

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.
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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.

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.

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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.

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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.

DocuSigned by:
Jim Perry
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Secretary/Assistant Secretary

DocuSigned by:
Richard Ray
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Chairman/Vice Chairman