

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

The regular meeting of the Board of Supervisors of the Cypress Ridge Community Development District was held **Thursday, March 12, 2026** at 1:45 p.m. at the Hampton Inn Plant City, 2702 Thonotosassa Rd, Plant City, Florida.

Present and constituting a quorum:

Milton Andrade *by Zoom*
Garret Parkinson
Brian Walsh
Kareyann Ellison
Brent Elliott

Chairman
Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Patrick Collins
Clayton Smith

District Manager, GMS
District Counsel, Kilinski Van Wyk
Field Manager, GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 1:45 p.m. and called the roll. Four Supervisors were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns stated that there were no members of the public present at the meeting, and none joining by Zoom.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Swearing in Elected Supervisor Garret Parkinson (Seat #4)(Elected at November 19, 2025 Landowners' Election)

Ms. Burns swore in Mr. Parkinson.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of December 11, 2025
Board of Supervisors Meeting**

March 12, 2026

Cypress Ridge CDD

Ms. Burns presented the minutes of the December 11, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Minutes of December 11, 2025 Board of Supervisors Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Conveyance Documents for Phase 1 Common Area Tracts

Mr. Collins stated these documents convey the common area tracts that are ready to be conveyed for Phase 1. Title reports were pulled and showed no issues and only a deed was needed. He noted there are additional Phase 1 common area tracts not yet ready for turnover, these will return at a future meeting.

On MOTION by Mr. Walsh, seconded by Ms. Ellison, with all in favor, the Conveyance Documents for Phase 1 Common Area Tracts, was approved.

SIXTH ORDER OF BUSINESS

Consideration of Acquisition of Amenity Center Document Package

Mr. Collins stated this is the full acquisition of the Amenity Center. This construction contract wasn't originally signed so he noted the full acquisition was needed. He stated that it needed to be approved in substantial form due to GMS accounting asking to see the construction costs formatted.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the Acquisition of Amenity Center Document Package, was approved in substantial form.

SEVENTH ORDER OF BUSINESS

Presentation of Amended Amenity Policy Verbiage Regarding Access Cards & Mobile App Use

Ms. Burns reviewed the policy and stated there was a change and they are bringing this back to the Board for ratification. The system that was installed had a feature that they don't have

March 12, 2026

Cypress Ridge CDD

anywhere else where you can use your cell phone as an access card. The policy allows each household to assign two cell phone numbers for access limited to individuals over 18.

On MOTION by Mr. Walsh, seconded by Ms. Ellison, with all in favor, the Amended Amenity Policy Verbiage Regarding Access Cards & Mobile App Use, was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals from Nation Security for Patrol Services *(to be provided to Board of Supervisors under separate cover for confidentiality purposes)*

Ms. Burns reviewed the Nation Security Proposal options and referenced a summary sheet prepared. The Amenity facility recently opened and there are no reported issues yet. She noted the budget is \$14,500. Starting out doing seasonal 16 hours would be \$6,948. That would leave around \$9,000 in the budget. Ms. Burns noted a typo in the seasonal timeline/pricing summary. Coverage between Spring break through Labor Day on weekends. She explained there was a 30-day termination without cause if it needed to be terminated.

On MOTION by Mr. Walsh, seconded by Ms. Ellison, with all in favor, the Proposals from Nation Security for Patrol Services, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Collins had nothing to report.

A. Engineer

The District Engineer was not present, the next item followed.

B. Field Manager's Report

Mr. Smith presented the report that had some updates from the last meeting. The approved pond signage was installed, he stated there were two different versions. There were some street signs that were found laying down or bent and those were repaired. The ponds had some extensive cutbacks of overgrowth around the ponds; the landscaper was able to clean that up. Multiple

March 12, 2026

Cypress Ridge CDD

freezes caused landscape damage, the vendor will begin cutbacks next week after the freeze window. The plan is to cut back dead material first, then assess what flushes back vs. what requires replacement. Proposal for replacements will come later. He noted that there is a lot of damage around the Amenity Center. He noted it still looks good, just needs some attention. The aquatics vendor has been dealing with some lingering aquatic vegetation in a few ponds they have significantly reduced the presence. Most sites have really low ponds right now. Cypress Ridge does have some that show a bit of an exposed bank around the pond.

He stated the contractor they chose for the Amenity Center that's doing both janitorial and the full maintenance services hasn't had any issues or concerns. The next item is the irrigation wells; they do have a water use permit that requires tracking and reporting. He noted that he did get a quote to add some meters to these because there is currently no meter. There's no way to track the flow. Once those are in place everything can be updated.

Mr. Smith presented the proposal to refresh the mulch at the front entrance along 579 and then down Bishop Road all the way to the first intersection. There is a limited budget in landscape replacements/enhancements line items (\$5,000) but flexibility due to landscape maintenance line item being under budget. Mr. Milton advised holding off on boulevard mulching/plantings tied to Phase 2 due to planned sidewalk widening that will impact planting beds. Mr. Smith recommended they hold on to the Bishop Road portions of the project. Mr. Smith was told to get a price for it to be approved.

Mr. Smith noted the landscape maintenance and management company they work with frequently manage a lot of the water use permits. They go around and read and report them. They've given two proposals. They provided a fee to install two meters, one on each well. The second part is a proposal to do the reporting. Mr. Smith noted that they do a very good job and make sure it's in compliance. Getting the meters in place for right now. They only charge \$3,000 for the year.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, the Installation of the Meters, was approved.

C. District Manager's Report

i. Approval of Check Register

Ms. Burns stated the check register is in the agenda package for review, totaling \$874,00. She offered to take questions on any of the invoices.

March 12, 2026

Cypress Ridge CDD

On MOTION by Mr. Walsh, seconded by Ms. Ellison, with all in favor, the Check Register, was approved.

ii. Balance Sheet & Income Statement

Ms. Burns noted that financial statements are included in the package for review. No action is required from the Board.

TENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

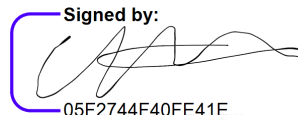
Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Walsh, seconded by Mr. Elliott, with all in favor, the meeting was adjourned.

Jill Burns

Secretary/Assistant Secretary

Signed by:


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Chairman/Vice Chairman