

*Cypress Bluff
Community Development District*

May 24, 2022

AGENDA

**Cypress Bluff
Community Development District**

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

May 17, 2022

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 Audit Committee and Board of Supervisors Meetings are scheduled for **Tuesday, May 24, 2022 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256.**

Following is the agenda for the meetings:

Audit Committee Meeting

- I. Call to Order
- II. Review and Ranking of Proposals for Audit Services
- III. Other Business
- IV. Adjournment

Board of Supervisors Meeting

- I. Roll Call
- II. Public Comment (limited to three minutes)
- III. Approval of Minutes of the April 26, 2022 Board of Supervisors and Audit Committee Meetings
- IV. Acceptance of the Audit Committee's Recommendation
- V. Consideration of Resolution 2022-05, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date
- VI. Consideration of Resolution 2022-06, Designating a Date, Time and Location for a Landowner's Election and Meeting

VII. Staff Reports

- A. District Counsel
- B. District Engineer – Update on the Stormwater Needs Analysis
- C. District Manager
- D. General Manager – Report

VIII. Financial Reports

- A. Balance Sheet and Income Statement
- B. Check Register

IX. Other Business

- X. Supervisor's Requests and Audience Comments

XI. Next Scheduled Meeting – June 28, 2022 at 1:30 p.m. at the eTown Welcome Center

XII. 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, April 26, 2022 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
Will Cellar	Supervisor
John Hewins	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel (by phone)
Marcy Pollicino	Vesta Property Services
Joe Muhl	PARC Group

The following is a summary of the discussions and actions taken at the April 26, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry 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 February 22,
2022 Board of Supervisors and Audit
Committee Meetings**

There were no comments on the minutes.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor the minutes of the February 22, 2022 Board of Supervisors and Audit Committee meetings were approved as presented.
--

FOURTH ORDER OF BUSINESS

Acceptance of the Audit Committee's Recommendation

Mr. Perry noted the Audit Committee ranked the proposal from Grau & Associates as the number one proposer.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor the audit committee's recommendation was accepted.
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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating a Registered Agent and Registered Office

The purpose of Resolution 2022-04 is to change the address of the designated registered office to Kutak Rock's address.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor Resolution 2022-04, designating a registered agent and registered office was approved.
--

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

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

2. Quote for Sign Replacement

Ms. Pollicino asked for the Board's opinion on installing a sign within the main gate at Recharge at a cost of \$555.83 to prohibit dogs and bicycles within the gates. There were no objections from the Board.

Ms. Pollicino proposed offering the yoga lawn and activity lawn for rental. The fees would be consistent with other areas offered for rental, which are \$50 refundable deposit and a \$100 rental fee and the time slots available for rentals would also remain consistent. Mr. Perry noted a public hearing to set the rates for the new areas would be necessary. There were no objections from the Board. The public hearing will be scheduled for the June meeting.

3. Quotes for Solar Shades for the Fitness Center

Ms. Pollicino informed the Board that the sun makes use of the Echelon mirrors and screens on the equipment difficult. She presented three proposals to install solar shades as a solution, and recommended Sunburst due to the 5-year warranty on parts and labor.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the proposal from Sunburst to install solar shades totaling \$5,302.55 was approved.

At a previous meeting the Board approved installation of playground mulch within the dog park. Ms. Pollicino informed the Board that she consulted with Sunstate Nursery and Mikey White, who recommended going with pine needles and tree bark mulch instead as the playground mulch cannot be maintained properly.

On MOTION by Mr. Holmes seconded by Mr. Ray with all in favor the proposal from Sun State Nursery & Landscaping to install 55 yards of mulch totaling \$550 was approved.

Lastly, Ms. Pollicino stated that she has reported a non-working crosswalk sign, and two other signs that need to be addressed to the City of Jacksonville. The City has refused to address the issues as they claim E-Town Parkway is a private road. Ms. Pollicino has contacted Mikey White to inform him.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Income Statement

B. Check Register

Mr. Perry noted the check register totals \$262,820.92, which includes a \$180,000 worth of payments related to the debt service assessments.

On MOTION by Mr. Hewins seconded by Mr. Holmes with all in favor the check register was approved.

EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS Next Scheduled Meeting – May 24, 2022 at 1:30 p.m. at the eTown Welcome Center

ELEVENTH ORDER OF BUSINESS Adjournment

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

Chairman/Vice Chairman

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

An Audit Committee meeting of the Cypress Bluff Community Development District was held Tuesday, April 26, 2022 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256.

Present were:

Richard Ray
John Holmes
John Hewins
Will Cellar

Chairman
Vice Chairman
Supervisor
Supervisor

Also present were:

Jim Perry
Katie Buchanan
Marcy Pollicino
Joe Muhl

District Manager
District Counsel (by phone)
Vesta Property Services
PARC Group

FIRST ORDER OF BUSINESS

Call to Order

Mr. Perry called the meeting to order.

SECOND ORDER OF BUSINESS

Review and Ranking of Proposals for Audit Services

Mr. Perry informed the Board a proposal was provided by Grau & Associates, with their fee set for \$6,200 for Fiscal Year 2022. He noted the fee would be within budget given that the District budgeted \$8,000 for the year.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the ranking Grau & Associates the #1 proposer was approved.

THIRD ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Adjournment

The Audit Committee meeting was adjourned.

FOURTH ORDER OF BUSINESS

Cypress Bluff Community Development District
Auditor Selection Evaluation Criteria

	Ability of Personnel	Proposer's Experience	Understanding of Scope of Work	Ability to Furnish the Required Services	Price	Point Total
	(e.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.)	(e.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character; integrity; reputation of respondent, etc.)	Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.	Extent to which the proposal demonstrates the adequacy of proposer's financial resources and stability as a business entity necessary to complete the services required (e.g., the existence of any natural disaster plan for business operations).	Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to services.	
Proposer	20	20	20	20	20	100
Berger Toombs						
Grau & Associates						

**CYPRESS BLUFF
COMMUNITY DEVELOPMENT DISTRICT
PROPOSAL FOR AUDIT SERVICES**

PROPOSED BY:

Berger, Toombs, Elam, Gaines & Frank
CERTIFIED PUBLIC ACCOUNTANTS, PL

600 Citrus Avenue, Suite 200
Fort Pierce, Florida 34950

(772) 461-6120

CONTACT PERSON:

J. W. Gaines, CPA, Director

DATE OF PROPOSAL:

April 18, 2022

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

April 18, 2022

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

Dear District Manager:

Thank you very much for the opportunity to present our professional credentials to provide audit services for Cypress Bluff Community Development District.

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has assembled a team of governmental and nonprofit specialists second to none to serve our clients. Our firm has the necessary qualifications and experience to serve as the independent auditors for Cypress Bluff Community Development District. We will provide you with top quality, responsive service.

Experience

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a recognized leader in providing services to governmental and nonprofit agencies throughout Florida. We have been the independent auditors for a number of local governmental agencies and through our experience in performing their audits, we have been able to increase our audit efficiency and; therefore, reduce costs. We have continually passed this cost savings on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the standards for financial and compliance audits. We will conduct the audit in accordance with auditing standards generally accepted in the United States of America; "Government Auditing Standards" issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 US Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up-to-date on all changes that are occurring within the industry.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

Cypress Bluff Community Development District
April 18, 2022

Our firm is a member of the Government Audit Quality Center, an organization dedicated to improving government audit quality. We also utilize the audit program software of a nationally recognized CPA firm to assure us that we are up to date with all auditing standards and to assist us maintain maximum audit efficiencies.

To facilitate your evaluation of our qualifications and experience, we have arranged this proposal to include a resume of our firm, including our available staff, our extensive prior governmental and nonprofit auditing experience and clients to be contacted.

You need a firm that will provide an efficient, cost-effective, high-quality audit within critical time constraints. You need a firm with the prerequisite governmental and nonprofit experience to perform your audit according to stringent legal and regulatory requirements, a firm that understands the complex nature of community development districts and their unique compliance requirements. You need a firm with recognized governmental and nonprofit specialists within the finance and governmental communities. And, certainly, you need a firm that will provide you with valuable feedback to enhance your current and future operations. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is that firm. J. W. Gaines is the person authorized to make representations for the firm.

Thank you again for the opportunity to submit this proposal to Cypress Bluff Community Development District.

Very truly yours,

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

PROFILE OF THE PROPOSER

Description and History of Audit Firm

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a Treasure Coast public accounting firm, which qualifies as a small business firm, as established by the Small Business Administration (13 CFR 121.38), with offices in Fort Pierce and Stuart. We are a member of the Florida Institute of Certified Public Accountants and the American Institute of Certified Public Accountants. The firm was formed from the merger of Edwards, Berger, Harris & Company (originated in 1972) and McAlpin, Curtis & Associates (originated in 1949). J. W. Gaines and Associates (originated in 1979) merged with the firm in 2004. Our tremendous growth rate experienced over the last 69 years is directly attributable to the firm's unrelenting dedication to providing the highest quality, responsive professional services attainable to its clients.

We are a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA) to assure we meet the highest standards. Membership in this practice section requires that our firm meet more stringent standards than standard AICPA membership. These rigorous requirements include the requirement of a triennial peer review of our firm's auditing and accounting practice and annual Continuing Professional Education (CPE) for all accounting staff (whether CPA or non-CPA). For standard AICPA membership, only a quality review is required and only CPAs must meet CPE requirements.

We are also a member of the Government Audit Quality Center ("the Center") of the American Institute of Certified Public Accountants to assure the quality of our government audits. Membership in the Center, which is voluntary, requires our firm to comply with additional standards to promote the quality of government audits.

We have been extensively involved in serving local government entities with professional accounting, auditing and consulting services throughout the entire 69 year history of our firm. Our substantial experience over the years makes us uniquely qualified to provide accounting, auditing, and consulting services to these clients. We are a recognized leader in providing services to governmental and nonprofit agencies on the Treasure Coast and in Central and South Florida, with extensive experience in auditing community development districts and water control districts. We were the independent auditors of the City of Fort Pierce for over 37 years and currently, we are the independent auditors for St. Lucie County since 2002, and for 34 of the 38 years that the county has been audited by CPA firms. Additionally, we have performed audits of the City of Stuart, the City of Vero Beach, Indian River County and Martin County. We also presently audit over 75 Community Development Districts throughout Florida.

Our firm was founded on the belief that we are better able to respond to our clients needs through education, experience, independence, quality control, and personal service. Our firm's commitment to quality is reflected in our endeavor of professional excellence via continuing education, the use of the latest computer technology, professional membership in PCPS and peer review.

We believe our approach to audit engagements, intelligence and innovation teamed with sound professional judgment enables us to explore new concepts while remaining sensitive to the fundamental need for practical solutions. We take pride in giving you the assurance that the personal assistance you receive comes from years of advanced training, technical experience and financial acumen.

Professional Staff Resources

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has a total of 27 professional and administrative staff (including 12 professional staff with extensive experience servicing government entities). The work will be performed out of our Fort Pierce office with a proposed staff of one senior accountant and one or two staff accountants supervised by an audit manager and audit partner. With the exception of the directors of the firm's offices, the professional staff is not specifically assigned to any of our individual offices. The professional and administrative staff resources available to you through Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL are as follows:

	<u>Total</u>
Partners/Directors (CPA's)	5
Principals (CPA)	1
Managers (CPA)	1
Senior/Supervisor Accountants (2 CPA's)	3
Staff Accountants (1 CPA)	7
Computer Specialist	1
Paraprofessional	6
Administrative	<u>4</u>
Total – all personnel	28

Following is a brief description of each employee classification:

Staff Accountant – Staff accountants work directly under the constant supervision of the auditor-in-charge and, are responsible for the various testing of documents, account analysis and any other duties as his/her supervisor believes appropriate. Minimum qualification for a staff accountant is graduation from an accredited university or college with a degree in accounting or equivalent.

Senior Accountant – A senior accountant must possess all the qualifications of the staff accountant, in addition to being able to draft the necessary reports and financial statements, and supervise other staff accountants when necessary.

Managers – A manager must possess the qualifications of the senior accountant, plus be able to work without extensive supervision from the auditor-in-charge. The manager should be able to draft audit reports from start to finish and to supervise the audit team, if necessary.

Principal – A principal is a partner/director in training. He has been a manager for several years and possesses the technical skills to act as the auditor-in-charge. A principal has no financial interest in the firm.

Partner/Director – The director has extensive governmental auditing experience and acts as the auditor-in-charge. Directors have a financial interest in the firm.

Professional Staff Resources (Continued)

Independence – Independence of the public accounting firm, with respect to the audit client, is the foundation from which the public gains its trust in the opinion issued by the public accounting firm at the end of the audit process. This independence must be in appearance as well as in fact. The public must perceive that the accounting firm is independent of the audit entity to ensure that nothing would compromise the opinion issued by the public accounting firm. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is independent of Cypress Bluff Community Development District, including its elected officials and related parties, at the date of this proposal, as defined by the following rules, regulations, and standards:

AuSection 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants;

ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants;

Chapter 21A-1, Florida Administrative Code;

Section 473.315, Florida Statutes; and,

Government Auditing Standards, issued by the Comptroller General of the United States.

On an annual basis, all members of the firm are required to confirm, in writing, that they have no personal or financial relationships or holding that would impair their independence with regard to the firm's clients.

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, the utmost care must be exercised by independent auditors in the performance of their duties.

Ability to Furnish the Required Services

As previously noted in the Profile of the Proposer section of this document, our firm has been in existence for over 69 years. We have provided audit services to some clients for over 30 years continually. Our firm is insured against physical loss through commercial insurance and we also carry liability insurance. The majority of our audit documentation is stored electronically, both on our office network and on each employee laptop or computer assigned to each specific job. Our office computer network is backed up on tape, so in the event of a total equipment loss, we can restore all data as soon as replacement equipment is acquired. In addition, our field laptop computers carry the same data and can be used in the event of emergency with virtually no delay in completing the required services.

ADDITIONAL SERVICES PROVIDED

Arbitrage Rebate Services

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL also provides arbitrage rebate compliance and related services to governmental issuers. The Tax Reform Act of 1986 requires issuers of most tax-exempt obligations to pay (i.e., “rebate”) to the United States government any arbitrage profits. Arbitrage profits are earnings on the investment of bond proceeds and certain other monies in excess of what would have been earned had such monies been invested at a yield equal to the yield on the bonds.

Federal tax law requires that interim rebate calculations and payments are due at the end of every fifth bond year. Final payment is required upon redemption of the bonds. More frequent calculations may be deemed advisable by an issuer’s auditor, trustee or bond counsel or to assure that accurate and current records are available. These more frequent requirements are usually contained in the Arbitrage or Rebate Certificate with respect to the bonds.

Our firm performs a comprehensive rebate analysis and includes the following:

- Verifying that the issue is subject to rebate;
- Calculating the bond yield;
- Identifying, and separately accounting for, all “Gross Proceeds” (as that term is defined in the Code) of the bond issue, including those requiring analysis due to “transferred proceeds” and/or “commingled funds” circumstances;
- Determining what general and/or elective options are available to Gross proceeds of the issue;
- Calculating the issue’s excess investment earning (rebate liability), if any;
- Delivering appropriate documentation to support all calculations;
- Providing an executive summary identifying the methodology employed, major assumptions, conclusions, and any other recommendations for changes in recordkeeping and investment policies;
- Assisting as necessary in the event of an Internal Revenue Service inquiry; and,
- Consulting with issue staff, as necessary, regarding arbitrage related matters.

GOVERNMENTAL AUDITING EXPERIENCE

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has been practicing public accounting in Florida for 69 years. Our success over the years has been the result of a strong commitment to providing personalized quality service to our clients.

The current members of our firm have performed audits of over 900 community development districts, and over 1,800 audits of municipalities, counties and other governmental entities such as the City of Fort Pierce and St. Lucie County.

Our firm provides a variety of accounting, auditing, tax litigation support, and consulting services. Some of the professional accounting, auditing and management consulting services that are provided by our firm are listed below:

- Performance of annual financial and compliance audits, including Single Audits of state and federal financial assistance programs, under the provisions of the Single Audit Act, Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), with minimal disruptions to your operations;
- Performance of special compliance audits to ascertain compliance with the applicable local, state and federal laws and regulations;
- Issuance of comfort letters and consent letters in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews;
- Calculation of estimated and actual federal arbitrage rebates;
- Assistance in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Preparation of indirect cost allocation systems in accordance with Federal and State regulatory requirements;
- Providing human resource and employee benefit consulting;
- Performance of automation feasibility studies and disaster recovery plans;
- Performance feasibility studies concerning major fixed asset acquisitions and utility plant expansion plans (including electric, water, pollution control, and sanitation utilities); and
- Assistance in litigation, including testimony in civil and criminal court.
- Assist clients who utilize QuickBooks software with their software needs. Our Certified QuickBooks Advisor has undergone extensive training through QuickBooks and has passed several exams to attain this Certification.

Continuing Professional Education

All members of the governmental audit staff of our firm, and audit team members assigned to this engagement, are in compliance with the Continuing Professional Education (CPE) requirements set forth in Government Auditing Standards issued by the Comptroller General of the United States. In addition, our firm is in compliance with the applicable provisions of the Florida Statutes that require CPA's to have met certain CPE requirements prior to proposing on governmental audit engagements.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

The audit team has extensive experience in performing governmental audits and is exposed to intensive and continuing concentration on these types of audits. Due to the total number of governmental audits our team performs, each member of our governmental staff must understand and be able to perform several types of governmental audits. It is our objective to provide each professional employee fifty hours or more of comprehensive continuing professional education each year. This is accomplished through attending seminars throughout Florida and is reinforced through in-house training.

Our firm has made a steadfast commitment to professional education. Our active attendance and participation in continuing professional education is a major part of our objective to obtain the most recent knowledge on issues which are of importance to our clients. We are growing on the reputation for work that our firm is providing today.

Quality Control Program

Quality control requires continuing commitment to professional excellence. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is formally dedicated to that commitment.

To ensure maintaining the standards of working excellence required by our firm, we joined the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). To be a participating member firm of this practice section, a firm must obtain an independent Peer Review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements.

The scope of the Peer Review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence;
- Assignment of professional personnel to engagements;
- Consultation on technical matters;
- Supervision of engagement personnel;
- Hiring and employment of personnel;
- Professional development;
- Advancement;
- Acceptance and continuation of clients; and,
- Inspection and review system.

We believe that our commitment to the program is rewarding not only to our firm, but primarily to our clients.

The external independent Peer Review of the elements of our quality control policies and procedures performed by an independent certified public accountant, approved by the PCPS of the AICPA, provides you with the assurance that we continue to conform to standards of the profession in the conduct of our accounting and auditing practice.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

Our firm is also a member of Governmental Audit Quality Center (GAQC), a voluntary membership center for CPA firms that perform governmental audits. This center promotes the quality of governmental audits.

Our firm has completed successive Peer Reviews. These reviews included a representative sample of our firm's local governmental auditing engagements. As a result of these reviews, our firm obtained an unqualified opinion on our quality control program and work procedures. On page 31 is a copy of our most recent Peer Review report. It should be noted that we received a pass rating.

Our firm has never had any disciplinary actions by state regulatory bodies or professional organizations.

As our firm performs approximately one hundred audits each year that are reviewed by federal, state or local entities, we are constantly dealing with questions from these entities about our audits. We are pleased to say that any questions that have been raised were minor issues and were easily resolved without re-issuing any reports.

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

We are proud and honored to have been involved with the City of Fort Pierce and the Fort Pierce Utilities Authority when they received their first Certificates of Achievement for Excellence in Financial Reporting for the fiscal years ended September 30, 1988 and 1994, respectively. We were also instrumental in the City of Stuart receiving the award, in our first year of performing their audit, for the year ended September 30, 1999.

We also assisted St. Lucie County, Florida for the year ended September 30, 2003, in preparing their first Comprehensive Annual Financial Report, and St. Lucie County has received their Certificate of Achievement for Excellence in Financial Reporting every year since.

As continued commitment to insuring that we are providing the highest level of experience, we have had at least one employee of our firm serve on the GFOA – Special Review Committee since the mid-1980s. This committee is made up of selective Certified Public Accountants throughout the United States who have demonstrated their high level of knowledge and expertise in governmental accounting. Each committee member attends a special review meeting at the Annual GFOA Conference. At this meeting, the committee reports on the Certificate of Achievement Program's most recent results, future goals, and common reporting deficiencies.

We feel that our previous experience in assisting the City of Fort Pierce, the Fort Pierce Utilities Authority and St. Lucie County obtain their first CAFRs, and the City of Stuart in continuing to receive a CAFR and our firm's continued involvement with the GFOA, and the CAFR review committee make us a valued asset for any client in the field of governmental financial reporting.

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

References

Terracina Community Development
District
Jeff Walker, Special District Services
(561) 630-4922

Gateway Community Development
District
Stephen Bloom, Severn Trent Management
(954) 753-5841

The Reserve Community Development District

Darrin Mossing, Governmental Management
Services LLC
(407) 841-5524

Port of the Islands Community Development
District
Cal Teague, Premier District Management

(239) 690-7100 ext 101

In addition to the above, we have the following additional governmental audit experience:

Community Development Districts

Aberdeen Community Development
District

Beacon Lakes Community
Development District

Alta Lakes Community Development
District

Beaumont Community Development
District

Amelia Concourse Community
Development District

Bella Collina Community Development
District

Amelia Walk Community
Development District

Bonnet Creek Community
Development District

Aqua One Community Development
District

Buckeye Park Community
Development District

Arborwood Community Development
District

Candler Hills East Community
Development District

Arlington Ridge Community
Development District

Cedar Hammock Community
Development District

Bartram Springs Community
Development District

Central Lake Community
Development District

Baytree Community Development
District

Channing Park Community
Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Cheval West Community Development District	Evergreen Community Development District
Coconut Cay Community Development District	Forest Brooke Community Development District
Colonial Country Club Community Development District	Gateway Services Community Development District
Connerton West Community Development District	Gramercy Farms Community Development District
Copperstone Community Development District	Greenway Improvement District
Creekside @ Twin Creeks Community Development District	Greyhawk Landing Community Development District
Deer Run Community Development District	Griffin Lakes Community Development District
Dowden West Community Development District	Habitat Community Development District
DP1 Community Development District	Harbor Bay Community Development District
Eagle Point Community Development District	Harbourage at Braden River Community Development District
East Nassau Stewardship District	Harmony Community Development District
Eastlake Oaks Community Development District	Harmony West Community Development District
Easton Park Community Development District	Harrison Ranch Community Development District
Estancia @ Wiregrass Community Development District	Hawkstone Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Heritage Harbor Community Development District	Madeira Community Development District
Heritage Isles Community Development District	Marhsall Creek Community Development District
Heritage Lake Park Community Development District	Meadow Pointe IV Community Development District
Heritage Landing Community Development District	Meadow View at Twin Creek Community Development District
Heritage Palms Community Development District	Mediterra North Community Development District
Heron Isles Community Development District	Midtown Miami Community Development District
Heron Isles Community Development District	Mira Lago West Community Development District
Highland Meadows II Community Development District	Montecito Community Development District
Julington Creek Community Development District	Narcoossee Community Development District
Laguna Lakes Community Development District	Naturewalk Community Development District
Lake Bernadette Community Development District	New Port Tampa Bay Community Development District
Lakeside Plantation Community Development District	Overoaks Community Development District
Landings at Miami Community Development District	Panther Trace II Community Development District
Legends Bay Community Development District	Paseo Community Development District
Lexington Oaks Community Development District	Pine Ridge Plantation Community Development District
Live Oak No. 2 Community Development District	Piney Z Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Poinciana Community Development District	Sampson Creek Community Development District
Poinciana West Community Development District	San Simeon Community Development District
Port of the Islands Community Development District	Six Mile Creek Community Development District
Portofino Isles Community Development District	South Village Community Development District
Quarry Community Development District	Southern Hills Plantation I Community Development District
Renaissance Commons Community Development District	Southern Hills Plantation III Community Development District
Reserve Community Development District	South Fork Community Development District
Reserve #2 Community Development District	St. John's Forest Community Development District
River Glen Community Development District	Stoneybrook South Community Development District
River Hall Community Development District	Stoneybrook South at ChampionsGate Community Development District
River Place on the St. Lucie Community Development District	Stoneybrook West Community Development District
Rivers Edge Community Development District	Tern Bay Community Development District
Riverwood Community Development District	Terracina Community Development District
Riverwood Estates Community Development District	Tison's Landing Community Development District
Rolling Hills Community Development District	TPOST Community Development District
Rolling Oaks Community Development District	

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Triple Creek Community
Development District

Vizcaya in Kendall
Development District

TSR Community Development
District

Waterset North Community
Development District

Turnbull Creek Community
Development District

Westside Community Development
District

Twin Creeks North Community
Development District

WildBlue Community Development
District

Urban Orlando Community
Development District

Willow Creek Community
Development District

Verano #2 Community
Development District

Willow Hammock Community
Development District

Viera East Community
Development District

Winston Trails Community
Development District

VillaMar Community
Development District

Zephyr Ridge Community
Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Other Governmental Organizations

City of Westlake	Office of the Medical Examiner, District 19
Florida Inland Navigation District	Rupert J. Smith Law Library of St. Lucie County
Fort Pierce Farms Water Control District	St. Lucie Education Foundation
Indian River Regional Crime Laboratory, District 19, Florida	Seminole Improvement District
Viera Stewardship District	Troup Indiantown Water Control District

Current or Recent Single Audits.

St. Lucie County, Florida
Early Learning Coalition, Inc.
Treasure Coast Food Bank, Inc.

Members of our audit team have acquired extensive experience from performing or participating in over 1,800 audits of governments, independent special taxing districts, school boards, and other agencies that receive public money and utilize fund accounting.

Much of our firm's auditing experience is with compliance auditing, which is required for publicly financed agencies. In this type of audit, we do a financial examination and also confirm compliance with various statutory and regulatory guidelines.

Following is a summary of our other experience, including Auditor General experience, as it pertains to other governmental and fund accounting audits.

Counties

(Includes elected constitutional officers, utilities and dependent taxing districts)

Indian River
Martin
Okeechobee
Palm Beach

Municipalities

City of Port St. Lucie
City of Vero Beach
Town of Orchid

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Special Districts

Bannon Lakes Community Development District
Boggy Creek Community Development District
Capron Trail Community Development District
Celebration Pointe Community Development District
Coquina Water Control District
Diamond Hill Community Development District
Dovera Community Development District
Durbin Crossing Community Development District
Golden Lakes Community Development District
Lakewood Ranch Community Development District
Martin Soil and Water Conservation District
Meadow Pointe III Community Development District
Myrtle Creek Community Development District
St. Lucie County – Fort Pierce Fire District
The Crossings at Fleming Island
St. Lucie West Services District
Indian River County Mosquito Control District
St. John's Water Control District
Westchase and Westchase East Community Development Districts
Pier Park Community Development District
Verandahs Community Development District
Magnolia Park Community Development District

Schools and Colleges

Federal Student Aid Programs – Indian River Community College
Indian River Community College
Okeechobee County District School Board
St. Lucie County District School Board

State and County Agencies

Central Florida Foreign-Trade Zone, Inc. (a nonprofit organization affiliated with the St. Lucie County Board of County Commissioners)
Florida School for Boys at Okeechobee
Indian River Community College Crime Laboratory
Indian River Correctional Institution

FEE SCHEDULE

We propose the fee for our audit services described below to be \$7,235 for the years ended September 30, 2022, 2023, and 2024, and \$7,595 for the years ended September 30, 2025 and 2026. The fee is contingent upon the financial records and accounting systems of Cypress Bluff Community Development District being "audit ready" and the financial activity for the District is not materially increased. If we discover that additional preparation work or subsidiary schedules are needed, we will consult with your authorized representative. We can assist with this additional work at our standard rates should you desire.

SCOPE OF WORK TO BE PERFORMED

If selected as the District's auditors, we will perform a financial and compliance audit in accordance with Section 11.45, Florida Statutes, in order to express an opinion on an annual basis on the financial statements of Cypress Bluff Community Development District as of September 30, 2022, 2023, 2024, 2025, and 2026. The audits will be performed to the extent necessary to express an opinion on the fairness in all material respects with which the financial statements present the financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles and to determine whether, for selected transactions, operations are properly conducted in accordance with legal and regulatory requirements. Reportable conditions that are also material weaknesses shall be identified as such in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters. Other (non-reportable) conditions discovered during the course of the audit will be reported in a separate letter to management, which will be referred to in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters.

Our audit will be performed in accordance with standards for financial and compliance audits contained in *Government Auditing Standards*, as well as in compliance with rules and regulations of audits of special districts as set forth by the State Auditor General in Chapter 10.550, Local Governmental Entity Audits, and other relevant federal, state and county orders, statutes, ordinances, charter, resolutions, bond covenants, Administrative Code and procedures, or rules and regulations which may pertain to the work required in the engagement.

The primary purpose of our audit will be to express an opinion on the financial statements discussed above. It should be noted that such audits are subject to the inherent risk that errors or irregularities may not be detected. However, if conditions are discovered which lead to the belief that material errors, defalcations or other irregularities may exist or if other circumstances are encountered that require extended services, we will promptly notify the appropriate individual.

Commitment to Quality Service

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP

Director – 41 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Affiliate member Government Finance Officers Association
- ◆ Past President, Vice President-Campaign Chairman, Vice President and Board Member of United Way of St. Lucie County, 1989 - 1994
- ◆ Past President, President Elect, Secretary and Treasurer of the Treasure Coast Chapter of the Florida Institute of Certified Public Accountants, 1988 - 1991
- ◆ Past President of Ft. Pierce Kiwanis Club, 1994 - 95, Member/Board Member since 1982
- ◆ Past President, Vice President and Treasurer of St. Lucie County Chapter of the American Cancer Society, 1980 -1986
- ◆ Member of the St. Lucie County Chamber of Commerce, Member Board of Directors, Treasurer, September 2002 - 2006, Chairman Elect 2007, Chairman 2008, Past Chairman 2009
- ◆ Member Lawnwood Regional Medical Center Board of Trustees, 2000 – Present, Chairman 2013 - Present
- ◆ Member of St. Lucie County Citizens Budget Committee, 2001 – 2002
- ◆ Member of Ft. Pierce Citizens Budget Advisory Committee, 2010 – 2011
- ◆ Member of Ft. Pierce Civil Service Appeals Board, 2013 - Present

Professional Experience

- ◆ Miles Grant Development/Country Club – Stuart, Florida, July 1975 – October 1976
- ◆ State Auditor General's Office – Public Accounts Auditor – November 1976 through September 1979
- ◆ Director - Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for numerous government and nonprofit audits.
- ◆ Over 40 years experience in all phases of public accounting and auditing experience, with a concentration in financial and compliance audits. Mr. Gaines has been involved in all phases of the audits listed on the preceding pages.

Commitment to Quality Service

Personnel Qualifications and Experience
--

J. W. Gaines, CPA, CITP (Continued)

Director

Continuing Professional Education

- ♦ Has participated in numerous continuing professional education courses provided by nationally recognized sponsors over the last two years to keep abreast of the latest developments in accounting and auditing such as:
 - Governmental Accounting Report and Audit Update
 - Analytical Procedures, FICPA
 - Annual Update for Accountants and Auditors
 - Single Audit Sampling and Other Considerations

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP

Accounting and Audit Principal – 18 years

Accounting and Audit Manager – 4 years

Staff Accountant – 11 years

Education

- ◆ University of Central Florida, B.A. – Accounting
- ◆ Barry University – Master of Professional Accountancy

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants
- ◆ Certified Not-For-Profit Core Concepts 2018

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Associate Member, Florida Government Finance Office Associates
- ◆ Assistant Coach – St. Lucie County Youth Football Organization (1994 – 2005)
- ◆ Assistant Coach – Greater Port St. Lucie Football League, Inc. (2006 – 2010)
- ◆ Board Member – Greater Port St. Lucie Football League, Inc. (2011 – 2017)
- ◆ Treasurer, AIDS Research and Treatment Center of the Treasure Coast, Inc. (2000 – 2003)
- ◆ Board Member/Treasurer, North Treasure Coast Chapter, American Red Cross (2004 – 2010)
- ◆ Member/Board Member of Port St. Lucie Kiwanis (1994 – 2001)
- ◆ President (2014/15) of Sunrise Kiwanis of Fort Pierce (2004 – 2017)
- ◆ St. Lucie District School Board Superintendent Search Committee (2013 – present)
- ◆ Board Member – Phrozen Pharos (2019-2021)

Professional Experience

- ◆ Twenty-eight years public accounting experience with an emphasis on nonprofit and governmental organizations.
- ◆ Audit Manager in-charge on a variety of audit and review engagements within several industries, including the following government and nonprofit organizations:
 - St. Lucie County, Florida
 - 19th Circuit Office of Medical Examiner
 - Troup Indiantown Water Control District
 - Exchange Club Center for the Prevention of Child Abuse, Inc.
 - Healthy Kids of St. Lucie County
 - Mustard Seed Ministries of Ft. Pierce, Inc.
 - Reaching Our Community Kids, Inc.
 - Reaching Our Community Kids - South
 - St. Lucie County Education Foundation, Inc.
 - Treasure Coast Food Bank, Inc.
 - North Springs Improvement District
- ◆ Four years of service in the United States Air Force in computer operations, with a top secret (SCI/SBI) security clearance.

Commitment to Quality Service

Personnel Qualifications and Experience
--

David S. McGuire, CPA, CITP (Continued)

Accounting and Audit Principal

Continuing Professional Education

- ◆ Mr. McGuire has attended numerous continuing professional education courses and seminars taught by nationally recognized sponsors in the accounting auditing and single audit compliance areas. He has attended courses over the last two years in those areas as follows:

- Not-for-Profit Auditing Financial Results and Compliance Requirements

- Update: Government Accounting Reporting and Auditing

- Annual Update for Accountants and Auditors

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA

Accounting and Audit Manager – 30 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Former Member of Florida Institute of Certified Public Accountants Committee on State and Local Government
- ◆ Affiliate Member Government Finance Officers Association (GFOA) for over 10 years
- ◆ Affiliate Member Florida Government Finance Officers Association (FGFOA) for over 10 years
- ◆ Technical Review – 1997 FICPA Course on State and Local Governments in Florida
- ◆ Board of Directors – Kiwanis of Ft. Pierce, Treasurer – 1994-1999; Vice President – 1999-2001

Professional Experience

- ◆ Twenty-seven years public accounting experience with an emphasis on governmental and nonprofit organizations.
- ◆ State Auditor General's Office – West Palm Beach, Staff Auditor, June 1985 to September 1985
- ◆ Accounting and Audit Manager of Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for audit and accounting services including governmental and not-for-profit audits.
- ◆ Over 20 years of public accounting and governmental experience, specializing in governmental and nonprofit organizations with concentration in special districts, including Community Development Districts which provide services including water and sewer utilities. Governmental and non-profit entities served include the following:

Counties:

St. Lucie County

Municipalities:

City of Fort Pierce

City of Stuart

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA (Continued)

Accounting and Audit Manager

Professional Experience (Continued)

Special Districts:

Bluewaters Community Development District
Country Club of Mount Dora Community Development District
Fiddler's Creek Community Development District #1 and #2
Indigo Community Development District
North Springs Improvement District
Renaissance Commons Community Development District
St. Lucie West Services District
Stoneybrook Community Development District
Summerville Community Development District
Terracina Community Development District
Thousand Oaks Community Development District
Tree Island Estates Community Development District
Valencia Acres Community Development District

Non-Profits:

The Dunbar Center, Inc.
Hibiscus Children's Foundation, Inc.
Hope Rural School, Inc.
Maritime and Yachting Museum of Florida, Inc.
Tykes and Teens, Inc.
United Way of Martin County, Inc.
Workforce Development Board of the Treasure Coast, Inc.

- ◆ While with the Auditor General's Office he was on the staff for the state audits of the Martin County School District and Okeechobee County School District.
- ◆ During 1997 he performed a technical review of the Florida Institute of Certified Public Accountants state CPE course on Audits of State and Local Governments in Florida. His comments were well received by the author and were utilized in future updates to the course.

Continuing Professional Education

- ◆ During the past several years, he has participated in numerous professional development training programs sponsored by the AICPA and FICPA, including state conferences on special districts and governmental auditing in Florida. He averages in excess of 100 hours bi-annually of advanced training which exceeds the 80 hours required in accordance with the continuing professional education requirements of the Florida State Board of accountancy and the AICPA Private Companies Practice Section. He has over 75 hours of governmental CPE credit within the past two years.

Commitment to Quality Service

Personnel Qualifications and Experience

Matthew Gonano, CPA

Senior Staff Accountant – 10 years

Education

- ◆ University of North Florida, B.B.A. – Accounting
- ◆ University of Alicante, Spain – International Business
- ◆ Florida Atlantic University – Masters of Accounting

Professional Affiliations/Community Service

- ◆ American Institute of Certified Public Accountants
- ◆ Florida Institute of Certified Public Accountants

Professional Experience

- ◆ Senior Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.
- ◆ Performed audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- ◆ Performed Single Audits of nonprofit organizations in accordance with OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

- ◆ Mr. Gonano has participated in numerous continuing professional education courses.

Commitment to Quality Service

Personnel Qualifications and Experience
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Paul Daly

Staff Accountant – 9 years

Education

- ♦ Florida Atlantic University, B.S. – Accounting

Professional Experience

- ♦ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ♦ Working to attain the requirements to take the Certified Public Accounting (CPA) exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Melissa Marlin, CPA

Senior Staff Accountant – 8 years

Education

- ◆ Indian River State College, A.A. – Accounting
- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mrs. Marlin participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
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Bryan Snyder

Staff Accountant – 5 years

Education

- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Accountant beginning his professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.
- ◆ Mr. Snyder is gaining experience auditing governmental & nonprofit entities.

Continuing Professional Education

- ◆ Mr. Snyder participates in numerous continuing education courses and plans on working to acquire his CPA certificate.
- ◆ Mr. Snyder is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Maritza Stonebraker, CPA

Staff Accountant – 4 years

Education

- ♦ Indian River State College, B.S.A. – Accounting

Professional Experience

- ♦ Staff Accountant beginning her professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.

Continuing Professional Education

- ♦ Mrs. Stonebraker participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Jonathan Herman, CPA

Senior Staff Accountant – 7 years

Education

- ◆ University of Central Florida, B.S. – Accounting
- ◆ Florida Atlantic University, MACC

Professional Experience

- ◆ Accounting graduate with five years experience with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Herman participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Sean Stanton, CPA

Staff Accountant – 4 years

Education

- ◆ University of South Florida, B.S. – Accounting
- ◆ Florida Atlantic University, M.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank auditing governmental and non-profit entities.

Continuing Professional Education

- ◆ Mr. Stanton participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Taylor Nuccio

Staff Accountant – 3 years

Education

- ♦ Indian River State College, B.S.A. – Accounting

Professional Experience

- ♦ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ♦ Ms. Nuccio participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ♦ Ms. Nuccio is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Tifanee Terrell
Staff Accountant

Education

- ◆ Florida Atlantic University, M.B.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Terrell participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Terrell is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
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Mathew Spinosa

Staff Accountant

Education

- ◆ Indian River State College, B.S.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Spinosa participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Mr. Spinosa is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Dylan Dixon

Staff Accountant

Education

- ◆ Indian River State College, A.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Dixon is currently pursuing a bachelor's degree in Accounting.
- ◆ Mr. Dixon participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Mr. Dixon is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience
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Dominic DeCambre

Staff Accountant

Education

- ◆ Indian River State College, B.S.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. DeCambre participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Mr. DeCambre is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.



Judson B. Baggett 6815 Dairy Road
MBA, CPA, CVA, Partner Zephyrhills, FL 33542
Marci Reutimann (813) 788-2155
CPA, Partner (813) 782-8606

Report on the Firm's System of Quality Control

To the Partners
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

October 30, 2019

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA
Signed Electronically by Baggett, Reutimann & Associates, CPAs PA, 10/31/19 email: judson@baggett-reutimann.com

Member American Institute of Certified Public Accountants (AICPA) and Florida Institute of Certified Public Accountants (FICPA)
National Association of Certified Valuation Analysts (NACVA)

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Annual Audit Services for Fiscal Year 2022
Duval County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. An electronic copy of the proposal must be received no later than Monday, April 18, 2022, 2:00 p.m., at the email address of the District's Recording Secretary, Courtney Hogge, chogge@gmsnf.com.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit an electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall include the subject line, "Auditing Services – Cypress Bluff Community Development District".

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents. 3

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**CYPRESS BLUFF CDD
AUDITOR SELECTION
EVALUATION CRITERIA**

1. Ability of Personnel. (20 Points)

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

2. Proposer's Experience. (20 Points)

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

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

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

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

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

5. Price. (20 Points)

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



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services:

CYPRESS BLUFF

COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: April 18, 2022
2:00PM

Submitted to:

Cypress Bluff
Community Development District
c/o District Manager
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Submitted by:

Antonio J. Grau, Partner
Grau & Associates
951 Yamato Road, Suite 280
Boca Raton, Florida 33431

Tel (561) 994-9299
(800) 229-4728

Fax (561) 994-5823

tgrau@graucpa.com

www.graucpa.com



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

April 18, 2022

Cypress Bluff Community Development District
c/o District Manager
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2022, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Cypress Bluff Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Special district audits are at the core of our practice: **we have a total of 360 clients, 329 or 91% of which are special districts.** We know the specifics of the professional services and work products needed to meet your RFP requirements like no other firm. With this level of experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to client operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts, and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or Racquel McIntosh, CPA (rmcintosh@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,
Grau & Associates



Antonio J. Grau

Firm Qualifications



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Grau's Focus and Experience

Our Team



3 Partners
10 Professional Staff
2 Administrative Professionals



2005

Year founded

Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the **American Institute of Certified Public Accountants** & the **Florida Institute of Certified Public Accountants**

297 Community Development Districts Served

Quality Controls

- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality



AICPA | FICPA | GFOA | FASD | FGFOA

See next page for report and certificate



FICPA Peer Review Program
Administered in Florida
by The Florida Institute of CPAs



Peer Review
Program

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

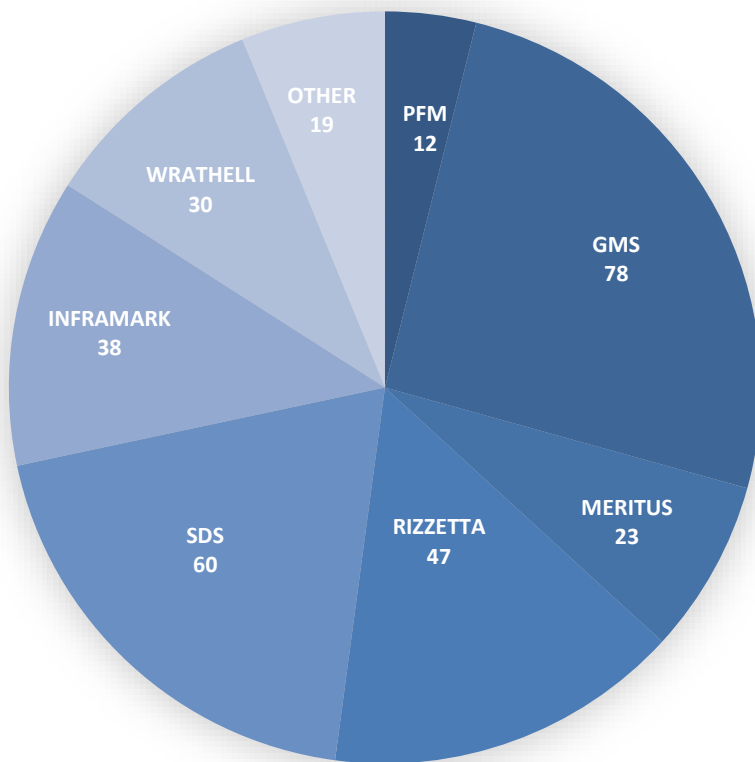
3800 Esplanade Way, Suite 210 | Tallahassee, FL 32311 | 800.342.3197, in Florida | 850.224.2727 | Fax: 850.222.6190 | www.ficpa.org

Firm & Staff Experience



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

Years Performing Audits: 30+

CPE (last 2 years):

Government

Accounting, Auditing:

24 hours; Accounting,

Auditing and Other:

56 hours

Professional

Memberships: AICPA,

FICPA, FGFOA, GFOA

Racquel McIntosh, CPA (Partner)

Years Performing Audits: 14+

CPE (last 2 years):

Government

Accounting, Auditing:

47 hours; Accounting,

Auditing and Other:

58 hours

Professional

Memberships: AICPA,

FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

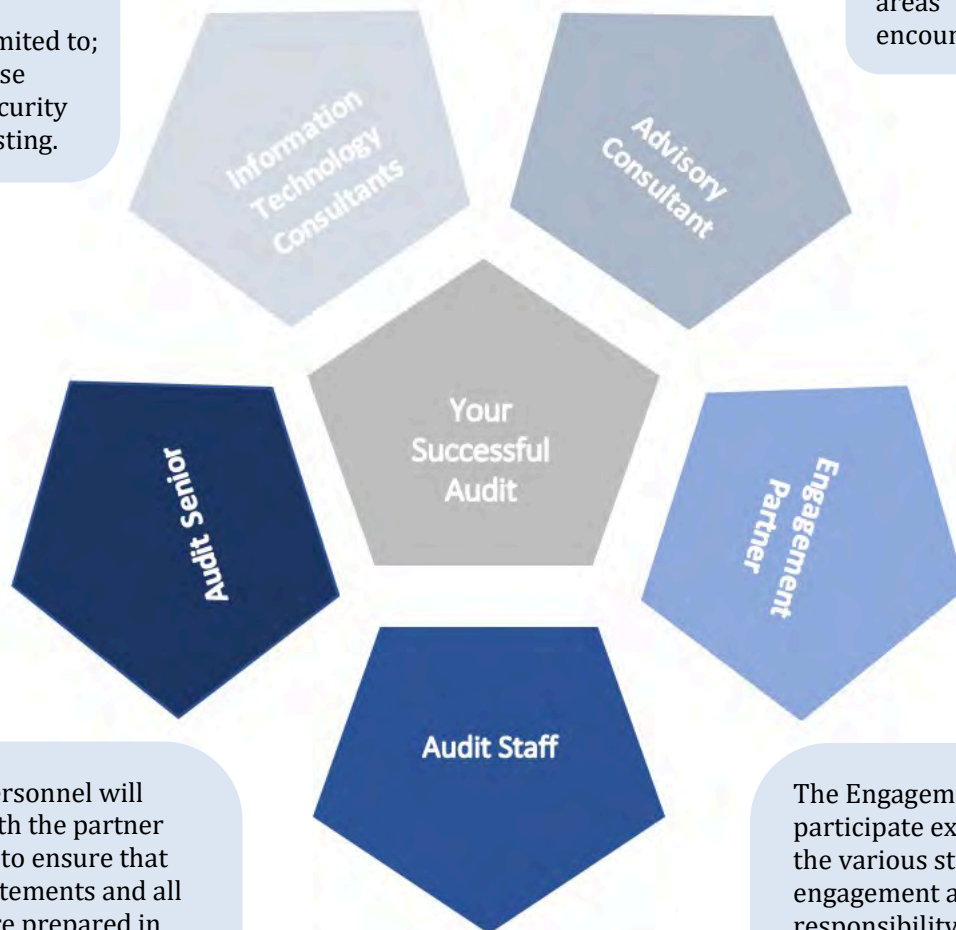
-Racquel McIntosh

YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team.

Grau contracts with an outside group of IT management consultants to assist with matters including, but not limited to; network and database security, internet security and vulnerability testing.

An advisory consultant will be available as a sounding board to advise in those areas where problems are encountered.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



Antonio 'Tony' J. Grau, CPA
Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District	St. Lucie West Services District
Dunes Community Development District	Ave Maria Stewardship Community District
Fishhawk Community Development District (I,II,IV)	Rivers Edge II Community Development District
Grand Bay at Doral Community Development District	Bartram Park Community Development District
Heritage Harbor North Community Development District	Bay Laurel Center Community Development District
Boca Raton Airport Authority	
Greater Naples Fire Rescue District	
Key Largo Wastewater Treatment District	
Lake Worth Drainage District	
South Indian River Water Control	

Professional Associations/Memberships

American Institute of Certified Public Accountants Florida Government Finance Officers Association
Florida Institute of Certified Public Accountants Government Finance Officers Association Member
City of Boca Raton Financial Advisory Board Member

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	56
Total Hours	80 (includes of 4 hours of Ethics CPE)



Racquel C. McIntosh, CPA

Partner

Contact : rmcintosh@graucpa.com | (561) 939-6669

Experience

Racquel has been providing government audit, accounting and advisory services to our clients for over 14 years. She serves as the firm's quality control partner; in this capacity she closely monitors engagement quality ensuring standards are followed and maintained throughout the audit.

Racquel develops in-house training seminars on current government auditing, accounting, and legislative topics and also provides seminars for various government organizations. In addition, she assists clients with implementing new accounting software, legislation, and standards.

Education

Florida Atlantic University (2004)

Master of Accounting

Florida Atlantic University (2003)

Bachelor of Arts:

Finance, Accounting

Clients Served (partial list)

(>300) Various Special Districts, including:
Carlton Lakes Community Development District
Golden Lakes Community Development District
Rivercrest Community Development District
South Fork III Community Development District
TPOST Community Development District

Westchase Community Development District
Monterra Community Development District
Palm Coast Park Community Development District
Long Leaf Community Development District
Watergrass Community Development District

East Central Regional Wastewater Treatment Facilities
Indian Trail Improvement District
Pinellas Park Water Management District
Ranger Drainage District
South Trail Fire Protection and Rescue Service District

Professional Associations/ Memberships

American Institute of Certified Public Accountants
Florida Institute of Certified Public Accountants

FICPA State & Local Government Committee
FGFOA Palm Beach Chapter

Professional Education (over the last two years)

Course

Government Accounting and Auditing
Accounting, Auditing and Other
Total Hours

Hours

47

58

105 (includes of 4 hours of Ethics CPE)

References



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2007
Client Contact	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

Specific Audit Approach



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:

Is the recommendation cost effective?

Is the recommendation the simplest to effectuate in order to correct a problem?

Is the recommendation at the heart of the problem and not just correcting a symptomatic matter?

Is the corrective action taking into account why the deficiency occurred?

To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

Cost of Services



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2022-2026 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2022	\$6,200
2023	\$6,400
2024	\$6,600
2025	\$6,800
2026	<u>\$7,000</u>
TOTAL (2022-2026)	<u>\$33,000</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.

Supplemental Information



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Waste Water Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓			✓	9/30
South-Dade Venture Development District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunshine Water Control District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (297)	✓			✓	9/30
TOTAL	333	5	3	328	

ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73

Current
Arbitrage
Calculations

We look forward to providing **Cypress Bluff Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!**

**For even more information on Grau & Associates
please visit us on www.graucpa.com.**

FIFTH ORDER OF BUSINESS

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Cypress Bluff Community Development District ("**District**") prior to June 15, 2022, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

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

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 23, 2022

HOUR: 1:30 p.m.

LOCATION: eTown Welcome Center
11003 E-Town Parkway
Jacksonville, FL 32256

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to the City of Jacksonville and Duval County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

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

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 24TH DAY OF MAY, 2022.

ATTEST:

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson/Vice Chairperson, Board of
Supervisors

Exhibit A: Proposed Budget

Cypress Bluff
Community Development District

Proposed Budget FY 2023



Cypress Bluff

Community Development District

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Series 2020A Debt Service Fund

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Series 2021 Debt Service Fund

Summary of Revenues and Expenses	Page 19
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Cypress Bluff
Community Development District
General Fund
Proposed Operating Budget

Description	Adopted Budget FY 2022	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
<u>Revenues</u>					
Assessments	\$ 907,175	\$ 905,448	\$ 1,727	\$ 907,175	\$ 907,175
Intererst SBA	\$ 1,000	\$ 289	\$ 350	\$ 639	\$ 1,000
Other Revenues (Event Fees)	\$ 10,000	\$ 6,612	\$ 5,682	\$ 12,294	\$ 20,000
Carry Forward Surplus	\$ -	\$ -	\$ -	\$ -	\$ 30,715
Total Revenues	\$ 918,175	\$ 912,349	\$ 7,759	\$ 920,108	\$ 958,890
<u>Expenditures</u>					
<u>Administrative</u>					
Supervisor Fees	\$ 12,000	\$ 2,800	\$ 5,000	\$ 7,800	\$ 12,000
FICA Expense	\$ 918	\$ 168	\$ 383	\$ 551	\$ 918
Engineering	\$ 5,000	\$ 873	\$ 4,127	\$ 5,000	\$ 5,000
Arbitrage	\$ 1,800	\$ 1,200	\$ 600	\$ 1,800	\$ 2,400
Dissemination Agent	\$ 4,000	\$ 3,300	\$ 2,355	\$ 5,655	\$ 6,000
Attorney	\$ 15,000	\$ 8,009	\$ 6,991	\$ 15,000	\$ 15,000
Annual Audit	\$ 8,000	\$ -	\$ 6,000	\$ 6,000	\$ 8,000
Assessment Roll	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 10,000
Trustee Fees	\$ 19,000	\$ 4,007	\$ 14,993	\$ 19,000	\$ 19,000
Management Fees	\$ 46,800	\$ 27,300	\$ 19,500	\$ 46,800	\$ 49,140
Information Technology	\$ 2,500	\$ 1,458	\$ 1,042	\$ 2,500	\$ 2,500
Website Maintenance	\$ 1,250	\$ 729	\$ 521	\$ 1,250	\$ 1,250
Telephone	\$ 500	\$ 73	\$ 150	\$ 223	\$ 500
Postage	\$ 1,500	\$ 585	\$ 675	\$ 1,260	\$ 1,500
Printing & Binding	\$ 3,000	\$ 1,134	\$ 988	\$ 2,121	\$ 2,500
Insurance	\$ 5,919	\$ 5,570	\$ -	\$ 5,570	\$ 6,684
Legal Advertising	\$ 4,000	\$ 599	\$ 1,895	\$ 2,494	\$ 2,500
Other Current Charges	\$ 1,000	\$ 162	\$ 250	\$ 412	\$ 1,000
Office Supplies	\$ 600	\$ 80	\$ 400	\$ 480	\$ 600
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Total Administrative	\$ 137,962	\$ 63,223	\$ 65,869	\$ 129,092	\$ 146,667

Cypress Bluff
Community Development District
General Fund
Proposed Operating Budget

Description	Adopted Budget FY 2022	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
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Grounds Maintenance

Pond Maintenance (Water Quality)	\$ 6,000	\$ 630	\$ 450	\$ 1,080	\$ 2,000
Landscape Maintenance	\$ 285,000	\$ 194,019	\$ 138,585	\$ 332,604	\$ 332,604
Landscape Contingency	\$ 25,000	\$ 602	\$ 800	\$ 1,402	\$ 7,000
Pump Maintenance	\$ 3,550	\$ -	\$ 1,250	\$ 1,250	\$ 3,550
Water & Sewer	\$ 48,000	\$ 19,918	\$ 15,000	\$ 34,918	\$ 45,000
Irrigation Repairs	\$ 3,000	\$ 8,342	\$ 1,658	\$ 10,000	\$ 3,000
Landscape Reserves	\$ 20,000	\$ -	\$ 2,500	\$ 2,500	\$ 7,500
Pest Control	\$ 1,920	\$ 1,200	\$ 1,200	\$ 2,400	\$ 2,400
Other Repairs and Maintenance	\$ 6,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000

Total Grounds Maintenance	\$ 398,470	\$ 224,711	\$ 164,443	\$ 389,154	\$ 406,054
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Amenity

Insurance	\$ 33,941	\$32,155	\$ -	\$ 32,155	\$ 38,654
Amenity Manager (VESTA)	\$ 102,262	\$64,654	\$ 42,610	\$ 107,264	\$ 109,505
Lifestyle Manager	\$ 13,740	\$0	\$ -	\$ -	\$ -
Pool Maintenance (VESTA)	\$ 8,844	\$5,159	\$ 3,685	\$ 8,844	\$ 9,875
Pool Chemicals (VESTA)	\$ 12,500	\$7,289	\$ 5,205	\$ 12,494	\$ 13,875
Facility Attendant (VESTA)	\$ 64,360	\$37,543	\$ 26,815	\$ 64,358	\$ 72,352
Janitorial Services (VESTA)	\$ 9,830	\$5,734	\$ 4,095	\$ 9,829	\$ 10,828
Refuse	\$ 1,500	\$826	\$ 650	\$ 1,476	\$ 1,547
Security and Gate Maintenance	\$ 4,000	\$1,464	\$ 1,150	\$ 2,614	\$ 4,000
Facility Maintenance (VESTA)	\$ 18,203	\$10,618	\$ 7,585	\$ 18,203	\$ 20,765
Elevator Maintenance	\$ 3,000	\$1,051	\$ 850	\$ 1,901	\$ 3,000
Electric	\$ 6,000	\$11,333	\$ 8,100	\$ 19,433	\$ 20,400
Cable and Internet	\$ 13,000	\$6,064	\$ 4,335	\$ 10,399	\$ 10,500
Licenses and Permits	\$ 1,000	\$0	\$ 500	\$ 500	\$ 1,000
Repairs & Maintenance	\$ 6,053	\$13,142	\$ 6,858	\$ 20,000	\$ 20,000
Special Events	\$ 20,000	\$5,765	\$ 7,500	\$ 13,265	\$ 15,000
Holiday Decorations	\$ 1,500	\$1,197	\$ 303	\$ 1,500	\$ 1,500
Fitness Center R&M	\$ 10,000	\$4,513	\$ 2,450	\$ 6,963	\$ 10,000
Fitness Equipment Rentals	\$ 24,360	\$13,846	\$ 10,570	\$ 24,416	\$ 25,368

Cypress Bluff
Community Development District
General Fund
Proposed Operating Budget

Description	Adopted Budget FY 2022	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
Reserve for Amenities	\$ 24,650	\$8,036	\$ 4,497	\$ 12,533	\$ 15,000
Other Current Charges	\$ 3,000	\$3,000	\$ -	\$ 3,000	\$ 3,000
Total Amenity	\$ 381,743	\$ 233,389	\$ 137,758	\$ 371,147	\$ 406,169
Total Expenditures	\$ 918,175	\$ 521,323	\$ 368,070	\$ 889,393	\$ 958,890
Excess Revenues (Expenditures)	\$ -	\$ 391,026	\$ (360,311)	\$ 30,715.07	\$ -

Assessments per unit for FY 2023

Development Type	Number of Units	FY 21-22 O&M Assessments Per Category	FY 21-22 O&M Assessments Per Unit (net)	FY 21-22 O&M Assessments Per Unit (gross) (1)
Active Adult	519	\$168,675	\$325.00	\$351.35
Residential	1,477	\$738,500	\$500.00	\$540.54
Total Residential	1,996	\$907,175		

(1) Includes provision for the early payment discount of 4% and Duval County collection costs of 3.5%.

Cypress Bluff

Community Development District

General Fund Budget

FY 2023

REVENUES:

Assessments

The District will levy a non ad-valorem special assessment on all taxable property within the District to fund all of the General Operating Expenditures for the fiscal year. The assessment may either be invoiced directly to the property owner or placed on the Duval County Tax Roll.

Interest SBA

The District will have all excess funds transferred to the Local Government Surplus Funds Trust fund (Florida PRIME) with State Board of Administration (SBA). The amount is based upon the estimated average balance of funds available during the fiscal year.

Other Revenues

Income received from resident rental of Rooftop patio, amenity access fobs, fitness class, etc.

EXPENDITURES:

Administrative:

Supervisor Fees & FICA Expense

Supervisors by Florida statutes are eligible for compensation if elected at \$200/meeting. The costs are reflective of anticipated compensation plus FICA matching.

Engineering Fees

The District's engineer, England-Thims & Miller, Inc will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc.

Arbitrage

The District is required to annually have an arbitrage rebate calculation on the District's Series 2019, 2020, 2020A and 2021 Special Assessment Revenue Bonds.

Dissemination

The District has contracted with GMS, LLC to act as the Dissemination Agent for the District to prepare the Annual Disclosure Report required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Attorney

The District's legal counsel, Kutak Rock LLP will be providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating & maintenance contracts, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Grau and Associates currently serves as the District's Independent Auditor.

Assessment Roll

The District has contracted with Governmental Management Services, LLC for the certification and collection of the District's annual maintenance and debt service assessments. Assessments on platted lots are collected by agreement with Duval County while unplatted assessments maybe collected directly by District and/or by County Tax Collector.

Cypress Bluff

Community Development District

General Fund Budget

FY 2023

Trustee Fees

The Trustee at The Bank of New York Mellon administers the District's Series 2019, 2020, 2020A, and 2021 Special Assessment Revenue Bonds. The amount represents the annual fee for the administration of the District's bond issue.

Management Fees

The District receives management, accounting and administrative services as part of a management agreement with Governmental Management Services, LLC ("GMS"). These services are further outlined in Exhibit "A" of the Management Agreement with GMS.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

Telephone

Telephone conference costs for District meetings, workshops and committee meetings.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, etc.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance. FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc. in a newspaper of general circulation.

Other Current Charges

Estimated bank charges and any other miscellaneous expenses that incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Grounds Maintenance:

Pond Maintenance (Water Quality)

Estimated costs to maintain ponds in the District.

Cypress Bluff

Community Development District

General Fund Budget FY 2023

Landscape Maintenance

The District has contracted with Sun State Nursery & Landscaping Estimated costs related to maintain the common areas of the District.

Vendor	Description	Monthly	Annual
Sun State Nursery & Landscaping	Landscape Maintenance Ph1	\$6,027	\$72,324
	Landscape Maintenance Ph2	\$14,210	\$170,520
	E-Town Recharge Center	\$3,320	\$39,840
	E-Town Interchange East	\$4,160	\$49,920
Total		\$ 27,717	\$332,604

Landscape Contingency

Estimated costs for other landscape maintenance incurred by the District.

Pump Maintenance

Estimated costs related to maintain the irrigation pumps in the District.

Water/Sewer

Estimated costs for irrigation by the district for water, sewer and irrigation billed by JEA.

Account#	Location	Monthly	Annual
Fire Sprinkler 1	10571 E-Town PY	\$48	\$571
P405621600	11399 Square ST Apt IR01	\$1,212	\$14,542
88781372 -Water	10571 E-Town PY	\$74	\$893
88634656	10571 E-Town PY	\$1,393	\$16,720
88781372 -Sewer	10571 E-Town PY	\$828	\$9,939
	Contingency	\$195	\$2,335
Total		\$3,750	\$45,000

Irrigation Repairs

Estimated miscellaneous irrigation maintenance and repair costs.

Landscape Reserves

For additional landscape services and possible storm cleanup.

Pest Control

The estimated costs for Turner 's Pest Control to provide monthly pest control services.

Vendor	Description	Monthly	Annual
Turner Pest Control	Pest Control	\$200	\$2,400
Total			\$2,400

Cypress Bluff
Community Development District
General Fund Budget
FY 2023

Other Repairs and Maintenance

Estimated costs for other repairs and maintenance incurred by the district.

Amenity:

Insurance

The District's Property Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

Amenity Manager

The District contracted with Vesta Property Services to provide management services for the Amenity Center.

Pool Maintenance

The District has contracted with Vesta to maintain the Amenity swimming pools.

Pool Chemicals

The District has contracted with Vesta for purchase and delivery of pool chemicals for the maintenance of the Amenity Center swimming pools.

Facility Attendant

The District has contracted with Vesta to provide community facility staff for the amenity center to greet patrons, providing facility tours, issuance of access cards and policy enforcement.

Janitorial Services

The District utilizes the services of Vesta Property Services to provide janitorial services.

Refuse

This item includes Waste Pro Management picking up trash from the receptacles at the Amenity Center.

Vendor	Description	Monthly	Annual
Waste Pro	Refuse	\$125	\$1,500
Total			\$1,500

Security and Gate Maintenance

Estimated maintenance costs of the security cameras and gate.

Facility Maintenance

The District utilizes the services of Vesta Property Services to provide maintenance and repairs necessary for upkeep of the Amenity Center and common grounds area.

Elevator Maintenance

Estimated costs to provide maintenance and repairs necessary for upkeep of the Amenity Center elevator.

Cypress Bluff

Community Development District

General Fund Budget FY 2023

Electric

JEA provides for electric services for the District. The cost of electric associated with the Recreation Facilities:

Account#	Location	Monthly	Annual
22970659	10923 E-Town PY Apt IR01	\$12	\$144
23679519	11145 E-Town PY Apt IR01	\$135	\$1,620
24059037	11399 Square St Apt IR02	\$15	\$180
22972246	10505 E-Town PY Apt IR01	\$15	\$180
21277318	10571 E-Town PY	\$700	\$8,400
23408499	11399 Square St Apt IR03	\$780	\$9,360
	Contingency	\$43	\$516
Total		\$1,700	\$20,400

Cable and Internet

The District has contracted with Comcast for cable and internet in the Amenity Center.

Account#	Location	Monthly	Annual
8495741213305280	10571 E-Town Pkwy (Fitness)	\$525	\$6,300
8495741213305083	10571 E-Town Pkwy (Outdoor)	\$350	\$4,200
Total		\$885	\$10,500

License and Permits

Represents license fees for the amenity center and permit fees paid to the Florida Department of Health in St. Johns County for the swimming pools.

Repair and Replacements

Any costs related to miscellaneous repairs and maintenance that occur during the fiscal year.

Special Events

Represents estimated costs for the District to host special events for the community through the Fiscal Year.

Holiday Decorations

Represents estimated costs for the District to decorate the Amenity center for the holidays.

Fitness Center R&M

Estimated costs to provide maintenance and repairs necessary for upkeep of the Amenity Fitness Center.

Fitness Equipment Rentals

The District has contracted with Macrolease to rent fitness equipment

Vendor	Description	Monthly	Annual
Macrolease	Fitness equipment Rental	\$2,114	\$25,368
Total			\$25,368

Cypress Bluff
Community Development District
General Fund Budget
FY 2023

Reserve for Amenities

Establishment of general reserve to fund future replacement.

Other Current Charges

Represents miscellaneous costs incurred by the District.

Cypress Bluff
Community Development District
Series 2019 Debt Service Fund
Proposed Budget

Description	Adopted Budget FY 2022	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
Revenues					
Special Assessments	\$ 731,682	\$ 722,843	\$ 8,839	\$ 731,682	\$ 731,682
Assessments-Prepayments	\$ -	\$ 15,689	\$ -	\$ 15,689	\$ -
Assessments-True Up	\$ -	\$ 22,181	\$ -	\$ 22,181	\$ -
Assessments-Interest Prepayments	\$ -	\$ 552	\$ -	\$ 552	\$ -
Interest Income	\$ 200	\$ 133	\$ 120	\$ 253	\$ 500
Carry Forward Surplus	\$ 269,727	\$ 284,387	\$ -	\$ 284,387	\$ 277,578
Total Revenues	\$ 1,001,609	\$ 1,045,785	\$ 8,959	\$ 1,054,745	\$ 1,009,760
Expenditures					
<i>Series 2019</i>					
Interest Expense 11/1	\$ 261,417	\$ 260,686	\$ -	\$ 260,686	\$ 256,102
Special Call 11/1	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -
Interest 2/1	\$ -	\$ 64	\$ -	\$ 64	\$ -
Special Call 2/1	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Principal Expense 5/1	\$ 210,000	\$ -	\$ 210,000	\$ 210,000	\$ 215,000
Special Call 5/1	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
Interest Expense 5/1	\$ 261,417	\$ -	\$ 261,417	\$ 261,417	\$ 256,102
Special Call 8/1	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -
Total Expenditures	\$ 732,834	\$ 280,750	\$ 496,417	\$ 777,167	\$ 727,204
Excess Revenues/(Expenditures)	\$ 268,776	\$ 765,035	\$ (487,458)	\$ 277,578	\$ 282,556

11/1/23 Interest Payment \$ 252,071

Assessments per unit for FY 2023

Development Type	Units	Gross Per Unit	Gross Assessments (1)
SF- Active Adult Lots	346	\$405	\$140,130
SF- Residential	777	\$838	\$651,126
Gross Annual Assessment			\$791,256
Less Disc. + Collections 7.5%			(\$59,574)
Net Annual Assessment			\$731,682

(1) include 3.5% collection costs of Duval County and maximum early payment discount

Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2019

Period Ending	Annual Principal	Interest Rate	Interest	Annual Debt	Bond Balance
5/1/22	\$ 210,000	3.75%	\$ 261,416.88		\$ 10,545,000
11/1/22			\$ 256,101.88	\$ 727,519	\$ 10,545,000
5/1/23	\$ 215,000	3.75%	\$ 256,101.88		\$ 10,330,000
11/1/23			\$ 252,070.63	\$ 723,173	\$ 10,330,000
5/1/24	\$ 225,000	3.75%	\$ 252,070.63		\$ 10,105,000
11/1/24			\$ 247,851.88	\$ 724,923	\$ 10,105,000
5/1/25	\$ 235,000	4.125%	\$ 247,851.88		\$ 9,870,000
11/1/25			\$ 243,005.00	\$ 725,857	\$ 9,870,000
5/1/26	\$ 245,000	4.125%	\$ 243,005.00		\$ 9,625,000
11/1/26			\$ 237,951.88	\$ 725,957	\$ 9,625,000
5/1/27	\$ 255,000	4.125%	\$ 237,951.88		\$ 9,370,000
11/1/27			\$ 232,692.50	\$ 725,644	\$ 9,370,000
5/1/28	\$ 265,000	4.125%	\$ 232,692.50		\$ 9,105,000
11/1/28			\$ 227,226.88	\$ 724,919	\$ 9,105,000
5/1/29	\$ 275,000	4.125%	\$ 227,226.88		\$ 8,830,000
11/1/29			\$ 221,555.00	\$ 723,782	\$ 8,830,000
5/1/30	\$ 285,000	4.125%	\$ 221,555.00		\$ 8,545,000
11/1/30			\$ 214,572.50	\$ 721,128	\$ 8,545,000
5/1/31	\$ 300,000	4.90%	\$ 214,572.50		\$ 8,245,000
11/1/31			\$ 207,222.50	\$ 721,795	\$ 8,245,000
5/1/32	\$ 315,000	4.90%	\$ 207,222.50		\$ 7,930,000
11/1/32			\$ 199,505.00	\$ 721,728	\$ 7,930,000
5/1/33	\$ 335,000	4.90%	\$ 199,505.00		\$ 7,595,000
11/1/33			\$ 191,297.50	\$ 725,803	\$ 7,595,000
5/1/34	\$ 350,000	4.90%	\$ 191,297.50		\$ 7,245,000
11/1/34			\$ 182,722.50	\$ 724,020	\$ 7,245,000
5/1/35	\$ 365,000	4.90%	\$ 182,722.50		\$ 6,880,000
11/1/35			\$ 173,780.00	\$ 721,503	\$ 6,880,000
5/1/36	\$ 385,000	4.90%	\$ 173,780.00		\$ 6,495,000
11/1/36			\$ 164,347.50	\$ 723,128	\$ 6,495,000
5/1/37	\$ 405,000	4.90%	\$ 164,347.50		\$ 6,090,000
11/1/37			\$ 154,425.00	\$ 723,773	\$ 6,090,000
5/1/38	\$ 425,000	4.90%	\$ 154,425.00		\$ 5,665,000
11/1/38			\$ 144,012.50	\$ 723,438	\$ 5,665,000
5/1/39	\$ 445,000	4.90%	\$ 144,012.50		\$ 5,220,000
11/1/39			\$ 133,110.00	\$ 722,123	\$ 5,220,000
5/1/40	\$ 470,000	5.10%	\$ 133,110.00		\$ 4,750,000
11/1/40			\$ 121,125.00	\$ 724,235	\$ 4,750,000
5/1/41	\$ 495,000	5.10%	\$ 121,125.00		\$ 4,255,000

Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2019

Period Ending	Annual Principal	Interest Rate	Interest	Annual Debt	Bond Balance
11/1/41			\$ 108,502.50	\$ 724,628	\$ 4,255,000
5/1/42	\$ 520,000	5.10%	\$ 108,502.50		\$ 3,735,000
11/1/42			\$ 95,242.50	\$ 723,745	\$ 3,735,000
5/1/43	\$ 545,000	5.10%	\$ 95,242.50		\$ 3,190,000
11/1/43			\$ 81,345.00	\$ 721,588	\$ 3,190,000
5/1/44	\$ 575,000	5.10%	\$ 81,345.00		\$ 2,615,000
11/1/44			\$ 66,682.50	\$ 723,028	\$ 2,615,000
5/1/45	\$ 605,000	5.10%	\$ 66,682.50		\$ 2,010,000
11/1/45			\$ 51,255.00	\$ 722,938	\$ 2,010,000
5/1/46	\$ 635,000	5.10%	\$ 51,255.00		\$ 1,375,000
11/1/46			\$ 35,062.50	\$ 721,318	\$ 1,375,000
5/1/47	\$ 670,000	5.10%	\$ 35,062.50		\$ 705,000
11/1/47			\$ 17,977.50	\$ 723,040	\$ 705,000
5/1/48	\$ 705,000	5.10%	\$ 17,977.50		\$ -
Total	\$ 10,545,000		\$ 8,521,286.30	\$ 18,814,726	

Cypress Bluff
Community Development District
Series 2020 Debt Service Fund
Proposed Budget

Description	Adopted Budget FY2021	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
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Revenues

Special Assessments	\$ 494,600	\$ 494,600	\$ 0	\$ 494,600	\$ 494,600
Interest Income	\$ 100	\$ 69	\$ 55	\$ 124	\$ 200
Carry Forward Surplus	\$ 312,416	\$ 312,480	\$ -	\$ 312,480	\$ 315,252
Total Revenues	\$ 807,116	\$ 807,150	\$ 55	\$ 807,205	\$ 810,052

Expenditures

Series 2020

Interest Expense 11/1	\$ 182,244	\$ 182,244	\$ -	\$ 182,244	\$ 179,709
Principal Expense 11/1	\$ 130,000	\$ 130,000	\$ -	\$ 130,000	\$ 135,000
Interest Expense 5/1	\$ 179,709	\$ -	\$ 179,709	\$ 179,709	\$ 177,076
Total Expenditures	\$ 491,953	\$ 312,244	\$ 179,709	\$ 491,953	\$ 491,785
Excess Revenues/(Expenditures)	\$ 315,164	\$ 494,906	\$ (179,654)	\$ 315,252	\$ 318,267

11/1/23 Interest Payment	\$ 177,076
11/1/23 Principal Payment	\$ 140,000
TOTAL	\$ 317,076

Assessments per unit for FY 2023

Development Type	Number of Units	Gross Per Unit	Gross Assessments (1)
SF- Active Adult Lots	172	\$405.37	\$69,724
SF- Residential	555	\$838.80	\$465,534
Total Gross Assessments			\$535,258
Less Disc. + Collections 7.5%			(\$40,658)

Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2020

Period		Interest		Annual Debt	Bond
Ending	Principal	Rate	Interest	Service	Balance
5/1/22	-		179,709	-	7,285,000
11/1/22	135,000	3.90%	179,709	494,418	7,150,000
5/1/23	-		177,076	-	7,150,000
11/1/23	140,000	3.90%	177,076	494,153	7,010,000
5/1/24	-		174,346	-	7,010,000
11/1/24	145,000	3.90%	174,346	493,693	6,865,000
5/1/25	-		171,519	-	6,865,000
11/1/25	150,000	3.90%	171,519	493,038	6,715,000
5/1/26	-		168,594	-	6,715,000
11/1/26	155,000	4.35%	168,594	492,188	6,560,000
5/1/27	-		165,223	-	6,560,000
11/1/27	160,000	4.35%	165,223	490,445	6,400,000
5/1/28	-		161,743	-	6,400,000
11/1/28	170,000	4.35%	161,743	493,485	6,230,000
5/1/29	-		158,045	-	6,230,000
11/1/29	175,000	4.35%	158,045	491,090	6,055,000
5/1/30	-		154,239	-	6,055,000
11/1/30	185,000	4.35%	154,239	493,478	5,870,000
5/1/31	-		150,215	-	5,870,000
11/1/31	190,000	5.00%	150,215	490,430	5,680,000
5/1/32	-		145,465	-	5,680,000
11/1/32	200,000	5.00%	145,465	490,930	5,480,000
5/1/33	-		140,465	-	5,480,000
11/1/33	210,000	5.00%	140,465	490,930	5,270,000
5/1/34	-		135,215	-	5,270,000
11/1/34	220,000	5.00%	135,215	490,430	5,050,000
5/1/35	-		129,715	-	5,050,000
11/1/35	235,000	5.00%	129,715	494,430	4,815,000
5/1/36	-		123,840	-	4,815,000
11/1/36	245,000	5.00%	123,840	492,680	4,570,000
5/1/37	-		117,715	-	4,570,000
11/1/37	255,000	5.00%	117,715	490,430	4,315,000
5/1/38	-		111,340	-	4,315,000
11/1/38	270,000	5.00%	111,340	492,680	4,045,000
5/1/39	-		104,590	-	4,045,000
11/1/39	285,000	5.00%	104,590	494,180	3,760,000
5/1/40	-		97,465	-	3,760,000
11/1/40	295,000	5.00%	97,465	489,930	3,465,000
5/1/41	-		90,090	-	3,465,000
11/1/41	310,000	5.20%	90,090	490,180	3,155,000
5/1/42	-		82,030	-	3,155,000
11/1/42	330,000	5.20%	82,030	494,060	2,825,000
5/1/43	-		73,450	-	2,825,000
11/1/43	345,000	5.20%	73,450	491,900	2,480,000
5/1/44	-		64,480	-	2,480,000
11/1/44	365,000	5.20%	64,480	493,960	2,115,000

Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2020

Period		Interest		Annual Debt	Bond
Ending	Principal	Rate	Interest	Service	Balance
5/1/45	-		54,990	-	2,115,000
11/1/45	380,000	5.20%	54,990	489,980	1,735,000
5/1/46	-		45,110	-	1,735,000
11/1/46	400,000	5.20%	45,110	490,220	1,335,000
5/1/47	-		34,710	-	1,335,000
11/1/47	420,000	5.20%	34,710	489,420	915,000
5/1/48	-		23,790	-	915,000
11/1/48	445,000	5.20%	23,790	492,580	470,000
5/1/49	-		12,220	-	470,000
11/1/49	470,000	5.20%	12,220	494,440	-
Total	7,285,000		6,859,262.50	14,274,262.50	

Cypress Bluff
Community Development District
Series 2020A Debt Service Fund (Del Webb)
Proposed Budget

Description	Proposed Budget FY2021	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
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Revenues

Special Assessments	\$ 424,769	\$ 421,315	\$ -	\$ 421,315	\$ 424,769
Interest Income	\$ 100	\$ 72	\$ 55	\$ 127	\$ 150
Assessments- Prepayments	\$ -	\$ 11,068	\$ -	\$ 11,068	\$ -
Carry Forward Surplus	\$ 140,680	\$ 140,632	\$ -	\$ 140,632	\$ 139,781

Total Revenues	\$ 565,549	\$ 573,086	\$ 55	\$ 573,141	\$ 564,701
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Expenditures

Series 2020A

Interest Expense 11/1	\$ 134,139	\$134,139	\$ -	\$ 134,139	\$ 131,884
Interest Expense Prepay - 2/1	\$ -	\$81	\$ -	\$ 81	\$ -
Principal Expense Prepay - 2/1	\$ -	\$10,000	\$ -	\$ 10,000	\$ -
Principal Expense 5/1	\$ 155,000	\$ -	\$ 155,000	\$ 155,000	\$ 160,000
Interest Expense 5/1	\$ 134,139	\$ -	\$ 134,139	\$ 134,139	\$ 131,884

Total Expenditures	\$ 423,279	\$ 144,221	\$ 289,139	\$ 433,360	\$ 423,769
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Excess Revenues/(Expenditures)	\$ 142,270	\$ 428,866	\$ (289,084)	\$ 139,781	\$ 140,932
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11/1/23 Interest Payment \$ 129,724

Assessments per unit for FY 2023

Lot Size	Unit Count	Net Per Unit	Gross Per Unit	Gross Assessments (1)
40'	188	\$669	\$724	\$136,117
50'	199	\$837	\$905	\$180,068
60'	132	\$1,004	\$1,085	\$143,274
Gross Annual Assessment				\$459,459
Less Disc. + Collections 7.5%				(\$34,689)
Net Annual Assessment				\$424,769

(1) include 3.5% collection costs of Duval County and maximum early payment discount of 4%.

**Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2020A**

Period Ending	Principal	Interest Rate	Interest	Annual Debt Service	Bond Balance
5/1/22	155,000	2.70%	133,976.88		7,370,000
11/1/22			131,884.38	420,861	7,370,000
5/1/23	160,000	2.70%	131,884.38		7,210,000
11/1/23			129,724.38	421,609	7,210,000
5/1/24	165,000	2.70%	129,724.38		7,045,000
11/1/24			127,496.88	422,221	7,045,000
5/1/25	165,000	2.70%	127,496.88		6,875,000
11/1/25			125,269.38	417,766	6,875,000
5/1/26	175,000	3.13%	125,269.38		6,700,000
11/1/26			122,535.00	422,804	6,700,000
5/1/27	180,000	3.13%	122,535.00		6,520,000
11/1/27			119,722.50	422,258	6,520,000
5/1/28	185,000	3.13%	119,722.50		6,335,000
11/1/28			116,831.88	421,554	6,335,000
5/1/29	190,000	3.13%	116,831.88		6,145,000
11/1/29			113,863.13	420,695	6,145,000
5/1/30	200,000	3.13%	113,863.13		5,945,000
11/1/30			110,738.13	424,601	5,945,000
5/1/31	205,000	3.63%	110,738.13		5,740,000
11/1/31			107,022.50	422,761	5,740,000
5/1/32	210,000	3.63%	107,022.50		5,530,000
11/1/32			103,216.25	420,239	5,530,000
5/1/33	220,000	3.63%	103,216.25		5,310,000
11/1/33			99,228.75	422,445	5,310,000
5/1/34	230,000	3.63%	99,228.75		5,080,000
11/1/34			95,060.00	424,289	5,080,000
5/1/35	235,000	3.63%	95,060.00		4,845,000
11/1/35			90,800.63	420,861	4,845,000
5/1/36	245,000	3.63%	90,800.63		4,600,000
11/1/36			86,360.00	422,161	4,600,000
5/1/37	255,000	3.63%	86,360.00		4,345,000
11/1/37			81,738.13	423,098	4,345,000
5/1/38	265,000	3.63%	81,738.13		4,080,000
11/1/38			76,935.00	423,673	4,080,000
5/1/39	275,000	3.63%	76,935.00		3,805,000
11/1/39			71,950.63	423,886	3,805,000
5/1/40	285,000	3.63%	71,950.63		3,520,000
11/1/40			66,785.00	423,736	3,520,000
5/1/41	295,000	3.80%	66,785.00		3,225,000
11/1/41			61,180.00	422,965	3,225,000
5/1/42	305,000	3.80%	61,180.00		2,920,000
11/1/42			55,385.00	421,565	2,920,000
5/1/43	320,000	3.80%	55,385.00		2,600,000
11/1/43			49,305.00	424,690	2,600,000

**Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2020A**

Period Ending	Principal	Interest Rate	Interest	Annual Debt Service	Bond Balance
5/1/44	330,000	3.80%	49,305.00		2,270,000
11/1/44			43,035.00	422,340	2,270,000
5/1/45	340,000	3.80%	43,035.00		1,925,000
11/1/45			36,575.00	419,610	1,925,000
5/1/46	355,000	3.80%	36,575.00		1,570,000
11/1/46			29,830.00	421,405	1,570,000
5/1/47	370,000	3.80%	29,830.00		1,200,000
11/1/47			22,800.00	422,630	1,200,000
5/1/48	385,000	3.80%	22,800.00		815,000
11/1/48			15,485.00	423,285	815,000
5/1/49	400,000	3.80%	15,485.00		415,000
11/1/49			7,885.00	423,370	415,000
5/1/50	415,000	3.80%	7,885.00		
11/1/50				422,885	
7,515,000			4,731,261.98	12,246,261.98	

Cypress Bluff
Community Development District
Series 2021 Debt Service Fund
Proposed Budget

Description	Proposed Budget FY2022	Actuals as of 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
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Revenues

Special Assessments	\$ -	\$ 115,250	\$ -	\$ 115,250	\$ 115,250
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 100
Carry Forward Surplus	\$ -	\$ -	\$ -	\$ -	\$ 39,519

Total Revenues	\$ -	\$ 115,250	\$ -	\$ 115,250	\$ 154,869
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Expenditures

Series 2020A

Interest Expense 11/1	\$ -	\$ -	\$ -	\$ -	\$ 34,878
Principal Expense 5/1	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ 45,000
Interest Expense 5/1	\$ 35,731	\$ -	\$ 35,731	\$ 35,731	\$ 34,878

Total Expenditures	\$ 75,731	\$ -	\$ 75,731	\$ 75,731	\$ 114,756
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Excess Revenues/(Expenditures)	\$ (75,731)	\$ 115,250	\$ (75,731)	\$ 39,519	\$ 40,113
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11/1/23 Interest Payment \$ 34,361

Assessments per unit for FY 2023

Development Type	Units	Gross Per Unit	Gross Assessments (1)
Active Adult Lots	2	\$405	\$810
Residential	148	\$836	\$123,728
Gross Annual Assessment			\$124,538
Less Disc. + Collections 7.5%			(\$9,288)
Net Annual Assessment			\$115,250

(1) include 3.5% collection costs of Duval County and maximum early payment discount of 4%.

Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2021

Period Ending	Principal	Interest Rate	Interest	Annual Debt Service	Bond Balance
5/1/22	40,000	2.300%	35,730.77		2,005,000
11/1/22			34,878.13	110,609	2,005,000
5/1/23	45,000	2.300%	34,878.13		1,960,000
11/1/23			34,360.63	114,239	1,960,000
5/1/24	45,000	2.300%	34,360.63		1,915,000
11/1/24			33,843.13	113,204	1,915,000
5/1/25	45,000	2.300%	33,843.13		1,870,000
11/1/25			33,325.63	112,169	1,870,000
5/1/26	45,000	2.300%	33,325.63		1,825,000
11/1/26			32,808.13	111,134	1,825,000
5/1/27	50,000	2.875%	32,808.13		1,775,000
11/1/27			32,089.38	114,898	1,775,000
5/1/28	50,000	2.875%	32,089.38		1,725,000
11/1/28			31,370.63	113,460	1,725,000
5/1/29	50,000	2.875%	31,370.63		1,675,000
11/1/29			30,651.88	112,023	1,675,000
5/1/30	50,000	2.875%	30,651.88		1,625,000
11/1/30			29,933.13	110,585	1,625,000
5/1/31	55,000	2.875%	29,933.13		1,570,000
11/1/31			29,142.50	114,076	1,570,000
5/1/32	55,000	3.300%	29,142.50		1,515,000
11/1/32			28,235.00	112,378	1,515,000
5/1/33	55,000	3.300%	28,235.00		1,460,000
11/1/33			27,327.50	110,563	1,460,000
5/1/34	60,000	3.300%	27,327.50		1,400,000
11/1/34			26,337.50	113,665	1,400,000
5/1/35	60,000	3.300%	26,337.50		1,340,000
11/1/35			25,347.50	111,685	1,340,000
5/1/36	65,000	3.300%	25,347.50		1,275,000
11/1/36			24,275.00	114,623	1,275,000
5/1/37	65,000	3.300%	24,275.00		1,210,000
11/1/37			23,202.50	112,478	1,210,000
5/1/38	70,000	3.300%	23,202.50		1,140,000
11/1/38			22,047.50	115,250	1,140,000
5/1/39	70,000	3.300%	22,047.50		1,070,000
11/1/39			20,892.50	112,940	1,070,000
5/1/40	70,000	3.300%	20,892.50		1,000,000
11/1/40			19,737.50	110,630	1,000,000
5/1/41	75,000	3.300%	19,737.50		925,000
11/1/41			18,500.00	113,238	925,000
5/1/42	75,000	4.000%	18,500.00		850,000
11/1/42			17,000.00	110,500	850,000
5/1/43	80,000	4.000%	17,000.00		770,000
11/1/43			15,400.00	112,400	770,000
5/1/44	85,000	4.000%	15,400.00		685,000
11/1/44			13,700.00	114,100	685,000
5/1/45	85,000	4.000%	13,700.00		600,000

**Cypress Bluff
Community Development District
Special Assessment Revenue Bonds, Series 2021**

Period Ending	Principal	Interest Rate	Interest	Annual Debt Service	Bond Balance
11/1/45			12,000.00	110,700	600,000
5/1/46	90,000	4.000%	12,000.00		510,000
11/1/46			10,200.00	112,200	510,000
5/1/47	95,000	4.000%	10,200.00		415,000
11/1/47			8,300.00	113,500	415,000
5/1/48	100,000	4.000%	8,300.00		315,000
11/1/48			6,300.00	114,600	315,000
5/1/49	100,000	4.000%	6,300.00		215,000
11/1/49			4,300.00	110,600	215,000
5/1/50	105,000	4.000%	4,300.00		110,000
11/1/50			2,200.00	111,500	110,000
5/1/51	110,000	4.000%	2,200.00		\$ -
11/1/51				112,200	
2,045,000			1,331,142.11	3,376,142.11	

SIXTH ORDER OF BUSINESS

RESOLUTION 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

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

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	John Hewins	2022
2	William Cellar	2022
3	Richard Ray	2022
4	John Holmes	2024
5	Chris Price	2024

This year, Seat 1, currently held by John Hewins, Seat 2, currently held by William Cellar, and Seat 3, currently held by Richard Ray, are subject to election by landowners in November 2022. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on November 22, 2022, at 1:30 p.m., and located at eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting

and election have been announced by the Board at its May 24, 2022 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at **England Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida 32258**, or at the office of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850.

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

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 24TH DAY OF MAY, 2022.

**CYPRESS BLUFF COMMUNITY DEVELOPMENT
DISTRICT**

ATTEST:

CHAIRMAN / VICE CHAIRMAN

SECRETARY / ASST. SECRETARY

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Cypress Bluff Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 1,273.92 acres, located east of U.S. Highway 9B, south of R.G. Skinner Parkway, and north of Philips Highway in the City of Jacksonville, Duval County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 22, 2022
TIME: 1:30 p.m.
PLACE: eTown Welcome Center
11003 E-Town Parkway
Jacksonville, Florida

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

Jim Perry
District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **Tuesday, November 22, 2022**

TIME: **1:30 P.M.**

LOCATION:

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
DUVAL COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 22, 2022**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Cypress Bluff Community Development District to be held at _____, on November 22, 2022, at 1:30 p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes:

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes* (2019), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
DUVAL COUNTY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 22, 2022

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Cypress Bluff Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
3		

Date: _____

Signed: _____

Printed Name: _____

SEVENTH ORDER OF BUSINESS

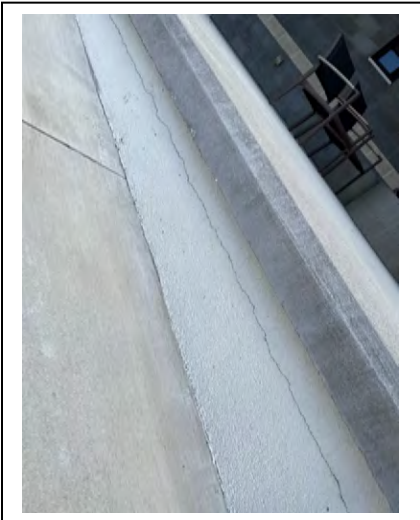
D.



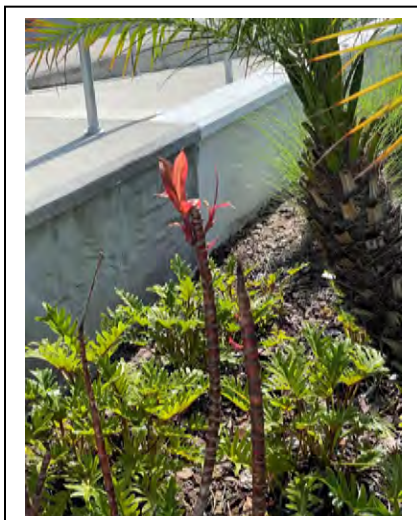
COMMUNITY MANAGER REPORT 5/24/22
SUBMITTED BY MARCY POLLICINO

RECHARGE UPDATE:

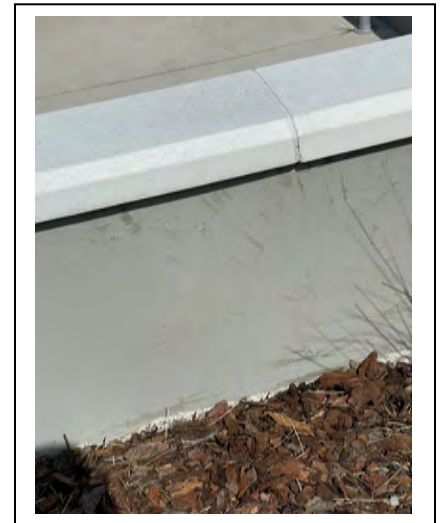
The stucco surrounding the covered portion of the pool deck was cracking. Carlton Construction sent in the vendor to fix the issue at no cost to the CDD. The work is currently in progress.



CRACK IN STUCCO EXAMPLE

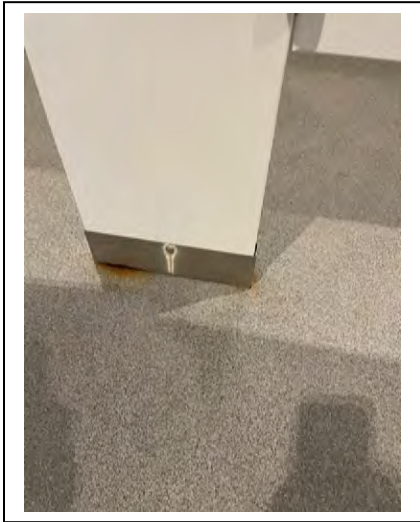


WORK IN PROGRESS

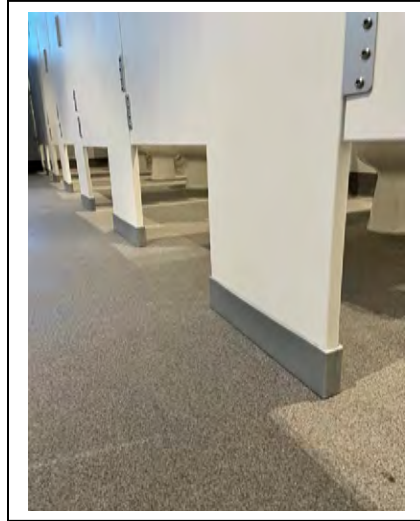


WORK IN PROGRESS

The stall steel plates in the women's and men's bathrooms were rusting. The steel plates were replaced by Carlton Construction at no cost. The steel plates have been changed to plastic to prevent rust. We are still waiting for one plate to be fixed.



RUST EXAMPLE



FIXED PLATES



ONE PLATE WAITING TO COME IN

April Amenity Use:

Gym door was opened 1,634 times.

Rear gym door was opened 52 times.

Main entry gate was opened 1,473 times.

Main pool gate was opened 693 times.

Side pool gate was opened 188 times.

Transaction Report April 2022

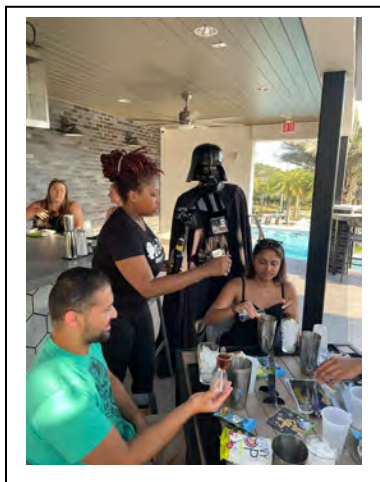
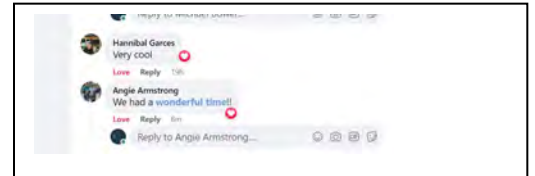
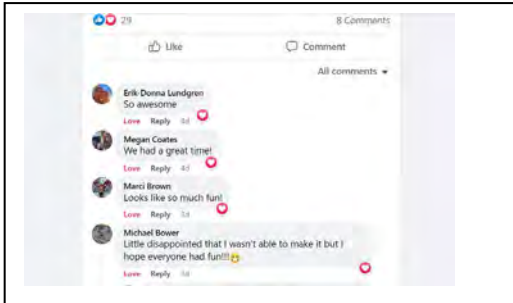
CHARGED ON	TRANSACTION AMOUNT	NOTES	REFUND AMOUNT
4/1/22	\$40	Wine Tasting Tickets	\$0
4/1/22	\$40	Wine Tasting Tickets	\$0
4/2/22	\$40	Wine Tasting Tickets	\$0
4/3/22	\$40	Zumba Class	\$40
4/4/22	\$20	Wine Tasting Ticket	\$0
4/4/22	\$40	Amenity Fob	\$0
4/4/22	\$40	Magic Show Tickets	\$0
4/4/22	\$20	Wine Tasting Tickets	\$0
4/5/22	\$30	Magic Show Tickets	\$0
4/5/22	\$20	Magic Show Tickets	\$0
4/5/22	\$10	Magic Show Ticket	\$0
4/5/22	\$20	Magic Show Tickets	\$0
4/5/22	\$20	Magic Show Tickets	\$0
4/5/22	\$20	Magic Show Tickets	\$10
4/5/22	\$20	Magic Show Tickets	\$0
4/6/22	\$40	Amenity Fob	\$0
4/6/22	\$40	Zumba Class	\$40
4/6/22	\$20	Magic Show Tickets	\$0
4/7/22	\$100	Pool Deck Rental Fee	\$0
4/7/22	\$20	Magic Show Tickets	\$0
4/7/22	\$40	Mixology Tickets	\$0
4/7/22	\$10	Magic Show Tickets	\$0
4/8/22	\$20	Magic Show Tickets	\$0
4/8/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$20	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/13/22	\$40	Mixology Tickets	\$0
4/14/22	\$50	Rooftop Patio Rental Deposit	\$0
4/15/22	\$100	Rooftop Rental Fee	\$0
4/18/22	\$20	Mixology Ticket	\$0
4/19/22	\$40	Mixology Tickets	\$0
4/19/22	\$40	Mixology Tickets	\$0
4/20/22	\$50	Rooftop Patio Rental Deposit	\$0
4/20/22	\$200	Rooftop and Pool Deck Rental Fees	\$0
4/20/22	\$100	Rooftop Rental Fee	\$0
4/20/22	\$20	Mixology Ticket	\$0
4/20/22	\$40	Mixology Tickets	\$0
4/20/22	\$50	Rooftop Patio Rental Deposit	\$0
4/20/22	\$50	Pool Deck Rental Deposit	\$0
4/21/22	\$50	Rooftop Rental Deposit	\$0
4/21/22	\$50	Rooftop Rental Deposit	\$50
4/24/22	\$50	Rooftop Rental Deposit	\$50
4/25/22	\$50	Pool Deck Rental Deposit	\$0
4/27/22	\$20	Mixology Ticket	\$0
4/27/22	\$20	Mixology Ticket	\$0
4/27/22	\$40	Mixology Tickets	\$0
4/27/22	\$40	Mixology Tickets	\$0
4/28/22	\$100	Rooftop Rental Fee	\$0
4/28/22	\$20	Mixology Ticket	\$0
4/28/22	\$40	Mixology Tickets	\$0
4/29/22	\$400	Rooftop and Pool Deck Rentals AM/PM	\$0
4/29/22	\$100	Rooftop Rental Fee	\$0
4/29/22	\$50	Rooftop Rental Deposit	\$0
4/29/22	\$50	Pool Deck Rental Deposit	\$0
4/30/22	\$50	Pool Deck Rental Deposit	\$0
4/30/22	\$50	Rooftop Rental Deposit	\$0
GRAND TOTAL	\$2,990		\$190

EVENTS UPDATE:

STAR WARS MIXOLOGY CLASS

Darth Vader invaded eTown at our mixology class! 40 residents joined forces with Mr. Barrtender to create two galactic drinks that battled for their allegiance. The Rebels took hold with a Midori Apple Sour representing Yoda and the Empire fought back with a Dark N Stormy representing Darth Vader.

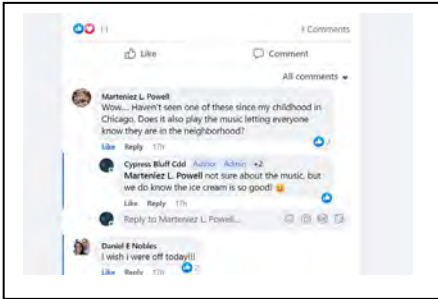
Reaction on social:



MOTHER'S DAY ICE CREAM

Mister Softee was on site for residents to buy the sweetest mom a sweet treat! Many residents enjoyed ice cream and shakes!

Reaction on social:



MAY EVENTS: Food Truck Friday, and Memorial Day

JUNE EVENTS: Adult Only Swim, Food Truck Friday, Father's Day Smoothie Food Truck, Kids Week: Animal Education Class, Bubble Party, Teen Pool Party and Teen Mocktail Class

ACTION ITEMS:

RENTALS

1. Adding in the additional yoga lawn and activity lawn rentals.
 - a. Cost would remain the same as the rooftop patio and pool deck.
 - i. \$50 refundable deposit (if the property is put back the way the resident found it).
 - ii. \$100 non-refundable rental fee.
2. Rental time slots for the yoga lawn, activity lawn, rooftop patio and pool deck would all be the same.
 - a. 10am-1:30pm and 2-5:30pm

LANDSCAPE REPORT

1. Sprinklers checked and broken sprinklers have been fixed.
2. Met with our new account manager Neil Peterson.
3. Working on plant replacement for those lost due to the cold winter temperatures at the Recharge main entrance that were not able to be saved. Also, included will be plants for the flower boxes. Cost: \$948.94



SAMPLE OF PLANTS THAT
WILL BE REPLACED



SAMPLE OF PLANTS THAT
WILL BE REPLACED

4. Working on refresh in the playground: additional mulch in bare spots along with removing (mini) dead tree stumps.

EIGHTH ORDER OF BUSINESS

A.

Cypress Bluff

Community Development District

Unaudited Financial Reporting
April 30, 2022



Cypress Bluff
Community Development District
Combined Balance Sheet
April 30, 2022

Governmental Fund Types

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals (Memorandum Only)</u>
<u>Assets:</u>				
Cash	\$736,494	---	---	\$736,494
Due from Developer	\$27,145	---	---	\$27,145
Investments:				
<i>Series 2019</i>				
Reserve	---	\$364,081	---	\$364,081
Principal	---	\$210,000	---	\$210,000
Revenue	---	\$225,588	---	\$225,588
Interest	---	\$260,176	---	\$260,176
Prepayment	---	\$35,001	---	\$35,001
Acquisition & Construction- Parcel E3A	---	---	\$4	\$4
Acquisition & Construction- Parcel E7A	---	---	\$1	\$1
Acquisition & Construction- Sold Parcels	---	---	\$5,784	\$5,784
Acquisition & Construction	---	---	\$4,002	\$4,002
Due from General Fund	---	\$32,047	---	\$32,047
<i>Series 2020</i>				
Reserve	---	\$247,356	---	\$247,356
Revenue	---	\$243,848	---	\$243,848
Interest	---	\$179,709	---	\$179,709
Acquisition & Construction- Parcel E7C	---	---	\$331	\$331
Acquisition & Construction- Sold Parcels	---	---	\$195	\$195
Due from General Fund	---	\$71,184	---	\$71,184
<i>Series 2020A</i>				
Reserve	---	\$212,528	---	\$212,528
Revenue	---	\$101,178	---	\$101,178
Principal	---	\$155,000	---	\$155,000
Interest	---	\$133,977	---	\$133,977
Prepayment	---	\$1,068	---	\$1,068
Acquisition & Construction	---	---	\$257	\$257
Cost of Issuance	---	---	\$9,427	\$9,427
Due from General Fund	---	\$36,375	---	\$36,375
<i>Series 2021</i>				
Reserve	---	\$57,625	---	\$57,625
Revenue	---	\$39,912	---	\$39,912
Principal	---	\$40,000	---	\$40,000
Interest	---	\$35,338	---	\$35,338
Cost of Issuance	---	---	\$5,363	\$5,363
Due from Other	\$747	---	---	\$747
Assessment Receivable	\$1,931	\$4,038	---	\$5,969
Investment-SBA	\$251,017	---	---	\$251,017
Prepaid Expenses	\$9,827	---	---	\$9,827
Total Assets	<u>\$1,027,161</u>	<u>\$2,686,030</u>	<u>\$25,363</u>	<u>\$3,738,555</u>
<u>Liabilities:</u>				
Accounts Payable	\$8,389	---	---	\$8,389
Due to Debt Service SE 2019	\$32,047	---	---	\$32,047
Due to Debt Service SE 2020	\$71,187	---	---	\$71,187
Due to Debt Service SE 2020A	\$36,375	---	---	\$36,375
Due to GMS/Assmt Billing Fee	\$48	---	---	\$48
Due to Other	\$7,897	---	---	\$7,897
<u>Fund Balances:</u>				
Restricted for Debt Service	---	\$2,686,030	---	\$2,686,030
Unassigned	\$871,219	---	\$25,363	\$896,583
Total Liabilities and Fund Equity	<u>\$1,027,161</u>	<u>\$2,686,030</u>	<u>\$25,363</u>	<u>\$3,738,555</u>

Cypress Bluff
Community Development District
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/22	ACTUAL THRU 4/30/22	VARIANCE
<u>Revenues:</u>				
Assessments-Tax Collector	\$435,179	\$435,179	\$429,748	(\$5,431)
Assessments-Direct	\$475,700	\$475,700	\$475,700	\$0
Interest-SBA	\$1,000	\$583	\$289	(\$294)
Other Revenues	\$10,000	\$5,833	\$6,612	\$778
Total Revenues	\$921,879	\$917,296	\$912,349	(\$4,947)
<u>Expenditures</u>				
<u>Administrative</u>				
Supervisor Fees	\$12,000	\$7,000	\$2,800	\$4,200
FICA Expense	\$918	\$536	\$168	\$367
Engineering	\$5,000	\$2,917	\$873	\$2,044
Arbitrage	\$1,800	\$600	\$1,200	(\$600)
Dissemination Agent	\$4,000	\$2,333	\$3,300	(\$967)
Attorney	\$15,000	\$8,750	\$8,009	\$741
Annual Audit	\$8,000	\$4,667	\$0	\$4,667
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$19,000	\$11,083	\$4,007	\$7,076
Management Fees	\$46,800	\$27,300	\$27,300	\$0
Information Technology	\$2,500	\$1,458	\$1,458	\$0
Website Maintenance	\$1,250	\$729	\$729	(\$0)
Telephone	\$500	\$292	\$73	\$219
Postage	\$1,500	\$875	\$585	\$290
Printing & Binding	\$3,000	\$1,750	\$1,134	\$616
Insurance	\$5,919	\$5,919	\$5,570	\$349
Legal Advertising	\$4,000	\$2,333	\$599	\$1,734
Other Current Charges	\$1,000	\$583	\$162	\$421
Office Supplies	\$600	\$350	\$80	\$270
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Total Administrative	\$137,962	\$84,650	\$63,223	\$21,427
<u>Grounds Maintenance</u>				
Pond Maintenance (Water Quality)	\$6,000	\$3,500	\$630	\$2,870
Landscape Maintenance	\$285,000	\$166,250	\$194,019	(\$27,769)
Landscape Contingency	\$25,000	\$14,583	\$602	\$13,981
Pump Maintenance	\$3,550	\$2,071	\$0	\$2,071
Water & Sewer	\$48,000	\$28,000	\$19,918	\$8,082
Irrigation Repairs	\$3,000	\$3,000	\$8,342	(\$5,342)
Landscape Reserves	\$20,000	\$11,667	\$0	\$11,667
Pest Control	\$1,920	\$1,120	\$1,200	(\$80)
Other Repairs and Maintenance	\$6,000	\$3,500	\$0	\$3,500
Total Grounds Maintenance	\$398,470	\$233,691	\$224,711	\$8,980

Cypress Bluff
Community Development District
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/22	ACTUAL THRU 4/30/22	VARIANCE
<u>Amenity</u>				
Insurance	\$33,941	\$33,941	\$32,155	\$1,786
Amenity Manager	\$102,262	\$59,653	\$64,654	(\$5,001)
Lifestyle Manager	\$13,740	\$8,015	\$0	\$8,015
Pool Maintenance	\$8,844	\$5,159	\$5,159	\$0
Pool Chemicals	\$12,500	\$7,292	\$7,289	\$3
Facility Attendant	\$64,360	\$37,543	\$37,543	\$0
Janitorial Services	\$9,830	\$5,734	\$5,734	(\$0)
Refuse	\$1,500	\$875	\$826	\$49
Security and Gate Maintenance	\$4,000	\$2,333	\$1,464	\$869
Facility Maintenance	\$18,203	\$10,618	\$10,618	(\$0)
Elevator Maintenance	\$3,000	\$1,750	\$1,051	\$699
Electric	\$6,000	\$6,000	\$11,333	(\$5,333)
Cable and Internet	\$13,000	\$7,583	\$6,064	\$1,519
Licenses and Permits	\$1,000	\$583	\$0	\$583
Repairs & Maintenance	\$6,053	\$6,053	\$13,142	(\$7,089)
Special Events	\$20,000	\$11,667	\$5,765	\$5,902
Holiday Decorations	\$1,500	\$875	\$1,197	(\$322)
Fitness Center R&M	\$10,000	\$5,833	\$4,513	\$1,320
Fitness Equipment Rentals	\$24,360	\$14,210	\$13,846	\$364
Reserve for Amenities	\$24,650	\$14,379	\$8,036	\$6,343
Other Current Charges	\$3,000	\$3,000	\$3,000	\$0
Total Amenity	\$381,743	\$243,098	\$233,389	\$9,709
Total Expenditures	\$918,175	\$561,439	\$521,323	\$40,116
Excess Revenues/Expenses	\$3,704		\$391,026	
Net Change in Fund Balance	\$3,704		\$391,026	
Fund Balance - Beginning	\$0		\$480,194	
Fund Balance - Ending	\$3,704		\$871,219	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Revenues:</u>													
Assessments-Tax Collector	\$0	\$372,825	\$30,537	\$21,223	\$843	\$1,692	\$2,627	\$0	\$0	\$0	\$0	\$0	\$429,748
Assessments-Direct	\$0	\$332,350	\$0	\$71,675	\$0	\$0	\$71,675	\$0	\$0	\$0	\$0	\$0	\$475,700
Interest-SBA	\$25	\$21	\$28	\$31	\$30	\$62	\$93	\$0	\$0	\$0	\$0	\$0	\$289
Other Revenues	\$891	\$640	\$408	\$695	\$643	\$1,261	\$2,074	\$0	\$0	\$0	\$0	\$0	\$6,612
Total Revenues	\$916	\$705,836	\$30,972	\$93,624	\$1,516	\$3,015	\$76,470	\$0	\$0	\$0	\$0	\$0	\$912,349
<u>Expenditures:</u>													
<u>Administrative</u>													
Supervisor Fees	\$1,000	\$0	\$0	\$1,000	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800
FICA Expense	\$61	\$0	\$0	\$61	\$0	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$168
Engineering	\$194	\$0	\$97	\$194	\$388	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$873
Arbitrage	\$600	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200
Dissemination Agent	\$433	\$333	\$617	\$417	\$417	\$417	\$667	\$0	\$0	\$0	\$0	\$0	\$3,300
Attorney	\$0	\$1,148	\$3,226	\$1,951	\$461	\$1,224	\$0	\$0	\$0	\$0	\$0	\$0	\$8,009
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Trustee Fees	\$0	\$0	\$0	\$4,007	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,007
Management Fees	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$0	\$0	\$0	\$0	\$0	\$27,300
Information Technology	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$0	\$0	\$1,458
Website Maintenance	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$0	\$0	\$0	\$0	\$0	\$729
Telephone	\$19	\$0	\$14	\$0	\$0	\$23	\$16	\$0	\$0	\$0	\$0	\$0	\$73
Postage	\$112	\$14	\$4	\$17	\$122	\$175	\$143	\$0	\$0	\$0	\$0	\$0	\$585
Printing & Binding	\$2	\$572	\$4	\$153	\$246	\$121	\$36	\$0	\$0	\$0	\$0	\$0	\$1,134
Insurance	\$5,570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,570
Legal Advertising	\$100	\$0	\$100	\$100	\$97	\$103	\$100	\$0	\$0	\$0	\$0	\$0	\$599
Other Current Charges	\$34	\$54	\$74	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$162
Office Supplies	\$0	\$18	\$6	\$18	\$19	\$18	\$1	\$0	\$0	\$0	\$0	\$0	\$80
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Website design/compliance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$17,513	\$6,351	\$8,354	\$12,130	\$5,962	\$7,739	\$5,175	\$0	\$0	\$0	\$0	\$0	\$63,223
<u>Grounds Maintenance</u>													
Pond Maintenance (Water Quality)	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$0	\$0	\$0	\$0	\$0	\$630
Landscape Maintenance	\$27,717	\$27,717	\$27,717	\$27,717	\$27,717	\$27,717	\$27,717	\$0	\$0	\$0	\$0	\$0	\$194,019
Landscape Contingency	\$0	\$0	\$0	\$602	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$602
Pump Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water & Sewer	\$2,547	\$2,198	\$2,374	\$3,343	\$3,572	\$3,304	\$2,580	\$0	\$0	\$0	\$0	\$0	\$19,918
Irrigation Repairs	\$250	\$715	\$1,176	\$98	\$408	\$203	\$5,493	\$0	\$0	\$0	\$0	\$0	\$8,342
Landscape Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pest Control	\$240	\$120	\$120	\$240	\$120	\$120	\$240	\$0	\$0	\$0	\$0	\$0	\$1,200

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Other Repairs and Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Grounds Maintenance	\$30,844	\$30,840	\$31,477	\$32,090	\$31,907	\$31,433	\$36,120	\$0	\$0	\$0	\$0	\$0	\$224,711
<u>Amenity</u>													
Insurance	\$32,155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,155
Amenity Manager	\$8,522	\$8,522	\$8,522	\$13,522	\$8,522	\$8,522	\$8,522	\$0	\$0	\$0	\$0	\$0	\$64,654
Lifestyle Manager	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$737	\$737	\$737	\$737	\$737	\$737	\$737	\$0	\$0	\$0	\$0	\$0	\$5,159
Pool Chemicals	\$1,041	\$1,041	\$1,041	\$1,041	\$1,041	\$1,041	\$1,041	\$0	\$0	\$0	\$0	\$0	\$7,289
Facility Attendant	\$5,363	\$5,363	\$5,363	\$5,363	\$5,363	\$5,363	\$5,363	\$0	\$0	\$0	\$0	\$0	\$37,543
Janitorial Services	\$819	\$819	\$819	\$819	\$819	\$819	\$819	\$0	\$0	\$0	\$0	\$0	\$5,734
Refuse	\$108	\$108	\$110	\$124	\$123	\$125	\$127	\$0	\$0	\$0	\$0	\$0	\$826
Security and Gate Maintenance	\$0	\$1,284	\$180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,464
Facility Maintenance	\$1,517	\$1,517	\$1,517	\$1,517	\$1,517	\$1,517	\$1,517	\$0	\$0	\$0	\$0	\$0	\$10,618
Elevator Maintenance	\$806	\$0	\$0	\$0	\$0	\$245	\$0	\$0	\$0	\$0	\$0	\$0	\$1,051
Electric	\$1,327	\$1,587	\$1,579	\$1,666	\$1,869	\$1,646	\$1,659	\$0	\$0	\$0	\$0	\$0	\$11,333
Cable and Internet	\$861	\$861	\$861	\$861	\$873	\$872	\$875	\$0	\$0	\$0	\$0	\$0	\$6,064
Licenses and Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$230	\$803	\$1,641	\$780	\$1,196	\$2,925	\$5,566	\$0	\$0	\$0	\$0	\$0	\$13,142
Special Events	\$1,549	\$200	\$850	\$400	\$696	\$1,420	\$650	\$0	\$0	\$0	\$0	\$0	\$5,765
Holiday Decorations	\$1,197	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,197
Fitness Center R&M	\$446	\$0	\$666	\$668	\$179	\$1,392	\$1,162	\$0	\$0	\$0	\$0	\$0	\$4,513
Fitness Equipment Rentals	\$1,792	\$1,792	\$1,792	\$1,792	\$2,450	\$2,114	\$2,114	\$0	\$0	\$0	\$0	\$0	\$13,846
Reserve for Amenities	\$0	\$5,385	\$0	\$0	\$0	\$2,651	\$0	\$0	\$0	\$0	\$0	\$0	\$8,036
Other Current Charges	\$750	\$0	\$750	\$750	\$0	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Total Amenity	\$59,221	\$30,018	\$26,429	\$30,041	\$25,386	\$32,140	\$30,154	\$0	\$0	\$0	\$0	\$0	\$233,389
Total Expenditures	\$107,578	\$67,209	\$66,259	\$74,260	\$63,255	\$71,312	\$71,449	\$0	\$0	\$0	\$0	\$0	\$521,323
Excess Revenues (Expenditures)	(\$106,662)	\$638,627	(\$35,287)	\$19,363	(\$61,738)	(\$68,297)	\$5,021	\$0	\$0	\$0	\$0	\$0	\$391,026

Cypress Bluff
Community Development District
2019 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/22	ACTUAL THRU 4/30/22	VARIANCE
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Revenues

Assessments-Tax Collector	\$615,862	\$615,862	\$608,176	(\$7,686)
Assessments-Direct	\$115,820	\$115,820	\$114,668	(\$1,152)
Assessments-Prepayments	\$0	\$0	\$15,689	\$15,689
Assessments-True Up	\$0	\$0	\$22,181	\$22,181
Assessments-Interest Prepayments	\$0	\$0	\$552	\$552
Interest Income	\$200	\$117	\$133	\$16
Carry Forward Surplus	\$269,727	\$0	\$0	\$0

Total Revenues	\$1,001,609	\$731,799	\$761,399	\$29,600
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Expenditures

Series 2019

Interest Expense - 11/1	\$261,417	\$261,417	\$260,686	\$731
Principal Expense Prepay 11/1	\$0	\$0	\$15,000	(\$15,000)
Interest Expense Prepay - 2/1	\$0	\$0	\$64	(\$64)
Principal Expense Prepay - 2/1	\$0	\$0	\$5,000	(\$5,000)
Principal Expense - 5/1	\$210,000	\$0	\$0	\$0
Interest Expense - 5/1	\$261,417	\$0	\$0	\$0

Total Expenditures	\$732,834	\$261,417	\$280,750	(\$19,333)
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Excess Revenues (Expenditures)	\$268,775	\$480,649
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Fund Balance - Beginning	\$274,991	\$648,978
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Fund Balance - Ending	\$543,766	\$1,129,627
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Reserve	\$364,081
Revenue	\$225,588
Prepayment	\$35,001
Due from General Fund	\$32,047
Assessment Receivable	\$2,733
	<u>\$1,129,627</u>

Cypress Bluff
Community Development District
2020 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/22	ACTUAL THRU 4/30/22	VARIANCE
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Revenues

Assessments-Tax Collector	\$8,525	\$8,525	\$8,415	(\$109)
Assessments-Direct	\$486,075	\$486,075	\$486,051	(\$24)
Interest Income	\$100	\$58	\$75	\$17
Total Revenues	\$494,700	\$494,658	\$494,542	(\$116)

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		\$182,298	
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Fund Balance - Beginning	\$0		\$559,836	
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Fund Balance - Ending	\$2,748		\$742,134	
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Reserve	\$247,356
Revenue	\$243,848
Interest	\$179,709
Due from General Fund	\$71,184
Assessment Receivable	\$38
	<u>\$742,134</u>

Cypress Bluff
Community Development District
2020A Debt Service Fund (Del Webb)
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED	ACTUAL THRU 4/30/22	VARIANCE
		BUDGET THRU 4/30/22		

Revenues

Assessments-Tax Collector	\$285,652	\$285,652	\$282,087	(\$3,565)
Assessments-Direct	\$139,117	\$139,117	\$139,228	\$111
Assessments- Prepayments	\$0	\$0	\$11,068	\$11,068
Interest Income	\$100	\$8	\$72	\$64

Total Revenues	\$424,869	\$424,777	\$432,455	\$7,678
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Expenditures

Series 2020A

Interest Expense -11/1	\$134,139	\$134,139	\$134,139	\$0
Interest Expense Prepay - 2/1	\$0	\$0	\$81	(\$81)
Principal Expense Prepay - 2/1	\$0	\$0	\$10,000	(\$10,000)
Principal Expense -5/1	\$155,000	\$0	\$0	\$0
Interest Expence -5/1	\$134,139	\$0	\$0	\$0

Total Expenditures	\$423,279	\$134,139	\$144,221	(\$10,081)
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Excess Revenues (Expenditures)	\$1,590		\$288,234	
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Fund Balance - Beginning	\$0		\$353,160	
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Fund Balance - Ending	\$1,590		\$641,394	
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Reserve	\$212,528
Revenue	\$101,178
Interest	\$133,977
Principal	\$155,000
Prepayment	\$1,068
Due from General Fund	\$36,375
Assessment Receivable	\$1,268
	<u>\$641,394</u>

Cypress Bluff
Community Development District
2021 Debt Service Fund
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

Description	ADOPTED BUDGET	PRORATED BUDGET THRU 4/30/22	ACTUAL THRU 4/30/22	VARIANCE
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Revenues

Assessments-Tax Collector	\$0	\$0	\$0	\$0
Assessments-Direct	\$0	\$0	\$115,250	\$115,250
Interest Income	\$0	\$0	\$0	\$0

Total Revenues	\$0	\$0	\$115,250	\$115,250
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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	\$172,875
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Fund Balance - Beginning	\$0	\$0
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Fund Balance - Ending	\$0	\$172,875
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Reserve	\$57,625
Revenue	\$39,912
Prinsipal	\$40,000
Interest	\$35,338
Assessment Receivable	\$0
	<u>\$172,875</u>

Cypress Bluff
Community Development District
Capital Projects Fund
Statement of Revenues & Expenditures
For The Period Ending April 30, 2022

	Series 2019	Series 2020	Series 2020A	Series 2021
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Revenues:

Interest	\$3	\$0	\$477	\$0
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Total Revenues	\$3	\$0	\$477	\$0
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Expenditures

Capital Outlay	\$20,000	\$0	\$2,917,899	\$1,795,078
Cost of Issuance	\$0	\$0	\$0	\$166,138
Underwriters Discount	\$0	\$0	\$0	\$50,000

Total Expenditures	\$20,000	\$0	\$2,917,899	\$2,011,216
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Other Sources/(Uses)

Bond Proceeds	\$0	\$0	\$0	\$2,016,578
Transfer In	\$0	\$0	\$0	\$0

Total Other	\$0	\$0	\$0	\$2,016,578
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Excess Revenues (Expenditures)	(\$19,997)	\$0	(\$2,917,422)	\$5,363
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Fund Balance - Beginning	\$29,789	\$525	\$2,927,106	\$0
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Fund Balance - Ending	\$9,792	\$525	\$9,684	\$5,363
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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:	\$364,081.25
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)
Special Call-2/1/2022	(\$5,000)
Current Bonds Outstanding	\$10,760,000

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:	\$247,355.64
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:	\$212,528.32
Bonds outstanding - 9/11/2020	\$7,675,000
Mandatory Principal- 5/1/2021	(\$150,000)
Special Call-2/1/2022	(\$10,000)
Current Bonds Outstanding	\$7,515,000

Series 2021 Special Assessment Bonds

Interest Rate:	3.719951%
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 TO	ASSESSED						
	# 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	749.00	57,200.00	262,422.05
TOLL SOUTHEAST LP COMPANY INC.	322	64,306.95	163,517.77		20,888.70	161,000.00	409,713.42
DRP CND ICI LLC / WEEKLEY	378	-	201,491.10		93,612.30	189,000.00	484,103.40
NET ASSESSMENTS BULK LANDS (1)	1,013	114,667.81	486,051.35	139,228.11	115,250.00	475,700.00	1,330,897.27
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	115,250.00	910,879.25	2,676,115.21

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

ASSESSED TO	RECEIPTS						
	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	-	50,360.87	55,797.53		-	68,500.00	174,658.40
PULTE HOME CORPORATION	-	-	65,244.93	139,228.12	749.00	57,200.00	262,422.05
TOLL SOUTHEAST LP COMPANY INC.	-	64,306.96	163,517.76		20,888.70	161,000.00	409,713.42
DRP CND ICI LLC / WEEKLEY	-	-	201,491.10	-	93,612.30	189,000.00	484,103.40
BULK LANDS	-	114,667.83	486,051.32	139,228.12	115,250.00	475,700.00	1,330,897.27
TAX ROLL	(1,141,918.20)	608,175.53	8,418.23	282,087.32	-	429,748.03	2,487,136.14
TOTAL DISTRICT	(1,141,918.20)	722,843.36	494,469.55	421,315.44	115,250.00	905,448.03	3,818,033.41

SUMMARY OF TAX ROLL COLLECTIONS							
DUVAL COUNTY DISTRIBUTION	DATE	SERIES 2019 DEBT PAID	SERIES 2020 DEBT PAID	SERIES 2020A DEBT PAID	SERIES 2021 PAID	O&M PAID	TOTAL ASMTS PAID
1	11/10/2021	653.99	9.05	303.34	-	462.12	1,428.51
2	11/19/2021	39,717.39	549.76	18,421.94	-	28,065.04	86,754.12
3	12/6/2021	36,248.26	501.74	16,812.87	-	25,613.69	79,176.56
4	12/8/2021	232,589.63	3,219.45	107,881.00	-	164,352.12	508,042.21
5	12/9/2021	218,409.10	3,023.17	101,303.71	-	154,331.90	477,067.88
6	12/22/2021	43,215.89	598.18	20,044.63	-	30,537.14	94,395.85
7	1/11/2022	28,860.08	399.47	13,386.04	-	20,393.06	63,038.65
8	1/21/2022	1,175.08	16.27	545.03	-	830.33	2,566.70
9	2/9/2022	1,193.35	16.52	553.51	-	843.24	2,606.62
10	3/7/2022	1,660.69	22.99	770.27	-	1,173.48	3,627.43
11	3/23/2022	733.85	10.16	340.38	-	518.55	1,602.93
12	4/7/2022	331.42	4.59	153.72	-	234.19	723.92
13	4/21/2022	653.93	9.05	303.31	-	462.08	1,428.36
14	5/5/2022	2,732.87	37.83	1,267.57	-	1,931.09	5,969.36
		-	-	-	-	-	
		-	-	-	-	-	
		-	-	-	-	-	
		-	-	-	-	-	
		-	-	-	-	-	
TOTAL TAX ROLL RECEIPTS		608,175.53	8,418.23	282,087.32	-	429,748.03	1,328,429.10

% COLLECTED DIRECT INVOICE	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%
% COLLECTED TAX ROLL	98.8%	98.8%	98.8%	0.0%	98.8%	184.9%

B.

Cypress Bluff

Community Development District

Check Run Summary April 30, 2022

Fund	Date	Check No.	Amount
Payroll			\$ -
		Subtotal	<u>\$ -</u>
General Fund			
	4/7/22	571-583	\$ 53,657.73
	4/14/22	584-588	\$ 8,753.51
	4/20/22	589	\$ 20,888.70
	4/21/22	590-592	\$ 1,084.88
	4/22/22	593	\$ 94,361.30
	4/28/22	594-595	\$ 2,771.28
		Subtotal	<u>\$ 181,517.40</u>
Total			<u>\$ 181,517.40</u>

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/07/22	00081	4/05/22 122225	202204 320-57200-47200		*	90.00	
			APR LAKE MANAGEMENT-POND1				
				CLEAR WATERS, INC			90.00 000571
4/07/22	00018	4/05/22 299-7787	202204 320-57200-46000		*	865.18	
			PRINT&INSTALL SIGNAGE				
				FAST SIGNS #171701			865.18 000572
4/07/22	00005	4/01/22 60	202204 310-51300-34000		*	3,900.00	
			APR MANAGEMENT FEES				
		4/01/22 60	202204 310-51300-52100		*	104.17	
			APR WEBSITE ADMIN				
		4/01/22 60	202204 310-51300-35200		*	208.33	
			APR INFORMATION TECH				
		4/01/22 60	202204 310-51300-31300		*	416.67	
			APR DISSEM AGENT SERVICES				
		4/01/22 60	202204 310-51300-51000		*	.93	
			OFFICE SUPPLIES				
		4/01/22 60	202204 310-51300-42000		*	142.64	
			POSTAGE				
		4/01/22 60	202204 310-51300-42500		*	36.15	
			COPIES				
		4/01/22 60	202204 310-51300-41000		*	16.48	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,825.37 000573
4/07/22	00095	3/24/22 3024485	202202 310-51300-31500		*	266.00	
			FEB GENERAL COUNSEL				
				KUTAK ROCK LLP			266.00 000574
4/07/22	00049	10/12/21 0408222	202204 320-57200-49400		*	500.00	
			COMEDY EVENT 4/8/22				
				MARK ALAN MAGIC, LLC			500.00 000575
4/07/22	00064	3/08/22 BP640067	202203 330-57200-46500		*	285.51	
			AMENITY CTR TAGS&UNIFORMS				
				NORTH POINT PROMOTIONS, INC DBA			285.51 000576
4/07/22	00070	4/08/22 04082022	202204 320-57200-49400		*	150.00	
			4/15/22 RECORDS FOR INVOI				
				REBECCA DAY MUSIC			150.00 000577
4/07/22	00012	4/01/22 6150	202204 320-57200-46100		*	6,027.00	
			APR LANDSCAPE MAINT PH1				
		4/01/22 6151	202204 320-57200-46100		*	14,210.00	
			APR LANDSCAPE MAINT PH2				

CYBL CYPRESS BLUFF OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		4/01/22 6156	202204 320-57200-46100		*	4,160.00	
		APR LNDSCP MAINT ICHG EAS					
		4/01/22 6180	202204 320-57200-46100		*	3,320.00	
		APR LANDSCAPE MAINT RCHG					
			SUN STATE NURSERY				27,717.00 000578
4/07/22 00106		2/24/22 28723	202202 320-57200-46000		*	459.00	
		RPR A/C COOLING SYSTEM					
			THIGPEN HEATING & COOLING, INC.				459.00 000579
4/07/22 00106		4/01/22 29673	202204 320-57200-46000		*	260.00	
		REPAIRED A/C COOLING SYS					
			THIGPEN HEATING & COOLING, INC.				260.00 000580
4/07/22 00055		3/30/22 17406826	202203 320-57200-47000		*	120.00	
		MAR PEST CONTROL					
			TURNER PEST CONTROL LLC				120.00 000581
4/07/22 00055		4/05/22 17508255	202204 320-57200-47000		*	120.00	
		APR PEST CONTROL					
			TURNER PEST CONTROL LLC				120.00 000582
4/07/22 00037		4/01/22 397301	202204 320-57200-45000		*	8,522.00	
		APR AMENITY MANAGER					
		4/01/22 397301	202204 320-57200-45100		*	5,363.33	
		APR FAC ATTENDANT					
		4/01/22 397301	202204 320-57200-46800		*	737.00	
		APR POOL MAINTENANCE					
		4/01/22 397301	202204 320-57200-46200		*	819.17	
		APR JANITORIAL					
		4/01/22 397301	202204 320-57200-34000		*	.00	
		APR LIFESTYLE					
		4/01/22 397301	202204 320-57200-46600		*	1,516.92	
		APR MAINTENANCE					
		4/01/22 397301	202204 320-57200-46800		*	1,041.25	
		APR POOL CHEMICALS					
			VESTA PROPERTY SERVICES, INC.				17,999.67 000583
4/14/22 00023		4/08/22 4	202204 310-51300-31300		*	250.00	
		SE2019 AMORT SCHEDULE					
			DISCLOSURE SERVICES LLC				250.00 000584
4/14/22 00107		4/11/22 7033983	202204 320-57200-46000		*	1,680.00	
		POWER WASH POOL DECK					
		4/11/22 7033984	202204 320-57200-46000		*	750.00	
		AMENITY CTR POWER WASH					
			KRYSTAL KLEAN				2,430.00 000585
			CYBL CYPRESS BLUFF OKUZMUK				

*** CHECK DATES 04/01/2022 - 04/30/2022 ***

CYPRESS BLUFF-GENERAL FUND
BANK A CYPRESS BLUFF CDD

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
4/14/22	00065	4/11/22 17897A	202204 330-57200-46500	PREVENTATIVE MAINTENANCE	*	370.00	
				SOUTHEAST FITNESS REPAIR			370.00 000586
4/14/22	00012	4/12/22 6259	202204 320-57200-46400	RPR PUMP FRM POWER SURGE	*	5,103.51	
				SUN STATE NURSERY			5,103.51 000587
4/14/22	00108	3/26/22 56	202203 320-57200-49400	SPECIAL EVENT 3/26/22	*	600.00	
				THE WINE GUYS OF FLORIDA LLC			600.00 000588
4/20/22	00013	4/15/22 04152022	202204 300-20700-10030	SE 2021 ASSESSMENTS FY22	*	20,888.70	
				THE BANK OF NEW YORK MELLON			20,888.70 000589
4/20/22	00103	4/18/22 27784	202204 320-57200-46000	REPLC LETTER "R"	*	635.00	
				HARBINGER			635.00 000590
4/20/22	00002	4/14/22 22-02426	202204 310-51300-48000	NOTICE OF AUDIT 4/14/22	*	99.88	
				JACKSONVILLE DAILY RECORD			99.88 000591
4/20/22	00104	4/15/22 600052	202204 320-57200-46000	PM POOL SERVICES	*	350.00	
				VAK PAK, INC			350.00 000592
4/22/22	00013	3/15/22 03152022	202204 300-20700-10030	FY22 DEBT ASSESSMENTS	*	749.00	
		4/22/22 04222022	202204 300-20700-10030	FY22 DEBT ASSESSMENTS	*	93,612.30	
				THE BANK OF NEW YORK MELLON			94,361.30 000593
4/28/22	00109	3/21/22 03212022	202203 320-57200-49600	DEP 50% SOLAR SHADES	*	2,651.28	
				SUNBURST SHUTTERS FLORIDA, INC			2,651.28 000594
4/28/22	00055	4/20/22 17508254	202204 320-57200-47000	APR PEST CONTROL	*	120.00	
				TURNER PEST CONTROL LLC			120.00 000595

TOTAL FOR BANK A 181,517.40

TOTAL FOR REGISTER 181,517.40

CYBL CYPRESS BLUFF OKUZMUK

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

Invoice

DATE	INVOICE #
4/5/2022	122225

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

81A
1,320.572.472

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

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1 Apr Lake Mgt-PL	90.00	90.00

Thank you for your business.

Clearwaterslakemgmt.com

Total

\$90.00



8535 Baymeadows Rd
Ste 7
Jacksonville, FL 32256
(904) 443-7446

INVOICE

299-77879

fastsigns.com/299

Completed Date: 4/5/2022

Payment Terms: Net 30

Payment Due Date: 5/5/2022

Created Date: 3/23/2022

DESCRIPTION: Pool Rule Sign Cover Decal

Bill To: Cypress Bluff Community Development
475 W. Town Place
Suite 114
St. Augustine, FL 32092
US

Installed: Cypress Bluff Community Development
Marcy Pollicino
475 W. Town Place
Suite 114
St. Augustine, FL 32092
US

Ordered By: Marcy Pollicino
Email: recharge@etownjax.com
Work Phone: (904) 527-1081
Tax ID: 85-8017634330C-2

Salesperson: Kim Brown
Entered By: Samantha Cowie

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Premium Printed 3M180cV3 Vinyl with Premium 3M8518 UV Laminate	1	\$865.18	\$0.00	\$865.18
1.1	Premium Printed Decal - Part Qty: 1 Width: 36.00" Height: 71.375"				
1.2	IN HOUSE INSTALLATION - Installation At Cypress Bluff Part Qty: 1				
1,320,572.460 18A					
Subtotal:					\$865.18
Taxable Amount:					\$0.00
Taxes:					\$0.00
Grand Total:					\$865.18
Amount Paid:					\$0.00
BALANCE DUE:					\$865.18

Thank you for your business.
This FASTSIGNS location is independently owned and operated.

RECEIVED APR 06 2022

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 60

Invoice Date: 4/1/22

Due Date: 4/1/22

Case:

P.O. Number:

Bill To:

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

51A

Description	Hours/Qty	Rate	Amount
Management Fees - April 2022 1.310.513.340		3,900.00	3,900.00
Website Administration - April 2022 1.310.513.521		104.17	104.17
Information Technology - April 2022 1.310.513.352		208.33	208.33
Dissemination Agent Services - April 2022 1.310.513.313		416.67	416.67
Office Supplies 1.310.513.570		0.93	0.93
Postage 1.310.513.420		142.64	142.64
Copies 1.310.513.425		36.15	36.15
Telephone 1.310.513.410		16.48	16.48
Total			\$4,825.37
Payments/Credits			\$0.00
Balance Due			\$4,825.37

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 24, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3024485

Client Matter No. 4123-1

RECEIVED APR 04 2022

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

1,310.53.315

Invoice No. 3024485

4123-1

951A

Re: General Counsel

For Professional Legal Services Rendered

02/04/22	J. Gillis	0.10	16.50	Prepare and distribute Capitol Conversations for week of February 4
02/11/22	J. Gillis	0.10	16.50	Prepare and distribute Capitol Conversations for week of February 11
02/13/22	J. Gillis	0.20	33.00	Confer with district staff regarding board supervisor seats up for election
02/20/22	J. Gillis	0.10	16.50	Prepare and distribute Capitol Conversations for week of February 18
02/25/22	J. Gillis	0.10	16.50	Prepare and distribute Capitol Conversations for week of February 25
02/27/22	J. Gillis	0.20	33.00	Draft resolution designating registered agent
02/28/22	K. Buchanan	0.40	134.00	Review matters relating to bond follow up

KUTAK ROCK LLP

Cypress Bluff CDD

March 24, 2022

Client Matter No. 4123-1

Invoice No. 3024485

Page 2

TOTAL HOURS 1.20

TOTAL FOR SERVICES RENDERED \$266.00

TOTAL CURRENT AMOUNT DUE \$266.00



Mark Alan Magic LLC
36 Wild Egret Lane
St. Augustine, FL 32086
904-540-5084

Client: Cypress Bluff CDD
475 West Town Place Suite 114 St Augustine Fl 32092
Contact: Marcy Pollicino
Invoice: 040822
PO#
Date: 10/12/2021

49A
1,320,572.494

Date of Performance	Service:	Cost
4/8/2022	1 hour stand-up comedy magic show for adults @ 7pm	\$ 500.00
Total		\$ 500.00

By accepting this invoice/contract you are agreeing to the terms of service and cost. Please make payment to Mark Alan Magic, LLC
Payment accepted in full in advance or upon arrival on the day of performance. Thank You. Mark

markalanmagic@bellsouth.net
www.markalancomedymagic.com



Original Bill

Proforma NorthPoint
Telephone: 904-330-0162
Email: linda.chambers@proforma.com

Bill Number BP64006794A
Bill Date 3/8/2022
Due Date 4/6/2022
Terms Net 30
Sales Order SP64006794
Sales Person Blair Wygle

Sold To

Marcy Pollicino
Cypress Bluff Community Development
475 W Town PL
Suite 114
SAINT AUGUSTINE, FL 32092
Phone: 904-527-1081
Recharge@etownjax.com

Shipped To

Recharge Amenity Center
Marcy Pollicino
10571 eTown Parkway
JACKSONVILLE, FL 32256

Customer Reference: eTown Name Tag and Apparel

Item #	Item Description	QTY Billed	QTY Ordered	Back Order	Unit Price	Per	Credit	Amount
K574	Port Authority Digi Heather Performance Polo. Color: <u>Dress Blue Navy</u> : 2 - M	2	2	0	29.9900	Each	-	\$59.98
J317	Port Authority Core Soft Shell Jacket. Color: <u>Battleship Gry</u> : 1 - M	1	1	0	53.4900	Each	-	\$53.49
F218	Port Authority Value Fleece 1/4-Zip Pullover. Color: <u>True Navy</u> : 1 - M	1	1	0	29.9900	Each	-	\$29.99
C852	Port Authority Sandwich Bill Cap. Color: <u>Navy/White</u> : 2 - OSFA	2	2	0	17.9900	Each	-	\$35.98
P160	Hanes - EcoSmart Crewneck Sweatshirt. Color: <u>Navy</u> : 3 - M	3	3	0	16.9900	Each	-	\$50.97
	Plastic Name Tags Size: 1.25" x 3"	1	1	0	19.8500	Each	-	\$19.85
	Magnetic Backing upgrade	1	1	0	1.7500	Each	-	\$1.75
Line-Item Total		Freight Amount		Tax Amount		Sub Total		Deposits
\$252.01		\$33.50		-		\$285.51		-
						Credits/Discounts		Amount Due:
						-		\$285.51 USD

Bills that are paid beyond terms will be adjusted to reflect current retail prices in addition to a 1.5% per month (18% per annum) service charge. Vendor makes no warranties, express or implied, on merchantability, fitness or otherwise which extend beyond the description of the product herein. Furthermore, buyer agrees through payment of this bill that Vendor's damages, if any, shall be limited to the total selling price of any item purchased.

Please indicate on your remittance the bill numbers to which the payment is to be applied.

Thank you for your business!

1.330.572.465
44A
Amenity Gr tags + uniforms

Please detach this portion and return with your payment.

Remittance Advice

Billed Customer #	Bill Number	Bill Date	Amount Due
C001077	BP64006794A	3/8/2022	\$285.51 USD

BILL TO:

Cypress Bluff Community Development
Marcy Pollicino
475 W Town PL
Suite 114
SAINT AUGUSTINE, FL 32092

PLEASE SEND PAYMENT TO:

Proforma
P.O. Box 640814
Cincinnati, OH 45264-0814

March 8th, 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

70A
1.320.572.494

April 15th, 2022 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!



Maintenance Invoice

Invoice#: 6150

Date: 04/01/2022

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

For: E-Town Phase 1

12A 1,320.572.461

For requests and inquiries please contact service@sunstatenursery.com

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

RECEIVED APR 01 2022
RECEIVED APR 01 2022

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#: 6151

Date: 04/01/2022

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

For: E-Town Phase 2

12A
1.320.572.461

For requests and inquiries please contact service@sunstatenursery.com

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

RECEIVED APR 01 2022

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 Home @ accounting@sunstatenursery.com

Amount Due	14,210.00
-------------------	------------------

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 6156

Date: 04/01/2022

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

For: E-Town Interchange East

12A

1.320.572.461

For requests and inquiries please contact service@sunstatenursery.com

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

RECEIVED APR 01 2022

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

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

Amount Due	4,160.00
-------------------	-----------------

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

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 6180

Date: 04/01/2022

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

12A
1.320.572.461

For requests and inquiries please contact service@sunstatenursery.com

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

RECEIVED APR 01 2022

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

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

Amount Due

3,320.00

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

THANK YOU FOR YOUR BUSINESS!!

THIGPEN

HEATING & COOLING, INC.

Since 1962

2801 Dawn Rd
Jacksonville, FL 32207-7903
Phone: (904) 448-1962
service@thigpenhvac.com

Invoice

Number: 28723

Date: 2/24/2022

Account No: L129339

Terms: COD

Reference: Order 28723

Service Advisor: Mike Patterson

Customer PO#:

Billing Address:

Cypress Bluff CDD
10571 Etown Pky
Jacksonville, FL 32256

Service Address:

E Town Swim & Fitness
10571 ETown Pkwy
Jacksonville, FL 32256

NOTES

Checked system out and found that the condincer had locked itself out on low pressure. Reset board and checked operation in cool and heat. System was working to manufacture specs in cooling and heating. Picked up a lock box from Johnstone and installed over the thermostat so customers in the gym cannot mess with the thermostat. System is up and running at this time.

10617

1,320.572.460

Item	Description	Qty	Unit	Price	Extended
COMM-LABOR	Commercial Labor	3.25		\$120.00	\$390.00
L39-603	WALL THERMOSTAT GUARD	1.00		\$49.00	\$49.00
MISC-ENVIRON-FEE	Misc. Supplies & Enviromental	1.00		\$20.00	\$20.00

RECEIVED APR 08 2022

TERMS AND CONDITIONS

Net due on day of installation, or in accordance with financing agreement. The Seller retains the title to all materials and property listed herein until payments have been made in full. Accounts not paid within thirty (30) days of notice of invoice are in default and a late payment charge of 1 - 1/2 % per month will be added. Buyer agrees to any reasonable attorney or collection fees incurred by Seller in securing payment for this

Non-Taxable:	\$410.00
Taxable:	\$49.00
Sub Total:	\$459.00
Sales Tax:	\$3.68
Freight:	
Total:	\$462.68
Total Paid:	
Total Due:	\$462.68

CACO56729

CACO56726

CN208226

\$459.00
pay this amt

HEATING & COOLING, INC.

Since 1962

2801 Dawn Rd
Jacksonville, FL 32207-7903
Phone: (904) 448-1962
service@thiipenhvac.com

Invoice

Number: 29673

Date: 4/1/2022

Account No: L129339

Terms: NET DUE UPON RECEIPT

Reference: Order 29673

Service Advisor: Terry Jones

Customer PO#:

RECEIVED APR 05 2022

Billing Address:

Cypress Bluff CDD
10571 Etown Pky
Jacksonville, FL 32256

Service Address:

E Town Swim & Fitness
10571 ETown Pkwy
Jacksonville, FL 32256

NOTES

On arrival system was out on low pressure. Set thermostat to hold temperature. Checked filters. Checked blower belt. Checked static pressure. Checked pressures and amps. Could not duplicate issue. System is operating at this time.

106A
1.320.572.460

Item	Description	Qty	Unit	Price	Extended
COMM-LABOR	Commercial Labor	2.00		\$120.00	\$240.00
MISC-ENVIRON-FEE	Misc. Supplies & Enviromental	1.00		\$20.00	\$20.00

TERMS AND CONDITIONS

Net due on day of installation, or in accordance with financing agreement. The Seller retains the title to all materials and property listed herein until payments have been made in full. Accounts not paid within thirty (30) days of invoice are in default and a late payment charge of 1 - ½ % per month will be added. Buyer agrees to any reasonable attorney or collection fees incurred by Seller in securing payment for this

Non-Taxable:	\$260.00
Taxable:	\$0.00
Sub Total:	\$260.00
Sales Tax:	\$0.00
Freight:	
Total:	\$260.00
Total Paid:	
Total Due:	\$260.00

CACO56729

CACO56726

CN208226



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
P.O. Box 952503
Atlanta, GA 31192-2503
904-355-5300

Service Slip/Invoice

INVOICE: 17406826
DATE: 3/30/2022
ORDER: 17406826

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

1.320.572.470
55A

Work Date	Time	Target Pest	Technician	Time In
3/30/2022	08:33 AM	ANTS, ROACH, WASP		08:33 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	3/30/2022		08:59 AM

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



**Turner
Pest
Control**

PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1489 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
P.O. Box 952503
Atlanta, GA 31192-2503
904-355-5300

Service Slip/Invoice

INVOICE: 17508255
DATE: 4/5/2022
ORDER: 17508255

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

SSA

1.320.512.470

Work Date	Time	Target Pest	Technician	Time In
4/5/2022	10:32 AM	FIRE ANT		10:32 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/5/2022		10:50 AM

Apr Pest ctrl

Service	Description	Price
LANDOFA	TURNERGREEN - GUARANTEED FIRE ANT CONTROL	\$120.00
SUBTOTAL		\$120.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$120.00

AMOUNT DUE \$120.00

RECEIVED APR 05 2022

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 # 397301
Date 4/1/2022

Terms
Due Date 4/15/2022
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

RECEIVED MAR 28 2022

37A
Apr.

Description	Quantity	Rate	Amount
Amenity Manager 1.320.572.450	1	8,522.00	8,522.00
Facility Attendant 1.320.572.457	1	5,363.33	5,363.33
Pool Maintenance 1.320.572.468	1	737.00	737.00
Janitorial 1.320.572.462	1	819.17	819.17
Lifestyle 1.320.572.348	1	0.00	0.00
Maintenance 1.320.572.46400	1	1,516.92	1,516.92
Pool Chemicals 1.320.572.46800	1	1,041.25	1,041.25

Total \$17,999.67

1005 Bradford Way
Kingston, TN 37763

Date	Invoice #
4/8/2022	4,

Bill To
Cypress Bluff CDD C/O GMS

RECEIVED APR 11 2022

23A
1.310.573.313

Terms	Due Date
Net 30	5/8/2022

Description	Amount
Amortization Schedule Series 2019 5-1-22 Prepay 35,000	250.00
<div data-bbox="170 1497 1125 1671"></div>	

Total	\$250.00
Payments/Credits	\$0.00
Balance Due	\$250.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info



PO Box 51289
Jacksonville Beach FL 32240
(904) 220-3331
ar@krystalklean.com

107A
1.320572.460

Invoice 7033983

DATE ISSUED	04/11/2022
TERMS	Due Upon Receipt
PO #	

BILL TO
Recharge at E town Attn: Marcy Pollicino Recharge @ Etown 10571 E-Town Parkway Jacksonville, FL, 32256 recharge@etownjax.com (904) 527-1081

SERVICE LOCATION
Recharge at E town Recharge @ Etown, 10571 E-Town Parkway Jacksonville, FL, 32256 (904) 527-1081 recharge@etownjax.com

Description	Qty	Rate	Total
Soft Wash Flat Surfaces - Pool Deck -Soft wash Pool deck. -Spot treat green area near metal "silo" (See photo) Soft Wash flat surfaces as requested. Many stains due to automotive fluids, tree nuts, rust, and mineral deposits will not be removed completely with pressure washing. We will do our very best but make no guarantee that all stains will be removed.	1.00	\$750.00	\$750.00
Soft Wash Misc - All Pool Furniture *Soft wash chairs and tables. Mud dauber resin does not come out with pressure washing. Many Black streaks on gutters don't come out. Mineral deposits, and rust may not come out with pressure cleaning. Though we will do the best we can we cannot guaranty that we can remove all of the above stains. Windows are to be closed on latched by customer prior to cleaning. Flaking paint can come off with any amount of pressure, and if paint is loose or flaking it will come off while cleaning. In this case we are not responsible for the frailer of the cleaned surface.	1.00	\$450.00	\$450.00
Spot Treatment - Rust Removal *Rust removal in designated areas using White Ox powder. -Depending on the origin rust and mineral deposits may be unable to be completely removed. We will do our best but can make no guarantee that all stains will be completely removed.	1.00	\$350.00	\$350.00
Residential Soft Wash Ext Surfaces - Base of Recharge Sign -Krystal Klean will clean exterior surfaces using professional 'Soft Wash' process in order to avoid damage to façade and window seals. -Solution include algaecides, fungicides and phosphate-free detergents to extend life of cleaning and provide optimal results. -Locks and electrical elements to be protected during cleaning process. -Extra care/precaution to be taken with landscaping to protect from damage. -Some stains such as mud dauber resin, black streaks on gutters,	1.00	\$45.00	\$45.00

RECEIVED APR 12 2022

mineral deposits and rust may have permanently stained surfaces.
 -Flaking paint can come off with any amount of pressure. Loose or flaking paint will come off while cleaning.
 -Customer is responsible to ensure windows are closed and latched prior to cleaning.

*Soft washing removes most mildew, dirt, and algae which accounts for 95% of roof discoloration in Florida. This process potentially expose mineral deposit stains that would require additional chemical treatment to remove. Please discuss any questions with your Krystal Klean representative.

Residential Soft Wash Ext Surfaces - Spot Treating of Wall
 Spot treating green on band of wall(s) near metal silo. (See photos)

1.00

\$50.00

\$50.00

-Krystal Klean will clean exterior surfaces using professional 'Soft Wash' process in order to avoid damage to façade and window seals.
 -Solution include algaecides, fungicides and phosphate-free detergents to extend life of cleaning and provide optimal results.
 -Locks and electrical elements to be protected during cleaning process.
 -Extra care/precaution to be taken with landscaping to protect from damage.
 -Some stains such as mud dauber resin, black streaks on gutters, mineral deposits and rust may have permanently stained surfaces.
 -Flaking paint can come off with any amount of pressure. Loose or flaking paint will come off while cleaning.
 -Customer is responsible to ensure windows are closed and latched prior to cleaning.

*Soft washing removes most mildew, dirt, and algae which accounts for 95% of roof discoloration in Florida. This process potentially expose mineral deposit stains that would require additional chemical treatment to remove. Please discuss any questions with your Krystal Klean representative.

Standard Windows Clean Exterior Only - Affected Windows
 Touch up of windows affected by spot treatment of the above wall band.

1.00

\$35.00

\$35.00

-Service includes cleaning exterior glass to remove organic build-up.
 -Cleaning tracks and sills is a separate service and is not included in this price
 -Removal of paint, adhesives, calcium deposits, or construction debris from glass is an additional service.
 -Customer Acknowledges the risk of using a scraper when cleaning glass and holds Krystal Klean harmless to use scrapers or razors for removal of build-up (if needed).
 -Krystal Klean uses high quality, industry-standard razor blades and professional technique to reduce risk of glass scratches.
 -Technicians will inspect window waterproofing joints and provide recommendations for repair or replacement if necessary.

CUSTOMER MESSAGE

Invoice Total:
Deposits (-):
Payments (-):
Total Due:

\$1,680.00
\$0.00
\$0.00
\$1,680.00

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.



PO Box 51289
Jacksonville Beach FL 32240
(904) 220-3331
ar@krystalklean.com

107A
1.320.572.460

Invoice 7033984

DATE ISSUED	04/11/2022
TERMS	Due Upon Receipt
PO #	

BILL TO
Recharge at E town Attn: Marcy Pollicino Recharge @ Etown 10571 E-Town Parkway Jacksonville, FL, 32256 recharge@etownjax.com (904) 527-1081

SERVICE LOCATION
Recharge at E town Recharge @ Etown, 10571 E-Town Parkway Jacksonville, FL, 32256 (904) 527-1081 recharge@etownjax.com

Description	Qty	Rate	Total
Commercial Soft Wash -Spot treat sidewalks and curbs from main road to clubhouse including golf cart parking -Spot treat stairs and walkway leading to front gates of amenity center. Soft washing removes most mildew, dirt, and algae which accounts for 95% of roof discoloration in Florida. This process potentially expose mineral deposit stains that would require additional chemical treatment to remove. We do not currently offer this chemical service on roofs. Please discuss any questions with your representative	1.00	\$750.00	\$750.00

RECEIVED APR 12 2022

CUSTOMER MESSAGE
Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

Invoice Total: \$750.00
Deposits (-): \$0.00
Payments (-): \$0.00
Total Due: \$750.00

SoutheastFitness

REPAIR

Equipment Repair & Maintenance

14476 Duval Place West, Suite 208 • Jacksonville, FL 32218

Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

www.southeastfitnessrepair.com

Invoice # 17897A

Date: 11-Apr-2022

Payment is due within 30 days of
invoice date.

Facility Name:	CYPRESS BLUFF
Facility Address:	10571 ETOWN PARKWAY JACKSONVILLE, Florida 32256
Billing Address:	10571 ETOWN PARKWAY JACKSONVILLE, Florida 32256
Contact & Phone:	
Reason for call:	TM- 4 EFX- 2 SPIN/ROW- 4 MULTI-1 SINGLE-1 BENCH- 3 PM - FLAT RATE \$370.00

Description	Part #	Part Cost	QTY	Total
PM - FLAT RATE: TRAVEL + FIRST HOUR LABOR		370.00	1.00	370.00
Comments:			<i>Parts Total</i>	370.00
			<i>Tax</i>	0.00
			<i>Balance</i>	370.00

Technician: ROBERT PETERKIN

RECEIVED APR 15 2022

Thank you for your business.

1.330.572.465
657A



Maintenance Invoice

Invoice#: 6259

Date: 04/12/2022

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

For: E-Town Pump Repair

12A
1.320.572.464

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
Pump Repairs Due to Power Surge	1.00	5,103.51	5,103.51	N

RECEIVED APR 12 2022

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

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

Amount Due

5,103.51

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

THANK YOU FOR YOUR BUSINESS!!

The Wine Guys of Florida LLC
12935 Glen Forest Ct S Jacksonville, FL 32224
Twg904@hotmail.com
904-440-8428

Invoice

Bill To: Cypress Bluff CDD
mpollicino@vestapropertyservices.com
10571 Etown Parkway Jacksonville, FL 32256
(904) 527-1081

Invoice No: 56
Date: 03/26/2022
Terms: NET 11
Due Date: 04/06/2022

Description	Quantity	Rate	Amount
1 Hour Event Including an additional hour for setup and breakdown.	1	\$99.99	\$99.99*
14 Bottles of wine Including 7 different varietals 2 bottles each.	1	\$476.46	\$476.46*
Crackers For 40 guest	1	\$23.55	\$23.55

*Indicates non-taxable item

Subtotal	\$600.00
TAX 0%	\$0.00
Total	\$600.00
Paid	\$0.00

RECEIVED APR 07 2022

1.320572.494

108.A

Balance Due

\$600.00

Cypress Bluff
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Check Request

Date	Amount	Authorized By
April 15, 2022	\$20,888.70	Oksana Kuzmuk

Payable to:

The Bank of New York Mellon #13

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10030
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Intended Use of Funds Requested:

FY22 Debt Assessment SE 2021
<i>(Attach supporting documentation for request.)</i>

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

475 West Town Place, Suite 114

St. Augustine, FL 32092

DATE 2/14/2022

PERIOD COVERED

10/1/21 - 9/30/22

FY 2022 NON AD VALOREM ASSESSMENTS BILL - SERIES 2021

Toll Southeast, LP

Attn: Don Ozkilkis

160 Cape May Ave

Ponte Vedra, FL 32081

DOZKILKIS@tollbrothers.com

PARCEL ID	PARCEL	ASMT TYPE	BOND ISSUE	# UNITS	ANNUAL DEBT RATE / UNIT NET	TOTAL DEBT
R-167761-3206	E-8B	SINGLE FAMILY	2021	27	\$773.66	20,888.70
TOTAL				27		\$20,888.70

PAYMENT SCHEDULE:

INVOICE #	DUE DATE	% DUE	DEBT SERVICE
TOL2021APR	4/1/22	70.00%	14,622.09
TOL2021SEP	9/30/22	30.00%	6,266.61
TOTAL			\$20,888.70

In the event that an assessment payment is not made in accordance with the schedule stated above, such assessment shall accrue penalties and interest in the amount of one percent (1%) per month plus all costs of collection and enforcement, and shall either be enforced pursuant to a foreclosure action, or, at the District's discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.

Please Remit to:

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

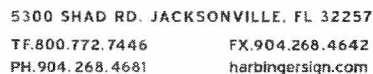
Attn: Sheryl Fuiks, Assessment Roll Administrator

475 West Town Place, Suite 114

St. Augustine, FL 32092

904-940-5850 x 407

sfulks@gmsnf.com



Invoice #: 27784
Invoice Date: 04/18/22
Customer #: 7386
Page: 1 of 1

BILL TO:	JOB LOCATION:
CYPRESS BLUFF COMMUNITY DEVELOPMENT 475 W TOWN PL STE 114 SAINT AUGUSTINE FL 32092	ETOWN SWIM & FITNESS 10571 ETOWN PARKWAY JACKSONVILLE FL 32256

ORDERED BY	PO NUMBER	SALESPERSON	SHIP VIA	ORDER DATE	PAYMENT TERMS	DUE DATE
		EDB		03/14/22	50% DEPOSIT, BALANCE UPON COMP	05/18/22
QTY	DESCRIPTION				UNIT PRICE	TOTAL PRICE
1	QUOTE #158225 CHNLRVR, 11"H INTERNALLY ILLUMINATED REVERSE CHANNEL LETTER REPLACEMENT "R".				845.00	845.00
1	QUOTE #158226 INSTALL, 11"H INTERNALLY ILLUMINATED REVERSE CHANNEL <u>L</u> ETTER <u>R</u> EPLACEMENT " <u>R</u> ".				425.00	425.00
1.320.572.460					SUB TOTAL	1,270.00
103 A						
RECEIVED APR 18 2022						
				LESS DOWN PAYMENT:		-635.00
				PLEASE PAY THIS AMOUNT:		\$635.00

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

April 14, 2022

Date

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

2A

1. 310.573.480

Payment Due Upon Receipt

Serial #	22-02426D	PO/File #		\$99.88
				Amount Due
Notice of Audit Committee Meeting and Regular Meeting of the Board of Supervisors				
				Amount Paid
Cypress Bluff Community Development District				\$99.88
				Payment Due
Case Number				<i>For your convenience, you may remit payment at https://www.jaxdailyrecord.com/send-payment.</i>
Publication Dates	4/14			
County	Duval			

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

*If payment is being mailed,
please reference the Serial #
from this invoice on your
check or remittance advice.*

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

The Board of Supervisors ("Board") of the Cypress Bluff Community Development District will hold a regular meeting on Tuesday, April 26, 2022 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256. Immediately prior to the regular meeting will be an audit committee meeting for the purpose of reviewing and ranking proposals for audit services. Copies of the agendas may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office"), and will also be available on the District's website, www.CypressBluffCDD.com.

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

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

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

James Perry
District Manager

Apr. 14 00 (22-02426D)

Vak Pak, Inc.

1824 Phoenix Avenue
Jacksonville, FL 32206

Invoice

Date	Invoice #
4/15/2022	600052

Bill To
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTR 475 WEST TOWN PLACE, SUITE 114 SAINT AUGUSTINE, FL 32092

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project	
PM031822	Due on receipt	JW	4/15/2022				
Quantity	Item Code	Description			U/M	Price Each	Amount
	Labor	SERVICE: PREVENTATIVE MAINTENANCE LOCATION: RECHARGE AT ETOWN COMPLETION: 03/18/22 1.320.572.460 10419 RECEIVED APR 15 2022				350.00	350.00
It's been a pleasure working with you!					Total \$350.00		

Cypress Bluff
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Check Request

Date	Amount	Authorized By
March 15, 2022	\$749.00	Oksana Kuzmuk

Payable to:

The Bank of New York Mellon #13

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10030
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Intended Use of Funds Requested:

FY22 Debt Assessment SE 2021
<i>(Attach supporting documentation for request.)</i>

Cypress Bluff
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Check Request

Date	Amount	Authorized By
April 22, 2022	\$93,612.30	Oksana Kuzmuk

Payable to:

The Bank of New York Mellon #13

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10030
------	---------------------

Intended Use of Funds Requested:

FY22 Debt Assessment SE 2021
(Attach supporting documentation for request.)

109a

1.320.572.496



11341 DISTRIBUTION AVE E #1
JACKSONVILLE, FL 32256
Ph 904-731-5522

PURCHASER:	HOME (904) 527-1081	MOBILE/ FAX	JOBSITE INFORMATION	
NAME:	CYPRESS BLUFF CDD		ALTERNATE CONTACT	
ADDRESS:	10571 E.TOWN PKWY		PHONE:	
CITY, STATE, ZIP	JACKSONVILLE 32256		ADDRESS:	
NEEDS FINAL MEASURE	PREVIOUS WORK		CITY, STATE, ZIP	
DATE: 3/21/2022	SALES REP. Kevin McCormack		EMAIL ADDRESS	
			We agree to furnish as per following specifications. This quotation is subject to change or withdrawal without notice 15 days from the above date.	

LINE	QTY	ROOM	PRODUCT DESCRIPTION	CONTROL TYPE	IB OB	COLOR	EACH	TOTAL
1	1	MIRROR	SOLAR SCREEN 3% SHADES 129 X 100 OPEN ROLL, SPRING ASSIST	CHAIN	IB	EBONY	\$1,302.98	\$ 1,302.98
2	2	SIDE WINDOWS	SOLAR SCREEN 3% SHADES (3) EA 132 X 100 OPEN ROLL SPRING ASSIST	CHAIN	IB	EBONY	\$1,302.98	\$ 2,605.95
3	2	WEST SIDE L&R	SOLAR SCREEN 3% SHADE (1) 74 X 100 OPEN ROLL	CHAIN	IB	EBONY	\$ 540.23	\$ 1,080.45
4	1	WEST SIDE MIDDLE	SOLAR SCREEN 3% (1) 63 X 100 OPEN ROLL	CHAIN	IB	EBONY	\$ 313.18	\$ 313.18
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

DELIVERY	WARRANTY	YOUR RESPONSIBILITIES	CANCELLATION	A: TOTAL PAGE 1	\$ 5,302.55
Delivery commitments begin upon receipt of a signed contract and a paid deposit. Delivery commitment is subject to change if final window measurements cannot be taken, and or if job specifications have not been finalized.	ENTIRE PRODUCT AGAINST MANUFACTURING DEFECTS (i.e., a flaw in the product design, materials or workmanship that causes the product to no longer function) POLYWOOD SHUTTERS LIFETIME Barn Doors 90 days Horizontal blinds..... 2 years Vertical blinds..... 2 years Shades..... 5 years Motorization..... 5 years	You will be expected to clear surfaces for installation by removing all obstacles (existing window treatments, furniture, etc.) prior to installation. Your balance due is payable upon installation. If installation is incomplete, payment for completed portion of contract is expected. We ask that you be present to inspect the installation and pay the balance.	I understand this is custom made merchandise and cannot be cancelled. Changes or cancellation of a confirmed installation date must be made at least 3 working days prior to the scheduled installation date. A cancellation with less than 3 working days will result in a \$50.00 cancellation charge.	B: MISCELLANEOUS	
				C: SUBTOTAL	\$ 5,302.55
				D: SALES TAX	
				E: TOTAL	\$ 5,302.55
				F: 50% DEPOSIT AT TIME OF ORDER	\$ (2,651.28)
				G: BALANCE DUE UPON INSTALLATION	\$ 2,651.28
				The Seller reserves the right to correct misquotes and errors in calculations.	
				PAYMENT INFORMATION	
				VISA	MASTER CARD AMERICAN
					EXP.

I hereby agree to order the above merchandise upon the terms and conditions set forth. Payment will be made as outlined. I understand that this is custom made merchandise and cannot be cancelled. I have read, understand and am in agreement with these terms. Seller reserves the right to remove panels if payment is not made at the time of installation.

Current delivery time is approximately 5-7 weeks.

SIGNATURE

DATE

CHECK # CASH

If legal action should become necessary for the Seller to enforce the terms of this agreement or collect any amount payable hereunder, Purchaser shall be responsible for the Seller's reasonable attorney fees and legal costs. Interest at the rate of 1-1/2% per. month(18% per annum) will be charged on past due accounts.



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
P.O. Box 952503
Atlanta, GA 31192-2503
904-355-5300

Service Slip/Invoice

INVOICE: 17508254
DATE: 4/20/2022
ORDER: 17508254

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

35A

1.320.572.470

Work Date	Time	Target Pest	Technician	Time In
4/20/2022	10:01 AM	ANTS, ROACH, WASP		10:01 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/20/2022		10:29 AM

APR
Pest Ctr

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$120.00
SUBTOTAL		\$120.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$120.00

RECEIVED APR 30 2022

AMOUNT DUE \$120.00

Handwritten signature

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