

**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, **April 7, 2022** 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
Ron Cervelli	Supervisor

Also present were:

Jim Oliver	District Manager, GMS
Jerry Lambert	Field Operations Manager
Cheryl Graham	Riverside Management Services, Inc.
Jennifer Kilinski	District Counsel, KE Law Group
Erin Gunia	Amenity Facilities Manager
Ryan Sparrell	Invision Construction
Chris Hall	

The following is a summary of the minutes and actions taken at the April 7, 2022 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, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

Resident (Patrick) at 222 Otero Pointe asked that the Board consider putting in pickle courts.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the March 3, 2022 Meeting

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Mr. Lisotta presented the March 3, 2022 meeting minutes and asked for any comments or corrections from the Board. The Board had no changes to the minutes.

B. Financial Statements

The financial statements were provided in the agenda and were for informational purposes. The Board had no questions.

C. Check Register

Mr. Oliver presented the check register.

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

FOURTH ORDER OF BUSINESS

Fitness Center Expansion Project

A. Review of Cost Estimate

Ms. Kilinski explained the parameters of the contract from the contractor, noting that the price would be stipulated. Mr. Sparrell of Invision Construction reviewed the plans for the fitness center expansion.

B. Discussion with Architect Regarding Plans and Process

Mr. Lucas discussed the plans and process of the fitness center, and the Board agreed that they would send him a list of items they would like in certain places.

C. Consideration of Basham Lucas Work Authorization for Parts 3-7

Mr. Lisotta asked for a motion for Basham & Lucas to complete the Work Authorization Parts 3-7. Mr. Lucas noted that the timeframe to complete the Work Authorization would be approximately 3 to 4 months.

On MOTION by Mr. Lisotta, seconded by Mr. Williams, with all in favor, the Basham Lucas Work Authorization for Parts 3-7, was approved.

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D. Consideration of Construction RFP

The Board decided to proceed with the next step in construction RFP process. The Board delegated the Chairman to work with the amenity manager, architect, and other staff to work through details needed for preparation of construction documents. Mr. Lucas noted he would bring back the RFP at a later meeting after the work authorization was completed.

FIFTH ORDER OF BUSINESS

Discussion on Child Watch

This item was tabled to a later meeting.

SIXTH ORDER OF BUSINESS

Consideration of Irrigation System Repairs / Improvements (Requested by Dr. Handler)

Mr. Handler stated that the proposal was for upgrading the irrigation controller system for Sweetwater due to high budget costs from repairs in the past. After further discussion the Board decided that it would be wiser to wait until the current system broke to replace it. The item was tabled until they could bring back a stronger proposal.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-07 Designating Officers

Mr. Lisotta presented Resolution 2022-07, noting it was a procedural matter and that a few people needed to be moved around with the change of the District Manager’s office. He noted that Mr. Ernesto Torres needed to be removed as an officer of the District, and they needed to add Mr. Oliver as Secretary and Treasurer.

On MOTION by Mr. Usina, seconded by Mr. Handler, with all in favor, Resolution 2022-07 Designating Officers as slated above, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Amended Agreement with GMS

Mr. Oliver presented the amended agreement, noting that at the prior meeting it was discussed that they would lower two of the fixed fees that GMS charged, with those charges being Management Fees lowered from \$42,500 to \$35,000 and the other was the Assessment Roll Administration Fee from \$5,000 to \$2,500.

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Ms. Kilinski also noted that there would be additional operational changes included in the amended agreement as well.

Mr. Lisotta noted that even though Mr. Oliver is new to the District, the company he works for is not and that he would be happy to find out any answers needed, as well as find out the historical data needed to better understand the District.

On MOTION by Mr. Usina, seconded by Mr. Cervelli, with all in favor, the Amended Agreement with GMS, was approved.

NINTH ORDER OF BUSINESS

Continued Discussion of RFP for District Management

Mr. Williams made a motion to issue an RFP for district management services. No Supervisors seconded the motion, the motion failed for lack of a second. There being no further discussion, the next item followed.

TENTH ORDER OF BUSINESS

Consideration of Request to Amend District Policies and Rules and Consideration of Additional Rates/Fees

Ms. Kilinski presented the request, noting she was contacted after there was a reoccurring issue with people hitting the gate, and therefore the updates to the rules would include penalties and suspensions from use of the amenity facility as well as a fine. Mr. Lisotta asked for a motion to approve the policies that were being recommended by Ms. Kilinski. Ms. Kilinski noted that Marshall Creek had already approved the amended policy.

Ms. Kilinski also noted that the rate change portion would be advertised for May 18th at 4:00 p.m. The Board decided to add this as a discussion item on the May 9th meeting agenda.

On MOTION by Mr. Usina, seconded by Mr. Williams, with all in favor, Amending the District Policies and Rules, was approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team

Mr. Lambert stated he had nothing further to report.

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B. District Counsel

Ms. Kilinski had nothing further to report.

C. District Engineer – Ratification of Requisitions 38 and 39

Mr. Oliver reviewed requisitions #38 for \$2,000 to Invision and #39 for \$5,200 for BLDG Part 1 that was approved previously. He asked for a motion to ratify the requisitions.

On MOTION by Mr. Lisotta, seconded by Mr. Usina, with all in favor, Requisitions No. 38-39, were ratified.

D. Field Manager

1. Memorandum

Mr. Lambert introduced the Board to Chris Hall, who was the new Field Manager in replacement of Mr. Lambert. Mr. Lambert noted he would be still available to the Board whenever they needed him.

Mr. Lambert stated that there were trees between the pond bank that needed to be evaluated to be stabilized, and Mr. Lisotta noted they had already completed that evaluation.

2. Proposals for Fencing between Pond 6 and Playground (to be provided under separate cover)

Ms. Graham presented the proposals from three fence contractors for the 4-foot black aluminum fence with one gate that would need to be installed. The first quote was from Creek Rock Fence for \$4,542, another at \$5,246, and Old City Fence for \$3,546. The Board agreed to approve the proposal from Old City Fence. Mr. Lisotta asked for a motion to approve.

On MOTION by Mr. Usina, seconded by Mr. Cervelli, with Mr. Williams, Mr. Usina, and Mr. Cervelli in favor and Mr. Lisotta and Mr. Handler opposed, the Proposal for Fencing between Pond 6 and Playground, with Old City Fence being the Chosen Quote for \$3,546, was approved 3-2.

E. District Manager – Update on Lennar True-Up

Mr. Oliver noted that Lennar owed the District approximately \$52,000 (26 lots at \$2,000 each) and that conversations would be escalated.

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Mr. Lisotta also asked if they could have an update on the Torsido Boulevard swell, and Ms. Kilinski responded that it had been determined that it had not been a construction issue, but instead that it had most likely come from resident use per the District engineer.

F. Amenity Facilities Manager

Ms. Gunia noted that there were 765 out of 2,200 responses to the survey that was sent out and noted that the rest of her report was included in the agenda.

TWELTH ORDER OF BUSINESS

Supervisor Requests/Public Comment

Resident Comments:

- Resident Tony from 319 Dossel Lane commented that bushes around his property that were bordering CDD property, and ARP was worried that the bushes would grow onto CDD property, and he asked if the CDD could send an email to the ARP letting them know that they didn't think it was a big deal. Mr. Lisotta responded that he would work with him on the issue.
- Another resident asked where he could get information on the Fitness Center addition, and Mr. Lisotta noted that the majority of the information was contained in the meeting minutes on the District website.
- Another resident asked again about the pickleball courts, and Mr. Lisotta responded that the request for those courts came in late as the plans for the Fitness Center have gone on, but that it could be a project that the Board ends up initiating.
- Another resident asked if they had a headcount of how many people used the Fitness Center, and Ms. Gunia responded that it was approximately 200 people a day.
- Another resident asked if they had the results from the most recent survey to which Mr. Lisotta responded that they were still reviewing the results.

Supervisor Comments:

- Mr. Lisotta noted that they should take caution when making motions on items during this portion of the agenda, especially if it would later be reference material.
- Mr. Williams asked if they could move the next meeting from May 5th to a different date due to him having family obligations. The Board decided to move the meeting to May 9th.

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- Mr. Usina added that they would need to add “Discussion of CDD Approval Process for Resident Landscape Improvements to CDD Property.” Ms. Kilinski noted that it would be a variance package that would allow a resident with a list of pre-approved plants to go to the Engineer. However, one resident wanted to be able to plant plants within the District’s easement areas at their expense with District approval. The Board decided to add the item to the next meeting agenda.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – Monday, May 9, 2022 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095

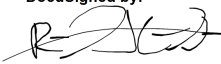
Mr. Lisotta stated that the next Board of Supervisors meeting is scheduled for Monday, May 9, 2022 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Usina, seconded by Mr. Cervelli, with all in favor, the meeting was adjourned.

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 Secretary/Assistant Secretary

DocuSigned by:

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 Chairman/Vice Chairman