

MINUTES OF MEETING
COASTAL RIDGE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Coastal Ridge Community Development District was held on Tuesday, February 3, 2026, at 11:06 a.m. at the eTown Welcome Center, 11003 E-Town Parkway in Jacksonville, Florida.

Present and constituting a quorum were:

David Ray	Vice Chairman
Greg Barbour	Supervisor
John Hewins	Supervisor
Chris Price	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Daniel Welch <i>by phone</i>	District Engineer

The following is a summary of the discussions and actions taken at the February 3, 2026, meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 11:06 a.m.

SECOND ORDER OF BUSINESS

Public Comment

There being no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the December 2, 2025 Meeting

Mr. Oliver presented the minutes to the board. He asked for any questions, comments, or corrections.

On MOTION by Mr. Hewins seconded by Mr. Price, with all in favor, the December 2, 2025 Minutes were approved as presented.
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February 3, 2026

Coastal Ridge CDD

FOURTH ORDER OF BUSINESS

Consideration of Agreement with SunSate Nursery and Landscaping for Phase 1 and Rustic Ridge

Mr. Oliver stated that the proposal for Rustic Ridge includes an annual cost of \$26,220. The proposal for Phase 1 includes an annual cost of \$170,484. The amounts combined are within the budgeted amount for landscape maintenance.

On MOTION by Mr. Hewins seconded by Mr. Price, with all in favor, the proposals from SunState Nursery and Landscaping for landscape and irrigation maintenance of Phase 1 and Rustic Ridge were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer

1. Approval of Requisition Summary

A requisition summary including requisitions 49 through 53 was presented to the Board for their review.

Mr. Ray joined the meeting at this time.

On MOTION by Mr. Hewins seconded by Mr. Price, with all in favor, the requisition summary was approved.

2. Ratification of Carlton Construction Change Order No. 3

A copy of change order number three showing a reduction of \$114,000 was included in the agenda package for the Board’s review.

On MOTION by Mr. Ray seconded by Mr. Hewins, with all in favor, Carlton Construction Change Order No. 3 was ratified.

C. District Manager

Mr. Oliver stated that staff will continue to look for a more convenient meeting location.

SIXTH ORDER OF BUSINESS

Financial Report

February 3, 2026

Coastal Ridge CDD

A. Financial Statements as of December 31, 2025

Mr. Oliver presented the financial statements as of December 31, 2025, copies of which were included in the agenda package for the Board’s review.

B. Approval of Check Register

- 1. November**
- 2. December**

Copies of the November check register totaling \$18,754.42 and December check register totaling \$17,759.41 were included in the agenda package for the Board’s review.

On MOTION by Mr. Hewins seconded by Mr. Ray, with all in favor, the November and December check registers were approved.

SEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There being no comments, the next item followed.


EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – March 3, 2026, at 11:00 a.m. at the Pablo Creek Regional Library

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hewins seconded by Mr. Ray with all in favor the meeting was adjourned.

DocuSigned by:

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 Secretary/Assistant Secretary

Signed by:

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 Chairman/Vice Chairman