

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, June 24, 2025 at 1:00 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
William Cellar	Supervisor
Robert Feist	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Matt Biagetti	GMS
Marcy Pollicino	General Manager
Jay King	Vesta

The following is a summary of the discussions and actions taken at the June 24, 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

There were no comments at this time.

THIRD ORDER OF BUSINESS

Approval of Minutes of the May 20, 2025 Meeting

Mr. Oliver presented the minutes of the May 20, 2025 meeting to the board. He asked for any questions, comments, or concerns. Hearing none, he asked for a motion to approve.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor the minutes of the May 20, 2025 Board of Supervisors meeting were approved as presented.

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FOURTH ORDER OF BUSINESS Discussion of the Fiscal Year 2026 Budget

Mr. Oliver presented the FY 26 budget. He stated this budget is in the same form as was approved at the last meeting, and this will be the final discussion of the budget before the mailed notices for the raised assessments get sent out. He added once the notices get sent out, the public will have the opportunity to provide their opinions at the public hearing and the board will decide if they want to make changes after hearing public comments. He noted the Board can decrease the assessments but cannot increase the assessments.

Mr. Muhl asked if they could reallocate the line items. Mr. Oliver responded they are able to move money throughout the line items freely, as long as there is enough money. Mr. Cellar noted they have on their agenda an option to upgrade the fitness equipment and that may be what they have to do in order to fund that project.

Mr. Oliver asked the board if there was anything they would like to change throughout their budget.

Mr. Muhl suggested moving \$9,000 from the Repairs and Maintenance line item to Fitness Equipment Rentals.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor, Directing Staff to move \$9,000 from the repairs and Maintenance line item to Fitness Equipment Rentals, was approved.

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

Ms. Buchanan stated she did not have anything further for the board and offered to answer any questions.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

Mr. Oliver reminded the Board members that they will need to file the financial disclosure Form 1 by July 1st with the Commission on Ethics, and they will also need to complete four hours of ethics training by December 31st.

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D. General Manager**1. Report**

Ms. Pollicino provided an overview of the report. She stated a male and female pair of teenagers were seen jumping the fence on May 25 and police arrived as they were leaving and learned they were residents. The police sent the pair home. She added on June 3rd, a club attendant on duty became aware of a party scheduled at recharge for 8:30 p.m. and stayed until 10 p.m. to ensure a party was not held. The attendant caught seven male teenagers trying to use the rooftop past hours and shut it down before there were more. On June 8th teenagers held a party at Recharge from 9-10p.m. and no damage was incurred, however trash was found in the parking lot and a minor resident was identified. She noted the emergency after hours number has been posted in the fitness center and the pool passed the Florida State health Department Inspection on May 16, 2025. She added the Vesta team patched the expansion joints with pool putty, which cost \$118.

Ms. Pollicino reported there was rust on the bottom of the pool and Village Pool determined there is no steel protruding from the bottom. The team will monitor if rust comes back. She added there was a cave-in within the landscape median along eTown Parkway and it was determined the cave-in was not a result of the roadway storm drain infrastructure. Sun State believes this issue may be residential.

2. Rooftop Patio Countertop Options

Ms. Pollicino presented the rooftop patio countertop options to the board. She stated part of the countertop lip fell off and the stone is unable to be repaired. She added the proposal from Universal Stone is to demolish the existing countertop and replace it for \$8,500 and the proposal from All Weather is to demo the countertop for \$495. She recommends going with All Weather to allow for the entire surface to match.

On MOTION by Mr. Muhl seconded by Mr. Cellar with all in favor, the All Weather Contractors Quote to Remove Trim on the Upper Patio Countertop for \$495, was approved.

3. Fitness Equipment Upgrade Options

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Ms. Pollicino presented the fitness equipment upgrade options to the board. She stated the first proposal is from Advantage, who they currently use, and has many different options for the board to choose from. She noted there are four different stationary bikes with subscriptions on them and she has never seen more than two being used at the same time. By replacing two of the bikes with subscriptions with other equipment that has been requested to add, the board can save money.

Mr. Muhl stated he believes the 60-month lease is the best deal.

Ms. Pollicino stated from her research, she has found they get the highest quality equipment from Advantage and Commercial Fitness Lease products come second, although they are more expensive.

Mr. Muhl asked if the parts for the equipment are included in the yearly cost. Ms. Pollicino stated some are under warranty, however if a part breaks that is not, they will have to pay for the replacement.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor, the 60-month Lease with Advantage Fitness for \$776 per month, was approved.
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4. Proposal for Tree Removals

Ms. Pollicino presented the proposal for tree removals at the dog park. She stated there are four dead trees in the dog park that were recommended to be removed. She noted it would be \$1,400 to remove the trees.

On MOTION by Mr. Cellar seconded by Mr. Hewins with all in favor, the Proposal from Sun State to Remove Trees at the Dog Park for \$1,400, was approved.
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Ms. Pollicino stated they have finished mulching throughout the district and they installed the 550-foot pipe for the pool deck irrigation water line. She added the district paid for 120 plants of Jasmin; however, they installed 220 in that area.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of April 30, 2025

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Mr. Oliver presented the financial statements as of May 31, 2025. A copy of which was provided in the agenda package.

B. Assessment Receipts Schedule

A copy of the assessment receipts schedule showing on-roll assessments are 99.6% collected was included in the agenda package.

C. Check Register

Copies of the check registers for May, totaling \$101,769.14, 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 Discussion of Security Matters and Consideration of Security Proposals*

Mr. Oliver stated this portion of the meeting was closed and asked the audience to leave the room.

The Board entered the closed session at 1:33 p.m.

The Board exited the closed session at 2:07 p.m.

EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There were no comments at this time.

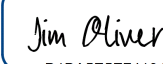
TENTH ORDER OF BUSINESS Next Scheduled Meeting – July 22, 2025 at 1:00 p.m. at the Southeast Regional Library

ELEVENTH ORDER OF BUSINESS Adjournment

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman