

**MINUTES OF MEETING
CYPRESS BLUFF COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cypress Bluff Community Development District held a Public Hearing and Regular Meeting on June 18, 2024 at 1:00 p.m., at the Cooper Memorial Library, 2525 Oakley Seaver Dr., Room 221, Clermont, Florida 34711.

Present were:

Stephen McConn	Chair
Casey Dare	Vice Chair
Doug Beasley	Assistant Secretary
Paul Thomas	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Grace Kobitter	District Counsel
Jorge Miranda (via telephone)	Empire Management Group, Inc. (Empire)
Rachell Kirkley (via telephone)	Empire

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 1:00 p.m.

Supervisors McConn, Thomas, Beasley and Dare were present. Supervisor Iorio was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2024/2025 Budget**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2024-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending**

September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres presented Resolution 2024-07. He distributed and reviewed the most recent version of the proposed Fiscal Year 2025 budget, including line item increases, decreases and adjustments compared to the Fiscal Year 2024 budget and explained the reasons for any changes.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Public Hearing was closed.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-07, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS**Consideration of Fiscal Year 2025 Funding Agreement**

Mr. Torres presented the Fiscal Year 2025 Funding Agreement.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Fiscal Year 2025 Funding Agreement, was approved.

FIFTH ORDER OF BUSINESS**Discussion: Amenity Policies and Rates**

Mr. Torres stated that the Amenity Policies and Rates will be presented at the next meeting.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2024-08, to Designate the Date, Time and Place of Public Hearing and Authorize Publication of Notice of Such Hearing for the Purpose of Adopting Rules, Rates, Fees and Charges of the District and Providing an Effective Date

Mr. Torres presented Resolution 2024-08.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-08, to Designate the Date, Time and Place of August 20, 2024 at 1:30 p.m., at the Cooper Memorial Library, 2525 Oakley Seaver Dr., Room 221, Clermont, Florida 34711 for a Public Hearing and Authorize Publication of Notice of Such Hearing for the Purpose of Adopting Rules, Rates, Fees and Charges of the District and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-02, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Remainder of Fiscal Year 2023/2024 and Providing for an Effective Date

This item was deferred.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was deferred.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Designating the Primary Administrative

Office and Principal Headquarters of the District and Providing an Effective Date

Mr. Torres presented Resolution 2024-05.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-05, Designating Wrathell, Hunt and Associates, LLC, located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 as the Primary Administrative Office and Empire Management Group, 1098 W. Montrose Street, Clermont, Florida 34711 as the Principal Headquarters of the District and Providing an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-06, Designating the Location of the Local District Records Office and Providing an Effective Date

Mr. Torres presented Resolution 2024-06.

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, Resolution 2024-06, Designating the Location of Empire Management Group, 1098 W. Montrose Street, Clermont, Florida 34711 as the Local District Records Office and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2024

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the Unaudited Financial Statements as of April 30, 2024, were accepted.

TWELFTH ORDER OF BUSINESS

Approval of April 16, 2024 Regular Meeting and Audit Committee Meeting Minutes

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the April 16, 2024 Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kilinski | Van Wyk, PLLC**

Ms. Kobitter reminded the Board Members about the new requirement to complete four hours of ethics continuing education by December 31, 2024. Form 1 must be submitted electronically, no later than July 1, 2024, via the Florida Commission on Ethics (FCOE) portal, rather than filing it with the Supervisor of Elections.

B. District Engineer (Interim): Poulos & Bennett LLC

There was no report.

C. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: TBD**

The next meeting will be held on August 20, 2024 at 1:30 p.m.

FOURTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. McConn and seconded by Mr. Dare, with all in favor, the meeting adjourned at 1:17 p.m.
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary

Secretary/Assistant Secretary

Steph McCom
Chair/Vice Chair

Chair/Vice Chair