

**MINUTES OF MEETING  
CYPRESS CREEK OF HILLSBOROUGH COUNTY  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cypress Creek of Hillsborough Community Development District was held on Thursday, **July 10, 2025**, at 7:00 p.m. at the SouthShore Regional Library, 15816 Beth Shields Way, Ruskin, Florida.

Present and constituting a quorum were:

Jason Hepburn	Chairman
Nancy Fauci	Vice Chairman
Joel Martin	Assistant Secretary
Reece Thomas	Assistant Secretary

Also, present were:

Richard McGrath	District Manager, GMS
Daniel Lewis <i>by Zoom</i>	District Counsel
Joel Blanco	Field, GMS
Matthew Huber	Rizzetta

*The following is a summary of the discussion and actions taken at the July 10, 2025 Cypress Creek of Hillsborough County Community Development District Regular Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. McGrath called the meeting to order at 7:01 p.m. Four Supervisors were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Supervisors Requests & Audience Comments  
on Specific Items on the Agenda**

Mr. McGrath opened the meeting for Supervisors requests & audience comments. There were no audience comments or Supervisor requests.

**THIRD ORDER OF BUSINESS****Discussion and Revision of the Process for  
Amenity Rentals**

Mr. McGrath stated this was a requested Board discussion from the last meeting. Mr. Hepburn asked Mr. Huber how they manage their rentals and automated services. Mr. Huber noted it's a \$250 start-up fee, \$99 a month license fee plus an additional 15 cents per lot. The total per month would be about \$403. Has the ability to do e-mail, newsletters, push notifications, etc. Possibly get rid of Constant Contact.

*\*Daniel Lewis joined the meeting at this time.*

Mr. Huber stated it would be \$100 per month to manage email accounts. It's not tied to a seat. It would be first and last initial. They will now have a better way to keep track of rentals. Access would be run by the amenity staff, and the Board can give feedback and recommendations.

On MOTION by Mr. Hepburn, seconded by Mr. Martin, with all in favor, Rizzetta's website and hosting, enumerate and technology package for the Boards email, was approved.

**FOURTH ORDER OF BUSINESS****Discussion of the Transition of District  
Services**

Mr. Huber noted the official date for the transition of management is July 28<sup>th</sup>. Ms. Fauci talked about booking Forest Brooke for their meetings and asked about a contract. They talked about an inventory list for hardware and things, computers, and tablets at the amenity center. The Board asked Rizzetta about the amenities for the personnel and staff, maintenance capabilities, i.e. fence panel replacement, etc. Mr. Hepburn said that fence repair after the hurricane probably would have been better to use a vendor than our maintenance staff. Ms. Ferguson is checking on whether or not the \$26,000 fence insurance claim has been resolved.

Mr. Martin asked about pending maintenance projects in transition to the next agenda. Mr. McGrath will get with Ms. Ferguson regarding that. The Board asked about staffing, and Rizzetta said that GMS will be taking their staff and they will be bringing in new staff. Ms. Fauci noted things look like they are progressing okay and Mr. Hepburn agreed. District Counsel has reviewed and approved the District Management contract and the amenity contract. He is still waiting to review the tech and field contract. Rizzetta sent over the resolution that will need to be passed to change over from GMS to Rizzetta and that will be set for the July 22<sup>nd</sup> meeting. Mr. Blanco will do a landscape walk through. He will contact Mr. Hepburn to join. Mr. Blanco asked about capped

irrigation zones. Ms. Fauci spoke about a fire pit on CDD property. Mr. Blanco will check on it. Ms. Fauci spoke about the contract with Massey that needs a contract addendum to add the treatment for the snake problem at the dog park in the Orchids.

Mr. McGrath asked for any audience comments specific to the additional snake treatments at the Orchids.

On MOTION by Mr. Hepburn, seconded by Ms. Fauci, with all in favor, Four additional treatments to the existing pest control contract for snake remediation, was approved.

Ms. Fauci spoke about an area (an emergency entrance and exit to the community) where a woman is using it for personal parking. District Counsel was directed to send a letter to the resident who is using the area to park. The Board would like security to put a no parking sticker on that and have it towed if not moved. Also, have security put a no parking sticker on the car parked by the lift station. Mr. Hepburn and the Board thanked GMS for their work.

#### **FIFTH ORDER OF BUSINESS**

#### **Supervisors Requests and General Audience Comments**

Resident asked about a spreadsheet for expenditures not paid. Mr. Hepburn noted the invoices are in the packet for the upcoming meeting and those will be addressed at next meeting. Mr. McGrath noted GMS will continue to pay the District's bills up until the finality of the contract.

Resident spoke about pickleball and asked about spraying that area for bugs in the evenings. Mr. Hepburn stated the county will come and spray if requested.

Resident (Diedre Martin, 7265 Somerset Pond Dr.) asked about replacing the main sign that directs people to the clubhouse. Resident commented that they are dated, damaged, and taped. Mr. Hepburn stated that will be ordered and replaced. She asked about repairs on the leaning stop sign. The Board noted that is the county's responsibility. She asked about who is responsible for the pot holes. Mr. Hepburn gave the audience Hillsborough County Public Works phone work 813-635-5400.

Supervisor Thomas asked about the process for the bonds. Mr. McGrath stated the bonds are attached to the District so in transition it just moves to the new management company.

**SIXTH ORDER OF BUSINESS**

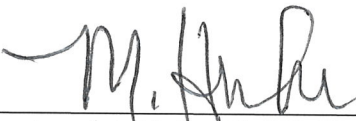
**Next Board Meeting is Scheduled for July 22, 2025 at 7:00 p.m.**

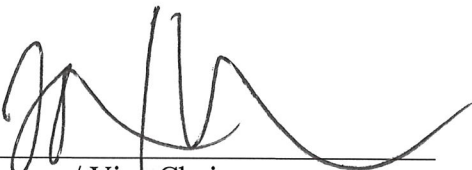
The next regular Board meeting is scheduled for July 22, 2025, at 7:00 p.m.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Martin, seconded by Mr. Hepburn, with all in favor, the meeting was adjourned at 7:53 p.m.
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Secretary / Assistant Secretary

  
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Chairperson / Vice Chairperson