

MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors meeting of the Cypress Bluff Community Development District was held Tuesday, July 28, 2026 at 12:30 p.m. at the 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
Bob Feist	Supervisor

Also present were:

Matt Biagetti	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Marcy Pollicino	General Manager
Armin Mujcinovit	Vesta Property Services

The following is a summary of the discussions and actions taken at the July 28, 2026 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 June 23, 2026 Meeting

There were no comments on the minutes.

On MOTION by Mr. Hewins seconded by Mr. Cellar with all in favor the minutes of the June 23, 2026 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

**Public Hearing for the Purpose of Adopting Amended Rules of Procedure;
Consideration of Resolution 2026-05**

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Ms. Buchanan stated that the rules of procedure are essentially a summary of the statutory provisions for CDDs. The amended rules include revisions based on recent legislative changes. Some of the more substantive changes include requiring board members to vote unless there is a valid conflict, makes changes to the public procurement process as required by Statute, and incorporates changes to the rulemaking process.

On MOTION by Mr. Muhl seconded by Mr. Cellar with all in favor the public hearing was opened.

There being no comments from members of the public, a motion to close the public hearing followed.

On MOTION by Mr. Hewins seconded by Mr. Cellar with all in favor the public hearing was closed.

On MOTION by Mr. Cellar seconded by Mr. Hewins with all in favor Resolution 2026-05, adopting amended rules of procedure was approved.

FIFTH ORDER OF BUSINESS

Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027

Mr. Biagetti provided an overview of the budget, noting there is 5% increase in assessments as presented. The main drivers for the increase are landscape maintenance and landscape contingency with more modest increases throughout the budget related to inflation and cost of living.

A resident asked if the capital reserve funds are for both the Del Webb and other residential areas.

Mr. Biagetti responded that \$40,000 is allocated for Dell Webb and \$90,000 for the amenity tract.

On MOTION by Mr. Hewins seconded by Mr. Cellar with all in favor the public hearings were opened.

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Tim Shea asked what the Del Webb portion of the capital reserve funding would be applied to.

Mr. Muhl responded landscaping, signage, water pumps, lift stations, etc. Mr. Biagetti added that he would check to see if the capital reserve study was posted to the District's website.

Steve Kelley asked for clarification on how the top section of the capital reserve budget reconciles with the bottom section.

Mr. Hewins responded that the portion showing the beginning balance of \$11,634 is strictly the Del Webb funds, and the portion showing a beginning balance of \$106,530 is the remainder of the community.

Steve Kelley recommended making the capital reserve budget easier to understand.

Ron Collins asked if the security cameras were a recent addition.

Mr. Cellar responded that they are.

Ron Collins asked if residents need something looked into as far as the cameras, who they should approach.

Mr. Biagetti responded that the amenity management staff should be approached, however due to security concerns, the footage would not be shared with residents. He recommended speaking to the amenity staff and/or Sheriff's Department if there is a concern.

Ron Collins ask what the security patrol involves.

Mr. Biagetti responded that there is a contract with the Duval County Sheriff's Department for off-duty patrols that is used sparingly at the moment. There is a placeholder in the budget for more patrols should they become necessary.

Ron Collins stated that there have been issues with motorcycles in the community and recommended utilizing patrols to deter those.

A resident asked why the irrigation repair line item was being reduced.

Mr. Feist responded that it could be due to the adjustment in accounting for Del Webb areas versus amenity related areas.

A resident asked what the Del Webb resident assessments pay for.

Mr. Biagetti responded that there are two parts to the CDD assessment, the debt service assessment and the operations and maintenance assessment. The debt service assessment is repaying the cost of the construction of the infrastructure. The operations and maintenance

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assessment funds the administrative costs for running the management of the CDD, and the grounds maintenance costs. He noted both assessments are billed via the property tax bills.

Grace Harris asked if the maintenance assessments cover the maintenance of the areas outside the Del Webb community.

Mr. Biagetti responded yes, it covers the common areas along the main roadways, any pocket parks, and stormwater management.

Grace Harris asked if the CDD maintains as far down as Publix.

Ms. Pollicino responded that it does, but there is a cost share in place with the commercial entities so that they pay into the maintenance costs. Ms. Buchanan added that she would look into the cost share.

A resident asked if the commercial entities are paying into the bond debt.

Mr. Muhl responded that they are outside of the bond area. Mr. Muhl asked Mr. Biagetti to make a footnote that there are commercial expenses that are handled by the POA.

Michael Dwyer asked if there are any plans to remove the roundabout at Apex and install a traffic light to handle all of the new traffic coming through and if the residents would have to fund that.

Mr. Muhl responded that he is not aware of any plans to remove the roundabout.

A resident stated that she did not receive the mailed notice.

Mr. Biagetti stated that the list of mailing addresses and homeowners comes from the property appraiser.

On MOTION by Mr. Hewins seconded by Mr. Muhl with all in favor the public hearings were closed.

A. Consideration of Resolution 2026-06, Relating to Annual Appropriations and Adopting the Budget

Ms. Buchanan stated that resolution 2026-06 appropriates funds as described in the budget, allows for budget amendments and formally adopts the budget.

On MOTION by Mr. Muhl seconded by Mr. Hewins with all in favor Resolution 2026-06, relating to annual appropriations and adopting the budget for fiscal year 2027 was approved.

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B. Consideration of Resolution 2026-07, Imposing Special Assessments and Certifying an Assessment Roll

Ms. Buchanan stated that resolution 2026-07 levies and annual operations and maintenance assessment to secure funding for the budget just adopted, includes a finding of benefit of the facilities, assesses the operations and maintenance assessment and certifies for collection the debt service assessments previously levied.

On MOTION by Mr. Cellar seconded by Mr. Hewins with all in favor Resolution 2026-07, imposing special assessments and certifying an assessment roll was approved.

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

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

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

Mr. Biagetti reminded the board members to complete four hours of ethics training by December 31st.

D. General Manager – Report

Ms. Pollicino provided an overview of the general manager's report, a copy of which was included in the agenda package. Ms. Pollicino informed the Board that there some resident requests to install benches along the multi-use path, however the path is owned by the City of Jacksonville. Next, Ms. Pollicino informed the Board the bike lane sign that was hit by a car in front of Atlantic Coast High School would need to be replaced by the CDD as the CDD has an agreement with the City of Jacksonville to maintain the traffic signs on decorative posts. She also reported that some other signage will be needed along E-Town Parkway and asked if the Board would like the signs on similar decorative posts. If so, the CDD will be responsible for paying for the signs.

The Board directed Ms. Pollicino to bring estimates and photos of the posts to the next meeting for consideration.

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SEVENTH ORDER OF BUSINESS**Financial Reports****A. Financial Statements as of June 30, 2026**

Mr. Biagetti presented the financial statements as of June 30, 2026.

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 \$109,469.00, was included in the agenda package for the Board's review.

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

EIGHTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

NINTH ORDER OF BUSINESS**Supervisor's Requests and Audience Comments**

Carol Springer questioned if the CDD will always maintain the walking path that is owned by the City, as well as the decorative signs.

Ms. Pollicino responded that is her understanding.

A resident asked if replacement of the signs is covered by insurance in the event of an accident.

Mr. Biagetti responded that the District will submit for reimbursement through insurance if the District knows who caused the damage.

Mr. Feist asked if District Counsel could give a short presentation on the Sunshine Law when new board members come on.

Ms. Buchanan responded that a one on one discussion can be had with new board members, or a CDD 101 presentation can be done during a board meeting.

Mr. Feist asked if there is an update on the Edison cost share request.

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Mr. Biagetti responded that the new contact with the HOA has confirmed receipt of the cost share agreement and has submitted it to the HOA board for consideration.

TENTH ORDER OF BUSINESS**Discussion of Security System**

This portion of the meeting was closed to the public in accordance with Sections 119.071(3)(a) and 281.301, Florida Statutes, as the Board discussed matters related to the security system plan. The closed session began at approximately 1:39 p.m. The public portion of the meeting resumed at approximately 1:46 p.m. and the following motion was made.

On MOTION by Mr. Cellar seconded by Mr. Hewins with all in favor an installation cost of \$22,457.61 for installation and \$880.14 monthly monitoring fees with Everon were approved with the Chair authorized to give final approval of the contract.

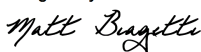
ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – August 25, 2026
at 12:30 p.m. at the Southeast Regional
Library, 10599 Deerwood Park Boulevard,
Jacksonville, Florida**

TWELFTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Muhl 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