

*Sweetwater Creek  
Community Development District*

*Agenda*

*May 2, 2024*

# *AGENDA*

**Sweetwater Creek  
Community Development District**  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
[www.SweetwaterCreekCDD.com](http://www.SweetwaterCreekCDD.com)

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April 25, 2024

Board of Supervisors  
Sweetwater Creek Community Development District  
**Call In #: 1-877-304-9269; Code 186663**

Dear Board Members:

The Sweetwater Creek Community Development District Board of Supervisors Meeting is scheduled for **Thursday, May 2, 2024 at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, 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 April 4, 2024 Board of Supervisors Meeting
  - B. Financial Statements
  - C. Check Register
  - D. Ratification of Requisition No. 130
- IV. Staff Reports
  - A. Landscape Team – Maintenance Report
  - B. District Engineer
  - C. District Counsel
  - D. District Manager
  - E. Field Manager – Report
  - F. Director of Amenities – Report
- V. Business Items
  - A. Discussion of Cost Share Matters

- B. Discussion of Compensation of Fitness Instructors
  - C. Discussion of the Fiscal Year 2025 Budget Process
  - D. Update on Onda Park Project
  - E. Update Regarding Drainage Inspection; Consideration of Proposals for Drain Installation
- VI. Other Business
- VII. Supervisor Requests / Public Comment
- VIII. Next Scheduled Meeting – Thursday, June 6, 2024 at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida 32095
- IX. Adjournment

**PUBLIC CONDUCT:** Members of the public are provided the opportunity for public comment during the meeting. Each member of the public is limited to three (3) minutes, at the discretion of the Presiding Officer, which may be shortened depending on the number of speakers. Speakers shall refrain from disorderly conduct, including launching personal attacks; the Presiding Officer shall have the discretion to remove any speaker that disregards the District's public decorum policies. Public comments are not a Q&A session; Board Supervisors are not expected to respond to questions during the public comment period.

*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, April 4, 2024** at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida.

Present and constituting a quorum were:

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

Also present were:

Jim Oliver	District Manager, GMS
Jennifer Kilinski <i>by Zoom</i>	District Counsel, KVW
Alex Acree <i>by Zoom</i>	District Engineer, Matthews DCCM
Erin Gunia	Director of Amenities, RMS
Jerry Lambert	Operations Manager, RMS
Dan Wright	Riverside Management Services
Mary Marchiano	Duval Landscape
Mary Grace Henley <i>by Zoom</i>	Kilinski   Van Wyk

*The following is a summary of the discussions and actions taken at the April 4, 2024 Sweetwater Creek Community Development District's Regular Board of Supervisors meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

Patty Scott asked if a fundraiser could be hosted at the swimming pool to support Swim Across America, a charity that benefits cancer research. She provided the Board with a FAQ sheet regarding the event.

Mr. Lisotta asked that the resident work with Ms. Gunia and District Counsel on the event.

There were no objections from the Board on allowing the event.

A resident asked the Board to revisit the flooding issue on Rincon Drive as it has not been resolved since the flooding became an issue around September of 2022 and it has ruined his backyard.

Mr. Lisotta stated that the engineer inspected the area, and the cost of the repair was estimated to be over \$20,000 so the board opted to not proceed with repairs at the time. The recommendation is that homeowners need to address flooding on their property within the confines of their own property lines.

The resident stated that he has lived in the District since 2016 and the flooding did not become an issue until 2022, so something changed significantly. The drains were supposed to be inspected; however, he did not receive feedback on whether that was done.

Mr. Usina asked Mr. Lambert and Mr. Wright to inspect the area as soon as possible, take pictures, and consult with Mr. Acree.

Mr. Lisotta asked to confirm if the drains have been cleared.

**THIRD ORDER OF BUSINESS**

**Approval of the Consent Agenda**

**A. Minutes of the March 7, 2024 Board of Supervisors Meeting and March 21, 2024 Workshop**

Copies of the minutes of the March 7, 2024 meeting and March 21, 2024 workshop were included in the agenda package for the Board's review.

**B. Financial Statements**

Copies of the financial statements were provided to the Board for their review.

**C. Check Register**

A copy of the check register was included in the agenda package for the Board's review.

**D. Ratification of Requisition Nos. 126-129**

Copies of requisition numbers 126 through 129 were included in the agenda package for the Board's review.

On MOTION by Mr. Lisotta, seconded by Mr. Handler, with all in favor, the consent agenda was approved 5-0.



**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Team – Maintenance Report**

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

**B. District Engineer**

Mr. Acree reported that the landscape architect team has been working on the layout for the Onda Park improvements.

**C. District Counsel**

Ms. Kilinski stated that her firm spoke to the board members individually regarding the Marshall Creek / FEMA claim. Her recommendations were that the Board direct staff to begin working on possible dates for a joint meeting with Marshall Creek to better understand the processes undertaken as it relates to that FEMA claim, and that the Board appoint a Supervisor to work with Marshall Creek on gathering more information to bring back to the Board to make a clear determination in preparation of the joint meeting.

On MOTION by Mr. Usina, seconded by Mr. Cervelli, with all in favor, authorizing Supervisor Lisotta to work with District staff on the FEMA/Marshall Creek matter was approved 5-0.

Ms. Kilinski informed the Board that her firm is still tracking bills that have been presented to the Governor for signature. The bill that is of interest to the District requires new performance measures be adopted by the District. Her firm has started developing a template that could be used by districts should the bill be signed.

Mr. Cervelli asked if this change in legislature would allow the Board to set up individual goals and performance criteria for RMS staff members working at the district.

Ms. Kilinski responded that can be done now regardless of the change in law. She added that if the Board desires to give bonuses to individual employees, performance standards must be adopted prior to awarding any sort of financial incentive.

Mr. Smith stated that the Marshall Creek Property Owner’s Association has elected to enter into a contract with Comcast and as part of that contract, they’re giving away ten free internet connections. He has asked to review a copy of the contract, but it has not yet been provided. He does not want any of the Sweetwater’s equipment connected until the contract can be reviewed.

**D. District Manager**

Mr. Oliver reminded the Board that three of the Board of Supervisors seats will be filled through the general election process this year and noted the qualifying period is from noon on June 10<sup>th</sup> through noon on June 14<sup>th</sup>.

**E. Field Manager – Report**

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

Mr. Handler asked Mr. Lambert to update the Board on the fences surrounding the pool and the problematic pump on Las Calinas.

Mr. Lambert responded that a switch on the pump has been repaired. The repair was covered under warranty.

In regard to the pool fence/gates, Ms. Gunia stated that an estimate for a commercial grade alarm on the door has been approved. She confirmed the facility has never been out of code. The county inspected the facility twice in one month and said the facility exceeds the standards.

Mr. Cervelli stated that it seems the entrance/exit gates are getting hit every day.

Mr. Wright stated that he thinks it’s due to two cars trying to get through the gates at a time.

Mr. Lambert stated that staff could ask if the gate closures could be slowed down.

**F. Director of Amenities – Report**

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

Ms. Gunia informed the Board there is a new leak in the roof. She has spoken to the project manager of the roofing company and was assured it would be taken care of right away.

**FIFTH ORDER OF BUSINESS**

**Business Items**

**A. Consideration of Proposal for Capital Reserve Study**

A proposal to update the capital reserve study for a total of \$5,850 was included in the agenda package for the Board's review.

Mr. Usina stated that he would like to have the reserve study updated prior to adopting the Fiscal Year 2025 budget.

On MOTION by Mr. Handler, seconded by Mr. Smith, with all in favor, the proposal from Reserve Advisors to update the capital reserve study was approved 5-0.

**B. Update on Onda Park**

Mr. Smith stated that the current plan for Onda Park is to add a parking area on Las Calinas off a concrete path that leads to a courtyard area that has a basketball court, playground, swing set and soccer field. Some suggestions are to make the parking area deeper and have a turnaround lane around the fire hydrant, so cars do not have to back out into the street, and to move the playground equipment to the rear of the property. Once the plans are finalized with the engineer, a description and drawing will be sent to prospective bidders to provide estimates for construction.

A resident asked if trees could be installed to block the view.

Mr. Smith responded that will be taken into account.

**C. Discussion of Gate Violation Policy**

Mr. Cervelli stated that the question is what penalty should be given to residents and/or visitors that hit the entrance/exit gates as it is happening daily now.

Mr. Lisotta asked if there has been any damage to the gates.

Mr. Lambert responded no.

Mr. Lisotta stated that enforcement if the penalty is not paid needs to be considered as well as the ability to penalize someone if there has been no damage.

Mr. Handler stated that the Board needs to look at what the cost of staff time for repairs is.

Mr. Cervelli suggested sending a letter out to the resident and/or visitor that hits the gate to notify them that penalties may be imposed to hopefully deter future issues.

Ms. Kilinski stated that the District's disciplinary rules were modified last year to allow for the imposition of administrative and property damage reimbursements. Until payment is made, the District can suspend access to the facilities.

Mr. Lambert will contact Envera to adjust the timing of the gate.

**D. Consideration of Proposals for Aquatic Maintenance Services**

The Board reviewed three proposals for aquatic maintenance services. The proposal from the current provider, Future Horizons, totaled \$25,469.28, Lake Doctors proposal totaled approximately \$35,000, and J&J Aquatics proposal totaled \$20,927.04.

Mr. Lisotta stated his preference for remaining with the current vendor as there are no complaints currently.

On MOTION by Mr. Lisotta, seconded by Mr. Cervelli, with all in favor, maintaining Future Horizons as the aquatic maintenance vendor was approved 5-0.

Mr. Smith asked if an inspection of the stormwater pipes has been considered.

Mr. Usina asked if a quote can be obtained to TV the drains.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests / Public Comment**

Mr. Usina stated that there have been a couple of requests for trash cans at the bus stops at Enrede and Las Calinas, and Las Calinas and Glorietta.

There were no objections from the Board.

Mr. Handler asked that the request for the CDD to pay for fitness instructors to be added to the next month's agenda.

A resident asked for clarification on the position of the pool gate.

Ms. Gunia responded that the issue is patrons are propping the pool gate open. She noted the gate meets the requirements of the Health Department and Building Code.

Mr. Lisotta asked if the gate is required by the county.

Ms. Gunia responded that it is and the current hardware on the gate should be kept.

Mr. Lambert stated that he would look at the gate to see if a hinge needs to be added or replaced so that the gate will shut on its own.

April 4, 2024

Sweetwater Creek CDD

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Thursday, May 2, 2024 at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida 32095**

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Handler, seconded by Mr. Usina, with all in favor, adjourning the meeting was approved 5-0.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

*B.*

***Sweetwater Creek***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2024***



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**Sweetwater Creek**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2024**

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account General Fund	\$ 100,101	\$ -	\$ 174,315	-	\$ 274,416
Operating Account Amenity Account	72,917	-	-	-	72,917
Debit Card Account	3,661	-	-	-	3,661
Accounts Receivable	-	-	-	-	-
Assessments Receivable	-	-	-	-	-
Due from General Fund	-	7,605	-	-	7,605
Due from Others	596	-	1,733	-	2,329
Due from Amenity	-	-	-	-	-
Due from Debt Service	-	-	-	-	-
Due from Capital Reserve	5,086	-	-	-	5,086
Due from Capital Projects	-	-	-	-	-
	-	-	-	-	-
<b>Investments:</b>					
State Board of Administration (SBA)	605,616	-	263,665	-	869,282
US Bank Custody Account	511,666	-	-	-	511,666
	-	-	-	-	-
<b>Series 2019</b>					
Reserve - A-1	-	133,070	-	-	133,070
Reserve - A-2	-	108,331	-	-	108,331
Revenue	-	744,253	-	-	744,253
Prepayment	-	11,553	-	-	11,553
Excess Revenue	-	611	-	-	611
Construction	-	-	-	381,624	381,624
Prepaid Expenses	2,429	-	-	-	2,429
Deposits	-	-	-	-	-
<b>Total Assets</b>	<b>\$ 1,302,071</b>	<b>\$ 1,005,422</b>	<b>\$ 439,713</b>	<b>\$ 381,624</b>	<b>\$ 3,128,830</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 45,473	\$ -	\$ 3,453	\$ -	\$ 48,927
Accrued Expenses	-	-	-	-	-
Due to Debt Service	-	-	-	-	-
Due to Amenity Fund	-	-	-	-	-
Due to Capital Projects	-	-	\$ -	-	-
<b>Total Liabilities</b>	<b>\$ 45,473</b>	<b>\$ -</b>	<b>\$ 3,453</b>	<b>\$ -</b>	<b>\$ 48,927</b>
<b>Fund Balance:</b>					
Nonspendable:					
Prepaid Items	\$ 2,429	\$ -	\$ -	\$ -	\$ 2,429
Deposits	-	-	-	-	-
Restricted for:					
Debt Service	-	1,005,422	-	-	1,005,422
Capital Project	-	-	-	381,624	381,624
Assigned for:					
Capital Reserve Fund	-	-	436,260	-	436,260
Capital Reserves	-	-	-	-	-
Unassigned	1,254,170	-	-	-	1,254,170
<b>Total Fund Balances</b>	<b>\$ 1,256,598</b>	<b>\$ 1,005,422</b>	<b>\$ 436,260</b>	<b>\$ 381,624</b>	<b>\$ 3,079,904</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 1,302,071</b>	<b>\$ 1,005,422</b>	<b>\$ 439,713</b>	<b>\$ 381,624</b>	<b>\$ 3,128,830</b>

**Sweetwater Creek**  
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 1,724,315	\$ 1,724,315	\$ 1,641,867	\$ (82,449)
Fitness Center Revenue	2,000	1,000	650	(350)
Interest	5,000	2,500	16,927	14,427
<b>Total Revenues</b>	<b>\$ 1,731,315</b>	<b>\$ 1,727,815</b>	<b>\$ 1,659,443</b>	<b>\$ (68,372)</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 9,600	\$ 4,800	\$ 5,200	(400)
PR-FICA	-	-	-	-
Engineering	20,000	10,000	6,745	3,255
District Counsel	55,000	27,500	35,764	(8,264)
Annual Audit	3,800	-	-	-
Assessment Administration	5,000	5,000	5,000	-
Arbitrage Rebate	500	-	-	-
Dissemination Agent	5,300	2,650	2,650	(0)
Trustee Fees	3,800	3,800	3,143	657
Management Fees	42,500	21,250	21,250	(0)
Information Technology	1,425	713	713	-
Website Maintenance	1,000	500	500	0
Telephone	742	371	170	201
Postage & Delivery	3,000	1,500	1,382	118
Public Official Insurance	4,497	4,497	4,938	(441)
Printing & Binding	4,100	2,050	863	1,187
Legal Advertising	2,000	1,000	646	354
Miscellaneous	1,500	750	106	644
Office Supplies	-	-	-	-
Dues, Licenses & Subscriptions	175	175	175	-
Cost Share Expense - Marshall Creek	20,000	-	-	-
<b>Total General &amp; Administrative</b>	<b>\$ 183,939</b>	<b>\$ 86,556</b>	<b>\$ 89,245</b>	<b>\$ (2,690)</b>
<b><u>Operations &amp; Maintenance</u></b>				
<b>Utilities</b>				
Electric	\$ 75,000	\$ 37,500	\$ 37,954	(454)
<b>Other Physical Environment</b>				
General Insurance	6,058	6,058	5,507	551
Landscape Maintenance	291,276	145,638	145,638	-
Landscape Improvements	50,000	25,000	33,544	(8,544)
Mulch	50,000	25,000	25,000	-
Lake Maintenance	22,000	11,000	9,483	1,517
Fountain Maintenance	1,500	750	-	750
Irrigation Repairs & Maintenance	39,000	19,500	13,646	5,854
Storm Clean-Up	2,000	1,000	-	1,000
Field Repairs & Maintenance	26,000	13,000	24,257	(11,257)
Tree Removals	14,000	7,000	3,686	3,314
Streetlight Repairs	2,250	1,125	-	1,125
Signage Repairs	1,000	500	-	500
Holiday Decoration	5,000	2,500	-	2,500
Miscellaneous Field Supplies	3,500	1,750	567	1,183
Guardhouse Maintenance	2,500	1,250	-	1,250
Playground Repairs & Maintenance	2,500	1,250	-	1,250
<b>Subtotal Other Physical Environment</b>	<b>\$ 593,584</b>	<b>\$ 299,821</b>	<b>\$ 299,282</b>	<b>\$ 539</b>

**Sweetwater Creek**  
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending March 31, 2024

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Amenities</b>				
<b><u>Administrative</u></b>				
Property & Casualty Insurance	\$ 37,581	\$ 37,581	\$ 36,496	1,085
Payroll - Salaried	86,268	43,134	685	42,449
Payroll - Hourly	91,375	45,688	1,638	44,050
Payroll - Benefits	16,775	8,388	301	8,087
Payroll Taxes	14,730	7,365	264	7,101
Professional Services - Engineering	71,457	35,729	1,281	34,448
Professional Services - Information Technology	1,890	945	34	911
Travel & Per Diem	200	100	69	31
Training	400	200	477	(277)
Facility Management	-	-	134,299	(134,299)
Licenses & Permits	400	200	414	(214)
Subscriptions & Memberships	500	250	348	(98)
Office Supplies	3,000	1,500	1,668	(168)
Office Equipment	2,500	1,250	1,439	(189)
Communication - Telephone/Internet/TV	12,000	6,000	3,300	2,700
Internet/Telephone - Guard House	5,821	2,911	2,067	844
<b><u>Field</u></b>				
Field Management Fees	89,040	44,520	44,520	-
General Utilities	75,000	37,500	34,715	2,785
Refuse Removal	5,200	2,600	3,591	(991)
Security	60,000	30,000	35,474	(5,474)
Janitorial Services	13,978	6,989	21,148	(14,159)
Operating Supplies - Spa & Paper	4,000	2,000	1,700	300
Operating Supplies - Uniforms	500	250	-	250
Cleaning Supplies	12,500	6,250	4,652	1,598
Amenity Landscape Maintenance & Improvements	29,500	14,750	14,741	9
Gate Repairs & Maintenance	2,500	1,250	495	755
Dog Park Repairs & Maintenance	6,000	3,000	720	2,280
Park Mulch	5,000	2,500	2,200	300
Miscellaneous Field Supplies	4,100	2,050	236	1,814
Buildings Repairs & Maintenance	15,000	7,500	56,317	(48,817)
Pest Control	1,800	900	2,230	(1,330)
Pool Maintenance - Contract	25,349	12,674	7,800	4,874
Pool Repairs & Maintenance	3,000	1,500	1,263	237
Pool Chemicals	3,800	1,900	13,092	(11,192)
Signage & Amenity Repairs	300	150	500	(350)
Special Events	2,000	1,000	976	24
Park Repair & Maintenance	-	-	20,426	(20,426)
Pickleball Repair & Maintenance	-	-	1,205	(1,205)
<b><u>Fitness</u></b>				
Professional Services - Outside Fitness	55,515	27,758	23,255	4,502
Fitness Equipment Repairs & Maintenance	7,000	3,500	2,710	791
Fitness Equipment Rental	35,000	17,500	17,302	199
Miniature Golf Course Maintenance	500	250	-	250
Miscellaneous Fitness Supplies	6,300	3,150	657	2,493
Capital Outlay - Machinery & Equipment	6,400	3,200	7,680	(4,480)
<b>Subtotal Amenities</b>	<b>\$ 814,179</b>	<b>\$ 425,880</b>	<b>\$ 504,382</b>	<b>\$ (78,502)</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 1,407,763</b>	<b>\$ 725,701</b>	<b>\$ 803,664</b>	<b>\$ (77,963)</b>

**Sweetwater Creek**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b><i>Reserves</i></b>				
Capital Reserve Transfer	\$ 191,000	\$ 191,000	191,000	\$ -
<b>Subtotal Reserves</b>	<b>\$ 191,000</b>	<b>\$ 191,000</b>	<b>\$ 191,000</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 1,782,702</b>	<b>\$ 812,257</b>	<b>\$ 1,083,909</b>	<b>\$ (80,653)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (51,387)</b>	<b>\$ 915,559</b>	<b>\$ 575,534</b>	<b>\$ (149,025)</b>
<b>Net Change in Fund Balance</b>	<b>\$ (51,387)</b>	<b>\$ 915,559</b>	<b>\$ 575,534</b>	<b>\$ (149,025)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 51,387</b>		<b>\$ 681,064</b>	
<b>Fund Balance - Ending</b>	<b>\$ (0)</b>		<b>\$ 1,256,598</b>	

**Sweetwater Creek**  
**Community Development District**  
**Debt Service Fund Series 2019**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 741,613	\$ 741,613	\$ 705,365	\$ (36,248)
Special Assessments - Prepayments	-	-	10,898	10,898
Interest Income	6,300	3,150	14,203	11,053
<b>Total Revenues</b>	<b>\$ 747,913</b>	<b>\$ 744,763</b>	<b>\$ 730,466</b>	<b>\$ (14,297)</b>
<b>Expenditures:</b>				
<i>Series 2019 - A1</i>				
Interest - 11/01	\$ 85,328	\$ 85,328	\$ 85,328	\$ -
Interest - 05/01	85,328	-	-	-
Principal - 05/01	355,000	-	-	-
<i>Series 2019 - A2</i>				
Interest - 11/01	46,475	46,475	46,475	-
Interest - 05/01	46,475	-	-	-
Principal - 05/01	125,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 743,606</b>	<b>\$ 131,803</b>	<b>\$ 131,803</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 4,307</b>	<b>\$ 612,960</b>	<b>\$ 598,663</b>	<b>\$ (14,297)</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 4,307</b>	<b>\$ 612,960</b>	<b>\$ 598,663</b>	<b>\$ (14,297)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 155,434</b>		<b>\$ 406,759</b>	
<b>Fund Balance - Ending</b>	<b>\$ 159,741</b>		<b>\$ 1,005,422</b>	

**Sweetwater Creek**  
**Community Development District**

**Capital Reserve Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 03/31/24	Thru 03/31/24	Variance
<b>Revenues</b>				
Transfer In	\$ 191,000	\$ 191,000	\$ 191,000	\$ -
Interest	1,866	933	2,871	1,939
Miscellaneous Income	-	-	4,000	4,000
Insurance Proceeds	-	-	-	-
<b>Total Revenues</b>	<b>\$ 192,866</b>	<b>\$ 191,933</b>	<b>\$ 197,871</b>	<b>\$ 5,939</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ 11,420	\$ (11,420)
Repair & Maintenance	79,024	39,512	14,459	25,053
Other Current Charges	525	263	313	(50)
<b>Total Expenditures</b>	<b>\$ 79,549</b>	<b>\$ 39,775</b>	<b>\$ 26,192</b>	<b>\$ 13,583</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 113,317</b>		<b>\$ 171,680</b>	
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 113,317</b>		<b>\$ 171,680</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 263,780</b>		<b>\$ 264,580</b>	
<b>Fund Balance - Ending</b>	<b>\$ 377,097</b>		<b>\$ 436,260</b>	

**Capital Reserve Study**

	<u>General</u>	<u>Amenities</u>	<u>Combined</u>
<b>Description</b>	<b>FY 2024-Study (Pg. 17)</b>	<b>FY 2024-Study (Pg. 20)</b>	<b>Total - Study</b>
Reserves Beginning of Year	\$488,359	\$135,857	\$624,216
Contributions	191,100	63,400	254,500
Interest Income	9,255	2,527	11,782
Expenditures	(79,024)	(37,782)	(116,806)
Anticipated Balance	\$609,690	\$164,002	\$773,692

**Capital Reserve Fund - Actuals**

<b>Description</b>	<b>Actual</b>
Reserves Beginning of Year	\$ 264,580
Contributions	\$ 191,000
Interest Income/Misc Income/Insurance Proceeds	\$ 6,871
Expenditures	\$ (171,680)
Actual Balance	\$290,772

<b>Variance Reserve Study Vs Actual</b>	<b>(\$482,920)</b>
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**Sweetwater Creek**  
**Community Development District**  
**Capital Projects Fund Series 2019**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues</b>				
Interest Income	\$ -	\$ -	\$ 13,126	\$ 13,126
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,126</b>	<b>\$ 13,126</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ 164,749	\$ (164,749)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 164,749</b>	<b>\$ (164,749)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (151,623)</b>	<b>\$ (151,623)</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (151,623)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 533,247</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 381,624</b>	

**Sweetwater Creek**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - Tax Roll	\$ -	\$ 228,251	\$ 285,271	\$ 956,056	\$ 137,540	\$ 34,748	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,641,867
Fitness Center Revenue	210	-	440	-	-	-	-	-	-	-	-	-	650
Cost Sharing - Marshall Creek Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	919	972	1,357	2,176	5,056	6,447	-	-	-	-	-	-	16,927
<b>Total Revenues</b>	<b>\$ 1,129</b>	<b>\$ 229,223</b>	<b>\$ 287,068</b>	<b>\$ 958,232</b>	<b>\$ 142,596</b>	<b>\$ 41,196</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,659,443</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ 1,400	\$ 600	\$ -	\$ 800	\$ 800	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,200
PR-FICA	-	-	-	-	-	-	-	-	-	-	-	-	-
Engineering	791	430	919	2,044	2,561	-	-	-	-	-	-	-	6,745
District Counsel	7,296	3,481	5,761	6,672	6,189	6,367	-	-	-	-	-	-	35,764
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	442	442	442	442	442	442	-	-	-	-	-	-	2,650
Trustee Fees	3,143	-	-	-	-	-	-	-	-	-	-	-	3,143
Management Fees	3,542	3,542	3,542	3,542	3,542	3,542	-	-	-	-	-	-	21,250
Information Technology	119	119	119	119	119	119	-	-	-	-	-	-	713
Website Maintenance	83	83	83	83	83	83	-	-	-	-	-	-	500
Telephone	43	25	28	25	25	25	-	-	-	-	-	-	170
Postage & Delivery	351	307	120	21	285	297	-	-	-	-	-	-	1,382
Public Official Insurance	4,938	-	-	-	-	-	-	-	-	-	-	-	4,938
Printing & Binding	161	41	110	238	166	147	-	-	-	-	-	-	863
Legal Advertising	94	280	-	88	94	90	-	-	-	-	-	-	646
Miscellaneous	62	1	10	11	11	12	-	-	-	-	-	-	106
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Cost Share Expense - Marshall Creek	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total General &amp; Administrative</b>	<b>\$ 27,638</b>	<b>\$ 9,350</b>	<b>\$ 11,133</b>	<b>\$ 14,085</b>	<b>\$ 14,316</b>	<b>\$ 12,722</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,245</b>



**Sweetwater Creek**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b><u>Operations &amp; Maintenance</u></b>													
<b>Utilities</b>													
Electric	\$ 6,512	\$ 6,616	\$ 6,283	\$ 6,272	\$ 6,168	\$ 6,103	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	37,954
<b>Other Physical Environment</b>													
General Insurance	5,507	-	-	-	-	-	-	-	-	-	-	-	5,507
Landscape Maintenance	24,273	24,273	24,273	24,273	24,273	24,273	-	-	-	-	-	-	145,638
Landscape Improvements	-	5,044	-	-	-	28,500	-	-	-	-	-	-	33,544
Mulch	-	-	25,000	-	-	-	-	-	-	-	-	-	25,000
Lake Maintenance	1,538	1,793	1,538	1,538	1,538	1,538	-	-	-	-	-	-	9,483
Fountain Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigation Repairs & Maintenance	4,805	710	4,920	413	2,799	-	-	-	-	-	-	-	13,646
Storm Clean-Up	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Repairs & Maintenance	2,390	2,718	6,217	6,099	4,121	2,712	-	-	-	-	-	-	24,257
Tree Removals	1,200	-	1,786	350	350	-	-	-	-	-	-	-	3,686
Streetlight Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Signage Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Decoration	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Field Supplies	-	-	-	-	567	-	-	-	-	-	-	-	567
Guardhouse Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Playground Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Other Physical Environment</b>	<b>\$ 46,225</b>	<b>\$ 41,154</b>	<b>\$ 70,017</b>	<b>\$ 38,944</b>	<b>\$ 39,815</b>	<b>\$ 63,126</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>299,282</b>
<b>Amenities</b>													
<b>Administrative</b>													
Property & Casualty Insurance	\$ 36,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	36,496
Payroll - Salaried	685	-	-	-	-	-	-	-	-	-	-	-	685
Payroll - Hourly	1,638	-	-	-	-	-	-	-	-	-	-	-	1,638
Payroll - Benefits	301	-	-	-	-	-	-	-	-	-	-	-	301
Payroll Taxes	264	-	-	-	-	-	-	-	-	-	-	-	264
Professional Services - Engineering	1,281	-	-	-	-	-	-	-	-	-	-	-	1,281
Professional Services - Information Technology	34	-	-	-	-	-	-	-	-	-	-	-	34
Travel & Per Diem	-	-	69	-	-	-	-	-	-	-	-	-	69
Training	-	-	-	-	477	-	-	-	-	-	-	-	477
Facility Management	21,341	22,486	22,516	22,841	22,131	22,983	-	-	-	-	-	-	134,299
Licenses & Permits	414	-	-	-	-	-	-	-	-	-	-	-	414
Subscriptions & Memberships	29	29	92	92	106	-	-	-	-	-	-	-	348
Office Supplies	449	253	300	57	608	-	-	-	-	-	-	-	1,668
Office Equipment	300	56	146	465	471	-	-	-	-	-	-	-	1,439
Communication - Telephone/Internet/TV	-	658	658	658	663	663	-	-	-	-	-	-	3,300
Internet/Telephone - Guard House	362	340	340	340	343	343	-	-	-	-	-	-	2,067

**Sweetwater Creek**  
**Community Development District**  
**Month to Month**

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Field</b>													
Field Management Fees	7,420	7,420	7,420	7,420	7,420	7,420	-	-	-	-	-	-	44,520
General Utilities	4,565	4,781	5,436	6,512	6,782	6,639	-	-	-	-	-	-	34,715
Refuse Removal	414	519	955	519	664	519	-	-	-	-	-	-	3,591
Security	6,163	6,103	6,103	7,573	3,428	6,103	-	-	-	-	-	-	35,474
Janitorial Services	3,733	3,483	3,483	3,483	3,483	3,483	-	-	-	-	-	-	21,148
Operating Supplies - Spa & Paper	428	52	194	413	612	-	-	-	-	-	-	-	1,700
Operating Supplies - Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-
Cleaning Supplies	1,636	191	110	1,175	499	1,040	-	-	-	-	-	-	4,652
Amenity Landscape Maintenance & Improvements	1,906	1,906	1,906	4,521	1,906	2,596	-	-	-	-	-	-	14,741
Gate Repairs & Maintenance	-	-	245	250	-	-	-	-	-	-	-	-	495
Dog Park Repairs & Maintenance	-	-	324	-	396	-	-	-	-	-	-	-	720
Park Mulch	-	-	-	-	-	2,200	-	-	-	-	-	-	2,200
Miscellaneous Field Supplies	-	-	236	-	-	-	-	-	-	-	-	-	236
Buildings Repairs & Maintenance	47,127	8,102	322	119	396	250	-	-	-	-	-	-	56,317
Pest Control	79	79	79	81	1,831	81	-	-	-	-	-	-	2,230
Pool Maintenance - Contract	-	1,560	1,560	1,560	1,560	1,560	-	-	-	-	-	-	7,800
Pool Repairs & Maintenance	-	-	330	-	410	523	-	-	-	-	-	-	1,263
Pool Chemicals	1,920	2,999	1,920	2,055	2,055	2,142	-	-	-	-	-	-	13,092
Signage & Amenity Repairs	-	-	500	-	-	-	-	-	-	-	-	-	500
Special Events	-	-	-	337	639	-	-	-	-	-	-	-	976
Park Repair & Maintenance	19,145	631	-	522	128	-	-	-	-	-	-	-	20,426
Pickleball Repair & Maintenance	1,059	70	77	-	-	-	-	-	-	-	-	-	1,205
Fitness	-	-	-	-	-	-	-	-	-	-	-	-	-
Professional Services - Outside Fitness	4,480	3,388	4,373	4,500	2,960	3,555	-	-	-	-	-	-	23,255
Fitness Equipment Repairs & Maintenance	2,147	-	-	221	342	-	-	-	-	-	-	-	2,710
Fitness Equipment Rental	2,927	2,927	2,927	2,927	3,053	2,540	-	-	-	-	-	-	17,302
Miniature Golf Course Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Fitness Supplies	-	393	43	142	80	-	-	-	-	-	-	-	657
Capital Outlay - Machinery & Equipment	-	1,505	-	4,919	1,256	-	-	-	-	-	-	-	7,680
<b>Subtotal Amenities</b>	<b>\$ 168,744</b>	<b>\$ 69,933</b>	<b>\$ 62,662</b>	<b>\$ 73,703</b>	<b>\$ 64,700</b>	<b>\$ 64,641</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>504,382</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 214,969</b>	<b>\$ 111,087</b>	<b>\$ 132,679</b>	<b>\$ 112,647</b>	<b>\$ 104,515</b>	<b>\$ 127,767</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>803,664</b>
<b>Reserves</b>													
Capital Reserve Transfer	-	-	-	-	191,000	-	-	-	-	-	-	-	191,000
<b>Subtotal Reserves</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 191,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>191,000</b>
<b>Total Expenditures</b>	<b>\$ 242,606</b>	<b>\$ 120,438</b>	<b>\$ 143,813</b>	<b>\$ 126,732</b>	<b>\$ 309,831</b>	<b>\$ 140,489</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,083,909</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (241,477)</b>	<b>\$ 108,785</b>	<b>\$ 143,255</b>	<b>\$ 831,500</b>	<b>\$ (167,235)</b>	<b>\$ (99,294)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>575,534</b>
<b>Net Change in Fund Balance</b>	<b>\$ (241,477)</b>	<b>\$ 108,785</b>	<b>\$ 143,255</b>	<b>\$ 831,500</b>	<b>\$ (167,235)</b>	<b>\$ (99,294)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>575,534</b>

**Sweetwater Creek**  
**Community Development District**  
**Long Term Debt Report**

<b>SERIES 2019A-1, SPECIAL ASSESSMENT REVENUE BONDS</b>	
Interest Rate:	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 - 7/30/19	\$7,825,000
Less: Principal Payment - 5/1/20	(\$330,000)
Less: Principal Payment - 5/1/20 (Special Call)	(\$15,000)
Less: Principal Payment - 11/1/20 (Special Call)	(\$40,000)
Less: Principal Payment - 5/1/21	(\$340,000)
Less: Principal Payment - 5/1/21 (Special Call)	(\$40,000)
Less: Principal Payment - 11/1/21 (Special Call)	(\$15,000)
Less: Principal Payment - 5/1/22	(\$340,000)
Less: Principal Payment - 11/1/22 (Special Call)	(\$15,000)
Less: Principal Payment - 5/1/23	(\$345,000)
<b>Current Bonds Outstanding</b>	<b>\$6,345,000</b>

<b>SERIES 2019A-2, SPECIAL ASSESSMENT REVENUE BONDS</b>	
Interest Rate:	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	108,331
Bonds Outstanding - 7/30/19	\$2,980,000
Less: Principal Payment - 5/1/20	(\$110,000)
Less: Principal Payment - 5/1/20 (Special Call)	(\$10,000)
Less: Principal Payment - 11/1/20 (Special Call)	(\$15,000)
Less: Principal Payment - 5/1/21	(\$115,000)
Less: Principal Payment - 5/1/21 (Special Call)	(\$15,000)
Less: Principal Payment - 11/1/21 (Special Call)	(\$5,000)
Less: Principal Payment - 5/1/22	(\$115,000)
Less: Principal Payment - 5/1/22 (Special Call)	(\$25,000)
Less: Principal Payment - 11/1/22 (Special Call)	(\$5,000)
Less: Principal Payment - 5/1/23	(\$120,000)
Less: Principal Payment - 5/1/23 (Special Call)	(\$20,000)
<b>Current Bonds Outstanding</b>	<b>\$2,425,000</b>

**Sweetwater Creek**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**Special Assessment Receipts - St. John's County**  
**Fiscal Year 2024**

Gross Assessments    \$    1,834,379.37    \$    788,070.96    \$    2,622,450.33  
Net Assessments        \$    1,724,316.61    \$    740,786.70    \$    2,465,103.31

**ON ROLL ASSESSMENTS**

allocation in %                      69.95%                      30.05%                      100.00%

Date	Distribution	Interest	Net Receipts	O&M Portion	2019- Service	Debt	Total
11/03/23	1		\$ 29,062.41	\$ 20,328.88	\$ 8,733.53		\$ 29,062.41
11/17/23	2		106,668.40	74,613.54	32,054.86		106,668.40
11/22/23	3		190,579.18	133,308.35	57,270.83		190,579.18
12/14/23	4		185,636.89	129,851.26	55,785.63		185,636.89
12/22/23	5		222,189.87	155,419.73	66,770.14		222,189.87
01/09/24	6		1,360,677.55	951,781.16	408,896.39		1,360,677.55
01/11/24	INTEREST	\$ 6,111.28	6,111.28	4,274.78	1,836.50		6,111.28
02/12/24	7		196,629.49	137,540.48	59,089.01		196,629.49
03/20/24	8		49,676.85	34,748.49	14,928.36		49,676.85
04/10/24	INTEREST	3,349.04	3,349.04	2,342.62	1,006.42		3,349.04
			-	-	-		-
			-	-	-		-
<b>TOTAL</b>		<b>\$ 9,460.32</b>	<b>\$ 2,350,580.96</b>	<b>\$ 1,644,209.29</b>	<b>\$ 706,371.67</b>		<b>\$ 2,350,580.96</b>

95.35%	<b>Percent Collected</b>
<b>\$ 114,522.35</b>	<b>Balance Remaining to Collect</b>

**Sweetwater Creek**  
**COMMUNITY DEVELOPMENT DISTRICT**

**Special Assessment Revenue Bonds, Series 2019**

Date	Requisition #	Contractor	Description	Requisition
<b>Fiscal Year 2020</b>				
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: SWCrrfml220 - 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
8/8/22	44	KE Law Group PLLC	Invoice #2993 2019 Project Construction	\$ 344.50
8/8/22	45	England Thims & Miller	Invoice #203518 Palencia Fitness Center Addition & Modification	\$ 6,250.00
8/8/22	46	Basham & Lucas Desing Group Inc	Invoice #9014 Palencia Amenity & CDs	\$ 13,025.00
9/19/22	47	ECS Florida LLC	Palencia Fitness Center Addition Invoice #995173	\$ 3,500.00
9/19/22	48	England Thims & Miller	Invoice #204046 Palencia Fitness Center Addition & Modification	\$ 7,392.55
9/19/22	49	Basham & Lucas Desing Group Inc	Invoice #9028 Palencia Amenity & CDs	\$ 8,046.25
9/19/22	50	KE Law Group PLLC	Invoice #3599 2019 Project Construction	\$ 992.00
9/19/22	51	England Thims & Miller	Invoice #204510 Palencia Fitness Center Addition & Modification	\$ 7,375.00
9/19/22	52	KE Law Group PLLC	Invoice #3955 2019 Project Construction	\$ 726.00
11/8/22	53	Bartram Trail Surveying	Invoice # 5394 Palencia Fitness Center Topographic Survey	\$ 2,900.00
11/8/22	54	England Thims & Miller	Invoice #204943 Palencia Fitness Center Addition & Modification	\$ 15,013.75
11/8/22	55	KE Law Group PLLC	Invoice #3955 2019 Project Construction	\$ 248.00
11/8/22	56	Heartline Fitness Systems	Deposit Invoice #151945 50% deposit on Fitness Equipment	\$ 7,498.94
11/8/22	57	Heartline Fitness Systems	Deposit Invoice #151948 50% deposit on Flooring Material	\$ 3,535.61
12/5/22	58	England Thims & Miller	Invoice #205415 Palencia Fitness Center Addition & Modification	\$ 1,486.25
12/5/22	59	Sweetwater Creek CDD-Capital Reserve	Studio 1+ Professional Design Services Inv #21.069 Palencia Fitness Club	\$ 10,375.00
12/13/22	60	KE Law Group PLLC	Invoice #4873 2019 Project Construction	\$ 168.00
12/13/22	61	Invision Construction	Invoice #PAL_001 Initial deposit per agreement	\$ 42,531.00
12/13/22	62	England Thims & Miller	Invoice #204510 Palencia Fitness Center Addition & Modification	\$ 10,120.00
1/11/23	63	Sweetwater Creek CDD	Palencia Interior Renovation Change Order Id #PAL_002 Invision Construction Inc	\$ 13,315.00
1/11/23	64	England Thims & Miller	Invoice #205795 Palencia Fitness Center Addition & Modification	\$ 983.75
1/11/23	65	KE Law Group PLLC	Invoice #5089 2019 Project Construction	\$ 31.00
1/11/23	66	IT Systems of Jacksonville LLC	Invoice #1312 Deposit for New Audio System for Amenity Center	\$ 2,100.00
1/17/23	68	Bartram Trail Surveying Inc	Invoice #5651 Palencia Fitness Cneter Topographic Survey 1/4/23	\$ 3,080.00
2/14/23	67	Sweetwater Creek CDD	Invoice #1226 Mirrors for Fitness Room - Nassau Windows & Glass	\$ 5,300.00
2/14/23	69	England Thims & Miller	Invoice# 206344 Pickleball Courts Addition & Modifications	\$ 367.50
2/14/23	70	Sweetwater Creek CDD-Capital Reserve	Invoice# 01.10.2023 Anastasia Pool & Spa Inc Gas Heater Replacement for Pool and Invoice# PAL_004 Invision Construction Inc for Fitness Interior Renovation	\$ 16,218.00
2/14/23	71	Sweetwater Creek CDD	Invoice #1231 Nassau Windows & Glass Inc. Rain Glass installation for gym	\$ 850.00
2/28/23	73	Invision Construction	Final Payment per agreement for Palencia Interior Renovation	\$ 42,531.00
3/14/23	72	Bartram Trail Surveying Inc	Invoice #5789 Palencia Fitness Cneter Topographic Survey 2/7/23	\$ 770.00
4/4/23	74	England Thims & Miller	Invoice# 207105 Pickleball Courts Addition & Modifications	\$ 6,275.00
4/24/23	75	Design 2 Wellness	Invoice #41744 - Strength Equipment for remodel	\$ 21,441.00
4/24/23	76	England Thims & Miller	Invoice# 207521 Pickleball Courts Addition & Modifications	\$ 9,617.50
4/24/23	77	IT Systems of Jacksonville LLC	Invoice #1319 Wire work for coax for cameras	\$ 3,055.00
4/24/23	78	Heartline Fitness Systems	Deposit Invoice #154186-F Final payment on Flooring Materials	\$ 3,827.85
4/24/23	79	Sweetwater Creek CDD	Deposit Invoice #151945-F Final payment for Fitness Equipment	\$ 7,498.93
4/24/23	80	Motley Electric	Invoice #266805595 Install Add'l wiring/reconfigure circuits for Treadmill	\$ 1,020.00
4/24/23	81	Feather & Bloom	Invoice #000714 Moss Wall & Painting for Zen Room	\$ 2,775.00
5/9/23	82	Kilinski/Van Wyk PLLC	Invoice# 6480 2019 Project Construction	\$ 1,485.50

**Sweetwater Creek  
COMMUNITY DEVELOPMENT DISTRICT**

**Special Assessment Revenue Bonds, Series 2019**

Date	Requisition #	Contractor	Description	Requisition
5/9/23	83	Sweetwater Creek CDD	Invoice #1312 IT Systems Install amplifier and speakers.	\$ 2,100.00
5/9/23	84	Sweetwater Creek CDD	Invoice # PAL_003 Invision Construction Additional Electrical items, HV AC pipe dryer vent, door, hall storage, trimming, painting, flooring, and plumbing washer.	\$ 15,000.00
5/9/23	85	Invision Construction	Progress billing per agreement for Palencia Interior Renovation Change Order Id #PAL_004	\$ 5,190.00
5/15/23	86	England Thims & Miller	Invoice# 208098 Pickle ball Courts Addition & Modifications.	\$ 3,023.75
			Remaining Balance Invoice# 154021-F Final payment for Resistance Wall Gym & Cable Caddy	
5/15/23	87	Heartline Fitness Systems	Complete Kit and Training Ropes.	\$ 1,290.90
5/15/23	88	Heartline Fitness Systems	Remaining Balance Invoice# 151948-F Final payment for Flooring Materials.	\$ 2,624.08
6/5/23	89	Kilinski/Van Wyk PLLC	Invoice# 6585 2019 Project Construction	\$ 1,179.00
6/5/23	90	Invision Construction	Change Order 4 Emergency Light Invoice #PAL_006	\$ 600.00
6/5/23	91	Feather & Bloom	Invoice #000725 Lighting install and custom hanging wood paneling for Zen Room	\$ 3,300.00
6/13/23	92	England Thims & Miller	Invoice# 208489 Pickle ball Courts Addition & Modifications.	\$ 5,855.00
6/13/23	93	Kilinski/Van Wyk PLLC	Invoice# 6846 2019 Project Construction	\$ 2,661.50
7/7/23	94	England Thims & Miller	Invoice# 23159 Topography Survey for Onda Park	\$ 5,240.00
7/7/23	95	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-1	\$ 16,412.00
7/7/23	96	England Thims & Miller	Invoice# 208897 Pickle ball Courts Addition & Modifications.	\$ 2,076.25
7/24/23	97	Kilinski/Van Wyk PLLC	Invoice# 7090 2019 Project Construction	\$ 2,719.50
7/24/23	98	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-2	\$ 97,369.00
8/14/23	99	England Thims & Miller	Invoice # 209405 Pickleball Courts Addition & Modifications.	\$ 563.75
8/14/23	100	Kilinski/Van Wyk PLLC	Invoice # 7262 2019 Project Construction	\$ 482.00
8/16/23	101	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-3	\$ 111,695.00
9/15/23	102	England Thims & Miller	Invoice # 209910 Pickleball Courts Addition & Modifications.	\$ 820.00
9/15/23	103	Kilinski/Van Wyk PLLC	Invoice # 7481 2019 Project Construction	\$ 673.08
9/28/23	104	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-4	\$ 119,712.00
10/19/23	105	Poly-Wood LLC	Invoice # 873994 Vineyard Dining Arm chairs and 48" Round Dining Tables	\$ 7,420.00
10/17/23	106	Kilinski/Van Wyk PLLC	Invoice # 7759 2019 Project Construction	\$ 375.00
10/30/23	107	American Electrical Contracting Inc	Palencia Pickleball Courts Electrical Lighting Install Invoice #W61855	\$ 24,485.00
10/30/23	108	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-5	\$ 72,718.00
11/28/23	109	Kilinski/Van Wyk PLLC	Invoice # 7975 2019 Project Construction	\$ 106.00
11/28/23	110	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-6	\$ 22,208.00
11/29/23	111	England Thims & Miller	Invoice # 210296 Pickleball Courts Addition & Modifications.	\$ 256.25
12/7/23	112	England Thims & Miller	Invoice # 210807 Pickleball Courts Addition & Modifications.	\$ 367.45
			Pickleball fees, sound system upgrade aerobics room, and Washer Dryer/Warranty for Amenity Center paid with card.	
12/5/23	113	Sweetwater Creek CDD		\$ 2,959.95
12/6/23	114	England Thims & Miller	Invoice # 211276 Pickleball Courts Addition & Modifications.	\$ 205.00
1/10/24	115	Duval Landscape Maintenance	Invoice # 25237 Revamp amenity center irrigation.	\$ 12,917.16
1/10/24	116	Sweetwater Creek CDD-Capital Reserve	Dowling Douglas Invoice # 211276 Pickleball Courts Addition & Modifications - Nov 2023.	\$ 2,600.00
1/22/24	117	Kilinski/Van Wyk PLLC	Invoice # 8459 2019 Project Construction	\$ 124.00
2/13/24	118	Atlantic Security	Video Surveillance System Equipment and Installation 50% Dep Invoice #327381-Deposit	\$ 5,946.88
2/13/24	119	Alfred W Grover, Electrical Contractor	Invoice # 12524 - 6 Outdoor Motion Detector-LED light fixture for Pickleball Project	\$ 3,800.00
2/13/24	120	England Thims & Miller	Invoice # 212440 Pickleball Courts Addition & Modifications - Nov 2023.	\$ 1,571.25
2/14/24	121	Kilinski/Van Wyk PLLC	Invoice # 8723 2019 Project Construction	\$ 155.00
2/20/24	122	American Electrical Contracting Inc	Palencia Pickleball Courts Install two light deflectors Invoice #W64623	\$ 1,840.00
2/22/24	123	American Electrical Contracting Inc	Palencia Pickleball Courts Change timer to digital Invoice #W63086	\$ 140.65
2/22/24	124	American Electrical Contracting Inc	Palencia Pickleball Courts Change Order Lighting Project Invoice #W62910	\$ 3,227.30
2/27/24	125	Hoffman Commercial Construction LLC	Palencia Pickleball Courts Pay App 2304-7-Final Payment	\$ 25,623.00
3/12/24	126	Workman's Kwik Fix Plumbing Division	Invoice # 97146 - installed self close metering faucet in ensenada park per contract	\$ 1,280.00
			Invoice #212712 - CEI Services - Finalized documents and pay apps for Pickleball Court closeout with SJC and Owner	
3/12/24	127	England Thims & Miller		\$ 307.50
			Invoice # 2313106. Furnished & installed 296' of 48" high 2-rail ascot style black aluminum fence with (3) 4' gate	
3/12/24	128	Best Fence and Rail fo FL LLC		\$ 8,174.00
3/20/24	129	Kilinski/Van Wyk PLLC	Invoice # 8974 2019 Project Construction	\$ 1,437.50
	130	Matthews/DCCM	Invoice # 190784 - Due Diligence and Site Planning	\$ 2,168.75
<b>TOTAL</b>				<b>\$ 1,295,650.79</b>
Project (Construction) Fund at 08/30/19				\$ 1,540,777.96
Interest Earned and Transfer thru 3/31/24				\$ 134,327.59
Outstanding Requisitions				\$ 2,168.75
Requisitions Paid thru 3/31/24				\$ (1,295,650.79)
<b>Remaining Project (Construction) Fund</b>				<b>\$ 381,623.51</b>
<b>FUTURE CAPITAL PROJECTS (CONSTRUCTION)</b>				
Hoffman Construction		Pickleball Court Construction-Balance to Finish including Retainage		\$0.00
		Pickleball-Water Fountain/Cooler (Projection, not actual)		\$4,000.00
Atlantic		Camera System (Pickleball and Fitness Center) (Actual Cost)		\$5,946.88
		Park Enhancement Projects ( \$350,000 Budget - April 6, 2023 Mtg.)		

*C.*

**Sweetwater Creek**  
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024  
**Check Register**

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
<b>General Fund</b>		
03/01/24	4013	\$4,105.06
03/06/24	4014-4020	37,024.69
03/12/24	4021-4024	800.00
03/15/24	4025	348.34
03/20/24	4027-4028	6,282.34
03/26/24	4029-4032	800.00
03/28/24	4033	7,604.85
<b>SUBTOTAL</b>		<b>\$56,965.28</b>
<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
<b>Amenity Fund</b>		
03/01/24	2461-2476	\$5,804.38
03/06/24	2477-2482	2,611.00
03/15/24	2483-2509	47,985.49
03/20/24	2510-2511	1,203.20
03/28/24	2512-2520	1,760.00
<b>SUBTOTAL</b>		<b>\$59,364.07</b>
<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
<b>Capital Reserve</b>		
03/28/24	28-30	\$16,092.21
<b>SUBTOTAL</b>		<b>\$16,092.21</b>
<b>TOTAL</b>		<b>\$132,421.56</b>



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/01/24	00071	2/19/24	265	202401	320	53800	47301		JAN FIELD RPR & MAINT	*	2,373.63		
		2/19/24	265	202401	320	53800	47301		JAN LIGHT RPR & MAINT	*	1,164.75		
		2/19/24	265	202401	320	53800	49000		JAN OFFICE SUPPLIES	*	226.34		
		2/19/24	265	202401	320	53800	49000		JAN CLEANING SUPPLIES	*	176.33		
		2/19/24	265	202401	320	53800	49000		JAN LANDSCAPE MAINT & MAT	*	164.01		
RIVERSIDE MANAGEMENT SERVICES											4,105.06	004013	
3/06/24	00087	3/04/24	30424	202403	320	53800	47301		RPLC 20 LED LIGHT FIXTURE	*	660.00		
ALFRED W GROVER											660.00	004014	
3/06/24	00086	3/01/24	26051	202403	320	53800	46200		MAR PALENCIA RENEWAL	*	24,273.00		
DUVAL LANDSCAPE MAINTENANCE											24,273.00	004015	
3/06/24	00063	1/31/24	82377	202401	320	53800	47000		JAN LAKE MAINTENANCE	*	1,538.00		
		2/29/24	82859	202402	320	53800	47000		MAR LAKE MAINTENANCE	*	1,538.00		
FUTURE HORIZONS											3,076.00	004016	
3/06/24	00029	3/01/24	155	202403	310	51300	34000		MAR MANAGEMENT FEES	*	3,541.67		
		3/01/24	155	202403	310	51300	35200		MAR WEBSITE ADMIN	*	83.33		
		3/01/24	155	202403	310	51300	35100		MAR INFO TECH	*	118.75		
		3/01/24	155	202403	310	51300	31300		MAR DISSEM AGENT SRVCS	*	441.67		
		3/01/24	155	202403	310	51300	49000		OFFICE SUPPLIES	*	11.56		
		3/01/24	155	202403	310	51300	42000		POSTAGE	*	297.17		
		3/01/24	155	202403	310	51300	42500		COPIES	*	146.55		
		3/01/24	155	202403	310	51300	41000		TELEPHONE	*	24.99		
GOVERNMENTAL MANAGEMENT SERVICES											4,665.69	004017	
3/06/24	00099	3/06/24	9511	202403	320	53800	46400		TRIM 183 CRAPE MYRTLES	*	3,500.00		
LUCAS TREE SERVICE INC											3,500.00	004018	
SWCC SWEETWATER CRK BPEREGRINO													

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/06/24	00098	5/12/23	1134	202403	320	53800	47301		CONCRETE SIDEWALK REPAIR SOLOMON MOODY	*	500.00	500.00	004019
3/06/24	00095	1/23/24	18033	202401	320	53800	47302		RELOCATE TREE WOODED AREA TAYLOR TREE SERVICES INC	*	350.00	350.00	004020
3/12/24	00075	3/07/24	03072024	202403	310	51300	11000		3/7/24 CDD BOARD MEETING CHARLES USINA III	*	200.00	200.00	004021
3/12/24	00089	3/07/24	03072024	202403	310	51300	11000		3/7/24 CDD BOARD MEETING JOHN T SMITH	*	200.00	200.00	004022
3/12/24	00051	3/07/24	03072024	202403	310	51300	11000		3/7/24 CDD BOARD MEETING ROBERT LISOTTA	*	200.00	200.00	004023
3/12/24	00040	3/07/24	03072024	202403	310	51300	11000		5/7/24 CDD BOARD MEETING STEPHEN J HANDLER	*	200.00	200.00	004024
3/15/24	00011	3/01/24	212711	202402	310	51300	31100		FEB GENERAL SERVICES ENGLAND-THIMS & MILLER INC	*	348.34	348.34	004025
3/20/24	00090	2/15/24	6269652	202402	310	51300	48000		2024 MTG #9838586 GANNETT FL LOCALIQ	*	93.84	93.84	004026
3/20/24	00094	3/14/24	8975	202402	310	51300	31500		FEB SMALL CLAIMS LAWSUIT KILINSKI VAN WYK, PLLC	*	420.00	420.00	004027
3/20/24	00094	3/15/24	9033	202402	310	51300	31500		FEB GENERAL COUNSEL KILINSKI VAN WYK, PLLC	*	5,768.50	5,768.50	004028
3/26/24	00075	3/21/24	03212024	202403	310	51300	11000		3/21/24 CDD WORKSHOP CHARLES USINA III	*	200.00	200.00	004029
3/26/24	00089	3/21/24	03212024	202403	310	51300	11000		3/21/24 CDD WORKSHOP JOHN T SMITH	*	200.00	200.00	004030

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/26/24	00051	3/21/24 03212024 3/21/24 CDD WORKSHOP	202403 310-51300-11000	ROBERT LISOTTA	*	200.00	200.00 004031
3/26/24	00040	3/21/24 03212024 3/21/24 CDD WORKSHOP	202403 310-51300-11000	STEPHEN J HANDLER	*	200.00	200.00 004032
3/28/24	00100	3/26/24 03262024 10/23 EXC FEES DISTRIBUTE	202403 300-20700-10100	SWEETWATER CREEK CDD - US BANK	*	7,604.85	7,604.85 004033
TOTAL FOR BANK A						56,965.28	
TOTAL FOR REGISTER						56,965.28	

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/01/24	00129	2/23/24	02232024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	70.00		
								AMYSUE LONG			70.00	002461
3/01/24	00129	2/23/24	02232024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	70.00		
								AMYSUE LONG			70.00	002462
3/01/24	00131	2/23/24	02232024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	240.00		
								DIANE LAURA STOEVER			240.00	002463
3/01/24	00128	2/20/24	02202024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	240.00		
								ELIANA N ROQUE			240.00	002464
3/01/24	00139	2/22/24	02222024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	70.00		
								GLENDA MALEWICKI DBA GLENDA'S YOGA			70.00	002465
3/01/24	00144	2/14/24	97002	202402	330-53800	47800		WOMAN'S RESTROOM SINK	*	395.79		
								WORKSMAN'S KWIK-FIX INC DBA			395.79	002466
3/01/24	00132	2/23/24	02232024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	140.00		
								LAURA CORREA			140.00	002467
3/01/24	00127	2/23/24	02232024	202401	340-53800	34500		JAN/FEB24 FIT INSTRUCTOR	*	370.10		
								LINA HERMEZ			370.10	002468
3/01/24	00014	1/23/24	Z480-93	202401	330-53800	52100		DISINFECTANT WIPES	*	1,040.00		
								LLOYD'S EXERCISE EQUIPMENT LLC			1,040.00	002469
3/01/24	00135	12/30/23	12302023	202312	340-53800	34500		DEC23 FITNESS INSTRUCTOR	*	472.50		
								MIRANDA BULGER			472.50	002470
3/01/24	00135	2/21/24	02212024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	245.00		
								MIRANDA BULGER			245.00	002471
3/01/24	00141	2/23/24	02232024	202402	340-53800	34500		FEB24 FITNESS INSTRUCTOR	*	35.00		
								PATRICIA SCOTT			35.00	002472

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED YRMO	TO DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/01/24	00019	3/01/24	13129562	202403	330-53800-52002			MAR POOL CHEMICALS POOLSURE	*	2,054.80	2,054.80	002473
3/01/24	00138	2/23/24	0232024	202402	340-53800-34500			FEB24 FITNESS INSTRUCTOR RONALD C. CULLUM	*	140.00	140.00	002474
3/01/24	00136	2/22/24	02222024	202402	340-53800-34500			FEB24 FITNESS INSTRUCTOR TIFFANY ROSE CUNNINGHAM	*	140.00	140.00	002475
3/01/24	00041	1/16/24	61859147	202401	340-53800-34400			JAN PEST CONTROL TURNER PEST CONTROL LLC	*	81.19	81.19	002476
3/06/24	00119	3/01/24	26050	202403	330-53800-46200			MAR CLUBHOUSE & DOG PARK DUVAL LANDSCAPING MAINTENANCE	*	1,906.00	1,906.00	002477
3/06/24	00145	10/31/23	10312023	202310	340-53800-34500			OCT23 FITNESS INSTRUCTOR GAYLE R. THEBERGE	*	105.00	105.00	002478
3/06/24	00145	3/06/24	03062024	202311	340-53800-34500			NOV23 FITNESS INSTRUCTOR GAYLE R. THEBERGE	*	105.00	105.00	002479
3/06/24	00145	3/06/24	03062024	202401	340-53800-34500			JAN24 FITNESS INSTRUCTOR GAYLE R. THEBERGE	*	140.00	140.00	002480
3/06/24	00145	3/06/24	03062024	202312	340-53800-34500			DEC23 FITNESS INSTRUCTOR GAYLE R. THEBERGE	*	105.00	105.00	002481
3/06/24	00104	2/28/24	266	202402	330-53800-48300			BAR CODE READER BOX GATE RIVERSIDE MANAGEMENT SERVICES, INC	*	250.00	250.00	002482
3/15/24	00129	3/01/24	03012024	202403	340-53800-34500			MAR24 FITNESS INSTRUCTOR AMYSUE LONG	*	70.00	70.00	002483
3/15/24	00129	3/08/24	03082024	202403	340-53800-34500			MAR24 FITNESS INSTRUCTOR AMYSUE LONG	*	70.00	70.00	002484

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/15/24	00096	3/08/24	1206	202402	330	53800	44000		FEB SPIN BIKE LEASE	*	513.20		
									FRANK A FLORI DBA CHAIRMAN'S ENT			513.20	002485
3/15/24	00131	3/08/24	022324	202402	330	53800	55000		PICKLEBALL GROUP FIT CERT	*	126.50		
									DIANE LAURA STOEVER			126.50	002486
3/15/24	00131	3/08/24	03082024	202403	340	53800	34500		MAR24 FITNESS INSTRUCTOR	*	120.00		
									DIANE LAURA STOEVER			120.00	002487
3/15/24	00005	1/18/24	41-27599	202401	330	53800	52200		PAPER	*	104.96		
		1/18/24	41-27599	202401	330	53800	52100		CLEANING SUPPLIES	*	69.48		
									DOWNEY'S JANITORIAL SUPPLIES			174.44	002488
3/15/24	00005	2/07/24	41-27659	202402	330	53800	52100		CLEANING SUPPLIES	*	35.99		
		2/07/24	41-27659	202402	330	53800	52200		SPA & PAPER	*	104.96		
									DOWNEY'S JANITORIAL SUPPLIES			140.95	002489
3/15/24	00005	2/08/24	41-27694	202402	330	53800	52200		PAPER	*	87.22		
		2/08/24	41-27694	202402	330	53800	52100		CLEANING SUPPLIES	*	218.33		
									DOWNEY'S JANITORIAL SUPPLIES			305.55	002490
3/15/24	00005	2/12/24	41-27705	202402	330	53800	52100		CLEANING SUPPLIES	*	80.09		
									DOWNEY'S JANITORIAL SUPPLIES			80.09	002491
3/15/24	00005	2/22/24	41-27763	202402	330	53800	52200		PAPER	*	186.73		
									DOWNEY'S JANITORIAL SUPPLIES			186.73	002492
3/15/24	00128	3/12/24	03122024	202403	340	53800	34500		MAR24 FITNESS INSTRUCTOR	*	240.00		
									ELIANA N ROQUE			240.00	002493
3/15/24	00080	1/02/24	736275A	202402	330	53800	48400		FEB MONITORING SERVICES	*	3,428.05		
									HIDDEN EYES LLC DBA ENVERA SYSTEMS			3,428.05	002494

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/15/24	00080	3/01/24	738435	202403	300	15500	10000		HIDDEN EYES LLC DBA ENVERA SYSTEMS	*	752.99	752.99	002495
3/15/24	00132	3/09/24	03092024	202403	340	53800	34500		Laura Correa	*	140.00	140.00	002496
3/15/24	00127	2/25/24	02252024	202402	340	53800	34500		Lina Hermez	*	420.00	420.00	002497
3/15/24	00141	2/26/24	02262024	202402	340	53800	34500		Patricia Scott	*	35.00	35.00	002498
3/15/24	00104	3/01/24	264	202403	330	53800	10000		RIVERSIDE MANAGEMENT SERVICES, INC	*	9,922.92	33,804.26	002499
		3/01/24	264	202403	330	53800	10000		RIVERSIDE MANAGEMENT SERVICES, INC	*	6,603.92	790.10	002500
		3/01/24	264	202403	330	53800	10000		RIVERSIDE MANAGEMENT SERVICES, INC	*	4,814.50		
		3/01/24	264	202403	330	53800	46500		RIVERSIDE MANAGEMENT SERVICES, INC	*	3,482.92		
		3/01/24	264	202403	330	53800	52000		RIVERSIDE MANAGEMENT SERVICES, INC	*	1,560.00		
		3/01/24	264	202403	320	53800	12100		RIVERSIDE MANAGEMENT SERVICES, INC	*	7,420.00		
3/15/24	00104	3/01/24	264A	202402	330	53800	10000		RIVERSIDE MANAGEMENT SERVICES, INC	*	790.10	790.10	002500
3/15/24	00104	3/11/24	267	202403	330	53800	52001		RIVERSIDE MANAGEMENT SERVICES, INC	*	440.00	609.95	002501
		3/11/24	267	202403	330	53800	52001		RIVERSIDE MANAGEMENT SERVICES, INC	*	82.50		
		3/11/24	267	202403	330	53800	52002		RIVERSIDE MANAGEMENT SERVICES, INC	*	87.45		
3/15/24	00138	3/08/24	03082024	202403	340	53800	34500		Ronald C. Cullum	*	140.00	140.00	002502

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/15/24	00023	2/06/24	90322414	202402	330	53800	52200		SHOWER N GO 1000ML STATE CHEMICAL SOLUTIONS	*	201.49	201.49	002503
3/15/24	00146	3/08/24	12824	202402	330	53800	55000		CPR CERTIFICATION STAFF STEPHANIE WHALEY	*	350.00	350.00	002504
3/15/24	00149	1/10/24	18015	202401	330	53800	46200		POOL AREA PALM TREES TAYLOR TREE SERVICES INC	*	2,615.00	2,615.00	002505
3/15/24	00136	3/07/24	03072024	202403	340	53800	34500		MAR24 FITNESS INSTRUCTOR TIFFANY ROSE CUNNINGHAM	*	140.00	140.00	002506
3/15/24	00041	3/11/24	61883143	202403	340	53800	34400		MAR PEST CONTROL TURNER PEST CONTROL LLC	*	81.19	81.19	002507
3/15/24	00148	3/11/24	2657	202403	330	53800	47100		INSTALL CERT PLAYGROUND US MULCHING	*	2,200.00	2,200.00	002508
3/15/24	00147	3/08/24	03082024	202403	330	53800	47800		VENT INSTALLATION PAUL STRATTON DBA 210 HANDYMAN	*	250.00	250.00	002509
3/20/24	00096	1/01/24	1202	202401	330	53800	44000		JAN SPIN BIKE LEASE FRANK A FLORI DBA CHAIRMAN'S ENT	*	513.20	513.20	002510
3/20/24	00119	3/18/24	26289	202403	330	53800	46200		RPLC 2 BATTERY CONTROLLER DUVAL LANDSCAPING MAINTENANCE	*	690.00	690.00	002511
3/28/24	00129	3/15/24	03152024	202403	340	53800	34500		MAR24 FITNESS INSTRUCTOR AMYSUE LONG	*	135.00	135.00	002512
3/28/24	00150	3/24/24	03242024	202403	340	53800	34500		3HR FRONT DESK AUSTIN MICHAEL LEGGE	*	45.00	45.00	002513
3/28/24	00131	3/25/24	03252024	202403	340	53800	34500		MAR24 FITNESS INSTRUCTOR DIANE LAURA STOEVER	*	320.00	320.00	002514

SWCC SWEETWATER CRK BPEREGRINO



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/28/24	00151	3/25/24	03252024	202310	340-53800	34500			OCT23 FITNESS INSTRUCTOR JOSIE LYNN CARLETON	*	35.00	35.00	002515
3/28/24	00132	3/23/24	03232024	202403	340-53800	34500			MAR24 FITNESS INSTRUCTOR LAURA CORREA	*	140.00	140.00	002516
3/28/24	00127	3/10/24	03102024	202403	340-53800	34500			FEB/MAR24 FIT INSTRUCTOR LINA HERMEZ	*	410.00	410.00	002517
3/28/24	00127	3/25/24	03252024	202403	340-53800	34500			MAR24 FITNESS INSTRUCTOR LINA HERMEZ	*	185.00	185.00	002518
3/28/24	00135	3/20/24	03202024	202403	340-53800	34500			MAR24 FITNESS INSTRUCTOR MIRANDA BULGER	*	350.00	350.00	002519
3/28/24	00136	3/21/24	03212024	202403	340-53800	34500			MAR24 FITNESS INSTRUCTOR TIFFANY ROSE CUNNINGHAM	*	140.00	140.00	002520
TOTAL FOR BANK B											59,364.07		
TOTAL FOR REGISTER											59,364.07		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/28/24	00019	3/26/24	1177	202403 600-58400-61000	MAILBOX PAINTING	*	5,300.00		
								5,300.00	000028
3/28/24	00018	3/15/24	3333	202403 600-58400-61000	3/14 FILTER INSTALL/WELL	*	5,705.85		
								5,705.85	000029
3/28/24	00001	3/26/24	03262024	202403 600-20700-10200	11/30 LED LIGHT DEB CARD	*	5,086.36		
								5,086.36	000030
TOTAL FOR BANK A							16,092.21		
TOTAL FOR REGISTER							16,092.21		

SWCC SWEETWATER CRK BPEREGRINO

*D.*

**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: 130

(B) Name and address of Payee: Matthews | DCCM  
7 Waldo Street  
St. Augustine, FL 32084

(C) Amount Payable: \$2168.75

(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 # 190784 – Due Diligence and Site Planning

(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

Project Manager Alex Acree



Howard Mac McGaffney  
Sweetwater Creek CDD  
C/O Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

March 11, 2024  
Invoice No: 190784

Project 23273.01 Onda Park Project

This invoice includes charges for tasks performed for your project, including:

- Coordination with District Manager
- Onda Park Conceptual Layouts

Please call Alex Acree if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

**Professional Services through February 29, 2024**

Phase 001 Due Diligence and Site Planning

	Hours	Rate	Amount
Vice President of Production	2.50	290.00	725.00
Landscape Architecture Division Lead	1.25	275.00	343.75
Sr. Planner 1	2.00	210.00	420.00
Engineering Tech 2	4.00	170.00	680.00
<b>Total Labor</b>			<b>2,168.75</b>
<b>Total Due:</b>			<b>\$2,168.75</b>

**Billed to Date**

	Current Due	Prior Billed	Billed to Date
Labor	2,168.75	0.00	2,168.75
<b>Totals</b>	<b>2,168.75</b>	<b>0.00</b>	<b>2,168.75</b>

7 Waldo Street, St. Augustine, FL 32084 | P: 904.826.1334 | F: 904.826.4547 | www.MDGinc.com

Invoices are due upon receipt. Prompt payments are critical to keeping your project on schedule. Matthews | DCCM accepts all major credit cards for a 3.5% convenience fee. **Payments not received within 30 days of the invoice date are considered past due and all work and submittals will be placed on hold until payment is received along with finance charges of 18% annual accrued.** We appreciate your business and cooperation with timely payments.

*FOURTH ORDER OF BUSINESS*

*A.*





**DUVAL  
LANDSCAPE  
MAINTENANCE, LLC**

With

**Sweetwater Creek  
Community Development  
District**

**Monthly Reporting  
May 2024**



# DUVAL LANDSCAPE MAINTENANCE, LLC

## Monthly Reporting May 2024

### In Progress:

1. Redesign of entrance beds - Ensenada Drive.
2. Pine Straw Installation.

### Completed:

1. Flower Installation March 28, 2024 - 1st Rotation of 4 for 2024.
2. Plant removal on Ensenada Drive and Corner of Ensenada and Medio (by Torcidio) on Right.
3. Treatment on April 16, 2024 of the Coontie Palms on Rio Del Norte Island for Sooty Mold.

### Attachments:

1. The Irrigation Summary Report and Irrigation Wet Check Reports for April 2024 are attached.

Thank you,

### YOUR DUVAL TEAM

Mary Marchiano  
Account Manager

Michael Wooldridge  
Branch Manager

Preston Moody  
Irrigation Manager

Torre Dunham  
Fertilization Manager



**DUVAL LANDSCAPE MAINTENANCE, LLC**  
7011 Business Park Blvd N  
Jacksonville, FL 32256  
(904) 900-1127



**Sweetwater Creek CDD  
Irrigation Report April 2024**

**All controllers, besides the soccer field and front entry have been checked.**

**Middle lift station has a wire issue that we are troubleshooting now. This should be rectified by the end of the month.**

**The front entry controller has not been checked because the pump continues to trip the reset on the pump start. A pump tech has been called but it is still tripping the resets.**

**The pathway between Rincon and Medio is being looked at to determine why the irrigation is not coming on.**



# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	Sweet water entry		
Location	Front sign		Location	Front sign		Location	Lancolinas		
Type	ICC2		Size	5hp		Technician	Mark		
Rain Guage	Y	N	Source	Meter	Well	Date	4/5/2024		
Power on	Y	N				Program	A		C
General Information			Backflow			Start Times	10:00 PM	10:00 PM	12:00 PM
Valve Type			PRV	Y	N	Run Times	5H20M	5Hr	40Mins
Coverage	Good		MV	Y	N	Days of Week	S	M	T
							W	Th	F
							S		

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Location of Zones
1	s	x	x											x					SW/ Curb at clock
2	r	x	x											x					SW/ Woodline at clock
3	s	x	x	x										x					Oltero SW/ Curb
4	r	x	x	x										x					Oltero shrubs SW/ Curb exit side
5	s	x	x											x					Island past guard gate
6	s	x	x	x										x					Entry island
7	s	x	x											x					Exit side beds outside gate
8	s	x	x											x					Curb S/W Exit side
9	r	x	x											x					Lipizzon both sides
10	s	x	x											x					Left of lipizzon Curb S/W
11	s	x	x											x					Curb S/W Middle exit side
12		x	x											x					
13	s	x	x											x					S/W End exit side
14	r	x	x											x					Back S/W Both sides at bend
15	s	x	x											x					Curb at bend
16	s	x	x											x					S/W curb middle entry side
17	r	x	x											x					Esmeralda Back S/W Entry
18	s	x	x											x					Esmeralda S/W curb Entry
19	r	x	x											x					Esmeralda Both sides entry
20	s	x	x											x					Lift station
21	s	x	x											x					Esmeralda to lift entry side
22	s	x	x											x					Before gate entry side
23	s	x	x											x					Entry curb





# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	SweetWater						
Location	Right of circle		Location	Right of circle		Location	Right of round about						
Type	RB		Size			Technician	mark						
Rain Guage	Y	N	Source	Meter	Well	Date	4/8/2024						
Power on	Y	N				Program	A		C				
General Information			Backflow			Start Times	10:00 PM	10:00 PM	12:00 PM				
Valve Type			PRV	Y	N	Run Times	4H30M	8H10M	20M				
Coverage	Good		MV	Y	N	Days of Week	S	M	T	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Location of Zones
1	r	x	x											x					Center of round about
2	s	x	x											x					Along curb right of lazo court
3	s	x	x											x					Along sidewalk left of enrede
4	s	x	x	x					1					1	x				Right of lazo along sidewalk
5	s	x	x	x										x					Left of Lazo to roundabout
6	r	x	x											x					From lazo to roundabout
7	s	x	x											x					Right side of roundabout
8	r	x	x											x					Along berm on Ensenada
9	s	x	x											x					Right side between curb and walk
10	r	x	x											x					Along berm on Ensenada
11	s	x	x			1								x					NA
12	r	x	x											x					Along berm on Ensenada
13	s	x	x							1				1	x				Right side at bend
14	s	x	x											x					Right side between curb and walk
15	s	x	x											x					Back sidewalk right of enrede
16	s	x	x											x					Between curb and walk b4 enrede
17	r	x	x											x					Between enrede and medio
18	s	x	x											x					Left of enrede
19	s	x	x		1									x					Right of medio on corner
20	s	x	x			1								x					Left of park entry
21	s	x	x											x					Left side along Ensenada
22	s	x	x											x					Back sidewalk on Ensenada
23	s	x	x											x					Left side along Ensenada

24	s	x	x												x				Left side along Emsdenada
25	s	x	x												x				Back sidewalk on Emsdenada
26	s	x	x												x				Left side along Emsdenada
27	s	x	x												x				Back sidewalk on Emsdenada
28	s	x	x												x				Left side along Emsdenada
29	s	x	x												x				back sidewalk before round about
30	s	x	x												x				Before round about
31	s	x	x												x				Right of round about



**Duval Landscape**  
 MAINTENANCE



# Duval Landscape MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	SweetWater		
Location	Lft Round		Location	Left of roundabout		Location	Left of roundabout		
Type	RB		Size			Technician	Mark		
Rain Guage	Y	N	Source	Meter	Well	Date	4/8/2024		
Power on	Y	N				Program	A	B	C
General Information			Backflow			Start Times	10:00 PM		
Valve Type			PRV	Y	N	Run times	2H20M		
Coverage	Good		MV	Y	N	Days of Week	S	M	W Th F S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Locations of Zones
1	s	x	x											1	x				Right of endrele
2	r	x	x	x											x				Right of endrele back sidewalk
3	s	x	x												x				Middle btw endred + Roundabout
4	r	x	x												x				Back of sidewalk left roundabout
5	s	x	x												x				Btw curb and sidewalk Left
6	s	x	x												x				Left of the roundabout



# Duval Landscape MAINTENANCE





# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		SweetWater							
Location		Right lake		Location		Right lake		Location		Middle lift station					
Type		RB		Size				Technician		Mark					
Rain Guage		Y	N	Source		Meter	Well	Date		4/15/2024					
Power on		Y	N					Program		A	B	C			
General Information			Backflow					Start Times		10:00 PM	10:00 PM	12:00 PM			
Valve Type				PRV		Y	N	Run Times		5H	7H	1H			
Coverage		Good		MV		Y	N	Days of Week		S	M	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Locations of Zones
1	s	x	x			1									x				Left side towards round about
2	r	x	x			1									x				Right corner of Oleta
3	s	x	x			1									x				Along left sidewalk to roundabout
4	s	x	x			1									x				Along left curb Oleta to round
5	s	x	x			1									x				Along right curb Oleta to round
6	s	x	x			1									x				Along sidewalk right side
7	s	*	*			1													Back sw ovalo las calinas
8	r	x	x												x				Both sides of road at lakes
9	s	x	x												x				Left side of Oleta
10	s	x	x												x				Along left sidewalk BTW Oleta+Glorieta
11	s	x	x												x				Along curb lift to oleta
12	s	x	x												x				Along sidewalk lift to oleta
13	s	x	x												x				Back sidewalk lift to oleta
14	r	x	x			1									x				Ovalo court
15	r	x	x												x				Around controller
16	s	x	x												x				Along sidewalk by controller
17	s	x	x												x				Along curb by controller
18	s	x	x				1								x				Along curb across from controller
19	s	x	x												x				Left of Glorieta
20	s	x	x												x				Left of dosel
21	r	x	x			1									x				Back of sidewalk across controller
22	s	x	x					1							x				Right of codo
23	s	x	x			1									x				Left of lift station
24	r	x	x												x				Around lake

25	r	x	x												x				Around lake	
26	r	x	x												x				around lake	
27	r	x	x												x				Berm Left of Glorieta	
28	r	x	x												x				Berm right of Glorieta	
29	r	x	x												x				pond on oleta way.	



**Duval Landscape**  
MAINTENANCE



# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		SweetWater				
Location	Right corner		Location	Right corner		Location	Rincon		dr and ensenada			
Type	RB		Size			Technician			Mark			
Rain Gauge	Y	N	Source	Meter	Well	Date			4/8/2024			
Power on	Y	N				Program	A	B	C			
General Information			Backflow			Start Times	10:00 PM	11:00 PM	12:00 PM			
Valve Type			PRV	Y	N	Run times	6H	6H	20M			
Coverage	Good		MV	Y	N	Days of Week	S	M	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Locations of Zones
1	s	x	x												x				Across from Park right
2	s	x	x				1								x				Right of Rincon
3	s	x	x												x				Around controller
4	s	x	x												x				BTW curb and sidewalk left side
5	s	x	x												x				Right side ensenada 1/2 way
6	s	x	x												x				Right side ensenada 3/4 way
7	s	x	x												x				Right side ensenada end
8	s	x	x	x											x				Ensanada/ Rincon right side flowers
9	s	x	x	x									1	x					Ensanada/Rincon Left side flowers
10	s	x	x												x				Rincon 300-248
11	s	x	x												x				Rincon 238-202
12	s	x	x												x				Rincon 190*150
13	s	x	x												x				Rincon 130-88
14	s	x	x												x				Rincon 78-clock
15	r	x	x												x				Rincon Pond clock-98
16	r	x	x												x				Rincon pond 108-290
17	r	x	x												x				Rincon pond to ensanada
18	r	x	x												x				Ensanada Pond at clock
19	s	x	x												x				Ensanada left side at park
20	s	x	x												x				Ensanada left side 1/4 way
21	s	x	x												x				Ensanada left side 1/2 way
22	s	x	x												x				Ensanada left side 3/4 way
23	s	x	x												x				Ensanada left side end
24	r	x	x												x				Park lift station

25	r	x	x												x				Park right side	
26	r	x	x												x				Park left side	
27	s	x	x												x				Park beds	
28	s	x	x		1										x				Around park	
29	s	x	x												x				Between 78-62	
30	s	x	x												x				Between 228-214	
31																				



**Duval Landscape**  
 MAINTENANCE



# Duval Landscape MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	SweetWater						
Location	Right lake		Location	Right lake		Location	Torcido controller						
Type	RB		Size			Technician	Preston						
Rain Guage	Y	N	Source	Meter	Well	Date	4/15/2024						
Power on	Y	N				Program	A		C				
General Information			Backflow			Start Times	10:00 PM	10:00 PM	8:00 PM				
Valve Type			PRV	Y	N	Run times	3H10M	3H20M	30M				
Coverage	Good		MV	Y	N	Days of Week	S	M	T	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Location of Zones
1																			No wire
2	s	x	x											x					Island Parking Lot
3	s	x	x											x					Entry island left curb
4																			
5	r	x	x									1		x					Woodline back of clubhouse
6	r	x	x											x					Dog park Rt Clubhouse
7																			
8																			
9	s	x	x											x					Parking island palm island
10																			
11																			
12	s	x	x											x					Park
13	s	x	x											x					Park
14	s	x	x											x					Ensanada Flowers
15	s	x	x											x					Ensanada Curb
16	s	x	x											x					Ensanada Medio-across st
17	s	x	x											x					Ensanada Across st
18	s	x	x											x					Torcido shrubs 80-40
19	s	x	x											x					Torcido turf 80-en
20	s	x	x											x					Torcido shrubs 14-end
21	r	x	x											x					Park



# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		SweetWater					
Location		Behind sign	Location		Behind sign	Location		Mini putt					
Type		RB	Size		Technician			Mark					
Rain Guage		Y	N	Source		Meter	Well	Date		4/8/2024			
Power on		Y	N	Program			A	B	C				
General Information			Backflow			Start Times		10:00 PM					
Valve Type		PRV	Y	N	Run Times		2Hrs						
Coverage		Good	MV	Y	N	Days of Week		S	M	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjus	Straightened	Capped	Raised/Lowered	Locations of Zones
1																			No wire
2	r	x	x											1	x				Around sign
3	r	x	x												x				Grass area BT W sign and flag
4	s	x	x												x				Left side of putt putt
5	D		*																Planrs at putt putt
6	r	x	x												x				Back side of is and
7	s	x	x												x				Front sign



# Duval Landscape

MAINTENANCE



# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		SweetWater						
Location		Lake bank	Location			Location		Brasilia + Glorieta Drive						
Type		RB	Size			Technician		Mark						
Rain Guage		Y	N	Source		Meter	Well	Date		4/9/2024				
Power on		Y	N			Program		A	B	C				
General Information			Backflow			Start Times		10:00 PM						
Valve Type			PRV		Y	N	Run times		2H40M					
Coverage		Good	MV		Y	N	Days of Week		S	M	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Valve Leaking	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Locations of Zones
------	-----------	------	-------	---------	--------------------	---------------------	---------------	------------------------	----------	----------	-----------	----------	-------------	-------------------------	------------------------	--------------	--------	----------------	--------------------

1	s	x	x												x				Left corner of brasilia
2	s	x	x	x											x				Btw curb and sidewalk lft brasilia
3	r	x	x												x				Back curb left of brasilia
4	s	x	x												x				Right corner of brasilia
5	r	x	x												x				Back of sidewalk right side
6	s	x	x												x				Btw curb and sidewalk Right
7	r	x	x												x				Back of sidewalk right side



# Duval Landscape

MAINTENANCE







# Duval Landscape MAINTENANCE

## Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	SweetWater						
Location	By sidewalk		Location			Location	Orla Lane						
Type	RB		Size			Technician							
Rain Guage	Y	N	Source	Meter	Well	Date							
Power on	Y	N				Program	A		C				
General Information			Backflow			Start Times							
Valve Type			PRV	Y	N	Set to run	Odd	Even	Interval				
Coverage	Good		MV	Y	N	Days of Week	S	M	T	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Location of Zones
1	r	x	x			1								x					Open Field
2	r	x	x	x		1								x					Open Field
3	r	x	x			1								x					Open Field
4	r	x	x			1								x					Open Field
5	r	x	x			1								x					Open Field
6	r	x	x			1								x					Open Field
7	r	x	x			1								x					Open Field
8	r	x	x			1								x					Open Field
9	s	x	x			1								x					Between curb and sidewalk
10	r	x	x			1								x					Open Field
11	r	x	x			1								x					Open Field



# Duval Landscape MAINTENANCE



# Duval Landscape

MAINTENANCE

## Irrigation Technical Inspection Report

<b>Irrigation Controller</b>		<b>Point of Connection</b>			Site Name	Del Norte						
Location	Lift station	Location	Lift station		Location	Rio Del Norte						
Type	Hunter	Size	5hp		Technician	Preston						
Rain Gauge	Y	N	Source	Meter	Well	Date	4/15/2024					
Power on	Y	N				Program	A			C		
<b>General Information</b>		Backflow			Start Times	10:00 PM	12:00 PM					
Valve Type		PRV	Y	N	Run Time	1H40M	30M					
Coverage	Good	MV	Y	N	Days of Week	S	M	T	W	Th	F	S

Zone	Head Type	Turf	Shrub	Flowers	Lateral Line Break	Zone Not Responding	Low pressure	Zone not Shutting Down	4" Spray	6" Spray	12" Spray	4" Rotor	Fixed Riser	Cleaned/Replaced Nozzle	Adjusted Spray Pattern	Straightened	Capped	Raised/Lowered	Location of Zones
1																			
2	r	x	x											x					Island back of Del Norte
3	s	x	x	x										x					Both sides at stop sign
4	r	x	x	x										x					Right side back of sidewalk
5	r	x	x											x					Island at mailbox

*E.*

# Sweetwater Creek

**Community Development**

**District**

**Field Operations Report**

*5/2/2024*

**Dan Wright**  
Field Operations Manager  
Riverside Management  
Services, INC.

Sweetwater  
Creek

Community  
Development  
District

Field Operations  
Report

May 2nd, 2024

**To:** The Board of  
Supervisors

**From:** Dan Wright, Field  
Operations Manager

**RE:** Sweetwater Creek  
Operations Report - May  
2nd, 2024.

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

# Completed Projects



Two signs installed by Las calinas gates to help with gate issues

# Completed Projects



Cracked sidewalk near  
40 Enrede repaired

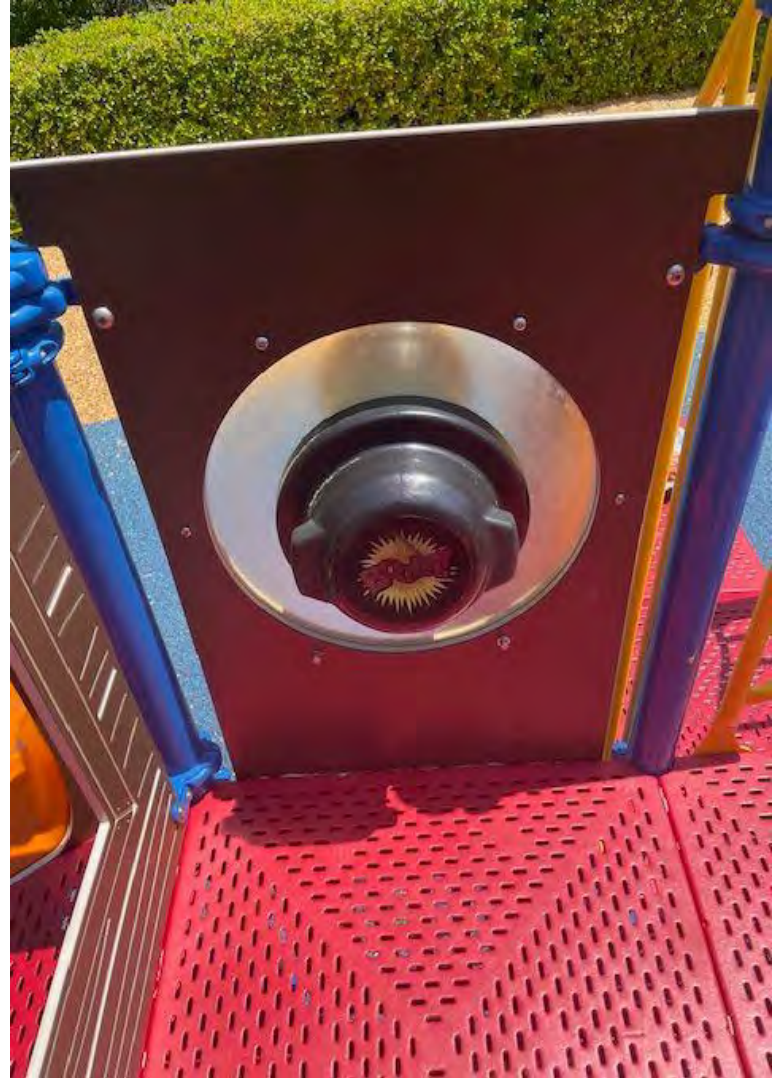
# Completed Projects



Rusted areas at  
ensenada park touched  
up



# Completed Projects



Broken playground piece  
at Ensenada park  
repaired

# Completed Projects



Two garbage cans  
installed off of Las  
Calinas and Enrede  
and off of Glorietta

## **RMS Operations Report (5/2/24)**

In an effort to maintain compliance with the Florida Sunshine Law, please do not reply globally to this notification. Any questions should be directed to the sending party only or to the District Office at (904) 940-5850

- Met with engineer to locate drains
- Fixed handle at pickleball courts
- Fixed bench at gym
- Scheduled roto rooter to detect drain locations with cameras
- Met with envera technician to discuss gate arm timing
- Met with 431 Enrede resident to look at possible encroachment
- Approved alligator (FWC) to come remove gator from pond
- Ordered and installed two garbage cans off of Las calinas
- Ordered and installed signs for Las Calinas gates
- Met with resident regarding playground issues
- Scheduled Taylor tree to drop 3 dead pines. 2 at 30 derecho and 1 at 45 medio
- Received 2 quotes for drain cost (202) Rincon
- Painted part of playground and swing chains that were rusted
- Sidewalk repaired (40 Enrede)
- Ordered new swing seat for Ensenada park

# Conclusion

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

[dwright@rmsnf.com](mailto:dwright@rmsnf.com)

[jlambert@rmsnf.com](mailto:jlambert@rmsnf.com)

Respectfully,

***Riverside Management Services***



*F.*

**From:** egunia@rmsnf.com  
**Subject:** Digital Package for Agena  
**Date:** April 25, 2024 at 1:30 PM  
**To:** Courtney Hogge chogge@gmsnf.com

---



#### Building:

All Roof Repairs completed. There were two additional repairs uncovered during the initial repair. One was from wear and tear and the other was due to the roofing company's mistake.

The water heater had another adjustment made. Griffin came to address the issue of the cold water turning warm. It was a setting issue that has since been resolved. The visit fell under our warranty.

The Parking lot is getting full. We are having days when every space is taken. Creating Golf Cart parking near the Pickleball Court or looking at a second area for gravel parking might be something we want to start researching.

I have received feedback that the gym is getting crowded. This is a time of year when we are busier than usual. It should even out by June. I do not believe that our space is insufficient for the neighborhood's use.

#### Pool:

Depth Markers were replaced keeping us in compliance with Health Department standards. As the markers degenerate, they will be replaced.

Emergency Exit gate: The gate has the alarm installed and the hinges tightened so that it closes automatically and has an alarm when opened. This alarm is regulated by staff. There is a camera on the gate.

#### Janitorial:

The new janitor has been doing well. He is working Monday through Friday from 5:00 am to 1:00 pm. He has pressure washed the exterior building windows, pool deck and fence. He is willing to take on more responsibilities for the facility and neighborhood.

#### Pickleball:

Intermediate League continues through to Thursday, May 23<sup>rd</sup>. They will have a tournament to wrap up the season. The League has approximately 20 participants with alternates.

#### Court Reserve Accounts: 516

Court Reserve has added tournament software with the John Smith's help. There are a few more steps before total implementation but this will allow us to provide another service to the residents.

I have ordered a Bike Rack to be installed by the courts.

#### Equipment:

The treadmill had the console replaced. It addressed the operation of the equipment but not the television. The technician said that it was a cable issue with Comcast. Comcast came out and went through the machine and cables. They report that it is an equipment issue. A cable inside of the machine. I am pursuing this further with the original company. All other cardio is operational as are the strength machines.

A new TV will be purchased for the Group Fitness room. Ours is currently working but is over 10 years old. A Smart TV will allow more options for resident and class use.

#### Community:

Meetings and paperwork for the Swim Across America Fundraiser that we have scheduled for August 25<sup>th</sup> with a rain date of August 26<sup>th</sup>. The Palencia Swim Team wants to be involved with the event. The fundraiser will last

for three hours but will require time before and after. Volunteers will run the function with my overseeing the use of the facility.

Meetings for the FUR Fundraiser set for Sunday, June 2<sup>nd</sup>. Sweetwater will be hosting the Pickleball Tournament from 12:00 pm-9:00 pm. We will have a couple of food trucks and activities for participants and residents.

Onda Park:

John Smith and Mary from BYO have gotten final layouts to Engineering.

Erin Gunia

Director of Amenities

Sweetwater Creek CDD

904-829-8488

[egunia@rmsnf.com](mailto:egunia@rmsnf.com)

*FIFTH ORDER OF BUSINESS*



*E.*



Duval Landscape Maintenance  
 7011 Business Park Blvd N  
 Jacksonville, FL 32256  
 www.duvallandscape.com

**PROPOSAL**

Date	Proposal No.
04/15/24	31531

**CUSTOMER**

Sweetwater Creek CDD  
 475 West Town Place, Suite 114  
 St. Augustine, FL 32095

**PROPERTY**

Sweetwater Creek CDD  
 605 Palencia Club Dr  
 St. Augustine, FL 32095

The attached estimate is to add a 2 foot by 2 foot drain basin behind the above listed address, along with an 8 inch drain pipe, drain will go left from the above address through the natural area, under the sidewalk, and into the 4 by 4 concrete drain basin added with the infrastructure of the property, This drain only has 1 other drain leading into it now, and can easily handle another of the same size with no issues during heavy rainfall.

DESCRIPTION	QTY	EXT PRICE
<b>202 Rincon</b>		
Enhancement/Extra Services		
Clean & Prepare Area for Installation	1.00	\$8,229.60
ADS Drain Box 2x2 w/Lid	1.00	\$940.11
8inch by 20 foot drain pipe	8.00	\$2,971.80
ADS Drain connection	10.00	\$1,000.13
equipment Rental	4.00	\$4,457.70
Debris Removal		\$714.38
Directional Bore	1.00	\$1,571.63

<b>Total:</b>	<b>\$19,885.35</b>
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By \_\_\_\_\_  
 Daniel Todd  
 Date 4/15/2024  
 Duval Landscape Maintenance

By \_\_\_\_\_  
 Date \_\_\_\_\_  
 Sweetwater Creek CDD



# QUOTE #463

SENT ON:

Apr 23, 2024

**RECIPIENT:**

**Dan Wright**

202 Rincon Drive  
St. Augustine, Florida 32095  
Phone: 845-544-3290

**SENDER:**

**Yosemite**

110 Cumberland Park Drive  
303  
St. Augustine, Florida 32095

Phone: 904-347-6483

Email: sales@yosemiteinl.com

Website: www.Yosemiteinl.com

Product/Service	Description	Qty.	Total
Drainage	-This project will require to regrade property in the backyard. -Supply/Deliver/Install approximately five(5) yards of top soil. -Supply/Deliver/Install approximately 900 sq/ft of new Saint Augustine Floratam sod. -Install three(3) 12" catchers. -Run 4-inch c-pipe approximately 480 feet through the reserve to drainage catcher area. -Install one(1) Emitter. -Haul away all debris.	1	\$12,500.00
Additional	-If a line needs to be installed inside of the drainage, this will add an additional \$900.	1	\$0.00

**Total**

**\$12,500.00**

Yosemite Irrigation and Landscaping Inc, appreciates the opportunity of presenting this quote and looks forward to working with you.

- \*\*All Prices includes material, labor, and haul away of all debris.
- \*\*50% of "Grand Total" must be paid prior to beginning of Project in order to cover material expenses.
- \*\*If paying with credit card, a 3.00% additional charge will be applied.
- \*\*The Quoted Price for this project is only valid for 30 Days after quote was sent.
- \*\* Any change order related to the current estimate will be charged at a rate of 'Time & Material.' Wherein Time = \$120/hr and Material = base



## QUOTE #463

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SENT ON:

Apr 23, 2024

### Notes Continued...

rate charges by Yosemite.

Terms & conditions: Hereby, client understands that ALL projects are considered an art, catered specifically to each individual client; and that the above line items as listed, are to best describe the Labor and Material required in order to execute the project as best depicted between project manager and client. Client also understands that they are obligated to pay the total of the project based the above quoted proposal. For example, if client decides they want 2 more pallets of Sod 'supplied/delivered/installed,' in order to cover the remaining desired area, client is liable to pay remaining balance of confirmed project prior to any additional Labor and Material installed. Finally, client understands that upon approval and initial deposit payment, Yosemite upholds a strict non-refundable policy in reference to ALL projects that have begun to input Labor and Material effort and the project site.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_