

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, May 23, 2023 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
John Hewins	Supervisor
Will Cellar	Supervisor
Chris Price	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
Dana Harden	Vesta Property Services

The following is a summary of the discussions and actions taken at the May 23, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 1:30 p.m. 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 March 28, 2023
Board of Supervisors Meeting**

Mr. Perry noted there is one change to a motion box on page two that will be included in the final version.

On MOTION by Mr. Hewins seconded by Mr. Ray with all in favor the minutes of the March 28, 2023 meeting were approved as revised.

May 23, 2023

Cypress Bluff CDD

FOURTH ORDER OF BUSINESS

Acceptance of the Draft Audit Report for Fiscal Year 2022

Mr. Perry informed the Board that the auditor’s provided a clean opinion and there is nothing of note to report.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor the Fiscal Year 2022 audit report was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Approving a Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption

Mr. Perry noted the public hearing is scheduled for July 25, 2023 at 1:30 p.m. and provided an overview of the changes from the previous year’s budget, noting there is no change in assessments proposed. A cost share agreement for landscaping was discussed, costs for which will be added to the budget if the matter can be resolved in the next few months.

On MOTION by Mr. Hewins seconded by Mr. Holmes with all in favor Resolution 2023-05, approving a proposed budget for Fiscal Year 2024 and setting a public hearing for July 25, 2023 at 1:30 p.m. 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 – Report

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

SEVENTH ORDER OF BUSINESS

Financial Reports

May 23, 2023

Cypress Bluff CDD

A. Financial Statements as of April 30, 2023

Mr. Perry provided a brief overview of the financial statements.

B. Check Register

Mr. Perry noted the check register totals \$77,731.

On MOTION by Mr. Ray seconded by Mr. Hewins 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 Meetings – June 27, 2023 at 1:30 p.m. at the eTown Welcome Center

It was noted the June meeting may be canceled if the agenda is light.

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 Oliver

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Secretary/Assistant Secretary

DocuSigned by:

TC Ray

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Chairman/Vice Chairman