it is complete?

The complete needs analysis and associated methodology and supporting data must be submitted to the county within which the largest portion of the subject district facilities are located. Each county must then compile all analyses submitted to it (from special districts, municipalities, and the county itself) into a single document that must be filed with the Department of Environmental Protection and Office of Economic and Demographic Research by July 31, 2022 and every five years thereafter. The Office of Economic and Demographic research is required to evaluate the compiled documents for purposes of developing a statewide analysis that will include an analysis of the expenditures necessary to repair, replace, and expand water-related infrastructure.

D.

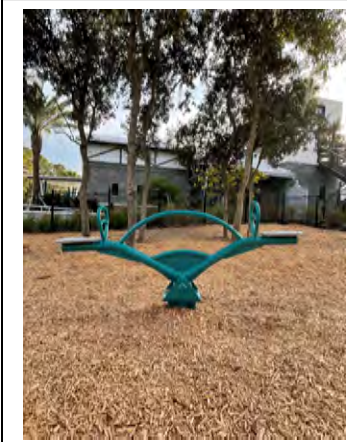


COMMUNITY MANAGER REPORT 12/21/21 SUBMITTED BY MARCY POLLICINO

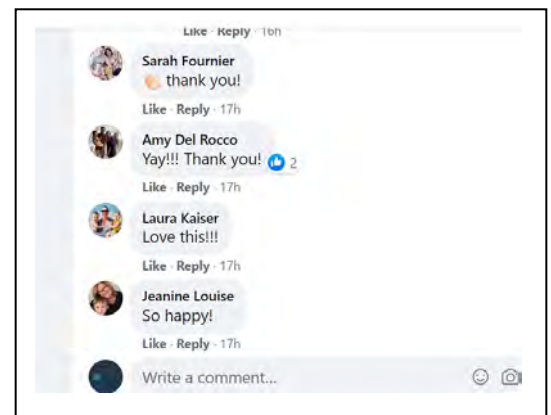
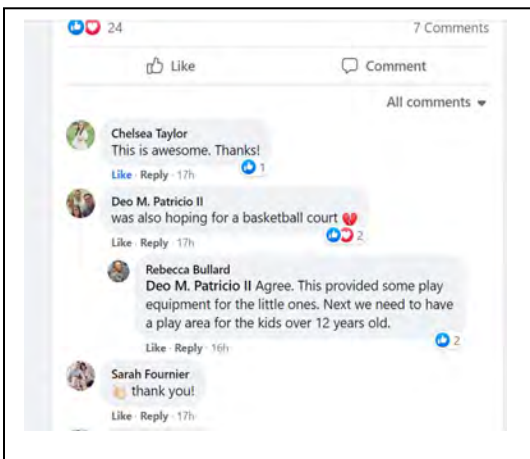
ReCHARGE UPDATE:

Timers on the rooftop patio have been installed.

The playground equipment has been installed.



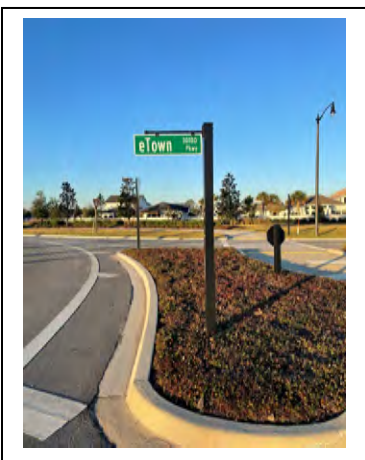
Reaction on social:



The gate located in the back of the playground was broken by Sun State during the mulch install for the playground. They will be fixing it.



The street signs at the Nobel traffic circle have been installed.



October Amenity Use:

Gym door was opened 1,053 times.
Rear gym door was opened 29 times.
Main entry gate was opened 977 times.
Main pool gate was opened 265 times.
Side pool gate was opened 68 times.

November Amenity Use:

Gym door was opened 1,025 times.
Rear gym door was opened 27 times.
Main entry gate was opened 811 times.
Main pool gate was opened 100 times.
Side pool gate was opened 28 times.

Transaction Report October 2021

CHARGED ON	TRANSACTION	TRANSACTION NOTES	REFUND AMOUNT
10/3/21	\$50	Rooftop rental deposit.	\$50
10/4/21	\$50	Rooftop rental deposit.	\$50
10/4/21	\$50	Rooftop rental deposit.	\$50
10/4/21	\$50	Rooftop rental deposit.	\$50
10/4/21	\$50	Rooftop rental deposit.	\$50
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/7/21	\$10	Mixology class.	\$0
10/9/21	\$10	Mixology class.	\$0
10/10/21	\$50	Rooftop rental deposit.	\$0
10/14/21	\$50	Rooftop rental deposit.	\$50
10/14/21	\$50	Pool deck rental deposit.	\$50
10/15/21	\$200	Rental fee for the pool deck and the roof top patio.	\$0
10/15/21	\$200	Rental fee for the rooftop patio am and pm.	\$0
10/20/21	\$10	Mixology class.	\$0
10/20/21	\$10	Mixology class.	\$0
10/20/21	\$10	Mixology class.	\$0
10/20/21	\$10	Mixology class.	\$0
10/21/21	\$10	Mixology class.	\$0
10/21/21	\$10	Mixology class.	\$0
10/22/21	\$100	Rooftop rental Fee.	\$0
10/23/21	\$50	Rooftop rental deposit.	\$0
10/25/21	\$50	Rooftop rental deposit.	\$0
10/27/21	\$40	Key fob for Recharge.	\$0
10/28/21	\$10	Mixology class.	\$0
10/28/21	\$10	Mixology class.	\$0
10/29/21	\$20	Mixology class.	\$0
10/30/21	\$50	Rooftop rental deposit.	\$0
GRAND TOTAL	\$1,270		\$350

Transaction Report November 2021

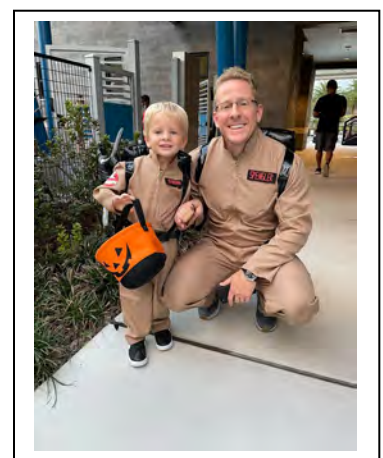
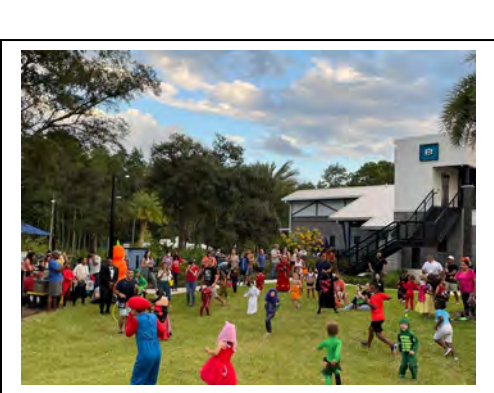
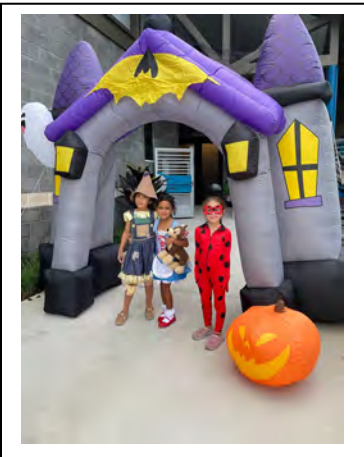
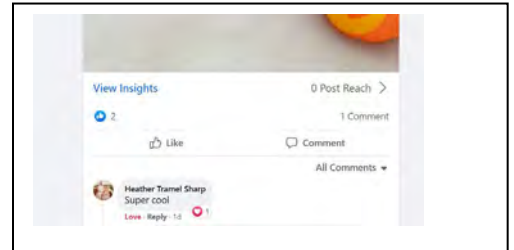
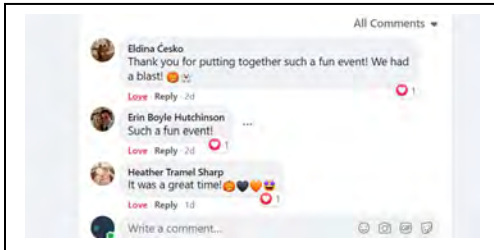
CHARGED ON	TRANSACTION	TRANSACTION NOTES	REFUND AMOUNT
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/1/21	\$10	Mixology Class	\$0
11/11/21	\$100	Rooftop Rental Fee.	\$0
11/11/21	\$100	Rooftop Rental Fee.	\$0
11/12/21	\$50	Rooftop Rental Deposit.	\$50
11/18/21	\$100	Rooftop Rental Fee.	\$0
11/18/21	\$100	Rooftop Rental Fee.	\$0
11/18/21	\$100	Rooftop Rental Fee.	\$0
11/22/21	\$100	Rooftop Rental Fee.	\$0
GRAND TOTAL	\$780		\$50

EVENTS UPDATE:

Kids Halloween Party

Ghosts nor goblins could keep the residents away from celebrating Halloween! Residents were able to make ghost eggs with Mad Science, touch and feel creepy critters with Wild Wonders and dance the Monster Mash with DJ Ross! Eats food truck was on site for dinner. 175+ attended this event.

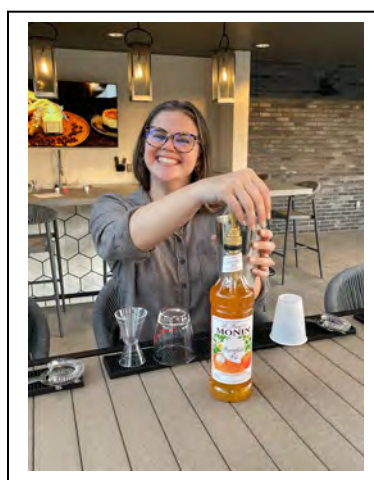
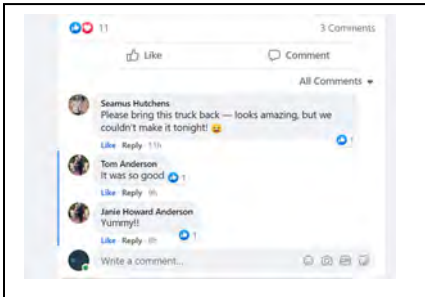
Reaction on social:



Wind Down Wednesday Fall Mixology Class

Mr. Bartender ran a mixology class for 21+ only on the rooftop patio. Residents were charged \$10 pp to help offset the cost. Drinks included a Pumpkin Spice Margarita and Salted Carmel White Russian. Abstrakt Essence food truck was on site for dinner (and open to all residents). This event sold out at 31 residents.

Reaction on social:



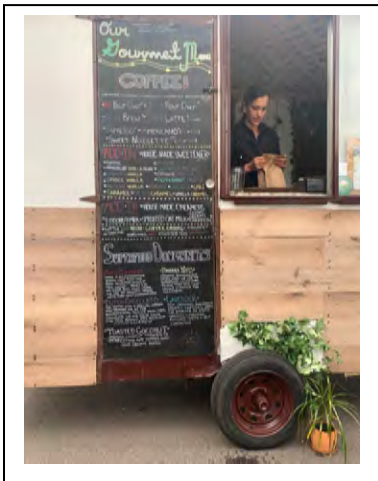
Food Truck Friday/Holiday Movie Night

We kicked off the holiday season with a special showing of the movie ELF! To help us get into the holiday spirit we had one of Santa's elves come down from the North Pole for a visit. Chubby's Burgers was on site. 75 attended with 50 staying for the movie.



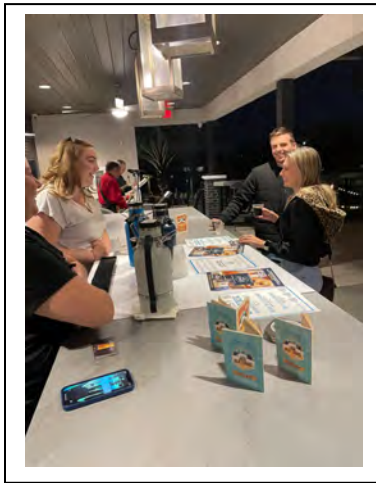
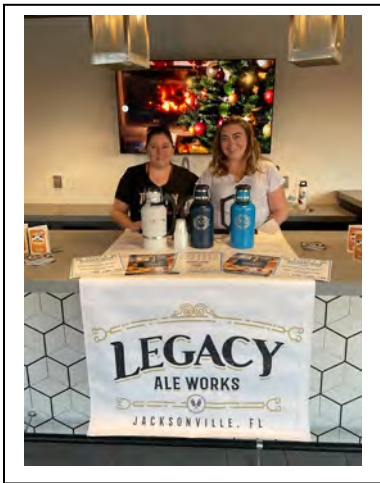
Don't Forget The Doughnuts!

Nature's Drip doughnut truck was on site to help kick off the holiday shopping season. The truck sold out of doughnuts!



WIND DOWN WEDNESDAY HOLIDAY PARTY

Adults jingled and mingled at our holiday party! Jazz duo Tier 2 performed holiday music and Legacy Ale Works offered craft beer tasting. Mama's food truck was on site for dinner. Roughly 30-40 attended with mostly being drop in while waiting for food.

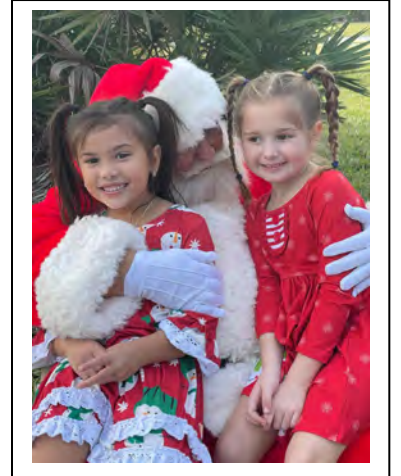
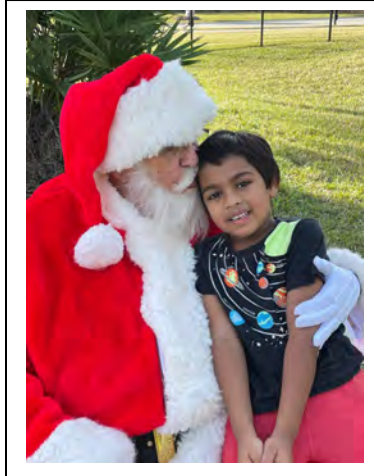
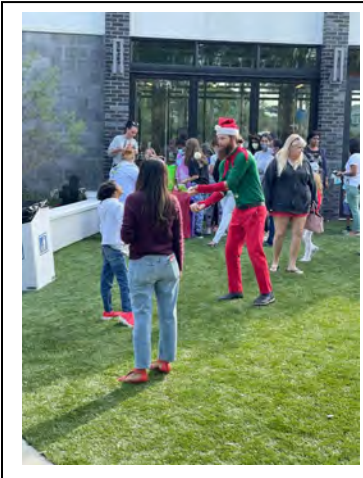


SCIENCE WITH SANTA

Did you know there is a lot of science in Christmas? Mad Science joined for a Winter Wonderland show along with snow and ornament making! Plus, kids were able to make reindeer food and visit with Santa! Eats food truck was on site for lunch. 100+ in attendance.

Reaction on Social:





December Events: Holiday Food Truck Friday, Jaguar Football Game Trip
January Events: Wind Down Wednesday, Polar Plunge, Food Truck Friday

ACTION ITEMS:

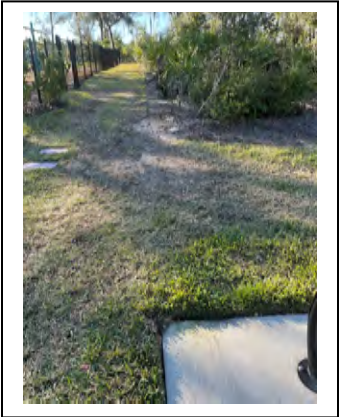
Consideration of renting out the yoga lawn and the event lawn.

LANDSCAPE REPORT:

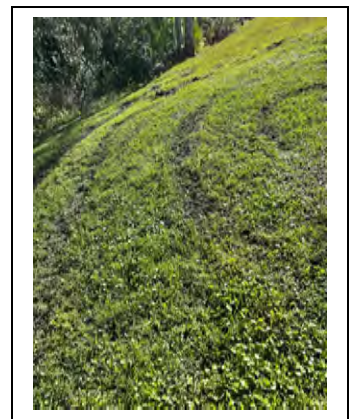
1. Sun State gifted Recharge with poinsettias for the holiday season in our flower boxes.



- 2. Both grass and trees at the Recharge amenity center have been treated with fertilizer.
- 3. The eTown Parkway turf has been treated with fertilizer.
- 4. Rye grass has been laid.
- 5. The sprinkler line down in the Recharge pool area has been fixed. It was a pressure issue.
- 6. Sod damage due to playground install. Working with Sun State to fix.



- 7. Sod damage off the Recharge parking lot. Working with Sun State to fix this.



- 8. An ATV did donuts on the Nobel roundabout. Repairs have been completed.



BEFORE



BEFORE



AFTER



AFTER

SIXTH ORDER OF BUSINESS

A.

Cypress Bluff

Community Development District

Unaudited Financial Reporting
November 30, 2021



Cypress Bluff
Community Development District
Combined Balance Sheet
November 30, 2021

Governmental Fund Types

	General	Debt Service	Capital Projects	Totals (Memorandum Only)
<u>Assets:</u>				
Cash	\$547,169	---	---	\$547,169
Due from Developer	\$27,145	---	---	\$27,145
Investments:				
<i>Series 2019</i>				
Reserve	---	\$364,591	---	\$364,591
Revenue	---	\$23,277	---	\$23,277
Prepayment	---	\$5,098	---	\$5,098
Acquisition & Construction- Parcel E3A	---	---	\$4	\$4
Acquisition & Construction- Parcel E7A	---	---	\$1	\$1
Acquisition & Construction- Sold Parcels	---	---	\$25,783	\$25,783
Acquisition & Construction	---	---	\$4,002	\$4,002
Due from General Fund	---	\$607,686	---	\$607,686
<i>Series 2020</i>				
Reserve	---	\$247,325	---	\$247,325
Revenue	---	\$295	---	\$295
Acquisition & Construction- Parcel E7C	---	---	\$331	\$331
Acquisition & Construction- Sold Parcels	---	---	\$195	\$195
Due from General Fund	---	\$351,071	---	\$351,071
<i>Series 2020A</i>				
Reserve	---	\$212,498	---	\$212,498
Revenue	---	\$6,540	---	\$6,540
Prepayment	---	\$11,068	---	\$11,068
Acquisition & Construction	---	---	\$2,917,827	\$2,917,827
Cost of Issuance	---	---	\$9,426	\$9,426
Due from General Fund	---	\$314,337	---	\$314,337
<i>Series 2021</i>				
Reserve	---	\$57,625	---	\$57,625
Cost of Issuance	---	---	\$5,363	\$5,363
Due from Debt Service	\$14,543	---	---	\$14,543
Due from Other	\$747	---	---	\$747
Assessment Receivable	\$1,542,107	---	---	\$1,542,107
Investment-SBA	\$250,773	---	---	\$250,773
Prepaid Expenses	\$5,066	---	---	\$5,066
Total Assets	\$2,387,551	\$2,201,411	\$2,962,931	\$7,551,892
<u>Liabilities:</u>				
Accounts Payable	\$64,511	---	---	\$64,511
Due to Debt Service SE 2019	\$607,686	---	---	\$607,686
Due to Debt Service SE 2020	\$351,074	---	---	\$351,074
Due to Debt Service SE 2020A	\$314,340	---	---	\$314,340
Due to General Fund	---	\$14,543	---	\$14,543
Due to GMS/Assmt Billing Fee	\$48	---	---	\$48
Due to Other	\$7,897	---	---	\$7,897
<u>Fund Balances:</u>				
Restricted for Debt Service	---	\$2,186,868	---	\$2,186,868
Unassigned	\$1,041,995	---	\$2,962,931	\$4,004,926
Total Liabilities and Fund Equity	\$2,387,551	\$2,201,411	\$2,962,931	\$7,551,892

Cypress Bluff
Community Development District
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	PRORATED			
	ADOPTED BUDGET	BUDGET THRU 11/30/21	ACTUAL THRU 11/30/21	VARIANCE
Revenues:				
Assessments-Tax Collector	\$471,996	\$372,825	\$372,825	\$0
Assessments-Direct	\$435,179	\$332,350	\$332,350	\$0
Interest-SBA	\$1,000	\$167	\$46	(\$121)
Other Revenues	\$10,000	\$1,667	\$1,531	(\$136)
Total Revenues	\$918,175	\$707,008	\$706,752	(\$256)
Expenditures				
<u>Administrative</u>				
Supervisor Fees	\$12,000	\$2,000	\$1,000	\$1,000
FICA Expense	\$918	\$153	\$61	\$92
Engineering	\$5,000	\$833	\$194	\$639
Arbitrage	\$1,800	\$600	\$600	\$0
Dissemination Agent	\$4,000	\$667	\$767	(\$100)
Attorney	\$15,000	\$2,500	\$1,148	\$1,353
Annual Audit	\$8,000	\$1,333	\$0	\$1,333
Assessment Roll	\$5,000	\$833	\$0	\$833
Trustee Fees	\$19,000	\$3,167	\$0	\$3,167
Management Fees	\$46,800	\$7,800	\$7,800	\$0
Information Technology	\$2,500	\$417	\$417	\$0
Website Maintenance	\$1,250	\$208	\$208	(\$0)
Telephone	\$500	\$83	\$19	\$64
Postage	\$1,500	\$250	\$125	\$125
Printing & Binding	\$3,000	\$500	\$574	(\$74)
Insurance	\$5,919	\$5,919	\$5,570	\$349
Legal Advertising	\$4,000	\$667	\$100	\$567
Other Current Charges	\$1,000	\$167	\$88	\$79
Office Supplies	\$600	\$100	\$19	\$81
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Total Administrative	\$137,962	\$28,372	\$18,864	\$9,508
<u>Grounds Maintenance</u>				
Pond Maintenance (Water Quality)	\$6,000	\$1,000	\$90	\$910
Landscape Maintenance	\$285,000	\$47,500	\$55,434	(\$7,934)
Landscape Contingency	\$25,000	\$4,167	\$0	\$4,167
Pump Maintenance	\$3,550	\$592	\$0	\$592
Water & Sewer	\$48,000	\$8,000	\$4,745	\$3,255
Irrigation Repairs	\$3,000	\$500	\$965	(\$465)
Landscape Reserves	\$20,000	\$3,333	\$0	\$3,333
Pest Control	\$1,920	\$320	\$240	\$80
Other Repairs and Maintenance	\$6,000	\$1,000	\$0	\$1,000
Total Grounds Maintenance	\$398,470	\$66,412	\$61,474	\$4,938

Cypress Bluff
Community Development District
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	PRORATED			
	ADOPTED BUDGET	BUDGET THRU 11/30/21	ACTUAL THRU 11/30/21	VARIANCE
<u>Amenity</u>				
Insurance	\$33,941	\$33,941	\$32,155	\$1,786
Amenity Manager	\$102,262	\$17,044	\$17,248	(\$205)
Lifestyle Manager	\$13,740	\$2,290	\$1,143	\$1,147
Pool Maintenance	\$8,844	\$1,474	\$1,778	(\$304)
Pool Chemicals	\$12,500	\$2,083	\$2,056	\$28
Facility Attendant	\$64,360	\$10,727	\$1,925	\$8,802
Janitorial Services	\$9,830	\$1,638	\$1,778	(\$139)
Refuse	\$1,500	\$250	\$216	\$34
Security and Gate Maintenance	\$4,000	\$667	\$1,284	(\$617)
Facility Maintenance	\$18,203	\$3,034	\$1,524	\$1,510
Elevator Maintenance	\$3,000	\$500	\$0	\$500
Electric	\$6,000	\$1,000	\$2,914	(\$1,914)
Cable and Internet	\$13,000	\$2,167	\$1,722	\$445
Licenses and Permits	\$1,000	\$167	\$0	\$167
Repairs & Maintenance	\$6,053	\$1,009	\$358	\$651
Special Events	\$20,000	\$3,333	\$1,749	\$1,584
Holiday Decorations	\$1,500	\$250	\$1,197	(\$947)
Fitness Center R&M	\$10,000	\$1,667	\$233	\$1,433
Fitness Equipment Rentals	\$24,360	\$4,060	\$3,584	\$476
Reserve for Amenities	\$24,650	\$4,108	\$0	\$4,108
Other Current Charges	\$3,000	\$500	\$750	(\$250)
Total Amenity	\$381,743	\$91,908	\$73,613	\$18,295
Total Expenditures	\$918,175	\$186,692	\$153,951	\$32,741
Excess Revenues/Expenses	\$0		\$552,801	
Fund Balance - Beginning	\$0		\$489,194	
Fund Balance - Ending	\$0		\$1,041,995	

**Cypress Bluff
Community Development District
General Fund
Month By Month Income Statement**

[illegible]

Expenditures:

Administrative

[illegible]

Grounds Maintenance

[illegible]

**Cypress Bluff
Community Development District
General Fund
Month By Month Income Statement**

[illegible]

Cypress Bluff
Community Development District
2019 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/21	ACTUAL THRU 11/30/21	VARIANCE
<u>Revenues</u>				
Assessments-Tax Collector	\$615,862	\$527,618	\$527,618	\$0
Assessments-Direct	\$115,820	\$57,334	\$57,334	\$0
Assessments-Prepayments	\$0	\$0	\$5,097	\$5,097
Assessments-True Up	\$0	\$0	\$22,181	\$22,181
Assessments-Interest Prepayments	\$0	\$0	\$552	\$552
Interest Income	\$200	\$33	\$33	(\$0)
Carry Forward Surplus	\$269,727	\$0	\$0	\$0
Total Revenues	\$1,001,609	\$584,986	\$612,816	\$27,830
<u>Expenditures</u>				
<u>Series 2019</u>				
Interest Expense - 11/1	\$261,417	\$261,417	\$260,686	\$731
Principal Expense Prepay 11/1	\$0	\$0	\$15,000	(\$15,000)
Principal Expense - 5/1	\$210,000	\$0	\$0	\$0
Interest Expense - 5/1	\$261,417	\$0	\$0	\$0
Total Expenditures	\$732,834	\$261,417	\$275,686	(\$14,269)
Excess Revenues (Expenditures)	\$268,775		\$337,130	
Fund Balance - Beginning	\$274,991		\$648,978	
Fund Balance - Ending	\$543,766		\$986,108	

Cypress Bluff
Community Development District
2020 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	ADOPTED BUDGET	PRORATED	ACTUAL THRU 11/30/21	VARIANCE
		BUDGET THRU 11/30/21		

Revenues

Assessments-Tax Collector	\$8,525	\$7,300	\$7,300	\$0
Assessments-Direct	\$486,075	\$343,771	\$343,771	\$0
Interest Income	\$100	\$17	\$28	\$11

Total Revenues	\$494,700	\$351,088	\$351,099	\$11
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Expenditures

Series 2020

Interest Expense - 11/1	\$182,244	\$182,244	\$182,244	\$0
Principal Expense - 11/1	\$130,000	\$130,000	\$130,000	\$0
Interest expense - 5/1	\$179,709	\$0	\$0	\$0

Total Expenditures	\$491,953	\$312,244	\$312,244	\$0
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Excess Revenues (Expenditures)	\$2,748		\$38,856	
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Fund Balance - Beginning	\$0		\$559,836	
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Fund Balance - Ending	\$2,748		\$598,692	
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Cypress Bluff
Community Development District
2020A Debt Service Fund (Del Webb)
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	ADOPTED BUDGET	PRORATED	ACTUAL THRU 11/30/21	VARIANCE
		BUDGET THRU 11/30/21		

Revenues

Assessments-Tax Collector	\$285,652	\$244,723	\$244,723	\$0
Assessments-Direct	\$139,117	\$69,614	\$69,614	\$0
Assessments- Prepayments	\$0	\$0	\$11,068	\$11,068
Interest Income	\$100	\$8	\$18	\$9

Total Revenues	\$424,869	\$314,345	\$325,422	\$11,077
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Expenditures

Series 2020A

Interest Expense -11/1	\$134,139	\$134,139	\$134,139	\$0
Principal Expense -5/1	\$155,000	\$0	\$0	\$0
Interest Expence -5/1	\$134,139	\$0	\$0	\$0

Total Expenditures	\$423,279	\$134,139	\$134,139	\$0
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Excess Revenues (Expenditures)	\$1,590		\$191,283	
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Fund Balance - Beginning	\$0		\$353,160	
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Fund Balance - Ending	\$1,590		\$544,443	
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Cypress Bluff
Community Development District
2021 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/21	ACTUAL THRU 11/30/21	VARIANCE
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Revenues

Assessments-Tax Collector	\$0	\$0	\$0	\$0
Assessments-Direct	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$0	\$0

Total Revenues	\$0	\$0	\$0	\$0
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Expenditures

Series 2021

Interest Expense -11/1	\$0	\$0	\$0	\$0
Principal Expense -5/1	\$0	\$0	\$0	\$0
Interest Expense -5/1	\$0	\$0	\$0	\$0

Total Expenditures	\$0	\$0	\$0	\$0
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Other Sources/(Uses)

Bond Proceeds	\$0	\$0	\$28,422	(\$28,422)
Net Premium on Bond	\$0	\$0	\$29,203	(\$29,203)

Total Other	\$0	\$0	\$57,625	(\$57,625)
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Excess Revenues (Expenditures)	\$0	\$57,625
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Fund Balance - Beginning	\$0	\$0
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Fund Balance - Ending	\$0	\$57,625
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Cypress Bluff
Community Development District
Capital Projects Fund
Statement of Revenues & Expenditures
For The Period Ending November 30, 2021

	Series 2019	Series 2020	Series 2020A	Series 2021
<u>Revenues:</u>				
Interest	\$1	\$0	\$147	\$0
Total Revenues	\$1	\$0	\$147	\$0
<u>Expenditures</u>				
Capital Outlay	\$0	\$0	\$0	\$1,795,078
Cost of Issuance	\$0	\$0	\$0	\$166,138
Underwriters Discount	\$0	\$0	\$0	\$50,000
Total Expenditures	\$0	\$0	\$0	\$2,011,216
<u>Other Sources/(Uses)</u>				
Bond Proceeds	\$0	\$0	\$0	\$2,016,578
Transfer In	\$0	\$0	\$0	\$0
Total Other	\$0	\$0	\$0	\$2,016,578
Excess Revenues (Expenditures)	\$1	\$0	\$147	\$5,363
Fund Balance - Beginning	\$29,789	\$525	\$2,927,106	\$0
Fund Balance - Ending	\$29,790	\$525	\$2,927,253	\$5,363

Cypress Bluff

Community Development District

Long Term Debt Report

Series 2019 Special Assessment Bonds

Interest Rate:	3.75-5.1%
Maturity Date:	5/1/2048
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$364,591.25
Reserve Fund Balance:	\$364,591.25
Bonds outstanding - 9/30/2018	\$11,565,000
Mandatory Principal- 5/1/2019	(\$330,000)
Mandatory Principal- 5/1/2020	(\$195,000)
Special Call-11/1/2020	(\$15,000)
Special Call-2/1/2021	(\$20,000)
Mandatory Principal- 5/1/2021	(\$200,000)
Special Call-5/1/2021	(\$15,000)
Special Call-8/1/2021	(\$10,000)
Special Call-11/1/2021	(\$15,000)
Current Bonds Outstanding	\$10,765,000

Series 2020 Special Assessment Bonds

Interest Rate:	3.9-5.2%
Maturity Date:	11/1/2049
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$247,243.75
Reserve Fund Balance:	\$247,325.21
Bonds outstanding - 4/15/2020	\$7,705,000
Mandatory Principal- 11/1/2020	(\$290,000)
Mandatory Principal- 11/1/2021	(\$130,000)
Current Bonds Outstanding	\$7,285,000

Cypress Bluff
Community Development District
Long Term Debt Report

Series 2020A Special Assessment Bonds (Del Webb)

Interest Rate:	2.7-3.8%
Maturity Date:	5/1/2050
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$212,440.00
Reserve Fund Balance:	\$212,498.31
Bonds outstanding - 9/11/2020	\$7,675,000
Mandatory Principal- 5/1/2021	(\$150,000)
Current Bonds Outstanding	\$7,525,000

Series 2021 Special Assessment Bonds

Interest Rate:	2.7-3.8%
Maturity Date:	5/1/2051
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$57,625.00
Reserve Fund Balance:	\$57,625.00
Bonds outstanding - 11/1/2021	\$2,045,000
Current Bonds Outstanding	\$2,045,000

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2022 Assessment Receipts

	ASSESSED						
ASSESSED TO	# UNITS ASSESSED	SERIES 2019 DEBT NET	SERIES 2020 DEBT NET	SERIES 2020A DEBT NET	SERIES 2021 DEBT NET	O&M NET	TOTAL NET ASMTS
PROVIDENCE CONSTRUCTION COMPANY	137	50,360.86	55,797.54			68,500.00	174,658.40
PULTE HOME CORPORATION	176	-	65,244.94	139,228.11		57,200.00	261,673.05
TOLL SOUTHEAST LP COMPANY INC.	322	64,306.95	163,517.77			161,000.00	388,824.72
DRP CND ICI LLC / WEEKLEY	378	-	201,491.10			189,000.00	390,491.10
NET ASSESSMENTS BULK LANDS (1)	1,013	114,667.81	486,051.35	139,228.11	-	475,700.00	1,215,647.27
TAX ROLL	984	615,861.72	8,524.62	285,652.37		435,179.25	1,345,217.94
TOTAL DISTRICT	1,997	730,529.53	494,575.97	424,880.48	-	910,879.25	2,560,865.21

(1) Direct Invoices are due 50% 12/1/21, 25% 2/1/22, 25% 5/1/22

	RECEIPTS						
ASSESSED TO	BALANCE DUE (DISCOUNTS NOT TAKEN)	SERIES 2019 DEBT PAID	SERIES 2020 DEBT PAID	SERIES 2020A DEBT PAID	SERIES 2021 PAID	O&M PAID	TOTAL ASMTS PAID
PROVIDENCE CONSTRUCTION COMPANY	87,329.20	25,180.43	27,898.77			34,250.00	87,329.20
PULTE HOME CORPORATION	130,836.52	-	32,622.47	69,614.06		28,600.00	130,836.53
TOLL SOUTHEAST LP COMPANY INC.	194,412.36	32,153.48	81,758.88			80,500.00	194,412.36
DRP CND ICI LLC / WEEKLEY	-	-	201,491.10	-	-	189,000.00	390,491.10
BULK LANDS	412,578.08	57,333.91	343,771.22	69,614.06	-	332,350.00	803,069.19
TAX ROLL	(173,591.24)	527,618.37	7,303.17	244,722.86	-	372,824.87	1,518,809.18
TOTAL DISTRICT	238,986.84	584,952.28	351,074.39	314,336.92	-	705,174.87	2,321,878.37

[illegible]

% COLLECTED DIRECT INVOICE	50.0%	70.7%	50.0%	0.0%	69.9%	66.1%
% COLLECTED TAX ROLL	85.7%	85.7%	85.7%	0.0%	85.7%	112.9%

B.

1.

Cypress Bluff

Community Development District

Check Run Summary October 31, 2021

Fund	Date	Check No.	Amount
Payroll	10/28/21	50150-50154	\$ 938.80
		Subtotal	<u>\$ 938.80</u>
General Fund			
	10/15/21	447-462	\$ 62,202.03
	10/26/21	463-469	\$ 6,789.44
		Subtotal	<u>\$ 68,991.47</u>
Total			<u>\$ 69,930.27</u>

Attendance Sheet

District Name: Cypress Bluff CDD

Board Meeting Date: October 26, 2021 Meeting

	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	William Cellar <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

10/26/2021
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

AP300R
*** CHECK NOS. 000447-000469

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

RUN 11/07/21

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/15/21	00081	7/27/21 115664	202107 320-57200-46900		*	90.00	
		JUL LAKE MAINT					
		8/13/21 116373	202108 320-57200-46900		*	90.00	
		AUG LAKE MAINTENANCE					
		10/05/21 117611	202110 320-57200-46900		*	90.00	
		OCT LAKE MAINTENANCE					
				CLEAR WATERS, INC			270.00 000447
10/15/21	00042	9/24/21 39589	202109 320-57200-46700		*	180.00	
		QTRLY MONITORNG FIRE ALRM					
				DYNAMIC SECURITY PROFESSIONALS, INC.			180.00 000448
10/15/21	00018	9/16/21 299 7547	202109 320-57200-46000		*	700.09	
		SIGNS					
				FAST SIGNS #171701			700.09 000449
10/15/21	00002	9/22/21 21-06465	202109 310-51300-48000		*	116.75	
		NOTICE OF MEETING 9/22/21					
				JACKSONVILLE DAILY RECORD			116.75 000450
10/15/21	00083	2/03/21 159	202102 320-57200-49400		*	250.00	
		LIVE MUSIC-AMENITY CENTER					
		2/03/21 159	202102 320-57200-49400		V	250.00-	
		LIVE MUSIC-AMENITY CENTER					
				KATIE FAIR			.00 000451
10/15/21	00038	10/04/21 1042	202110 300-15500-10000		*	300.00	
		DJ ROSS POOLSIDE 12/4/21					
				LIVE ENTERTAINMENT SOLUTIONS			300.00 000452
10/15/21	00038	10/22/21 1132	202110 320-57200-49400		*	250.00	
		DJ ROSS-POOLSIDE TRIVIA					
				LIVE ENTERTAINMENT SOLUTIONS			250.00 000453
10/15/21	00084	2/19/21 10222021	202110 320-57200-49400		*	500.00	
		ANIMAL ADVENTURES 10/22					
				MICHAEL ROSSI DBA WILD WONDERS			500.00 000454
10/15/21	00052	9/16/21 9F680863	202109 320-57200-49400		*	200.00	
		COCKTAIL CREATION CLASS					
				DESTINY WHITEHEAD DBA			200.00 000455
10/15/21	00061	2/03/21 122007	202110 300-15500-10000		*	295.00	
		SPEC EVENT 11/19/21					
				PROGRESSIVE ENTERTAINMENT			295.00 000456
				CYBL CYPRESS BLUFF OKUZMUK			

AP300R
*** CHECK NOS. 000447-000469

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

RUN 11/07/21

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/15/21	00070	3/26/21 100621-1	202110 320-57200-49400	LIVE MUSIC 10/06/21	*	150.00	
							REBECCA DAY MUSIC
							150.00 000457
10/15/21	00012	2/01/21 1132A	202102 320-57200-46100	FEB LANDSCAPE MAINTENANCE	*	6,027.00	
		2/01/21 1133A	202102 320-57200-46100	FEB LANDSCAPE MAINTENANCE	*	11,120.00	
		2/01/21 1133A	202102 320-57200-46100	FEB BAHIA ROADSIDE SRVS	*	3,090.00	
		2/01/21 1163A	202102 320-57200-46100	FEB LANDSCAPE MAINTENANCE	*	3,320.00	
		7/01/21 3400	202107 320-57200-46100	JUL LANDSCAPE MAINTENANCE	*	6,027.00	
							SUN STATE NURSERY
							29,584.00 000458
10/15/21	00011	9/02/21 252-2412	202109 310-51300-31200	CONSTR FUND FEE SE2020A	*	2,000.00	
		9/02/21 252-2412	202109 310-51300-31200	TRUSTEE FEE SE2020A	*	4,000.00	
		9/02/21 252-2412	202109 310-51300-31200	REDEMPTION NOTICE FEE	*	100.00	
							THE BANK OF NEW YORK MELLON
							6,100.00 000459
10/15/21	00055	9/15/21 7875499	202109 320-57200-47000	SEPT PEST CONTROL	*	120.00	
		10/04/21 7949980	202110 320-57200-47000	OCT PEST CONTROL	*	120.00	
		10/09/21 7949981	202110 320-57200-47000	OCT FIRE ANT CONTROL	*	120.00	
							TURNER PEST CONTROL
							360.00 000460
10/15/21	00037	9/28/21 389796	202109 320-57200-46810	JAN-SEPT POOL CHEMICALS	*	9,000.00	
		10/01/21 389811	202110 320-57200-45000	OCT AMENITY MANAGER	*	8,624.17	
		10/01/21 389811	202110 320-57200-45100	OCT FAC ATTENDANT	*	962.25	
		10/01/21 389811	202110 320-57200-46800	OCT POOL MAINTENANCE	*	888.83	
		10/01/21 389811	202110 320-57200-46200	OCT JANITORIAL	*	888.83	
		10/01/21 389811	202110 320-57200-34000	OCT LIFESTYLE	*	571.42	
		10/01/21 389811	202110 320-57200-46600	OCT MAINTENANCE	*	761.83	

CYBL CYPRESS BLUFF OKUZMUK

CYBL CYPRESS BLUFF OKUZMUK

AP300R
*** CHECK NOS. 000447-000469

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 11/07/21
CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/26/21	00005	10/14/21 10142021	202110 300-20700-10100	AUG 2021 ASSMT COLL FEES	*	48.23	
GOVERNMENTAL MANAGEMENT SERVICES							48.23 000466
10/26/21	00010	10/15/21 21678	202110 310-51300-31400	ARBIT SE2020A FYE 8/31/21	*	600.00	
GRAU AND ASSOCIATES							600.00 000467
10/26/21	00002	10/15/21 21-07020	202110 310-51300-48000	NOTICE OF MEETING 10/15	*	99.88	
JACKSONVILLE DAILY RECORD							99.88 000468
10/26/21	00085	10/22/21 5903	202110 320-57200-49400	SPEC EVENT 10/22/21	*	50.00	
MAD SCIENCE OF N.E. CENTRAL FLORIDA							50.00 000469
TOTAL FOR BANK A						68,991.47	
TOTAL FOR REGISTER						68,991.47	

CYBL CYPRESS BLUFF OKUZMUK

Clear Waters, Inc.
P.O. Box 291522
Port Orange, FL 32129

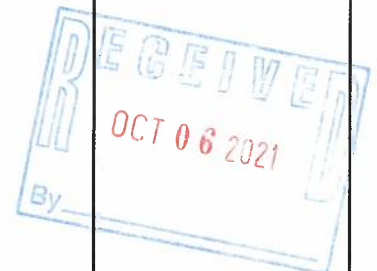
Invoice

DATE	INVOICE #
7/27/2021	115664

BILL TO
e-Town 10571 eTown Parkway Jacksonville, FL 32256 Attn: Marcy Pollicino

Phone #	P.O. NO.	TERMS	ACCOUNT #
386-767-4928		Net 30	822

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1 81A 1,320.57200.46900 Jul Lake maintenance	90.00	90.00



Thank you for your business.	Clearwaterslakemgmt.com	Total	\$90.00
------------------------------	-------------------------	--------------	---------

Clear Waters, Inc.
P.O. Box 291522
Port Orange, FL 32129

Invoice

DATE	INVOICE #
8/13/2021	116373

BILL TO
e-Town 10571 eTown Parkway Jacksonville, FL 32256 Attn: Marcy Pollicino

Phone #	P.O. NO.	TERMS	ACCOUNT #
386-767-4928		Net 30	822

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1 81A Aug Lake Maint. 1.320.57200.46900	90.00	90.00



Thank you for your business.

Clearwaterslakemgmt.com

Total

\$90.00

Clear Waters, Inc.
P.O. Box 291522
Port Orange, FL 32129

Invoice

DATE	INVOICE #
10/5/2021	117611

BILL TO
e-Town 10571 eTown Parkway Jacksonville, FL 32256 Attn: Marcy Pollicino

Phone #	P.O. NO.	TERMS
386-767-4928		Net 30

ACCOUNT #
822

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1 SIA 1,320.57200.46900 Oct Lake maint.	90.00	90.00



Thank you for your business.

Clearwaterslakemgmt.com

Total

\$90.00

Dynamic Security Professionals, Inc.

Jacksonville, FL 32241

EF0001108

Invoice

Date	Invoice #
9/24/2021	39589

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

Location
ETown Amenity Center 10571 ETown Parkway Jacksonville, Florida 32256

		P.O. No.	Terms	
			Due on receipt	
Item	Quantity	Description	Rate	Amount
Quarterly Monitor...	3	Quarterly Monitoring of Fire Alarm System Via Starlink Cellular for 4th Quarter 42A 1. 320.57200, 46700	60.00	180.00
Thank you for your business.		Sales Tax (7.5%) \$0.00		
		Total \$180.00		
		Payments/Credits \$0.00		

RECEIVED

SEP 27 2021

By _____

FASTSIGNS#171701

8535-7 Baymeadows Rd.

Jacksonville, FL 32256

Phone 904-443-7446

Fax. 904-443-6228

Email: sales@fsonbaymeadows.com

Invoice:

Invoice Date:

299 75473

9/16/2021

Salesperson: sales@fsonbaymeadows.com

Customer: **Cypress Bluff Community Development**

Contact: Marcy Pollicino

Customer: 14894

ph: (904) 527-1081

Description: No Overnight Parking Signs (Reflective)

Sales Person: Kimberly Brown

Clerk: Leslie Coffield

Email: recharge@etownjax.com

	Product	Qty	Sides	H x W	Unit Cost	Item Total
1	High Quality Output to Rigid Mat.	2	1	18 x 12	\$350.05	\$700.09
	Description: Printed Reflective Vinyl with UV Laminate Mounted to 080 Aluminum with Rounded Corners - Installed at eTown					
	Text: NO OVERNIGHT PARKING - VIOLATORS WILL BE TOWED AT OWNER'S EXPENSE - (produced in eTown colors)					

18A
1.320.57200.46000



Other Payments: _____

Shipping Notes:

Form of Payment / Amount / Initials

Notes:

Once install times are scheduled, 48 hours advance notice of change or cancellation is required to avoid \$150 fee. Extended delays onsite or additional trip(s) needed to complete installation will also incur additional fees. FASTSIGNS on Baymeadows does not handle any permitting of any kind. VEHICLE NEEDS TO BE WASHED AND CLEAN PRIOR TO INSTALLATION. PRICING IS BASED UPON VEHICLE BEING BROUGHT TO FASTSIGNS LOCATION FOR INSTALL. IT IS RECOMMENDED TO WAIT 4-6 WEEKS AFTER HAVING A VEHICLE PAINTED BEFORE APPLYING ADHESIVE GRAPHICS TO AVOID FAILING.

Line Item Total:	\$700.09
Tax Exempt Amt:	\$700.09
Subtotal:	\$700.09
Taxes:	\$0.00
Total:	\$700.09
Total Payments:	\$0.00
Balance Due:	\$700.09

Payment due within 30 days of pick-up.

ATTN: Marcy Pollicino

Cypress Bluff Community Development

475 W. Town Place

Suite 114

St. Augustine, FL 32092

Received/Accepted By: _____

/ /

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

September 22, 2021

Date

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

Payment Due Upon Receipt

Serial # 21-06465D PO/File # \$116.75

Notice of Board of Supervisors Meeting Dates Amount Due

Cypress Bluff Community Development District Amount Paid

\$116.75

Payment Due

Case Number

Publication Dates 9/22

County Duval

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

*For your convenience, you
may remit payment at <https://www.jaxdailyrecord.com/send-payment>.*

1,310,513.00 - 48000
2A



Your notice can be found at www.jaxdailyrecord.com

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

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

Please read copy of this advertisement and advise us of any necessary corrections before further publications.

**NOTICE OF BOARD OF
SUPERVISORS MEETING
DATES**

**CYPRESS BLUFF
COMMUNITY**

**DEVELOPMENT DISTRICT
FOR FISCAL YEAR 2021-2022**

The Board of Supervisors of the Cypress Bluff Community Development District will hold their regular meetings for Fiscal Year 2021-2022 at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256 at 1:30 p.m. on the fourth Tuesday of each month unless otherwise indicated as follows:

October 26, 2021
November 16, 2021
(*third Tuesday)
December 21, 2021
(*third Tuesday)
January 25, 2022
February 22, 2022
March 22, 2022
April 26, 2022
May 24, 2022
June 28, 2022
July 26, 2022
August 23, 2022
September 27, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 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 Office.

A person who decides to appeal any decision made at the meetings with respect to any matter considered at the meeting is advised that 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 such appeal is to be based.

James Perry
District Manager

Sep. 22 00 (21-06465D)

INVOICE

From:

Katie Fair

364 9th Street

Atlantic Beach, FL 32233

850.292.2550

Invoice For: **E-Town**

10571 eTown Parkway

Jacksonville, FL 32256

(904) 527-1081

Invoice ID

159

Issue Date

2/3/21

Due Date

12/17/21

Terms

Due upon service completion

[illegible]

83A

1.320.57200.49400



INVOICE

11925 Alden Trace Blvd N
Jacksonville FL 32246

Attention: Cypress Bluff Community Development District
Address: 10571 E-Town Pkwy, Jacksonville, FL 32256
Invoice Number: 1042

Description	Date	Time	Price
• DJ Ross for Poolside	12/4/2021	1pm - 3pm	\$ 300.00

Final Balance Due by Dec 4th, 2021

\$ 300.00

38A
1. 300. 15500. 10000

Please make all checks out to Live Entertainment Solutions and send to the address above. Thank you!





INVOICE

11925 Alden Trace Blvd N
Jacksonville FL 32246

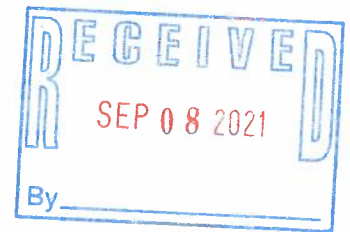
Attention: Cypress Bluff Community Development District
Address: 10571 E-Town Pkwy, Jacksonville, FL 32256
Invoice Number: 1132

Description	Date	Time	Price
• DJ Ross for Poolside Trivia	10/22/21	TBD	\$ 250.00

Balance Due **\$ 250.00**

Please make all checks out to Live Entertainment Solutions and send to the address above. Thank you!

38A
1,320,57200, 49460



WILD WONDERS ANIMALS SHOWS

February 19, 2021

INVOICE AND CONFIRMATION

Michael Rossi
P.O.Box 614
Middleburg, FL 32050
904-710-5995

84A
1.320.572.00 + 494.00

Cypress Bluff CDD and its supervisors, officers, directors, consultants, and staff
475 West Town Place
Suite 114
St. Augustine, FL 32902

DATE: October 22, 2021

TIME: 5:30 pm- 7:30 pm

Place: ReCHARGE amenity center located at: 10571 eTown Parkway, Jacksonville, FL 32256.

CONTACT: Mrs. Pollicino

COST: \$500

PROGRAM LENGTH: 2 hours

TOTAL COST: \$500



PROGRAM DESCRIPTION:

Wild Wonders proudly presents "Animal Adventures!" an interactive and educational program that uses story, humor and music to teach children and adults about the wonders of the animal kingdom. We use healthy and happy small mammals and reptiles to enhance and excite children about the animal world. Here at Wild Wonders we believe "Animals and kids...what's cooler than that?!"

PROGRAM REQUIREMENTS:

We prefer to be indoors in the winter and summer months. We need to have at least 8 feet of space and an electrical outlet to plug into. A table provided would be helpful but not necessary. Children will be encouraged to be part of the show by holding small select animals. **Payment must be made BEFORE or ON the day of the show. We arrive about 30 minutes before show start unload and set up.**

OFFICE ONLY

Check # _____ or credit amount _____ (add \$4.00 for each \$100)

Paid on _____ TOTAL AMOUNT: _____

Mr.Barrtenderr

+1 904-521-5323

Invoice

Invoice number 9F680863-0001

Date of issue Sep 16, 2021

Date due Sep 16, 2021

Bill to

Fall Cocktail Creation Class

recharge@etownjax.com

\$200.00 due September 16, 2021

Hi Marcy,

Thank you for your business!

Description	Qty	Unit price	Amount
Cocktail Creation Class	1	\$200.00	\$200.00
Subtotal			\$200.00
Amount due			\$200.00



Pay \$200.00 with ACH or wire transfer

Bank WELLS FARGO BANK, N.A.

Routing 121000248

Account 40630117335786707

SWIFT WFBUIUS6S

Pay \$200.00 with card

Visit https://invoice.stripe.com/i/acct_1HxGiRK2DW28UQmr/invst_KEr9sGgHREM14iyNscqESVPzs2XUiHy

Questions? Call Mr.Barrtenderr at +19045215323.

9F680863-0001 – Page 1 of 1

S2A
1.320.57200.49400



Total Entertainment Services

Invoice-Agreement

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 2/3/2021

Invoice # 122007

Terms: At event

PO#

Customer name: Cypress Bluff CDD (e-Town)

Event type: Movie Night

Billing address: 10571 eTown Parkway, Jacksonville, FL 32256

Original contact person: Marcy Pollicino **Wk:** 527-1081 **Cell:** 904-710-9348

E-mail/fax: mpollicino@vestapropertyservices.com

At event contacts with cell: Same

Event date: Friday November 19, 2021

Hours of event: 6:00 pm- movie end

Hours of service: Same

Approximate set up time: Between: 4:30 and 5:00 pm

Location name and address: Same

Where to set up at location: TBA

Set up-grass or pavement:

Water within 75': N/A

Power within 75': Yes

Covered area for entertainer: n/a

Notes:

SERVICES NEEDED:

* 20' Inflatable Movie System with complete projection and sound and onsite technician

Reg. Rate \$ 350.00

Your Cost \$ 295.00

Total Savings \$ 55.00



611A
1.300.15500.10000
Spec Event

Sub Total: \$ 295.00

Sales Tax: \$ -

Invoice Total: \$ 295.00

50 % Deposit required \$ -

Balance due at set up \$ 295.00

Payments received \$ -

Current Balance \$ 295.00

CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x

Marcy Pollicino

Date:

2-5-21

Invoice # 100621-1

March 26th, 2021

Rebecca Day
DBA
Rebecca Day Music
11483 Lumberjack Circle East
Jacksonville, FL 32223

904-710-0991
rebeccadaymusic@gmail.com

Attn: Marcy Pollicino
eTOWN Jax
Cypress Bluff
Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

October 6th, 2021 Invoice for Records

5:30pm-7:30pm

Price includes equipment setup, equipment teardown, travel, and performance

Due upon services rendered:

SOLO performance 5:30-7:30pm . \$150.00

Total: \$150.00



Thank you for partnering with Rebecca Day and The Crazy Daysies!

1. 320.57260.49400
70A



Maintenance Invoice

Invoice#: 1132 A

Date: 02/01/2021

Billed To: GMS
475 West Town Place Suite 114
St. Augustine FL 32092

For: E-Town Phase 1

Cypress Bluff

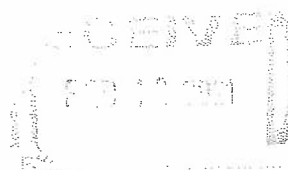
For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
February Maintenance	1.00	6,027.00	6,027.00	N

landscape

12A

1-320-572-461



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

Amount Due

6,027.00

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 1133 A

Date: 02/01/2021

Billed To: GMS
475 West Town Place Suite 114
St. Augustine FL 32092

For: E-Town Phase 2

Cypress Bluff

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
<i>landscape</i> 1,320,572.461				
February Maintenance	1.00	11,120.00	11,120.00	N
<i>Feb</i> Bahia Roadside Services 1,320,572.461	1.00	3,090.00	3,090.00	N

12A



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

Amount Due

14,210.00

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 1163A

Date: 02/01/2021

Billed To: Cypress Bluff CDD/E-Town Recharge Center
11003 E-Town Parkway
Jacksonville FL 32256

For: E-Town Recharge Center
110003 E-Town Parkway
Jacksonville FL 32256

RECEIVED
FEB 09 2021

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
February Maintenance	1.00	3,320.00	3,320.00	N

001-320-57200-46100

12 A

Feb Landscape Maintenance.

Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

Amount Due

3,320.00

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 3400

Date: 07/01/2021

Billed To: Cypress Bluff CDD 2
GMS
475 West Town Place Ste 114
St. Augustine FL 32092

For: E-Town Phase 1

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
July Landscape Maintenance	1.00	6,027.00	6,027.00	N

12A
1.320.57200.46100



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

Amount Due

6,027.00

If you have any questions concerning this invoice,
please contact Sheri Home @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



BNY MELLON

The Bank of New York Mellon
Trust Company, N.A.

INVOICE

000018 XBFRSDD1 000000

Government Management Services, LLC.
ATTN: Jim Perry
475 West Town Place
Suite 114
World Golf Village
St. Augustine, FL 32092

Invoice Number: 252-2412173
Account Number: CYPBLF20ADWP
Invoice Date: 02-Sep-21
Cycle Date: 01-Sep-21
Administrator: Thomas Radicioni
Phone Number: (904) 645-1985
Currency: USD

Cypress Bluff Community Development District (City of Jacksonville, Florida) \$7,350,000 Special Assessment Bonds, Series 2020A (Del Webb Project)

	Quantity	Rate	Proration	Subtotal	Total
Flat					
Construction Fund Fee SE 2020A 1. 310. 51300. 31200					2,000.00
For the period: September 01, 2021 to August 31, 2022					
Trustee Fee SE 2020A 1. 310. 51300. 31200					4,000.00
For the period: September 01, 2021 to August 31, 2022					
One Time Charges SE 2020A					
Redemption Notice Fee 1. 310. 51300. 31200					100.00
Invoice Total:					6,100.00
Satisfied To Date:					0.00
Balance Due:					6,100.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.
Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576.
The Bank of New York Mellon Trust Company, N.A is located at 400 South Hope Street - Suite 400,
Los Angeles, CA 90071

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.

Wire and ACH Payment Instructions:
The Bank of New York Mellon
ABA Number: 021000018
Account Number: 8901245259
Account Name: BNY Mellon - Fee Billing Wire Fees
Please reference Invoice Number: 252-2412173

Billing Stub

Cypress Bluff Community Development District (City of Jacksonville, Florida) \$7,350,000 Special Assessment Bonds, Series 2020A (Del Webb Project)

Invoice Number: 252-2412173
Account Number: CYPBLF20ADWP
Invoice Date: 02-Sep-21
Cycle Date: 01-Sep-21
Administrator: Thomas Radicioni
Phone Number: (904) 645-1985
Amount: 6,100.00 USD

0000006662802521241217300000000000006100006



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
8400 Baymeadows Way
Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 7875499
DATE: 9/15/2021
ORDER: 7875499

Bill To: [415357]

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

Work

Location:

[415357] 904-710-9348

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

Work Date	Time	Target Pest	Technician	Time In
9/15/2021	02:57 PM	ANTS, ROACH, WASP		02:57 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	9/15/2021		04:01 PM

Service	Description	Price
---------	-------------	-------

CPCM

Sept
Commercial Pest Control - Monthly Service

\$120.00

1,320.57200.47000

55A

SUBTOTAL	\$120.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$120.00



AMOUNT DUE \$120.00

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-363-1499 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
8400 Baymeadows Way
Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 7949980
DATE: 10/4/2021
ORDER: 7949980

Bill To: [415357]

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

Work

Location: [415357] 904-710-9348

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

Work Date	Time	Target Pest	Technician	Time In
10/4/2021	02:38 PM	ANTS, ROACH, WASP		02:38 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	10/4/2021		03:09 PM

Service	Description	Price
CPCM	Commercial <u>Pest Control</u> - Monthly Service	\$120.00
	Oct.	
		SUBTOTAL \$120.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$120.00
		AMOUNT DUE \$120.00

1.320.57200.4700

SSA

RECEIVED
OCT 04 2021

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
8400 Baymeadows Way
Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 7949981
DATE: 10/9/2021
ORDER: 7949981

Bill To: [415357]

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

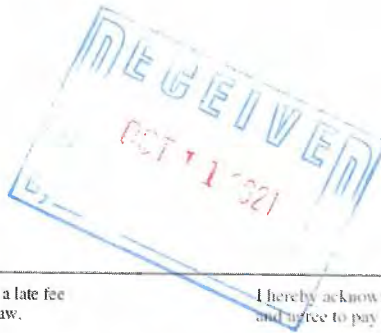
Work

Location: [415357] 904-710-9348

Recharge at E-town Amenity Center
10571 E-town Pkwy
Jacksonville, FL 32256

Work Date	Time	Target Pest	Technician	Time In
10/9/2021	11:16 AM	FIRE ANT		11:16 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	10/9/2021		11:55 AM

Service	Description	Price
LANDOFA	TURNERGREEN - GUARANTEED FIRE ANT CONTROL	\$120.00
1,320.57200.47000		
55A		
SUBTOTAL		\$120.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$120.00
AMOUNT DUE		\$120.00



* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 389796
Date 9/28/2021

Terms
Due Date
Memo Monthly Fees

Bill To

James Perry, CPA
Cypress Bluff CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

37A

Description	Quantity	Rate	Amount
Pool Chemicals (January-September)	9	1,000.00	9,000.00

Total \$9,000.00

1.320.57200.468/D





Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 389811
Date 10/1/2021
Terms
Due Date 10/15/2021
Memo Monthly Fees

Bill To

James Perry, CPA
Cypress Bluff CDD
c/o GMS LLC
475 West Town Place, Suite 114
St. Augustine FL 32092

37A

Description	Quantity	Rate	Amount
Amenity Manager 1.320.57200.45000	1	8,624.17	8,624.17
Facility Attendant 1.320.57200.45100	1	962.25	962.25
Pool Maintenance 1.320.57200.46800	1	888.83	888.83
Janitorial 1.320.57200.46200	1	888.83	888.83
Lifestyle 1.320.57200.34000	1	571.42	571.42
Maintenance 1.320.57200.46600	1	761.83	761.83
Pool Chemicals 1.320.57200.46800	1	1,027.83	1,027.83

OCT

Total \$13,725.16





W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	221188596
Customer Number	C2943565
Invoice Date	06/23/2021
Due Date	07/23/2021
Order Date	06/22/2021
Order Number	S115243089
Order Method	WEB

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092



Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

We are all going through an unprecedented situation. WB Mason hopes that you, your family and friends, and your co-workers, are healthy and remain that way. We encourage you to visit www.wbmason.com/accountstatement.aspx for 24/7 access to your account. We offer the ability to pay online, and view or download invoices. We hope this helps you and your business operate effectively with a remote workforce.

62A
1.330.57200.46000

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
PGC82038	CLEANING PAD,XTRA POWR,WH	2	BX	6.93	13.86
NWLVECPFGL	VINYL EXAM POWDER FREE GLOVES -LARGE	1	BX	6.99	6.99
KCC04460	TISSUE,TOILET,2PLY,550SH/ROLL,80/CT	1	CT	54.99	54.99

SUBTOTAL: 75.84
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 75.84
Total Due: 75.84

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
59 Centre St - Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C2943565
Invoice Number	221188596
Invoice Date	06/23/2021
Terms	Net 30
Total Due	75.84

Amount Enclosed \$ _____

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652211885962211885960000000075848



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com



Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Invoice Number	222354583
Customer Number	C2943565
Invoice Date	08/09/2021
Due Date	09/08/2021
Order Date	08/06/2021
Order Number	S116536912
Order Method	WEB

Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
GPC2717201	TOWEL, SPARKLE, WHT, 30/CT	1	CT	32.99	32.99
WB11DK200	LINER, DRAWSTRNG, KTCHN13GL	1	BX	37.47	37.47
PGC08443BX	CLEANER, SWIFFR PD REFL, WH, 24/BX	1	BX	11.53	11.53
PGC77810	WETJET REFILL 1.25 L	1	CT	19.99	19.99
NCL25236	AVISTAT-D RTU SPRAY DISINFECTANT CLEANER, 12-32 OZ/CS	1	CS	35.63	35.63
CLO35417	CLOROX CLEAN-UP CLOROX PRO DISINFECTANT SPRAY 9/32FO	1	CT	39.99	39.99

- Please See Next Page for Continuation -

621A
1.330.57200.46500

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
59 Centre St - Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C2943565
Invoice Number	222354583
Invoice Date	08/09/2021
Terms	Net 30
Total Due	216.06

Amount Enclosed \$ _____

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652223545832223545830000000216069



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 2)

Customer Number	C2943565
Invoice Number	222354583
Invoice Date	08/09/2021

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
- Continued On From Previous Page -					
RAC74278CT	CLEANER,TOILET,LYSOL,32OZ	1	CT	38.46	38.46

SUBTOTAL:	216.06
TAX & BOTTLE DEPOSITS TOTAL:	0.00
ORDER TOTAL:	216.06
Total Due:	216.06



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com



Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Invoice Number	222388233
Customer Number	C2943565
Invoice Date	08/10/2021
Due Date	09/09/2021
Order Date	08/06/2021
Order Number	S116536912
Order Method	WEB

(Page 1)

PM(P)

Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

We are all going through an unprecedented situation. WB Mason hopes that you, your family and friends, and your co-workers, are healthy and remain that way. We encourage you to visit www.wbmason.com/accountstatement.aspx for 24/7 access to your account. We offer the ability to pay online, and view or download invoices. We hope this helps you and your business operate effectively with a remote workforce.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
WBIRNW4620	LINER,40X46,2.0MIL,BK	1	CT	91.49	91.49

SUBTOTAL: 91.49
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 91.49
Total Due: 91.49

62A
1.330.57200.46500

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
59 Centre St - Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C2943565
Invoice Number	222388233
Invoice Date	08/10/2021
Terms	Net 30
Total Due	91.49

Amount Enclosed \$ _____

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652223882332223882330000000091.492



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

(Page 1)

PM(P)

Invoice Number	222690462
Customer Number	C2943565
Invoice Date	08/20/2021
Due Date	09/19/2021
Order Date	08/19/2021
Order Number	S116918693
Order Method	WEB



Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
NWLVGPCPFGL	VINYL EXAM POWDER FREE GLOVES -LARGE	1	BX	7.65	7.65
CLO15949	WIPES, LEMONLIME, FLATPACK, 80WIPES, 6EA/CT	1	CT	27.29	27.29
CLO38504	CLEANER, DSNFCTNTSPRY, 19OZ	1	EA	5.39	5.39
HEW3YL65AN	INKCART, BLK. 910XL, F/OJ PRO8020-825PG - 1-310-51300-51000	1	EA	39.66	39.66

62A
fitness room → 1-330-57200-46500
ofc sup → 1-310-51300-51000

SUBTOTAL: 79.99
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 79.99
Total Due: 79.99

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
59 Centre St - Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C2943565
Invoice Number	222690462
Invoice Date	08/20/2021
Terms	Net 30
Total Due	79.99

Amount Enclosed \$ _____

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652226904622226904620000000079996



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

PM(P)

Invoice Number	222879023
Customer Number	C2943565
Invoice Date	08/27/2021
Due Date	09/26/2021
Order Date	08/19/2021
Order Number	S116918693
Order Method	WEB

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

**Delivery Address**

Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
NWLVGPCPFGXL	VINYL EXAM POWDER FREE GLOVES X-LARGE	1	BX	7.65	7.65
WBMUPSFREIGHT	UPS FREIGHT	1	EA	0.00	0.00

SUBTOTAL: 7.65
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 7.65
Total Due: 7.65

62A
1,330.57200.46500

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
59 Centre St - Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Cypress Bluff CFF
475 West Town Place Suite 114
Saint Augustine FL 32092

Remittance Section	
Customer Number	C2943565
Invoice Number	222879023
Invoice Date	08/27/2021
Terms	Net 30
Total Due	7.65

Amount Enclosed \$ _____

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652228790232228790230000000007657

Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

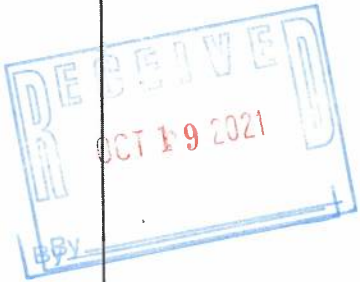
Invoice

Date	Invoice #
10/15/2021	2

Bill To
Cypress Bluff CDD C/O GMS

Terms	Due Date
Net 30	11/14/2021

23A

Description	Amount
Amortization Schedule Series 2019 11-1-21 Prepay \$15,000 1.310.513.313	100.00
	

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

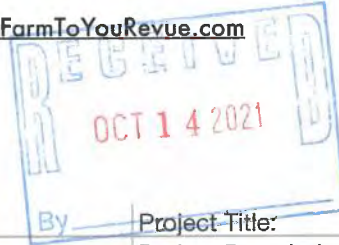


19410 SW 25th Place
Dunnellon FL 34431
(845)518-1239

www.FarmToYouRevue.com

Invoice

Date: 10/17/21
Invoice #: 2315



86A

Attention:	Marcy Pollicino	Project Title:	Easter Event
Title:	Events Coordinator	Project Description:	Petting Farm
Company Name:	Recharge Amenity Center eTown	P.O. Number:	
Address:	10571 eTown Parkway	Invoice Number:	2315
City, State Zip Code:	Jacksonville, FL 32256	Term:	
Phone:	904-527-1081	mpollicino@vestaproperty.com	

Description	Quantity	Unit Price	Cost
Deluxe Petting Farm		\$825.00	\$0.00
2 hours 5:30-7:30pm 4/15/21			\$0.00
			\$0.00
Travel		\$100.00	\$0.00
			\$0.00
50% Deposit	0.5	\$925.00	\$462.50
		Subtotal	\$462.50
Total			\$462.50

Payment Information:

Please make payments to Farm To You Revue. a 50% deposit is due at time of booking. Balances are due before the day of service. Payments can be made by check, paypal, credit card.

Thank you very much for your business!

Candice & Scott Miller.

1,300.15500.16000

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 53

Invoice Date: 10/1/21

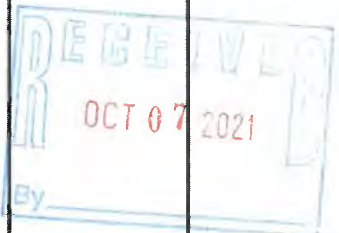
Due Date: 10/1/21

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - October 2021 1.310.51300.34000		3,900.00	3,900.00
-Website Administration - October 2021 1.310.513.521		104.17	104.17
Information Technology - October 2021 1.310.51300.35200		208.33	208.33
Dissemination Agent Services - October 2021 1.310.51200.31300		333.33	333.33
Office Supplies 1.310.51200.51000		0.18	0.18
Postage 1.310.51300.42000		111.66	111.66
Copies 1.310.51300.42500		1.95	1.95
Telephone 1.310.51300.41000		19.21	19.21
* Peoplevine.com 1.320.512.473		750.00	750.00
			
Total			\$5,428.83
Payments/Credits			\$0.00
Balance Due			\$5,428.83

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Cypress Bluff Community Development District
1001 Bradford Way
Kingston, TN 37763

Invoice No. 21678
Date 10/15/2021

10A
1.310.513.316

SERVICE	AMOUNT
Arbitrage - Series 2020A FYE 8/31/21	\$ 600.00

Current Amount Due \$ 600.00



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

October 15, 2021

Date

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

2 A
1,310.513.480

Payment Due Upon Receipt

Serial # 21-07020D PO/File # _____ \$99.88

Notice of Meeting of the Board of Supervisors

Amount Due

Amount Paid

Cypress Bluff Community Development District

\$99.88

Payment Due

Case Number _____

Publication Dates 10/15

County Duval

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

*For your convenience, you
may remit payment at <https://www.jaxdailyrecord.com/send-payment>.*



Your notice can be found at 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
CYPRESS BLUFF
COMMUNITY
DEVELOPMENT DISTRICT**

Notice is hereby given that the Cypress Bluff Community Development District ("District") will hold a regular meeting ("Meeting") of the Board of Supervisors ("Board") on Tuesday, October 26, 2021 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256, where the Board may consider any business that may properly come before it.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting.

An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, jperry@gmsnf.com ("District Manager's Office") during normal business hours, and will be available on the District's website, www.Cypress-BluffCDD.com.

Any person requiring special accommodations at the 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.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of 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 such appeal is to be based.

Jim Perry
District Manager
Oct. 15 00 (21-07020D)



Sparkling imaginative learning

Mad Science of N.E. Central Florida
P.O. Box 540436
Orlando, FL 32854-0436
MadScienceRocks@gmail.com
CFL.MadScience.org

Invoice 5903

BILL TO

eTown

Cypress Bluff CDD and its
supervisors, officers, directors,
consultants, and staff
475 West Town Place
Suite 114
St. Augustine, FL 32902

DATE
10/22/2021

PLEASE PAY
\$50.00

DUE DATE
10/22/2021

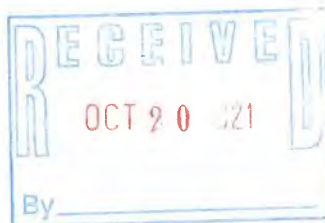
ACTIVITY	QTY	RATE	AMOUNT
10/22/2021			
Misc Fees	1	50.00	50.00
Table and Mask Fee			

Thank you for your business. We hope to serve you again at
future events! Please send feedback about your event to us at
MadScienceRocks@gmail.com.

TOTAL DUE \$50.00

85A
Spec Events

THANK YOU.



2.

Cypress Bluff

Community Development District

Check Run Summary November 30, 2021

Fund	Date	Check No.	Amount
Payroll	-	-	\$ -
		Subtotal	<u>\$ -</u>
General Fund			
	11/9/21	470-477	\$ 32,059.08
	11/9/21	478	\$ 5,149.80
		Subtotal	<u>\$ 37,208.88</u>
Total			\$ 37,208.88

AP300R
*** CHECK NOS. 000470-000478

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/10/21
CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/09/21	00004	10/01/21 85422	202110 310-51300-49000		*	175.00	
		FY22 SPECIAL DISTRICT FEE		DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 000470
11/09/21	00074	12/01/21 12012021	202110 300-15500-10000		*	200.00	
		SPEC EVENT 12/1/21		EDWIN DAVID DBA TIER 2			200.00 000471
11/09/21	00006	10/12/21 200022	202109 310-51300-31100		*	679.00	
		SEPT PROFESSIONAL SERVICE		ENGLAND, THIMS & MILLER, INC.			679.00 000472
11/09/21	00087	10/26/21 1686	202110 320-57200-49500		*	598.73	
		50% DEP HOLIDAY LIGHTS		M&G HOLIDAY & EVENT LIGHTING			598.73 000473
11/09/21	00085	10/22/21 5544	202110 320-57200-49400		*	499.00	
		SPEC EVT 10/22/21		MAD SCIENCE OF N.E. CENTRAL FLORIDA			499.00 000474
11/09/21	00085	12/04/21 5540A	202110 300-15500-10000		*	1,300.00	
		SPEC EVENT 12/4/21		MAD SCIENCE OF N.E. CENTRAL FLORIDA			1,300.00 000475
11/09/21	00012	9/29/21 4383	202109 320-57200-46110		*	775.00	
		SEP LANDSCAP MAINT ICHG W					
		10/01/21 4521	202110 320-57200-46100		*	6,027.00	
		OCT LANDSCAPE MAINT PH1					
		10/01/21 4522	202110 320-57200-46100		*	14,210.00	
		OCT LANDSCAPE MAINT PH2					
		10/01/21 4527	202110 320-57200-46100		*	4,160.00	
		OCT LANDSCAPE MAINT ICHG E					
		10/01/21 4551	202110 320-57200-46100		*	3,320.00	
		OCT LANDSCAPE MAINT RCHG					
				SUN STATE NURSERY			28,492.00 000476
11/09/21	00066	10/27/21 9074	202110 330-57200-46500		*	115.35	
		JANITORIAL SUPPLIES		WIPES LLC			115.35 000477
11/09/21	00005	11/01/21 54	202111 310-51300-34000		*	3,900.00	
		NOV MANAGEMENT FEES					
		11/01/21 54	202111 310-51300-52100		*	104.17	
		NOV WEBSITE ADMIN					
		11/01/21 54	202111 310-51300-35200		*	208.33	
		NOV INFORMATION TECH					

CYBL CYPRESS BLUFF OKUZMUK

AP300R
*** CHECK NOS. 000470-000478

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/10/21
CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/01/21	54		202111 310-51300-31300		*	333.33	
		NOV DISSEM AGENT SRV					
11/01/21	54		202111 310-51300-51000		*	18.37	
		OFFICE SUPPLIES					
11/01/21	54		202111 310-51300-42000		*	13.65	
		POSTAGE					
11/01/21	54		202111 310-51300-42500		*	571.95	
		COPIES					
GOVERNMENTAL MANAGEMENT SERVICES							5,149.80 000478
-----							-----
TOTAL FOR BANK A						37,208.88	
TOTAL FOR REGISTER						37,208.88	

CYBL CYPRESS BLUFF OKUZMUK

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2021/2022 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 85422			Date Invoiced: 10/01/2021
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2021: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Cypress Bluff Community Development District
 Ms. Katie Buchanan
 Hopping Green and Sams, P.A.
 119 South Monroe Street, Suite 300
 Tallahassee, FL 32301

2. Telephone: (850) 222-7500
 3. Fax: (850) 224-8551
 4. Email: katieb@hgsllaw.com
 5. Status: Independent
 6. Governing Body: Elected
 7. Website Address: cypressbluffcdd.com
 8. County(ies): Duval
 9. Function(s): Community Development
 10. Boundary Map on File: 07/16/2018
 11. Creation Document on File: 07/16/2018
 12. Date Established: 06/29/2018
 13. Creation Method: Local Ordinance
 14. Local Governing Authority: City of Jacksonville
 15. Creation Document(s): City Ordinances 2018-335-E, 2019-434-E and 2019-599-E
 16. Statutory Authority: Chapter 190, Florida Statutes
 17. Authority to Issue Bonds: Yes
 18. Revenue Source(s): Assessments
 19. Most Recent Update: 11/12/2020

4A
 1.310.51300.49000
 FY22 Special District Fee

FY22 Special District Fee



I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Katie Buchanan Date 10/19/21

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. ☐ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. ☐ This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. ☐ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2019/2020 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: ☐ Denied: ☐ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

SOLD TO E Town Community		SHIP TO	
ADDRESS 10571 E Town Pkwy		ADDRESS	
CITY, STATE, ZIP Jacksonville, FL 32256		CITY, STATE, ZIP	
CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.
			DATE

ORDERED	SHIPPED	DESCRIPTION	PRICE	UNIT	AMOUNT
		Time 2 to play music at above address on 12.1.21 from 5:30 - 7:30 PM for 200.00			
		This invoice is for balance of 200.00			200.-
		Please make check payable to Ed David			
		1550 Mastick View Lane			
		Fleming Island, FL 32063			

1.300.15500.10000

Jim Perry
Cypress Bluff Community Development District c/o
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

October 12, 2021
Project No: 13102.26002
Invoice No: 0200022

Project 13102.26002 Cypress Bluff CDD-District Engineer (WA#3)
Services this month include:
1. Preparing requisitions
2. Review and Sign Documents
3. Administrative Support

-Brad W.

Professional Services rendered through September 30, 2021

Professional Personnel

		Hours	Rate	Amount
Senior Engineer				
Hall, Jason	9/4/2021	1.00	194.00	194.00
Hall, Jason	9/18/2021	.50	194.00	97.00
Hall, Jason	10/2/2021	1.00	194.00	194.00
Weeber, Bradley	9/25/2021	1.00	194.00	194.00
Totals		3.50		679.00
Total Labor				679.00
Invoice Total this Period				\$679.00



Sept Profess. Srv.
1.310.513.311
6A

England-Thimig & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8800 • fax 904-646-9485
CA-00002584 LC-0000316

M&G Holiday Lighting

4845 Belle Terre Pkwy
Palm Coast, FL 32164 US
mgbusinessventures@gmail.com

**INVOICE**

BILL TO
475 West Town Place
Suite 114
St. Augustine, FL 32092

INVOICE 1686
DATE 10/26/2021
TERMS Due on receipt
DUE DATE 10/26/2021

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Holiday Lighting - New Install	1	152.00	152.00
	Holiday Lighting - New Install	1	209.00	209.00
	Holiday Lighting - New Install	1	166.25	166.25
	Holiday Lighting - New Install	1	238.95	238.95
	Holiday Lighting - New Install	1	57.00	57.00
	Shipping	1	26.00	26.00
	Miscellaneous - Wire - Plugs, Supplies, etc	1	83.26	83.26
	Removal	1	190.00	190.00
	Storage	1	75.00	75.00

BALANCE DUE

\$1,197.46 / 2

87A
1.320.572.494
Spec Event



\$598.77
Deposit
SD 90

Cypress Bluff



Sparking imaginative learning

Mad Science of N.E. Central Florida
P.O. Box 540436
Orlando, FL 32854-0436
MadScienceRocks@gmail.com
CFL.MadScience.org

Invoice 5544

BILL TO

eTown
Cypress Bluff CDD and its
supervisors, officers, directors,
consultants, and staff
475 West Town Place
Suite 114
St. Augustine, FL 32902

DATE
10/22/2021

PLEASE PAY
\$499.00

DUE DATE
10/22/2021

85A
1,320.572.494

ACTIVITY	QTY	RATE	AMOUNT
10/22/2021			
Special Event Show- VARIABLE COST	1	499.00	499.00
2 Hour Glow Ghost Eggs Station			

Thank you for your business. We hope to serve you again at
future events! Please send feedback about your event to us at
MadScienceRocks@gmail.com.

TOTAL DUE \$499.00

THANK YOU.





Sparking imaginative learning

Mad Science of N.E. Central Florida
P.O. Box 540436
Orlando, FL 32854-0436
MadScienceRocks@gmail.com
CFL.MadScience.org

Invoice 5540A

BILL TO

eTown
Cypress Bluff CDD and its
supervisors, officers, directors,
consultants, and staff
475 West Town Place
Suite 114
St. Augustine, FL 32902

DATE
12/04/2021

PLEASE PAY
\$1,300.00

DUE DATE
12/04/2021

1,300.155.100-85A spec Event

ACTIVITY	QTY	RATE	AMOUNT
12/04/2021			
Special Event Show- VARIABLE COST 30 Minute Show, plus 2 Stations for 1.5 hours, includes all travel and outdoor fees	1	1,250.00	1,250.00
Misc Fees Table and Mask Fee	1	50.00	50.00

Thank you for your business. We hope to serve you again at
future events! Please send feedback about your event to us at
MadScienceRocks@gmail.com.

TOTAL DUE

\$1,300.00

THANK YOU.





Maintenance Invoice

Invoice#: 4383

Date: 09/29/2021

Billed To: Cypress Bluff CDD 2
GMS
475 West Town Place Ste 114
St. Augustine FL 32092

For: E-Town Interchange East

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
<i>Sept Landscape Maint</i> Mowed the West Side of Interchange	1.00	775.00	775.00	N



12A

1. 320.572.461

Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

Amount Due

775.00

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 4521

Date: 10/01/2021

Billed To: Cypress Bluff CDD 2
GMS
475 West Town Place Ste 114
St. Augustine FL 32092

For: E-Town Phase 1

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
October Landscape Maintenance	1.00	6,027.00	6,027.00	N

12A
1,320.572.461



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

Amount Due

6,027.00

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 4522

Date: 10/01/2021

Billed To: Cypress Bluff CDD
4314 Pablo Oaks Court
Jacksonville FL 32224

For: E-Town Phase 2

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
October Landscape Maintenance	1.00	14,210.00	14,210.00	N

12A
1,320.572.461



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

Amount Due

14,210.00

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 4527

Date: 10/01/2021

Billed To: Cypress Bluff CDD 2
GMS
475 West Town Place Ste 114
St. Augustine FL 32092

For: E-Town Interchange East
475 West Town Place
Suite 114
St. Augustine FL 32092

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
October Landscape Maintenance	1.00	4,160.00	4,160.00	N



12A
1,320,572.461

Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

Amount Due

4,160.00

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 4551

Date: 10/01/2021

Billed To: Cypress Bluff CDD/E-Town Recharge Center
11003 E-Town Parkway
Jacksonville FL 32256

For: E-Town Recharge Center
110003 E-Town Parkway
Jacksonville FL 32256

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
October Landscape Maintenance	1.00	3,320.00	3,320.00	N

12A

1,320.572,461



Mail all checks payable to Sun State Nursery, Inc.:

9362 Phillips Highway
Jacksonville FL 32256
(904) 260-0811

If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

Amount Due

3,320.00

THANK YOU FOR YOUR BUSINESS!!

Wipes LLC

PO Box 324
Northville, MI 48167
sales@wipes.com
www.wipes.com

**INVOICE****BILL TO**

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

SHIP TO

Cypress Bluff CDD - Jacksonville FL
ReCHARGE Amenity Center
10571 eTown Parkway
Jacksonville, FL 32256

INVOICE

9074

DATE

10/27/2021

TERMS

Due on receipt

DUE DATE

10/27/2021

	DESCRIPTION	QTY	RATE	AMOUNT
Wipes.com Disinfectant Wipes Case	One (1) Case - Four (4) - 800 count rolls of EPA registered disinfecting wipes	1	98.96	98.96T
Shipping	Freight Cost	1	16.39	16.39
Sales Tax	Sales Tax calculated by AvaTax on Wed 27 Oct 13:35:41 UTC 2021	1	0.00	0.00

SUBTOTAL 115.35

TAX 0.00

TOTAL 115.35

BALANCE DUE **\$115.35**



1.330.572.465

66A

Sanitorial supplies

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 54
Invoice Date: 11/1/21
Due Date: 11/1/21
Case:
P.O. Number:

Bill To:

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

5A

Description	Hours/Qty	Rate	Amount
Management Fees - November 2021 1,310.513.34000		3,900.00	3,900.00
Website Administration - November 2021 1,310.513.352 521		104.17	104.17
Information Technology - November 2021 1,310.513.352 352		208.33	208.33
Dissemination Agent Services - November 2021 1,310.513.352 313		333.33	333.33
Office Supplies 1,310.513.420 510		18.37	18.37
Postage 1,310.513.420		13.65	13.65
Copies 1,310.513.425		571.95	571.95

Total \$5,149.80

Payments/Credits \$0.00

Balance Due \$5,149.80