

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, February 22, 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
Chris Price	Supervisor
John Hewins	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel (by phone)
Bradley Weeber	District Engineer (by phone)
Marcy Pollicino	Vesta Property Services
Dan Fagen	Vesta Property Services

The following is a summary of the discussions and actions taken at the February 22, 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 January 25,
2022 Meeting**

There were no comments on the minutes.

On MOTION by Mr. Holmes seconded by Mr. Hewins with all in favor the minutes of the January 25, 2022 meeting were approved as presented.
--

February 22, 2022

Cypress Bluff CDD

FOURTH ORDER OF BUSINESS

Acceptance of the Audit Committee's Recommendation

Mr. Perry noted the Audit Committee approved the auditor selection evaluation criteria as presented in the agenda package.

On MOTION by Mr. Holmes seconded by Mr. Price with all in favor the audit committee's recommendation was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Amending the Series 2021 Debt Service Fund Budget for Fiscal Year 2022

Mr. Perry reminded the Board the budget for Fiscal Year 2022 was approved in May of 2021 and adopted in August of 2021. Bonds were issued later in October and therefore were not included in the adopted budget. Resolution 2022-03 amends the budget to include the Series 2021 bond issue.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor Resolution 2022-03, amending the Series 2021 debt service fund budget for Fiscal Year 2022 was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Consideration of Work Authorization for Preparation of a Public Facilities Report

Mr. Weeber presented a work authorization to prepare a public facilities report that details the District's facilities and the condition of those facilities for a total of \$3,500.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the work authorization for England Thims & Miller to prepare a public facilities report was approved.

C. District Manager

There being nothing to report, the next item followed.

D. General Manager

February 22, 2022

Cypress Bluff CDD

Ms. Pollicino gave the Board an overview of her report, a copy of which was included in the agenda package. She also reported that new gym equipment has been installed and a VFD controller in the pump room was replaced at a cost of \$1,545.

Ms. Pollicino asked for the Board’s consent to change the mulch in the dog park to “playground mulch” over time as mulch is added. There were no objections from the Board. She also informed the Board there are drainage issues in the dog park and she’s in the process of obtaining information on a permanent fix to the issues.

SEVENTH ORDER OF BUSINESS Financial Reports

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

Mr. Perry noted the check register totals \$1,433,292.54, which includes a \$1,336,956 transfer from the general fund to the debt service funds.

On MOTION by Mr. Ray 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

The Board commended Ms. Pollicino on her service to the community.

TENTH ORDER OF BUSINESS Next Scheduled Meeting – March 22, 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.

DocuSigned by:

 1471E54342174D3...
 Secretary/Assistant Secretary

DocuSigned by:

 4560A5B4ED3348F...
 Chairman/Vice Chairman