

**MINUTES OF MEETING  
SWEETWATER CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Sweetwater Creek Community Development District was held on Thursday, **May 6, 2021** at 4:00 p.m. at the offices of Governmental Management Services-North Florida, in World Golf Village, 475 West Town Place, Suite 114, St. Augustine, Florida.

Present and constituting a quorum were:

Rob Lisotta	Chairman
Stephen Handler <i>by Zoom</i>	Vice Chairman
Scott McNary	Supervisor
John Williams	Supervisor
Charles Usina <i>by Zoom</i>	Supervisor

Also present were:

Ernesto Torres	District Manager, GMS
Sarah Warren <i>via Zoom</i>	Hopping Green & Sams
Brian Stephens <i>via Zoom</i>	RMS
Erin Gunia <i>via Zoom</i>	Marshall Creek CDD
Darrin Mossing	GMS
Alison Mossing	GMS
Paul Hutchinson <i>via Zoom</i>	District Engineer
Joe Knous	RA Studio 1+, Architect

*The following is a summary of the minutes and actions taken at the May 6, 2021 meeting.  
A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Lisotta called the meeting to order at 4:00 p.m. Five Board members were present, two attending by Zoom and three in person, constituting a quorum.

**SECOND ORDER OF BUSINESS                      Public Comment**

Mr. Lisotta asked for any residents who have comments to use Zoom’s ‘raised hand’ feature and to please keep their comments to three minutes. There were no comments at that time, so the next item followed.

**THIRD ORDER OF BUSINESS                      Approval of the Consent Agenda**

**A. Minutes of the April 1, 2021 Meeting**

Mr. Lisotta presented the April 1, 2021 meeting minutes and asked for any comments or corrections from the Board. The Board had no changes.

On MOTION by Mr. McNary, seconded by Mr. Williams, with all in favor, the Minutes from the April 1, 2021 Meeting, were approved.

**B. Financial Statements**

Mr. Lisotta stated the financial statements were provided in agenda packet. He asked for any questions or discussion about them. The Board had no questions.

**C. Check Register**

Mr. Lisotta added that the check register balance was \$558,228.33. The Board had no questions.

On MOTION by Mr. Williams, seconded by Mr. Handler, with all in favor, the Check Register, was approved.

**FORTH ORDER OF BUSINESS                      Update on Capital Improvement Projects**

Mr. Knous presented plans on capital improvement projects. The first thing that was discussed was renovation to the fitness center. The Board recommended a workshop be scheduled to discuss the topic more in detail. The workshop will be scheduled for June 20, 2021 at 4:00 p.m. tentatively at the World Golf Village Renaissance.

**FIFTH ORDER OF BUSINESS**

**Update on Property Conveyed from Lennar to CDD**

Mr. Lisotta stated this has become controversial to some residents of the community. This is the process of how it works. First the District engineer ensures that what Lennar is conveying to the CDD has been done by the development. All property has been inspected previously and Engineer Certificates have been issued. Counsel will send documents to St. Johns County to be recorded.

**SIXTH ORDER OF BUSINESS**

**Consideration of Memorandum of Understanding with the St. Johns County Property Appraiser Regarding Confidential Information**

Mr. Torres stated that some residents qualify for confidentiality when it comes to information recorded by the tax collector’s office. The Board approves the tax roll each year to submit to county.

On MOTION by Mr. Williams, seconded by Mr. McNary, with all in favor, the Memorandum of Understanding with the St Johns County Property Appraiser Regarding Confidential Information, was approved.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Field Operations Scope**

Mr. Mossing stated himself and Alison Mossing are here on behalf of Riverside Management Services. He stated that the Board has had concerns about their services. Alison will be providing administrative services to Brian Stephens. She will keep the Board and community informed on matters of concern and make sure projects are getting completed. They drafted a preliminary report that was handed out prior to the meeting as an example of reporting they will provide. They also set up a maintenance email for community complaints and questions and the updates will come monthly and in emergency situations.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Warren had nothing further for the Board.

**B. District Engineer**

There being none, the next item followed.

**C. Field Manager - Memorandum**

Mr. Stephens presented the East Wells proposal of \$5,421.20 to repair Rio del Norte irrigation pump.

On MOTION by Mr. McNary, seconded by Mr. Handler, with all in favor, the East Wells proposal to repair Rio del Norte irrigation pump, was approved.

**D. District Manager**

**i. Report on the Number of Registered Voters**

There being none, the next item followed.

**ii. Consideration of Requisition No. 34**

Mr. Torres stated this was for the Armstrong fence for the remaining deposit of \$2,570. They have another one for Riverside Management Services for \$3,444.73 for the soccer goals and lacrosse equipment. Another requisition for Hopping Green & Sams for the work Sarah has completed regarding the review and research questions of the ongoing project.

On MOTION by Mr. Williams, seconded by Mr. Usina, with all in favor, Requisition No. 34, was approved.

**E. Amenity Facilities Manager**

Ms. Guina relayed updates to Mr. Lisotta due to a dying battery. Updates included the resuming of child watch with no complaints at this time. She had nothing further to report to the Board.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests/Audience Comments**

There being none, the next item followed.

May 6, 2021

Sweetwater Creek CDD

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Thursday, June 3, 2021 at 4:00 p.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092**

Mr. Lisotta stated the next meeting will be June 3, 2021 at 4:00 p.m. tentatively at the World Golf Village Renaissance.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. McNary, seconded by Mr. Williams, with all in favor, the Meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman