

**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 August 20, 2024 at 1:30 p.m., at the Cooper Memorial Library, 2525 Oakley Seaver Dr., Room 221, Clermont, Florida 34711.

Present were:

Stephen McConn
Doug Beasley
Paul Thomas

Chair
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Grace Kobitter
Jorge Miranda (via telephone)
Rachell Kirkley (via telephone)

District Manager
District Counsel
Empire Management Group, Inc. (Empire)
Empire

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 1:33 p.m.

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

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Amenity
Policies, Rates, Fees and Charges**

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2024-09, Adopting Amenity Policies and Rates Including Suspension and Termination Policies; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2024-09 and explained the Rules of Procedure and rates and what is covered.

The following changes were made to Exhibit A:

Annual User Fee: Insert “– \$4,000.00” after “\$2,500.00”

Replacement Access Card: Insert “– \$50.00” after “\$30.00”

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

On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, Resolution 2024-09, Adopting Amenity Policies and Rates Including Suspension and Termination Policies, as amended; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting]

Mr. Torres presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. He presented the

Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

The following change was made:

Goal 1.1, Minimum Number of Meetings: Change “eight” to “two”

On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, as amended, were approved.

FIFTH 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

Mr. Torres presented Resolution 2024-04. The following will be inserted into the Fiscal Year 2025 Meeting Schedule:

DATES: Insert October 15, 2024; November 19, 2024; December 17, 2024; January 21, 2025; March 18, 2025; April 15, 2025; May 20, 2025; June 17, 2025; July 15, 2025; August 19, 2025 and September 18, 2025

TIME: Insert “1:30 PM”

On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, Resolution 2024-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025, as amended, and Providing for an Effective Date, was adopted.

▪ Consideration of Duke Energy Lighting Proposal Project #24019DE1F

This item was an addition to the agenda.

Mr. Torres presented the Duke Energy Lighting Proposal for Phases 1 and 2, in the amount of \$6,847 per month.

On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, Duke Energy Lighting Proposal Project #24019DE1F for Phases 1 and 2, in the amount of \$6,847 per month, was approved.

SIXTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of June 30, 2024**

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

SEVENTH ORDER OF BUSINESS**Approval of June 18, 2024 Public Hearing and Regular Meeting Minutes**

On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, the June 18, 2024 Public Hearing and Regular Meeting Minutes, as presented, were approved.

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

Ms. Kobitter asked if the Board will be prepared to commence the bond process in September 2024. Mr. McConn stated that it can wait until October 2025.

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 October 15, 2024 at 1:30 p.m., unless cancelled.

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

There were no Board Members' comments or requests.

TENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

ELEVENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Mr. McConn and seconded by Mr. Beasley, with all in favor, the meeting adjourned at 1:44 p.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair