

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, October 28, 2025 at 12:30 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
Will Cellar	Supervisor
Kirk Blomgren	Supervisor

Also present were:

Matt Biagetti	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Marcy Pollicino	General Manager

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 12:30 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 September 23, 2025 Meeting

Mr. Biagetti asked for any questions, comments, or concerns regarding the minutes. Hearing none, he asked for a motion to approve.

On MOTION by Mr. Cellar seconded by Mr. Blomgren with all in favor the minutes of the September 23, 2025 Board of Supervisors meeting were approved as presented.

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

There being nothing to report, the next item followed.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager – Update on the Fiscal Year 2025 Goals & Objectives

Mr. Biagetti presented the goals and objectives previously set for fiscal year 2025, noting that all were met with the exception of Goal 2.2: District Infrastructure and Facilities Inspections. He recommended revising the Fiscal Year 2026 goals and objectives to remove that goal at the next meeting.

Mr. Muhl asked what the fee would be to have the District Engineer complete the inspection.

Mr. Biagetti responded that he would look into it and bring the estimate back.

On MOTION by Mr. Hewins seconded by Mr. Muhl with all in favor marking the fiscal year 2025 goals and objectives complete with the exception of Goal 2.2 was approved .

D. General Manager**1. Report**

Ms. Pollicino provided an overview of her report.

2. Consideration of Proposals for Vegetation Cutbacks

Ms. Pollicino presented a proposal to cut the vegetation back along E-Town Parkway and at the Recharge Amenity Center totaling \$9,750 and a proposal to bush hog the vegetation in front of the pond for \$2,520. She reminded the Board that the E-Town Parkway / Recharge project was previously presented and the Board opted to budget for this project in fiscal year 2026.

Mr. Muhl asked Ms. Pollicino to ensure the costs are broken out between the amenity center and the Parkway since Del Webb residents do not pay for the amenity maintenance.

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On MOTION by Mr. Muhl seconded by Mr. Blomgren with all in favor, the proposal from Sunstate totaling \$9,750 was approved.

3. Consideration of Proposals for Golf Cart Parking Refurbishing

Ms. Pollicino presented a proposal from Sunstate totaling \$1,315 to replace the sod with pine bark and Liriope in the golf cart parking area since the sod in that area continues to die.

No action was taken on this item.

4. Consideration of Proposal for Tree Removals

Ms. Pollicino presented a proposal from Sunstate totaling \$700 to remove multiple smaller dead trees in the dog park.

On MOTION by Mr. Cellar seconded by Mr. Muhl with all in favor, the proposal from Sunstate totaling \$700 was approved.

5. Consideration of Proposal for Pine Straw Install at Dog Park

Ms. Pollicino presented a proposal from Sunstate totaling \$900 to install pine straw over the bare dirt areas in the dog park as it is more cost effective compared to mulch.

On MOTION by Mr. Muhl seconded by Mr. Cellar with all in favor, the proposal from Sunstate totaling \$900 was approved.

Next, Ms. Pollicino reported that she is investigating water and electric usage for property at the intersection heading into the Edison entrance and whether costs need to be shared.

Mr. Muhl reported that he recommended to Ms. Pollicino that the District stop mowing the buffer area northwest of the south Glenmont entrance after a resident brought it up at the last meeting.

Lastly, Ms. Pollicino reported that it has come into question who maintains the landscaping at the Del Webb entrance. She will report back to the Board after further investigation.

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FIFTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of September 30, 2025

Mr. Oliver presented the financial statements as of September 30, 2025.

B. Assessment Receipts Schedule

A copy of the assessment receipts schedule showing on-roll assessments are 100.4% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$84,017.73, 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.

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 – November 18, 2025 at 12:30 p.m. at the Pablo Creek Regional Library, 13295 Beach Boulevard, Jacksonville, Florida


NINTH ORDER OF BUSINESS

Adjournment

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

Signed by:

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 Secretary/Assistant Secretary

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 Chairman/Vice Chairman