

*Sweetwater Creek
Community Development District*

Agenda

September 13, 2022

AGENDA

**Sweetwater Creek
Community Development District**

475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.SweetwaterCreekCDD.com

September 6, 2022

Board of Supervisors
Sweetwater Creek Community Development District
Call In #: 1-866-705-2554; Code 186663

Dear Board Members:

The Sweetwater Creek Community Development District Board of Supervisors Meeting is scheduled for **Tuesday, September 13, 2022 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment (limited to three minutes)
- III. Approval of the Consent Agenda
 - A. Minutes of the August 4, 2022 Meeting
 - B. Financial Statements
 - C. Check Register
- IV. Consideration of Alternative Recreational Projects (Supervisors Handler and Smith)
- V. Update on RFP for Construction Services for Fitness Center Expansion Project
- VI. Consideration of License Agreement with Marshall Creek for Use of Property
- VII. Discussion of Policy Regarding Spending Authority & Limits; Consideration of Resolution 2022-13 (Supervisor Cervelli)
- VIII. Discussion Regarding Policy for Communication to District Staff (Supervisor Handler)
- IX. Discussion Regarding Policy for Direction to District Staff
- X. Discussion Regarding Changes to the Rules of Procedure
- XI. Discussion on Child Watch
- XII. Other Business

- XIII. Staff Reports
 - A. Landscape Report
 - B. District Counsel
 - C. District Engineer – Consideration of Requisition Nos. 47-51
 - D. Field Manager – Report
 - E. District Manager
 - F. Director of Amenities - Report
- XIV. Supervisor Requests / Public Comment
- XV. Next Scheduled Meeting – Thursday, October 6, 2022 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095
- XVI. Adjournment

THIRD ORDER OF BUSINESS

A.

**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, **August 4, 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
Charles Usina	Supervisor
Ron Cervelli	Supervisor
John Smith	Supervisor

Also present were:

Jim Oliver	District Manager, GMS
Jennifer Kilinski	KE Law Group
Marisa O'Connor	KE Law Group
Erin Gunia	Amenity Facilities Manager
Chris Hall	Field Operations Manager
Daniel Todd	Account Manager, Duval Landscape
Mike Lucas	Basham & Lucas Design Group

The following is a summary of the minutes and actions taken at the August 4, 2022 Sweetwater Creek Community Development District's Regular Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lisotta called the meeting to order at 4:00 p.m. All five Board members were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

A resident expressed concern regarding amenity center space and equipment.

THIRD ORDER OF BUSINESS**Approval of the Consent Agenda****A. Minutes of the July 7, 2022 Meeting**

Mr. Lisotta presented the July 7, 2022 meeting minutes and asked for any comments or corrections from the Board. The Board had a couple of corrections. On the 9th Order of Business, Mr. Usina made the comments, not Mr. Hall. On the 4th Order of Business, the correction was not 60%. In the discussion of child watch should be 267 visits by 40 families that is 1.8%.

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. The Board had a question on the check register in Section C on payments to Duval Landscaping for traffic circle revamp over \$3,000. It was explained that was Field Manager approved for irrigation and landscape maintenance improvements. Also, a payment for East Coast for \$5,270 was clarified it was for fitness center. Another question on a \$15,667 capital outlay was explained for a previous approval. Also two payments on invoicing assessments were clarified as specific to the bond influx.

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

FOURTH ORDER OF BUSINESS**Discussion of Policy Regarding Spending Authority & Limits**

Mr. Lisotta asked if anyone wanted to make changes to emergencies clause. It was asked on the emergency authorization clause that they be consistent with the Amenity Manager, District Manager, and Field Operations Manager. Discussion ensued on changes regarding spending and authority. Mr. Kilinski recommended adding all of the management team and the emergency expenditures. The different amounts were discussed. After discussion the Board asked that District Counsel work with Mr. Cervelli to draft an updated document. No action was taken.

FIFTH ORDER OF BUSINESS**Public Hearing to Adopt the Fiscal Year 2023 Budget**

Mr. Lisotta asked for a motion to open the public hearings.

On MOTION by Mr. Handler, seconded by Mr. Smith, with all in favor, Opening the Public Hearing, was approved.

Mr. Lisotta asked for questions on the Fiscal Year 2023 budget. A question was voiced on the common areas. Mr. Lisotta explained the common areas line item. A resident asked about salaries for employees. Mr. Lisotta asked for a motion to close the hearing.

On MOTION by Mr. Handler, seconded by Mr. Usina, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2022-11, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023

Mr. Lisotta asked if any Supervisors would like to make any modifications to the budget. A recommendation was made on internet cost of guard houses. He stated the internet could be received for \$70/month. It was clarified that there were no changes to the budget besides to look for a less expensive model.

On MOTION by Mr. Handler, seconded by Mr. Smith, with all in favor, Resolution 2022-11 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023, was approved.

B. Consideration of Resolution 2022-12, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023

Mr. Lisotta reviewed the resolution and asked for a motion for approval.

On MOTION by Mr. Handler, seconded by Mr. Smith, with all in favor, Resolution 2022-12, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023, was approved.

SIXTH ORDER OF BUSINESS

Update Regarding Fitness Center Expansion Project

Mr. Lucas presented updates regarding the fitness center expansion. He recommended specifics on irrigation and made comments on landscaping. Mr. Lisotta suggested moving the September meeting to the week of September 13th for bid review. The Board agreed the deadline for proposals should be due on September 6th and any received after that would not be valid.

SEVENTH ORDER OF BUSINESS**Discussion on Child Watch**

Mr. Lisotta noted there had been significant email correspondence on this issue. Ms. Gunia led the discussion and presented an overview of usage of the program. There was discussion of cancelling the services and alternatives available. It was noted by a Board member that there was evidence from the information presented by Ms. Guina that there is a significant group of children that were going to be in school age and that are not subject to child watch. The Board member stated the information showed there was a decline in the utilization numbers with only 2% of all residents in Sweetwater and Marshall Creek. Mr. Lisotta noted there was a division in the Board on the subject of how to proceed with the program. A Board member added it was a declining facility and other communities do not have this service. After lengthy discussion the Board decided to table the decision to a later meeting when the RFP comes back to the Board.

EIGHTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

NINTH ORDER OF BUSINESS**Staff Reports****A. Landscape Report**

Mr. Handler directed a comment to Mr. Todd offering an apology due to discussion at the last meeting and accusations of impropriety directed at him without facts. He suggested for future discussion and issues with staff to have one on one meetings to obtain facts and a resolution. He asked that level of decorum be maintained by staff.

Mr. Todd reviewed the landscape report to include challenges with irrigation issues. There was some discussion on water runoff. It was noted there are proposals for this project. Lock boxes for the controllers, Duval contract, and a portal were discussed.

B. District Counsel

District Counsel had nothing further to report.

C. District Engineer – Consideration of Requisition Nos. 44-46

Mr. Oliver stated that these requisitions are tied to the construction project.

On MOTION by Mr. Smith, seconded by Mr. Lisotta, with all in favor, Requisition Nos. #44-46, were approved.

D. Field Manager – Report

Updates were provided by Mr. Hall on the basketball resurfacing which should happen between August 5th and August 12th. It was noted this had been approved and a down payment had been made on October 12, 2021. The Board discussed if the work wasn't completed the CDD will ask for a refund and look to hire another vendor. He updated the Board on vandalism to the door, shed, flagpoles, and benches were corrected, and the oak replacement proposals for new ones. Other proposals were discussed for crepe myrtles and sketch for dry holes

E. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2023

Mr. Oliver suggested the 1st Thursday of the month at 4:00p.m. at the same location.

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, The Designation of a Regular Meeting Schedule for the Fiscal Year 2023 for the 1st Thursday of the Month at 4:00 p.m. in the Same Location, was approved.

F. Director of Amenities

Ms. Gunia updated the Board on amenity issues.

TENTH ORDER OF BUSINESS**Supervisor Requests/Public Comment****Resident Comments:**

Residents commented on public input, pickleball court, child watch concerns, and scheduling.

Supervisor Comments:

Mr. Smith discussed the narrative on the bid costs and the budget concerns with back up projects planned. Other concerns discussed were the pickleball requests and building projects.

Other Supervisor concerns were on the RFP, pricing, and contingencies.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Thursday,
September 13, 2022 at 4:00 p.m. at 625
Palencia Club Drive, St. Augustine, Florida
32095**

Mr. Lisotta discussed the upcoming meeting schedule for September to discuss bids that will come in on the 6th. Mr. Lisotta stated that the next Board of Supervisors meeting is scheduled for Tuesday, September 13, 2022 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095. The scoring of vendor bids was discussed. Ms. Kilinski reviewed the legal steps in the bid process. After discussion the Board decided the next meeting would be rescheduled for September 13, 2022.

TWELFTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Sweetwater Creek
Community Development District

Unaudited Financial Reporting
July 31, 2022



Table of Contents

1	Balance Sheet
2-3	General Fund Income Statement
4	Debt Service Fund Series 2019 Income Statement
5	Capital Reserve Fund Income Statement
6	Capital Projects Income Statement
7-8	Month to Month
9	Long Term Debt Summary
10	Assessment Receipt Schedule
11	Construction Schedule

Sweetwater Creek
Community Development District
Balance Sheet
July 31, 2022

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Reserve Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
Assets:					
Cash:					
Cash - Operating Account	\$ 326,758	\$ -	\$ 173,286	\$ -	\$ 500,044
Cash - Amenity Account	\$ 182,176	\$ -	\$ -	\$ -	\$ 182,176
Cash - Debit Card Account	\$ 5,035	\$ -	\$ -	\$ -	\$ 5,035
Investments:					
Series 2019					
Reserve - A-1	\$ -	\$ 133,070	\$ -	\$ -	\$ 133,070
Reserve - A-2	\$ -	\$ 110,400	\$ -	\$ -	\$ 110,400
Revenue	\$ -	\$ 151,665	\$ -	\$ -	\$ 151,665
Prepayment	\$ -	\$ 14,845	\$ -	\$ -	\$ 14,845
Excess Revenue	\$ -	\$ 0	\$ -	\$ -	\$ 0
Construction	\$ -	\$ -	\$ -	\$ 1,218,511	\$ 1,218,511
Prepaid Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Investment SBA GF	\$ 175,945	\$ -	\$ -	\$ -	\$ 175,945
Investment - Custody	\$ 281,935	\$ -	\$ -	\$ -	\$ 281,935
Due From General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Due From Capital	\$ -	\$ -	\$ 10,375	\$ -	\$ 10,375
Due from Other	\$ 317	\$ -	\$ -	\$ -	\$ 317
Total Assets	\$ 972,167	\$ 409,979	\$ 183,661	\$ 1,218,511	\$ 2,784,317
Liabilities:					
Accounts Payable	\$ 109,996	\$ -	\$ -	\$ -	\$ 109,996
Accrued Expenses	\$ 14,686	\$ -	\$ -	\$ -	\$ 14,686
Due to Amenity	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities	\$ 124,682	\$ -	\$ -	\$ -	\$ 124,682
Fund Balances:					
Assigned For Debt Service	\$ -	\$ 409,979	\$ -	\$ -	\$ 409,979
Assigned For Capital Reserves	\$ -	\$ -	\$ 183,661	\$ -	\$ 183,661
Assigned For Capital Projects	\$ -	\$ -	\$ -	\$ 1,218,511	\$ 1,218,511
Unassigned	\$ 847,485	\$ -	\$ -	\$ -	\$ 847,485
Total Fund Balances	\$ 847,485	\$ 409,979	\$ 183,661	\$ 1,218,511	\$ 2,659,635
Total Liabilities & Fund Equity	\$ 972,167	\$ 409,979	\$ 183,661	\$ 1,218,511	\$ 2,784,317

Sweetwater Creek
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2022

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/22	Thru 07/31/22	Variance
<u>Revenues:</u>				
Assessments	\$ 1,587,595	\$ 1,587,595	\$ 1,571,915	\$ (15,680)
Fitness Center Revenue	\$ 13,875	\$ 11,563	\$ 1,185	\$ (10,378)
Interest	\$ -	\$ -	\$ 807	\$ 807
Total Revenues	\$ 1,601,470	\$ 1,599,158	\$ 1,573,907	\$ (25,251)
<u>Expenditures:</u>				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 10,000	\$ 7,000	\$ 3,000
Engineering Fees	\$ 10,000	\$ 8,333	\$ 13,470	\$ (5,136)
District Counsel	\$ 35,000	\$ 29,167	\$ 30,229	\$ (1,062)
Audit Fees	\$ 3,700	\$ 3,700	\$ 3,700	\$ -
Arbitrage	\$ 500	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Dissemination	\$ 5,000	\$ 4,167	\$ 4,167	\$ -
Trustee Fees	\$ 3,800	\$ 2,917	\$ 2,917	\$ -
District Management Fees	\$ 42,500	\$ 35,417	\$ 32,917	\$ 2,500
Telephone	\$ 250	\$ 208	\$ 673	\$ (465)
Postage	\$ 3,050	\$ 2,542	\$ 1,247	\$ 1,294
Public Official Insurance	\$ 4,041	\$ 4,041	\$ 3,803	\$ 238
Copies	\$ 700	\$ 583	\$ 1,266	\$ (682)
Miscellaneous	\$ 1,500	\$ 1,250	\$ 401	\$ 849
Legal Advertising	\$ 2,700	\$ 2,250	\$ 1,005	\$ 1,245
Information Technology	\$ 800	\$ 667	\$ 667	\$ -
Website Maintenance	\$ 600	\$ 500	\$ 500	\$ -
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative:	\$ 131,316	\$ 110,916	\$ 109,136	\$ 1,780
<u>Operation and Maintenance</u>				
Electric	\$ 64,000	\$ 53,333	\$ 53,705	\$ (372)
Field Management Fees	\$ 80,000	\$ 66,667	\$ 66,667	\$ (0)
General Insurance	\$ 5,445	\$ 5,445	\$ 5,123	\$ 322
Landscape Maintenance	\$ 346,000	\$ 288,333	\$ 267,730	\$ 20,603
Landscape Improvements	\$ 50,000	\$ 41,667	\$ 41,294	\$ 373
Lake Maintenance	\$ 20,921	\$ 17,434	\$ 15,380	\$ 2,054
Fountain Maintenance	\$ 1,500	\$ 1,250	\$ 850	\$ 400
Irrigation Repairs & Maintenance	\$ 17,000	\$ 14,167	\$ 18,055	\$ (3,888)
Storm Clean-Up	\$ 2,000	\$ 1,667	\$ -	\$ 1,667
Field Repairs & Maintenance	\$ 20,000	\$ 16,667	\$ 22,745	\$ (6,078)
Tree Removals	\$ 12,540	\$ 10,450	\$ 1,850	\$ 8,600
Streetlight Repairs	\$ 2,250	\$ 1,875	\$ -	\$ 1,875
Signage Repairs	\$ 1,500	\$ 1,250	\$ 687	\$ 564
Holiday Decoration	\$ 5,000	\$ 4,167	\$ 301	\$ 3,865
Miscellaneous Field Supplies	\$ 4,250	\$ 3,542	\$ -	\$ 3,542
Total Field Operations:	\$ 632,406	\$ 527,913	\$ 494,387	\$ 33,526

Sweetwater Creek

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending July 31, 2022

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/22	Thru 07/31/22	Variance
Amenities				
Administrative:				
Property & Casualty Insurance	\$ 23,481	\$ 23,481	\$ 22,100	\$ 1,381
Payroll - Salaried	\$ 109,551	\$ 91,293	\$ 89,388	\$ 1,905
Payroll - Hourly	\$ 80,084	\$ 66,737	\$ 64,832	\$ 1,905
Payroll - Benefits	\$ 32,126	\$ 26,772	\$ 24,867	\$ 1,905
Payroll Taxes	\$ 18,551	\$ 15,459	\$ 13,555	\$ 1,905
Professional Services - Engineering	\$ 51,486	\$ 42,905	\$ 41,000	\$ 1,905
Professional Services - Information Technology	\$ 250	\$ 208	\$ 852	\$ (644)
Travel & Per Diem	\$ 150	\$ 125	\$ -	\$ 125
Training	\$ 200	\$ 167	\$ -	\$ 167
Licenses & Permits	\$ 400	\$ 333	\$ 750	\$ (417)
Subscriptions & Memberships	\$ 500	\$ 417	\$ 270	\$ 147
Office Supplies	\$ 3,000	\$ 2,500	\$ 1,217	\$ 1,283
Office Equipment	\$ 2,000	\$ 1,667	\$ 1,489	\$ 178
Communication - Telephone/Internet/TV	\$ 10,000	\$ 8,333	\$ 9,643	\$ (1,310)
Internet/Telephone - Guard House	\$ 3,600	\$ 3,000	\$ 3,762	\$ (762)
Cost Share Expense - Marshall Creek	\$ 63,453	\$ 8,360	\$ 8,360	\$ -
Field:				
General Utilities	\$ 83,000	\$ 69,167	\$ 51,459	\$ 17,708
Refuse Removal	\$ 3,000	\$ 2,500	\$ 3,028	\$ (528)
Security	\$ 64,851	\$ 54,043	\$ 67,975	\$ (13,932)
Janitorial Services	\$ 16,000	\$ 13,333	\$ 11,429	\$ 1,905
Operating Supplies - Spa & Paper	\$ 4,500	\$ 3,750	\$ 2,357	\$ 1,393
Operating Supplies - Uniforms	\$ 500	\$ 417	\$ 1,856	\$ (1,439)
Cleaning Supplies	\$ 15,000	\$ 12,500	\$ 7,688	\$ 4,812
Amenity Landscape Maintenance & Improvements	\$ 24,000	\$ 20,000	\$ 24,078	\$ (4,078)
Gate Repairs & Maintenance	\$ 2,500	\$ 2,083	\$ 12	\$ 2,071
Guardhouse Maintenance	\$ 2,500	\$ 2,083	\$ 132	\$ 1,952
Dog Park Repairs & Maintenance	\$ 3,650	\$ 3,042	\$ 2,323	\$ 718
Park Mulch	\$ 1,500	\$ 1,250	\$ -	\$ 1,250
Playground Repairs & Maintenance	\$ 2,500	\$ 2,083	\$ 788	\$ 1,295
Miscellaneous Field Supplies	\$ 1,000	\$ 833	\$ 3,794	\$ (2,961)
Buildings Repairs & Maintenance	\$ 15,000	\$ 12,500	\$ 18,905	\$ (6,405)
Pest Control	\$ 2,500	\$ 2,083	\$ 1,225	\$ 859
Pools Maintenance - Contract	\$ 15,000	\$ 12,500	\$ 13,773	\$ (1,273)
Pools Repairs & Maintenance	\$ 10,000	\$ 8,333	\$ 2,134	\$ 6,200
Pools Chemicals	\$ 2,500	\$ 2,083	\$ 1,165	\$ 919
Signage & Amenity Repairs	\$ 300	\$ 250	\$ 143	\$ 107
Special Events	\$ 10,000	\$ 8,333	\$ 2,542	\$ 5,792
Fitness:				
Professional Services - Outside Fitness	\$ 52,872	\$ 44,060	\$ 42,190	\$ 1,870
Fitness Equipment Repairs & Maintenance	\$ 5,000	\$ 4,167	\$ 4,673	\$ (507)
Fitness Equipment Rental	\$ 35,000	\$ 29,167	\$ 5,133	\$ 24,033
Miniature Golf Course Maintenance	\$ 750	\$ 625	\$ -	\$ 625
Miscellaneous Fitness Supplies	\$ 6,300	\$ 5,250	\$ 803	\$ 4,447
Capital Outlay - Machinery & Equipment	\$ 6,400	\$ 5,333	\$ 489	\$ 4,844
Total Amenities	\$ 784,955	\$ 613,525	\$ 552,176	\$ 61,348
Reserves				
Capital Reserve Transfer	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
Total Reserves	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
Total Expenditures	\$ 1,658,677	\$ 1,362,353	\$ 1,265,699	\$ 96,654
Excess Revenues (Expenditures)	\$ (57,207)		\$ 308,208	
Fund Balance - Beginning	\$ 57,207		\$ 539,277	
Fund Balance - Ending	\$ -		\$ 847,485	

Sweetwater Creek

Community Development District

Debt Service Fund - Series 2019

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending July 31, 2022

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/22	Thru 07/31/22	Variance
Revenues:				
Special Assessments	\$ 746,019	\$ 746,019	\$ 743,889	\$ (2,130)
Prepayments	\$ -	\$ -	\$ 14,845	\$ 14,845
Interest	\$ -	\$ -	\$ 26	\$ 26
Total Revenues	\$ 746,019	\$ 746,019	\$ 758,759	\$ 12,741
Expenditures:				
Series 2019 - A1				
Interest - 11/01	\$ 92,578	\$ 92,578	\$ 92,578	\$ -
Special Call - 11/01	\$ -	\$ -	\$ 15,000	\$ (15,000)
Interest - 05/01	\$ 92,578	\$ 92,578	\$ 92,400	\$ 178
Principal - 05/01	\$ 340,000	\$ 340,000	\$ 340,000	\$ -
Special Call - 05/01	\$ -	\$ -	\$ -	\$ -
Series 2019 - A2				
Interest - 11/01	\$ 51,650	\$ 51,650	\$ 51,650	\$ -
Special Call - 11/1	\$ -	\$ -	\$ 5,000	\$ (5,000)
Interest - 05/01	\$ 51,650	\$ 51,650	\$ 51,550	\$ 100
Principal - 05/01	\$ 115,000	\$ 115,000	\$ 115,000	\$ -
Special Call - 05/01	\$ -	\$ -	\$ 25,000	\$ (25,000)
Total Expenditures	\$ 743,456	\$ 743,456	\$ 788,178	\$ (44,722)
Other Sources/(Uses)				
Transfer In	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Excess Revenues (Expenditures)	\$ 2,562		\$ (29,419)	
Fund Balance - Beginning	\$ 171,450		\$ 439,398	
Fund Balance - Ending	\$ 174,013		\$ 409,979	

Sweetwater Creek

Community Development District

Capital Reserve

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending July 31, 2022

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/22	Thru 07/31/22	Variance
Revenues:				
Cost Share - Marshal Creek	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Expenditures:				
Capital Outlay	\$ 20,000	\$ 16,667	\$ 68,149	\$ (51,482)
Repair and Maintenance	\$ 20,000	\$ 16,667	\$ 17,092	\$ (425)
Other Current Charges	\$ 1,470	\$ 1,225	\$ 364	\$ 861
Total Expenditures	\$ 41,470	\$ 34,558	\$ 85,605	\$ (51,047)
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
Total Other Financing Sources (Uses)	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
Excess Revenues (Expenditures)	\$ 68,530		\$ 24,395	
Fund Balance - Beginning	\$ 160,961		\$ 159,266	
Fund Balance - Ending	\$ 229,491		\$ 183,661	

Sweetwater Creek

Community Development District Capital Projects Fund - Series 2019

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending July 31, 2022

	Adopted	Prorated Budget	Actual	
	Budget	Thru 07/31/22	Thru 07/31/22	Variance
Revenues:				
Interest Income	\$ -	\$ -	\$ 52	\$ 52
Total Revenues	\$ -	\$ -	\$ 52	\$ 52
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 31,157	\$ (31,157)
Total Expenditures	\$ -	\$ -	\$ 31,157	\$ (31,157)
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Excess Revenues (Expenditures)	\$ -		\$ (31,105)	
Fund Balance - Beginning	\$ -		\$ 1,249,616	
Fund Balance - Ending	\$ -		\$ 1,218,511	

Sweetwater Creek
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Assessments	\$ -	\$ 269,678	\$ 358,875	\$ 860,097	\$ 30,161	\$ 10,882	\$ 31,121	\$ -	\$ 11,102	\$ -	\$ -	\$ -	\$ 1,571,915
Fitness Center Revenue	\$ -	\$ 325	\$ 125	\$ -	\$ -	\$ 220	\$ -	\$ 120	\$ -	\$ 395	\$ -	\$ -	\$ 1,185
Cost Sharing - Marshall Creek Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 24	\$ 18	\$ 20	\$ 23	\$ 23	\$ 47	\$ 68	\$ 129	\$ 183	\$ 272	\$ -	\$ -	\$ 807
Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carry Forward Surplus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
													\$ -
Total Revenues	\$ 24	\$ 270,021	\$ 359,019	\$ 860,120	\$ 30,184	\$ 11,149	\$ 31,190	\$ 249	\$ 11,285	\$ 667	\$ -	\$ -	\$ 1,573,907
Expenditures:													
<u>General & Administrative:</u>													
Supervisor Fees	\$ 800	\$ 800	\$ 800	\$ -	\$ 600	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ -	\$ -	\$ 7,000
Engineering Fees	\$ 8,002	\$ 332	\$ 721	\$ 332	\$ 673	\$ 722	\$ 1,518	\$ 195	\$ 293	\$ 684	\$ -	\$ -	\$ 13,470
District Counsel	\$ 3,490	\$ 2,609	\$ 3,730	\$ 507	\$ 3,451	\$ 3,155	\$ 2,398	\$ 3,893	\$ 2,865	\$ 4,132	\$ -	\$ -	\$ 30,229
Audit Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,700	\$ -	\$ -	\$ -	\$ 3,700
Arbitrage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Dissemination	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ 4,167
Trustee Fees	\$ 2,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,917
District Management Fees	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 3,542	\$ 2,917	\$ 2,917	\$ 2,917	\$ 2,917	\$ -	\$ -	\$ 32,917
Telephone	\$ 166	\$ -	\$ 71	\$ 132	\$ 25	\$ -	\$ 57	\$ 25	\$ 73	\$ 124	\$ -	\$ -	\$ 673
Postage	\$ 215	\$ -	\$ 300	\$ 69	\$ 45	\$ -	\$ 42	\$ 67	\$ 44	\$ 465	\$ -	\$ -	\$ 1,247
Public Official Insurance	\$ 3,803	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,803
Copies	\$ 117	\$ -	\$ 76	\$ -	\$ 31	\$ -	\$ 74	\$ 14	\$ 221	\$ 734	\$ -	\$ -	\$ 1,266
Miscellaneous	\$ 205	\$ -	\$ 9	\$ 1	\$ 1	\$ -	\$ 164	\$ 6	\$ 8	\$ 8	\$ -	\$ -	\$ 401
Legal Advertising	\$ 99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104	\$ 82	\$ -	\$ 720	\$ -	\$ -	\$ 1,005
Information Technology	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ -	\$ -	\$ 667
Website Maintenance	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ -	\$ -	\$ 500
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative:	\$ 29,063	\$ 7,816	\$ 9,780	\$ 5,116	\$ 8,901	\$ 8,752	\$ 8,607	\$ 8,532	\$ 11,453	\$ 11,117	\$ -	\$ -	\$ 109,136
<u>Operation and Maintenance</u>													
Electric	\$ 5,204	\$ 5,168	\$ 5,226	\$ 5,565	\$ 5,116	\$ 5,239	\$ 5,536	\$ 5,468	\$ 5,579	\$ 5,605	\$ -	\$ -	\$ 53,705
Field Management Fees	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667	\$ -	\$ -	\$ 66,667
General Insurance	\$ 5,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,123
Landscape Maintenance	\$ 24,273	\$ 24,273	\$ 24,273	\$ 24,273	\$ 24,273	\$ 24,273	\$ 24,273	\$ 49,273	\$ 24,273	\$ 24,273	\$ -	\$ -	\$ 267,730
Landscape Improvements	\$ 529	\$ 9,838	\$ -	\$ 6,751	\$ 7,436	\$ -	\$ -	\$ 12,207	\$ 4,533	\$ -	\$ -	\$ -	\$ 41,294
Lake Maintenance	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ 1,538	\$ -	\$ -	\$ 15,380
Fountain Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 850
Irrigation Repairs & Maintenance	\$ 4,024	\$ 3,275	\$ -	\$ 180	\$ 625	\$ 1,160	\$ 825	\$ 2,806	\$ 4,810	\$ 350	\$ -	\$ -	\$ 18,055
Storm Clean-Up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Field Repairs & Maintenance	\$ 1,652	\$ 6,106	\$ 5,744	\$ 1,808	\$ 1,238	\$ 2,974	\$ 1,015	\$ 624	\$ 591	\$ 993	\$ -	\$ -	\$ 22,745
Tree Removals	\$ -	\$ -	\$ -	\$ -	\$ 1,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,850
Streetlight Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Signage Repairs	\$ -	\$ 687	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 687
Holiday Decoration	\$ -	\$ -	\$ 269	\$ -	\$ 32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 301
Miscellaneous Field Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Field Operations:	\$ 49,009	\$ 57,551	\$ 43,717	\$ 46,782	\$ 48,774	\$ 42,701	\$ 39,854	\$ 78,583	\$ 47,990	\$ 39,425	\$ -	\$ -	\$ 494,387

Sweetwater Creek
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Amenities													
Administrative:													
Property & Casualty Insurance	\$ 22,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	22,100
Payroll - Salaried	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ 8,939	\$ -	\$ -	89,388
Payroll - Hourly	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ 6,483	\$ -	\$ -	64,832
Payroll - Benefits	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ 2,487	\$ -	\$ -	24,867
Payroll Taxes	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ 1,355	\$ -	\$ -	13,555
Professional Services - Engineering	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100	\$ -	\$ -	41,000
Professional Services - Information Technology	\$ 150	\$ 266	\$ 21	\$ 151	\$ 21	\$ 161	\$ 21	\$ 21	\$ 21	\$ 21	\$ -	\$ -	852
Travel & Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Licenses & Permits	\$ -	\$ 375	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350	\$ -	\$ -	\$ -	750
Subscriptions & Memberships	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ 27	\$ -	\$ -	270
Office Supplies	\$ 65	\$ 59	\$ 388	\$ -	\$ 458	\$ -	\$ 142	\$ 54	\$ 35	\$ 16	\$ -	\$ -	1,217
Office Equipment	\$ -	\$ 13	\$ 350	\$ 8	\$ 129	\$ 21	\$ -	\$ -	\$ 873	\$ 95	\$ -	\$ -	1,489
Communication - Telephone/Internet/TV	\$ 997	\$ 937	\$ 997	\$ 944	\$ 943	\$ 944	\$ 1,016	\$ 955	\$ 954	\$ 957	\$ -	\$ -	9,643
Internet/Telephone - Guard House	\$ 306	\$ 306	\$ 306	\$ 306	\$ 311	\$ 436	\$ 447	\$ 447	\$ 447	\$ 449	\$ -	\$ -	3,762
Cost Share Expense - Marshall Creek	\$ -	\$ -	\$ -	\$ -	\$ 8,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8,360
Field:													
General Utilities	\$ 3,438	\$ 4,601	\$ 5,844	\$ 5,392	\$ 5,832	\$ 5,297	\$ 5,572	\$ 4,854	\$ 5,198	\$ 5,431	\$ -	\$ -	51,459
Refuse Removal	\$ 250	\$ 302	\$ 302	\$ 302	\$ 302	\$ 319	\$ 311	\$ 311	\$ 311	\$ 315	\$ -	\$ -	3,028
Security	\$ 6,736	\$ 6,718	\$ 6,790	\$ 6,766	\$ 6,820	\$ 6,802	\$ 6,790	\$ 6,844	\$ 6,820	\$ 6,886	\$ -	\$ -	67,975
Janitorial Services	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ 1,143	\$ -	\$ -	11,429
Operating Supplies - Spa & Paper	\$ 244	\$ 200	\$ 272	\$ 202	\$ 200	\$ 198	\$ 183	\$ 330	\$ 165	\$ 362	\$ -	\$ -	2,357
Operating Supplies - Uniforms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 725	\$ -	\$ 1,130	\$ -	\$ -	1,856
Cleaning Supplies	\$ 38	\$ 1,071	\$ 1,875	\$ 110	\$ 157	\$ 1,250	\$ 46	\$ 1,362	\$ -	\$ 1,780	\$ -	\$ -	7,688
Amenity Landscape Maintenance & Improvements	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,578	\$ 2,000	\$ 5,500	\$ -	\$ -	24,078
Gate Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	12
Guardhouse Maintenance	\$ -	\$ -	\$ 132	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	132
Dog Park Repairs & Maintenance	\$ -	\$ 1,850	\$ 473	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,323
Park Mulch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Playground Repairs & Maintenance	\$ (30)	\$ 79	\$ 17	\$ -	\$ 211	\$ 258	\$ 253	\$ -	\$ -	\$ -	\$ -	\$ -	788
Miscellaneous Field Supplies	\$ 1,304	\$ 42	\$ 447	\$ 286	\$ 91	\$ 1,052	\$ 373	\$ 27	\$ 117	\$ 53	\$ -	\$ -	3,794
Buildings Repairs & Maintenance	\$ 989	\$ 1,565	\$ -	\$ 347	\$ 614	\$ 366	\$ 4,478	\$ 1,499	\$ 5,128	\$ 3,918	\$ -	\$ -	18,905
Pest Control	\$ 258	\$ 68	\$ 68	\$ 72	\$ 472	\$ 72	\$ 72	\$ 72	\$ 72	\$ -	\$ -	\$ -	1,225
Pools Maintenance - Contract	\$ 1,129	\$ 1,129	\$ 1,411	\$ 1,411	\$ 1,411	\$ 1,411	\$ 1,411	\$ 1,411	\$ 1,524	\$ 1,524	\$ -	\$ -	13,773
Pools Repairs & Maintenance	\$ 330	\$ 176	\$ -	\$ 308	\$ -	\$ 118	\$ 923	\$ 93	\$ -	\$ 186	\$ -	\$ -	2,134
Pools Chemicals	\$ 229	\$ -	\$ 298	\$ -	\$ -	\$ 30	\$ -	\$ 304	\$ -	\$ 304	\$ -	\$ -	1,165
Signage & Amenity Repairs	\$ -	\$ -	\$ -	\$ 143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	143
Special Events	\$ 755	\$ 224	\$ -	\$ -	\$ 1,394	\$ 73	\$ 95	\$ -	\$ -	\$ -	\$ -	\$ -	2,542
Fitness:													
Professional Services - Outside Fitness	\$ 4,216	\$ 4,216	\$ 4,216	\$ 4,216	\$ 4,216	\$ 4,251	\$ 4,216	\$ 4,216	\$ 4,216	\$ 4,216	\$ -	\$ -	42,190
Fitness Equipment Repairs & Maintenance	\$ 685	\$ -	\$ 2,020	\$ 41	\$ 267	\$ 571	\$ 683	\$ 85	\$ 320	\$ -	\$ -	\$ -	4,673
Fitness Equipment Rental	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ 513	\$ -	\$ -	5,133
Miniature Golf Course Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Miscellaneous Fitness Supplies	\$ 181	\$ 139	\$ -	\$ 173	\$ -	\$ -	\$ -	\$ 310	\$ -	\$ -	\$ -	\$ -	803
Capital Outlay - Machinery & Equipment	\$ -	\$ -	\$ 353	\$ -	\$ -	\$ -	\$ 136	\$ -	\$ -	\$ -	\$ -	\$ -	489
Total Amenities	\$ 71,418	\$ 51,385	\$ 53,652	\$ 48,225	\$ 59,257	\$ 50,677	\$ 54,227	\$ 51,545	\$ 53,599	\$ 58,191	\$ -	\$ -	552,176
Reserves													
Capital Reserve Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	110,000
Total Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	110,000
Total Expenditures	\$ 149,489	\$ 116,753	\$ 107,149	\$ 100,124	\$ 116,932	\$ 102,129	\$ 212,688	\$ 138,660	\$ 113,042	\$ 108,734	\$ -	\$ -	1,265,699
Excess Revenues (Expenditures)	\$ (149,465)	\$ 153,268	\$ 251,870	\$ 759,996	\$ (86,748)	\$ (90,980)	\$ (181,498)	\$ (138,411)	\$ (101,757)	\$ (108,067)	\$ -	\$ -	308,208

Sweetwater Creek

Community Development District

Long Term Debt Report

SERIES 2019A-1, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATES:	2.000%, 2.125%, 2.250%, 2.375%, 2.500%, 2.950%, 3.170%
MATURITY DATE:	5/1/2038
RESERVE FUND DEFINITION	MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$133,070
RESERVE FUND BALANCE	\$133,070
BONDS OUTSTANDING - 07/30/19	\$7,825,000
LESS: MAY 1, 2020	(\$330,000)
LESS: MAY 1, 2020 (SPECIAL CALL)	(\$15,000)
LESS: NOV 1, 2020 (SPECIAL CALL)	(\$40,000)
LESS: MAY 1, 2021	(\$340,000)
LESS: MAY 1, 2021 (SPECIAL CALL)	(\$40,000)
LESS: NOV 1, 2021 (SPECIAL CALL)	(\$15,000)
LESS: MAY 1, 2022	(\$340,000)
CURRENT BONDS OUTSTANDING	\$6,705,000

SERIES 2019A-2, SPECIAL ASSESSMENT REVENUE BONDS	
INTEREST RATES:	3.560%, 4.020%
MATURITY DATE:	5/1/2038
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE
RESERVE FUND REQUIREMENT	\$110,550
RESERVE FUND BALANCE	\$110,400
BONDS OUTSTANDING - 07/30/19	\$2,980,000
LESS: MAY 1, 2020	(\$110,000)
LESS: MAY 1, 2020 (SPECIAL CALL)	(\$10,000)
LESS: NOV 1, 2020 (SPECIAL CALL)	(\$15,000)
LESS: MAY 1, 2021	(\$115,000)
LESS: MAY 1, 2021 (SPECIAL CALL)	(\$15,000)
LESS: NOV 1, 2021 (SPECIAL CALL)	(\$5,000)
LESS: MAY 1, 2022	(\$115,000)
LESS: MAY 1, 2022 (SPECIAL CALL)	(\$25,000)
CURRENT BONDS OUTSTANDING	\$2,570,000

Sweetwater Creek
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2022

Gross Assessments \$ 1,668,238.19 \$ 789,472.45 \$ 2,457,710.64
Net Assessments \$ 1,568,143.90 \$ 742,104.10 \$ 2,310,248.00

ON ROLL ASSESSMENTS

67.88% 32.12% 100.00%

<i>Date</i>	<i>Distribution</i>	<i>Gross Amount</i>	<i>Commissions</i>	<i>Discount/Penalty</i>	<i>Interest</i>	<i>Net Receipts</i>	<i>O&M Portion</i>	<i>2019 Debt Service Asmt</i>	<i>Total</i>
11/4/21	1	\$28,737.55	(\$544.47)	(\$1,514.16)	\$0.00	\$26,678.92	\$18,109.05	\$8,569.87	\$26,678.92
11/17/21	2	\$86,374.57	(\$1,659.17)	(\$3,416.12)	\$0.00	\$81,299.28	\$55,184.11	\$26,115.17	\$81,299.28
11/23/21	3	\$307,526.98	(\$5,904.52)	(\$12,301.09)	\$0.00	\$289,321.37	\$196,384.78	\$92,936.59	\$289,321.37
12/09/22	4	\$345,788.25	(\$6,639.13)	(\$13,831.55)	\$0.00	\$325,317.57	\$220,818.18	\$104,499.39	\$325,317.57
12/21/22	5	\$216,063.99	(\$4,150.81)	(\$8,523.43)	\$0.00	\$203,389.75	\$138,056.35	\$65,333.40	\$203,389.75
01/14/22	6	\$1,346,829.98	(\$25,859.13)	(\$53,873.33)	\$0.00	\$1,267,097.52	\$860,077.03	\$407,020.49	\$1,267,097.52
01/21/22	INTEREST		\$0.00	\$0.00	\$29.30	\$29.30	\$19.89	\$9.41	\$29.30
02/16/22	7	\$46,678.50	(\$906.82)	(\$1,337.65)	\$0.00	\$44,434.03	\$30,160.81	\$14,273.22	\$44,434.03
03/07/22	8	\$16,553.81	(\$327.17)	(\$195.54)	\$0.00	\$16,031.10	\$10,881.55	\$5,149.55	\$16,031.10
04/07/22	9	\$46,784.50	(\$935.69)	\$0.00	\$0.00	\$45,848.81	\$31,121.13	\$14,727.68	\$45,848.81
06/21/22	10	\$13,177.64	(\$267.98)	\$221.55	\$0.00	\$13,131.21	\$8,913.17	\$4,218.04	\$13,131.21
06/16/22	TAX CERTS	\$3,194.87	(\$65.81)	\$95.85	\$0.00	\$3,224.91	\$2,189.00	\$1,035.91	\$3,224.91
			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL		\$ 2,457,710.64	\$ (47,260.70)	\$ (94,675.47)	\$ 29.30	\$ 2,315,803.77	\$ 1,571,915.02	\$ 743,888.75	\$ 2,315,803.77

100%	Net Percent Collected
\$ (5,555.77)	Balance Remaining to Collect

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2019

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2020				
11/15/19	1	England Thims & Miller	Invoices: 191327, 191598, 191935 - Traffic Study & Certification Package	\$ 8,032.00
11/15/19	2	East Coast Wells & Pump Service	Invoice: 34301 - Replaced Irrigation Pump	\$ 4,293.70
1/3/20	3	Performance Painting Contractors, Inc.	Invoice: 9579 - Mobilization	\$ 8,090.00
1/3/20	4	AC Concrete Enterprise, Inc.	Invoice: AB - Sidewalk Addition	\$ 6,250.00
1/3/20	5	Reflections	Invoice: 191036 - Roof Clean	\$ 4,495.00
1/6/20	6	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefC120 - 40% Deposit to start services	\$ 46,000.00
1/6/20	7	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefD120 - 10% upon execution of the Agreement	\$ 11,500.00
2/6/20	8	East Coast Wells & Pump Service	Invoices: 34271 & 34167 - Fixed Pump Motor & Replaced Bad Motor	\$ 2,137.00
2/6/20	9	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrrfnl220 - 10% Balance Upon Final Sign Off	\$ 11,500.00
2/24/20	10	JLC Construction Inc.	Invoice: 1/20/2020 - Deposit for Perogola Replacement	\$ 6,790.80
2/26/20	11	Performance Painting Contractors, Inc.	Invoice: 9578 - Power Wash and Paint	\$ 35,240.00
2/24/20	12	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefF220 - 40% Commencement of Filling	\$ 46,000.00
2/26/20	13	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCgtr220 - Gutter Grating Supports repaired	\$ 500.00
3/17/20	14	Walter Carucci AE	Invoice: 1 - Services for Palencia Fitness Center from 11/11/19 thru 3/2/19	\$ 5,034.68
3/17/20	15	Bob's Backflow & Plumbing Services, Inc.	Invoice: 65745 - Back Flow Testing	\$ 265.00
3/23/20	16	JLC Construction Inc.	Invoice: 3/20/2020 - Final payment for Perogola Replacement	\$ 6,790.80
4/8/20	17	England Thims & Miller	Invoice: 0193131 Traffic Study & Certification Package	\$ 3,000.02
4/16/20	18	England Thims & Miller	Invoice: 0193703 Traffic Study & Certification Package	\$ 1,062.00
5/20/20	19	Fitness International Associates Corp	Invoice: 2904 Flooring	\$ 4,000.44
6/9/20	20	Beacon Electrical Contractors Inc	Invoice: 200503 - Electrical work	\$ 16,357.00
6/15/20	21	Sundancer Sign Graphics	Invoice: 2564 - Street Sign	\$ 12,310.00
6/22/20	22	Yellowstone Landscape	Invoice: JAX120765 & JAX 120768 - Onda Field Full Irrigation & Sod	\$ 25,583.33
7/14/20	23	Hopping Green & Sams	Invoice: 113207, 113803, 114427, 115066 - Project Construction	\$ 1,053.50
7/31/20	24	Duval Asphalt	Invoice: 21750 - Stripping - Layout Stripe Crosswalks	\$ 1,458.00
8/7/20	25	Yellowstone Landscape	Invoice: AJAX120768 - Onda Field Irrigation & Sod	\$ 24,722.16
9/10/20	26	Radarsign	Invoice: 10761 - Solar Powered	\$ 7,888.00
9/10/20	27	Hopping Green & Sams	Invoice: 116998 - Legal Services	\$ 559.00
9/14/20	28	Sweetwater Creek CDD	Invoice: 2940 & 2904 Deposit paid via credit card for flooring	\$ 2,644.28
10/21/20	29	Hopping Green & Sams	Invoice: 114427 - Legal services	\$ 258.00
10/29/20	30	Hopping Green & Sams	Invoice #117953 - Project Construction Legal Services	\$ 1,075.00
11/16/20	31	Clark Advisory Services, LLC	Services Rendered June 2020-October 2020	\$ 5,034.00
2/17/21	32	Yellowstone Landscape	Invoice #173437 - Irrigation Repairs	\$ 58,703.67
2/17/21	33	Armstrong Fence Company	Invoice #20210221 - Deposit for Vinyl Coated chain-link Ensenda Park	\$ 2,570.79
5/13/21	34	Armstrong Fence Company	Invoice #20210547 Remaining balance for Vinyl Coated chain-link	\$ 2,570.78
5/13/21	35	Riverside Management Services	Invoice #13 Soccer Goals & Lacrosse Equipment	\$ 3,444.73
5/13/21	36	Hopping Green & Sams	Invoice: 121275 - Legal Services	\$ 210.00
3/8/22	37	England Thims & Miller	Invoice 0201371 - Engineer's Report	\$ 2,500.00
4/20/22	38	Invision Construction	Invoice #0001 Fitness Center Expansion Process	\$ 2,000.00
4/20/22	39	Basham & Lucas Desing Group Inc	Invoice #8851 Palencia Amenity & CDs	\$ 5,200.00
7/11/22	40	Basham & Lucas Desing Group Inc	Invoice #8929 Palencia Amenity & CDs	\$ 3,889.78
6/22/22	41	England Thims & Miller	Invoice #203006 Palencia Fitness Center Addition & Modification	\$ 3,750.00
6/22/22	42	KE Law Group PLLC	Invoice #2879 2019 Project Construction	\$ 217.00
7/11/22	43	Basham & Lucas Desing Group Inc	Invoice #8963 Palencia Amenity & CDs	\$ 13,600.00
TOTAL				\$ 408,580.46
Project (Construction) Fund at 07/30/19				\$ 1,540,777.96
Interest Earned and Transfer thru 07/31/22				\$ 86,313.02
Requisitions Paid thru 07/31/22				\$ (408,580.46)
Remaining Project (Construction) Fund				\$ 1,218,510.52

C.

Sweetwater Creek

Community Development District

Summary of Invoices

July 01, 2022 - July 31, 2022

Fund	Date	Check No.'s	Amount
General Fund	7/8/22	3703-3705	\$ 8,775.50
	7/11/22	3706	941.30
	7/18/22	3707-3712	7,266.67
	7/22/22	3713	1,846.75
			<hr/> \$ 18,830.22
Amenity Fund	7/8/22	2135-2139	\$ 6,801.58
	7/18/22	2140-2145	7,724.92
	7/22/22	2146	71.66
			<hr/> \$ 14,598.16
TOTAL			<hr/> \$ 33,428.38

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/08/22	00086	5/31/22 16723	202205 320-53800-46400		*	3,397.25	
			SOUTH TRAFFIC CRCL REVAMP				
				DUVAL LANDSCAPE MAINTENANCE			3,397.25 003703
7/08/22	00063	6/30/22 73665	202206 320-53800-47000		*	1,538.00	
			JUN LAKE MAINT 6/7&6/9				
				FUTURE HORIZONS			1,538.00 003704
7/08/22	00029	7/01/22 133	202207 310-51300-34000		*	2,916.67	
			JUL MANAGEMENT FEES				
		7/01/22 133	202207 310-51300-35200		*	50.00	
			JUL WEBSITE ADMIN				
		7/01/22 133	202207 310-51300-35100		*	66.67	
			JUL INFORMATION TECH				
		7/01/22 133	202207 310-51300-31300		*	416.67	
			JUL DISSEM AGENT SERVICES				
		7/01/22 133	202207 310-51300-49000		*	8.13	
			OFFICE SUPPLIES				
		7/01/22 133	202207 310-51300-42000		*	60.57	
			POSTAGE				
		7/01/22 133	202207 310-51300-42500		*	197.25	
			COPIES				
		7/01/22 133	202207 310-51300-41000		*	124.29	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			3,840.25 003705
7/11/22	00081	7/08/22 144277	202207 310-51300-42500		*	536.50	
			FY22 ASSMT INCRS MAIL NTC				
		7/08/22 144277	202207 310-51300-42000		*	404.80	
			FY22 POSTAGE				
				ADVANCED DIRECT MARKETING SERVICES			941.30 003706
7/18/22	00075	7/07/22 07072022	202207 310-51300-11000		*	200.00	
			7/7/22 MEETING				
				CHARLES USINA III			200.00 003707
7/18/22	00089	7/07/22 07072022	202207 310-51300-11000		*	200.00	
			7/7/22 MEETING				
				JOHN T SMITH			200.00 003708
7/18/22	00082	6/06/22 52422	202206 310-51300-32200		*	3,700.00	
			AUDIT FYE 9/30/2021				
		6/06/22 52422	202206 310-51300-32200		V	3,700.00-	
			AUDIT FYE 9/30/2021				
				MCDIRMIT DAVIS LLC			.00 003709
				SWCC SWEETWATER CRK BPEREGRINO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/18/22	00051	7/07/22 07072022	202207 310-51300-11000		*	200.00	
		7/7/22 MEETING					
		7/07/22 07072022	202207 310-51300-11000		V	200.00-	
		7/7/22 MEETING					
				ROBERT LISOTTA			.00 003710
7/18/22	00071	7/01/22 35	202207 320-53800-12100		*	6,666.67	
		JUL CONTRACT ADMIN					
				RIVERSIDE MANAGEMENT SERVICES			6,666.67 003711
7/18/22	00040	7/07/22 07072022	202207 310-51300-11000		*	200.00	
		7/7/22 MEETING					
				STEPHEN J HANDLER			200.00 003712
7/22/22	00011	4/08/22 202196	202204 310-51300-31100		*	870.69	
		CUP PERMIT H20 METER READ					
		7/08/22 203594	202207 310-51300-31100		*	683.56	
		CUP PERMIT H20 METER READ					
		7/08/22 203595	202206 310-51300-31100		*	292.50	
		PROFESSIONAL SRV THRU 7/2					
				ENGLAND-THIMS & MILLER, INC			1,846.75 003713
TOTAL FOR BANK A						18,830.22	
TOTAL FOR REGISTER						18,830.22	

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/08/22	00113	6/13/22 328	202206 330-53800-51100	SERVICE CALL LAPTOP CONFG	*	814.00	
				CRN JAX			814.00 002135
7/08/22	00080	4/01/22 713749	202205 330-53800-48400	5/1/22-5/31/22 SECURITY	*	4,404.00	
				ENVERA			4,404.00 002136
7/08/22	00014	5/03/22 Z480-80	202205 330-53800-52100	GYM WIPES	*	1,300.00	
				LLOYD'S EXERCISE EQUIPMENT LLC			1,300.00 002137
7/08/22	00016	12/30/21 BB_COSTC	202111 340-53800-49400	16-POINSETTAS-COSTCO	*	223.84	
				MARSHALL CREEK CDD			223.84 002138
7/08/22	00042	7/01/22 341114	202207 330-53800-48400	SECURITY ALARM 7/1-9/30	*	60.00	
				VILLAGE KEY & ALARM INC			60.00 002139
7/18/22	00096	7/01/22 1114	202207 330-53800-44000	JUL LEMOND PRO LEASE BIKE	*	513.32	
				FRANK A. FLORI DBA CHARIMAN'S ENT			513.32 002140
7/18/22	00115	7/07/22 7313	202207 330-53800-46200	TRIM PALM AT FITNESS CTR	*	3,500.00	
				LUCAS TREE SERVICE INC			3,500.00 002141
7/18/22	00016	7/05/22 LANDSCAP	202206 330-53800-46200	JUN LANDSCAPE MAINTENANCE	*	2,000.00	
				MARSHALL CREEK CDD			2,000.00 002142
7/18/22	00016	7/01/22 07012022	202207 330-53800-12000	JUL PAYROLL-SALARIED	*	8,938.79	
		7/01/22 07012022	202207 330-53800-13000	JUL PAYROLL HOURLY	*	6,483.21	
		7/01/22 07012022	202207 340-53800-34500	JUL PROFSERV-OUTSIDE FITN	*	4,215.54	
		7/01/22 07012022	202207 330-53800-23000	JUL PAYROLL-BENEFITS	*	2,486.71	
		7/01/22 07012022	202207 330-53800-21000	JUL PAYROLL-TAXES	*	1,355.46	
		7/01/22 07012022	202207 330-53800-31100	JUL PROFSERV- ENGINEERING	*	4,100.04	
		7/01/22 07012022	202207 330-53800-35200	JUL PROFSERV-INFO TECHNOL	*	20.80	

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		7/01/22	07012022 202207 330-53800-46500	JUL PAYROLL JANITORIAL	*	1,142.87	
		7/01/22	07012022 202207 330-53800-12000	JUL PAYROLL-SALARIED	V	8,938.79-	
		7/01/22	07012022 202207 330-53800-13000	JUL PAYROLL HOURLY	V	6,483.21-	
		7/01/22	07012022 202207 340-53800-34500	JUL PROFSERV-OUTSIDE FITN	V	4,215.54-	
		7/01/22	07012022 202207 330-53800-23000	JUL PAYROLL-BENEFITS	V	2,486.71-	
		7/01/22	07012022 202207 330-53800-21000	JUL PAYROLL-TAXES	V	1,355.46-	
		7/01/22	07012022 202207 330-53800-31100	JUL PROFSERV- ENGINEERING	V	4,100.04-	
		7/01/22	07012022 202207 330-53800-35200	JUL PROFSERV-INFO TECHNOL	V	20.80-	
		7/01/22	07012022 202207 330-53800-46500	JUL PAYROLL JANITORIAL	V	1,142.87-	
				MARSHALL CREEK CDD			.00 002143
7/18/22	00019	7/01/22	13129560 202207 330-53800-52002	JUL POOL CHEMICALS	*	1,524.10	
		7/01/22	13129560 202207 330-53800-52002	JUL POOL CHEMICALS	V	1,524.10-	
				POOLSURE			.00 002144
7/18/22	00040	6/27/22	31273386 202206 330-53800-47800	SERV CALL-RESET&WIRE FREE	*	1,256.20	
		6/27/22	31273387 202206 330-53800-47800	SERVICE CALL - ADD FREON	*	455.40	
				TRANE			1,711.60 002145
7/22/22	00041	6/08/22	18096036 202206 340-53800-34400	JUN PEST CONTROL	*	71.66	
				TURNER PEST CONTROL,LLC			71.66 002146
				TOTAL FOR BANK B		14,598.42	
				TOTAL FOR REGISTER		14,598.42	

SWCC SWEETWATER CRK BPEREGRINO

FOURTH ORDER OF BUSINESS

The information presented here is for planning and discussion purposes. Actual costs and estimates may vary and information here was most recently obtained from interviews, discussions and facts from government and web sites.

Problem:

Pickleball is the fastest growing sport in America today. It is a world wide phenomena which is being addressed all over the country by pickleball court buildouts.

Residents of Palencia have come to many CDD sessions asking for additional courts and timetable for implementation.

The courts are a necessary compliment to the Marshall Creek and Sweetwater CDD's as the demand for places to play the game has greatly exceeded available facilities.

In selecting the data for this discussion, I turned to our neighbor Nocatee to determine usage, courts, construction and costs.

Recommendation:

It is the recommendation of this report to begin the process of examining build options and contractors in order to remain a competitive community in the St. Augustine/JAX area which will attract residents to purchase and continue to reside here.

Facts:

1. Palencia has a population of 13,155 with 2 shared courts (youth tennis program.) Our most recent survey taken by Bob Denman, Dan Colin and myself, tallied 168 people using a two court shared facility which is constantly over booked. This survey is not complete as we discover new persons weekly who play. The round robin masks true counts of usage but these are good starting point numbers.
2. Nocatee has a population of 22,500 people with 12 courts and hours from 8AM – 11PM daily. They have 790 members who are constantly playing and fill their 12 courts summer and winter. Winter months sees the numbers increase slightly with broader time distributions.
3. The point below on the utilization is the realization we share ‘only’ two courts with many Palencia residents unable to make court reservations due to lack of resources.
 - a. The ratio of Nocatee is 12 courts or 790 playing residents/12 =65 per court.
 - b. The ratios of Palencia is 2 **shared** courts or 168 playing residents /2 = 84 per court. Take into consideration that this is a shared court and it's likely 100-120 per court. Many of us cannot get bookings in the morning when we try to sign up to play.
4. Pickleball court construction below is related to the recent construction costs at Nocatee in the past couple of years. (Shared by Lee Hovis – Operations Manager Tolomato CDD.)
 - a. Original costs were \$107,000 for 4 pickleball courts, 4 basketball courts and 1 volleyball sand court.
 - b. Here are the contractors used to build out all 12 courts:

- i. First 4 Courts

Stuart Maxwell, P.E.

Vice President

P. 904.220.7600 ■ F. 904.220.7900 ■ www.DSCbuilds.com

smaxwell@dickysmithco.com

Second 4 Courts
Tommy Hyatt III
Florida Roads Contracting
Cell:(904)219-1904
thyatt@floridaroadsllc.com

Third 4 Courts (Highly Recommend)
Paul Hoffman
Hoffman Commercial Construction, LLC
(904) 759-3211

Others
Court Specialist/Subcontractors
Court Surfaces 800-331-1723. They are in Green Cove

Nidy Sports 407-330-9466

- c. In a response by one of the commercial contractors (Hoffman Commercial Construction) he states a court would cost about \$35,000 per court and \$60,000 with fence and lighting.

Summary

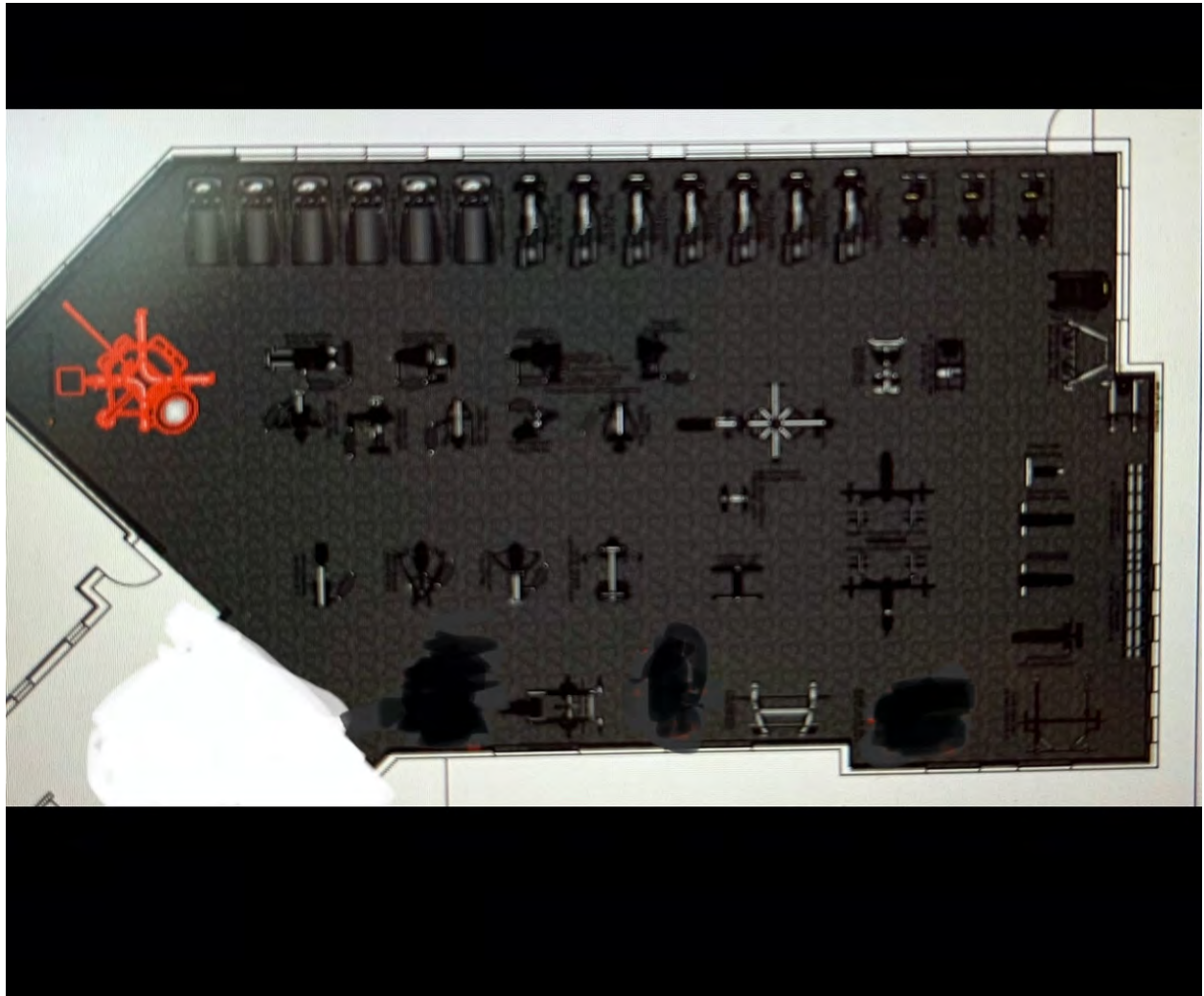
My recommendation is that we take the following approach:

- a. Where the courts could be located (Fitness center area, area near tennis courts, TBD investigation and agreement required.) If SWCDD agrees to pay for the build would MCRDD allow use of their land or tennis land ? Open for further discussion
- b. We should pursue up to addition of 4 (four) new pickleball courts in our discussions and agree that the residents have been presenting a compelling case in the past meetings. The Nocatee numbers suggest that we really need 4 courts.
- c. Additional alternative could be if the existing shared court could be divided in to three courts instead of the two there. Discussions should pursue with the tennis center program directors and management team.

We intend to have additional data collected and work to finalize discussion and decisions on this item for the October meeting. As such, since the amounts required are well under the threshold for bids (\$460,000) the supervisors can go direct to the contractors listed above. I have spoke with legal and we could perform an informal bid collection and selection process.

Please review this material. I stand ready to perform additional research and effort to secure this amenity improvement for our residents of the Palencia neighborhood with your support.

Fitness Center Expansion Via Erin's Office:



The Fitness Center averages 215 attendees a day.

Extra Cardio and Stretch Space: Would allow for additional cardio and strength equipment

Cost:

- Demo: \$40,000.00
- Floor: \$2,000.00
- Added Equipment: Stair Climber, Smith Machine, Assisted Dip/Pull-Up: \$20,000.00
- Breakroom Repurposed for Erin's Office: \$20,000.00

The Red image indicates where cardio and other equipment could go.

Total=\$82,000.00

Fitness Center Expansion via Child Watch:



Functional Fitness: Workouts with the Multi-Purpose Rack that use everyday movements to increase balance, endurance and flexibility.

The space can also accommodate:

- Stretching Area
- Personal Training-Individual and Group
- Cross Fit
- Small Classes

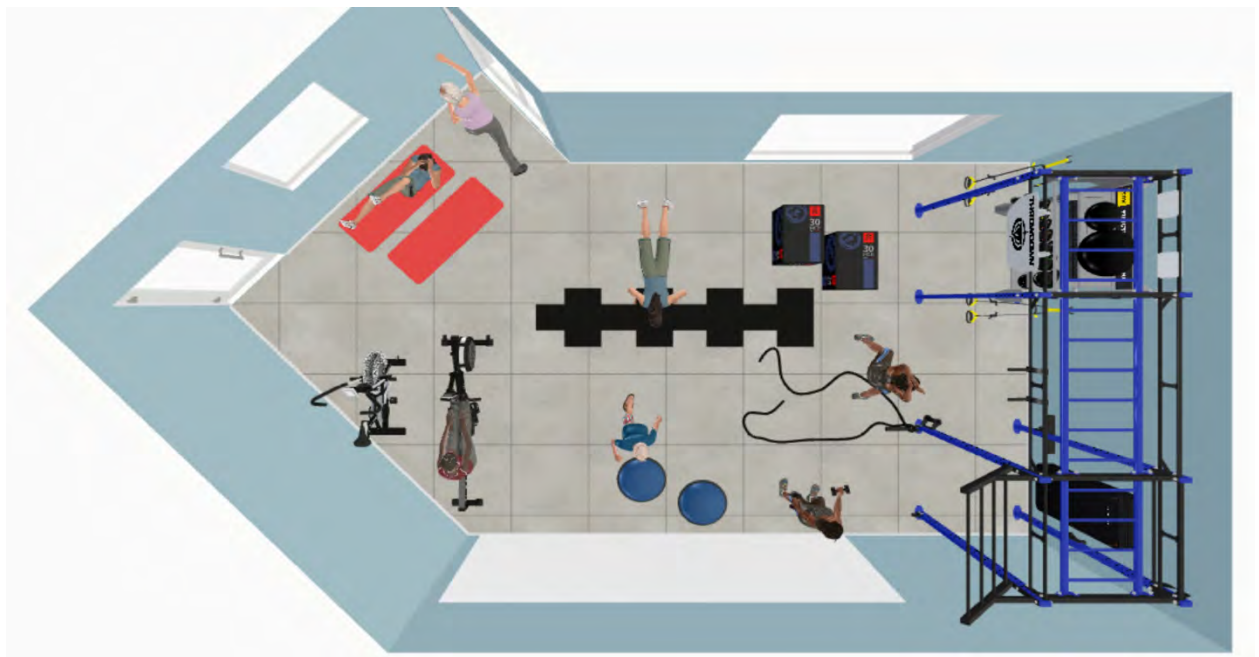
Demographics: All-activities can range from floor workouts to standing or seated workouts

- Demo: \$8,500.00
- Floor: \$9,300.00
- Equipment: \$17,000.00
- Mirrors: \$7,000

Total=\$41,800

This space could accommodate eight to nine people.

Turnaround time would be six to eight weeks form ordering equipment to demolition to install.



Bill To

Sweetwater CDD - St Augustine
Saint Augustine FL 32095
United States

Ship To

Sweetwater CDD - St Augustine
Saint Augustine FL 32095
United States

Contact Name - Phone Number - Email	Terms	Submitted By
Erin Gunia - (904) 829-8	<u>unia@FSResidential.com</u> 50 15	50% Net 451 Kelly Spivey

<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
Note		FLOORING MATERIAL		
		Order will account for an overage of approximately 10%		
RBRL1-001206	706	Roll - Rubber - L1, Basic Fit EL103 Blue Jays, Blue and Grey Spec 20% 8mm x 48in MSRP: \$3.97	\$3.30	\$2,329.80
TRD-000002	2	E-Grip III Adhesive, 4gal Pail Coverage of 360sf	\$271.46	\$542.92
CoveBase-SE	101	4" Vinyl Cove Base - Black *Fully Installed	\$5.00	\$505.00
Note		SERVICES		
FlooringInstallation-SE<1000sf	706	Installation of Everlast Rubber Flooring Fully Glued - Under 1000sf	\$3.90	\$2,753.40
FlooringInstallation-HL	706	Removal of existing flooring	\$1.50	\$1,059.00

Subtotal	\$7,190.12
Discount	(\$719.01)
Shipping Cost	\$600.10
Tax Total (6.5%)	\$215.91
Total	\$7,287.12



Email Approved quotes to your sales rep: kelly.spivey@heartlinefitness.com Standard Terms and

Conditions:

Service labor is estimated and may vary depending on underlying issues, customer approval will be requested if additional service labor is required. All unit prices are F.O.B. Destination.

These prices are subject to change after 30 days from the document date.

Post-installation entertainment (television) requirements will be handled as a billable service visit.

The above quotation is computed to be performed during regular business hours.

Clerical errors subject to correction.

All prices and agreements are contingent upon strikes, accidents, and other causes unavoidable or beyond our control.

Buyer agrees to promptly file a claim for all goods damaged in transit.

There will be a 20% restocking charge on all merchandise ordered but not accepted.

A preventative Maintenance Agreement is available for all equipment.

An equipment lease is available with approved credit.

We accept all major credit cards for payment, however, there is a nominal 3% processing fee for invoices over \$1000.00.

Hold and Storage: Should an install be delayed by the client more than 60 days from the initial install date, Heartline reserves the right to charge the client a storage fee until the install is completed. If the future estimated install date exceeds 90 days Heartline reserves the right to require an additional deposit of up to 75% of the order.

Quote #82918

Bill To

Sweetwater CDD - St Augustine
Saint Augustine FL 32095
United States

Ship To

Sweetwater CDD - St Augustine
Saint Augustine FL 32095
United States

Contact Name - Phone Number - Email	Terms	Submitted By
Erin Gunia - (904) 829-8584 - Erin.Gunia@FSResidential.com	50% Deposit/50% Net 15	451 Kelly Spivey

Item	Qty	Description	Rate	Amount
Note		The Functional Training Rig Requires Bolting to the Floor		
9-XTC-414C-60THD	1	Suggested Floor Space 14' x 24' (4.26 x 7.32M THROWDOWN XTC, RIG , 4x14, STANDARD BLACK FRAME. Includes the following Attachments: Attachments Included: Target + DPU Adapter – x2 Ball Shelf 4 – x4 Wide Shelf 4 – x2 Plate Storage 4 – x2 XTC Crossmember 6 – x1 Storage Pin – x4 Storage Bin 6 – x1 Vertical Dumbbell Rack – x2 Squat Station 4 – x2 Landmine Rig Mount – x2 Rope Anchor Rig Mount – x2 Bar Storage – x2 MSRP: \$10,899	\$7,410.00	\$7,410.00
100misc	1	MARPO X8 Mountalbe Rope Trainer	\$2,082.00	\$2,082.00
TRXCLUB4	1	MSRP: \$2195 Commercial Suspension Trainer v.4 (rubber handles, locking carabiner, velcro foot cradles)	\$140.00	\$140.00
Note		MSRP: \$210 ACCESSORIES		
TD-PB-3N1-C	1	3 IN 1 PLYOMETRIC BOX by Throwdown	\$426.00	\$426.00
TD-AGL	1	MSRP: \$539 AGILITY LADDER - Rubber Mat	\$90.00	\$90.00
TD-SLB-5	1	MSRP: \$109 SLAM BALL 5 LBS	\$28.00	\$28.00
TD-SLB-10	1	SLAM BALL 10 LBS	\$32.00	\$32.00

<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
TD-SLB-15	1	SLAM BALL 15 LBS	\$36.00	\$36.00
TD-SLB-20	1	SLAM BALL 20 LBS	\$40.00	\$40.00
TD-SLB-25	1	SLAM BALL 25 LBS	\$45.00	\$45.00
TD-SLB-30	1	SLAM BALL 30 LBS	\$55.00	\$55.00
1001-Sport	1	BOSU Sport	\$144.95	\$144.95
91-00202	1	SET OF 20 MAGNETIC THROWDOWN STATION CARDS	\$0.00	\$0.00
Note		Complimentary MSRP: \$66		
		SERVICES		
Installation Services - 3rd Party	1	Delivery & Installation Services	\$1,200.00	\$1,200.00
		INCLUDES Bolt-down of Throwdown Rig		
Subtotal				\$11,728.95
Discount				
Shipping Cost				\$1,633.66
Tax Total (6.41%)				\$856.53
Total				\$14,219.14

FIFTH ORDER OF BUSINESS

SWC CDD Fitness Center Construction Project

Vendor	Purpose	Paid	Committed	Estimated Future Costs
Studio One	Architectural conceptual plans	\$10,375		
Walter Carucci, AE	Feasibility study	\$5,035		
PROJECT CANCELLED (1)	TOTAL	\$15,410		
RE-DESIGN PROJECT				
Basham Lucas Design Group	Architectural Services	\$22,690	\$22,310	
Basham Lucas Design Group	Construction Administration (2)			\$14,000
Invision Construction	Construction Cost Estimate	\$2,000		\$0
TBD via RFP Process	Estimated Construction Cost			\$1,042,000
England - Thims & Miller	Civil Engineering	\$3,750	\$44,780	
England - Thims & Miller	Construction Administration (2)			\$27,500
KE Law	Legal	\$217		\$4,783
Bartram Trails Survey	Topographic Survey		\$2,900	
ECS Florida	Subsurface Exploration/Geotechnical		\$3,500	
Potential Additional Services such as geo-tech, utility locates, and surveying				\$30,000
<i>Sub-Totals</i>		<i>\$28,657</i>	<i>\$73,490</i>	<i>\$1,118,283</i>
Total Estimated Costs				\$1,191,773
Construction Fund Balance 7/31/2022				<u>\$1,218,511</u>
Projected available as of 7/31/2022				<u>\$26,738</u>

(1) design plan resulted in construction cost estimate exceeding available funding.

(2) Not to Exceed Costs - some CA cost estimates may overlap...duplicate services will be avoided

SIXTH ORDER OF BUSINESS

**LICENSE AGREEMENT BETWEEN SWEETWATER CREEK
COMMUNITY DEVELOPMENT DISTRICT AND MARSHALL
CREEK COMMUNITY DEVELOPMENT DISTRICT
REGARDING ACCESS OVER CERTAIN PROPERTY**

THIS LICENSE AGREEMENT (“Agreement”) is made and entered into this [REDACTED] day of [REDACTED], 2022, by and between:

Marshall Creek Community Development District, a local unit of special-purpose government established and existing pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 210 N. University Drive, Suite 702, Coral Springs, FL 33071 (“Marshall Creek” or “Licensor”); and

Sweetwater Creek Community Development District, a local unit of special-purpose government established and existing pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, FL 32092 (“Sweetwater Creek” or “Licensee”); and

RECITALS

WHEREAS, Marshall Creek owns certain property located within St. Johns County, Florida as identified on **Exhibit A** (the “Property”); and

WHEREAS, Sweetwater Creek has requested the use of the Property for temporary ingress and egress to Sweetwater Creek’s property to facilitate Sweetwater Creek’s expansion of its amenity building (the “Project”); and

WHEREAS, Marshall Creek agrees to grant to Sweetwater Creek a non-exclusive license for access over the Property; and

WHEREAS, Sweetwater Creek and Marshall Creek desire to set forth the terms of their mutual agreement regarding access over the Property.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the Licensor and the Licensee agree as follows:

1. INCORPORATION OF RECITALS. The Recitals stated above are true and correct and are incorporated herein as a material part of this Agreement.

2. GRANT OF LICENSE. Marshall Creek hereby grants to Sweetwater Creek a non-exclusive license for access over the Property (“License”). Such activities shall be in full compliance with this Agreement, and applicable laws, regulations and codes.

3. CONDITIONS ON THE LICENSE. The License granted in Paragraph 2, above, is subject to the following terms and conditions:

A. Sweetwater Creek's use of Property for the purposes contemplated by this Agreement is limited to the scope of the License granted herein and solely in the Property.

B. Sweetwater Creek shall use all due care to accomplish the Project without damage to the property of Marshall Creek, including the Property, and its residents and landowners. Sweetwater Creek shall assume responsibility for any and all damage to any real or personal property of Marshall Creek or any third parties as a result of Sweetwater Creek's use of the Property under this Agreement.

C. Sweetwater Creek shall be responsible for returning the Property to its original or better condition should any damage occur.

D. In the event that there is any damage to Marshall Creek's property and Sweetwater Creek's contractor does not expeditiously repair the damage, Sweetwater Creek shall immediately repair the damage and pursue reimbursement of the costs from Sweetwater Creek's contractor if Sweetwater Creek so chooses.

E. Any costs incurred by Sweetwater Creek to restore or repair damage to property owned by Marshall Creek as a result of utilizing the License hereunder shall be Sweetwater Creek's sole responsibility and expense, and shall not be considered a "Shared Cost" under the *Restated and Amended Interlocal Agreement Between Marshall Creek Community Development District and Sweetwater Creek Community Development District Regarding the Reciprocal Usage Matters*, attached to the *Acknowledgment of Interlocal Agreements* recorded at Book 5423, Page 779 of the Official Records of St. Johns County, Florida.

4. EFFECTIVE DATE; TERM. This Agreement shall become effective on the date first written above and shall continue in full force and effect until the completion of the Project, as evidenced by a certificate of occupancy issued by St. Johns County, Florida.

5. INSURANCE. Sweetwater Creek shall require its contractor to maintain insurance during the term of this Agreement, with limits of liability not less than the following General Liability Bodily Injury (including contractual) \$1,000,000/\$2,000,000 and General Liability Property Damage (including contractual) \$1,000,000/\$2,000,000. Marshall Creek and its supervisors, officers, staff, employees, representatives and agents shall be named as an additional insured. Sweetwater Creek shall cause to be furnished to Marshall Creek a Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to Marshall Creek unless it provides that any change or termination within the policy periods of the insurance coverages, as certified, shall not be effective within thirty (30) days of prior written notice. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.

6. COMPLIANCE WITH LAWS, RULES AND POLICIES. Sweetwater Creek shall comply at all times with relevant statutes and regulations applicable to the purposes contemplated by this Agreement and shall, upon request of Marshall Creek, provide proof of such compliance.

7. INDEMNIFICATION. To the extent allowed by law, and without waiving Sweetwater Creek's rights of sovereign immunity or limits of liability, Sweetwater Creek agrees to indemnify and hold Marshall Creek harmless from and against any and all damages, losses or claims, including but not limited to legal fees and expenses, to the extent that such damages, losses or claims are attributable to actions, omissions or negligence in the use of the Property by Sweetwater Creek, its agents, employees or independent contractors. Nothing contained herein shall require Sweetwater Creek to indemnify or insure Marshall Creek for Marshall Creek's negligence or to assume any liability for Marshall Creek's negligence.

8. SOVEREIGN IMMUNITY. Nothing herein shall be construed as a waiver of either Marshall Creek or Sweetwater Creek's sovereign immunity or limits of liability beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in Section 768.28, *Florida Statutes* or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

9. RECOVERY OF COSTS AND FEES. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs.

10. DEFAULT; SURVIVAL. In the event Sweetwater Creek shall fail to perform any covenant, term, or provision of this Agreement, then Marshall Creek shall have the right to immediately terminate this Agreement and Sweetwater Creek shall repair the Property to the same or better condition. The provisions of Paragraphs 3 (except 3.A.), 7, 8, and 9 shall survive termination of this Agreement.

11. ARM'S LENGTH NEGOTIATION. This Agreement has been negotiated fully among the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are deemed to have drafted, chosen and selected the language and any doubtful language will not be interpreted or construed against any party.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have signed this Agreement to be effective on the day and year first written above.

Attest:

**MARSHALL CREEK COMMUNITY
DEVELOPMENT DISTRICT**

(Signature of Witness)

By: _____
Print: _____
Its: _____

Attest:

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

(Signature of Witness)

By: _____
Print: _____
Its: _____

Exhibit A

DRAFT

SEVENTH ORDER OF BUSINESS

RESOLUTION 2022-13

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING A SPENDING AUTHORITY POLICY; AUTHORIZING THE AMENITY MANAGER, FIELD OPERATIONS MANAGER, DISTRICT MANAGER AND THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO APPROVE CERTAIN EXPENDITURES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Sweetwater Creek Community Development District (the "District") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining various infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District has constructed and/or owns and operates various infrastructure improvements and provides certain services in accordance with the District's adopted improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the District expends funds generated from special assessments and otherwise to provide for the operation and maintenance of its facilities; and

WHEREAS, the District has an on-site facilities manager (the "Amenity Manager") and an on-site field operations manager (the "Field Operations Manager") available to meet with vendors and oversee daily operations of District owned assets; and

WHEREAS, the District desires to provide a spending authority policy for the Amenity Manager, Field Operations Manager, District Manager or the Chairman of the Board of Supervisors of the District may approve, without prior board approval, including reasonable and necessary expenditures related to District operations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. AUTHORIZATION. The Amenity Manager, Field Operations Manager, District Manager and the Chairman are hereby authorized to approve proper and reasonable District expenditures without prior board approval as more specifically set forth herein.

SECTION 2. APPROVAL OF SPENDING LIMIT.

- A. **Routine Operation and Maintenance Costs.** The Board hereby authorizes and approves the Amenity Manager and Field Operations Manager to approve proper and reasonable District expenditures for routine maintenance and operation cost for any budgeted line item without prior board approval in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) or less. The Board hereby authorizes and approves the District Manager or Board Chairman to approve proper and reasonable District expenditures for routine maintenance and operation cost for any budgeted line item without prior board approval in the amount of Five Thousand Dollars (\$5,000.00) or less. All such expenditures shall be recorded in the normal course of business and included in the financials and check register of the District for subsequent Board ratification. For budgeted line items that are not emergency repairs (as defined below) and exceed the thresholds

herein, or for purchases that are recurring purchases or services that when combined would exceed the thresholds herein, such items shall come before the Board for pre-approval.

B. Emergency Repair Costs.

- a. The Board hereby authorizes and approves the Amenity Manager, Field Operation Manager, District Manager or the District Chairman individually to approve proper and reasonable District expenditures for any emergency repairs to District property for any budgeted or unbudgeted line item without prior board approval in the amount of Five Thousand Dollars (\$5,000.00) or less. For all expenditures exceeding Five Thousand Dollars (\$5000.00), the District Manager, Chairman and either the Amenity Manager or Field Operations Manager, as may be applicable, shall be required to together approve the expenditure. Any expenditure made pursuant to this emergency provision shall be recorded in the normal course of business and included in the financials and check register of the District for subsequent Board ratification.
- b. The term “emergency” shall be defined as a sudden or unexpected situation, event, or circumstance negatively impacting or impairing the health, safety, and welfare of the District’s residents; or an unexpected failure of a District physical asset that significantly impacts the general operation, integrity or function of the District’s operations. Examples of an emergency include but are in no way limited to: acts of God; riot; fires; floods; hurricanes; accidents; structural, electrical or chemical failure of a District facility; or other similar circumstance that necessitates immediate action to avoid further expenditures, closures or impairments to District/resident safety.

SECTION 3. POLICY ETHICS.

- A. All District employees and contractors shall abide by the provisions of Chapter 112, *Florida Statutes*, including Section 112.313, pertaining to standards of conduct for public officers.
- B. Acceptance of gifts by District employees at any time from contractors or suppliers is prohibited.
- C. District employees shall not bid for, enter into, or be in any manner interested in any contract for District purchases or public works, nor shall District employees seek to influence the purchase or a product or service from any proposer.
- D. No contract or purchase shall be subdivided to evade the threshold amounts or other requirements of this Policy or other purchasing policies of the District, including the Rules of Procedure. Purchases, orders, or contracts that are subdivided to circumvent this Policy or other purchasing policies of the District shall be considered unauthorized purchases.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Sweetwater Creek Community Development District.

PASSED AND ADOPTED this 13th day of September 2022.

ATTEST:

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Secretary, Sweetwater Creek CDD

By: _____
Its: Chairman, Board of Supervisors

EIGHTH ORDER OF BUSINESS

Sweetwater Creek Community Development District Staff Communication Policy

The Board of Supervisors ("Board") of the Sweetwater Creek Community Development District ("District") here by adopts this Staff Communication Policy on _____, 2022 to provide sound policy direction to District staff between Board meetings regarding District staff responsibility for Board communications.

COMMUNICATION POLICY. The District Manager (unless such information is more appropriate to come from another member of District staff) shall be responsible for communicating significant updates and information to the entire Board of Supervisors between Board meetings. Significant updates and information shall mean information that impacts or informs upcoming Board decisions and information that impacts the daily operations and/or staff, health, safety or welfare of the District, residents/landowners, or District assets. It shall not mean inconsequential or routine business matters that happen between Board meetings.

NINTH ORDER OF BUSINESS

Sweetwater Creek Community Development District Board of Supervisors' Staff Direction Policy

The Board of Supervisors ("Board") of the Sweetwater Creek Community Development District ("District") here by adopts this Staff Direction Policy on _____, 2022 to provide sound policy direction to District staff between Board meetings.

STAFF DIRECTION POLICY. The Board recognizes that District staff is responsible to the Board, which is made up of five unique elected supervisors ("Supervisors"). There may be times when staff receives direction that is either (a) inconsistent with direction given by the Board via motion or general Board direction at a meeting or, (b) was not subject to Board discussion, motion or direction but such direction is requiring staff to "choose" whose direction to follow when such direction is inconsistent with other Supervisor direction. Accordingly, to encourage efficient District operations and prevent inefficient use of staff resources and time, it is the policy of the District's Board that:

- A.** Staff shall not be required to expend District funds or resources in furtherance of activities directed by one or more Supervisors if such request is inconsistent with Board direction; and
- B.** If District staff is directed to provide services or incur costs of the District, when such direction is pulling staff resources in two different directions, District staff shall wait to provide such services until the next Board meeting when the Board can take a vote and give official direction to District staff; provided, however, that previously agreed upon direction or direction that is routinely part of ongoing operations shall not be unnecessarily delayed as a result of conflicting direction.

This policy is not intended to serve as an obstacle to efficient District operations or impede District staff from accomplishing and conducting routine business and operational practices for the benefit of the District.

Supervisors are expected to support actions of the Board even when the Supervisor personally did not support the action taken and this policy provides the direction to staff that in the event there is inconsistent direction given by one or more Supervisors, this policy shall control.

TENTH ORDER OF BUSINESS

Rule of Procedure 1.1(2)(a)

The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District's behalf. The Chairperson shall convene and conduct all meetings of the Board; provided, however, for meeting cancellations, the District Manager will endeavor to contact each individual Board member to confirm the desire to so cancel and take such information under advisement in making said determination. — In the event the Chairperson is unable to attend a meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

Rule of Procedure 1.3(3):

Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential and any confidential and exempt information, shall be available—submitted to staff for inclusion in the agenda at least eight days before the meeting/hearing/working and available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Any member of the Board may request a meeting agenda item and such agenda item will be on the next succeeding agenda so long as supporting material, if applicable, is provided at least eight days before the meeting/hearing/workshop. However, the District Manager, in consultation with the Chairperson or Vice Chairperson, if the Chairperson is unavailable, may reduce the number of agenda items if necessary to ensure orderly and efficient meetings. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval. Inclusion of additional materials for Board consideration other than those defined herein as "meeting materials" shall not convert such materials into "meeting materials." For good cause, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

THIRTEENTH ORDER OF BUSINESS

A.

Sweetwater CDD

Monthly report 09/01/22

- Fall is ahead! We are on the cusp of cooling down finally! And looking forward to it more than ever, The summer brought on many challenges with all properties, which we met head on and tackled as promptly as possible, with multiple irrigation issues, And nature itself causing its normal array of things we are heading into fall ready !
- Ornamental grasses- we have had to cut these back away from the sidewalk many times now this season, and they are grown back within a couple weeks! Owners express their dislike for this plant along the sidewalks regularly to both myself, and the crew, This is something i feel in the future we should look into removing if they adjoin the sidewalks directly.
- Oak lifting and Moss removal- We are working on these items, This is a continual

process, That we will work on with every service.

- Annual flowers-The summer annual flowers are doing great everywhere except the corners where we have had irrigation down, I have spoken with Chris and let him know that Duval will replace the dead annuals for free if the irrigation issues are resolved before the next annual change out so we are not without color long.
- Irrigation- There has been an issue on Rincon flowers and some turf affected by a non responsive valve, And another with low pressure along Las Calinas just past the circle. The irrigation crew is aware and handling these issues.
- Turf applications- to date all applications have been applied, as well as 3 more applications throughout for turf damaging

insects, brought on due to irrigation being down. The Irrigation team is aware, and handling accordingly.

- Proposals asked for- To date all proposal have been issued.and completed aside of a few palms along Rio Del Norte.
- In closing we would like to say Thank you for the opportunity to be a part of this beautiful community, And we look forward to a long and healthy partnership with Sweetwater CDD.And Riverside Management Services.

Best regards:
Daniel Todd
Assistant Branch Manager
Duval Landscape
August,1,2022

C.

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019

The undersigned, an Authorized Officer of Sweetwater Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of July 1, 2019 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture from the District to the Trustee, dated as of July 1, 2019 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 47

(B) Name and address of Payee: ECS Florida LLC
14026 Thunderbolt Place Ste 600
Chantilly VA 20151

(C) Amount Payable: \$3,500.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Palencia Fitness Center Addition Invoice #995173

(E) Fund or Account and subaccount, if any, from which disbursement to be made: Series 2019 Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2019 Project and each represents a Cost of the Series 2019 Project, and has not previously been paid

OR

this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2019 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2019 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer



PLEASE REMIT TO:
ECS FLORIDA, LLC
14026 THUNDERBOLT PLACE, SUITE 600
CHANTILLY, VA 20151

Invoice Date

8/8/2022

Invoice Number

995173

Always Refer To
Above Number

PROJECT NAME: Palencia Fitness Center Addition
St. Johns County, FL

TO: Jim Oliver
Sweetwater Creek CDD
475 West Town Place Suite 114
World Golf Village
St. Augustine, FL 32092

PLEASE DETACH AND RETURN DUPLICATE COPY WITH YOUR REMITTANCE

CUSTOMER CODE	PROJECT NO.	BILLED THRU DATE	TERMS
35:VJ9200	35:33255	7/30/2022	DUE UPON RECEIPT

**Please Pay
This Amount: \$3,500.00**

Description	Quantity	Units	Unit Price	Extension	Total
For Geotechnical Services					\$3,500.00
				Subtotal:	\$3,500.00

Invoice Total - Please Remit => \$3,500.00

If you have any questions regarding this invoice,
please contact **Robert Clark** at 904.880.0960

*** BUDGET SUMMARY ***

Budget Estimate:	\$3,500.00
Previously Invoiced:	\$0.00
Amt. This Invoice:	\$3,500.00
Amt. Remaining:	\$0.00

A FINANCE CHARGE OF 1.5% PER MONTH (18% ANNUALLY) WILL BE ADDED TO ALL INVOICES UNPAID AFTER 30 DAYS

**SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019**

The undersigned, an Authorized Officer of Sweetwater Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of July 1, 2019 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture from the District to the Trustee, dated as of July 1, 2019 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 48

(B) Name and address of Payee: England, Thims & Miller Inc
14775 Old St. Augustine Rd
Jacksonville FL 32258

(C) Amount Payable: \$7392.55

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Invoice # 204046 Palencia Fitness Center Addition and Modification (WA#12)

(E) Fund or Account and subaccount, if any, from which disbursement to be made: Series 2019 Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2019 Project and each represents a Cost of the Series 2019 Project, and has not previously been paid

OR

this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2019 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2019 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer

Sweetwater Creek CDD
C/O GMS
475 West Town Place, Suite 114
Saint Augustine, FL 32092

August 04, 2022
Project No: 05010.22000
Invoice No: 0204046

Project 05010.22000 Palencia Fitness Center Addition and Modification (WA#12)

Professional Services rendered through July 30, 2022

Task 01-05 Lump Sum Services

Task	Contract Amount	Percent Complete	Earned To Date	Previously Billed	Current Billed
1.Revised Master Development Plan	4,500.00	25.00	1,125.00	0.00	1,125.00
2.SJRWMD Minor Modifications	3,000.00	0.00	0.00	0.00	0.00
3.Modify Engineering Plans	25,000.00	65.00	16,250.00	10,000.00	6,250.00
4. Regulatory Permitting/Approvals					
4a. SJCUD Water,Sewer,Reuse Plan Rev.	4,000.00	0.00	0.00	0.00	0.00
4b. SJC DRC Submittal & Construction	3,250.00	0.00	0.00	0.00	0.00
4c. DEP Water Dist. System Gen. Permit	1,800.00	0.00	0.00	0.00	0.00
4d. DEP Sanitary Sewer Coll. Sys. Permit	1,800.00	0.00	0.00	0.00	0.00
5.Code Landscape & Tree Mitigation Plan	5,000.00	0.00	0.00	0.00	0.00
Total Fee	48,350.00		17,375.00	10,000.00	7,375.00
Total Fee					7,375.00
Total this Task					\$7,375.00

Task 06 Bidding Services

	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Contract Limit			15,000.00
Remaining			15,000.00
Total this Task			0.00

Task 07 CEI Services

	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Contract Limit			12,500.00
Remaining			12,500.00

England-Thimys & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9485
CA-00002584 LC-0000316

Total this Task 0.00

Task	XP	Expenses		
Expenses				
Mileage			17.55	
	Total Expenses		1.0 times	17.55
			Total this Task	\$17.55

Invoice Total this Period \$7,392.55

Outstanding Invoices

Number	Date	Balance
0203518	7/7/2022	6,250.00
Total		6,250.00

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14779 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-9990 • fax 904-646-6485
CA-00003584 LC-00003118

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019

The undersigned, an Authorized Officer of Sweetwater Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of July 1, 2019 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture from the District to the Trustee, dated as of July 1, 2019 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 49

(B) Name and address of Payee: Basham & Lucas Design Group Inc
7645 Gate Pkwy Ste 101
Jacksonville FL 32256

(C) Amount Payable: \$8,046.25

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Palencia Amenity & CDs Invoice #9028

(E) Fund or Account and subaccount, if any, from which disbursement to be made: Series 2019 Construction Account

The undersigned hereby certifies that:

☐ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2019 Project and each represents a Cost of the Series 2019 Project, and has not previously been paid

OR

☐ this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2019 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2019 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Consulting Engineer

**Basham & Lucas Design Group Inc.**

7645 Gate Pkwy Ste 101
Jacksonville, FL 32256 US
(904) 731-2323

INVOICE

BILL TO

Sweetwater Creek Community Development District
Ernesto Torres
c/o Governmental Management Services, LLC
475 W Town Place, Suite 114
St. Augustine, FL 32092

INVOICE

9028

DATE

08/11/2022

TERMS

Due on receipt

DUE DATE

08/31/2022

PROJECT NAME

(21-57) Palencia Amenity & CDs

CONTRACT SERVICES	CONTRACT	DUE	AMOUNT DUE
Part 3: Architectural & Engineering Construction Documents	17,800.00	25.00 % of 17,800.00	4,450.00
Part 4: Interior Design Construction Documents	5,500.00	25.00 % of 5,500.00	1,375.00
Part 5: New Building Landscape Architecture Design	1,800.00	0.00 of 1,800.00	0.00
Part 6: Lightening Mitigation Diagram	1,800.00	100.00 % of 1,800.00	1,800.00
Part 7: Exterior Color/Material Selection (to match existing amenity campus)	1,200.00	0.00 of 1,200.00	0.00
Construction Administration		0.00 of	0.00
Part 8: Shop Drawing Review - HRLY @ \$100/hr (NTE \$7,500)	7,500.00	0.00 of 7,500.00	0.00
Part 9: Construction Administration - HRLY @ \$100/hr (NTE \$5,000)	5,000.00	0.00 of 5,000.00	0.00
Part 10: Reimbursable Expenses (NTE \$1,500) 8/4 - Mileage	1,500.00	1.42 % of 1,500.00	21.25
8/4 - CDD Meeting - 2hrs @ \$200/hr	200.00		400.00

BALANCE DUE

\$8,046.25**Estimate Summary**

Estimate 20-214	59,500.00
Invoice 8929	3,889.78

Invoice 8963	13,600.00
Invoice 9014	13,025.00
Invoice 8851	5,200.00
This invoice 9028	\$8,046.25
Total invoiced	43,761.03

**SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019**

The undersigned, an Authorized Officer of Sweetwater Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of July 1, 2019 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture from the District to the Trustee, dated as of July 1, 2019 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 50

(B) Name and address of Payee: KE Law Group PLLC
PO BOX 6386
Tallahassee FL 32314

(C) Amount Payable: \$992.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Invoice # 3599 2019 Project Construction

(E) Fund or Account and subaccount, if any, from which disbursement to be made: Series 2019 Construction Account

The undersigned hereby certifies that:

obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2019 Project and each represents a Cost of the Series 2019 Project, and has not previously been paid

OR

this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or

claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2019 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2019 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.



Consulting Engineer



INVOICE

Invoice # 3599
Date: 08/14/2022
Due On: 09/13/2022

KE Law Group, PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Sweetwater Creek CDD
475 West Town Place, Suite 114
St. Augustine, FL 32092

SWTCDD-05

SWEETWATER CREEK CDD - 2019 PROJECT CONSTRUCTION

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	JK	07/20/2022	Update/edit request for proposal documents, instructions, bid bonds, trench safety, supplementary conditions, bid escalations, etc	1.60	\$310.00	\$496.00
Service	JK	07/21/2022	Update RFP package with revised dates, schedule and comments from Lucas; transmit same	0.80	\$310.00	\$248.00
Service	JK	07/22/2022	Continue refining RFP and conference call with architect on same	0.40	\$310.00	\$124.00
Service	JK	07/23/2022	Update bid form and fixed pricing proposal documents and confer with Lucas on same	0.40	\$310.00	\$124.00
					Total	\$992.00

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
2993	08/05/2022	\$344.50	\$0.00	\$344.50

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
3599	09/13/2022	\$992.00	\$0.00	\$992.00
Outstanding Balance				\$1,336.50
Total Amount Outstanding				\$1,336.50

Please make all amounts payable to: KE Law Group, PLLC

Please pay within 30 days.

SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019

The undersigned, an Authorized Officer of Sweetwater Creek Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of July 1, 2019 (the "Master Indenture"), as amended and supplemented by the First Supplemental Trust Indenture from the District to the Trustee, dated as of July 1, 2019 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 51

(B) Name and address of Payee: England, Thims & Miller Inc
14775 Old St. Augustine Rd
Jacksonville FL 32258

(C) Amount Payable: \$7375.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Invoice # 204510 Palencia Fitness Center Addition and Modification (WA#12)

(E) Fund or Account and subaccount, if any, from which disbursement to be made: Series 2019 Construction Account

The undersigned hereby certifies that:

☐ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019A Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2019 Project and each represents a Cost of the Series 2019 Project, and has not previously been paid

OR

☐ this requisition is for Costs of Issuance payable from the Costs of Issuance Account that has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2019 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Series 2019 Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer attached as an exhibit to the First Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Consulting Engineer



Sweetwater Creek CDD
C/O GMS
475 West Town Place, Suite 114
Saint Augustine, FL 32092

September 01, 2022
Project No: 05010.22000
Invoice No: 0204510

Project 05010.22000 Palencia Fitness Center Addition and Modification (WA#12)

Professional Services rendered through August 27, 2022

Task 01-05 Lump Sum Services

Task	Contract Amount	Percent Complete	Earned To Date	Previously Billed	Current Billed
1.Revised Master Development Plan	4,500.00	50.00	2,250.00	1,125.00	1,125.00
2.SJRWMD Minor Modifications	3,000.00	0.00	0.00	0.00	0.00
3.Modify Engineering Plans	25,000.00	90.00	22,500.00	16,250.00	6,250.00
4. Regulatory Permitting/Approvals					
4a. SJCUD Water,Sewer,Reuse Plan Rev.	4,000.00	0.00	0.00	0.00	0.00
4b. SJC DRC Submittal & Construction	3,250.00	0.00	0.00	0.00	0.00
4c. DEP Water Dist. System Gen. Permit	1,800.00	0.00	0.00	0.00	0.00
4d. DEP Sanitary Sewer Coll. Sys. Permit	1,800.00	0.00	0.00	0.00	0.00
5.Code Landscape & Tree Mitigation Plan	5,000.00	0.00	0.00	0.00	0.00
Total Fee	48,350.00		24,750.00	17,375.00	7,375.00
Total Fee				7,375.00	
			Total this Task	\$7,375.00	

Task 06 Bidding Services

Professional Personnel

		Hours	Rate	Amount
CADD/GIS Technician				
Sims, Daniel	8/6/2022	18.75	125.00	2,343.75
Sims, Daniel	8/13/2022	5.50	125.00	687.50
Sims, Daniel	8/20/2022	3.00	125.00	375.00
Senior Engineer				
Lockwood, Scott	8/6/2022	12.50	205.00	2,562.50
Lockwood, Scott	8/13/2022	5.50	205.00	1,127.50
Lockwood, Scott	8/20/2022	10.75	205.00	2,203.75

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-646-9485
CA-00002584 LC-0000316

Lockwood, Scott	8/27/2022	4.00	205.00	820.00	
Totals		60.00		10,120.00	
Total Labor					10,120.00

	Current	Prior	To-Date	
Total Billings	10,120.00	0.00	10,120.00	
Contract Limit			15,000.00	
Remaining			4,880.00	
		Total this Task		\$10,120.00

Task	07	CEI Services			
			Current	Prior	To-Date
Total Billings			0.00	0.00	0.00
Contract Limit					12,500.00
Remaining					12,500.00
				Total this Task	0.00

Task	XP	Expenses			
				Total this Task	0.00

Invoice Total this Period	\$17,495.00
----------------------------------	--------------------

Outstanding Invoices

Number	Date	Balance
0204046	8/4/2022	7,392.55
Total		7,392.55

D.

9/13/2022

Sweetwater Creek

Community Development District

Field Operations Report



Chris Hall

FIELD OPERATIONS MANAGER
RIVERSIDE MANAGEMENT SERVICES, INC.

Sweetwater Creek
Community Development District

Field Operations Report
September 13, 2022

To: The Board of Supervisors

From: Chris Hall
Field Operations Manager

RE: Sweetwater Creek Operations Report – September 13, 2022

The following is a summary of items related to the field operations and maintenance management of Sweetwater Creek CDD.

Completed Projects



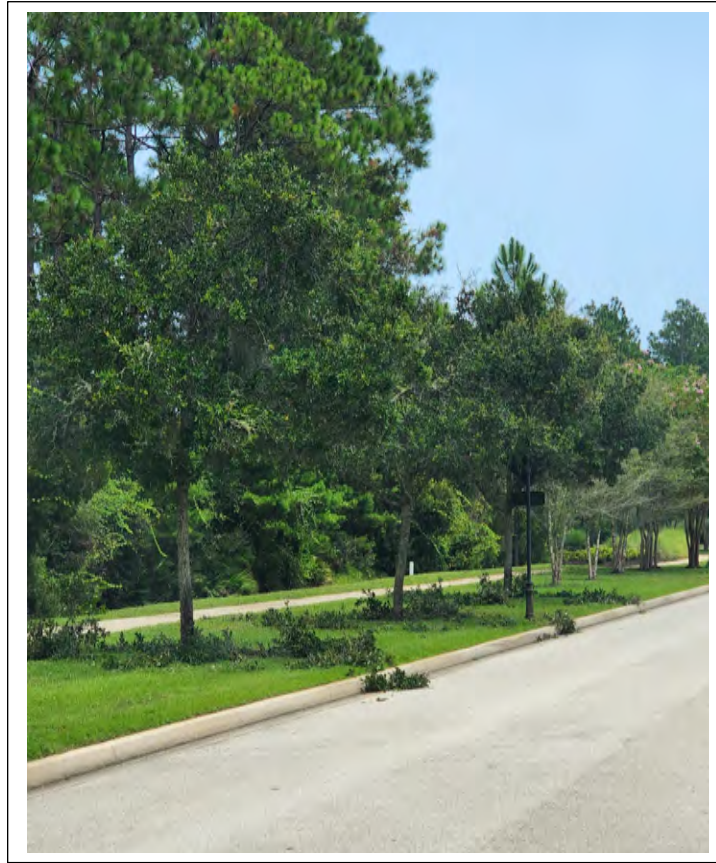
- The bent gate at Ensenada Park was repaired again. Old lock was removed by someone.
 - Latch was adjusted
 - Lock added to gate

Completed Projects



- Rotted and broken wood has been replaced on the swings.
- Will all be re-painted.

Completed Projects



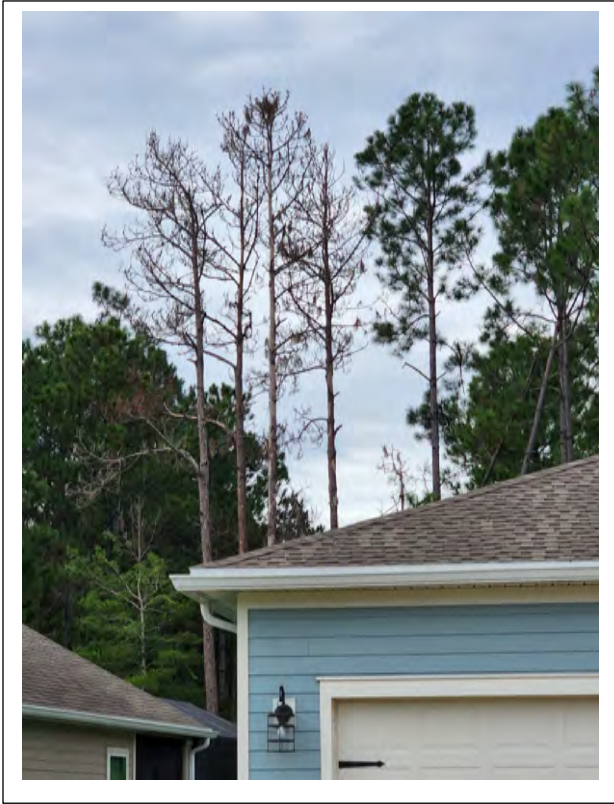
- Oaks have been trimmed along Las Calinas

Completed Projects



- Oleta way bed has been extended to enhance the overall appearance and to block the small lake from view of the road.

Completed Projects



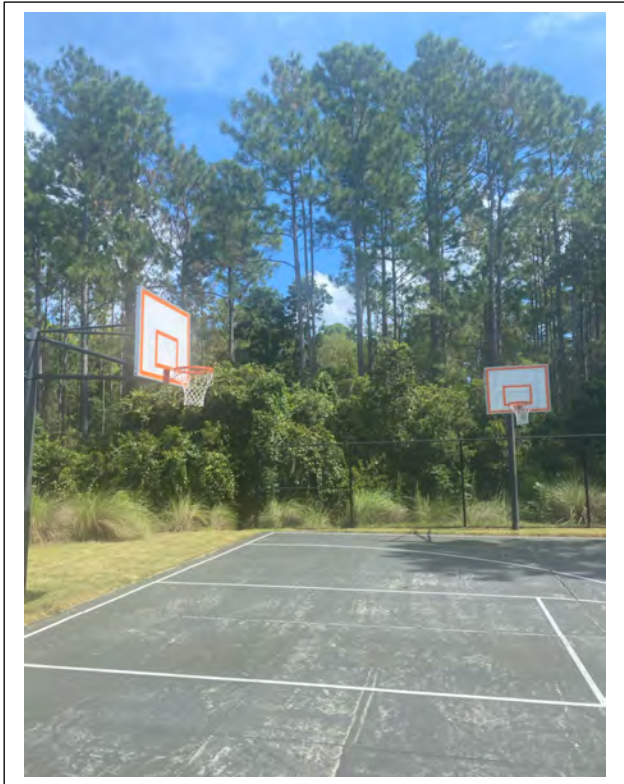
- Dead trees have been cut down for safety and to avoid property damage.

Completed Projects



- Dead tree removals continued.

In Progress Projects



- The deposit from Sport Surfaces has been requested to be paid back to the district.
- In progress of getting new proposals.

Conclusion

For any questions or comments regarding the above information or for any future maintenance requests and concerns please contact:

chall@rmsnf.com

cgraham@rmsnf.com

Respectfully,


Riverside Management Services



Action Items Report

Sweetwater Creek CDD			
Action Items Reported on by:			Chris Hall
			Cheryl Graham
Action Items	Date Completed	Initials	Comments
Ensenada Park - Resurface basketball court	9/1/22	CG	Requested the deposit back and will be getting new quotes
Privado Park benches were repaired.	9/1/22	CH	rotten wood has been replaced. Will be painted.
Oak trees need to be lifted along Las Calinas.	8/18/22	CH	They have been lifted.
Painting the decorative street light poles.	On going	CH	Prepping and painting the light pole throughout Sweetwater.
Entry gates stuck in the open position	8/22/22	CH	Had Comcast and Envera out several times to get repaired.
Oleta Way dead grass and bed to be extended.	8/18/22	CH	Sod was installed at the end of Oleta Way, and the bed was extended.
Dead trees in the preserve areas	8/29/22	CH	Dead trees were cut or removed.
Torcido Pump is tripping	8/31/22	CH	East Coast Wells came and repaired.
Ensenada Park Gate was open and bent again.	9/1/22	CH	Gate was put back in position and a new stronger lock was put in place.

F.

From: Erin Gunia erin.gunia@fsresidential.com 
Subject: Ops Report for August-Meeting Agenda
Date: September 7, 2022 at 2:18 PM
To: Courtney Hogge chogge@gmsnf.com



Marshall Creek

Events:

- Taco Tuesday
- Shred Truck
- Back to School Party
- Mom's and Mimosas
- Food Truck Fridayx2
- Blood Drive
- CPR Class
- Breakfast on Market Street
- Trivia

Future Event Planning:

Fall Festival

Car Show

Tree Lighting

Trivia

Food Truck Fridays

Breakfast on Market Street

Actions:

Interview for Front Desk positions

Meetings with Vendors

Scheduling and Coordinating of Tai Chi Seminar and Yin and Shakra Sound Healing Seminar

Hiring of Lifeguards/Coordinating Training of Lifeguards

Sweetwater:

Walk Property for Landscaping and Maintenance needs

Received bids for new cardio equipment

Equipment Repairs

New Strength Machine demonstration-80 written reviews, all positive, Request for Purchase made

Summer Swim Program concluded and Year-Round Swim Team began

Pressure wash entrance and windows of Fitness Facility

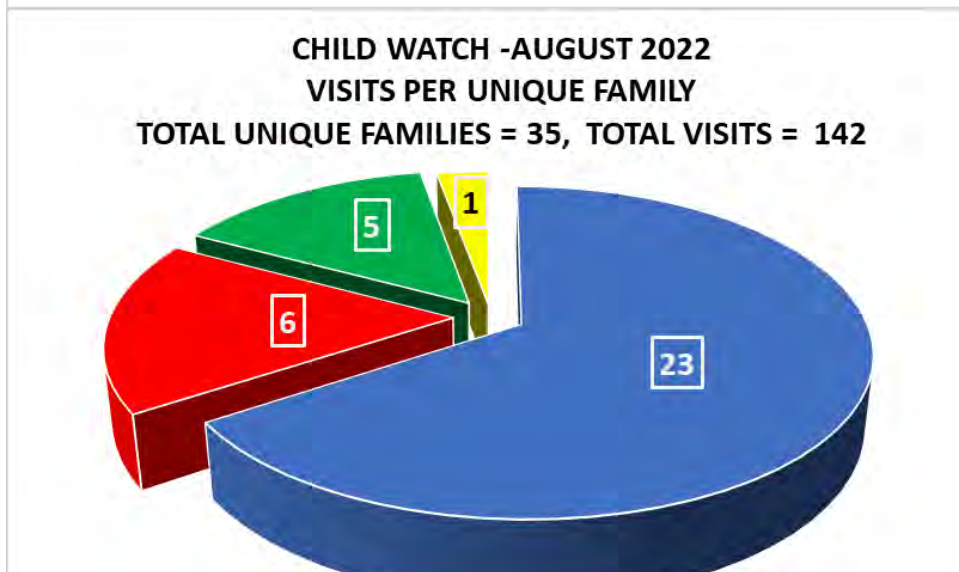
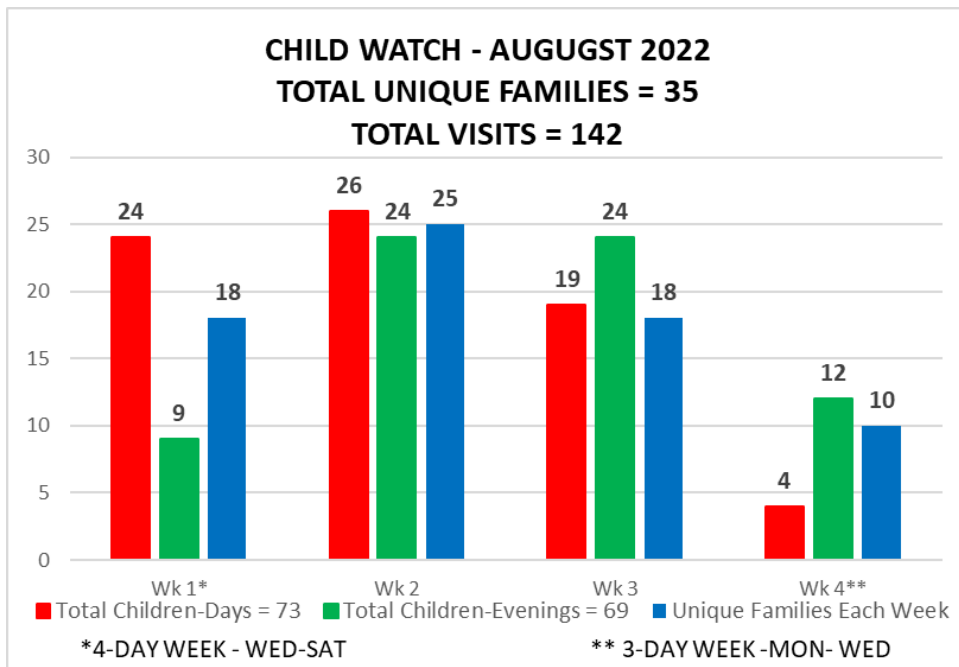
Gym Attendance:

Avg Number of Residents per hour using Cardio and Strength:

June:	July:	August:
5:30 am-4	4.1	5
6:30 am-8.3	7.4	12.4
7:30 am-7.8	9.8	9.6
8:30 am-11.9	11.35	11.2

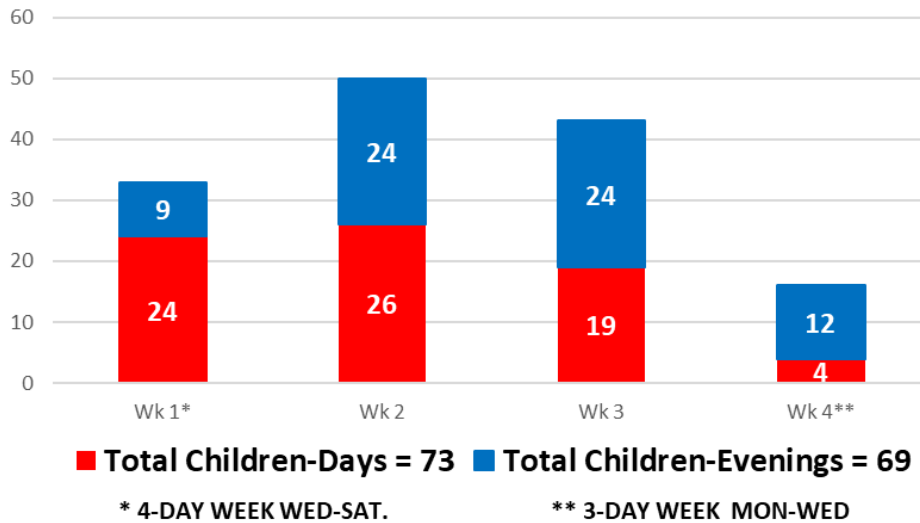
9:30 am-15.2	15.16	15
10:30 am-16.7	15.7	14.8
11:30 am-18.4	16.8	13.2
12:30 pm-14.5	13.8	12.5
1:30 pm-12.2	11.08	10.7
2:30 pm-11.2	10.68	14
3:30 pm-11.7	12.37	11
4:30 pm-15.1	14.63	12.7
5:30 pm-14.4	14.5	14
6:30 pm-14.6	15.76	16
7:30 pm-12.2	14.15	12
8:30 pm-7	10	9.75
Total=227.2	Total: 197.28	Total: 193.85

Child Watch Data:



■ 1-2 visits =23 ■ 3-5 visits = 6 ■ 6-10 visits = 5 ■ 11+ visits =1

CHILD WATCH - AUGUST 2022
VISITS BY WEEK: DAY AND EVENING
TOTAL MONTHLY VISITS = 142



CHILD WATCH - AUGUST 2022
CHILDREN BY AGE GROUP
TOTAL # OF CHILDREN = 52



There were 14 days where there were fewer than four children during the morning session.

Erin Gunia
 Director of Amenities and Strategic Planning
 Palencia