

**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 Monday, **November 8, 2021** at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Rob Lisotta	Chairman
Stephen Handler	Vice Chairman
John Williams	Supervisor
Charles Usina	Supervisor

Also present were:

Ernesto Torres	District Manager
Jennifer Kilinski	District Counsel
Erin Gunia	Amenity Manager
Jerry Lambert	Operations Manager
Joe Knous	Studio 1+

The following is a summary of the minutes and actions taken at the November 8, 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. Four Board members were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

There were no public comments.

November 8, 2021

Sweetwater Creek CDD

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2022-03,
Declaring a Vacancy on the Board and
Appointing a Qualified Elector to Fill the
Vacancy**

Mr. Lisotta stated that Mr. McNary had resigned his position. He reviewed the process for replacement. He suggested moving one Supervisor to the vacant seat and then appointing someone that may be interested. After discussion the Board decided to move Mr. Handler to the vacant Seat #5. The Board will seek interested people to fill position and the new appointee will be filling Seat #2 whose term will expire November 2022

On MOTION by Mr. Lisotta, seconded by Mr. Williams, with all in favor, the Resolution 2022-03, Declaring a Vacancy on the Board and Appointing a Qualified Elector to Fill the Vacancy and the Move of Supervisor Handler to the Vacant Seat #5, was approved.

FOURTH ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the October 7, 2021 Meeting

Mr. Lisotta presented the October 7, 2021 meeting minutes and asked for any comments or corrections from the Board. Correction noted that Mr. Williams was not present at this meeting.

B. Financial Statements

The financial statements were provided in the agenda and were for informational purposes.

C. Check Register

Mr. Lisotta presented the check register. Total was \$101,913.43. The Board had no questions.

On MOTION by Mr. Williams, seconded by Mr. Usina, with all in favor, the Consent Agenda, was approved, as amended.

FIFTH ORDER OF BUSINESS

**Public Comment on Board's Intent to
Terminate Child Watch Services Effective
February 1, 2022**

This topic was not discussed.

November 8, 2021

Sweetwater Creek CDD

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Irrigation Smart Controllers

Mr. Lambert reviewed the packet with 2 proposals on the irrigation smart controllers. Question was asked on the advantage of having them operational. It was noted this is an annual costs savings. Further summary was provided on specifics of location, costs, and savings. After discussion the Board decided to table this topic.

SEVENTH ORDER OF BUSINESS

Items Related to Amenity Center Renovation

A. Discussion of Architectural RFQ.

This topic was moved to the next meeting.

B. Construction Cost Estimates for Concept Plans

This item was taken out of order of the agenda.

Mr. Joe Knous reviewed estimates for fitness center renovation and the gym equipment. Mr. Handler commented about this topic being a reason for a workshop agenda. Mr. Lisotta replied about scaling back to get this project within budget. Mr. Lisotta stated he did not feel a workshop was needed. Discussion ensued on the cost of this project and the budget.

Ms. Kilinski added comments about supplies and pricing issues and the RFQ process. Discussion ensued about the cost estimates and disruption of supply chain and the timing of this project. Obtaining community/resident feedback was discussed. Ms. Gunia confirmed the last survey was sent in 2020. It was recommended the Board postpone further discussion and changes until later date.

EIGHTH ORDER OF BUSINESS

Discussion on Non-Resident User Fees

There being no discussion on this item, the next item followed.

NINTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team

A representative from Duval Landscaping was present at the meeting. It was noted proposals had been submitted for further projects. Further discussion was on moving and spreading the flowers to the entire community. The roundabout and flower bed still has overgrown grass. Mr. Lisotta asked that quotes be submitted for the work.

November 8, 2021

Sweetwater Creek CDD

B. District Counsel

Ms. Kilinski noted there were no further updates.

C. District Engineer – Consideration of Work Authorization for Stormwater Needs Analysis

There were no further updates.

D. Field Manager

1. Memorandum

2. Updates

Mr. Lambert summarized the Field Operations Report to include landscaping light fixtures, bench repair, mulching, cleaning of sidewalks, pavers and curbs. Also signs for no skateboards were installed and mailbox labels replaced. He added quotes have been obtained to resurface the basketball court.

3. Pond Fountain Update

Pond fountain proposals were included in the packet from Charles Aquatics, Future Horizons, Inc., and Solitude Lake Management.

4. Gate System Proposals

Gate proposals were included in the packet from Envera.

E. District Manager

There being none, the next item followed.

F. Amenity Facilities Manager – Monthly Report (to be provided under separate cover)

Ms. Gunia gave updates on the monthly report to include repairs, CPR updates, staff updates, community events, and child watch updates. There was discussion on the change in ages for child watch. After discussion it was recommended all changes be postponed until a later meeting.

November 8, 2021

Sweetwater Creek CDD

TENTH ORDER OF BUSINESS

Supervisor Requests/Public Comment

Resident Comments:

- Mr. Smith commented on water system issues.
- A resident commented on undeveloped spaces.

Supervisor Comments:

- There were no further Supervisor comments.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meetings – Thursday,
December 2, 2021 at 4:00 p.m. at 625 Palencia
Club Drive, St. Augustine, Florida 32095**

Mr. Lisotta stated next Board of Supervisors meeting on Thursday, December 2, 2021 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Williams, seconded by Mr. Usina, with all in favor, the Board of Supervisors Meeting was adjourned.

DocuSigned by:

 3FE774DC69854A7...
 Secretary/Assistant Secretary

DocuSigned by:

 A4C277EDB9F3415...
 Chairman/Vice Chairman