

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, May 24, 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
Will Cellar	Supervisor
John Hewins	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel
Marcy Pollicino	Vesta Property Services
Dan Fagen	Vesta Property Services
Joe Muhl	PARC Group

The following is a summary of the discussions and actions taken at the May 24, 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 April 26, 2022
Board of Supervisors and Audit Committee
Meetings**

There were no comments on the minutes.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the minutes of the April 26, 2022 Board of Supervisors and Audit Committee meetings were approved as presented.

May 24, 2022

Cypress Bluff CDD

FOURTH ORDER OF BUSINESS

Acceptance of the Audit Committee’s Recommendation

Mr. Perry noted the Audit Committee ranked Grau & Associates number one and Berger Toombs number two.

On MOTION by Mr. Ray seconded by Mr. Hewins with all in favor the audit committee’s recommendation was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-05, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date

Mr. Perry informed the Board the public hearing will be set for July 26, 2022 at 1:30 p.m. at the eTown Welcome Center to coincide with the regular board meeting. He then provided an overview of the budget, noting there is no increase in assessments proposed, although there were increase for various line items including grounds maintenance and the expenses relating to the amenities.

On MOTION by Mr. Ray seconded by Mr. Price with all in favor Resolution 2022-05, approving a proposed budget for Fiscal Year 2023 and setting a public hearing date was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-06, Designating a Date, Time and Location for a Landowner’s Election and Meeting

Mr. Perry informed the Board the landowner’s election will be set for November 22, 2022 at 1:30 p.m. at the eTown Welcome Center.

On MOTION by Mr. Hewins seconded by Mr. Ray with all in favor Resolution 2022-06, designating a date, time and location for the landowner’s election as stated above was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Update on the Stormwater Needs Analysis

May 24, 2022

Cypress Bluff CDD

Mr. Weeber informed the board the stormwater needs analysis report is in progress and will need to meet with the District Manager prior to finalizing.

C. District Manager

Mr. Perry informed the Board of two resident requests. The first of which being for night swimming hours. He explained that the District is not permitted for night swimming and to convert the facility to obtain the ability to have night swimming would cost an estimated \$100,000. Ms. Pollicino noted the pool will be open until 8:00 p.m. for the Memorial Day weekend.

The second request is that the pool be heated during the winter months. Similarly, the pool would need to be converted to include heaters and other equipment, which could cost an estimated \$75,000, and then there's other factors such as ongoing electric or gas costs to heat the pool, and labor to cover and uncover the pool as needed.

D. General Manager - Report

Ms. Pollicino gave the Board an overview of her report, a copy of which was included in the agenda package and reminded the Board of the request for approval to offer the yoga lawn and activity lawn for rental. Ms. Buchanan noted a rate hearing would be needed, which will be set for the July meeting.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Income Statement

B. Check Register

Mr. Perry noted the check register totals \$181,517.40.

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

Mr. Ray asked Ms. Pollicino to report on any capital expenses that may be needed at the next meeting to close out the capital projects fund account.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

May 24, 2022

Cypress Bluff CDD

TENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

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

TWELFTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
James Perry
1471E84342174D3
Secretary/Assistant Secretary

DocuSigned by:
TCTML
4560A5B4ED3348E
Chairman/Vice Chairman