

*Cypress Bluff
Community Development District*

March 26, 2024

AGENDA

**Cypress Bluff
Community Development District**

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

March 19, 2024

Board of Supervisors
Cypress Bluff Community Development District
Staff Call In #: 1-877-304-9269 Code 1655232

Dear Board Members:

The Cypress Bluff Community Development District Board of Supervisors Meeting is scheduled for **Tuesday, March 26, 2024 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment (limited to three minutes)
- III. Approval of Minutes of the January 23, 2024 Board of Supervisors Meeting
- IV. Ratification of Landscape RFP Documents
- V. Ratification of Requisition No. 4
- VI. Acceptance of the Fiscal Year 2023 Audit Report
- VII. Discussion of Concrete Repairs
- VIII. Consideration of Additional Facility Attendant Hours
- IX. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. General Manager - Report
- X. Financial Reports

A. Financial Statements as of February 29, 2024

B. Check Registers

1. January

2. February

XI. Other Business

XII. Supervisor's Requests and Audience Comments

XIII. Next Scheduled Meeting – April 23, 2024 at 1:30 p.m. at the eTown Welcome Center

XIV. 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, January 23, 2024 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 <i>by phone</i>	District Counsel
Bradley Weeber <i>by phone</i>	District Engineer
Dana Harden	Vesta Property Services
Marcy Pollicino	General Manager
Jim Oliver	GMS, LLC

The following is a summary of the discussions and actions taken at the January 23, 2024 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 October 24,
2023 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Hewins seconded by Mr. Ray with all in favor the minutes of the October 24, 2023 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan informed the Board of new requirements for CDD board members to complete four hours of ethics training. She also noted the Form 1 will be filed electronically going forward.

B. District Engineer – Ratification of Requisitions 2 and 3

Mr. Weeber presented requisition numbers two and three, both payable to Sunstate for landscaping work related to the interchange.

Mr. Ray asked if these payments fall under the interchange arrangement that has been put into place, which means they will get billed back.

Mr. Perry responded yes.

On MOTION by Mr. Ray seconded by Mr. Holmes with all in favor requisition numbers two and three were ratified.

C. District Manager

Mr. Perry noted there are three seats coming up for election in November of this year.

D. General Manager – Report

A copy of the general manager’s report was included in the agenda package for the Board’s review.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of December 31, 2023

B. Check Registers

1. October & November

2. December

Copies of the check registers totaling \$289,596.36 for the months of October and November, and \$1,405,191.08 for the month of December were included in the agenda package for the Board’s review. Mr. Perry noted the December check register includes a transfer of around \$1.3 million from the general fund to the debt service fund.

On MOTION by Mr. Hewins seconded by Mr. Holmes with all in favor the check registers were approved.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – February 27, 2024 at 1:30 p.m. at the eTown Welcome Center

NINTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

PROJECT MANUAL FOR

LANDSCAPE AND IRRIGATION
MAINTENANCE SERVICES

FOR

***CYPRESS BLUFF
COMMUNITY DEVELOPMENT
DISTRICT***

Prepared by:

Marcy Pollicino
Vesta Property Services

March 2024

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**LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES REQUEST FOR PROPOSALS
AND NOTICE OF PUBLIC MEETING TO OPEN PROPOSALS
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
Duval County, Florida**

Notice is hereby given that the Cypress Bluff Community Development District (“**District**”) will accept proposals from qualified firms (“**Proposers**”) interested in providing landscape and irrigation maintenance services, all as more specifically set forth in the Project Manual. The Project Manual, including among other materials, contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained beginning March 21, 2024 by sending an email to Courtney Hogge at chogge@gmsnf.com.

There will be a **mandatory pre-proposal on-site meeting** on March 27, 2024 at 10:00 a.m. (EST) at the Recharge Amenity Center, 10571 E Town Parkway, Jacksonville, Florida 32256. In order to submit a proposal, each Proposer must (1) be authorized to do business in Florida and hold all required state and federal licenses in good standing; and (2) have at least five (5) years of experience with landscape and irrigation maintenance projects. The District reserves the right in its sole discretion to make changes to the Project Manual up until the time of the proposal opening, and to provide notice of such changes only to those Proposers who have attended the pre-proposal meeting and registered.

Firms desiring to provide services for this project must submit six (6) written proposals AND a PDF file on a flash-drive no later than April 12, 2024 at 11:00 a.m. (EST) at Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Attention: James Perry. Additionally, as further described in the Project Manual, each Proposer shall supply a proposal bond or cashier’s check in the amount of \$25,000 with its proposal. Proposals shall be submitted in a sealed package that shall bear “RESPONSE TO REQUEST FOR PROPOSALS (Cypress Bluff Community Development District – Landscape & Irrigation Maintenance) ENCLOSED” on the face of it. Unless certain circumstances exist where a public opening is unwarranted, proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above may be returned un-opened to the Proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Proposals will be opened at a public meeting on April 12, 2024, at 11:00 a.m. (EST), at Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092. No official action of the District’s Board will be taken at this meeting, and it is held for the limited purpose of opening the RFP responses. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. This meeting may be continued to a date, time, and place to be specified on the record at the meeting. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least five (5) calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8870 (Voice), for aid in contacting the District.

Any protest regarding the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the maintenance map, the specifications, the evaluation criteria, the evaluation process, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours after issuance of the Project Manual. 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. Additional information and requirements regarding protests are set forth in the Project Manual and the District’s Rules of Procedure, which are available from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Attention: James Perry (904) 940-5850.

Rankings will be made based on the Evaluation Criteria contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District has the right to reject any and all proposals and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest of the District to do so. Proposers are hereby notified that Section 287.05701, Florida Statutes, requires that the District may not request documentation of or consider a Proposer’s social, political, or ideological interests when determining if the Proposer is a responsible vendor. Any and all questions relative to this project shall be directed in writing by e-mail only to Katie Buchanan at katie.buchanan@kutakrock.com, with a further copy to James Perry at jperry@gmsnf.com.

Cypress Bluff Community Development District
James Perry, District Manager

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

**Landscape and Irrigation Maintenance
Duval County, Florida**

Instructions to Proposers

SECTION 1. DUE DATE. Sealed proposals must be received no later than **April 12, 2024, 11:00 am (EST)**, at the office of the Cypress Bluff CDD, c/o Governmental Management Services, 475 West Town Place, Suite 114, St Augustine, FL 32092 Attn: Jim Perry. Proposals will be publicly opened at that time.

SECTION 2. SIGNATURE ON PROPOSAL. In addition to executing all forms, affidavits, and acknowledgments for which signature and notary blocks are provided, the Proposer must correctly sign the Acknowledgment of Receipt of Documents and Proposal Signature Form attached hereto. If an individual makes the proposal, that person's name and business address shall be shown. If made by a partnership, the name and business address of an authorized member of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show the name of the state under the laws of which the corporation was chartered. In addition, the proposal shall bear the seal of the corporation. Anyone signing the proposal as agent shall file with the proposal legal evidence of his or her authority to do so.

SECTION 3. 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 4. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience 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 with the necessary organization, capital, and equipment to complete the work to the satisfaction of the District.

SECTION 5. 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 6. INTERPRETATIONS AND ADDENDA. All questions about the meaning or intent of the Project Manual are to be directed in writing only to Jim Perry, Cypress Bluff Community Development District, by electronic mail to Jim Perry at jperry@gmsnf.com and carbon copy Courtney Hogge at chogge@gmsnf.com. Interpretations or clarifications considered necessary in response to such questions will be issued in an Addenda, by email to all parties recorded as having received the Project Manual. Questions received less than seven (7) days prior to the date of opening of proposals may not be answered. Only questions answered by formal written Addenda will be binding. No interpretations will be given verbally. All questions and answers will be distributed to all Proposers. No inquiries will be accepted from subcontractors; the Proposer shall be responsible for all queries.

SECTION 7. FAMILIARITY WITH THE PROJECT. Before submitting a proposal, the Proposer shall carefully examine the drawings, read the specifications, visit the project site and fully inform itself as to all existing conditions and limitations. Submitting a proposal is a certification by the Proposer that the Proposer is familiar with the project.

SECTION 8. SUBMISSION OF PROPOSAL. Submit one (1) original and five (5) hard copies of the proposal forms and one (1) electronic version in PDF format, along with other requested attachments, at the time and place indicated above, which shall be enclosed in an opaque sealed envelope, marked with the project title and name and address of the Proposer and accompanied by the required documents. If the proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with a notation “RESPONSE TO REQUEST FOR PROPOSALS (Cypress Bluff Community Development District – Landscape and Irrigation Maintenance) ENCLOSED” on the face of it.

SECTION 9. 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 10. PROJECT MANUAL. The Project Manual will be available beginning March 21, 2024, at 9:00 am. (EST), from Courtney Hogge by email at chogge@gmsnf.com.

SECTION 11. PRE-PROPOSAL MEETING. If the Proposer would like to discuss job specifications, please contact the Cypress Bluff Community Manager at (904) 527-1081 or recharge@etownjax.com. Proposers are encouraged to make on-site visits to the area for which services are required in order to gain an understanding of the scope of the area to be served. The Proposer is assumed to be familiar with the area and any natural features that will in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility.

SECTION 12. PROPOSAL FORMS. All blanks on the proposal forms must be completed in ink or typewritten. The proposal shall contain an acknowledgment of receipt of all Addenda (the numbers of which must be filled in on the Acknowledgement of Receipt of Documents and Proposal Signature Form). In making its proposal, each Proposer represents that it has read and understands the Project Manual and that the proposal is made in accordance therewith, including verification of the contents of the Project Manual against the Table of Contents. Proposer shall provide in the proposal a complete breakdown of both unit quantities and unit costs for each separate item associated with landscaping and irrigation plans and technical specifications. The Proposer, in accordance with the Project Manual, shall provide the quantities and unit costs for landscaping materials.

SECTION 13. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, request clarifications and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 14. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, or within such approved extended time as the District may grant, the Proposer shall enter into and execute the Contract in substantially the form included in the Project Manual. As part of the Contract negotiations with the District, the Proposer may be asked to provide a safety plan or its best practices policy regarding safety protocols for heavy traffic, school zones, and others.

SECTION 15. INSURANCE. All Proposers shall include as part of their proposal a current Certificate of Insurance detailing the company's insurance coverage. In the event the Proposer is notified of award, it shall provide proof of the Insurance Coverage identifying the District, its supervisors, staff, agents and consultants as additional insureds, as stated in the Contract form provided herein, within fourteen (14) calendar days after notification, or within such approved extended period as the District may grant. Failure to provide proof of insurance coverage shall constitute a default.

SECTION 16. INDEMNIFICATION. The successful Proposer shall fully indemnify, defend and hold harmless the District from and against all claims, damages, costs and losses arising, in whole or in part, from Contractor's negligence or breach of contract, as more fully set forth in the Contract form, provided herein.

SECTION 17. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute or law.

SECTION 18. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the Project Manual:

- A. A narrative description of the Proposer's approach to providing the services as described in the Detailed Specifications provided herein.
- B. Completed price proposal (form attached).
- C. List position or title and corporate responsibilities of key management or supervisory personnel. For each person listed include a resume, list years of experience in current position, and list years of related experience.
- D. Describe proposed staffing levels. Include information on current operations, administrative, maintenance and management staffing of both a professional and technical nature, including resumes for staff at or above the Project Manager level.
- E. 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. One additional reference should be provided for a lost client of similar size and scope.
- F. A copy of its insurance certificate indicating the types of coverage and limits for general and automobile liability insurance, and worker's compensation insurance, including employer liability.
- G. Completed copies of all other forms included within the Project Manual.

SECTION 19. PROTESTS. Any protest regarding the Project Manual, including specifications or other requirements contained in the Request for Proposal, must be filed in writing, within seventy-two (72) hours after the receipt of the proposed project plans and specifications or other contract documents at the offices of the Cypress Bluff Community Development District, 475 West Town Place, Suite 114, St Augustine, FL 32092. Attention: Jim Perry. 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.

SECTION 20. EVALUATION OF PROPOSALS. The proposals shall be ranked based on District's evaluation of the responsive and responsible Proposer that is most advantageous to the District. The criteria to be used in the evaluation are presented in the Evaluation Criteria sheet, contained within this Project Manual.

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

**REQUEST FOR PROPOSAL
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

EVALUATION CRITERIA

1. Personnel (15 points)

(E.g., geographic locations of the firm's headquarters or office in relation to the project; adequacy and capabilities of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.)

2. Experience (25 points)

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

3. Understanding of Scope of Work (30 points)

Does the proposal demonstrate an understanding of the District's needs for the services requested?

4. Price (30 total points)

Points available for price will be allocated as follows:

20 points will be awarded to the Proposer submitting the lowest total bid for completing the work. All other proposals will receive a percentage of this amount based upon the difference between that Proposer's bid and the low bid.

10 points are allocated for the reasonableness of unit prices and quantities.

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

**ACKNOWLEDGMENT OF RECEIPT OF DOCUMENTS AND
PROPOSAL SIGNATURE FORM**

This Proposal for landscape and irrigation maintenance services has been submitted on this _____ day of _____, 2024 by _____ [company] whose business address is _____, telephone number is _____, fax number is _____, and electronic mail address is _____.

The undersigned acknowledges, by the below execution of this proposal, that all information provided herein has been provided in full and that such information is truthful and accurate. Proposer agrees through submission of this Proposal to honor all pricing information ninety (90) days from the date of the Proposal opening, and if awarded the contract on the basis of this Proposal, to enter into and execute the services contract in substantially the form included in the proposal documents.

Proposer understands that inclusion of false, deceptive or fraudulent statements on this proposal constitutes fraud; and, that Cypress Bluff Community Development District (the "District") considers such action on the part of the Proposer to constitute good cause for denial, suspension or revocation of a proposal for work for the District.

Furthermore, the undersigned acknowledges receipt of the following addenda, the provisions of which have been included in this Request for Proposal.

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the District, or their authorized agents, deemed necessary to verify the statements made in this proposal or attachments hereto, or regarding the ability, standing and general reputation of the Proposer.

Name of Organization: _____ By: _____

This ____ day of _____, 2024 By: _____
Name and Title of Person Signing

(Apply Corporate Seal if filing as a Corporation)

State of Incorporation: _____

State of _____

County of _____

The foregoing instrument was acknowledged before me ____ by means of physical presence or ____ online notarization this _____ day of _____, 2024, by _____, of the _____, who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

(Signature of Notary Public)

(Typed name of Notary Public) Notary Public, State of Florida
Commission No.: _____ My
Commission Expires: _____

PRICE PROPOSAL FORM FOR
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
FOR THE

CYPRESS BLUFF
COMMUNITY DEVELOPMENT DISTRICT

TO BE SUBMITTED TO: CYPRESS

BLUFF
COMMUNITY DEVELOPMENT DISTRICT

Attn: Jim Perry
475 West Town Place, Suite 114,
St Augustine, FL 32092

on or before _____ a.m. EST, _____, 2024

TO: Cypress Bluff Development District

FROM: _____
(Contractor)

In accordance with the Request for Proposals for Landscape and Irrigation Maintenance Services for Cypress Bluff Community Development District, the undersigned proposes to conduct all Work necessary to provide complete Maintenance Operations as described in the Detailed Specifications and Maintenance Map.

All Proposals shall be in accordance with the project manual.

CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT

LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
PROPOSAL SUMMARY

Proposer Name: _____

Basic Services

Total lump sum for all services covered in Request for Proposal **AREA 1:**

Proposed Lump Sum:	Monthly	Annual Total
Year 1	_____	_____
Year 2	_____	_____
Year 3	_____	_____

Total lump sum for all services covered in Request for Proposal **AREA 2:**

Proposed Lump Sum:	Monthly	Annual Total
Year 1	_____	_____
Year 2	_____	_____
Year 3	_____	_____

Total lump sum for all services covered in Request for Proposal **AREA 3:**

Proposed Lump Sum:	Monthly	Annual Total
Year 1	_____	_____
Year 2	_____	_____
Year 3	_____	_____

The fee amount shall be based on the following schedule of values and other reasonable costs.

Additional Services

Additional services that may be required will be based on a scope of work provided by the District Representative.

Fee(s) for additional service(s) shall be an amount agreed upon by the District Representative and the Contractor.

Storm/hurricane cleanup cost must be included in the proposal as a separate line item.

**CYPRESS BLUFF
COMMUNITY DEVELOPMENT DISTRICT**

**CONTRACTOR'S QUALIFICATION STATEMENT
Landscape and Irrigation Maintenance Services**

Contractor

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CONTRACTOR QUALIFICATION STATEMENT

CORPORATE OFFICERS

SUPERVISORY PERSONNEL

COMPANY OWNED MAJOR EQUIPMENT STATUS OF

CONTRACTS ON HAND

ALL PROJECTS PROPOSER COMPLETED IN LAST TWO YEARS

AFFIDAVIT FOR INDIVIDUAL AFFIDAVIT

FOR PARTNERSHIP AFFIDAVIT FOR

CORPORATION

SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA
STATUTES, ON PUBLIC ENTITY CRIMES

FORM OF AGREEMENT

DETAILED SPECIFICATIONS / SCOPE OF SERVICES PROPOSAL

SUMMARIES BY LANDSCAPE AREA PROPOSED UNIT PRICES

SERVICE AREA/MAINTENANCE MAP

2nd Contact Name _____ Title _____

6. Is the Proposer incorporated in the State of Florida? yes () no ()

6.1 If yes, provide the following:

o Is the Company in good standing with the Florida Department of State, Division of Corporations? yes () no ()

If no, please explain _____

o Date incorporated _____ FEI/EIN No. _____

6.2 If no, provide the following:

o The State with whom the Proposer company is incorporated. _____

o Is the company in good standing with the State? yes () no ()

In no, please explain _____

o Date incorporated _____ FEI/EIN No. _____

o Is the Proposer company authorized to do business in the State of Florida? yes () no ()

7. Is the Proposer company a registered or licensed contractor with the State of Florida? yes () no ()

7.1 If yes, provide the following:

o Type of registration _____

o License No. _____ Expiration Date _____

o Qualifying individual _____ Title _____

o List company(s) currently qualified under this license _____

7.2 Is the Proposer company a registered or licensed Contractor with Duval County? yes () no ()

7.3 Has the Proposer company performed work for a community development district previously? yes () no ()

7.4 Does the Proposer have current plans to change its corporate structure or anticipate a change in ownership in the next three (3) months? yes () no ()

8. List the Proposer's total annual dollar value of work completed for each of the last three (3) years starting with the latest year and ending with the most current year (2024*)_____, (2023)_____, (2022)_____.
*estimate acceptable

9. What are the Proposer's current insurance limits?

General Liability \$ _____
Automobile Liability \$ _____
Workers Compensation \$ _____
Expiration Date _____

10. Has the Proposer been cited by OSHA for any job site or company office/shop safety violations in the past two years? yes () no ()

If yes, please describe each violation, fine, and resolution _____

11. Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal-aid contracts in any state(s)? Yes _____ No _____ If so, state the name(s) of the company(ies) _____

The state(s) where barred or suspended _____
State the period(s) of debarment or suspension _____

12. What is the landscape maintenance experience of the proposed superintendent and project manager?

INDIVIDUAL'S NAME	PRESENT POSITION OR OFFICE	MAGNITUDE AND TYPE OF WORK	YEARS OF LANDSCAPE MAINTENANCE EXPERIENCE	YEARS WITH FIRM	IN WHAT CAPACITY?

13. Has any officer or partner of the Proposer ever been an officer, partner, or owner of some other organization that has failed to complete a landscape maintenance contract?

Yes _____ No _____ If so, state name of individual, other organization, and reason

therefore. _____

14. List the case caption, case number, and court for any and all litigation to which the Proposer has been a party in the last five (5) years. If none, please indicate by writing "none."

15. Has the Proposer or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? _____ If so, discuss the circumstances surrounding such denial or disqualification as well as the date thereof.

16. Within the past five (5) years, has the Proposer failed to complete a project within the scheduled contract time or any supply chain issues? _____ If so, discuss the circumstances/solutions surrounding such failure to complete a project on time as well as the date thereof.

17. Please state whether or not the Proposer has completed background checks on all of its employees who will or may be providing services at the Cypress Bluff Community Development District? Yes _____ No _____ If no, please state the date by which the Proposer will

assure to the District the completion of such background check. The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the Cypress Bluff Community Development District or its authorized agents, deemed necessary to verify the statements made in this document or documents attached hereto, or necessary to determine whether the Cypress Bluff Community Development District should qualify the Proposer for proposing on its landscape and irrigation maintenance project, including such matters as the Proposer's ability, standing, integrity, quality of performance, efficiency and general reputation. See Section 30 concerning E- verify.

Name of Proposer

By: _____

[Type Name and Title of Person Signing]

This _____ day of _____, 2024.

(Corporate Seal)

STATE OF _____)
COUNTY OF _____)

Sworn to and subscribed before me this _____ day of _____, 2024, by _____

_____ of the _____.

(Official Notary Signature & Seal)

Name: _____

Personally Known _____

OR Produced Identification _____

Type of Identification _____

CORPORATE OFFICERS

Company Name _____

Date _____

Provide the following information for Officers of the Proposer and parent company, if any.

NAME FOR PROPOSER	POSITION OR TITLE	CORPORATE RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
FOR PARENT COMPANY (if applicable)			

STATUS OF CONTRACTS ON HAND
(Attach additional sheets if necessary)

Company Name _____

Date _____

Furnish requested information about all of Proposer's active contracts, whether as prime or subcontracts; whether in progress or awarded but not yet started; and regardless of with whom contracted. All amounts to be shown to nearest \$1,000. Contractor may consolidate and list as a single item all contracts which individually do not exceed 3% of total active contracts and in total do not exceed 20% of the active total contracts.

Owner, Location and Description of Project	Current Contract Amount as Prime	Current Contract Amount as Subcontractor	Current Amount Sublet to Others	Proposer's Uncompleted Amount as of this Date		Completion Date		
				As Prime Contractor	As Subcontractor	Original Contract Date	Approved Revised Date	Current Estimate Date
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
	\$	\$	\$	\$	\$			
Subtotal Uncompleted Work				\$	\$			
Total Uncompleted Work on Hand					\$			

PROJECTS PROPOSER COMPLETED IN THE LAST TWO YEARS

Company Name _____

Date _____

List all projects completed in the last two years for which the contract value individually exceeded 3% of the Proposer's annual total work completed for the year the project was started. Include in the list projects that were started earlier than two years but were completed within the last two years.

Project Name/Location	Final Contract Amount	Prime or Sub ¹	Classification of Work Performed	Year Started/ Completed	Owner Name/Location ²	Name & Phone Number of Owner's Representative on this Project ³

¹ 'Prime or Sub' should indicate whether Proposer performed the work as a prime contractor or as a subcontractor.

² 'Owner Name/Location' should indicate the Owner of the project if the Proposer performed the work as a prime contractor the general contractor if the Proposer performed the work as a subcontractor.

³ 'Name & Phone Number of Owner's Representative on this Project' should list a reference from the business entity listed in the previous column familiar with Proposer's contract performance.

AFFIDAVIT FOR INDIVIDUAL

State of _____ SS:

County of _____

_____, being duly sworn, deposes and says that the statements and answers to the questions concerning experience contained herein are correct and true as of this date; and that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements on this statement constitutes fraud; and, that the District considers such action on the part of the Proposer to constitute good cause for rejecting Proposer's proposal.

(Proposer must also sign here)

Sworn to and subscribed before me this _____ day of _____, 2024, by _____.

(Official Notary Signature & Seal)

Name: _____

Personally Known _____

OR Produced Identification _____

Type of Identification _____

AFFIDAVIT FOR PARTNERSHIP

State of _____ SS:

County of _____

_____, is a member of the firm of _____, being duly sworn, deposes and says that the statements and answers to the questions of the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this statement constitutes fraud; and, that the District considers such action on the part of the Proposer to constitute good cause for rejecting Proposer's proposal.

(Signature of a General Partner is Required)

Sworn to and subscribed before me this _____ day of _____, 2024,

by _____

(Official Notary Signature & Seal)

Name: _____

Personally Known _____

OR Produced Identification _____

Type of Identification _____

AFFIDAVIT FOR CORPORATION

State of _____ SS:

County of _____

(title) _____
of the _____

(a corporation described herein) being duly sworn, deposes and says that the statements and answers to the questions in the foregoing concerning experience are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements in this statement constitutes fraud; and, that the District considers such action on the part of the Proposer to constitute good cause for rejection of Proposer’s proposal.

(CORPORATE SEAL)

(Officer must also sign here)

Sworn to and subscribed before me this _____ day of _____, 2024,

by _____ of the _____.

(Official Notary Signature & Seal)

Name: _____

Personally Known _____

OR Produced Identification _____

Type of Identification _____

SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Cypress Bluff Community Development District.
2. This sworn statement is submitted by _____
[Print Name of Entity Submitting Sworn Statement]
whose business address is _____
and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
3. My name is _____ and my relationship to the
entity named above is _____.
4. I understand that a "public entity crime" as defined in section 287.133(1)(g), Florida Statutes, means a violation of any State or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in section 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in section 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or,
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market

value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in section 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity, have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

_____ There has been a proceeding concerning the conviction before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of Management Services.)

(Name of individual signing)

Date: _____

STATE OF _____)
COUNTY OF _____)

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____

(Name of individual signing) who, after first being sworn by me, affixed his/her signature in the
space provided above on this _____ day of _____ 2024.

(Official Notary Signature & Seal)

Name: _____

Personally Known _____

OR Produced Identification _____

Type of Identification _____

FORM OF AGREEMENT

**LANDSCAPE AND IRRIGATION MAINTENANCE AGREEMENT
BY AND BETWEEN CYPRESS BLUFF COMMUNITY DEVELOPMENT
DISTRICT
AND _____**

THIS AGREEMENT (“Agreement”) is made and entered into this ____ day of _____, 2024, with an effective date of _____, 2024, by and between:

CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to chapter 190, Florida Statutes, located in Duval County, Florida, whose business address is 475 West Town Place, Suite 114, St Augustine, FL 32092 (the “District”), and

_____, whose address is _____
(the “Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, the District was established by rule of the Florida Land and Water Adjudicatory Commission for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including surface water management systems, roadways, landscaping, and other infrastructure; and

WHEREAS, the District has a need to retain an independent contractor to provide landscape and irrigation maintenance services for certain lands within and around the District; and

WHEREAS, Contractor submitted a Price Proposal Form, attached hereto as **Exhibit A** and incorporated herein by reference (the “Price Quotation”), and represents that it is qualified to serve as a landscape and irrigation maintenance contractor and provide such services to the District.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that the Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and the Contractor have agreed upon:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein as a material part of this Agreement.

2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide professional landscape and irrigation maintenance services within presently accepted standards. Upon all parties executing this Agreement, the Contractor shall provide the District with the specific services as set forth in this Agreement and attached Exhibits.

- B. While providing the services identified in this Agreement, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the services.
- C. The Contractor shall provide the specific professional services as shown in Section 3 of this Agreement.

3. SCOPE OF LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES. The duties, obligations, and responsibilities of the Contractor are those described in the Scope of Services attached hereto as **Exhibit B** in the designated areas as shown in the maintenance map attached hereto as **Exhibit C**. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. Attached Exhibits are intended to clarify the Price Quotation and Scope of Services to be provided herein; to the extent that any other provisions of the Exhibits conflict with the provisions of this Agreement, this Agreement shall control.

4. MANNER OF CONTRACTOR'S PERFORMANCE. Contractor agrees, as an independent contractor, to undertake work and/or perform or have performed such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.

B. The Contractor agrees that the District shall not be liable for the payment of any work or services unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

(1) The District hereby designates the District Manager, Field Operations Manager, and the General Manager to act as its representatives.

(2) The Contractor agrees to meet with the District's representative no less than one (1) time per month to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement. 7

D. In the event that time is lost due to heavy rains (“Rain Days”), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services within one (1) week of any such Rain Days. The Contractor shall provide services on Saturdays if needed to make up Rain Days, but shall not provide services on Sundays. Contractor shall coordinate with the District representatives to timely complete all such services.

E. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor’s activities and work within twenty-four (24) hours. Contractor further understands and acknowledges that there are school children who may be traversing to and from school during regular school hours. Contractor shall use all due care to protect the safety school children who may be traversing to and from school, while Contractor is still on-site and performing the services herein, by being cognizant of their presence and prioritizing their safety.

5. COMPENSATION; TERM.

A. As compensation for services described in this Agreement, the District agrees to pay Contractor the following amounts:

i. twelve (12) monthly payments of _____ Dollars and _____ Cents (\$_____) for a total of _____ Dollars (\$____) for Fiscal Year 2024-2025;

ii. twelve (12) monthly payments of _____ Dollars and _____ Cents (\$_____) for an annual total of _____ Dollars (\$_____) for Fiscal Year 2025-2026; and

iii. twelve (12) monthly payments of _____ Dollars and _____ Cents (\$_____) for an annual total of _____ Dollars (\$_____) for Fiscal Year 2026-2027.

B. Work shall commence on October 1, 2024, and end September 30, 2027, unless terminated earlier in accordance with Section 14 below.

C. If the District should desire additional work or services, or to add additional lands to be maintained, or Contractor has recommended repairs or additional work not within the scope of this Agreement, Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order(s) to this Agreement. Contractor shall not provide such additional services until such agreement is evidenced in writing. Fees for any additional services shall be calculated based on the attached Price Quotation, or, if not identified, as negotiated between the District and the Contractor and agreed upon in writing.

D. The District may require, as a condition precedent to making any payment to the Contractor, that all subcontractors, material men, suppliers or laborers be paid and

require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

E. The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. These monthly invoices are due and payable within forty-five (45) days of receipt by the District or otherwise in accordance with Florida Prompt Payment Act. Each monthly invoice shall include such supporting information as the District may reasonably require the Contractor to provide.

6. INSURANCE.

A. The Contractor or any subcontractor performing the work described in this Agreement shall maintain throughout the term of this Agreement the following insurance:

i. Worker's Compensation Insurance in accordance with the laws of the State of Florida.

ii. Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability and covering at least the following hazards: Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.

iii. Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.

iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

B. The District, its staff, consultants, agents and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance

carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-.

C. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

7. INDEMNIFICATION.

A. Contractor agrees to defend, indemnify, and hold harmless the District and its supervisors, officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), and any interest accrued, all as incurred.

8. BACKGROUND CHECKS. The Contractor shall conduct background checks on any and all of its employees who will or may be providing landscape and irrigation maintenance services at the District. Contractor shall provide proof of same, if requested by the District.

9. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an

alleged violation, the District may terminate this Agreement, such termination to be effective immediately upon the giving of notice of termination.

10. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving notice of termination.

11. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

12. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

13. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

14. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing sixty (60) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately with cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or offsets the District may have against the Contractor.

15. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

16. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such written approval shall be void.

17. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

18. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

19. ENFORCEMENT OF AGREEMENT. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and costs for trial, alternative dispute resolution, or appellate proceedings.

20. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the District and the Contractor relating to the subject matter of this Agreement.

21. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.

22. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.

23. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to the District: Cypress Bluff Development District
475 West Town Place, Suite 114
St Augustine, FL 32092
Attn: Jim Perry

with a copy to: Kutak Rock LLP
PO Box 10230
Tallahassee, FL 32302
Attn: Katie Buchanan

B. If to the Contractor:

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

24. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and the Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.

25. CONTROLLING LAW; VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The exclusive venue for any action arising hereunder shall be in a court of appropriate jurisdiction in and for Duval County, Florida.

26. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Jim Perry** (“Public Records Custodian”). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of this Agreement, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep,

maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850 Ext. 409, JPERRY@GMSNF.COM, OR AT 457 WEST TOWN PLACE, SUITE 114, ST AUGUSTINE, FL 32092.

27. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

28. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

29. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

SECTION 30. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

[Signatures on next page]

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

ATTEST:

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

WITNESS:

By: _____
Print Name: _____

By: _____
Its: _____

- Exhibit A:** Price Quotation
- Exhibit B:** Scope of Services
- Exhibit C:** Maintenance Map

**LANDSCAPE & IRRIGATION MAINTENANCE
SPECIFICATIONS FOR
CYPRESS BLUFF COMMUNITY DEVELOPMENT
DISTRICT (CDD) DUVAL, FL**

1. General Requirements:

- a) The Contractor will be responsible to provide all labor, equipment, and materials required to provide professional landscape maintenance and irrigation services for Cypress Bluff CDD as specified herein. Failure to meet these specifications could result in necessary actions to remediate the districts concerns such as management level partnering meetings by both parties, retainage of pay until deficiencies are addressed or early termination of the contract. Cypress Bluff is a premier housing community in Duval County and the CDD expects the best professional services to maintain the districts property.
- b) **On-Site Contractor Supervisor/Foreman Qualifications Requirement:** After award of this contract, the Contractors proposed on-site supervisor must be interviewed and approved by the district or its staff. This supervisor must have a detailed resume indicating experience working in a high demand/large scale community such as Cypress Bluff with a proven track record. A resume of the Contractor's selected supervisor will be submitted to the district upon award of the contract for approval.
- c) All on-site staff are required to wear company shirts w/logos to identify they are contracted by the CDD to work on district property. All vehicles on the property must have company logos or magnets to properly identify the Contractor's company while on district property.
- d) The Contractor shall provide the name and number of an emergency point of contact that will be available as needed on a 24 hour/7 day per week (including holidays) if required due to a hazardous on -site condition. If a hazardous condition is identified, the emergency contact will be required to arrive on-site within 4 hours of the notification to address the emergency and report to the Community Manager or designee. All emergency responses (w/date/time) shall be documented (via email) to the Community Manager or designee within 48 hours after the on-site issue is resolved.
- e) The Contractors equipment shall be kept in good working order. Blades shall be sharpened before mowing and decks shall be level to ensure clean and even cut. Rotary mowers are permitted on all portions of CDD property.
- f) The Contractors trucks shall avoid blocking residential driveways and be clearly marked with lights and/or safety cones when parking in high traffic areas or near school zones.

2. Reporting Requirements:

- a) **Monthly Reporting:** On a monthly basis, the Contractors management team will be required to hold an on- site safety/quality assurance meeting with Amenities Staff. This meeting will also include the Contractor's on-site staff that routinely work on

the district property. During this meeting amenity staff and the Contractor's management team will discuss the quality of the landscape/irrigation, safety, lessons learned upcoming chances of severe weather, district concerns, etc. This meeting shall be documented by the Contractor with detailed meeting minutes and provided to the Community Manager within 5 business days after completing each meeting.

- b) Monthly Property Inspection: Once per month a senior representative from the Contractor shall accompany the Community Manager or designee for a windshield inspection of the property. The schedule for these inspections will be agreed to by both parties via email and text. Upon completion of the inspection the Contractor is required to provide a writeup of the inspection and provide details of any deficiencies noted with a timeline to remedy all repairs or issues with 72 hours.
- c) Irrigation Reporting: Once per month inspection of the irrigation system is complete as defined in Section 14, the Contractor must provide a detailed report of any issues noted and a list of all repairs made during the inspection. This report outlining all zone inspections shall be provided via email to the Community Manager or designee upon completion for review. **The Contractor is always encouraged to provide a list of recommendations to the district for improving the irrigation system to conserve water for consideration.**
- d) Attendance Requirements for CDD Board Meetings: Upon request of the district, the Contractor shall attend any regularly scheduled board meeting. During this meeting the Contractor will be required to provide a detailed presentation to address any issues as directed by the Community Manager or designee or to provide a general status update of the properties condition. This report will be presented before the board and residents.

3. **Schedule of Service:**

- a) The Contractor is expected to have an on-site presence (to include a full-time landscape maintenance crew) year-round during the growing and dormant seasons to perform tasks as per these specifications. All work efforts must be completed by end of day Friday for each week unless an exception is granted by the Community Manager on an as needed basis or for inclement weather. This request must be provided by the on-site supervisor to the Community Manager via text or email.
- Full Time Crew must have a crew supervisor
 - Dormant Season is defined as November 1 thru March 31
 - Growing Season is defined as April 1 thru October 31

4. **Mowing Specifications:**

The Contractor is responsible to complete mowing operations during both dormant and growing seasons.

- a) Education: The Contractor shall educate employees on proper mowing techniques for the varying types of grasses throughout the district's property. Employees operating mowing equipment shall utilize various mowing patterns to provide even distribution of clippings and to prevent ruts in the turf caused by mowers. Grass clippings will be left on the lawn to restore nutrients, unless excess clippings create an unsightly appearance. No grass clippings should be visible on top of turf following any mowing and if present, the situation must be remedied before leaving area or end of same business day.
- b) Mowing Heights: The Contractor shall ensure proper lawn heights are maintained as shown below:
- All Bahia turf on-site shall be maintained at a height of 2.5"- 4.0" inches
 - All Bermuda turf on-site shall be maintained at a height of .5" – 2.5" inches.

Note: Bermuda grass can be damaged by improper deck heights and turn radius of equipment. The Contractor is responsible to educate staff on these requirements.

- All St. Augustine turf on-site shall be maintained at a height of 4.0" -5.0" inches.

5. **Landscape/Maintenance Area 1:**

Area	Description	Types of Grass	Growing Season	Dormant Season	Notes
1	eTown Parkway (North eTown entrance to Apex Trail roundabout. Neighborhood entrances NOT included.)		Weekly	Once Per Month	Includes all common areas, pond banks
2	Glenmont Drive (Brick wall landscaping NOT included.)		Weekly	Once Per Month	Includes all common areas, pond banks
3	Apex Trail (Stop at dead end. See map.)		Weekly	Once Per Month	Includes all common areas, pond banks
4	Recharge Amenity Center		Weekly	Once Per Month	Includes all common areas, pond banks

6. **Landscape/Maintenance Area 2:**

Area	Description	Types of Grass	Growing Season	Dormant Season	Notes
1	eTown Parkway (Square St /Assembly St up to the Apex Trail roundabout)		Weekly	Once Per Month	Includes all common areas, pond banks

7. **Landscape/Maintenance Area 3:**

Area	Description	Types of Grass	Growing Season	Dormant Season	Notes
1	eTown Parkway (State Rd 9B exit West to new development and East to Square St/Assembly St)		Weekly	Once Per Month	Includes all common areas, pond banks

8. **Edging/Weed Eating:**

1. Edging Requirements: The Contractor will neatly edge and trim around all plant beds, curbs, streets, trees, buildings to maintain shape and configuration. Edging equipment will include manufacturer's guards to deflect hazardous debris. All grass runners will be removed after edging to keep mulch areas and walkways free of weeds and encroaching grass. "Hard" and "Soft" edging and string-trimming shall be performed in conjunction with turf mowing.
2. The Contractor shall notify the district of any areas considered inaccessible to mowing machinery and once approved, these areas will be maintained with string trimmers or chemical means, as environmental conditions permit.
3. Ground covers will be confined to plant bed areas by manual or chemical means as environmental conditions permit.
4. The Contractor is required to avoid potential safety issues with pedestrians, bikers, runners, and school children during edging/weed eating operations. **All passing pedestrians must be given the right of way along sidewalks during operations.**

9. **Blowing:**

1. Sidewalks, curbs, artificial grass, and pavement will be blown or vacuumed clean of turf and like debris, by forced air machinery, immediately after every mowing and before leaving that area/zone.
2. The Contractor is required to avoid potential safety issues with pedestrians, bikers, runners, and school children during edging/weed eating operations. **All passing pedestrians must be given the right of way along sidewalks during operations.**

Storm Drain Cleanup:

1. Storm Drain Openings, Inspection/Clean-up - Storm drain openings, grates and Advanced Drainage Systems will be visually inspected concurrent with each mowing. These areas shall be cleaned and swept free of debris as needed.
2. Once per month, sand and debris will be removed with shovels to allow water to flow freely into drains and prevent flooding during major storm events.

10. **Shrubs & Cord Grass Maintenance:**

1. Shrubs and other ground cover shall be maintained at a height that will not disrupt clear line of site at all vehicular intersections. Foundation shrubs planted at the base of any building or signage/hardscape element in the landscape shall be maintained to a height not less than 6” below any signage or directional graphic or lettering associated with building identification systems.
2. Foundation shrubs planted at the base of any building or signage/hardscape element should be trimmed to complement any architectural banding and/or detailing so as not to block any such detail from view.
3. Pruning of plants which overhang curbs shall be addressed monthly.
4. Pruning of bushes shall include maintaining the current shape and does not include changing the shape of the plant as in a cut back.
5. Mass planted shrubs shall not be pruned individually.
6. Tops of shrub masses shall be pruned to a consistent height, but sides of shrubs shall be allowed to grow together into a full solid mass. All shrubs shall be pruned in such a way as to provide a clean, neat appearance.
7. Any weeds within shrubs or plants must be removed during trimming operations.
8. All cord grass along the edge of roads shall be pruned and blown off curbs, sidewalks, and turf monthly throughout the community.

11. **Tree Trimming, Pruning, Staking:**

1. All trees including oaks, tree Ligustrum’s, patio trees, and pines adjacent to walkways and along the edge of mowed areas shall be pruned every 6 months to maintain their health and enhance their natural appearance and prevent obstruction with travel lanes, when necessary, as follows:

- Areas overhanging sidewalks shall be clear of vegetation or obstruction to a height of 10 feet.
- Areas overhanging roadways shall be clear of vegetation or obstruction to a height of 14.5 feet.
- Areas within a median shall be clear of vegetation or obstruction to a height of 8 feet.

The Contractor must ensure all overhangs comply with Duval County codes and regulations.

2. The Contractor's pruning operations shall include removal of dead wood and up-limbing of multi-stem trees wherever irrigation is blocked. Pruning methods shall be consistent with accepted horticultural practices.
3. Trees will be pruned as needed or directed. Cutting the central leader and/or topping trees shall not be done.
4. The Contractor is responsible to stake and re-stake as needed or directed for all youth trees along roadways and mowing areas as necessary and guy wires tightened when required. The Contractor shall remove stakes and guy wires when roots are well established.
5. The Contractor shall treat or remove high density moss from any vegetation throughout the property, especially trees along roadways.
6. The Contractor shall trim all palm trees by June of the calendar year and remove debris.
7. The Contractor will stake palm trees as needed.
8. The Contractor will treat palm trees for disease.
9. The Contractor will remove all hanging fronds within reach on an as needed basis. Fronds that are not within reach will require additional work not included in this contract.

10. Litter and Debris Removal:

- a. Prior to each daily mowing operation, the Contractor is responsible for pick up all trash to include bottles, cans, bags, fallen limbs and palm fronds, dead plants, and other debris on the property areas (i.e., grass areas, monument beds, pond banks, roundabouts, near or adjacent to amenity centers, medians, etc.) including signs (i.e., for sale, etc.) displayed in rights-of-way and common areas unless otherwise directed by the Community Manager or designee or staff.
- b. Removal of all landscape debris generated on the property during landscape maintenance is the sole responsibility of Contractor, at no additional expense to the district.
- c. Natural Areas defined as visible areas (within 5' of existing bed lines) of natural vegetation, also as designated on the site map, shall be kept free of dead branches or unsightly weeds and vines that detract from the

appearance of the landscape. These areas should be inspected and maintained during each mowing schedule.

11. Weed Control / Weeding of Beds:

- a. During each daily visit, the Contractor is responsible for removing all visible weeds from medians, all monument beds, adjacent to sidewalks and roadways and growing within shrubs/plants/cordgrass.
- b. Daily weeding is also required at the amenity center to include pool deck, tree rings, between pool pavers, flower beds, artificial grass area, yoga lawn, within shrubs/plants/cord grass, along entry/exit walkways at the center, along fence lines, playground, etc. The amenity center is the focal point of the community and as such, special attention and detail shall be considered for this item.
- c. Post and pre-emergent herbicide may be applied to areas, when necessary, to include but not limited to all tree rings. Weeds in medians shall be hand pulled or sprayed with herbicide.

Note: The appearance of our community is vital to our residents. The Contractor's staff must be trained to remove weeds from ALL areas mentioned above to avoid resident complaints. Weeds within shrubs, along pool decks or walkways are noticeable and failure to complete this specification will result in management meetings between both parties and noted deficiencies.

12. Irrigation Inspection:

- a. The Contractor is required to have a designated highly trained irrigation team during the duration of this contract. The irrigation team qualifications must be submitted to the Community Manager or designee for approval.
- b. Within 10 days after award of this contract, the Contractor must submit a detailed plan on how/when the different areas of irrigation will be inspected on a monthly basis. This plan must be reviewed and approved by the Community Manager or designee.
- c. The Contractor shall be respectful and aware of school arrival and dismissal times provided by Duval County Board of Education on an annual basis. Irrigation along roadways and sidewalks shall be off during these time frames to prevent students from being diverted into hazardous roadways.
- d. No irrigation is to be running between the hours of 7am -9:30am as well as 5-9pm, 5 days per week.
- e. The Contractor shall complete monthly inspections (12 inspections/per year) to all pump stations, controllers and the full irrigation system including battery controllers. Other monthly inspection items include:
 1. All sprinkler heads checked for proper operation and coverage. Minimize overspray onto roadways and pedestrian areas, when possible, to conserve water.

2. Inspect all valve boxes for broken or missing lids, replacing as needed. **Mark with safety measures until repairs can be made.**
3. Adjust as needed controllers to provide proper application of supplemental water while following the required St. Johns River Water Management District guidelines.
4. Adjust watering schedules to correspond with seasonal color installation, fertilization applications and pest control operations.
5. Adjust watering schedules as required by the Community Manager or designee as needed to accommodate special events and sports activities.
6. Adjust watering schedules as needed based on seasonal rainfall amounts.

Note: Any damaged areas to include broken valve boxes, broken sprinkler areas that present a hazard to pedestrians, bikers, etc. must be taped off with visible markings (day and night) to warn residents of the danger until repairs are made.

13. Irrigation Repair Policy:

- a. The Contractor shall provide an all-inclusive irrigation repair policy and lump sum cost that includes all costs associated with labor and materials for the following repairs as required:
 - Lateral line repairs
 - Valve repairs and replacement
 - Solenoid replacements
 - Head replacements, raising and adjusting as needed
 - Relocation or adjustment of heads to accommodate plant/turf growth
 - Locating and Splicing Wires
 - Valve box and Lid replacement
 - Decoder repairs and replacement
 - Battery replacement in all controllers to maintain memory functions
 - Rain sensor replacement

All repairs of items listed above are solely at the Contractors expense and shall be included in the Contractors' weekly report with specific details of the location, items repaired and status to complete (i.e., identified, under repair, repair complete).

- b. The following items fall outside the terms of the all-inclusive contract:
 - Mainline repairs of 4" pipe or greater
 - Timer repair and replacement
 - Pump station repairs and replacement
 - Damage due to vandalism
 - Verifiable damage due to lightning strikes or power surges

Items in Section 15, Paragraph b are subject to review and approval by the Community Manager or designee. These items will only be approved after receipt of a detailed cost breakdown to include cost of materials and labor and estimated timeline to complete the repair.

- c. During repairs the Contractor is required to clearly mark the area with lawn flags indicating that a particular section of landscape is “under repair”. These flags and/or safety cones will communicate to the residents that the issue has been identified and is currently under repair. All flags and/or cones must be clearly visible at night for vehicles and the residents.
- d. All irrigation repairs shall be included within 24 hours of notification unless otherwise approved by the Community Manager or designee.
- e. All pump stations must be under a maintenance agreement with a qualified vendor to inspect all equipment on a monthly/quarterly/half year basis. Vendor performing the equipment check must send a report to the contractor irrigation technician designee who will review and forward to the Community Manager or designee. Said vendor must be available if any issues arise between visits.

14. Progress Payments/Checklist Requirement:

- a. Weekly Landscape Checklist: Upon successful completion of each week’s landscaping/irrigation activities the Contractor will notify the Community Manager or designee as required in Section 2, Paragraph B.

The Community Manager or designee will inspect the property and complete the attached “weekly landscape checklist” to ensure the terms and conditions of this contract are being fulfilled. A copy of the completed checklist will be provided to the on-site supervisor the following Monday at arrival. This completed document will initiate either action below:

Action 1: Report indicates all work has been completed (mark yes in completed column). District Representative will sign/date, Contractor will sign/date. The Contractor will retain the document and submit with the next progress payment invoice.

Action 2: Report indicates all work has not been completed in accordance with the terms and conditions of the contract and notes all deficiencies requiring immediate action. The document will remain unsigned until the deficiencies have been corrected. If not corrected prior to the next invoice period, the district reserves the right to hold retainage until the deficiencies are corrected and inspected.

All of these signed checklists (4 in total per month, 1 each week) shall be provided along with the Contractor’s monthly invoice.

15. Contract Options for Pricing Consideration by District:

- a. The district requests pricing for the following option items to be exercised at the Districts discretion during the terms of this contract. These items will be awarded in writing as needed separate from this contract.
- b. The Contractor must adhere to the terms and conditions of this contract while completing installing any of these options in the future.

OPTION 1: Ornamentals (EACH): The Contractor shall provide (per each) pricing which includes purchase, delivery, and installation of gallon ornamentals available by the Contractors' suppliers. If a bulk quantity discount can be provided to the district, please note this during pricing.

OPTION 2: Shrubs (EACH): The Contractor shall provide (per each) pricing which includes purchase, delivery, and installation of (1) gallon shrubs or ground cover material available by the Contractors' suppliers. If a bulk quantity discount can be provided to the district, please note this during bidding.

OPTION 3: Trees (EACH): The Contractor shall provide (per each) pricing which includes purchase, delivery, and installation of live oak trees (include height in price) and any other popular trees or palms readily available by the Contractor's suppliers.

OPTION 4: REPLACEMENT SOD (PER SQUARE YARD AND PER PALLET): The Contractor shall provide (per each) pricing which includes purchase, delivery, and installation of all grass types located on the district's property.

16. General Notes:

- a. Traffic control through all work zones under this contract shall comply with the most current codes/regulations from the State of Florida Department of Transportation (FDOT) "Roadway and Traffic Design Standards" available on the Florida Department of Transport website.

17. Pesticide, Herbicide, Turf Replacement:

- a. All chemicals and pesticides shall be purchased and obtained at the expense of the Contractor.
- b. All spraying must be performed by or under the direct supervision of a licensed applicator. The pest control program shall also follow the current recommendations of University of Florida "Guides to Insect Disease, Nematodes and Weed Control."
- c. The Contractor shall establish a grass and plant pesticide spray program to provide the application of pesticides as needed to control mole crickets, chinch bugs, army worms, and other grass and plant pests as well as plant fungus for all irrigated turf. This program shall be established within 5 calendar days after award and is subject to review and approval by the Community Manager or designee.
- d. All irrigated Bermuda shall have at least (2) annual treatments for the purpose of combatting reclaimed irrigation bicarbonates in the soil. All accessible areas shall be mechanically slit injected into turf. All other areas to be spread by rotary means. This shall be done in the beginning of growing season no later than May 1st.

- e. All non-irrigated Bahia shall be monitored and treated for Mole Cricket activity at least annually or more frequently if needed.
- f. Pre-emergent and Post-emergent Herbicides. A minimum of two pre-emergent applications in the fall and spring shall be performed on all irrigated turf areas. Post emergent controls shall also be used to provide acceptable levels of weed control throughout the district's property.
- g. As part of the bid package, the Contractor shall submit an outline of the agronomic program for both St. Augustine and Bermuda Turf that would be applied. This shall be included in the proposal package.
- h. Contractor shall mark w/signs all areas sprayed to avoid resident concerns until the area is dry or free of potential safety issues. All signs must be removed by the Contractor.
- i. The Contractor is responsible to monitor all grass conditions and ensure the common area grasses remain healthy and vibrant. Any damage to irrigated turf by insects, fungus or mowing equipment shall be replaced by the Contractor within 14 calendar days after damage is identified at no additional cost to the district.
- j. All turf under repair or replacement areas shall be marked with flags that state "area under construction" to inform residents that the area will be resodded soon. This avoids resident phone calls or concerns and provides information that the area has been identified. These flags will be removed once the area is resodded. Flags can also be added by the district staff to help identify areas of concern during routine weekly or monthly inspections. The Contractor should make note of these areas during the weekly inspection reports.
- k. If the turf area to be repaired is damaged by no fault of the Contractor (as verified by district staff), the area will be replaced at the unit pricing identified in the contract for the various types of grass after approved by the Community Manager or designee.

18. Fertilization Program:

a. Irrigated Bermuda Sod:

The Contractor shall develop a fertilization program of properly timed applications of quality slow-release fertilizers (based on requirements established by the University of Florida IFAS). This program shall be reviewed and approved by the Community Manager or designee.

All irrigated Bermuda shall have at least (2) annual treatments for the purpose of combatting reclaimed irrigation bicarbonates in the soil. A minimum of 1 lbs. of Nitrogen per 1,000 S.F. shall be applied per application.

All Bermuda lawn areas shall be fertilized five (5) times per year.

Any damage to irrigated Bermuda turf by over fertilization shall be replaced by Contractor within two weeks of damage occurrence. These areas shall also be flagged denoting "Area Under Construction" until all issues are resolved.

b. St. Augustine Sod:

The Contractor shall develop a fertilization program of properly timed applications of quality slow-release fertilizers (based on requirements established by the University of Florida IFAS). This program shall be reviewed and approved by the Community Manager or designee.

All irrigated St. Augustine sod shall have at least (2) annual treatments for the purpose of combatting reclaimed irrigation bicarbonates in the soil.

The Contractors' program shall provide a lawn, which is evenly green and thick, and one which does not promote surge growth or burning. A minimum of 1 lbs. of Nitrogen per 1,000 S.F. shall be applied per application.

All St. Augustine lawn areas shall be fertilized five (5) times per year.

Any damage to irrigated St. Augustine turf by over fertilization shall be replaced at the Contractors cost within two weeks of damage occurrence.

c. Trees, Palms and Shrub Fertilization:

All trees, palms and shrubs in fertilized zones shall be fertilized two (2) times per year. The proposed fertilization program must be approved by the Community Manager or designee.

The Contractor is responsible to cover and prepare all plants that are prone to freezing when temperatures are expected to be below 32 degrees. This could include annuals, palms and other vegetation that can be easily protected from the weather.

SCOPE OF SERVICES, QUALIFICATIONS & LICENSES

- I. **SCOPE OF WORK.** The Landscape and Irrigation, Maintenance, Contractor (the “**Contractor**”) shall furnish all horticultural supervision, labor, materials, equipment, and transportation required to maintain the landscape and irrigation system within Cypress Bluff CDD (the “**Association**”) throughout the contract period, as specified per the contractual agreement.
- a. Contract Period & Renewal:
The term of this landscape service contract shall be for One (1) year with an automatic renewal of years Two (2) and Three (3) upon mutual agreement of both parties. Contract will also include option for Vendor to terminate with 60-days’ notice and District to terminate with 30-days’ notice.
- b. Contractor Requirements:
All vehicles shall have company name identified on the exterior and All employees shall wear matching shirts identifying company.
- Contractor shall be required to inform owner or manager or leave door tag on any owner’s door with Contractors contact information when Contractor has damaged an owner’s property. Contractor shall also be solely responsible for hiring a contractor to make the repairs to the owner’s property and paying for the cost of said repairs.
- c. Schedule of Services:
The Contractor will be on site as necessary to complete the scope of work. The Contractor will endeavor to schedule all work to be completed each week by 5:00 PM Friday, however the Contractor may be required to work on weekends to complete tasks delayed or caused by Acts of God or in emergency situations. The Contractor shall be on site as required year -round. A knowledgeable (and licensed when applicable) supervisor from the Contractor’s firm is required to be present during every maintenance visit.
- d. Quality Control Inspections:
A qualified representative from the Contractor’s firm shall accompany the District’s representative (“**Manager**”) on monthly quality inspections. Such inspections should occur on a set schedule as agreed upon by the Manager and the Contractor. Any deficiencies within the scope of services shall be corrected within seven (7) days of each inspection unless Contractor notifies Manager of a reasonable explanation as to why such issue cannot be completed in such time period.
- e. Attendance at meetings:
Upon request by the District, the contractor shall attend CDD Board meetings.
- f. Reporting:
The Contractor is **REQUIRED** to provide Manager with the following information:

As Part of Proposal and Prior to Beginning Service

- Copy of all Business Licenses
- List of individuals & Contact info for all individuals who will be responsible for the Cypress Bluff CDD Landscape and Irrigation maintenance.
- Copy of Insurance
- W9
- Map/schedule detailing which Common Areas will be mowed, edged, trimmed, and blown off each day of the week.
- Map/schedule detailing which week or weeks that the Common Areas will be sprayed, weeded, and detailed each month.

Upon Starting Service

- Monthly Common Area Irrigation Inspection Reports
- Monthly/Quarterly/Half Year Pump Station Maintenance Reports
- Monthly Detailing Service Reports
- Fertilization / Pest Control Reports
- Annual Flower Types and Design for approval prior to install

II. LAWN CARE:

a. Mowing and Edging:

Grass shall be mowed based on FOURTY TWO (42) mowing cycles per 12- month period. Grass shall be mowed using a high-speed rotary mower with non- mulching kit and mower decks shall be less than 60” in width to avoid scalping. Pond banks and non-Bahia common areas shall be mowed ONE (1) time every SEVEN (7) days during the active growing season (March 15 – November 15) and once a month during the dormant seasons (November 16 - March 14) unless specifically noted below. All mowing that occurs during the active growing season must be done on the same day(s) of each week. If Contractor is unable to complete the mowing on the designated day of the week, the Contractor must notify Manager of said complication and provide the day in which the mowing will be made up. During extended rainy or dry periods mowing will take place as conditions dictate. Clippings shall not be caught and removed from lawn area unless they are lying in swaths, which may damage the lawn. Mowing height will be based on what is horticultural correct for the turf variety as recommended by the University of Florida and taking into account the season:

- Bermuda 1 ½ - 2 ½
 - Bermuda will be mowed when needed during the winter months due to Rye seed.
- St. Augustine Floritam 4”
- Bahia 3-4”

b. Sod:

The Contractor shall replace dead common area sod up to one pallet within two (2) weeks of identifying the disturbed area. Sod replacement equaling more than one pallet shall be approved by the Manager in advance. Contractor should take care to not scalp the sod by adjusting mower height as needed.

c. Edging:

The Contractor shall edge ground cover as needed to keep within bounds and away from obstacles. Concrete edging, including all sidewalk areas, including backs of curbs will be performed consistent with the mowing schedule for turf areas.

Sidewalks, curbs, and pavement will be blown or vacuumed clean of turf and like debris, not including heavy sand, by forced air machinery, after every mowing.

d. Fertilization:

A fertilization program of properly timed applications of quality slow-release fertilizers shall be established. Program shall provide a lawn, which is evenly green and thick, and one, which does not promote surge growth or burning. The expectation is that either the Contractor or Sub Contractor for these applications will be held responsible for identifying and correctly treating issues with sod and shrubs. Failure to identify and correct issues may result in the replacement cost being passed back to the Contractor.

a. Weed, Disease, and Insect Control:

The Contractor shall establish a grass and plant pesticide spray program to provide the application of pesticides as needed to control mole crickets, army worms, chinch bugs and other grass and plant pests as well as plant fungus. Pre-emergent and post-emergent controls shall be used to provide acceptable levels of weed control. All chemicals and pesticides shall be purchased and obtained at the expense of the Contractor. All spraying must be performed by or under the direct supervision of a licensed applicator. Contractor will use proper fertilization, mowing, and watering practices to promote the growth of weed resistant turf.

b. Overseed with Rye:

The Contractor shall over-seed Bermuda turf on the roundabouts once per year. This will take place prior to October 31 each year.

IV. GROUND COVER/SHRUB AREA

Shrubs and groundcover shall be maintained at a height that will not disrupt clear line of site at all vehicular intersections. Foundation shrubs planted at the base of any building or signage/hardscape element in the landscape shall be maintained to a height not less than 6" below any signage or directional graphic or lettering associated with building identification systems. Foundation shrubs planted at the base of any building or signage/hardscape element should be trimmed to complement any architectural banding and/or detailing so as not to block any such detail from view.

Pruning of plants, which overhang curbs and sidewalks shall be addressed regularly. Pruning of bushes includes maintaining the current shape and specifically does not include changing the shape of the plant as in a cut back. Mass planted shrubs shall not be pruned individually. Tops of shrub masses shall be pruned to a consistent height, but sides of shrubs shall be allowed to grow together into a full solid mass. All shrubs shall be pruned in such a way as to provide a clean and neat appearance.

Weed Control:

The Contractor shall keep beds reasonably free of broadleaf or grassy weeds, preferably with pre-emergent and/or selective post-emergent/contact herbicides. Beds around Amenity Center and Amenities should be weeded by hand on a regular basis.

- a. Pre-emerge: This type of control should be used only if a known weed problem warrants its use.

Post-emerge: Control broadleaf weeds with selective herbicides. The chosen chemical will be recommended and legally approved for the specific weed problem.

- b. Fertilization:

The Contractor shall apply fertilizer as warranted. The number of applications will be dependent on the type of nitrogen used and the type of plant material being fertilized. Soil samples should be taken if Contractor encounters problematic areas of the community in order to determine the best remediation plan for those areas.

- c. Fungicide:

The Contractor shall apply legally approved fungicides to control disease-causing damage to ornamentals if warranted.

- d. Pesticide:

The Contractor shall apply legally approved pesticides to control insects causing damage to ornamentals if warranted.

- e. Dead Plant Material:

Dead plants should be removed from all landscaping beds while performing maintenance in that area each week or month. Contractor should provide a proposal to Manager each month to replace all dead and removed shrubs and plants in common area beds.

V. **ROSE BUSHES:**

Roses should be trimmed back, dead headed and fertilized consistently so as to promote healthy and even growth and consistent budding.

VI. **ORNAMENTAL GRASSES**

The Contractor shall cut all ornamental grasses back every year in the months of January or February starting with January/February 2025. All ornamental grass clippings shall be raked up and removed from the property at the end of each day in which the grasses are being cut.

VII. **MULCH:**

The Contractor will install mulch one time per year to all common areas not including dog parks and playground. Dog parks and playground mulch to be distributed on an as needed basis.

VIII. DEBRIS CLEANUP

a. Daily Cleanup

All landscape areas shall be inspected on days of service and excess debris and litter removed. Dead and fallen tree limbs and palm fronds should be removed from the turf and beds during each visit. Gardening debris, generated from the Contractor's work, shall be removed from all surface areas on days of service. This excludes heavy leaf fall pickup from parking areas, sidewalks, pools, etc.

b. Storm Cleanup

All landscape areas shall have debris removed from storms and/or hurricanes. This includes dead and fallen trees, palm fronds and debris of any kind. Landscape must be brought back to original aesthetics.

****NOTE: COST ON AN AS NEEDED BASIS. SEPARATE FROM MONTHLY LANDSCAPE MAINTENANCE COST.**

IX. IRRIGATION SYSTEM

The Contractor shall visually inspect the entire common area irrigation system once a month for a total of 12 inspections annually to ensure optimal performance. The Contractor will be responsible for controlling all irrigation water use in compliance with the St. Johns River Water Management guidelines and will ensure minimal water use while providing sufficient water use for proper plant nutrition, particularly during the growing season.

a. Sprinkler Heads

All sprinkler heads shall be checked for proper operation and coverage monthly. Contractor shall be solely responsible for the repair and replacement of any all-irrigation heads or irrigation equipment damaged by landscape personnel during routine landscape maintenance.

b. Valves & Valve Boxes

The Contractor shall inspect all valves and valve boxes for broken or stuck valves or missing valve box lids and replacing as needed. Contractor shall be solely responsible for the repair and replacement of any all-irrigation heads or irrigation equipment damaged by landscape personal during routine landscape maintenance.

c. Watering Schedule

The Contractor shall adjust watering schedules to correspond with seasonal color installation, fertilization applications, and pest control operations. Water schedules will be adjusted as needed based on season and rainfall amounts.

d. Emergency Contact

The Contractor shall provide Manager with a contact person and telephone number who shall be available for on-call emergency service.

e. Irrigation Repairs

Any repairs needed that are not covered under this inspection process will be proposed and billed separately. Stopping water loss and health hazards associated with main line breaks, valve damage, backflow malfunctions, lateral breaks, damaged heads, etc., are emergency services and water shall be turned off immediately upon notice of damage. Final repairs shall be completed within 48 hours. Contractor shall submit proposals for any repairs that fall outside of the inclusive repairs for materials and labor.

f. A monthly/quarterly/half year maintenance agreement must be in place for all pump stations. All reports must be submitted to the Community Manager or designee.

X. TURF CARE PROGRAM (BERMUDA) - Bermuda grass shall be maintained according to the below program/schedule utilizing the noted chemicals and amounts as detailed below. Please see the chart below the schedule for guidelines on Soil and Foliar spraying. If any changes to the below are required due to soil test results or weather patterns, Contractor shall work with Manager to discuss and implement changes.

• **JANUARY**

- Soil spray application and foliar spray application
- Spectacle pre-emergence in NON over seeded areas at 3oz/ acre rate

• **FEBRUARY**

- 2nd or 3rd week apply Ronstar pre-emergent impregnated on a 15-0-15 fertilizer
 - (Mini prill at a rate of 200 pounds per acre)

• **MARCH**

- Soil spray application and Foliar spray application
- 2nd or 3rd week Mole cricket prevention application of Fipronil

• **APRIL**

- 3rd or 4th week (weather pending) Revolver application at 10oz/acre (transition from rye to Bermuda)
- Light vertical mow of all Bermuda grass
- Foliar spray application
- 5/8" core aerification
- Milorganite application at heavy rate

• **MAY**

- 1st week Ronstar application with 20-0-10 fertilizer (Mini prill at rate of 200 pounds per acre)

• **2nd application of Revolver May be needed to completely eradicate Overseed*

• **JUNE**

- Soil spray application and Foliar spray application
- Aggressive verticutting followed by a circle mow or multiple cross direction mowing at a reduced scalping height
- 12-1-0 fertilizer application

• **JULY**

- Foliar spray application
 - Prodiamine pre-emergence application on all Turf at 1 pound per acre
- **Vertical mow can be performed again if needed*

• **AUGUST**

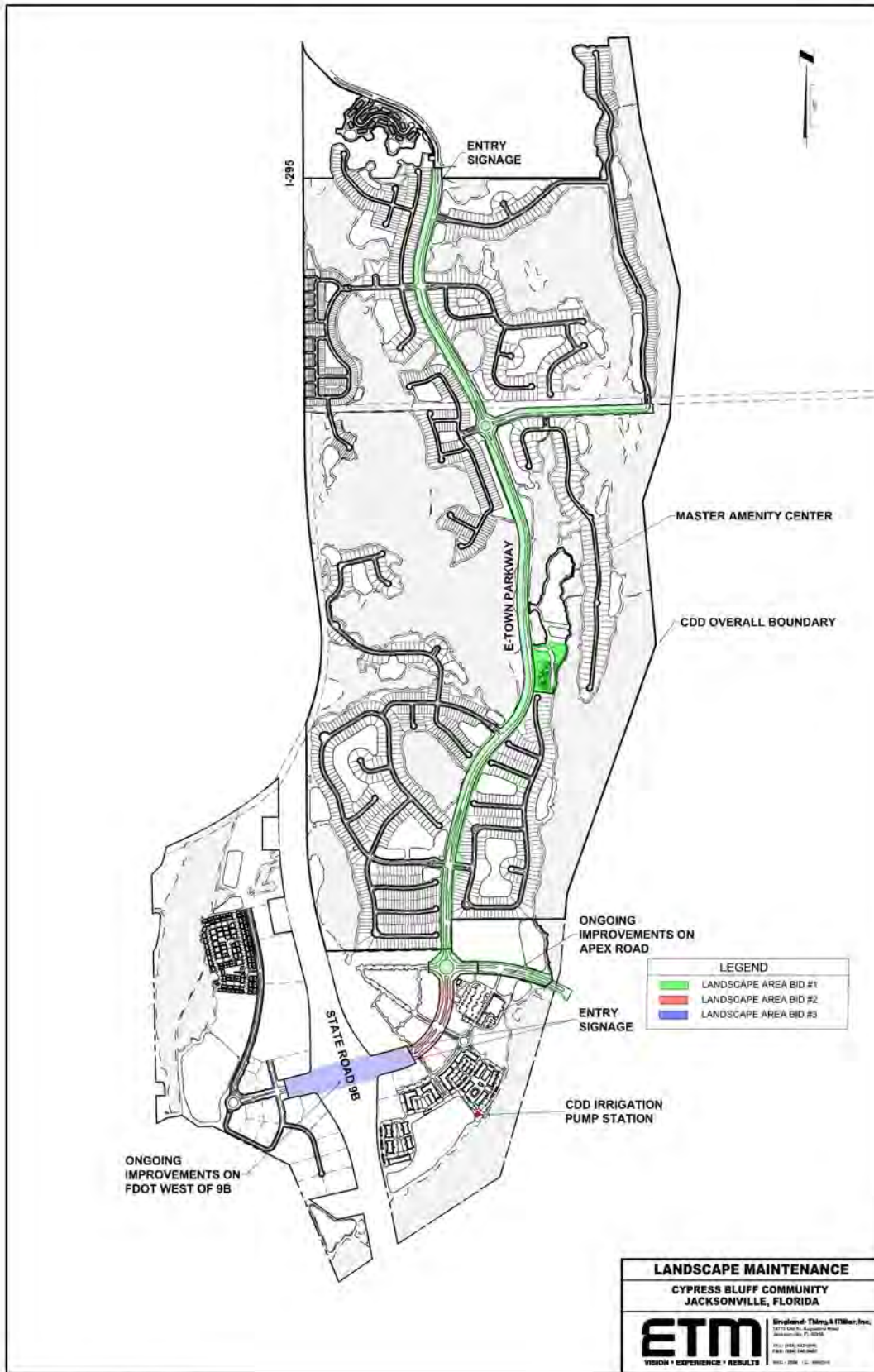
- Foliar spray application
- 3/4"-1" aerification followed by aggressive vertical mow

- Heavy top-dress with sports turf sand
- Milorganite application after aerification into core holes
- **SEPTEMBER**
 - Soil spray application and Foliar spray application
- **OCTOBER**
 - Soil spray application
 - Prodiamine all areas that will be overseeded
 - XL 2g(Surflan) areas that will NOT be overseed but do border seed
 - Spectacle all other areas not overseeded
 - Heavy Milorganite application
 - Overseed with Rye
- **NOVEMBER**
 - Soil spray application
 - 12-22-8 fertilizer application on overseed 1#N/1000
- **DECEMBER**
 - Soil spray application and Foliar spray application
 - Prodiamine application 1#/acre on overseed
 - **Iron applications during the winter will Help with quick deep color response.*

Soil Spray (Week 1)

2 qts/acre	FP Calcium	7-0-0, 7% Ca, 5% Amino
1 gal/acre	FP Armament MKS	0-0-5, 2.5% Mg, 4.5% S
2 qts/acre	FP Manganese	2-0-0, 1% Mg, 3% Mn, 5% Amino

CYPRESS BLUFF LANDSCAPE MAP



LANDSCAPE NOTES

1. The CDD is not responsible for the landscape at the neighborhood entrances: Granville (under development), Marconi, Del Webb, Nobel, Edison, Edison East, Kettering, and Newton.
2. The CDD is not responsible for the landscape along the brick wall on Glenmont Dr.

FIFTH ORDER OF BUSINESS

**FORM OF REQUISITION
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2021
Acquisition and Construction**

The undersigned, a Responsible Officer of the Cypress Bluff Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the Issuer and The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of February 1, 2019, as supplemented by that certain First Supplemental Trust Indenture dated as of February 1, 2019 (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: **4**
- (B) Name of Payee: **Sun State Nursery & Landscaping, Inc.
9362 Phillips Hwy
Jacksonville, FL 32256**
- (C) Amount Payable: **\$ 29,468.74**
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Etown FDOT Interchange West – Contractor Application No. 3 (December 2023)**
- (E) Amount, if any, that is to be used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: **Series Acq 2021 Acquisition and Construction**

The undersigned hereby certifies that:


1. obligations in the stated amount set forth above have been incurred by the Issuer;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.


Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

By:  J. Olw, Asst. Secretary
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

 Bradley Weber
Consulting Engineer

APPLICATION AND CERTIFICATE FOR PAYMENT

CONSTRUCTION MANAGER-ADVISOR EDITION

AIA DOCUMENT G702/Cma

CONTRACTOR: Cypress Bluff CDD
c/o E-Town Development

PROJECT: E-Town FDOT Interchange West

APPLICATION NUMBER: 3
PERIOD TO: 12/31/23
PROJECT NOS.:

Distribution to:
 OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR

SUBCONTRACTOR: Sun State Nursery & Landscaping, Inc.
9362 Phillips Hwy
Jacksonville, FL 32256

CONTRACT DATE:

CONTRACT FOR:

VIA CONSTRUCTION MANAGER
VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1	ORIGINAL CONTRACT SUM		<u>\$260,991.24</u>
2	Net Change By Change Orders.....		<u>(\$100,861.00)</u>
3	CONTRACT SUM TO DATE (Line 1 +2)		<u>\$160,130.24</u>
4	TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)		<u>\$160,130.24</u>
5	RETAINAGE:		
a.	10% % of Completed Work (Columns D & E on G703)	<u>\$0.00</u>	
b.	0% % of Stored Material (Column F on G703)	<u>\$0.00</u>	
	Total Retainage (Line 5a + 5b or Total in Column I of G703)		<u>\$0.00</u>
6	TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)		<u>\$160,130.24</u>
7	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		<u>\$130,661.50</u>
8	CURRENT PAYMENT DUE		<u>\$29,468.74</u>
9	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u> </u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total Approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.
CONTRACTOR:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which it and not the truthfulness, accuracy, or validity of that document.

By: Sheri Horne Date: 12/20/23
Florida County of: Duval

Subscribed and sworn before me on this 20th day of December, 2023 by: Sheri Horne
on the basis of satisfactory evidence to be the person who appeared before me.

Notary: Olivia Steinmann My Commissioning Expires:


CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 29,468.74
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:
By: Sheri Horne Date:

ARCHITECT:
By: _____ Date:

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET - Schedule of Values

AIA DOCUMENT G703

PAGE - 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

Project: E-Town Interchange West

APPLICATION NO: 3
APPLICATION DATE: 12/20/23
PERIOD TO: 12/31/23

containing Contractor's signed Certification is attached
In tabulations below, amounts are stated to the nearest dollar.

Use column I on Contracts where variable retainage for line items may apply

ARCHITECTS PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	Landscape	\$217,216.24	\$86,886.50	\$130,329.74		\$217,216.24	100%	\$0.00	\$0.00
2			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
3	Irrigation	\$43,775.00	\$43,775.00	\$0.00		\$43,775.00	100%	\$0.00	\$0.00
4			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
5			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
6			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
7			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
8			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
9			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
10			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
11			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
12			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
13			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
14			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
15			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
17			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
18			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
20			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
21			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
22			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
23			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
24			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
25			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
26			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
27			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
28			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
29			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
30			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
31			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
SUB TOTALS:		\$260,991.24	\$130,661.50	\$130,329.74	\$0.00	\$260,991.24		\$0.00	\$0.00
	Change Orders								
	CO #1 Deduct Sylvester Palms	(\$100,861.00)	\$0.00	(\$100,861.00)		(\$100,861.00)		\$0.00	\$0.00
			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
CHANGE ORDER TOTALS:		(\$100,861.00)	\$0.00	(\$100,861.00)	\$0.00	(\$100,861.00)	100%	\$0.00	\$0.00
GRAND TOTALS		\$160,130.24	\$130,661.50	\$29,468.74	\$0.00	\$160,130.24	100%	\$0.00	\$0.00

SIXTH ORDER OF BUSINESS

**CYPRESS BLUFF
COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2023**

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Cypress Bluff Community Development District
City of Jacksonville, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of Cypress Bluff Community Development District, City of Jacksonville, Florida ("District") as of and for the fiscal year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2023, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information Included in the Financial Report

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c) but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 18, 2024, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

March 18, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Cypress Bluff Community Development District, City of Jacksonville, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2023. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$1,098,966.
- The change in the District's total net position in comparison with the prior fiscal year was \$602,157, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2023, the District's governmental funds reported combined ending fund balances of \$2,183,467, a decrease of (\$7,112) in comparison with the prior fiscal year. A portion of fund balance is restricted for debt service and capital projects, nonspendable for prepaids and deposits, assigned for subsequent year's expenditures and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management), recreation and maintenance functions.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund which are considered major funds.

The District adopts an annual appropriated budget for its general and debt service funds. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION	
	SEPTEMBER 30,	
	2023	2022
Assets, excluding capital assets	\$ 2,199,519	\$ 2,200,643
Capital assets, net of depreciation	26,001,151	26,001,920
Total assets	28,200,670	28,202,563
Liabilities, excluding long-term liabilities	509,377	511,599
Long-term liabilities	26,592,327	27,194,155
Total liabilities	27,101,704	27,705,754
Net Position		
Net investment in capital assets	(591,176)	(1,192,235)
Restricted	1,258,146	1,197,342
Unrestricted	431,996	491,702
Total net position	\$ 1,098,966	\$ 496,809

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations.

Key elements of the change in net position are reflected in the following table:

	2023	2022
Revenues:		
Program revenues		
Operating grants and contributions	\$ 2,688,110	\$ 2,746,532
Capital grants and contributions	69,270	502,392
General revenues		
Miscellaneous	18,778	11,623
Unrestricted investment earnings	9,978	2,156
Total revenues	<u>2,786,136</u>	<u>3,262,703</u>
Expenses:		
General government	130,239	148,408
Maintenance and operations	458,936	411,023
Amenity center	398,933	298,540
Interest on long-term debt	1,195,871	1,188,696
Bond issue costs	-	216,137
Total expenses	<u>2,183,979</u>	<u>2,262,804</u>
Change in net position	<u>602,157</u>	<u>999,899</u>
Net position - beginning	496,809	(503,090)
Net position - ending	<u>\$ 1,098,966</u>	<u>\$ 496,809</u>

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2023 was \$2,183,979. The majority of the costs of the District's activities were paid by program revenues. Program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes miscellaneous revenue, and interest revenue. The decrease in revenues is the result of Developer contributions received in the prior year. The decrease in total expenses is primarily due to the bond issue costs incurred in the prior year.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. The general fund budget for the fiscal year ended September 30, 2023 was amended to increase revenues by \$10,811 and increase appropriations by \$84,541. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2023.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At September 30, 2023, the District had \$26,030,723 invested in capital assets. In the government-wide financial statements depreciation of \$29,572 has been taken, which resulted in a net book value of \$26,001,151. More detailed information about the District's capital assets is presented in the notes of the financial statements.

Capital Debt

At September 30, 2023, the District had \$26,585,000 in Bonds outstanding. Additionally, the District had a \$30,739 liability for financed purchases. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

For the subsequent fiscal year, the District anticipates that the cost of general operations will remain fairly constant.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Cypress Bluff Community Development District's Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida, 32092.

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2023**

	Governmental Activities
ASSETS	
Cash	\$ 315,840
Investments	68,228
Due from others	775
Deposits and prepaids	68,568
Restricted assets:	
Cash	97,674
Investments	1,648,434
Capital assets:	
Nondepreciable	25,956,791
Depreciable, net	44,360
Total assets	28,200,670
 LIABILITIES	
Accounts payable	16,052
Accrued interest payable	493,325
Non-current liabilities:	
Due within one year	599,148
Due in more than one year	25,993,179
Total liabilities	27,101,704
 NET POSITION	
Net investment in capital assets	(591,176)
Restricted for debt service	1,252,783
Restricted for capital projects	5,363
Unrestricted	431,996
Total net position	\$ 1,098,966

See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

<u>Functions/Programs</u>	Program Revenues				Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 130,239	\$ 130,239	\$ -	\$ -	\$ -
Maintenance and operations	458,936	381,055	-	418	(77,463)
Amenity center	398,933	398,933	-	-	-
Interest on long-term debt	1,195,871	1,777,883	68,852	-	650,864
Total governmental activities	2,183,979	2,688,110	68,852	418	573,401
			General revenues:		
			Miscellaneous	18,778	
			Unrestricted investment earnings	9,978	
			Total general revenues	28,756	
			Change in net position	602,157	
			Net position - beginning	496,809	
			Net position - ending	\$ 1,098,966	

See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2023**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
ASSETS				
Cash	\$ 315,840	\$ 97,674	\$ -	\$ 413,514
Investments	62,865	1,648,434	5,363	1,716,662
Due from others	775	-	-	775
Deposits and prepaids	68,568	-	-	68,568
Total assets	<u>\$ 448,048</u>	<u>\$ 1,746,108</u>	<u>\$ 5,363</u>	<u>\$ 2,199,519</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 16,052	\$ -	-	\$ 16,052
Total liabilities	<u>16,052</u>	<u>-</u>	<u>-</u>	<u>16,052</u>
Fund balances:				
Nonspendable:				
Prepays and deposits	68,568	-	-	68,568
Restricted for:				
Debt service	-	1,746,108	-	1,746,108
Capital projects	-	-	5,363	5,363
Assigned to:				
Subsequent year's expenditures	194,145	-	-	194,145
Unassigned	169,283	-	-	169,283
Total fund balances	<u>431,996</u>	<u>1,746,108</u>	<u>5,363</u>	<u>2,183,467</u>
Total liabilities and fund balances	<u><u>\$ 448,048</u></u>	<u><u>\$ 1,746,108</u></u>	<u><u>\$ 5,363</u></u>	<u><u>\$ 2,199,519</u></u>

See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2023**

Fund balance - governmental funds \$ 2,183,467

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	26,030,723	
Accumulated depreciation	<u>(29,572)</u>	26,001,151

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(493,325)	
Bonds payable	<u>(26,592,327)</u>	<u>(27,085,652)</u>

Net position of governmental activities		<u><u>\$ 1,098,966</u></u>
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See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
REVENUES				
Assessments	\$ 910,227	\$ 1,777,883	\$ -	\$ 2,688,110
Interest	9,978	68,852	418	79,248
Miscellaneous revenues	18,778	-	-	18,778
Total revenues	<u>938,983</u>	<u>1,846,735</u>	<u>418</u>	<u>2,786,136</u>
EXPENDITURES				
Current:				
General government	130,239	-	-	130,239
Maintenance and operations	458,936	-	-	458,936
Amenity center	384,147	-	-	384,147
Debt Service:				
Principal	22,728	580,000	-	602,728
Interest	2,639	1,200,542	-	1,203,181
Capital outlay	-	-	14,017	14,017
Total expenditures	<u>998,689</u>	<u>1,780,542</u>	<u>14,017</u>	<u>2,793,248</u>
Excess (deficiency) of revenues over (under) expenditures	(59,706)	66,193	(13,599)	(7,112)
OTHER FINANCING SOURCES (USES)				
Interfund transfer in (out)	-	6,486	(6,486)	-
Total other financing sources (uses)	<u>-</u>	<u>6,486</u>	<u>(6,486)</u>	<u>-</u>
Net change in fund balance	(59,706)	72,679	(20,085)	(7,112)
Fund balances - beginning	<u>491,702</u>	<u>1,673,429</u>	<u>25,448</u>	<u>2,190,579</u>
Fund balances - ending	<u>\$ 431,996</u>	<u>\$ 1,746,108</u>	<u>\$ 5,363</u>	<u>\$ 2,183,467</u>

See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

Net change in fund balances - total governmental funds	\$	(7,112)
Amounts reported for governmental activities in the statement of activities are different because:		
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.		(14,786)
Governmental funds report capital outlays as expenditures; however, the cost of capital assets is eliminated in the statement of activities and capitalized in the statement of net position.		14,017
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.		602,728
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.		8,210
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.		<u>(900)</u>
Change in net position of governmental activities	\$	<u><u>602,157</u></u>

See notes to the financial statements

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Cypress Bluff Community Development District ("District") was established by Ordinance 2018-335-E of the Board of County Commissioners of City of Jacksonville, pursuant to the Uniform Community Development District Act of 1980, and otherwise known as Chapter 190, Florida Statutes and expanded by City of Jacksonville Ordinance 2019-599-E on October 22, 2019. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue Bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the qualified electors of the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes. As of September 30, 2023, one of the Board members was affiliated with E-Town Development Inc, one of the Developers within the District.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. (Operating-type special assessments for maintenance and debt service are treated as charges for services.); and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the “Uniform Method of Collection” under Florida Statutes. Direct collected assessments are due as set forth in the annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the Uniform Method are noticed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund

The capital projects fund is used to account for the costs of major infrastructure acquired by the District and also to accumulate capital reserves for future maintenance costs and capital projects.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government’s policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Inter-local Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and any unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Capital Assets (Continued)

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Equipment	5

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Fund Equity/Net Position (Continued)

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) Public hearings are conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

Investments

The District's investments were held as follows at September 30, 2023:

	Amortized cost	Credit Risk	Maturities
Dreyfus Government Cash Management	\$ 1,653,797	Not available	N/A
Investment in Local Government Surplus Funds Trust Fund (Florida PRIME)	62,865	S&P AAAM	Weighted average of the fund portfolio: 35 days
	<u>\$ 1,716,662</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

External Investment Pool – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.” With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2023, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2023 were as follows:

Fund	Transfers in	Transfers out
Debt service	\$ 6,486	\$ -
Capital projects	-	6,486
	<u>\$ 6,486</u>	<u>\$ 6,486</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, transfers from the debt service fund to the capital projects fund were made in accordance with the Bond Indentures.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2023 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Infrastructure in progress	\$ 25,942,774	\$ 14,017	\$ -	\$ 25,956,791
Total capital assets, not being depreciated	<u>25,942,774</u>	<u>14,017</u>	<u>-</u>	<u>25,956,791</u>
Capital assets, being depreciated				
Equipment	73,932	-	-	73,932
Total capital assets, being depreciated	<u>73,932</u>	<u>-</u>	<u>-</u>	<u>73,932</u>
Less accumulated depreciation for:				
Equipment	14,786	14,786	-	29,572
Total accumulated depreciation	<u>14,786</u>	<u>14,786</u>	<u>-</u>	<u>29,572</u>
Total capital assets, being depreciated, net	<u>59,146</u>	<u>(14,786)</u>	<u>-</u>	<u>44,360</u>
Governmental activities capital assets, net	<u>\$ 26,001,920</u>	<u>\$ (769)</u>	<u>\$ -</u>	<u>\$ 26,001,151</u>

NOTE 6 – CAPITAL ASSETS (Continued)

The infrastructure intended to serve the District has been estimated at a total cost of approximately \$28,104,584 for the Series 2019 and 2020 projects, \$7,708,526 for the Series 2020A project, and \$1.8 million for the Series 2021 project. The infrastructure will include roadways, utilities, landscapes, hardscapes, electrical improvements, and recreational improvements. A portion of the project costs was expected to be financed with the proceeds from the issuance of Bonds with the remainder to be funded by the Developer and conveyed to the District. Upon completion, certain improvements are to be conveyed to others for ownership and maintenance responsibilities.

During a prior fiscal year, the District acquired from the Developers assets costing a total of \$5,228,339, of which \$495,422 was contributed by the Developers.

In connection with the 2019, 2020, and 2020A and 2021 projects (“projects”), if the amount by which the cost of the projects or portion thereof to be conveyed by the Developer to the District pursuant to the Acquisition Agreements exceeds the amount actually paid by the District for the projects or portion thereof from proceeds of the Series 2019, 2020, 2020A, and 2021 Bonds, it may be determined that deferred obligations exist. Upon completion of the projects, certain funds available from the Bonds may be used to pay deferred obligations as outlined in the Bond Indenture. The District has not yet determined if a liability exists for deferred obligations.

NOTE 7 – LONG TERM LIABILITIES

Series 2019

In January 2019 the District issued \$11,565,000 of Special Assessment Bonds, Series 2019 consisting of multiple term bonds with due dates ranging from May 1, 2024 to May 1, 2048 and fixed interest rates ranging from 3.75% to 4.1%. The Bonds were issued to finance a portion of the cost of acquiring, constructing, and equipping the Series 2019 project. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Series 2019 Bonds is paid serially commencing May 1, 2019 through May 1, 2048.

The Bonds are subject to optional redemption prior to maturity as outlined in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$10,000 of the Series 2019 Bonds. In addition, see Note – 13 Subsequent Events for extraordinary redemption amounts subsequent to fiscal year end.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

Series 2020

In April 2020 the District issued \$7,705,000 of Special Assessment Bonds, Series 2020 consisting of multiple term bonds with due dates ranging from November 1, 2025 to November 1, 2049 and fixed interest rates ranging from 3.9% to 5.2%. The Bonds were issued to finance a portion of the cost of acquiring, constructing, and equipping the Series 2020 project. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Series 2020 Bonds is paid serially commencing November 1, 2020 through November 1, 2049.

The Bonds are subject to optional redemption prior to maturity as outlined in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

NOTE 7 – LONG TERM LIABILITIES (Continued)

Series 2020A

In August 2020 the District issued \$7,675,000 of Special Assessment Bonds, Series 2020A consisting of multiple term bonds with due dates ranging from May 1, 2025 to May 1, 2050 and fixed interest rates ranging from 2.7% to 3.8%. The Bonds were issued to finance a portion of the cost of acquiring, constructing, and equipping the Series 2020A project. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Series 2020A Bonds is paid serially commencing May 1, 2021 through May 1, 2050.

The Bonds are subject to optional redemption prior to maturity as outlined in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$15,000 of the Series 2020A Bonds. In addition, see Note – 13 Subsequent Events for extraordinary redemption amounts subsequent to fiscal year end.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

Series 2021

In November 2021, the District issued \$2,045,000 of Special Assessment Bonds, Series 2021 consisting of multiple term bonds with due dates ranging from May 1, 2026 to May 1, 2051, and fixed interest rates ranging from 2.3% to 4%. The bonds were issued to finance the cost of acquiring, constructing and equipping assessable improvements comprising the Series 2021 Project. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2022 through May 1, 2051.

The Bonds are subject to optional redemption prior to maturity as outlined in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2023 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2019	\$ 10,515,000	\$ -	\$ 225,000	\$ 10,290,000	\$ 225,000
Series 2020	7,285,000	-	135,000	7,150,000	140,000
Series 2020A	7,360,000	-	175,000	7,185,000	165,000
Less: OID	52,539	-	1,876	50,663	-
Series 2021	2,005,000	-	45,000	1,960,000	45,000
Plus: OIP	28,227	-	976	27,251	-
Financed purchases	53,467	-	22,728	30,739	24,148
Total	<u>\$ 27,194,155</u>	<u>\$ -</u>	<u>\$ 601,828</u>	<u>\$ 26,592,327</u>	<u>\$ 599,148</u>

NOTE 7 – LONG TERM LIABILITIES (Continued)

Long-term Debt Activity (Continued)

At September 30, 2023, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2024	\$ 575,000	\$ 1,181,250	\$ 1,756,250
2025	590,000	1,161,767	1,751,767
2026	610,000	1,140,830	1,750,830
2027	635,000	1,118,131	1,753,131
2028	660,000	1,093,906	1,753,906
2029-2033	3,715,000	5,049,961	8,764,961
2034-2038	4,635,000	4,149,379	8,784,379
2039-2043	5,795,000	2,992,809	8,787,809
2044-2048	7,330,000	1,480,858	8,810,858
2049-2052	2,040,000	120,380	2,160,380
Total	<u>\$ 26,585,000</u>	<u>\$ 19,489,271</u>	<u>\$ 46,074,271</u>

NOTE 8 – FINANCE PURCHASES

The District has the following agreements to finance the purchase of equipment:

Equipment Type	Equipment Cost	Agreement Inception	Maturity	Monthly Payment
Fitness	\$ 77,205	1/25/2021	12/25/2024	\$1,792
Fitness	9,965	1/25/2022	2/25/2025	322

Minimum payments for years ending after September 30, 2023 are as follows:

Year ending September 30:	Principal	Interest	Total payments
2024	\$ 24,148	\$ 1,220	\$ 25,368
2025	6,591	75	6,666
Total	<u>\$ 30,739</u>	<u>\$ 1,295</u>	<u>\$ 32,034</u>

NOTE 9 – DEVELOPER TRANSACTIONS

The Developers own a portion of land within the District; therefore, assessment revenues in the debt service funds include the assessments levied on those lots owned by the Developer.

NOTE 10 – CONCENTRATION

The District's activity is dependent upon the continued involvement of the Developers, the loss of which could have a material adverse effect on the District's operations.

NOTE 11 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

NOTE 12 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims over the past three years.

NOTE 13 – SUBSEQUENT EVENTS

Bond Payments

Subsequent to fiscal year end, the District prepaid a total of \$15,000 of the Series 2019 Bonds, and \$15,000 of the Series 2020A Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Assessments	\$ 907,175	\$ 910,227	\$ 910,227	\$ -
Interest	1,000	9,981	9,978	(3)
Miscellaneous income	20,000	18,778	18,778	-
Total revenues	928,175	938,986	938,983	(3)
EXPENDITURES				
Current:				
General government	146,667	138,090	130,239	7,851
Maintenance and operations	406,054	429,369	458,936	(29,567)
Amenity	406,169	475,972	384,147	91,825
Debt Service:				
Principal	-	-	22,728	(22,728)
Interest	-	-	2,639	(2,639)
Total expenditures	958,890	1,043,431	998,689	44,742
Excess (deficiency) of revenues over (under) expenditures	(30,715)	(104,445)	(59,706)	44,739
OTHER FINANCING SOURCES				
Carryforward surplus	30,715	104,445	-	(104,445)
Total other financing sources	30,715	104,445	-	(104,445)
Net change in fund balance	\$ -	\$ -	(59,706)	\$ (59,706)
Fund balance - beginning			491,702	
Fund balance - ending			\$ 431,996	

See notes to required supplementary information

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. The general fund budget for the fiscal year ended September 30, 2023 was amended to increase revenues by \$10,811 and increase appropriations by \$84,541. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2023.

**CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
CITY OF JACKSONVILLE, FLORIDA
OTHER INFORMATION – DATA ELEMENTS
REQUIRED BY FL STATUTE 218.39(3)(C)
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023
UNAUDITED**

<u>Element</u>	<u>Comments</u>
Number of District employees compensated in the last pay period of the District's fiscal year being reported.	0
Number of independent contractors compensated to whom nonemployee compensation was paid in the last month of the District's fiscal year being reported.	20
Employee compensation	\$7,800
Independent contractor compensation	\$1,443,873
Construction projects to begin on or after October 1; (\$65K)	None
Budget variance report	See the Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Ad Valorem taxes	Not applicable
Non ad valorem special assessments;	
Special assessment rate	<u>Operations and maintenance:</u> \$351.35 - \$540.54 <u>Debt service:</u> Series 2019: \$405.17 - \$837.60 Series 2020: \$405.37 - \$837.80 Series 2020A: \$723.64 - \$1,085.46 Series 2021: \$404.86 - \$836.38
Special assessments collected	\$2,688,110
Outstanding Bonds:	see Note 7 for details



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Cypress Bluff Community Development District
City of Jacksonville, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Cypress Bluff Community Development District, City of Jacksonville, Florida ("District") as of and for the fiscal year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated March 18, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 18, 2024



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Cypress Bluff Community Development District
City of Jacksonville, Florida

We have examined Cypress Bluff Community Development District, City of Jacksonville, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2023. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2023.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Cypress Bluff Community Development District, City of Jacksonville, Florida and is not intended to be and should not be used by anyone other than these specified parties.

March 18, 2024



**MANAGEMENT LETTER PURSUANT TO THE RULES OF
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors
Cypress Bluff Community Development District
City of Jacksonville, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of Cypress Bluff Community Development District, City of Jacksonville, Florida ("District") as of and for the fiscal year ended September 30, 2023, and have issued our report thereon dated March 18, 2024.

Auditor's Responsibility

We conducted our audit 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 Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 18, 2024, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Cypress Bluff Community Development District, City of Jacksonville, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Cypress Bluff Community Development District, City of Jacksonville, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

March 18, 2024

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2022.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2023.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2023.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.
7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 26.

SEVENTH ORDER OF BUSINESS



CBC1260724 – CUC1225348
office@pacbuildersinc.com

Physical Address: 4613 U.S. Highway 17
Fleming Island, FL 32003

Mailing Address: P.O. Box 8668
Fleming Island, FL. 32006

Proposal

Proposal Date:

Submitted To:

Project Location:

Scope of Work:



CBC1260724 – CUC1225348
office@pacbuildersinc.com

Physical Address: 4613 U.S. Highway 17
Fleming Island, FL 32003

Mailing Address: P.O. Box 8668
Fleming Island, FL. 32006

Proposal

Proposal Date:

Submitted To:

Project Location:

Scope of Work:

G & G Excavation & Construction, Inc.

6500 SR 16
St. Augustine, FL 32092
Phone- 904-737-5555
Fax- 904-737-6050

Estimate

Date	Estimate No.
3/14/2024	1024

Customer

Vesta Property Services
475 West Town Place
Suite 114
St. Augustine, Florida 32092
Attn: Marcey

Project
Cypress Bluff CDD

Item	Scope of Work	Total
Quote	<p>G & G Excavation and Construction, Inc. proposes to supply all Equipment, Labor, Material, and Supervision for the following:</p> <p>Job: Cypress Bluff CDD</p> <p>Reference: Demolition</p> <p>Scope of Work:</p> <ol style="list-style-type: none">1. Demo concrete sidewalks in 3 different areas2. Haul off concrete3. Grade, form, and pour back concrete sidewalk4. Wreck, form, saw cut, and paint back traffic lines5. Clean up <p>Total cost for the above work</p> <p>Note: If 2 different mobilization to pour big section it will be a extra \$ 4,850.00</p>	21,800.00

Thank you for this opportunity to quote this job!

Total \$21,800.00

Phone #	Fax #	E-mail
(904) 737-5555	(904) 737-6050	ggexcavationcons@gmail.com



1702 Lindsey Rd
Jacksonville, Fl. 32221
Ph (904) 781-7060 Fax (904) 619-5011

CGC1523954 CMC1250093 CFC1428601 CCC1329086

Cypress Bluff CDD

Attn; Marcy Pollicino -Vesta Property Management

3 4 24

Re: concrete replacement -Etown Parkway

All Weather Contractors is proposing the following services for the below mentioned prices. Any item not specifically mentioned is subject to a written change order.

- > saw cut and remove up to a total of 1690 sq ft of concrete sidewalk at the locations per management at Etown Parkway listed below
- > form and pour a new 4" thick where removed
- > we will use 3000 psi concrete with a broom finish
- > saw cut expansion joints in new concrete as needed
- > includes retripping in the same areas/colors where the concrete was removed that had striping on it
- > clean up job site and haul away old concrete
- area #1 -630 sq ft -\$15,750.00**
- area #2-280 sq ft -\$7,000.00**
- area #3-780 sq ft -\$19,500.00**

Total Price if all 3 areas are done at the same time \$38,870.00

Proposal Signed by _____ Printed Name _____

Thank you for your consideration

Scott Haines-C 904.402.6561



1702 Lindsey Rd
Jacksonville, Fl. 32221
Ph (904) 781-7060 Fax (904) 619-5011

CGC1523954 CMC1250093 CFC1428601 CCC1329086

Cypress Bluff CDD

Attn; Marcy Pollicino -Vesta Property Management

3 4 24

Re: concrete replacement -Apex Trail

All Weather Contractors is proposing the following services for the below mentioned prices. Any item not specifically mentioned is subject to a written change order.

- >saw cut and remove up to 225 sq ft of concrete sidewalk at the apex trail in locations per management
- >form and pour a new 4" thick where removed
- >we will use 3000 psi concrete with a broom finish
- >saw cut expansion joints in new concrete as needed
- >clean up job site and haul away old concrete

Total Price \$5,625.00

Proposal Signed by _____ **Printed Name** _____

Thank you for your consideration

Scott Haines-C 904.402.6561



Submitted To: Vesta Property Services 10571 eTown Parkway Jacksonville, FL 32256	Attention: Marcy Pollicino Phone: 904.527.1081 Fax: Email	eTown Sidewalks eTown Parkway Jacksonville, FL
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PROPOSAL CONCRETE AND CMU ITEMS LISTED BELOW

Capital Concrete & Masonry Solutions proposes to furnish labor and material for the following listed below

Description	Plan qty	Unit measure	Total line item cost
<u>Complete</u>			
Labor and equipment to demo damaged concrete sidewalks at 5' section.	75 SF	\$	900.00
Labor and equipment to demo damaged concrete sidewalks at 5' section.	125 SF	\$	1,250.00
Labor and equipment to demo damaged concrete sidewalks at 15' section.	1860 SF	\$	8,370.00
Container for hauling debris.	3 EA	\$	1,950.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 5' section.	75 SF	\$	900.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 5' section.	125 SF	\$	1,250.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 15' section.	1860 SF	\$	16,740.00
Concrete pump.	1 LS	\$	1,800.00
		\$	33,160.00
<u>Partial</u>			
Labor and equipment to demo damaged concrete sidewalks at 5' section.	75 SF	\$	900.00
Labor and equipment to demo damaged concrete sidewalks at 5' section.	125 SF	\$	1,250.00
Labor and equipment to demo damaged concrete sidewalks at 15' section.	600 SF	\$	4,800.00
Container for hauling debris.	1 EA	\$	650.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 5' section.	75 SF	\$	900.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 5' section.	125 SF	\$	1,250.00
4" Thick sidewalk with 3000psi mix design, thickened edge, and light broom finish at 15' section.	600 SF	\$	6,000.00
Concrete pump.	1 LS	\$	1,800.00
		\$	17,550.00

Terms:

Net 30 days from invoice date. All terms and conditions apply on past due monies. **CAPITAL CONCRETE & MASONRY SOLUTIONS**. reserves the right to send out "notice to owner" and file liens on past due monies and use any legal means available to force collection, if such action becomes necessary. Buyer agrees to pay all costs and expenses incurred by in the collection of indebtedness evidenced by this agreement or any and all other indebtedness to **CAPITAL CONCRETE & MASONRY SOLUTIONS**, including court costs and reasonable attorney's fees incurred in connection or indebtedness, whether said cost or fees are incurred prior to filing of a law suit, after the filing of a law suit, on appeal, or otherwise and to pay a finance charge of 1 1/2% monthly or an annual rate of 18% until paid. Please sign and return the quote upon acceptance. *******This quote is valid for 30 days from proposal date.******* **Must have Notice of Commencement and Building Permit prior to starting job.**

Accepted By:

_____ Title

_____ Date

Accepted By:

_____ Date

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS OR SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED, YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A " NOTICE TO OWNER" FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY

FLORIDA HOMEOWNERS CONSTRUCTION RECOVERY FUND
PAYMENT UP TO A LIMITED AMOUNT MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNERS CONSTRUCTION RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT. WHERE THE LOSE RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: The Shores 2637 S. Atlantic Ave., Daytona Beach, Fl. 32118 (386) 767-7350

Accepted By:

_____ Title / Date

Printed Name

NINTH ORDER OF BUSINESS

D.



**COMMUNITY MANAGER REPORT 3/26/24
SUBMITTED BY MARCY POLLICINO**

RECHARGE UPDATE:

Incident Report 2-7-24

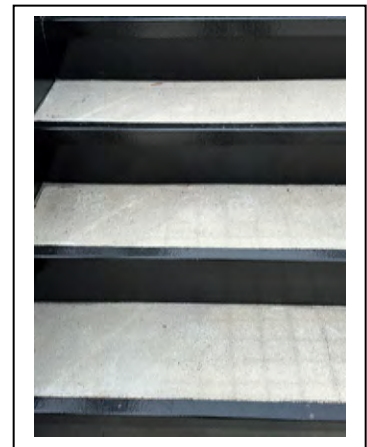
A resident reported a rude non-resident at the dog park with two German Shepard dogs. Marcy Pollicino, community manager, approached the man to inform him the dog park was for residents only. However, the man was rude and expressed that he could do what he wanted. Marcy expressed he would be trespassed should he come again. The man said he did not care and drove off. Marcy reported this incident to the police, but an official report was not taken. The officer advised that if came again not to approach and to call the police as soon as possible. See the incident report attached.

Rooftop Patio Stairs and Drip Edges Painted

The rooftop patio stairs and drip edges were painted by Investment Painting due to wear and tear over the past three years. They were painted with a Sherwin Williams industrial 2 part marine coating to help prolong the time lapse when painting may be required again. It should be noted to put this in the budget for every 3-4 years depending on the need. Cost: \$8,250



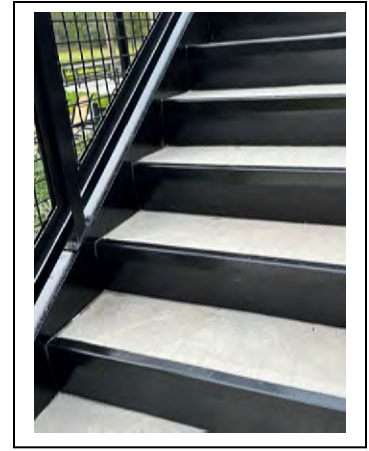
BEFORE
TOP OF STAIRS



AFTER
TOP OF STAIRS



BEFORE
TOP OF STAIRS



AFTER
TOP OF STAIRS



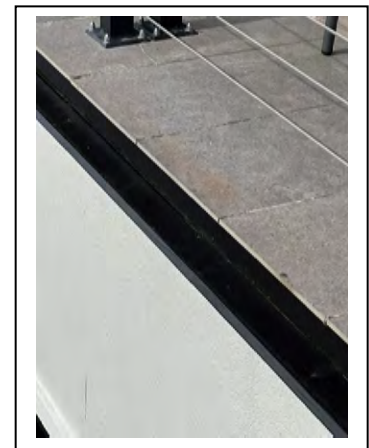
BEFORE
BOTTOM OF STAIRS



AFTER
BOTTOM OF STAIRS



BEFORE
DRIP EDGE



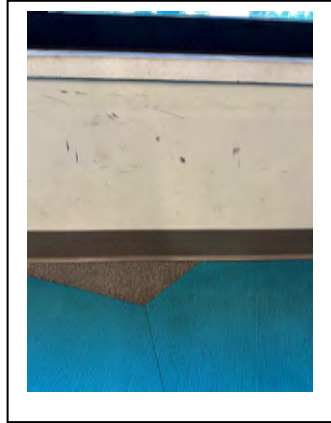
AFTER
DRIP EDGE

Fitness Center Paint Job

The interior walls of the Fitness Center will be repainted. We have come to a point where we can no longer touch up with existing paint (see example below). There are also multiple spots that need to be painted/patched that are too tough to clean. The same color will be used; however, a more durable sheen will be selected. The same vendor that painted the rooftop patio stairs, Investment Painting, will complete the job. Cost: \$1,100



EXAMPLE OF COLOR
DIFFERENCE



WALL EXAMPLE



WALL EXAMPLE

Playground Inspection

The playground was inspected by PlayGrow; certified CPSI (Certified Playground Safety Inspector). See report attached.

Maintenance Recommendations:

1. Install EWF when needed to meet minimum standards – 6-9 inches.
 - a. Mulch is installed on an ongoing basis as needed.
2. Trim Trees – keep away from equipment minimum of 7ft.
 - a. This has been completed.
3. Keep area free from trash and debris.
 - a. This is monitored on an ongoing basis.
4. Keep gates secured
 - a. Gates are secure at all times.
5. Install new stickers from the manufacturer on equipment as needed.
 - a. This has been completed.
6. Add EWF where weed barrier is exposed
 - a. This has been completed.
7. Obtain touch up paint to address corrosion and chipping paint
 - a. This has been completed.

January Amenity Use:

Gym door was opened 2,480 times.
Rear gym door was opened 107 times.
Main entry gate was opened 2,221 times.
Main pool gate was opened 204 times.
Side pool gate was opened 35 times.

February Amenity Use:

Gym door was opened 2,389 times.
Rear gym door was opened 96 times.
Main entry gate was opened 2,146 times.
Main pool gate was opened 227 times.
Side pool gate was opened 44 times.

EVENTS UPDATE:

Adult Only Trivia

Cancelled due to weather.

Mobile Escape Truck

Residents paid \$3 per person for a twenty minute game in our mobile escape room. All time slots sold out for this experience.



Slider Rider Pop Up (x2)

Slider Rider food truck was so popular we brought them back twice! Residents came out in droves and the truck sold out of food!

Chocolate and Liquor Tasting

Mr. Barrtender hosted a wine and whiskey pairing with chocolate and parmesan cheese. Sax player Pierre Kendrick was on hand for background music. Residents paid \$25pp to attend. 41 attended.

Reaction on social media:





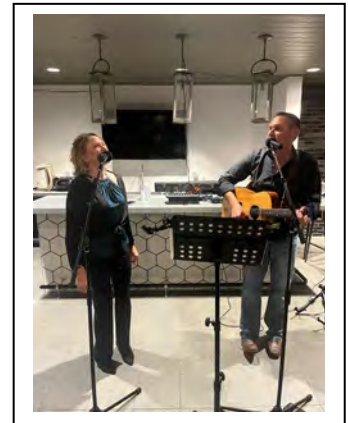
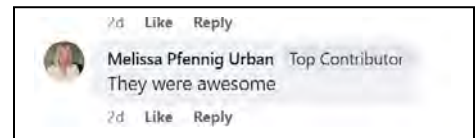
Funnel of Love

Residents enjoyed funnel cake or ice cream from Icebusters food truck on Valentine’s Day. The truck did “ok” and it should be noted those that did purchase a funnel cake thought they were “amazing.”

Valentine Food Truck Friday

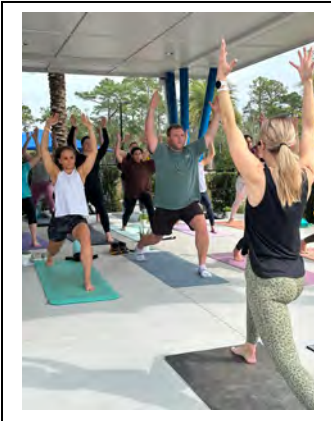
The duo Rob & Julie performed on the rooftop patio. Hollywood Subs food truck was on site for dinner. Full house on the rooftop patio.

Reaction on social media:



Grow Flow Yoga

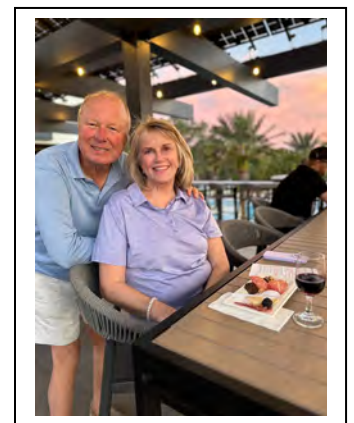
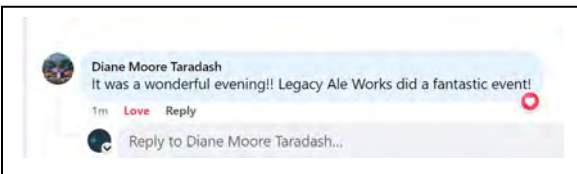
Residents participated in a yoga class hosted by YogaSix followed by a plant adoption. Plants were provided by Full of Life Plant Studio. Residents were charged \$20 for this event, after costs \$65 was able to go back to the CDD. 16 attended.



Beer and Wine Pairing

Legacy Ale Works hosted a beer and wine pairing. Residents paid \$25 pp and received a flight of wine or beer along with a personal charcuterie plate. 30 attended.

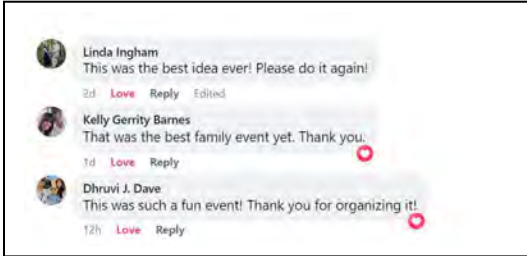
Reaction on social media:



Power Charged Movie Night

The Mini Motor Club of Jacksonville set up an obstacle course for Power Wheels cars and afterwards The Super Mario Bros movie was shown. Rosita's Latin Flavor and Sweet Treats food trucks were on site. 100 +/- attended.

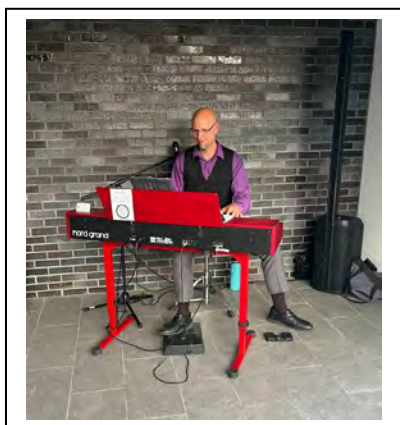
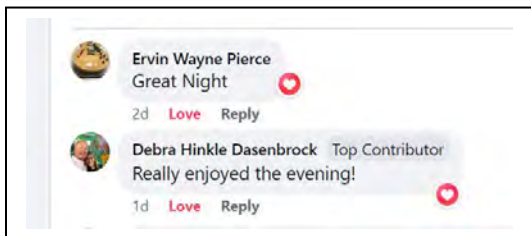
Reaction on social media:



Jeremy Wineglass: Concert Pianist

Concert pianist Jeremy Wineglass performed on the rooftop patio playing everything from classical to pop. The Lumpia Lady and Springfield Scoops food trucks were on site. 60 +/- attended.

Reaction on social media:



MARCH EVENTS: Annual Donut Run 5K, Disney Inspired Egg Hunt Experience

APRIL EVENTS: Adult Only Trivia, Whiskey & Whiskers, Garage Sale, Goat Yoga, Adult Only Comedy Night, Slider Rider Pop Up Food Truck

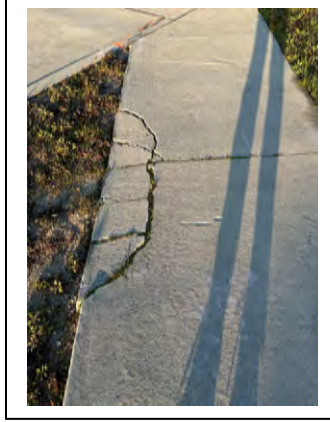
ACTION ITEMS

APEX TRAIL/GOLF CART PATH

There is broken sidewalk on Apex Trail as well as broken concrete along the golf cart path (at the intersection of Apex Trail and eTown Parkway).



APEX TRAIL SIDEWALK



APEX TRAIL SIDEWALK



APEX TRAIL SIDEWALK



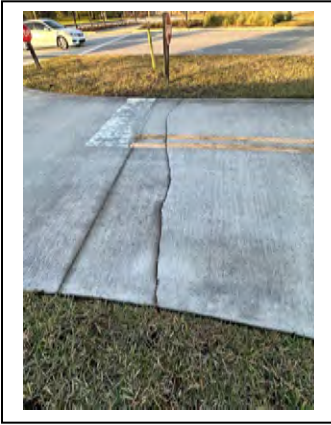
GOLF CART PATH



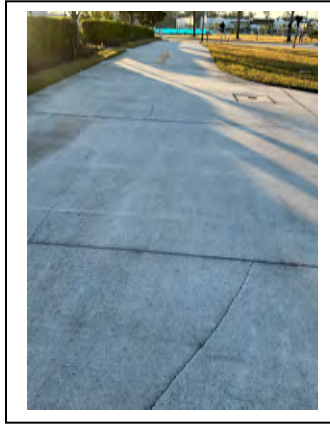
GOLF CART PATH



GOLF CART PATH



GOLF CART PATH



GOLF CART PATH



GOLF CART PATH

Four proposals were obtained. All vendors were asked to submit two different cost breakdowns: full job vs fixing in sections. Costs will differ between (full job vs fixing in sections) due to factoring costs such as dumpster requirements, concrete, labor, etc. All contractors quoted have worked on property in the past (except G&G who works in RiverTown) and are highly regarded. There were differing opinions on how to break the job up into sections which are indicative of the costs below.

Premier American Construction (PAC)

1. Full Job @ \$24,500
2. Fix sidewalk now and ONLY grind the broken concrete on the golf cart path (to alleviate any tripping hazards) with the thought to fix in October after the budget turns over. Sidewalk and grind @ \$4,200
3. Fix broken concrete on the golf cart path (in Oct) @ \$20,375
 - a. If choosing to fix the path in Oct the overall job cost will be \$24,575
 - b. This is the most cost-effective sectional split of all four contractors.
4. PAC has fixed other sections of the golf cart path in the past.

G&G Evacuation

1. Full job @ \$21,800
 - a. This is the most inexpensive cost if wanting to do the full job at once.
2. If splitting into two (concrete) pours the job cost will increase by \$4,850.
 - a. Cost breakdown: \$13,325 + \$13,325 = \$26,650

All Weather Construction

1. Sidewalk Only: \$5,625
2. Golf cart path can be done at once or broken into three sections. If breaking it up into three sections, the total cost for the job will be higher at \$48,250 vs doing the full job at once at \$38,750.
 - a. Full job @ \$38,750
 - b. Area 1 @ \$15,750
 - c. Area 2 @ \$7,000
 - d. Area 3 @ \$19,500

Capital Concrete

Capital Concrete thought dividing the job into two sections would be best and most cost effective.

1. Sidewalk and main broken section of golf cart path @ \$33,160
2. Fix golf cart path @ \$17,550

PUMP STATION

The main pump station for our sprinkler system needs repairs. This station was installed in 2016.

The pump station was installed by Hoover. Hoover is based in Orlando. Sun State contacted local vendors for the repair, however they all had to purchase parts from Hoover and could not match the repair cost from Hoover. Therefore, the only choice is to have Hoover fix the pump station since they installed it. Please see the attached quote for repair notes. Cost is: \$23,759.56

It should be noted the second (West) pump station was not installed by Hoover. It was installed by ITS.

Moving forward, it is my suggestion we have a maintenance agreement on both pump stations to help prevent such large repair costs.

Main Pump Station

Hoover Maint Agreement: \$3,468/2 visits per year

ITS Maint Agreement: \$2,640/four visits per year

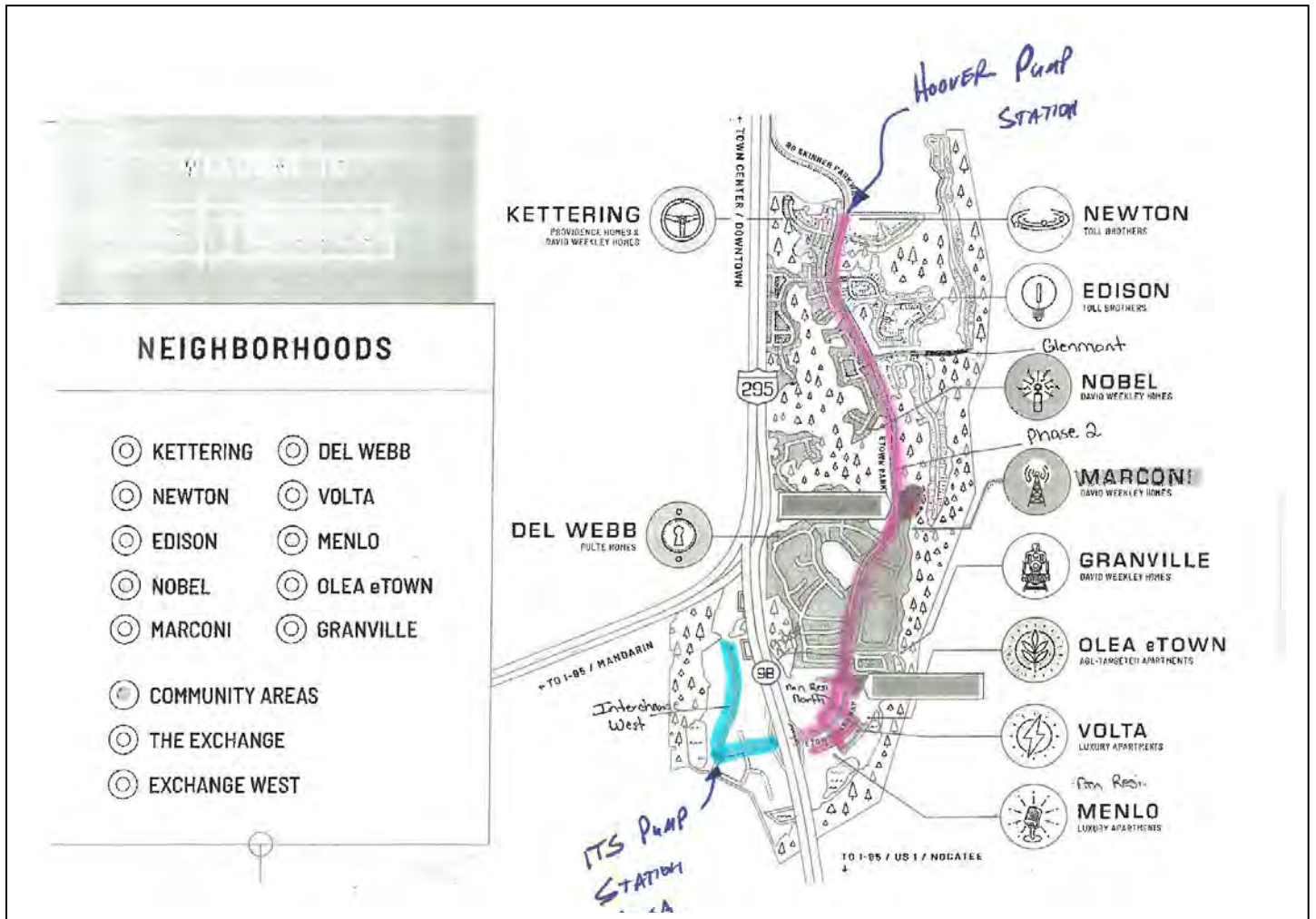
Although ITS offers a less expensive cost, with more visits per year, it will be more costly in the end with repairs since all parts have to come from Hoover. Therefore, it is my recommendation we have Hoover monitor the pump they installed.

West Pump Station

This is an ITS pump station therefore only ITS will service it (plus they are local). Cost: \$2,400/4 visits per year

Map

Map is provided by Sun State and notes what areas the pump stations service.



LANDSCAPE REPORT

1. Five yards of mulch was laid in the playground to bring it up to the required standards. Cost: \$325
2. Additional mulch was added in the large and small dog park to help combat water retention and as a base layer over the dirt in the higher elevated areas. Cost: \$4,675



LARGE DOG PARK



LARGE DOG PARK



SMALL DOG PARK



SMALL DOG PARK

CBCDD Incident Report | 2024

Date of Incident: February 7, 2024,

Time of Incident: 5:30pm

Location of Incident: Dog Park

Name of Individual: Do not have the name.

Phone Number:

CBCDD Resident: Did not get the name.

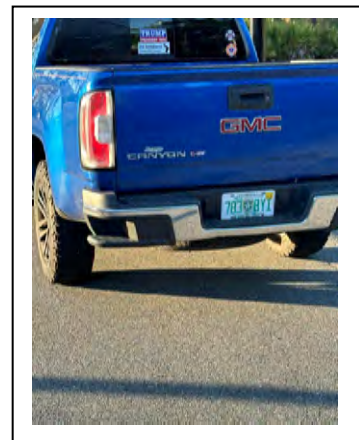
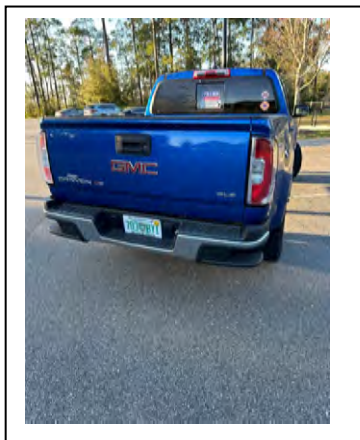
Were the police contacted? Yes

Name of witness: N/A

Work Phone Number:

Description of Incident: A resident informed the attendant on duty, Reid Abernathy, there was a man in the dog park with two German Shepard dogs that did not live in eTown and was rude to his wife. Reid reported this to Marcy Pollicino, the community manager. Marcy then spoke briefly to the resident who was in a hurry since he had his granddaughter. Marcy went to the dog park and discovered the man in question was about to leave in his truck. Marcy flagged the man down and informed him who she was and asked the man if he was a resident. The man willingly admitted he was not a resident and told Marcy he does not care—just try and stop him from coming. Marcy explained that if he comes again, she will trespass him as he is not a resident. The man said he did not care and that he can do whatever he wants. Marcy then took out her phone and snapped photos of the vehicle and license plate. The man drove off giving Marcy “the bird” out his window. Marcy then proceeded to call the non-emergency police number. A car was dispatched although the man had left. Marcy spoke to the officer upon arrival. A report was not taken. However, the police said if the man comes again to not approach him and to immediately call the non-emergency police number so they can catch him at the dog park. Marcy thanked the officer for his time.

Vehicle description:



Employee Name: Marcy Pollicino

Date: 2/7/24

PLEASE NOTE: Most written communication, regardless of the medium, to or from District employees, staff and officials are public records available to the public and media upon request.



Joseph Paul, CPSI
PlayGrow
547 Eagle Dr.
Holly Hill, FL 32117
386 795-2989

Playgrow1@yahoo.com

Playground Safety and Compliance Audit Report

Date: January 2, 2024

Site: eTown Amenity Center

Playground Area

Client: eTown Community

Date of Inspection: 12/21/23

Inspector: Joseph Paul
CPSI Certification #54140-425
4/1/2025

Purpose and Definitions

Purpose

The purpose of a playground safety inspection is to:

- Evaluate the overall condition of the playground or playgrounds at a given facility.
- Identify hazards or hazardous conditions that need to be addressed.
- Identify maintenance issues that the owner should be aware of.

Hazard Definitions

Class A or Priority 1 Hazard: Any condition of the playground that is life threatening or could cause a severe, permanent disability.

Class B or Priority 2 Hazard: Any condition of the playground that could cause a serious but non-disabling injury.

Class C or Priority 3 Hazard: Any condition of the playground that can cause a slight injury or any condition that may not cause injury but does not meet either the guidelines in the CPSC “Handbook for Public Playground Safety” or the ASTM F1487 “Standard Consumer Safety Performance Specifications for Playground equipment for Public Use.”

Maintenance: Repairs needed or recommended for improvement

Structural Stability

Depth: The surfacing under and around the playground equipment can be a major factor in determining the injury causing potential of a fall. A fall onto a shock-absorbing surface is less likely to cause a serious injury than a fall onto a hard compacted surface. Inadequate surface material is usually a CLASS A or Priority 1 Hazard depending on the surface material. The depths of surfacing material is checked by digging down to the subbase in heavy wear and low wear areas.

Use Zones

The surface under and around a piece of equipment onto which a child falling from or exiting from the equipment would be expected to land. These areas are also designed for unrestricted circulation around the equipment.

Condition Explanation

Equipment and surfacing conditions will be identified as “Good”, “Fair”, or “Poor”.

- Good – No Corrective action needed.
- Fair - Some Corrective action needed.
- Poor – Extensive Corrective action needed.

Definitions

EWf – Engineered Wood Fiber Surface

PIP – Poured in Place Rubber Surface

AT – Artificial Turf

ETown Community Playground
Overall Condition – Good
Reason – Routine Inspection

General Playground Environment – Playground Condition – Good

The structures of the improved playground are in very good condition.

Priority 1 concerns: None

Priority 2 and 3 concerns: None

General Site Conditions:

- Playground location at facility – Next to Amenity Center
- Number of footings – Multiple
- Distance from roads and parking lots – 15ft
- Fencing – Chain Link Type
- Traffic or fence hazard – potentially traffic
- Site Conditions – Multiple levels
- Drainage Problems – None noted.
- Encroachment of bush or poisonous plants – None Identified
- Bees or insects/animals noted – None Identified
- Site Amenities – Benches and small green space
- Border/Edging type – None
- Shade Structure – Yes – Covers one of the structures
- Signage – Basic Sign- Recommend adding signage/rules.
- Accessibility – yes
- Surfacing – EWF
- Playground hardware – New

Recommendations:

Maintenance

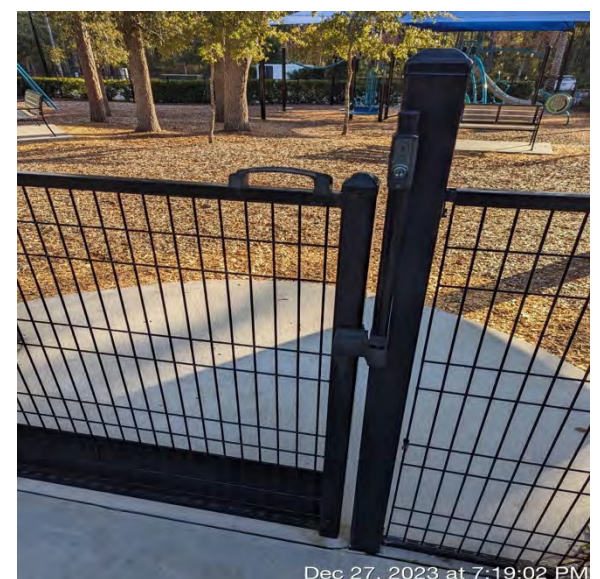
- Install EWF when needed to meet minimum standards – 6-9 inches.
- Trim Trees – keep away from equipment minimum of 7ft.
- Keep area free from trash and debris.
- Keep gates secured
- Install new stickers from manufacturer on equipment as needed
- Add EWF where weed barrier is exposed
- Obtain touch up paint to address corrosion and chipping paint

Documentation: Pictures





Dec 27, 2023 at 7:19:18 PM



Dec 27, 2023 at 7:19:02 PM





Dec 27, 2023 at 7:15:04 PM



Dec 27, 2023 at 7:14:06 PM



Dec 27, 2023 at 7:13:49 PM



Dec 27, 2023 at 7:13:45 PM



Dec 27, 2023 at 7:13:11 PM



Dec 27, 2023 at 7:13:15 PM

Respectfully Submitted

Joseph Paul, CPSI

TENTH ORDER OF BUSINESS

A.

Cypress Bluff
Community Development District

Unaudited Financial Reporting
February 29, 2024



Cypress Bluff
Community Development District
Combined Balance Sheet
February 29, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
<u>Cash:</u>				
Operating Account	\$ 508,066	\$ -	\$ -	\$ 508,066
Assessments Receivable	3,191	6,394	-	9,585
Due from Other	775	-	-	775
Due from General Fund	-	31,112	-	31,112
<u>Investments:</u>				
State Board of Administration (SBA)	370,744	-	-	370,744
<u>Series 2019</u>				
Reserve	-	362,316	-	362,316
Principal	-	710	-	710
Revenue	-	754,034	-	754,034
Interest	-	218	-	218
Prepayment	-	31	-	31
Redemption	-	21	-	21
Construction - Parcel E5	-	-	2	2
<u>Series 2020</u>				
Reserve	-	249,402	-	249,402
Principal	-	116	-	116
Revenue	-	514,574	-	514,574
Interest	-	149	-	149
Redemption	-	2	-	2
<u>Series 2020A</u>				
Reserve	-	214,203	-	214,203
Principal	-	528	-	528
Revenue	-	437,266	-	437,266
Interest	-	112	-	112
Prepayment	-	10,754	-	10,754
Redemption	-	1	-	1
<u>Series 2021</u>				
Reserve	-	57,625	-	57,625
Revenue	-	120,732	-	120,732
Construction	-	-	5,363	5,363
Prepaid Expenses	2,278	-	-	2,278
Total Assets	\$ 885,054	\$ 2,760,300	\$ 5,364	\$ 3,650,718
Liabilities:				
Accounts Payable	\$ 1,303	\$ -	\$ -	\$ 1,303
Due to Debt Service 2019	14,668	-	-	14,668
Due to Debt Service 2020	7,462	-	-	7,462
Due to Debt Service 2020A	8,530	-	-	8,530
Due to Debt Service 2021	453	-	-	453
Total Liabilities	\$ 32,416	\$ -	\$ -	\$ 32,416
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ 2,278	\$ -	\$ -	\$ 2,278
Restricted for:				
Debt Service - Series	-	2,760,300	-	2,760,300
Capital Project - Series	-	-	5,364	5,364
Assigned for:				
Unassigned	850,360	-	-	850,360
Total Fund Balances	\$ 852,639	\$ 2,760,300	\$ 5,364	\$ 3,618,302
Total Liabilities & Fund Balance	\$ 885,054	\$ 2,760,300	\$ 5,364	\$ 3,650,718

Cypress Bluff
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 769,227	\$ 754,999	\$ 754,999	\$ -
Special Assessments - Direct Bill	141,000	141,000	141,000	-
Interest Income	5,000	2,083	2,879	795
Other Income	20,000	8,333	8,574	241
Total Revenues	\$ 935,227	\$ 906,416	\$ 907,452	\$ 1,036
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 5,000	\$ 3,000	\$ 2,000
FICA Expense	918	383	199	184
Engineering	5,000	2,083	-	2,083
Arbitrage	2,400	1,000	600	400
Dissemination Agent	7,160	2,983	3,183	(200)
Attorney	15,000	6,250	2,408	3,842
Annual Audit	6,600	2,750	-	2,750
Assessment Roll	10,600	10,600	10,600	-
Trustee Fees	20,000	17,333	17,333	-
Management Fees	52,088	21,704	21,703	0
Information Technology	2,650	1,104	1,104	0
Website Maintenance	1,325	552	552	(0)
Telephone	500	208	10	198
Postage	1,500	625	565	60
Printing & Binding	2,500	1,042	713	329
Insurance	6,586	6,586	6,197	389
Legal Advertising	2,500	1,042	400	642
Other Current Charges	1,000	417	-	417
Office Supplies	600	250	73	177
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 151,102	\$ 82,087	\$ 68,816	\$ 13,271
<u>Operations & Maintenance</u>				
Ground Maintenance				
Pond Maintenance (Water Quality)	\$ 1,500	\$ 625	\$ 500	\$ 125
Landscape Maintenance	410,604	171,085	168,995	2,090
Landscape Contingency	13,000	5,417	6,100	(683)
Pump Maintenance	3,550	1,479	-	1,479
Water & Sewer	35,000	14,583	10,087	4,496
Irrigation Repairs	7,500	3,125	4,155	(1,030)
Pest Control	2,400	1,000	936	64
Environmental Permit/Monitoring	20,000	8,333	1,725	6,608
Other Repairs and Maintenance	3,000	1,250	1,960	(710)
Subtotal Ground Maintenance	\$ 496,554	\$ 206,898	\$ 194,458	\$ 12,439

Cypress Bluff

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Amenity Center				
Insurance	\$ 53,294	\$ 53,294	\$ 53,555	\$ (261)
Amenity Manager	109,505	45,627	52,134	(6,507)
Pool Maintenance	9,875	4,115	4,115	(0)
Pool Chemicals	13,875	5,781	5,781	-
Facility Attendant	72,352	30,147	30,147	(0)
Janitorial Services	10,828	4,512	4,512	0
Refuse	1,800	750	775	(25)
Security and Gate Maintenance	5,500	2,292	4,825	(2,533)
Facility Maintenance	20,765	8,652	8,652	(0)
Elevator Maintenance	5,000	2,083	-	2,083
Electric	30,000	12,500	10,277	2,223
Cable and Internet	12,000	5,000	5,086	(86)
Licenses and Permits	1,000	417	-	417
Repairs & Maintenance	33,000	13,750	11,690	2,060
Special Events	32,000	13,333	11,014	2,320
Holiday Decorations	1,500	625	705	(80)
Fitness Center R&M	10,000	4,167	6,698	(2,532)
Fitness Equipment Rentals	25,368	10,570	10,570	-
Reserve for Amenities	20,000	8,333	-	8,333
Mobile Application	9,000	3,750	3,000	750
Other Current Charges	3,000	1,250	-	1,250
Subtotal Amenity Center	\$ 479,662	\$ 230,947	\$ 223,536	\$ 7,411
Total Operations & Maintenance	\$ 976,216	\$ 437,845	\$ 417,994	\$ 19,851
Total Expenditures	\$ 1,127,318	\$ 519,931	\$ 486,810	\$ 33,122
Excess (Deficiency) of Revenues over Expenditures	\$ (192,092)	\$ 386,484	\$ 420,642	\$ 34,158
Net Change in Fund Balance	\$ (192,092)	\$ 386,484	\$ 420,642	\$ 34,158
Fund Balance - Beginning	\$ 192,092		\$ 431,997	
Fund Balance - Ending	\$ -		\$ 852,639	

Cypress Bluff
Community Development District
Debt Service Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 727,221	\$ 712,492	\$ 712,492	\$ -
Interest Income	5,000	5,000	14,278	9,278
Total Revenues	\$ 732,221	\$ 717,492	\$ 726,770	\$ 9,278
Expenditures:				
Interest - 11/1	\$ 251,114	\$ 251,114	\$ 251,114	\$ -
Principal Prepayment - 11/1	-	-	15,000	(15,000)
Interest - 5/1	251,114	-	-	-
Principal - 5/1	225,000	-	-	-
Total Expenditures	\$ 727,229	\$ 251,114	\$ 266,114	\$ (15,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 4,992	\$ 466,378	\$ 460,656	\$ (5,722)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 4,992	\$ 466,378	\$ 460,656	\$ (5,722)
Fund Balance - Beginning	\$ 300,578		\$ 674,352	
Fund Balance - Ending	\$ 305,570		\$ 1,135,008	

Cypress Bluff

Community Development District

Debt Service Fund Series 2020

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 369,056	\$ 363,199	\$ 363,199	\$ -
Special Assessments - Direct Bill	125,544	125,544	125,544	-
Interest Income	5,000	5,000	10,679	5,679
Total Revenues	\$ 499,600	\$ 493,743	\$ 499,422	\$ 5,679
Expenditures:				
Interest - 11/1	\$ 177,076	\$ 177,076	\$ 177,076	\$ -
Interest - 5/1	174,346	-	-	-
Principal - 11/1	140,000	140,000	140,000	-
Total Expenditures	\$ 491,423	\$ 317,076	\$ 317,076	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 8,178	\$ 176,667	\$ 182,346	\$ 5,679
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 8,178	\$ 176,667	\$ 182,346	\$ 5,679
Fund Balance - Beginning	\$ 339,141		\$ 590,894	
Fund Balance - Ending	\$ 347,319		\$ 773,240	

Cypress Bluff

Community Development District

Debt Service Fund Series 2020A

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 422,539	\$ 415,174	\$ 415,174	\$ -
Special Assessments - Prepayments	-	-	10,914	10,914
Interest Income	5,000	5,000	8,311	3,311
Total Revenues	\$ 427,539	\$ 420,174	\$ 434,398	\$ 14,225
Expenditures:				
Interest - 11/1	\$ 129,439	\$ 129,439	\$ 129,439	\$ -
Principal Prepayment - 11/1	-	-	15,000	(15,000)
Interest - 5/1	129,439	-	-	-
Principal - 5/1	165,000	-	-	-
Total Expenditures	\$ 423,879	\$ 129,439	\$ 144,439	\$ (15,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 3,660	\$ 290,734	\$ 289,959	\$ (775)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 3,660	\$ 290,734	\$ 289,959	\$ (775)
Fund Balance - Beginning	\$ 165,825		\$ 383,190	
Fund Balance - Ending	\$ 169,485		\$ 673,148	

Cypress Bluff
Community Development District
Debt Service Fund Series 2021
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 29, 2024

	Adopted Budget	Prorated Budget Thru 02/29/24	Actual Thru 02/29/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 22,411	\$ 22,056	\$ 22,056	\$ -
Special Assessments - Direct Bill	92,839	92,839	92,839	-
Interest Income	100	100	697	597
Total Revenues	\$ 115,350	\$ 114,994	\$ 115,591	\$ 597
Expenditures:				
Interest - 11/1	\$ 34,361	\$ 34,361	\$ 34,361	\$ -
Interest - 5/1	34,361	-	-	-
Principal - 5/1	45,000	-	-	-
Total Expenditures	\$ 113,721	\$ 34,361	\$ 34,361	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 1,629	\$ 80,634	\$ 81,230	\$ 597
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 1,629	\$ 80,634	\$ 81,230	\$ 597
Fund Balance - Beginning	\$ 40,049		\$ 97,674	
Fund Balance - Ending	\$ 41,677		\$ 178,904	

Cypress Bluff
Community Development District
Statement of Revenues and Expenditures

Capital Projects Funds

For The Period Ending February 29, 2024

Description	SE 2019	SE 2021
Revenues		
<i>Interest Income:</i>		
Construction	\$ 2	\$ -
Transfer In	-	-
Total Revenues	\$ 2	\$ -
Expenses		
Capital Outlay	-	-
Cost of Issuance	-	-
Transfer Out	-	-
Total Expenditures	\$ -	\$ -
Excess Revenues (Expenditures)	\$ 2	\$ -
Beginning Fund Balance	\$ -	\$ 5,363
Ending Fund Balance	\$ 2	\$ 5,363

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	\$ 362,316
Reserve Fund Balance	362,316
Bonds outstanding - 9/30/2018	\$ 11,565,000
Less: Principal Payment - 5/1/19	(330,000)
Less: Principal Payment - 5/1/20	(195,000)
Less: Principal Prepayment - 11/1/20	(15,000)
Less: Principal Prepayment - 2/1/21	(20,000)
Less: Principal Payment - 5/1/21	(200,000)
Less: Principal Prepayment - 5/1/21	(15,000)
Less: Principal Prepayment - 8/1/21	(10,000)
Less: Principal Prepayment - 11/1/21	(15,000)
Less: Principal Prepayment - 2/1/22	(5,000)
Less: Principal Payment - 5/1/22	(210,000)
Less: Principal Prepayment - 5/1/22	(35,000)
Less: Principal Prepayment - 11/1/22	(10,000)
Less: Principal Payment - 5/1/23	(215,000)
Less: Principal Prepayment - 11/1/23	(15,000)
Current Bonds Outstanding	\$ 10,275,000

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	\$ 249,402
Reserve Fund Balance	249,402
Bonds outstanding - 4/15/2020	\$ 7,705,000
Less: Principal Payment - 11/1/21	(290,000)
Less: Principal Payment - 11/1/21	(130,000)
Less: Principal Payment - 11/1/22	(135,000)
Less: Principal Payment - 11/1/23	(140,000)
Current Bonds Outstanding	\$ 7,010,000

Series 2020A, Special Assessment Bonds (Del Webb Project)	
Interest Rate:	2.7% - 3.8%
Maturity Date:	5/1/2050
Reserve Fund Definition	50% Max Annual Debt
Reserve Fund Requirement	\$ 214,203
Reserve Fund Balance	214,203
Bonds outstanding - 9/11/2020	\$ 7,675,000
Less: Principal Payment - 5/1/21	(150,000)
Less: Principal Prepayment - 2/1/22	(10,000)
Less: Principal Payment - 5/1/22	(155,000)
Less: Principal Prepayment - 11/1/22	(15,000)
Less: Principal Payment - 5/1/23	(160,000)
Less: Principal Prepayment - 11/1/23	(15,000)
Current Bonds Outstanding	\$ 7,170,000

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
Reserve Fund Balance	57,625
Bonds outstanding - 11/1/2021	\$ 2,045,000
Less: Principal Payment - 5/1/22	(40,000)
Less: Principal Payment - 5/1/23	(45,000)
Current Bonds Outstanding	\$ 1,960,000

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Cypress Bluff

Community Development District

Check Run Summary January 31, 2024

Fund	Date	Check No.	Amount
Payroll	1/24/24	50221-50225	\$ 923.50
		Subtotal	<u>\$ 923.50</u>
General Fund			
	1/19/24	1080-1122	\$ 440,315.94
	1/26/24	1123-1129	8,199.76
		Subtotal	<u>\$ 448,515.70</u>
Total			<u>\$ 449,439.20</u>

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50221	3	CHRIS PRICE	184.70	1/24/2024
50222	5	JOHN L HOLMES III	184.70	1/24/2024
50223	2	JOHN S HEWINS JR	184.70	1/24/2024
50224	1	RICHARD T RAY	184.70	1/24/2024
50225	6	WILLIAM J CELLAR	184.70	1/24/2024
TOTAL FOR REGISTER			923.50	

CYBL CYPRESS BLUFF DLAUGHLIN

Attendance Sheet

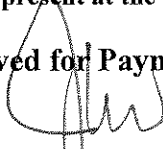
District Name: Cypress Bluff CDD

Board Meeting Date: January 23, 2024 Meeting

	Name	In Attendance	Fee
1	Richard Ray <i>Chairperson</i>	<input checked="" type="checkbox"/>	YES-\$200
2	John Hewins <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
3	John Holmes <i>Vice Chairman</i>	<input checked="" type="checkbox"/>	YES - \$200
4	William Cellar <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
5	Chris Price <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:



District Manager Signature

1/23/2024
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/19/24	00120	1/04/24	2024-537	202401	320-57200-46000			ALDRIDGE & SONS PLUMBING	*	248.00		
			FIXING SENSOR LIGHTS									
		1/04/24	2024-537	202401	320-57200-46000			ALDRIDGE & SONS PLUMBING	*	407.50		
			RPLC SLOAN SENSOR								655.50	001080
1/19/24	00120	1/04/24	2024-539	202401	320-57200-46000			ALDRIDGE & SONS PLUMBING	*	223.00		
			RPLC GYM COOLER FILTER								223.00	001081
1/19/24	00120	12/13/23	2023-531	202312	320-57200-46000			ALDRIDGE & SONS PLUMBING	*	397.00		
			RPLC ELKAY FILLER GASKET								397.00	001082
1/19/24	00120	12/15/23	2023-536	202312	320-57200-46000			ALDRIDGE & SONS PLUMBING	*	223.00		
			RPLC WATER COOLER FILTER								223.00	001083
1/19/24	00138	1/08/24	8216S	202401	320-57200-46000			BRAD'S GLASS COMPANY INC	*	720.00		
			WET SEAL WINDOW PERIMETER								720.00	001084
1/19/24	00081	1/05/24	138816	202401	320-57200-47200			CLEAR WATERS, INC	*	100.00		
			JAN LAKE MAINT POND 1								100.00	001085
1/19/24	00081	12/05/23	137961	202312	320-57200-47200			CLEAR WATERS, INC	*	100.00		
			DEC LAKE MAINT POND 1								100.00	001086
1/19/24	00042	12/22/23	43237	202312	320-57200-46700			DYNAMIC SECURITY PROFESSIONALS, INC.	*	180.00		
			1ST QTR FIRE ALARM MONIT								180.00	001087
1/19/24	00018	1/02/24	299-8868	202401	320-57200-46000			FAST SIGNS #171701	*	1,072.77		
			BANNER INSTALLATION								1,072.77	001088
1/19/24	00005	1/01/24	83	202401	310-51300-34000				*	4,340.67		
			JAN MANAGEMENT FEES									
		1/01/24	83	202401	310-51300-52100				*	110.42		
			JAN WEBSITE ADMIN									
		1/01/24	83	202401	310-51300-35200				*	220.83		
			JAN INFO TECH									
		1/01/24	83	202401	310-51300-31300				*	596.67		
			JAN DISSEM AGENT SRVCS									

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
1/01/24	83	202401	310-51300-51000						OFFICE SUPPLIES	*	17.83		
1/01/24	83	202401	310-51300-42000						POSTAGE	*	174.49		
1/01/24	83	202401	310-51300-42500						COPIES	*	187.05		
1/01/24	83	202401	320-57200-47300						PEOPLEVINE-AMEX CHARGE	*	750.00		
GOVERNMENTAL MANAGEMENT SERVICES												6,397.96	001089
1/19/24	00128	12/04/23	3102	202312	320-57200-46010				PRESSURE WASHING	*	1,210.36		
HYDRO-KLEEN PRESSURE WASHING INC												1,210.36	001090
1/19/24	00002	1/11/24	24-00168	202401	310-51300-48000				NTC OF BOS MTG 1/11	*	99.88		
JACKSONVILLE DAILY RECORD												99.88	001091
1/19/24	00129	1/12/24	01122024	202401	320-57200-49400				6/24 DEPOSIT GEN TEIR 1	*	50.00		
JACKSONVILLE ZOOLOGICAL SOCIETY INC												50.00	001092
1/19/24	00098	12/18/23	4806	202312	320-57200-46000				RPLC BREAKER & FIRE ALARM	*	970.00		
KAD ELECTRIC COMPANY												970.00	001093
1/19/24	00095	12/28/23	3329121	202311	310-51300-31500				NOV GENERAL COUNSEL	*	301.50		
KUTAK ROCK LLP												301.50	001094
1/19/24	00118	1/16/24	180	202401	320-57200-49400				SOLO SAX W/BACKING TRACKS	*	300.00		
PIERRE MAURICE KENDRICK DBA												300.00	001095
1/19/24	00139	1/16/24	INV0297	202401	320-57200-46010				PLAYGROUND INSPECTION	*	750.00		
PLAYGROW												750.00	001096
1/19/24	00012	12/13/23	12582	202311	320-57200-46400				NOV IRR RPR INSPECT PH2	*	75.76		
SUN STATE NURSERY												75.76	001097
1/19/24	00012	12/13/23	12583	202311	320-57200-46400				NOV IRRIG RPR INSPECTION	*	84.79		
SUN STATE NURSERY												84.79	001098

CYBL CYPRESS BLUFF OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/19/24	00012	1/01/24 12746	202401 320-57200-46100		JAN LANDSCAPE MAINT E & W SUN STATE NURSERY	*	6,720.00	6,720.00 001099
1/19/24	00012	1/01/24 12749	202401 320-57200-46100		JAN LANDSCAPE MAINT PH1 SUN STATE NURSERY	*	6,027.00	6,027.00 001100
1/19/24	00012	1/01/24 12750	202401 320-57200-46100		JAN LANDSCAPE MAINT PH2 SUN STATE NURSERY	*	14,210.00	14,210.00 001101
1/19/24	00012	1/01/24 12751	202401 320-57200-46100		JAN LANDSCAPE MAINTENANCE SUN STATE NURSERY	*	3,320.00	3,320.00 001102
1/19/24	00012	1/01/24 12778	202401 320-57200-46100		JAN LANDSCAPE MAINT APEX SUN STATE NURSERY	*	1,600.00	1,600.00 001103
1/19/24	00012	1/01/24 12779	202401 320-57200-46100		JAN LANDSCAPE MAINT GLENM SUN STATE NURSERY	*	2,200.00	2,200.00 001104
1/19/24	00012	12/13/23 12577	202312 320-57200-46110		MULCH AT DOG PARK SUN STATE NURSERY	*	1,100.00	1,100.00 001105
1/19/24	00012	12/13/23 12581	202311 320-57200-46400		NOV IRR RPR INSPECT E & W SUN STATE NURSERY	*	75.76	75.76 001106
1/19/24	00012	12/28/23 12733	202312 320-57200-46400		DEC IRRIG RPR INSPECTION SUN STATE NURSERY	*	77.04	77.04 001107
1/19/24	00012	12/28/23 12736	202312 320-57200-46400		DEC IRR RPR INSPECT PH1 SUN STATE NURSERY	*	421.13	421.13 001108
1/19/24	00012	12/28/23 12737	202312 320-57200-46400		DEC IRR RPR INSPECT PH2 SUN STATE NURSERY	*	582.65	582.65 001109
1/19/24	00013	1/14/24 01142024	202401 300-20700-10000		FY24 DEBT ASSESS SE2019 THE BANK OF NEW YORK MELLON	*	173,289.46	173,289.46 001110

CYBL CYPRESS BLUFF OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/19/24	00013	1/14/24	01142024	202401	300	20700	10030		THE BANK OF NEW YORK MELLON	*	5,364.26	5,364.26	001111
			FY24 DEBT ASSESS SE2021										
1/19/24	00013	1/14/24	01142024	202401	300	20700	10010		THE BANK OF NEW YORK MELLON	*	88,335.77	88,335.77	001112
			FY24 DEBT ASSESS SE2020										
1/19/24	00013	1/14/24	01142024	202401	300	20700	10020		THE BANK OF NEW YORK MELLON	*	100,976.88	100,976.88	001113
			FY24 DEBT ASSESS SE2020A										
1/19/24	00055	11/27/23	61807578	202311	320	57200	47000		TURNER PEST CONTROL LLC	*	132.00	132.00	001114
			NOV PEST CONTROL										
1/19/24	00055	12/22/23	61818167	202312	320	57200	47000		TURNER PEST CONTROL LLC	*	132.00	132.00	001115
			DEC PEST CONTROL										
1/19/24	00104	12/26/23	23-01372	202312	320	57200	46000		VAK PAK, INC	*	350.00	350.00	001116
			QUARTERLY PM INSPECTION										
1/19/24	00037	1/01/24	415973	202401	320	57200	45000		VESTA PROPERTY SERVICES, INC.	*	10,426.86	10,426.86	001117
			JAN AMENITY MANAGER										
		1/01/24	415973	202401	320	57200	45100		VESTA PROPERTY SERVICES, INC.	*	6,029.36	6,029.36	001118
			JAN FACILITY ATTENDANT										
		1/01/24	415973	202401	320	57200	46800		VESTA PROPERTY SERVICES, INC.	*	822.95	822.95	001119
			JAN POOL MAINTENANCE										
		1/01/24	415973	202401	320	57200	46200		VESTA PROPERTY SERVICES, INC.	*	902.33	902.33	001120
			JAN JANITORIAL										
		1/01/24	415973	202401	320	57200	46600		VESTA PROPERTY SERVICES, INC.	*	1,730.45	1,730.45	001121
			JAN MAINTENANCE										
		1/01/24	415973	202401	320	57200	46810		VESTA PROPERTY SERVICES, INC.	*	1,156.25	1,156.25	001122
			JAN POOL CHEMICALS										
1/19/24	00062	1/09/24	24371921	202401	320	57200	46500		W.B. MASON CO., INC.	*	70.53	70.53	001118
			JANITORIAL SUPPLIES										
1/19/24	00062	12/04/23	24296581	202312	320	57200	46500		W.B. MASON CO., INC.	*	154.32	154.32	001119
			JANITORIAL SUPPLIES										

CYBL CYPRESS BLUFF OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/19/24	00062	12/06/23 24305227	202312 320-57200-46500	JANITORIAL SUPPLIES W.B. MASON CO., INC.	*	73.08	73.08 001120
1/19/24	00062	12/15/23 24327727	202312 320-57200-46500	JANITORIAL SUPPLIES W.B. MASON CO., INC.	*	8.99	8.99 001121
1/19/24	00066	1/05/24 16178	202401 330-57200-46500	DISINFECTANT WIPES CASE WIPES LLC	*	115.35	115.35 001122
1/26/24	00125	10/05/23 TK09347	202310 320-57200-45600	WETLAND CREATION MONITOR ENVIRONMENTAL SERVICES INC	*	1,725.00	1,725.00 001123
1/26/24	00018	1/17/24 299-8899	202401 320-57200-46000	RPLC CAPS BLVD BANNERS FAST SIGNS #171701	*	442.53	442.53 001124
1/26/24	00131	3/01/23 3265	202310 320-57200-46000	LAST ROOFTOP PATIO STAIRS DUSTIN MACPEEK DBA INVESTMENT	*	850.00	850.00 001125
1/26/24	00012	1/24/24 12961	202401 320-57200-46110	MULCH AT DOG PARK SUN STATE NURSERY	*	4,675.00	4,675.00 001126
1/26/24	00055	1/11/24 61856899	202401 320-57200-47000	JAN FIRE ANT CONTROL TURNER PEST CONTROL LLC	*	135.96	135.96 001127
1/26/24	00055	1/17/24 61856899	202401 320-57200-47000	JAN PEST CONTROL TURNER PEST CONTROL LLC	*	135.96	135.96 001128
1/26/24	00062	1/22/24 24401891	202401 320-57200-46500	JANITORIAL SUPPLIES W.B. MASON CO., INC.	*	235.31	235.31 001129
TOTAL FOR BANK A						448,515.70	
TOTAL FOR REGISTER						448,515.70	



Invoice

CFC #1426235

PO Box 600921 * Jacksonville, FL 32260

Phone: 904-287-3855 * Fax 904-268-3230

Date	Invoice #
1/4/2024	2024-53782

Bill To
Cypress Bluff CDD 475 West Town Place St Augustine, FL

Job Location
eTown 10571 eTown Parkway Jacksonville, FL 32256

Description	Amount
<p>DOS: 12/8/23 Ticket: Water fountain inside gym blinking red. Water fountain outside of restroom blinking yellow. Also no water coming out of restroom sink Called out for a sensor faucet not dispensing water in the gym. We changed the batteries to no avail. We called Tech Support who instructed us to change the sensor. He also walked us through how to test the solenoid via the Sloan connect app. We're happy to report no issues with the solenoid. We'll be in touch regarding the sensor</p>	248.00
<p>DOS: 12/29/23 Ticket: return with Sloan sensor for gym faucet Returned for the gym faucet. I replaced the sensor only for the solenoid to allow water to leak by. I cleaned the unit and re-installed. I also changed the batteries as they were at only 63%. I'm happy to report no issues at this time</p>	407.50

RECEIVED
JAN 04 2024
BY: _____

Technician	ZD	Thank you for your business, Dawn	Total	\$655.50
------------	----	-----------------------------------	--------------	----------

All invoices are due upon receipt. If not paid in full within 30 days thereafter, then interest will accrue on the unpaid portion at 18% per annum and you agree to reimburse costs and attorneys' fees, incurred in the collection of the unpaid portion.



Invoice

CFC #1426235

PO Box 600921 * Jacksonville, FL 32260

Phone: 904-287-3855 * Fax 904-268-3230

Date	Invoice #
1/4/2024	2024-53977

Bill To
Cypress Bluff CDD 475 West Town Place St Augustine, FL

Job Location
eTown 10571 eTown Parkway Jacksonville, FL 32256

Description	Amount
<p>DOS: 12/29/23 Ticket: Gym water fountain filter light red again Called out for the gym water cooler once again having a blinking red light. I reset the unit to cure the issue. I spoke with Marcy who requested a quote to replace it due to the current units history of issues</p> <p style="text-align: center;">RECEIVED JAN 04 2024 BY: _____</p>	223.00

Technician	ZD	Thank you for your business, Dawn	Total	\$223.00
------------	----	-----------------------------------	--------------	----------

All invoices are due upon receipt. If not paid in full within 30 days thereafter, then interest will accrue on the unpaid portion at 18% per annum and you agree to reimburse costs and attorneys' fees, incurred in the collection of the unpaid portion.



Invoice

CFC #1426235

PO Box 600921 * Jacksonville, FL 32260

Phone: 904-287-3855 * Fax 904-268-3230

Date	Invoice #
12/13/2023	2023-53137

Bill To
Cypress Bluff CDD 475 West Town Place St Augustine, FL

Job Location

Description	Amount
DOS10/13/23	0.00
Need to get approval for the water bottler filler gasket NO CHARGE	0.00
DOS 11/14/23	
Replaced the ELKAY water bottler filler gasket - no further issues	397.00

RECEIVED
 DEC 14 2023
 BY: _____

Technician	ZD	Thank you for your business. LR	Total	\$397.00
------------	----	------------------------------------	--------------	----------

All invoices are due upon receipt. If not paid in full within 30 days thereafter, then interest will accrue on the unpaid portion at 18% per annum and you agree to reimburse costs and attorneys' fees, incurred in the collection of the unpaid portion.



Invoice

CFC #1426235

PO Box 600921 * Jacksonville, FL 32260

Phone: 904-287-3855 * Fax 904-268-3230

Date	Invoice #
12/15/2023	2023-53677

Bill To
Cypress Bluff CDD 475 West Town Place St Augustine, FL

Job Location
eTown 10571 eTown Parkway Jacksonville, FL 32256

Description	Amount
<p>DOS: 12/8/23 Ticket: Outside fountain is on yellow for filter Called out for a filter change out at the outside water cooler. After finding the first replacement to be faulty, we swapped it again and are happy to report no issues at this time</p> <p style="text-align: center;">RECEIVED DEC 15 2023 BY: _____</p>	223.00

Technician	ZD	Thank you for your business, Dawn	Total	\$223.00
------------	----	-----------------------------------	--------------	----------

All invoices are due upon receipt. If not paid in full within 30 days thereafter, then interest will accrue on the unpaid portion at 18% per annum and you agree to reimburse costs and attorneys' fees, incurred in the collection of the unpaid portion.

Brad's Glass Company, Inc
 10330 Chedoak Ct. Bldg 300
 Jacksonville, FL 32218

LICENSE CGG 131151025

Invoice

Date	Invoice #
1/8/2024	8216 S

Bill To

CYPRESS BLUFF CDD
 10571 ETOWN PARKWAY
 JACKSONVILLE, FL 32256

Ship To

RECHARGE ETOWN
 10571 ETOWN PARKWAY
 JACKSONVILLE, FL 32256

Customer ID	P.O. Number	Terms	Due Date	Rep
		Net due in 30 days	2/7/2024	DS

Quantity	Description	Price Each	Amount
1	WET SEAL WINDOW PERIMETER	720.00	720.00

RECEIVED
 JAN 08 2024
 BY: _____

		Subtotal	\$720.00
		Sales Tax (7.5%)	\$0.00
		Payments/Credits	\$0.00
Phone #	904-765-5558	Balance Due	\$720.00

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

Invoice

DATE	INVOICE #
1/5/2024	138816

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

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

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1	100.00	100.00

RECEIVED
JAN 05 2024
BY: _____

Thank you for your business.	Clearwaterslakemgmt.com	Total	\$100.00
------------------------------	-------------------------	--------------	----------

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

Invoice

DATE	INVOICE #
12/5/2023	137961

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

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

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1	100.00	100.00

RECEIVED
 DEC 05 2023
 BY: _____

Total	\$100.00
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Thank you for your business.

Clearwaterslakemgmt.com

Dynamic Security Professionals, Inc.

P.O. Box 23861
 Jacksonville, FL 32241
 EF0001108

Invoice

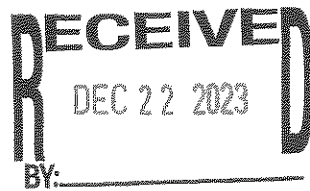
Date	Invoice #
12/22/2023	43237

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

Location
ETown Amenity Center 10571 ETown Parkway Jacksonville, Florida 32256

P.O. No.	Terms
	Due on receipt

Item	Quantity	Description	Rate	Amount
Quarterly Monitor...	3	Quarterly Monitoring of Fire Alarm System Via Starlink Cellular for 1st Quarter	60.00	180.00



Thank you for your business.	Sales Tax (7.5%)	\$0.00
	Total	\$180.00
	Payments/Credits	\$0.00

fastsigns.com/299

Completed Date: 1/2/2024

Payment Terms: Net 30

Payment Due Date: 2/1/2024

Created Date: 12/18/2023

DESCRIPTION: BLVD Banners and Maintenance

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

Installed: Cypress Bluff Community Development
eTown
QR Code
jax, FL 32256
US

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

Salesperson: Kim Brown
Entered By: Kim Brown

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Boulevard Banners	3	\$202.59	\$0.00	\$607.77
1.1	Premium Banner - Sew 4 Sides With Pole Pockets Top and Bottom (BOULEVARD BANNERS) Part Qty: 1 Width: 18.00" Height: 60.00" Sides: 2				
2	Installation and Maintenance	1	\$465.00	\$0.00	\$465.00
2.1	IN HOUSE INSTALLATION - Part Qty: 1				

RECEIVED
JAN 03 2024
BY: _____

Subtotal:	\$1,072.77
Taxable Amount:	\$0.00
Taxes:	\$0.00
Grand Total:	\$1,072.77
Amount Paid:	\$0.00
BALANCE DUE:	\$1,072.77

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

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 83
Invoice Date: 1/1/24
Due Date: 1/1/24
Case:
P.O. Number:

Bill To:

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

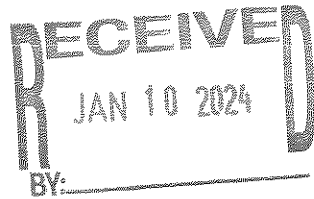
Description	Hours/Qty	Rate	Amount
Management Fees - January 2024		4,340.67	4,340.67
Website Administration - January 2024		110.42	110.42
Information Technology - January 2024		220.83	220.83
Dissemination Agent Services - January 2024		596.67	596.67
Office Supplies		17.83	17.83
Postage		174.49	174.49
Copies		187.05	187.05
People Vine - AMEX Charge November 2023		750.00	750.00

RECEIVED
JAN 03 2024
BY: _____

Total \$6,397.96

Payments/Credits \$0.00

Balance Due \$6,397.96



INVOICE #3102

ISSUED:
Dec 04, 2023

DUE:
Jan 03, 2024

RECIPIENT:

Cypress Bluff CDD
10571 eTown Parkway
JACKSONVILLE, FL 32256

11318 Distribution Avenue West
Suite 3
Jacksonville, Florida 32256

Phone: (904) 329-5279
Email: info@HydroKleenPW.com
Website: <https://HydroKleenPW.com>

SERVICE ADDRESS:

10571 eTown Parkway
JACKSONVILLE, FL 32256

For Services Rendered

Product/Service	Description	Qty.	Unit Price	Total
Dec 04, 2023				
FLATWORK	Touch up sidewalks near entrance to Recharge, by Recharge sign, and pad/entryway to dog park. Scope per walk through.	2096	\$0.16	\$335.36
Pressure Wash	Recharge sign and E town signs	4	\$100.00	\$400.00
Pressure Wash	Clean white knee walls at entrance inside and out and knee walls inside fenced in area at Recharge building.	1	\$150.00	\$150.00
Pressure Wash	Clean louvers over gym windows on each side of building	1	\$75.00	\$75.00
FLATWORK	Clean tile floor in balcony area	1	\$125.00	\$125.00
WINDOWS - SPOT FREE	REVERSE OSMOSIS MACHINE CLEANED FOR SPOT-FREE FINISH ON GYM WINDOWS	25	\$5.00	\$125.00

Total **\$1,210.36**

Thank you for your business, and be sure to schedule your recurring appointment for the best appointment times.

Please contact us with any questions regarding this invoice.

Pay Now

**NOTICE OF MEETING
OF THE BOARD OF
SUPERVISORS
CYPRESS BLUFF
COMMUNITY**

DEVELOPMENT DISTRICT

Notice is hereby given that the Cypress Bluff Community Development District ("District") will hold a regular meeting ("Meeting") of the Board of Supervisors ("Board") on Tuesday, January 23, 2024 at 1:30 p.m. at the Town Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256, where the Board may consider any business that may properly come before it.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting.

An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, jperry@gmsnf.com ("District Manager's Office") during normal business hours, and will be available on the District's website, www.Cypress-BluffCDD.com.

Any person requiring special accommodations at the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. 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.

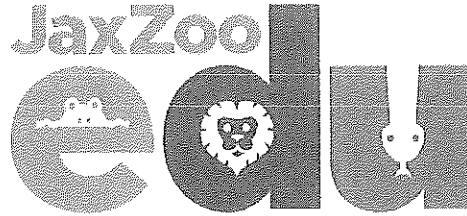
Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony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

Jim Perry
District Manager

Jan. 11 00 (24-00168D)

Outreach Confirmation

Please email/fax back to:
 Jacksonville Zoo & Gardens
 Attn: Education Dept
 370 Zoo Parkway
 Jacksonville FL 32218
 education@jacksonvillezoo.org
 TEL: 904-757-4463 ext. 189 FAX: 904-757-2444



Date:	Program (s):	Participants:	Time:	Grade/Age:	Mileage:	Fee:
6/24/2024	General Tier 1	30c	9:00	Up to 10	22.6	\$180.00
Total Program Fee:						\$180.00

Group: Cypress Bluff CDD			
Contact: Marcy Pollicino		Email: mpollicino@vestapropertyservices.com	
Address: Recharge Amenity Center, 10571 eTown Parkway		City: Jacksonville	State: FL Zip: 32256
Phone1: 904-527-1081		Phone2:	

Program Deposit*: \$50.00	Deposit Due Date: 1/26/24
Program Fee: \$180.00	Payment Due Date: 5/27/24

*If a Deposit is required, please subtract that amount from your Program Fee when making the final payment. To avoid cancellation, sign and return this form upon receipt. Remainder of payment must be submitted 4 weeks prior to our visit. You are registered for the maximum number of participants listed above. If your group is larger on the day of your program, you will be invoiced an additional fee.

Location of Programs:	"I have read the above information and I understand it. I am signing below to confirm my reservation."
	Signature ▲
	Date ▲

(For office use only)	DEPOSIT	Date:	Amount:
	PYMT	Date:	Amount:

RECEIVED
 JAN 12 2024
 BY: _____

KAD ELECTRIC COMPANY
P.O. BOX 8567
FLEMING ISLAND FL 32006-0014

Invoice

DATE	INVOICE #
12/18/2023	4806

BILL TO
Cypress Bluff CDD eTown Recharge 10571 eTown Parkway Jacksonville FL 32256

P.O. NO.	TERMS	JOB
	Net 15	23-978

ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
Elec. Labor	1	Replaced breaker and fire alarm lock on panel.	590.00	590.00
Elec. Matrl	1		380.00	380.00

RECEIVED
DEC 19 2023
BY: _____

Thank you for your business. We appreciate it very much.

Total	\$970.00
Payments/Credits	\$0.00
Balance Due	\$970.00

Phone #	Fax #	E-mail
904-541-1000	904-215-3475	LDEASE@AOL.COM

KUTAK ROCK LLP

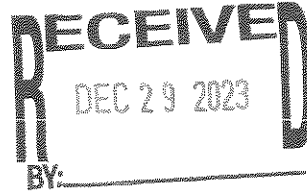
TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

December 28, 2023



Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Reference: Invoice No. 3329121
Client Matter No. 4123-1
Notification Email: eftgroup@kutakrock.com

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

Invoice No. 3329121
4123-1

Re: General Counsel

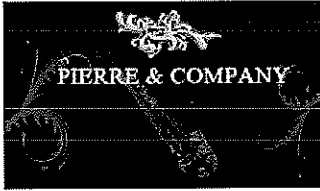
For Professional Legal Services Rendered

11/06/23	K. Buchanan	0.40	134.00	Follow up on open items
11/14/23	K. Buchanan	0.50	167.50	Confer with Vesta representative regarding indemnification provision of agreement

TOTAL HOURS 0.90

TOTAL FOR SERVICES RENDERED \$301.50

TOTAL CURRENT AMOUNT DUE \$301.50



Invoice #0000180

Issue Date: Jan 16, 2024

Due Date: Feb 7, 2024

Pierre & Co

Jacksonville, Florida 32221-5600

United States

bookings@pmkendrick.com

Phone: (904) 878-1303

Bill to:

Cypress Bluff CDD

Cypress Bluff CDD

475 West Town Place

St Augustine FL, Florida 32902

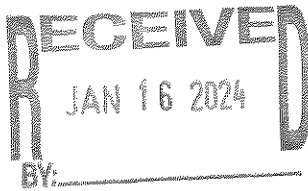
United States

Additional Customer Info:

mpollicino@vestapropertyservices.com

February 7th Event

Product or Service	Quantity	Price	Line Total
Service Solo Sax with Backing Tracks	1	\$300.00	\$300.00



Subtotal	\$300.00
Taxes	\$0.00
Invoice Total	\$300.00
Amount Paid	\$0.00
Balance Due	\$300.00

Payment options are: Invoice Deposit or Payment with 2.9 % + \$.35 fee; Cashapp \$pierrekendricksax; Venmo @Pierre-Kendrick due on or before services are rendered.



PlayGrow

Joseph Paul, CPSI
547 Eagle Dr.
Holly Hill, FL 32117
386 795-2989
playgrow1@yahoo.com

INVOICE

INV0297

DATE

Jan 16, 2024

DUE

On Receipt

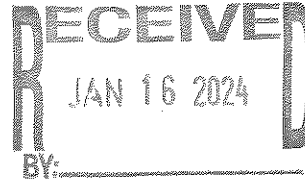
BALANCE DUE

USD \$750.00

BILL TO

eTown

Cypress Bluff CDD
10571 e Town Parkway
Jacksonville, FL 32256
☎ 9045271081
recharge@etownjax.com



DESCRIPTION	RATE	QTY	AMOUNT
Playground Inspection Report sent to eTown Manager	\$750.00	1	\$750.00

Payment Info TOTAL \$750.00

BY CHECK BALANCE DUE USD \$750.00

Joseph Paul, CPSI 547 Eagle Dr. Holly Hill, FL 32117

OTHER
Thank you for choosing PlayGrow for your playground needs!

playgrow1@yahoo.com
Joewho48@yahoo.com
386 795-2989



Maintenance Invoice

Invoice#: 12582

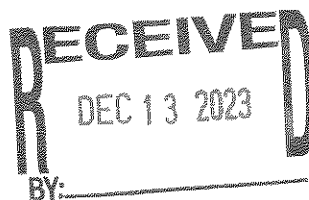
Date: 12/13/2023

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

For: E-Town Phase 2

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
Irrigation repairs made during November inspection.				
6" RB Popups	2.00	10.50	20.99	
Nozzles	2.00	3.01	6.02	
Labor	0.75	65.00	48.75	



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

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

Amount Due	75.76
-------------------	--------------

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

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 12583

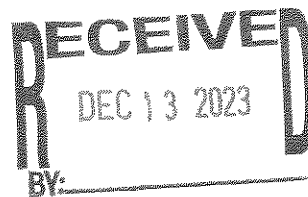
Date: 12/13/2023

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

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
Irrigation repairs made during November inspection.				
.75" Coupling	1.00	0.87	0.87	
.5" Reducer	1.00	1.01	1.01	
1" Male Adapter	1.00	1.73	1.73	
Bubbler	1.00	13.17	13.17	
Nozzle	1.00	3.01	3.01	
Labor	1.00	65.00	65.00	



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

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

Amount Due	84.79
-------------------	--------------

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

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 12746

Date: 01/01/2024

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

For: E-Town Interchange East & West

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
January Landscape Maintenance	1.00	6,720.00	6,720.00	

RECEIVED
JAN 05 2024
BY: _____

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

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

Amount Due	6,720.00
-------------------	-----------------

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

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 12749

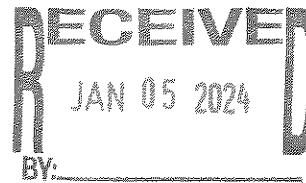
Date: 01/01/2024

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

For: E-Town Phase 1

For requests and inquiries please contact service@sunstatenursery.com

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



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#: 12750

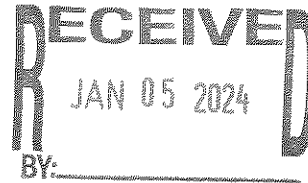
Date: 01/01/2024

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

For: E-Town Phase 2

For requests and inquiries please contact service@sunstatenursery.com

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



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

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

Amount Due

14,210.00

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

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 12751

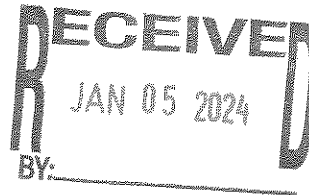
Date: 01/01/2024

Billed To: Cypress Bluff CDD/E-Town Recharge Center
11003 E-Town Parkway
Jacksonville FL 32256

For: E-Town Recharge Center
11003 E-Town Parkway
Jacksonville FL 32256

For requests and inquiries please contact service@sunstatenursery.com

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



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 Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



INVOICE

Jacksonville, FL
904-900-6494

Project Mgr: Cody Sparaco

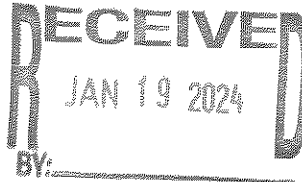
Project: EJ17246.01 Davis 9B Mitigation
9B
Jacksonville, FL

To: E-Town Development Inc
C/O: The Parc Group
Attn: Mikey White
4314 Pablo Oaks Ct.
Jacksonville, FL 32224

REMIT TO:
Invoice Number: TK09347
Environmental Services, Inc.
PO Box 959673
St Louis, MO 63195-9673
Federal E.I.N.: 59-2668974

Project Number:	HK177022
Contract Amount:	\$139,500.00
Billed to Date:	\$70,775.00
Invoice Date:	10/05/2023
For Period:	6/18/2023 to 10/07/2023

Description	Total
TASK: TASK 02 Monitoring Well Install/Monitoring	
Hydrology Monitoring	\$350.00
Task Total	\$350.00
TASK: TASK 06 Creation Area Monitoring	
Annual Creation Area Monitoring & Report	\$875.00
Task Total	\$875.00
TASK: TASK 07 Enhancement Area Monitoring	
Annual Enhancement Area Monitoring & Report	\$500.00
Task Total	\$500.00
Invoice Total	
\$1,725.00	





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

INVOICE

299-88994

fastsigns.com/299

Completed Date: 1/17/2024

Payment Terms: Net 30

Payment Due Date: 2/16/2024

Created Date: 1/11/2024

DESCRIPTION: Replace Black Knobs on Boulevard Banners

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

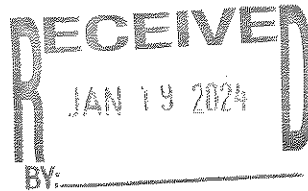
Installed: Cypress Bluff Community Development
 Marcy Pollicino
 QR Code Map
 Jacksonville, FL 32256
 US

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

Salesperson: Dominic Byrne
 Entered By: Dominic Byrne

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Replace Caps for Boulevard Banners	1	\$442.53	\$0.00	\$442.53
1.1	MISCELLANEOUS - Black End Caps for Boulevard Banners Part Qty: 1				
1.2	IN HOUSE INSTALLATION - Installation Part Qty: 1				

Subtotal:	\$442.53
Taxable Amount:	\$0.00
Taxes:	\$0.00
Grand Total:	\$442.53
Amount Paid:	\$0.00
BALANCE DUE:	\$442.53



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

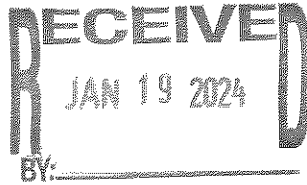


INVOICE	#3265
SERVICE DATE	Jan 18, 2024
INVOICE DATE	Mar 01, 2023
DUE	Upon receipt
AMOUNT DUE	\$850.00

Investment Painting Of North Florida

Cypress Bluff CDD Amenity Center
 Recharge Amenity Center eTown
 10571 E-Town Parkway
 Jacksonville, FL 32256

(904) 710-9348
 Recharge@etownjax.com



CONTACT US

229 S Torwood Drive
 Saint Johns, FL 32259

(904) 307-6649
 Investmentpaintingfl@yahoo.com

INVOICE

Services	qty	unit price	amount
Exterior painting steps Apply stripper to steps on both sides of staircases to remove existing coating and Sand blast both sides of steps to remove rust off metal. Prep areas for coating and coat metal parts of steps only on front and back sides with sherwin Williams industrial 2 part marine coating sherloxane 800 which is a hybrid Benefits Effective long-term corrosion control and weather-ability Price includes labor materials and taxes.	1.0	\$7,400.00	\$7,400.00
Exterior Painting Quote to Paint drip edge black to black on side of upper deck 3 sides Prep and paint drip edge with 2 part industrial sherloxane 800 coating to help with corrosion issue. Price in Includes labor materials and taxes approx 200 ln ft	1.0	\$850.00	\$850.00
Payment terms Commercial Deposit due immediately for booking of \$1000.00. Payment Terms are 50% due up front and remaining 50% due upon completion. Late fees will be applied for all unpaid invoices within 5 Days of completed work. Any and all Net 30 payment forms must be pre-arranged before the job proceeds	1.0	\$0.00	\$0.00
Total			\$8,250.00

Payment History

Aug 22

Tue 9:20pm

Check

\$7,400.00

We will match or beat a written formal estimate from a reputable, licensed and insured company with proof of estimate! To accept our estimate and schedule a start date please simply press the accept button on the email you received! You will then receive an invoice for your deposit of \$500.00 and at that time you will receive a tentative date for your approved job.

Please see our terms and Conditions for Agreements, Payment Schedules, Scheduling, Cancellation policies and more. Like us on Facebook! Write us a review on Facebook, Nextdoor & Our Website!

Thank you for your Business!



Maintenance Invoice

Invoice#: 12961

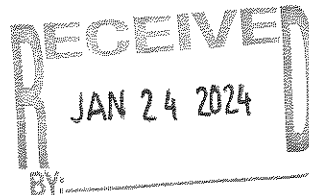
Date: 01/24/2024

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

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
Mulch completed at dog park.	1.00	4,675.00	4,675.00	



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

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

Amount Due	4,675.00
-------------------	-----------------

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

THANK YOU FOR YOUR BUSINESS!!

Service Slip/Invoice



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-356-5300 • Fax: 904-353-4499 • Toll Free: 800-225-5385 • turnerpest.com

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

INVOICE:	618568997
DATE:	1/11/2024
ORDER:	618568997

Bill To: [415357]
 Cypress Bluff CDD
 475 W Towne Pl
 Suite 114
 Saint Augustine, FL 32092

Work Location: [415357] 904-710-9348
 Recharge at E-town Amenity Center
 10571 E-town Pkwy
 Jacksonville, FL 32256-5841

Work Date	Time	Target Pest	Technician	Time In
1/11/2024	09:29 AM	FIRE ANT		09:29 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	1/11/2024		09:41 AM

Service	Description	Price
LANDOFA	TURNERGREEN - GUARANTEED FIRE ANT CONTROL	\$135.96
		SUBTOTAL \$135.96
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$135.96
		AMOUNT DUE \$135.96

RECEIVED
 JAN 18 2024
 BY: _____

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

1058000002 25-102-001 1 258 904-356-5300 904-353-4499 Attn: pest@turnerpest.com



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: 618568996
DATE: 1/17/2024
ORDER: 618568996

Bill To: [415357]
 Cypress Bluff CDD
 475 W Towne Pl
 Suite 114
 Saint Augustine, FL 32092

Work Location: [415357] 904-710-9348
 Recharge at E-town Amenity Center
 10571 E-town Pkwy
 Jacksonville, FL 32256-5841

Work Date	Time	Target Pest	Technician	Time In
1/17/2024	10:30 AM	ANTS, ROACH, WASP		10:30 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	1/17/2024		11:20 AM

Service	Description	Price
---------	-------------	-------

CPCM Commercial Pest Control - Monthly Service \$135.96

SUBTOTAL \$135.96
TAX \$0.00
AMT. PAID \$0.00
TOTAL \$135.96

AMOUNT DUE \$135.96

RECEIVED
 JAN 18 2024
 BY: _____

[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

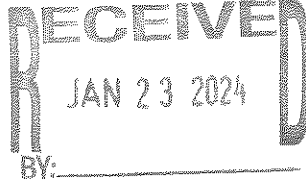
PES 1/17/2024 10:30 AM 904-355-5300



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Invoice Number	244018919
Customer Number	C2943565
Invoice Date	01/22/2024
Due Date	02/21/2024
Order Date	01/19/2024
Order Number	S140822007
Order Method	WEB



CYPRESS BLUFF CFF
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

Sign up for Paperless Invoicing at wbmason.com/paperless. Your Registration Code: 5638632242

Looking for an easier way to see and pay bills?

Visit WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx to access your account, go paperless, review invoices and account statements, and link your checking account or credit card to make fast secure payments.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
HERX8046QK	LINER,REPRO,40X46,45GL,2ML,BK,100/CT	1	CT	86.33	86.33
GPC16880	TISSUE,TOILET,2PLY,WH(16580),80/CT	1	CT	67.99	67.99
WBI1DK200	LINER,DRAWSTRNG.KTCHN13GL	1	BX	80.99	80.99

SUBTOTAL:	235.31
TAX & BOTTLE DEPOSITS TOTAL:	0.00
ORDER TOTAL:	235.31
Total Due:	235.31

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Remittance Section	
Customer Number	C2943565
Invoice Number	244018919
Invoice Date	01/22/2024
Terms	Net 30
Total Due	235.31

PLEASE REFERENCE INVOICE NUMBER WHEN MAKING PAYMENT. PAY ON OUR WEBSITE OR SEND PAYMENT TO:

CYPRESS BLUFF CFF
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652440189192440189190000000235313

2.

Cypress Bluff

Community Development District

Check Run Summary February 29, 2024

Fund	Date	Check No.	Amount
Payroll			\$ -
		Subtotal	<u>\$ -</u>
General Fund			
	2/1/24	1130-1133	\$ 785.62
	2/9/24	1134-1144	44,793.62
	2/16/24	1145-1148	22,223.90
	2/22/24	1149-1151	14,396.66
	2/24/24	1152	29,468.74
		Subtotal	<u>\$ 111,668.54</u>
Total			<u>\$ 111,668.54</u>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/01/24	00140	1/30/24	74475	202401	320	57200	46000		RPLC FAUX TEAK SLAT BENCH FLORIDA PATIO FURNITURE INC	*	25.00	25.00	001130
2/01/24	00096	1/17/24	21624	202402	320	57200	49400		2/16 RECHARGE ROOFTOP PAT ROBERT LEMAY	*	300.00	300.00	001131
2/01/24	00065	1/23/24	103521	202401	320	57200	46500		QTRLY PREVENT MAINTENANCE SOUTHEAST FITNESS REPAIR	*	414.00	414.00	001132
2/01/24	00062	1/25/24	24412407	202401	320	57200	46500		JANITORIAL SUPPLIES W.B. MASON CO., INC.	*	46.62	46.62	001133
2/09/24	00081	2/05/24	139572	202402	320	57200	47200		FEB LAKE MAINT POND 1 CLEAR WATERS, INC	*	100.00	100.00	001134
2/09/24	00005	2/01/24	84	202402	310	51300	34000		FEB MANAGEMENT FEES	*	4,340.67		
		2/01/24	84	202402	310	51300	52100		FEB WEBSITE ADMIN	*	110.42		
		2/01/24	84	202402	310	51300	35200		FEB INFO TECH	*	220.83		
		2/01/24	84	202402	310	51300	31300		FEB DISSEM AGENT SRVCS	*	596.67		
		2/01/24	84	202402	310	51300	51000		OFFICE SUPPLIES	*	18.31		
		2/01/24	84	202402	310	51300	42000		POSTAGE	*	183.78		
		2/01/24	84	202402	310	51300	42500		COPIES	*	223.80		
		2/01/24	84	202402	320	57200	47300		PEOPLEVINE-AMEX JAN 2024	*	750.00		
									GOVERNMENTAL MANAGEMENT SERVICES			6,444.48	001135
2/09/24	00095	1/31/24	3342397	202312	310	51300	31500		DEC GENERAL COUNSEL KUTAK ROCK LLP	*	410.00	410.00	001136
2/09/24	00088	1/16/24	24-52895	202401	320	57200	46700		SMART KEYS & KEYFOBS SECURITY ENGINEERING & DESIGNS, INC	*	3,119.50	3,119.50	001137

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/09/24	00012	2/01/24	13011	202402	320-57200-46100				FEB LANDSCAPE MAINT PH1 SUN STATE NURSERY	*	6,027.00	6,027.00	001138
2/09/24	00012	2/01/24	13012	202402	320-57200-46100				FEB LANDSCAPE MAINT PH2 SUN STATE NURSERY	*	14,210.00	14,210.00	001139
2/09/24	00012	2/01/24	13013	202402	320-57200-46100				FEB LANDSCAPE MAINTENANCE SUN STATE NURSERY	*	3,320.00	3,320.00	001140
2/09/24	00012	2/01/24	13040	202402	320-57200-46100				FEB LANDSCAPE MAINT APEX SUN STATE NURSERY	*	1,600.00	1,600.00	001141
2/09/24	00012	2/01/24	13041	202402	320-57200-46100				FEB LANDSCAPE MAINT GLENM SUN STATE NURSERY	*	2,200.00	2,200.00	001142
2/09/24	00012	2/01/24	13046	202402	320-57200-46100				FEB LANDSCAPE MAINT E & W SUN STATE NURSERY	*	6,720.00	6,720.00	001143
2/09/24	00012	2/06/24	13127	202401	320-57200-46400				JAN INSPECTION IRRIG RPR SUN STATE NURSERY	*	642.64	642.64	001144
2/16/24	00131	2/12/24	3680	202402	320-57200-46000				DEP INTERIOR PAINTING GYM DUSTIN MACPEEK DBA INVESTMENT	*	500.00	500.00	001145
2/16/24	00141	2/12/24	02122024	202402	320-57200-46000				WINDOW SILL REPAIR SUPERIOR EXPRESS LLC	*	425.00	425.00	001146
2/16/24	00037	2/01/24	416700	202402	320-57200-45000				FEB AMENITY MANAGER	*	10,426.86		
		2/01/24	416700	202402	320-57200-45100				FEB FACILITY ATTENDANT	*	6,029.36		
		2/01/24	416700	202402	320-57200-46800				FEB POOL MAINTENANCE	*	822.95		
		2/01/24	416700	202402	320-57200-46200				FEB JANITORIAL	*	902.33		
		2/01/24	416700	202402	320-57200-46600				FEB MAINTENANCE	*	1,730.45		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/01/24		416700		202402	320	320-57200	46810		FEB POOL CHEMICALS	*	1,156.25		
									VESTA PROPERTY SERVICES, INC.			21,068.20	001147
2/16/24	00066	2/14/24	16483	202402	330	330-57200	46500		DISINFECTANT WIPES CASE	*	230.70		
									WIPES LLC			230.70	001148
2/22/24	00002	2/15/24	24-01018	202402	310	310-51300	48000		NTC OF MTG BOS 2/15	*	99.88		
									JACKSONVILLE DAILY RECORD			99.88	001149
2/22/24	00011	2/08/24	252-2611	202402	310	310-51300	31200		FY24 SE19 CONSTR FUND FEE	*	4,266.72		
		2/08/24	252-2611	202402	300	300-15500	10000		FY25 SE19 TRUSTEE FEE	*	2,133.28		
									THE BANK OF NEW YORK MELLON			6,400.00	001150
2/22/24	00142	2/19/24	02192024	202402	300	300-20700	10200		FY21 ASSESS OVERPAY REFUN	*	7,896.78		
									THE WEEKLEY GROUP OF COMPANIES			7,896.78	001151
2/27/24	00012	2/27/24	REQ 4	202402	300	300-13100	10000		REQ 4	*	29,468.74		
									SUN STATE NURSERY			29,468.74	001152
TOTAL FOR BANK A											111,668.54		
TOTAL FOR REGISTER											111,668.54		



Invoice

FLORIDA PATIO FURNITURE INC.

Florida Patio Furniture Inc.
506 8th St W
Palmetto, FL 34221

Date	Invoice #
1/30/2024	74475

Bill To
Cypress Bluff CDD Jacksonville, Florida Marcy Pollicino 904-527-1081 recharge@etownjax.com

Ship To
Cypress Bluff CDD Jacksonville, Florida Marcy Pollicino 904-527-1081 recharge@etownjax.com

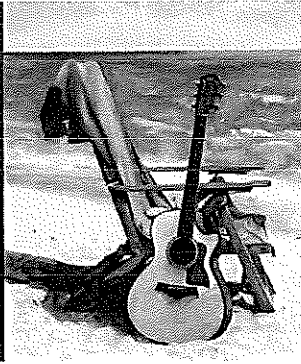
P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB
Marcy	Pre-pay	1/30/2024	Justn	1/30/2024	Best Way	Palmetto

Qty	Item	Description	Rate	Amount
1	MISC	Replacement Faux Teak Slat For Bench 88-3/4" Long Slat: Driftwood DELIVER WHEN IN AREA RECEIVED JAN 31 2024 BY: _____	25.00	25.00T

Subtotal	\$25.00
Sales Tax (0.0%)	\$0.00
Total	\$25.00
Payments/Credits	\$0.00
Balance Due	\$25.00

Phone #	Fax #	E-mail	Web Site
941-722-5643	941-723-9223	info@floridapatio.net	http://www.floridapatio.net

Music by...
Rob & Julie
Live Acoustic Tunes and DJ Service
Jacksonville, FL
C: (715)923-1831
robjules713@gmail.com



Invoice 21624

January 17, 2024

Bill To:

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

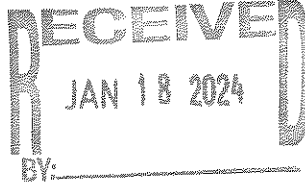
Performance Information:

February 16, 2024 from 6 to 8 pm at Recharge Rooftop Patio

Amount Due: \$300

Please make check payable to:

Robert LeMay
11362 Ringen Court
Jacksonville, FL 32256
715-923-1831



Thank you for choosing us for your entertainment!



Southeast Fitness Repair
 14476 Duval Place West #208
 Jacksonville, FL 32218

Invoice #103521
 Invoice Date: 1/23/2024

Account #100411
 Cypress Bluff Etown Amenity Center

Invoice

Billing Location Information

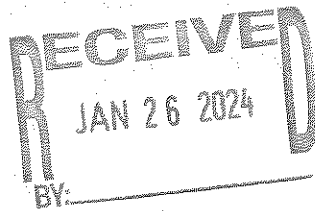
Billing Address 10571 Etown Pkwy
 Jacksonville, FL 32256

Billing Contact Marcy Pollicino

Main Number (904) 422-5294

Mobile Number (904) 527-1081

Email Recharge@Etownjax.Com



Service Information

Services	Qty	Rate	Price
10571 E Town Pkwy, Jacksonville, FL 32256			
1/23/2024 PM: Quarterly Quarterly scheduled preventative maintenance	1.00 Ea	\$0.00 / 1 Ea	\$0.00
— Product: PM: Elliptical, Cross-trainer, ARC, AMT	2.00 Ea	\$30.00 / Ea	\$60.00
— Product: PM: Multi-Station	1.00 Ea	\$15.00 / Ea	\$15.00
— Product: PM: Single-Station	1.00 Ea	\$5.00 / Ea	\$5.00
— Product: PM: Spin Bike, Rowing Machine	4.00 Ea	\$20.00 / Ea	\$80.00
— Product: PM: Treadmill	4.00 Ea	\$30.00 / Ea	\$120.00
— Product: Travel <60 miles w/t	1.00 Ea	\$90.00 / Ea	\$90.00
— Product: PM: Dumbbell Set, Weight Set	2.00 Ea	\$22.00 / Ea	\$44.00
		Subtotal:	\$414.00
		Tax:	\$0.00
		Total:	\$414.00
		Amount Paid:	\$0.00
		Balance Due:	\$414.00



Payment is due within 30 days of invoice date.

Please be advised that payments not received within 45 days from the date of this invoice will incur a 3.5% late fee.

Thank you for your business!

Billing Receipt - Please Return With Payment Remittance

Bill To: Marcy Pollicino
10571 Etown Pkwy
Jacksonville, FL 32256

Account [100411] Cypress Bluff Etown
Amenity Center

Invoice # 103521

Date Tuesday, January 23, 2024

Remit To: Southeast Fitness Repair
14476 Duval Place West #208
Jacksonville, FL 32218

Amount Paid _____

Check Number _____

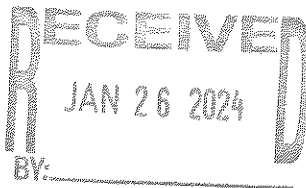
**Payment is due within 30 days of invoice date.
Thank you for your payment!**



W.B.MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Invoice Number	244124077
Customer Number	C2943565
Invoice Date	01/25/2024
Due Date	02/24/2024
Order Date	01/19/2024
Order Number	S140822007
Order Method	WEB



CYPRESS BLUFF CFF
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

Delivery Address
Recharge Amenity Center eTown
Attn.: Marcy Pollicino
10571 eTown Parkway
Jacksonville FL 32256

W.B. Mason Federal ID #: 04-2455641

Important Messages

Sign up for Paperless Invoicing at wbmason.com/paperless. Your Registration Code: 5638632242

Looking for an easier way to see and pay bills?

Visit WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx to access your account, go paperless, review invoices and account statements, and link your checking account or credit card to make fast secure payments.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
KCC54015	X60 CLOTHS, 16.8" X 12 1/2", 252/CARTON	1	CT	46.62	46.62

SUBTOTAL: 46.62
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 46.62
Total Due: 46.62

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Remittance Section	
Customer Number	C2943565
Invoice Number	244124077
Invoice Date	01/25/2024
Terms	Net 30
Total Due	46.62

PLEASE REFERENCE INVOICE NUMBER WHEN MAKING PAYMENT. PAY ON OUR WEBSITE OR SEND PAYMENT TO:

CYPRESS BLUFF CFF
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C29435652441240772441240770000000046626

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

Invoice

DATE	INVOICE #
2/5/2024	139572

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

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

ITEM	DESCRIPTION	RATE	AMOUNT
Lake Mgmt.	Pond 1	100.00	100.00

RECEIVED
FEB 05 2024
BY: _____

Total	\$100.00
--------------	----------

Thank you for your business. Clearwaterslakemgmt.com

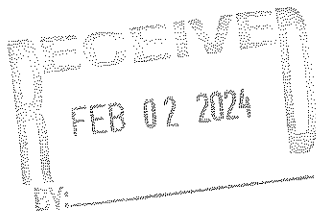
Governmental Management Services, LLC
 1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 84
 Invoice Date: 2/1/24
 Due Date: 2/1/24
 Case:
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - February 2024		4,340.67	4,340.67
Website Administration - February 2024		110.42	110.42
Information Technology - February 2024		220.83	220.83
Dissemination Agent Services - February 2024		596.67	596.67
Office Supplies		18.31	18.31
Postage		183.78	183.78
Copies		223.80	223.80
People Vine - AMEX January 2024		750.00	750.00



Total \$6,444.48

Payments/Credits \$0.00

Balance Due \$6,444.48

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

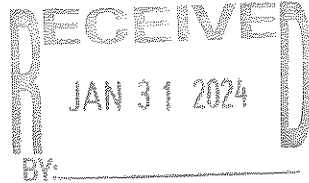
Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

January 31, 2024

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157



Reference: Invoice No. 3342397
Client Matter No. 4123-1
Notification Email: eftgroup@kutakrock.com

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

Invoice No. 3342397
4123-1

Re: General Counsel

For Professional Legal Services Rendered

12/02/23	L. Whelan	0.50	192.50	Perform legislative monitoring activities
12/13/23	K. Buchanan	0.30	100.50	Review agenda package and confer with district manager
12/18/23	J. Gillis	0.10	16.50	Review and revise board supervisor email list for Capitol Conversations
12/29/23	K. Buchanan	0.30	100.50	Review outstanding action items
TOTAL HOURS		1.20		
TOTAL FOR SERVICES RENDERED				\$410.00
TOTAL CURRENT AMOUNT DUE				<u>\$410.00</u>

Invoice

Invoice Number
24-52895

Invoice Date
1/16/24

Page
1

Security Engineering And Designs, Inc.
3139 Waller Street
Jacksonville, FL 32254

Voice: 904-371-4931

Fax:

Sold To:

E-TOWN RECHARGE
10571 CYPRESS E-TOWN PKWY.
JACKSONVILLE, FL 32256

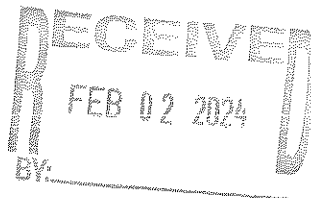
Site Address:

E-TOWN RECHARGE
10571 CYPRESS E-TOWN PKWY.
JACKSONVILLE, FL 32256

Customer ID: E-TOWN RECHARGE

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 10 Days	SCOTT SOKERKA	1/26/24

Description	Amount
(1000) SMART KEYS (40) BLUETOOTH FOBS TOTAL	3,119.50



Service Department: 371-4931
Monitoring Center: 800-318-9486
Installation: 371-4931

Please include invoice number on payment

24-52895

Subtotal	3,119.50
Sales Tax	
Total Invoice Amount	3,119.50
Payment Received	0.00
TOTAL	3,119.50



Maintenance Invoice

Invoice#: 13011

Date: 02/01/2024

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

For: E-Town Phase 1

For requests and inquiries please contact service@sunstatenursery.com

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



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 Home @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSIINESS!!



Maintenance Invoice

Invoice#: 13012

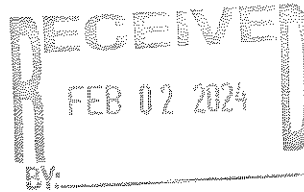
Date: 02/01/2024

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

For: E-Town Phase 2

For requests and inquiries please contact service@sunstatenursery.com

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



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

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

Amount Due	14,210.00
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If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 13013

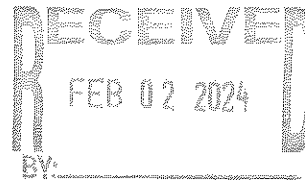
Date: 02/01/2024

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

For requests and inquiries please contact service@sunstatenursery.com

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



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!!



Maintenance Invoice

Invoice#: 13040

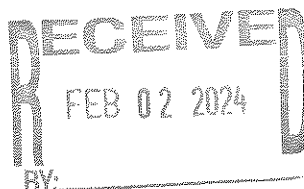
Date: 02/01/2024

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

For: Apex Trail

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
February Landscape Maintenance	1.00	1,600.00	1,600.00	



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

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

Amount Due	1,600.00
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If you have any questions concerning this invoice,
please contact Sheri Home @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 13041

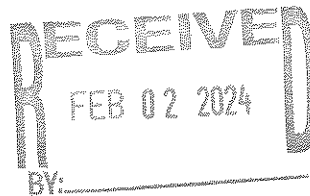
Date: 02/01/2024

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

For: Glenmont

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
February Landscape Maintenance	1.00	2,200.00	2,200.00	



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

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

Amount Due	2,200.00
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If you have any questions concerning this invoice,
please contact Sheri Home @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 13046

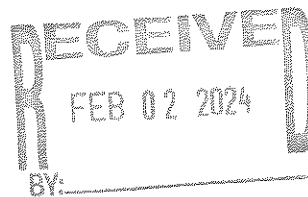
Date: 02/01/2024

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

For: E-Town Interchange East & West

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
February Landscape Maintenance	1.00	6,720.00	6,720.00	



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

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

Amount Due	6,720.00
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If you have any questions concerning this invoice,
please contact Sheri Horne @ accounting@sunstatenursery.com

THANK YOU FOR YOUR BUSINESS!!



Maintenance Invoice

Invoice#: 13127

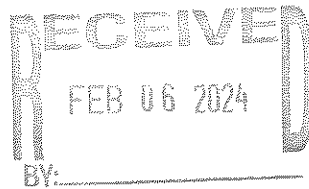
Date: 02/06/2024

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

For: E-Town Phase 1

For requests and inquiries please contact service@sunstatenursery.com

Description	Quantity	Price	Ext Price	Sales Tax
Irrigation repairs made during January inspection.				
6" Pop Ups	11.00	10.71	117.77	
Nozzles	18.00	3.01	54.18	
Rotor	3.00	26.90	80.69	
Labor	6.00	65.00	390.00	



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

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

Amount Due	642.64
-------------------	---------------

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

THANK YOU FOR YOUR BUSINESS!!



INVOICE	#3680
INVOICE DATE	Feb 12, 2024
DUE	Upon receipt
DEPOSIT DUE	\$500.00

Investment Painting Of North Florida

Cypress Bluff CDD Amenity Center
 Recharge Amenity Center eTown
 10571 E-Town Parkway
 Jacksonville, FL 32256

CONTACT US

229 S Torwood Drive
 Saint Johns, FL 32259

(904) 710-9348
 Recharge@etownjax.com

(904) 307-6649
 Investmentpaintingfl@yahoo.com

INVOICE

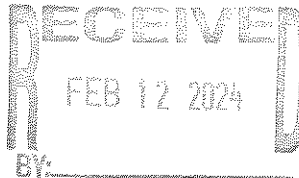
Services	qty	unit price	amount
Interior painting gym	1.0	\$1,100.00	\$1,100.00
Patch holes in walls and Repaint all walls with Benjamin Moore Scuff X paint which is dirt and mildew resistant and resists scuff marks. Repaint walls only in gym, office and hallway. Price includes labor, materials and taxes.			
Excluded bathrooms and ceilings			

Total

\$1,100.00

Deposit

\$500.00



We will match or beat a written formal estimate from a reputable, licensed and insured company with proof of estimate! To accept our estimate and schedule a start date please simply press the accept button on the email you received! You will then receive an invoice for your deposit of \$500.00 and at that time you will receive a tentative date for your approved job. This pertains to residential clients only. All commercial clients please see our terms and conditions regarding deposits amounts and procedures. These terms and conditions are subject to change at any time. Please see our terms and Conditions for Agreements, Payment Schedules, Scheduling, Cancellation policies and more. Like us on Facebook! Write us a review on Facebook, Nextdoor & Our Website!

Thank you for your Business!

INVOICE

SUPERIOR EXPRESS LLC

1779 Sandy Creek Pkwy
St Augustine FL 32095

Vlad Prikhodko
(904) 910-0044 (Phone)
(904) 910-0044 (Mobile)
vladp2800@hotmail.com

Bill To Cypress Bluff CDD
10571 eTown Parkway
Jacksonville, FL 32256

Invoice Num Window Sill
Repair
Date Feb 12, 2024
Due Date Mar 13, 2024
Terms 29 days

Ship To Jacksonville, FL 32256

Ship Date
Tracking No
Ship Via
FOB

Description	Quantity	Rate	Amount
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* Reattaching broken piece and clucking hairline cracks

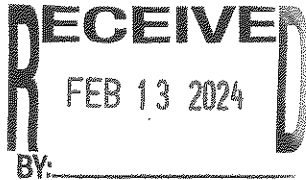
1 \$425.00 \$425.00

* Indicates non-taxable item

Thank you for your business.

Subtotal \$425.00
Tax (0%) \$0.00
Shipping \$0.00
Total \$425.00
Paid \$0.00

Balance Due \$425.00





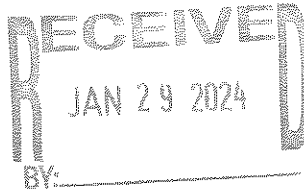
Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 300
Jacksonville FL 32202

Invoice # 416700
Date 02/01/2024
Terms
Due Date 02/29/2024
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



Description	Quantity	Rate	Amount
Amenity Manager	1	10,426.86	10,426.86
Facility Attendant	1	6,029.36	6,029.36
Pool Maintence	1	822.95	822.95
Janitorial	1	902.33	902.33
Maintenance	1	1,730.45	1,730.45
Pool Chemicals	1	1,156.25	1,156.25

Total 21,068.20

Wipes LLC

PO Box 324
Northville, MI 48167
sales@wipes.com
www.wipes.com

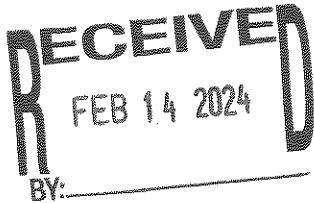


INVOICE

BILL TO	SHIP TO	SHIP DATE	02/14/2024	INVOICE	16483
Cypress Bluff CDD - Jacksonville FL	Cypress Bluff CDD - Jacksonville FL	SHIP VIA	UPS	DATE	02/14/2024
475 West Town Place	ReCHARGE Amenity Center			TERMS	Due on receipt
Suite 114	10571 eTown Parkway			DUE DATE	02/14/2024
St Augustine, FL 32092	Jacksonville, FL 32256				

	DESCRIPTION	QTY	RATE	AMOUNT
Wipes.com Disinfectant Wipes Case	One (1) Case - Four (4) - 800 count rolls of EPA registered disinfecting wipes	2	98.96	197.92T
Shipping	Freight Cost	2	16.39	32.78
Sales Tax	Sales Tax calculated by AvaTax on Wed 14 Feb 15:25:11 UTC 2024	1	0.00	0.00

SUBTOTAL	230.70
TAX	0.00
TOTAL	230.70
<hr/>	
BALANCE DUE	\$230.70



Jacksonville Daily Record

A Division of

DAILY RECORD & OBSERVER, LLC

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

INVOICE

February 15, 2024

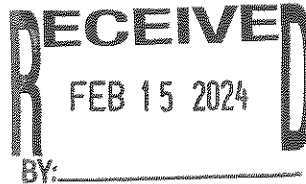
Date

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

Serial # <u>24-01018D</u>	PO/File # _____	\$99.88
Notice of Meeting of the Board of Supervisors		Payment Due
_____		\$99.88
Cypress Bluff Community Development District		Publication Fee
_____		Amount Paid
Case Number _____		
Publication Dates <u>2/15</u>		Payment Due Upon Receipt
County <u>Duval</u>		For your convenience, you may remit payment online at www.jaxdailyrecord.com/ send-payment .

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

If your payment is being
mailed, please reference
Serial # 24-01018D on your
check or remittance advice.



Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.

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 MEETING OF
THE BOARD OF
SUPERVISORS
CYPRESS BLUFF
COMMUNITY
DEVELOPMENT DISTRICT**

Notice is hereby given that the Cypress Bluff Community Development District ("District") will hold a regular meeting ("Meeting") of the Board of Supervisors ("Board") on Tuesday, February 27, 2024 at 1:30 p.m. at the eTown Welcome Center, 11003 E-Town Parkway, Jacksonville, Florida 32256, where the Board may consider any business that may properly come before it.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting.

An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, jperry@gmsnf.com ("District Manager's Office") during normal business hours, and will be available on the District's website, www.Cypress-BluffCDD.com.

Any person requiring special accommodations at the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. 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.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of 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 such appeal is to be based.

Jim Perry
District Manager

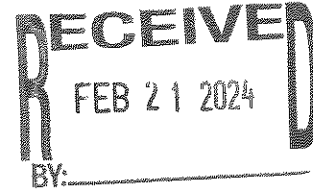
Feb. 15 00 (24-01018D)



BNY MELLON

The Bank of New York Mellon
Trust Company, N.A.

INVOICE



Government Management Services, LLC.
ATTN: Jim Perry
475 West Town Place
Suite 114
World Golf Village
St. Augustine, FL 32092

000003

Invoice Number: 252-2611665
Account Number: CYPBLUFF2019
Invoice Date: 08-Feb-24
Cycle Date: 01-Feb-24
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Currency: USD

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

	Quantity	Rate	Proration	Subtotal	Total
Flat					
Construction Fund Fee					2,000.00
For the period: February 01, 2024 to January 31, 2025					
Trustee Fee					4,400.00
For the period: February 01, 2024 to January 31, 2025					

$FY24 = 6,400 / 12 \times 8 = 4,266.72$
 $FY25 = 6,400 - 4,266.72 = 2,133.28$

Invoice Total: 6,400.00
Satisfied To Date: 0.00
Balance Due: 6,400.00

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance. Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576. The Bank of New York Mellon Trust Company, N.A. is located at 333 South Hope Street - Suite 2525, Los Angeles, CA 90071

Check Payment Instructions:
The Bank of New York Mellon
Corporate Trust Department
P.O. Box 392013
Pittsburgh, PA 15251-9013
Please enclose billing stub.

Wire and ACH Payment Instructions:
The Bank of New York Mellon
ABA Number: 021000018
Account Number: 8901245259
Account Name: BNY Mellon - Fee Billing Wire Fees
Please reference Invoice Number: 252-2611665

Billing Stub

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

Invoice Number: 252-2611665
Account Number: CYPBLUFF2019
Invoice Date: 08-Feb-24
Cycle Date: 01-Feb-24
Administrator: Caroline Cowart
Phone Number: 904-645-1919
Amount: 6,400.00 USD

000000648813252026116650000000000006400006

**FORM OF REQUISITION
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2021
Acquisition and Construction**

The undersigned, a Responsible Officer of the Cypress Bluff Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture between the Issuer and The Bank of New York Mellon Trust Company, N.A., as trustee (the "Trustee"), dated as of February 1, 2019, as supplemented by that certain First Supplemental Trust Indenture dated as of February 1, 2019 (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 4
- (B) Name of Payee: **Sun State Nursery & Landscaping, Inc.
9362 Phillips Hwy
Jacksonville, FL 32256**
- (C) Amount Payable: \$ 29,468.74
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): **Etowah FDOT Interchange West – Contractor Application No. 3 (December 2023)**
- (E) Amount, if any, that is to be used for a Deferred Cost:
- (F) Fund or Account from which disbursement to be made: **Series Acq 2021
Acquisition and Construction**

The undersigned hereby certifies that:

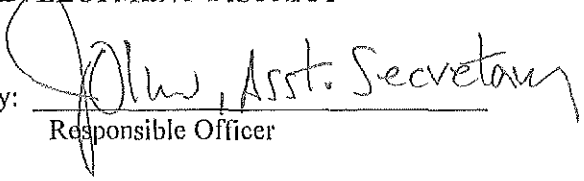
1. obligations in the stated amount set forth above have been incurred by the Issuer;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

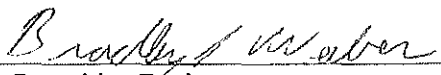
Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**CYPRESS BLUFF COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.


Consulting Engineer

APPLICATION AND CERTIFICATE FOR PAYMENT

CONSTRUCTION MANAGER-ADVISOR EDITION

PAGE 1 OF 2 F

AIA DOCUMENT G702/CMa

CONTRACTOR: Cypress Bluff CDD
c/o E-Town Development

PROJECT: E-Town FDOT Interchange West

APPLICATION NUMBER: 3
PERIOD TO: 12/31/23
PROJECT NOS.:

Distribution to:

- OWNER
- CONSTRUCTION MANAGER
- ARCHITECT
- CONTRACTOR

SUBCONTRACTOR: Sun State Nursery & Landscaping, Inc.
9362 Phillips Hwy
Jacksonville, FL 32256

CONTRACT DATE:

CONTRACT FOR:

VIA CONSTRUCTION MANAGER
VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1	ORIGINAL CONTRACT SUM	\$260,991.24
2	Net Change By Change Orders.....	(\$100,861.00)
3	CONTRACT SUM TO DATE (Line 1 +2)	\$160,130.24
4	TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$160,130.24
5	RETAINAGE:	
a.	10% % of Completed Work (Columns D & E on G703)	\$0.00
b.	0% % of Stored Material (Column F on G703)	\$0.00
	Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$0.00
6	TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$160,130.24
7	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$130,861.50
8	CURRENT PAYMENT DUE	\$29,468.74
9	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.
CONTRACTOR:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which it and not the truthfulness, accuracy, or validity of that document.

By: [Signature] Date: 12/20/23
Florida County of: Duval
Subscribed and sworn before me on this 20th day of December, 2023 by: Shari Horne
on the basis of satisfactory evidence to be the person who appeared before me.
[Signature]
Notary: My Commission Expires:



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 29,468.74

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:

By: [Signature] Date:

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total Approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

CONTINUATION SHEET - Schedule of Values

AIA DOCUMENT G703

PAGE - 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated in the nearest dollar. Use column I on Contracts where variable retainage for line items may apply.

Project: E-Town Interchange West

APPLICATION NO: 3
APPLICATION DATE: 12/20/23
PERIOD TO: 12/31/23

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	Landscape	\$217,216.24	\$86,886.50	\$130,329.74		\$217,216.24	100%	\$0.00	\$0.00
2			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
3	Irrigation	\$43,775.00	\$43,775.00	\$0.00		\$43,775.00	100%	\$0.00	\$0.00
4			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
5			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
6			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
7			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
8			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
9			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
10			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
11			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
12			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
13			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
14			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
15			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
17			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
18			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
20			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
21			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
22			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
23			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
24			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
25			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
26			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
27			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
28			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
29			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
30			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
31			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
SUB TOTALS:		\$260,991.24	\$130,661.50	\$130,329.74	\$0.00	\$260,991.24		\$0.00	\$0.00
	Change Orders								
	CO #1 Deduct Sylvester Pains	(\$100,861.00)	\$0.00	(\$100,861.00)		(\$100,861.00)		\$0.00	\$0.00
			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
			\$0.00	\$0.00		\$0.00		\$0.00	\$0.00
CHANGE ORDER TOTALS:		(\$100,861.00)	\$0.00	(\$100,861.00)	\$0.00	(\$100,861.00)	100%	\$0.00	\$0.00
GRAND TOTALS:		\$160,130.24	\$130,661.50	\$29,468.74	\$0.00	\$160,130.24	100%	\$0.00	\$0.00