

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, January 28, 2025 at 1:30 p.m. at the Duval County Southeast Regional Library, 10599 Deerwood Park Boulevard, Jacksonville, Florida 32256.

Present and constituting a quorum were:

Joe Muhl	Chairman
John Hewins	Vice Chairman
Kirk Blomgren	Supervisor
Will Cellar	Supervisor
Robert Feist	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Marcy Pollicino	General Manager
Dana Harden	Vesta Property Services

The following is a summary of the discussions and actions taken at the January 28, 2025 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 1:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Weeber provided an overview of the stormwater system at the request of residents. The stormwater system is set up through interconnected ponds and pipes that take water from the inlets in front of the homes to the ponds. The pipes in front of the homes that flow to the ponds are sized for five-year storms, and the pipes between the larger ponds are sized for 25-year storms. The ponds themselves are designed to withstand a 100-year storm. All the water ends up flowing into Big Davis Creek and Big Davis Creek flows westward under 9B into the St. Johns River. Big Davis Creek is a floodplain, and the flood elevations are established by FEMA.

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A resident asked if there is any consideration of rethinking the stormwater system considering there is significantly more floods than there used to be.

Mr. Weeber responded that the City of Jacksonville is currently updating their code and will be increasing the design standards. Most of the infrastructure in E-Town was designed conservatively and would meet the standards they are about to pass. During a big storm, nuisance flooding in the roadways will be seen, and that is normal.

The following item was taken out of order from the agenda.

FOURTH ORDER OF BUSINESS

Consideration of Project Completion Resolution 2025-03

Ms. Buchanan stated that there are two things the District looks to certify when it declares a project complete: that the project that was contemplated by the District is in fact completed and that the assessments have been fully allocated to pay the debt service on the bonds. The District had four series of bonds, Series 2019, 2020, 2020A and 2021. This resolution addresses all four series. The resolution acknowledges the District has received an engineer's certificate and a certificate from the District Manager and certifies the project complete in accordance with the trust indenture, the assessment resolutions and Florida Statutes. The resolution also directs staff to provide notice to the trustee that the project has been declared complete.

On MOTION by Mr. Muhl seconded by Mr. Cellar with all in favor Resolution 2025-03, declaring the Series 2019, 2020, 2020A and 2021 projects complete was approved.

THIRD ORDER OF BUSINESS

Minutes

- A. Acceptance of Minutes of the November 19, 2024 Landowner's Meeting**
- B. Approval of Minutes of the November 19, 2024 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor the minutes of the November 19, 2024 landowner's election and Board of Supervisors meeting were approved as presented.

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FIFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Ms. Buchanan suggested the board members bring any budget requests to the District Manager as early as March so they can be considered as the fiscal year 2026 budget is drafted.

Mr. Oliver added that the budget is scheduled to be approved in May and adopted in July.

Next, Ms. Buchanan informed the Board that her firm tracks and disseminates legislative updates that would impact community development districts and can add the board members to the distribution list if they desire.

The board members all asked to be added to the distribution list.

B. District Engineer

There being nothing further to report, the next item followed.

C. District Manager

There being nothing further to report, the next item followed.

D. General Manager**1. Report**

Ms. Pollicino provided an overview of the general manager's report, a copy of which was included in the agenda package for the Board's review.

2. Proposal for Repairing Pool Expansion Joints

Ms. Pollicino reported that the pool expansion joints have areas where the sealant has pulled away. They have been patched in the past; however, the joints no longer fall under warranty. She noted the pool is not leaking, so this is a cosmetic issue at this time. For a full repair, the pool would need to be drained, and the pool would be closed for 10-14 days. Proposals were presented for both a full repair and a patch, however there is no warranty on a patch. The cost to patch the sealant is \$2,430 and the full repair proposals came in at \$6,821.25, \$12,350 and \$16,965.

The Board tabled this item to properly budget for a full repair in the upcoming year, and asked Ms. Pollicino to investigate the cost to refill the pool following the repair, and where the water goes when the pool is emptied.

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3. Proposal to Replace eTown Sign Batteries

Ms. Pollicino informed the Board that it has been recommend to replace the batteries in the eTown sign off 9B as the batteries are not maintaining their charge. The proposal is for \$2,291.22.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor the proposal from Harbinger to replace the eTown sign batteries for a total of \$2,291.22 was approved.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of December 31, 2024

Mr. Oliver recommended commissioning a capital reserve study to obtain guidance on the amount of funds needed to replace the District's capital assets.

B. Check Register

A copy of the check register totaling \$142,992.94 was included in the agenda package for the Board's review.

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

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – February 25, 2025 at 1:00 p.m. at the Southeast Regional Library

TENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Joe Muhl

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Chairman/Vice Chairman