

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

The regular meeting of the Board of Supervisors of the Sweetwater Creek Community Development District was held on **Thursday, May 4, 2023** at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager, GMS
Jennifer Kilinski	District Counsel, KVW (via Zoom)
Paul Hutchinson	District Engineer, ETM
Belynda Tharpe	Amenities Operations Manager
Paul Stratton	Field Operations Manager, RMS
Grace Kobitter	Kilinski Van Wyk (via Zoom)
Josh Boucher	Duval Landscape
Mary Marchiano	Duval Landscape
Howard McGaffney	GMS, LLC

The following is a summary of the discussions and actions taken at the May 4, 2023 Sweetwater Creek Community Development District's Regular Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

Mr. James Mitchell, 108 San Telmo, stated that there is a lot of traffic backed up on Las Calinas due to the bus stops. He proposed relocating the parked traffic to another road.

Mr. Lisotta responded that the CDD does not control the bus stops, the school district does, so like the recommendation made at the last meeting when a request was made for a crosswalk, he recommends the parents contact the school district and/or the bus company that performs the pick-

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ups. He also noted that Ms. Tarpe schedules Sheriff’s officers to work the neighborhood, so the concerns can be passed on to her to see if one of the deputies can patrol in the morning when the traffic issues are occurring.

Ms. Kristen Cohen, 748 Glorietta, stated that she was opposed to construction of a basketball court at the end of Glorietta Drive and suggested a survey be taken of the residents on Glorietta, Las Calinas and Antolin. She also asked that residents be given more information on the plans for the area.

Mr. Robert Cain, 762 Glorietta, concurred with Ms. Cohen’s comments and added that he thinks a dog park would better serve the community.

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

A. Minutes of the April 6, 2023 Meeting

There were no comments on the minutes.

B. Financial Statements

Copies of the financial statements were provided in the agenda package for informational purposes.

C. Check Register

A copy of the check register totaling \$94,950.92 was included in the agenda package.

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, the Consent Agenda was approved 4-0.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. Landscape Team

1. Maintenance Report

Ms. Marchiano provided an overview of the maintenance report, a copy of which was included in the agenda package.

Mr. Lisotta asked that unsolicited quotes be withheld unless something needs to be addressed immediately.

B. District Counsel

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Ms. Kobitter noted a memorandum was sent to the Board prior to the meeting.

Mr. Handler asked what the status is on a boat sitting on Rio Del Norte.

Ms. Kilinski stated that her firm has been reaching out every few weeks to follow up about removal of the boat.

C. District Engineer

1. Ratification of Requisitions 75-81

2. Consideration of Requisitions 82-84

Copies of requisition numbers 75 through 84 were included in the agenda package for the Board’s review.

On MOTION by Mr. Usina, seconded by Mr. Smith, with all in favor, requisition numbers 75 through 84 were approved 4-0.

D. Field Manager

1. Report

A copy of the operations report was included in the agenda package for the Board’s review.

2. Proposals for Asphalt Repairs

Mr. Stratton presented a proposal from Duval Asphalt totaling \$22,731.33.

Mr. Hutchinson stated that typical pavement life is 20 years and the majority of Las Calinas was paved in 2018, so the proposal is for interim repairs.

Mr. Lisotta noted that some of the areas included within the proposal are outside of the District’s boundary.

The motion below was made to table the proposal until Duval can provide a revised proposal with just the District’s roads included.

On MOTION by Mr. Usina, seconded by Mr. Lisotta, with Mr. Lisotta, Mr. Usina, and Mr. Handler in favor and Mr. Smith opposed, tabling the proposal from Duval Asphalt in the amount of \$22,731.33 was approved 3-1.

3. Quotes for Benches

No action was taken on this item.

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E. District Manager – Report on the Number of Registered Voters (1,561)

Mr. Oliver informed the Board that as of April 15, 2023, the St. Johns County Supervisor of Elections Office reports that there are 1,561 registered voters within the District.

F. Director of Amenities

Mr. Handler stated that the fitness center is now averaging over 220 people per day and Ms. Gunia has reported that many times the parking lot is full. There is a grassy area behind the fitness center that could be turned into a parking lot.

Mr. Lisotta stated that the District needs to work with the club to enforce prohibiting parking at the fitness center for users of the golf course facility.

At the request of Mr. Usina, Ms. Kobitter will investigate whether costs for paving the grass area behind the fitness center would need to be shared with Marshall Creek.

Ms. Tharpe added that Ms. Gunia’s report noted the parking would become a bigger issue once the pickleball courts come online.

FIFTH ORDER OF BUSINESS

Updates on Capital Improvement Projects

A. Pickleball Courts – Consideration of Proposals for Construction Services

Mr. Smith reported that three bids were received in response to a request for proposals for construction services for pickleball courts. He noted that up to \$100,000 is being proposed just for grading the area and adding a retaining wall before the courts can be built. He suggested proceeding with using Nidy Sports Construction Company, but noted they would not be available until mid-August or early September.

Mr. Oliver added that because one of the bids was over the threshold and the other two were not complete bids, the Board could reject all bids and authorize the Vice Chair and staff to negotiate with all three of the firms to come up with alternate bids to bring back to the Board.

On MOTION by Mr. Usina, seconded by Mr. Smith, with all in favor, rejecting all bids and authorizing the Vice Chair and staff to negotiate with bidders and bring alternate proposals to the June meeting was approved 4-0.

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Mr. Smith informed the Board that a light study is required to complete the permit requirements at a cost of \$1,500.

On MOTION by Mr. Usina, seconded by Mr. Smith, with Mr. Handler, Mr. Usina and Mr. Smith in favor and Mr. Lisotta opposed, performing a light study at the request of St. Johns County at a cost of \$1,500 was approved 3-1.

B. Parks

Mr. Usina addressed concerns of parking, traffic and noise at the park at the end of Glorietta and Las Calinas as well as the comment made at the beginning of the meeting regarding a dog park being a better use of the space. He stated that he proposed a dog park in that area as well and was met with total opposition, so he's looking at putting a dog park between the cut-thru near a retention pond. He also added that a bathroom has not been considered for that park.

SIXTH ORDER OF BUSINESS

Discussion of Updated Preliminary Fiscal Year 2024 Budget

Mr. Oliver provided the Board with a preliminary budget for fiscal year 2024 noting that the budget is still in the works, however it will likely include a 5 to 6% assessment increase. Approval of the budget will be considered at the June meeting.

FOURTH ORDER OF BUSINESS

Staff Reports (Continued)

A. Landscape Team

2. Discussion of Drainage Issue at the Onda Park Field

Mr. Gordon Boyd stated that he resides adjacent to the Onda Park fields and the last three summers there have been problems with water coming off the field and flooding his lot. Last summer one of the previous staff members visited the site and acknowledged there was an issue, but he has not heard anything since.

Mr. Hutchinson informed the Board that he conducted a site visit two weeks ago and it does appear that the field drains toward the homeowner's lot. He provided a quote to the District Manager in the amount of \$5,200 to survey the area to determine how much water is flowing towards their lot and to design a solution, which will likely be a swale to convey the water to the existing swale behind their home.

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On MOTION by Mr. Lisotta, seconded by Mr. Usina, with all in favor, the proposal for a survey of the Onda Park field was approved 4-0.

SEVENTH ORDER OF BUSINESS Other Business

Mr. Colin proposed putting a three-member group together that could take complaints from patrons, do all of the research to assist staff, and then ultimately come back with proposals for the Board to consider.

Mr. Lisotta stated that he is all for folks trying to be helpful, but his concern is it would be another committee providing direction to staff. He also read an email from District Counsel on the record, which states, “As it pertains to the request by Mr. Colin requesting creation of a three-member committee to review, research and provide input to staff and the Board is intended to serve as guidance and an advisory board. Advisory boards and committees created by the District may be subject to Sunshine Law depending on whether decision making authority has been delegated as opposed to information or fact finding. If there is a decision-making authority, the meetings must be open to the public with similar Sunshine Law requirements. The Sunshine Law does not apply to committees and advisory boards if they’re established for only fact-finding purposes. If a committee is reviewing and sorting options, perspective bids, proposals and making a recommendation to the Board, the committee would be deemed as having both fact-finding and decision-making authority if they approve one of those and that would be making it subject to the Sunshine Law.”

Mr. Handler added that he believes Mr. Colin’s proposal would be another layer of bureaucracy, so an informal committee that would share their thoughts with the Board would be the better way to work with the CDD.

EIGHTH ORDER OF BUSINESS Supervisor Requests / Public Comment

Public Comment:

Ms. Gayle Friscia, 243 Rio Del Norte, stated that there was a row of Oliander under the Palm Trees on Pantano Vista Way that got damaged by the caterpillars and asked if it was scheduled to be replaced.

Mr. Handler responded not at the moment.

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Mr. Desi Desiderio, 127 Brasilla Avenue, asked if there is a plan to reduce the number of speed bumps on Las Calinas.

Mr. Lisotta stated that the speed bump at the entrance has been taken out already.

There were no supervisor requests.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – June 1, 2023 at 4:00 p.m. at 625 Palencia Club Drive, St. Augustine, Florida 32095

TENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Ron Cenelli
5B51AC84D175436...
Chairman/Vice Chairman