

*Sweetwater Creek
Community Development District*

Agenda

October 3, 2024

AGENDA

**Sweetwater Creek
Community Development District**
475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.SweetwaterCreekCDD.com

September 26, 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, October 3, 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. Consideration of Resolution 2025-01, Designating Officers
- IV. Approval of the Consent Agenda
 - A. Minutes of the September 5, 2024 Board of Supervisors Meeting
 - B. Financial Statements
 - C. Check Register
 - D. Ratification of Requisition No. 140
- V. Staff Reports
 - A. Landscape Team – Maintenance Report
 - B. District Engineer
 1. Consideration of Proposal to Prepare a Public Facilities Report
 2. Update on Onda Park Project
 3. Update Regarding Land Use of Parcel Conveyed to CDD
 - C. District Counsel
 - D. District Manager

- E. Field Manager
 - 1. Report
 - 2. Proposals for Adding Rock Beds Around Pool Deck
- F. Director of Amenities – Report
- VI. Other Business
- VII. Supervisor Requests / Public Comment
- VIII. Next Scheduled Meeting – Thursday, November 7, 2024 at 4:00 p.m. 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

RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF SWEETWATER CREEK COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Sweetwater Creek Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the County of St. Johns, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Sweetwater Creek Community Development District:

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. Jim Oliver is appointed Secretary and Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

Darrin Mossing, Marilee Giles & Daniel Laughlin is appointed Assistant Treasurer.

Darrin Mossing, Marilee Giles & Daniel Laughlin is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 3RD DAY OF OCTOBER, 2024.

ATTEST

**SWEETWATER CREEK
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH 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, September 5, 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
Stephen Handler	Supervisor
Rob Lisotta	Supervisor
Charles Usina	Supervisor

Also present were:

Jim Oliver	District Manager, GMS
Jennifer Kilinski <i>by Zoom</i>	District Counsel, KVW
Mary Grace Henley <i>by Zoom</i>	District Counsel, KVW
Alex Acree <i>by Zoom</i>	District Engineer, Matthews DCCM
Erin Gunia	Director of Amenities, RMS
Dan Wright	Operations Manager, RMS
Joshua Boucher	Duval Landscape
Michael Woolridge	Duval Landscape

The following is a summary of the discussions and actions taken at the September 5, 2024 Sweetwater Creek Community Development District's Regular Board of Supervisors meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cervelli 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

Bruce Branberg asked the Board to remind staff to clean up the curbs on Rio Del Norte as the common areas and berms are cleaned up.

DJ Sperling commended the landscape maintenance on mowing on the pond banks weekly, however the quality is still subpar, and the grass is being scalped. He also commented that the gates at Palencia North and Palencia South are not the same anymore.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the July 30, 2024 Joint Workshop, August 5, 2024 Workshop, and August 8, 2024 Board of Supervisors Meeting

Copies of the minutes 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. 135

Copies of requisitions 136 through 139 were included in the agenda package for the Board’s review.

On MOTION by Mr. Smith, seconded by Mr. Lisotta, with all in favor, the consent agenda was approved 5-0.
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FOURTH ORDER OF BUSINESS

Staff Reports

A. Landscape Team – Maintenance Report

Mr. Woolridge provided an overview of the items that have been completed and that are still in progress.

Mr. Usina asked for more detail to be included in the irrigation reports.

Mr. Wright stated that the sod that was installed in Phase 2 is in rough condition.

B. District Engineer – Update on Onda Park Project

Mr. Smith stated that three bids have come in so far for the Onda Park construction, with two more expected. So far, it’s looking like a basketball court will not be included as it’s pushing the project over budget. He anticipates presenting his recommendation at the next meeting.

Mr. Usina asked what the status is on the ability to sell the land.

Mr. Smith responded that he is waiting on an answer from the county.

C. District Counsel

Ms. Kilinski stated that at the last meeting the Board had asked her to look into restrictive covenants as it relates to ownership of the sidewalks and street trees. The plats and the property appraiser's records reflect that where the CDD owns the roadway, it owns the entire right-of-way, which extends to the sidewalk. Additionally, she reported the county had disturbed some CDD property and made some impacts to the sidewalk and sod. There was an easement recorded in that area in 2007 between the county and the developer that allowed the developer to put in sidewalks and enhanced landscaping, but as a consideration for the county's utilities being under those areas, would require the developer or its successor to restore those areas at its cost. That does not prevent the CDD from asking for some considerations from the county.

Mr. Wright stated that he has contacted the county and is waiting to hear back on the sidewalk repair.

Mr. Usina asked what needs to be done with the Torcido trees.

Ms. Kilinski responded that the CDD has the right, but not the obligation, to prune the trees that are located on the vegetative rights-of-way between the sidewalk and the roadways. She suggested notifying the HOA if the tree is impacting the ability to safely pass on the sidewalk, or there are roots abutting the sidewalks. Anything between the road and the sidewalk is owned by the District.

Mr. Usina suggested considering adding the Torcido tree maintenance to the budget for next year.

Mr. Smith asked for an update on the five deeds for North Palencia properties from Lennar.

Ms. Kilinski responded that Lennar has been sent the deeds and O&E report and she is expecting them to send the signed deeds back to her. Before the property is taken on by the CDD, to the District Engineer will determine if there is anything that needs to be fixed for the District takes title to it.

D. District Manager

There being nothing to report, the next item followed.

E. Field Manager - Report

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

Mr. Wright presented a proposal for pine straw at the fitness center, as well as proposals that Duval believes will help with maintenance.

Mr. Lisotta stated that pine straw at the fitness center was previously discussed, however there was concern that it would end up in the pool. He suggested laying stone instead.

Mr. Wright stated that he would gather quotes for stone. Next, he presented a proposal for pine straw at the Enrede island.

Mr. Lisotta stated that it would impact the budget and asked to hold off.

Next, Mr. Wright presented a proposal to add pine straw on Pantano Vista Way.

Mr. Lisotta asked Mr. Wright to confirm if there is irrigation in that area and bring a quote back for sod if it is irrigated.

The Board reviewed the proposals for irrigation and made the following motion.

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, two proposals for irrigation improvements totaling \$13,600 were approved 5-0 with the funds to come out of the fiscal year 2025 budget.
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F. Director of Amenities

1. Report

A copy of the amenities report was included in the agenda package for the Board’s review. She also informed the Board the air conditioner requires a repair to the compressor; however, it will be covered under warranty. She also received an estimate to replace the air conditioner units for a total of \$175,000, and an estimate to replace the roof for a total of \$302,000 for future planning purposes.

Mr. Usina noted the draft capital reserve study will need to be updated to reflect a more accurate estimate for the air conditioner units.

2. Estimates for Fencing

Three quotes for fencing ranging from \$16,761 to \$31,700 were included in the agenda package for the Board’s review.

On MOTION by Mr. Handler, seconded by Mr. Smith, with all in favor, using Ergeon to replace the fencing with textured vinyl at an amount not to exceed \$17,000 was approved 5-0.

FIFTH ORDER OF BUSINESS

Discussion of Cost Share Agreement Revisions

Ms. Kilinski stated that based on the Board’s discussion at the last meeting, the proposed changes to the interlocal agreement with Marshall Creek limit the lookback period for reported cost-share items to the prior fiscal year. If the Sweetwater board approves the amendment, it will be sent to the Marshall Creek board for approval and will then need to be recorded with the county.

On MOTION by Mr. Smith, seconded by Mr. Lisotta, with all in favor, the proposed revisions to the interlocal agreement were approved 5-0.

SIXTH ORDER OF BUSINESS

Review of Draft Capital Reserve Study Report

Mr. Oliver presented the draft capital reserve study noting there is more review needed by staff with feedback to be provided to Reserve Advisors. Once a final report is available and approved by the Board in the next few months, some supplemental documents will be prepared by GMS to tie the capital reserve study into the cost share.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Cervelli presented a draft set of future goals and objectives and asked for the board members to come back to the next meeting with what goals they think should be set for the staff members and the Board can discuss what should be prioritized.

EIGHTH ORDER OF BUSINESS

Supervisor Requests / Public Comment

Mr. Usina asked for a status update on the designation of safety zones in the community.

Ms. Kilinski stated that in 2023 the Board approved having safety zone designations for parks and recreational areas that would prevent sexual offenders and predators from being able to enter those areas. The District sent the county a list of the parks, however St. Johns County asked that the District hold off until the county could update their ordinance regarding this matter. The ordinance has now passed, so the next step would be to submit a list of parks to get them designated as safety zones.

Mr. Usina motioned to proceed with designating the previously identified areas as safety zones in accordance with the St. Johns County ordinance.

The Board discussed how the safety zone designations would be enforced, what common areas should be designated as safety zones, and coordinating with Marshall Creek for designation of the zones. There being no second, the previous motion failed

Mr. Usina motioned to identify, in conjunction with Marshall Creek, CDD parks within the District and any reasonable area kids could play and to designate them as safety zones in accordance with the St. Johns County ordinance.

There being no second, the motion failed.

Mr. Lisotta motioned to coordinate with Marshall Creek and to designate Ensenada Park as a safety zone

There being no second, the motion failed.

Mr. Cervelli suggested if another board member would like to designate another area as a safety zone, they should define it and bring it to the Board for further discussion.

Mr. Usina asked the Board to accept his resignation at the conclusion of the meeting, and to consider appointing Daniel Colin to the vacant seat at the beginning of the next board meeting.

A resident stated that there has been a dramatic improvement in landscaping.

Daniel Colin commented that more research has to be done regarding the safety zones, however it's a good start.

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, Charles Usina's resignation was accepted 5-0.

On MOTION by Mr. Lisotta, seconded by Mr. Cervelli, with all in favor, appointing Daniel Colin to Seat 3 was approved 5-0.

NINTH ORDER OF BUSINESS

Discussion of Security Matters

There was no action taken on this item.

TENTH ORDER OF BUSINESS

Board Action Regarding Security Matters

There was no action taken on this item.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – Thursday, October 3, 2024 at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida 32095

TWELFTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Sweetwater Creek
Community Development District

Unaudited Financial Reporting
August 31, 2024



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Sweetwater Creek
Community Development District
Combined Balance Sheet
August 31, 2024

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account General Fund	\$ 126,777	\$ -	\$ 139,455	-	\$ 266,232
Operating Account Amenity Account	115,066	-	-	-	115,066
Debit Card Account	3,439	-	-	-	3,439
Due from Others	627	-	-	-	627
Due from Capital Projects	-	-	15,810	-	15,810
	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	364,306	-	269,794	-	634,100
US Bank Custody Account	108,785	-	-	-	108,785
	-	-	-	-	-
Series 2019					
Reserve - A-1	-	133,070	-	-	133,070
Reserve - A-2	-	108,331	-	-	108,331
Revenue	-	167,548	-	-	167,548
Excess Revenue	-	5	-	-	5
Construction	-	-	-	361,285	361,285
Prepaid Expenses	6,743	-	-	-	6,743
Total Assets	\$ 725,743	\$ 422,277	\$ 425,059	\$ 361,285	\$ 1,934,363
Liabilities:					
Accounts Payable	\$ 98,654	\$ -	\$ -	\$ -	\$ 98,654
Due to Capital Projects	-	-	-	15,810	15,810
Total Liabilities	\$ 98,654	\$ -	\$ -	\$ 15,810	\$ 114,464
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 6,743	\$ -	\$ -	\$ -	\$ 6,743
Restricted for:					
Debt Service	-	422,277	-	-	422,277
Capital Project	-	-	-	345,475	345,475
Assigned for:					
Capital Reserve Fund	-	-	425,059	-	425,059
Unassigned	620,347	-	-	-	620,347
Total Fund Balances	\$ 627,090	\$ 422,277	\$ 425,059	\$ 345,475	\$ 1,819,899
Total Liabilities & Fund Balance	\$ 725,743	\$ 422,277	\$ 425,059	\$ 361,285	\$ 1,934,363

Sweetwater Creek
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,724,315	\$ 1,724,315	\$ 1,680,066	\$ (44,249)
Fitness Center Revenue	2,000	1,833	4,190	2,357
Interest	5,000	4,583	34,536	29,953
Total Revenues	\$ 1,731,315	\$ 1,730,732	\$ 1,718,792	\$ (11,940)
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 9,600	\$ 8,800	\$ 10,400	(1,600)
Engineering	20,000	18,333	16,223	2,110
District Counsel	55,000	50,417	62,978	(12,561)
Annual Audit	3,800	3,800	3,800	-
Assessment Administration	5,000	5,000	5,000	-
Arbitrage Rebate	500	500	450	50
Dissemination Agent	5,300	4,858	4,858	(0)
Trustee Fees	3,800	3,800	3,771	29
Management Fees	42,500	38,958	38,958	(0)
Information Technology	1,425	1,306	1,306	-
Website Maintenance	1,000	917	917	0
Telephone	742	680	591	89
Postage & Delivery	3,000	2,750	2,494	256
Public Official Insurance	4,497	4,497	4,938	(441)
Copies	4,100	3,758	2,662	1,097
Legal Advertising	2,000	1,833	712	1,121
Miscellaneous	1,500	1,375	373	1,002
Dues, Licenses & Subscriptions	175	175	175	-
Cost Share Expense - Marshall Creek	20,000	20,000	81,627	(61,627)
Total General & Administrative	\$ 183,939	\$ 171,758	\$ 242,234	\$ (70,475)
<u>Operations & Maintenance</u>				
Utilities				
Electric	\$ 75,000	\$ 68,750	\$ 69,205	(455)
Other Physical Environment				
General Insurance	6,058	6,058	5,507	551
Landscape Maintenance	291,276	267,003	267,003	-
Landscape Improvements	50,000	45,833	36,820	9,013
Mulch	50,000	45,833	25,000	20,833
Lake Maintenance	22,000	20,167	16,804	3,363
Fountain Maintenance	1,500	1,375	180	1,195
Irrigation Repairs & Maintenance	39,000	35,750	29,531	6,219
Storm Clean-Up	2,000	1,833	-	1,833
Field Repairs & Maintenance	26,000	23,833	34,991	(11,158)
Tree Removals	14,000	12,833	11,336	1,497
Streetlight Repairs	2,250	2,063	-	2,063
Signage Repairs	1,000	917	-	917
Holiday Decoration	5,000	4,583	-	4,583
Miscellaneous Field Supplies	3,500	3,208	567	2,642
Subtotal Other Physical Environment	\$ 588,584	\$ 540,040	\$ 496,944	\$ 43,096

Sweetwater Creek
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<i>Amenities</i>				
Administrative				
Property & Casualty Insurance	\$ 37,581	\$ 37,581	\$ 36,925	656
Payroll - Salaried	86,268	79,079	685	78,394
Payroll - Hourly	91,375	83,760	1,638	82,123
Payroll - Benefits	16,775	15,377	301	15,076
Payroll Taxes	14,730	13,503	264	13,239
Professional Services - Engineering	71,457	65,502	1,281	64,222
Professional Services - Information Technology	1,890	1,733	34	1,699
Travel & Per Diem	200	183	69	115
Training	400	367	477	(110)
Facility Management	-	-	247,255	(247,255)
Licenses & Permits	400	367	764	(398)
Subscriptions & Memberships	500	458	1,491	(1,033)
Office Supplies	3,000	2,750	1,836	914
Office Equipment	2,500	2,292	2,295	(3)
Communication - Telephone/Internet/TV	12,000	11,000	6,595	4,405
Internet/Telephone - Guard House	5,821	5,336	3,781	1,555
<i>Field</i>				
Field Management Fees	89,040	81,620	81,620	-
General Utilities	75,000	68,750	62,471	6,279
Refuse Removal	5,200	4,767	6,623	(1,856)
Security	60,000	55,000	50,233	4,767
Janitorial Services	13,978	12,813	38,563	(25,749)
Operating Supplies - Spa & Paper	4,000	3,667	3,778	(111)
Operating Supplies - Uniforms	500	458	-	458
Cleaning Supplies	12,500	11,458	7,265	4,194
Amenity Landscape Maintenance & Improvements	29,500	27,042	26,723	319
Gate Repairs & Maintenance	2,500	2,292	799	1,492
Dog Park Repairs & Maintenance	6,000	5,500	1,380	4,120
Park Mulch	5,000	4,583	2,200	2,383
Miscellaneous Field Supplies	4,100	3,758	967	2,792
Buildings Repairs & Maintenance	15,000	13,750	88,099	(74,349)
Pest Control	1,800	1,650	2,555	(905)
Pool Maintenance - Contract	25,349	23,236	15,600	7,636
Pool Repairs & Maintenance	3,000	2,750	10,511	(7,761)
Pool Chemicals	3,800	3,483	23,886	(20,402)
Signage & Amenity Repairs	300	275	500	(225)
Special Events	2,000	1,833	814	1,019
Park Repair & Maintenance	-	-	19,776	(19,776)
Pickleball Repair & Maintenance	-	-	2,329	(2,329)
Guardhouse Maintenance	2,500	2,292	-	2,292
Playground Repairs & Maintenance	2,500	2,292	79	2,213
<i>Fitness</i>				
Professional Services - Outside Fitness	55,515	50,889	44,603	6,286
Fitness Equipment Repairs & Maintenance	7,000	6,417	3,244	3,172
Fitness Equipment Rental	35,000	32,083	33,079	(996)
Miniature Golf Course Maintenance	500	458	-	458
Miscellaneous Fitness Supplies	6,300	5,775	1,326	4,449
Capital Outlay - Machinery & Equipment	6,400	5,867	7,680	(1,813)
Subtotal Amenities	\$ 819,179	\$ 754,046	\$ 842,389	\$ (88,343)
Total Operations & Maintenance	\$ 1,407,763	\$ 1,294,086	\$ 1,339,333	\$ (45,247)
Total Expenditures	\$ 1,591,702	\$ 1,465,844	\$ 1,581,567	\$ (115,722)
Excess (Deficiency) of Revenues over Expenditures	\$ 139,613	\$ 264,887	\$ 137,225	\$ (127,662)

Sweetwater Creek

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Other Financing Sources/(Uses):				
Capital Reserve Transfer Out	\$ (191,000)	\$ (191,000)	(191,000)	\$ -
Total Other Financing Sources/(Uses):	\$ (191,000)	\$ (191,000)	\$ (191,000)	\$ -
Net Change in Fund Balance	\$ (51,387)	\$ 73,887	\$ (53,775)	\$ (127,662)
Fund Balance - Beginning	\$ 51,387		\$ 680,864	
Fund Balance - Ending	\$ (0)		\$ 627,090	

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

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/24	Thru 08/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 741,613	\$ 741,613	\$ 721,776	\$ (19,837)
Special Assessments - Prepayments	-	-	24,221	24,221
Interest Income	6,300	5,775	28,126	22,351
Total Revenues	\$ 747,913	\$ 747,388	\$ 774,123	\$ 26,735
Expenditures:				
<i>Series 2019 - A1</i>				
Interest - 11/01	\$ 85,328	\$ 85,328	\$ 85,328	\$ -
Interest - 5/1	85,328	85,328	85,328	-
Principal - 5/1	355,000	355,000	355,000	-
Special Call - 5/1	-	-	10,000	(10,000)
<i>Series 2019 - A2</i>				
Interest - 11/01	46,475	46,475	46,475	-
Interest - 05/01	46,475	46,475	46,475	-
Principal - 05/01	125,000	125,000	125,000	-
Special Call - 5/1	-	-	5,000	(5,000)
Total Expenditures	\$ 743,606	\$ 743,606	\$ 758,606	\$ (15,000)
Excess (Deficiency) of Revenues over Expenditures	\$ 4,307	\$ 3,782	\$ 15,517	\$ 11,735
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 4,307	\$ 3,782	\$ 15,517	\$ 11,735
Fund Balance - Beginning	\$ 155,434		\$ 406,759	
Fund Balance - Ending	\$ 159,741		\$ 422,277	

Sweetwater Creek
Community Development District
Capital Reserve Fund

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

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/24	Thru 08/31/24	Variance
Revenues				
Capital Reserve - Transfer In	\$ 191,000	\$ 191,000	\$ 191,000	\$ -
Interest	1,866	1,710	9,000	7,290
Miscellaneous Income	-	-	2,267	2,267
Insurance Proceeds	-	-	3,984	3,984
Total Revenues	\$ 192,866	\$ 192,710	\$ 206,250	\$ 13,540
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 11,420	\$ (11,420)
Repair & Maintenance	79,024	72,439	27,984	44,455
Other Current Charges	525	481	518	(37)
Reserve Study	-	-	5,850	(5,850)
Total Expenditures	\$ 79,549	\$ 72,920	\$ 45,772	\$ 27,148
Excess (Deficiency) of Revenues over Expenditures	\$ 113,317	\$ 119,790	\$ 160,478	
Other Financing Sources/(Uses)				
Transfer In and (Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 113,317		\$ 160,478	
Fund Balance - Beginning	\$ 263,780		\$ 264,580	
Fund Balance - Ending	\$ 377,097		\$ 425,059	

Capital Reserve Study

	<u>General</u>	<u>Amenities</u>	<u>Combined</u>
Description	FY 2024-Study (Pg. 17)	FY 2024-Study (Pg. 20)	Total - Study
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

Description	Actual
Reserves Beginning of Year	\$ 264,580
Contributions	\$ 191,000
Interest Income/Misc Income/Insurance Proceeds	\$ 15,250
Expenditures	\$ (45,772)
Actual Balance	\$425,059

Variance Reserve Study Vs Actual	(\$348,634)
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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 August 31, 2024

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
Revenues				
Interest Income	\$ -	\$ -	\$ 21,476	\$ 21,476
Total Revenues	\$ -	\$ -	\$ 21,476	\$ 21,476
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 209,248	\$ (209,248)
Total Expenditures	\$ -	\$ -	\$ 209,248	\$ (209,248)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (187,772)	\$ (187,772)
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ -	\$ -	\$ (187,772)	
Fund Balance - Beginning	\$ -		\$ 533,247	
Fund Balance - Ending	\$ -		\$ 345,475	

Sweetwater Creek
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 228,251	\$ 285,271	\$ 956,056	\$ 137,540	\$ 34,748	\$ 2,343	\$ -	\$ 35,502	\$ 355	\$ -	\$ -	\$ 1,680,066
Fitness Center Revenue	210	-	440	-	-	-	1,030	-	1,315	1,195	-	-	4,190
Cost Sharing - Marshall Creek Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	919	972	1,357	2,176	5,056	6,447	4,210	3,883	3,569	2,894	3,053	-	34,536
Total Revenues	\$ 1,129	\$ 229,223	\$ 287,068	\$ 958,232	\$ 142,596	\$ 41,196	\$ 7,583	\$ 3,883	\$ 40,387	\$ 4,443	\$ 3,053	\$ -	\$ 1,718,792
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,400	\$ 600	\$ -	\$ 800	\$ 800	\$ 1,600	\$ 800	\$ 800	\$ 600	\$ 1,600	\$ 1,400	\$ -	\$ 10,400
Engineering	791	430	919	2,044	2,561	1,026	2,541	2,433	-	1,539	1,941	-	16,223
District Counsel	7,296	3,481	5,761	6,672	6,189	6,367	6,618	4,671	4,028	3,676	8,222	-	62,978
Annual Audit	-	-	-	-	-	-	-	-	3,800	-	-	-	3,800
Assessment Administration	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Arbitrage Rebate	-	-	-	-	-	-	-	-	-	-	450	-	450
Dissemination Agent	442	442	442	442	442	442	442	442	442	442	442	-	4,858
Trustee Fees	3,143	-	-	-	-	-	-	-	-	-	629	-	3,771
Management Fees	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542	-	38,958
Information Technology	119	119	119	119	119	119	119	119	119	119	119	-	1,306
Website Maintenance	83	83	83	83	83	83	83	83	83	83	83	-	917
Telephone	43	25	28	25	25	25	27	25	10	54	305	-	591
Postage & Delivery	351	307	120	21	285	297	202	74	101	704	32	-	2,494
Public Official Insurance	4,938	-	-	-	-	-	-	-	-	-	-	-	4,938
Copies	161	41	110	238	166	147	187	166	157	780	509	-	2,662
Legal Advertising	94	280	-	88	94	90	-	66	-	-	-	-	712
Miscellaneous	62	1	10	11	11	12	212	14	11	3	27	-	373
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Cost Share Expense - Marshall Creek	-	-	-	-	-	-	-	-	-	-	81,627	-	81,627
Total General & Administrative	\$ 27,638	\$ 9,350	\$ 11,133	\$ 14,085	\$ 14,316	\$ 13,748	\$ 14,771	\$ 12,433	\$ 12,892	\$ 12,541	\$ 99,325	\$ -	\$ 242,234

Sweetwater Creek
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operations & Maintenance													
Utilities													
Electric	\$ 6,512	\$ 6,616	\$ 6,283	\$ 6,272	\$ 6,168	\$ 6,103	\$ 6,116	\$ 6,171	\$ 6,271	\$ 6,466	\$ 6,228	\$ -	\$ 69,205
Other Physical Environment													
General Insurance	5,507	-	-	-	-	-	-	-	-	-	-	-	5,507
Landscape Maintenance	24,273	24,273	24,273	24,273	24,273	24,273	24,273	24,273	24,273	24,273	24,273	-	267,003
Landscape Improvements	-	5,044	-	-	-	28,500	-	-	-	3,777	(500)	-	36,820
Mulch	-	-	25,000	-	-	-	-	-	-	-	-	-	25,000
Lake Maintenance	1,538	1,793	1,538	1,538	1,538	1,538	1,538	1,538	2,122	2,122	-	-	16,804
Fountain Maintenance	-	-	-	-	-	-	180	-	-	-	-	-	180
Irrigation Repairs & Maintenance	4,805	710	4,920	413	2,799	-	-	8,509	2,675	2,000	2,700	-	29,531
Storm Clean-Up	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Repairs & Maintenance	2,390	2,718	6,217	6,099	4,121	2,712	4,945	2,066	2,519	1,204	-	-	34,991
Tree Removals	1,200	-	1,786	350	350	-	-	2,550	-	2,850	2,250	-	11,336
Streetlight Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Signage Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Decoration	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Field Supplies	-	-	-	-	567	-	-	-	-	-	-	-	567
Subtotal Other Physical Environment	\$ 46,225	\$ 41,154	\$ 70,017	\$ 38,944	\$ 39,815	\$ 63,126	\$ 37,052	\$ 45,108	\$ 37,860	\$ 42,692	\$ 34,951	\$ -	\$ 496,944
Amenities													
<i>Administrative</i>													
Property & Casualty Insurance	\$ 36,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 429	\$ -	\$ -	\$ 36,925
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	22,236	22,983	21,341	22,491	23,137	22,729	23,152	-	247,255
Licenses & Permits	414	-	-	-	-	-	-	350	-	-	-	-	764
Subscriptions & Memberships	29	29	92	92	106	121	169	448	140	140	125	-	1,491
Office Supplies	449	253	300	57	608	8	9	70	81	-	-	-	1,836
Office Equipment	300	56	146	465	471	298	-	395	14	19	130	-	2,295
Communication - Telephone/Internet/TV	-	658	658	658	663	663	663	663	656	656	656	-	6,595
Internet/Telephone - Guard House	362	340	340	340	343	343	343	343	343	343	343	-	3,781

Sweetwater Creek
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Field													
<i>Field Management Fees</i>	7,420	7,420	7,420	7,420	7,420	7,420	7,420	7,420	7,420	7,420	7,420	-	81,620
<i>General Utilities</i>	4,565	4,781	5,436	6,512	6,782	6,639	5,393	4,808	4,601	5,689	7,264	-	62,471
<i>Refuse Removal</i>	414	519	955	519	664	519	519	664	664	664	519	-	6,623
<i>Security</i>	6,163	6,103	6,103	7,573	3,428	6,103	813	3,428	3,428	3,524	3,567	-	50,233
<i>Janitorial Services</i>	3,733	3,483	3,483	3,483	3,483	3,483	3,483	3,483	3,483	3,483	3,483	-	38,563
<i>Operating Supplies - Spa & Paper</i>	428	52	194	413	612	192	546	297	320	379	344	-	3,778
<i>Operating Supplies - Uniforms</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Cleaning Supplies</i>	1,636	191	110	1,175	499	1,170	65	1,667	255	157	338	-	7,265
<i>Amenity Landscape Maintenance & Improvements</i>	1,906	1,906	1,906	4,521	1,906	4,820	1,906	1,963	1,963	1,963	1,963	-	26,723
<i>Gate Repairs & Maintenance</i>	-	-	245	250	-	-	-	59	245	-	-	-	799
<i>Dog Park Repairs & Maintenance</i>	-	-	324	-	396	-	-	144	-	516	-	-	1,380
<i>Park Mulch</i>	-	-	-	-	-	2,200	-	-	-	-	-	-	2,200
<i>Miscellaneous Field Supplies</i>	-	-	236	-	-	-	117	132	482	-	-	-	967
<i>Buildings Repairs & Maintenance</i>	47,127	8,102	322	119	525	20,498	5,119	370	5,338	302	277	-	88,099
<i>Pest Control</i>	79	79	79	81	1,831	81	81	81	81	81	-	-	2,555
<i>Pool Maintenance - Contract</i>	-	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	-	15,600
<i>Pool Repairs & Maintenance</i>	-	-	330	-	410	538	1,259	200	-	1,575	6,197	-	10,511
<i>Pool Chemicals</i>	1,920	2,999	1,920	2,055	2,055	2,142	2,055	2,055	2,284	2,235	2,165	-	23,886
<i>Signage & Amenity Repairs</i>	-	-	500	-	-	-	-	-	-	-	-	-	500
<i>Special Events</i>	-	-	-	337	(48)	-	-	172	58	177	117	-	814
<i>Park Repair & Maintenance</i>	19,145	631	-	-	-	-	-	-	-	-	-	-	19,776
<i>Pickleball Repair & Maintenance</i>	1,059	70	77	480	128	-	483	-	-	34	-	-	2,329
<i>Guardhouse Maintenance</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Playground Repairs & Maintenance</i>	-	-	-	-	-	-	-	79	-	-	-	-	79
Fitness													
<i>Professional Services - Outside Fitness</i>	4,480	3,388	4,373	4,500	3,100	3,835	5,010	3,968	3,465	4,570	3,915	-	44,603
<i>Fitness Equipment Repairs & Maintenance</i>	2,147	-	-	221	342	-	-	-	300	235	-	-	3,244
<i>Fitness Equipment Rental</i>	2,927	2,927	2,927	2,927	3,053	3,053	3,053	3,053	3,053	3,053	3,053	-	33,079
<i>Miniature Golf Course Maintenance</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Miscellaneous Fitness Supplies</i>	-	393	43	142	80	190	100	378	-	-	-	-	1,326
<i>Capital Outlay - Machinery & Equipment</i>	-	1,505	-	4,919	1,256	-	-	-	-	-	-	-	7,680
Subtotal Amenities	\$ 168,744	\$ 69,933	\$ 62,662	\$ 73,660	\$ 64,387	\$ 88,861	\$ 61,507	\$ 60,741	\$ 63,372	\$ 61,933	\$ 66,589	\$ -	\$ 842,389
Total Operations & Maintenance	\$ 214,969	\$ 111,087	\$ 132,679	\$ 112,604	\$ 104,202	\$ 151,987	\$ 98,559	\$ 105,849	\$ 101,232	\$ 104,625	\$ 101,539	\$ -	\$ 1,339,333
Total Expenditures	\$ 242,606	\$ 120,438	\$ 143,813	\$ 126,689	\$ 118,518	\$ 165,735	\$ 113,330	\$ 118,282	\$ 114,124	\$ 117,167	\$ 200,864	\$ -	\$ 1,581,567
Excess (Deficiency) of Revenues over Expenditures	\$ (241,477)	\$ 108,785	\$ 143,255	\$ 831,543	\$ 24,078	\$ (124,539)	\$ (105,747)	\$ (114,399)	\$ (73,738)	\$ (112,723)	\$ (197,811)	\$ -	\$ 137,225
Other Financing Sources/(Uses):													
<i>Capital Reserve Transfer Out</i>	-	-	-	-	(191,000)	-	-	-	-	-	-	-	(191,000)
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ (191,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (191,000)
Net Change in Fund Balance	\$ (241,477)	\$ 108,785	\$ 143,255	\$ 831,543	\$ (166,922)	\$ (124,539)	\$ (105,747)	\$ (114,399)	\$ (73,738)	\$ (112,723)	\$ (197,811)	\$ -	\$ (53,775)

Sweetwater Creek
Community Development District
Long Term Debt Report

SERIES 2019A-1, SPECIAL ASSESSMENT REVENUE BONDS		
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)
Less: Principal Payment - 5/1/24		(\$355,000)
Less: Principal Payment - 5/1/24 (Special Call)		(\$10,000)
Current Bonds Outstanding		\$5,980,000

SERIES 2019A-2, SPECIAL ASSESSMENT REVENUE BONDS		
Interest Rate:	3.560%, 4.020%	
Maturity Date:	5/1/2038	
Reserve Fund Definition	50% MAXIMUM ANNUAL DEBT SERVICE	
Reserve Fund Requirement	\$108,063	
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)
Less: Principal Payment - 5/1/24		(\$125,000)
Less: Principal Payment - 5/1/24 (Special Call)		(\$5,000)
Current Bonds Outstanding		\$2,295,000

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%

<i>Date</i>	<i>Distribution</i>	<i>Net Receipts</i>	<i>O&M Portion</i>	<i>2019- Service</i>	<i>Debt</i>	<i>Total</i>
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	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	2,342.62	1,006.42		3,349.04
06/11/24	TAX CERTIFICATES	19,929.36	13,940.40	5,988.96		19,929.36
06/27/24	9	30,825.16	21,561.91	9,263.25		30,825.16
07/30/24	INTEREST	\$506.94	\$354.60	\$152.34		\$506.94
TOTAL		\$ 2,401,842.42	\$ 1,680,066.20	\$ 721,776.22	\$	2,401,842.42

97.43%	Percent Collected
\$ 63,260.89	Balance Remaining to Collect

Sweetwater Creek
COMMUNITY DEVELOPMENT DISTRICT

Special Assessment Revenue Bonds, Series 2019

Date	Requisition #	Contractor	Description	Requisition
Fiscal Year 2020				
11/15/19	1	England Thims & Miller	Invoices: 191327, 191598, 191935 - Traffic Study & Certification Package	\$ 8,032.00
11/15/19	2	East Coast Wells & Pump Service	Invoice: 34301 - Replaced Irrigation Pump	\$ 4,293.70
1/3/20	3	Performance Painting Contractors, Inc.	Invoice: 9579 - Mobilization	\$ 8,090.00
1/3/20	4	AC Concrete Enterprise, Inc.	Invoice: AB - Sidewalk Addition	\$ 6,250.00
1/3/20	5	Reflections	Invoice: 191036 - Roof Clean	\$ 4,495.00
1/6/20	6	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefC120 - 40% Deposit to start services	\$ 46,000.00
1/6/20	7	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefD120 - 10% upon execution of the Agreement	\$ 11,500.00
2/6/20	8	East Coast Wells & Pump Service	Invoices: 34271 & 34167 - Fixed Pump Motor & Replaced Bad Motor	\$ 2,137.00
2/6/20	9	Rick Arsenault Certified Pool Consultant, Inc.	Invoice: SWCrefn120 - 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 Addt'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
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

**Sweetwater Creek
COMMUNITY DEVELOPMENT DISTRICT**

Special Assessment Revenue Bonds, Series 2019

Date	Requisition #	Contractor	Description	Requisition
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	
12/5/23	113	Sweetwater Creek CDD	Center paid with card.	\$ 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	
3/12/24	127	England Thims & Miller	closeout with SJC and Owner	\$ 307.50
			Invoice # 2313106. Furnished & installed 296' of 48" high 2-rail ascot style black aluminum	
3/12/24	128	Best Fence and Rail fo FL LLC	fence with (3) 4' gate	\$ 8,174.00
3/20/24	129	Kilinski/Van Wyk PLLC	Invoice # 8974 2019 Project Construction	\$ 1,437.50
4/30/24	130	Matthews/DCCM	Invoice # 190784 - Due Diligence and Site Planning	\$ 2,168.75
5/20/24	131	Matthews/DCCM	Invoice # 190937 - Due Diligence and Site Planning	\$ 2,037.50
5/31/24	132	Atlantic Security	Invoice # 331612Final Invoice for SecuriyT System	\$ 5,884.37
6/11/24	133	Kilinski/Van Wyk PLLC	Invoice # 9385 2019 Project Construction	\$ 393.50
6/27/24	134	Kilinski/Van Wyk PLLC	Invoice # 9385 2019 Project Construction	\$ 465.00
7/26/24	135	Kilinski/Van Wyk PLLC	Invoice # 9861 2019 Project Construction	\$ 93.00
8/5/24	136	Matthews/DCCM	Invoice # 191118 - Due Diligence and Site Planning	\$ 2,475.00
8/5/24	137	Matthews/DCCM	Invoice # 191467 - Onda Park Survey and Construction Plans	\$ 9,489.26
8/21/24	138	Matthews/DCCM	Invoice # 191636 - Onda Park Construction Plans/Landscape/Meetings	\$ 5,100.00
8/28/24	139	Kilinski/Van Wyk PLLC	Invoice # 10065 2019 Project Construction	\$ 583.00
	140	Kilinski/Van Wyk PLLC	Invoice # 10430 2019 Project Construction	\$ 3,403.50
TOTAL				\$ 1,325,574.92
				Project (Construction) Fund at 08/30/19 \$ 1,540,777.96
				Interest Earned and Transfers thru 08/31/24 \$ 142,678.28
				Outstanding Requisitions \$ 3,403.50
				Requisitions Paid thru 08/31/24 \$ (1,325,574.92)
Remaining Project (Construction) Fund				\$ 361,284.82
FUTURE CAPITAL PROJECTS (CONSTRUCTION)				
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)	\$0.00
			Park Enhancement Projects (\$350,000 Budget - April 6, 2023 Mtg.)	
			Board approved Basketball Court and Playground equipment	\$115,000.00
			Remaining Budget for Parks, for projects not yet defined or approved	\$235,000.00
District Engineer Costs related to Projects			District Engineer Costs (Projection, not actual)	\$10,000.00
District Counsel Costs related to Projects			District Counsel Costs (Projection, not actual)	\$5,000.00
TOTAL PROJECTED PROJECTS				\$369,000.00
PROJECTED REMAINING PROJECTS (CONSTRUCTION) FUNDS				(\$7,715)

C.

Sweetwater Creek
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2024
Check Register

<i>Date</i>	<i>check#'s</i>	<i>Amount</i>
General Fund		
08/01/24	4095-4103	\$40,158.31
08/09/24	4104-4112	\$2,200.00
08/23/24	4113-4115	\$30,869.18
08/30/24	4116-4121	\$11,536.66
SUBTOTAL		\$84,764.15

<i>Date</i>	<i>check#'s</i>	<i>Amount</i>
Amenity Fund		
08/01/24	2658-2671	\$4,728.19
08/23/24	2673-2692	\$56,087.27
08/30/24	2693-2708	\$2,815.18
SUBTOTAL		\$63,630.64

<i>Date</i>	<i>check#'s</i>	<i>Amount</i>
Capital Reserve		
08/01/24	35	\$13,524.41
08/30/24	36	\$2,925.00
SUBTOTAL		\$16,449.41

TOTAL		\$164,844.20
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CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24	00087	7/26/24	72624	202407	320	53800	47301		RPLC 4" LED CEIL FIXTURE ALFRED W GROVER	*	265.00	265.00	004095
8/01/24	00086	7/01/24	27664	202407	320	53800	46200		JUL PALENCIA RENEWAL DUVAL LANDSCAPE MAINTENANCE	*	24,273.00	24,273.00	004096
8/01/24	00086	7/03/24	27844	202406	320	53800	47300		JUN VALVE RPR DUVAL LANDSCAPE MAINTENANCE	*	1,625.00	1,625.00	004097
8/01/24	00086	7/17/24	27910	202407	320	53800	47300		JUL PUMP INSTALLATION DUVAL LANDSCAPE MAINTENANCE	*	2,000.00	2,000.00	004098
8/01/24	00086	7/22/24	27916	202406	320	53800	47300		JUN ANTENNA INSTALLATION DUVAL LANDSCAPE MAINTENANCE	*	1,050.00	1,050.00	004099
8/01/24	00086	7/29/24	27994	202407	320	53800	46400		LAS CALINAS POND BANK DUVAL LANDSCAPE MAINTENANCE	*	3,776.78	3,776.78	004100
8/01/24	00063	6/30/24	84685	202406	320	53800	47000		JUN LAKE MAINTENANCE FUTURE HORIZONS	*	2,122.44	2,122.44	004101
8/01/24	00094	7/10/24	9860	202406	310	51300	31500		JUN GENERAL COUNSEL KILINSKI VAN WYK, PLLC	*	4,027.50	4,027.50	004102
8/01/24	00071	7/17/24	280	202406	320	53800	47301		JUN FACILITY MAINTENANCE RIVERSIDE MANAGEMENT SERVICES	*	1,018.59	1,018.59	004103
8/09/24	00075	7/30/24	07302024	202407	310	51300	11000		7/30/24 JOINT CDD MEETING CHARLES USINA III	*	200.00	200.00	004104
8/09/24	00089	7/30/24	07302024	202407	310	51300	11000		7/30/24 JOINT CDD MEETING JOHN T SMITH	*	200.00	200.00	004105
8/09/24	00051	7/30/24	07302024	202407	310	51300	11000		7/30/24 JOINT CDD MEETING ROBERT LISOTTA	*	200.00	200.00	004106

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/09/24	00040	7/30/24	07302024	202407	310	51300	11000			*	200.00		
			7/30/24	JOINT CDD MEETING					STEPHEN J HANDLER			200.00	004107
8/09/24	00075	8/05/24	08052024	202408	310	51300	11000			*	200.00		
			8/5/24	WORKSHOP MEETING									
		8/08/24	08082024	202408	310	51300	11000			*	200.00		
			8/8/24	CDD BOARD MEETING					CHARLES USINA III			400.00	004108
8/09/24	00089	8/05/24	08052024	202408	310	51300	11000			*	200.00		
			8/5/24	WORKSHOP MEETING									
		8/08/24	08082024	202408	310	51300	11000			*	200.00		
			8/8/24	CDD BOARD MEETING					JOHN T SMITH			400.00	004109
8/09/24	00051	8/05/24	08052024	202408	310	51300	11000			*	200.00		
			8/5/24	WORKSHOP MEETING									
		8/08/24	08082024	202408	310	51300	11000			*	200.00		
			8/8/24	CDD BOARD MEETING									
		8/05/24	08052024	202408	310	51300	11000			V	200.00-		
			8/5/24	WORKSHOP MEETING									
		8/08/24	08082024	202408	310	51300	11000			V	200.00-		
			8/8/24	CDD BOARD MEETING					ROBERT LISOTTA			.00	004110
8/09/24	00040	8/05/24	08052024	202408	310	51300	11000			*	200.00		
			8/5/24	WORKSHOP MEETING									
		8/08/24	08082024	202408	310	51300	11000			*	200.00		
			8/8/24	CDD BOARD MEETING					STEPHEN J HANDLER			400.00	004111
8/09/24	00051	8/08/24	08082024	202408	310	51300	11000			*	200.00		
			8/8/24	CDD BOARD MEETING					ROBERT LISOTTA			200.00	004112
8/23/24	00086	8/01/24	28039	202408	320	53800	46200			*	24,273.00		
			AUG PALENCIA RENEWAL						DUVAL LANDSCAPE MAINTENANCE			24,273.00	004113
8/23/24	00029	8/01/24	160	202408	310	51300	34000			*	3,541.67		
			AUG MANAGEMENT FEES										
		8/01/24	160	202408	310	51300	35200			*	83.33		
			AUG WEBSITE ADMIN										
		8/01/24	160	202408	310	51300	35100			*	118.75		
			AUG INFO TECH										

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24		160		202408	310	51300	31300		AUG DISSEM AGENT SRVCS	*	441.67		
8/01/24		160		202408	310	51300	49000		OFFICE SUPPLIES	*	26.53		
8/01/24		160		202408	310	51300	42000		POSTAGE	*	31.94		
8/01/24		160		202408	310	51300	42500		COPIES	*	508.65		
8/01/24		160		202408	310	51300	41000		TELEPHONE	*	304.94		
GOVERNMENTAL MANAGEMENT SERVICES											5,057.48	004114	
8/23/24	00103	8/14/24	191665	202407	310	51300	31100		JUL ENGINEERING SERVICES	*	1,538.70		
MATTHEWS DESIGN GROUP LLC											1,538.70	004115	
8/30/24	00086	8/19/24	28280	202408	320	53800	47300		AUG BACKFLOW REPAIR	*	950.00		
DUVAL LANDSCAPE MAINTENANCE											950.00	004116	
8/30/24	00086	8/20/24	28295	202408	320	53800	47300		AUG IRRIG PUMP MAINT	*	1,750.00		
DUVAL LANDSCAPE MAINTENANCE											1,750.00	004117	
8/30/24	00038	8/23/24	7490	202408	310	51300	31200		SE2019 A1 & A2	*	450.00		
GNP SERVICES, CPA PA											450.00	004118	
8/30/24	00094	8/17/24	10064	202407	310	51300	31500		JUL GENERAL COUNSEL	*	3,676.00		
KILINSKI VAN WYK, PLLC											3,676.00	004119	
8/30/24	00071	8/16/24	285	202407	320	53800	47301		JUL FACILITY MAINTENANCE	*	939.41		
RIVERSIDE MANAGEMENT SERVICES											939.41	004120	
8/30/24	00067	8/23/24	7448086	202408	300	15500	10000		FY25 SE2019 A1&A2	*	3,142.71		
8/23/24		7448086		202408	310	51300	32300		FY24 SE2019 A1&A2	*	628.54		
US BANK											3,771.25	004121	
TOTAL FOR BANK A											84,764.15		
TOTAL FOR REGISTER											84,764.15		

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24	00129	7/05/24	07052024	202407	340-53800-34500			FITNESS CLASS	*	70.00		
			7/3-7/5					AMYSUE LONG			70.00	002658
8/01/24	00129	7/19/24	07192024	202407	340-53800-34500			FITNESS CLASS	*	105.00		
			7/10-7/19					AMYSUE LONG			105.00	002659
8/01/24	00131	7/11/24	07112024	202407	340-53800-34500			FITNESS CLASS	*	160.00		
			7/1-7/14					DIANE LAURA STOEVER			160.00	002660
8/01/24	00131	7/22/24	07222024	202407	340-53800-34500			FITNESS CLASS	*	280.00		
			7/1-7/14					DIANE LAURA STOEVER			280.00	002661
8/01/24	00119	7/01/24	27665	202407	330-53800-46200			JUL CLUBHOUSE & DOG PARK	*	1,963.00		
								DUVAL LANDSCAPING MAINTENANCE			1,963.00	002662
8/01/24	00107	7/16/24	23882	202407	330-53800-45000			PICKLEBALL CT ADD	*	429.00		
								EGIS INSURANCE ADVISORS, LLC			429.00	002663
8/01/24	00128	7/03/24	07032024	202407	340-53800-34500			FITNESS CLASS	*	160.00		
			6/26-7/3					ELIANA N ROQUE			160.00	002664
8/01/24	00128	7/17/24	07172024	202407	340-53800-34500			FITNESS CLASS	*	120.00		
			7/16-7/17					ELIANA N ROQUE			120.00	002665
8/01/24	00132	7/20/24	07202024	202407	340-53800-34500			FITNESS CLASS	*	140.00		
			7/11-7/20					LAURA CORREA			140.00	002666
8/01/24	00127	7/07/24	07072024	202407	340-53800-34500			FITNESS CLASS	*	490.00		
			6/24-7/7					LINA HERMEZ			490.00	002667
8/01/24	00127	7/21/24	07212024	202407	340-53800-34500			FITNESS CLASS	*	450.00		
			7/8-7/21					LINA HERMEZ			450.00	002668
8/01/24	00136	7/16/24	07162024	202407	340-53800-34500			FITNESS CLASS	*	140.00		
			7/2-7/11					TIFFANY ROSE CUNNINGHAM			140.00	002669

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24	00136	7/16/24	07162024	202407	340	53800	34500			*	140.00		
			7/16-7/25					FITNESS CLASS	TIFFANY ROSE CUNNINGHAM			140.00	002670
8/01/24	00041	7/26/24	61930559	202407	340	53800	34400			*	81.19		
			JUL PEST CONTROL						TURNER PEST CONTROL LLC			81.19	002671
8/23/24	00129	8/02/24	08022024	202407	340	53800	34500			*	70.00		
			7/31 & 8/2					FITNESS CLASS	AMYSUE LONG			70.00	002672
8/23/24	00096	8/01/24	1229	202408	330	53800	44000			*	513.20		
			RENTAL FITNESS EQUIP						FRANK A FLORI DBA CHAIRMAN'S ENT			513.20	002673
8/23/24	00131	8/05/24	08052024	202407	340	53800	34500			*	320.00		
			7/15-7/28					FITNESS CLASSES	DIANE LAURA STOEVER			320.00	002674
8/23/24	00131	8/05/24	08052024	202408	340	53800	34500			*	400.00		
			7/29-8/11					FITNESS CLASSES	DIANE LAURA STOEVER			400.00	002675
8/23/24	00005	8/08/24	41-38624	202408	330	53800	52200			*	126.92		
			SPA & PAPER							*	65.85		
		8/08/24	41-38624	202408	330	53800	52100						
			CLEANING SUPPLIE						DOWNEY'S JANITORIAL SUPPLIES			192.77	002676
8/23/24	00119	8/01/24	28040	202408	330	53800	46200			*	1,963.00		
			AUG CLUBHOUSE & DOG PARK						DUVAL LANDSCAPING MAINTENANCE			1,963.00	002677
8/23/24	00128	7/10/24	07102024	202407	340	53800	34500			*	360.00		
			7/9-7/31					FITNESS CLASSES	ELIANA N ROQUE			360.00	002678
8/23/24	00080	7/01/24	743099	202408	330	53800	48400			*	3,428.05		
			AUG GATE GRD MONITORING						HIDDEN EYES LLC DBA ENVERA SYSTEMS			3,428.05	002679
8/23/24	00080	8/01/24	744288	202408	300	15500	10000			*	3,428.05		
			SEP GATE GRD MONITORING						HIDDEN EYES LLC DBA ENVERA SYSTEMS			3,428.05	002680

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/23/24	00139	8/12/24	08122024	202407	340	53800	34500			*	70.00		
			7/25 & 8/8						FITNESS CLASS				
									GLENDA MALEWICKI DBA GLENDAS YOGA			70.00	002681
8/23/24	00132	8/03/24	08032024	202407	340	53800	34500			*	140.00		
			7/25-8/3						FITNESS CLASSES				
									Laura CORREA			140.00	002682
8/23/24	00127	8/04/24	08042024	202407	340	53800	34500			*	450.00		
			7/22-8/4						FITNESS CLASSES				
									LINA HERMEZ			450.00	002683
8/23/24	00135	7/24/24	07242024	202407	340	53800	34500			*	245.00		
			7/15-7/24						FITNESS CLASSES				
									MIRANDA BULGER			245.00	002684
8/23/24	00135	8/12/24	08122024	202408	340	53800	34500			*	210.00		
			7/29-8/8						FITNESS CLASSES				
									MIRANDA BULGER			210.00	002685
8/23/24	00141	8/12/24	08122024	202408	340	53800	34500			*	105.00		
			7/29-8/7						FITNESS CLASSES				
									PATRICIA SCOTT			105.00	002686
8/23/24	00019	8/01/24	13129562	202408	330	53800	52002			*	2,054.80		
									AUG POOL CHEMICALS				
									POOLSURE			2,054.80	002687
8/23/24	00104	8/01/24	281	202408	330	53800	10000			*	9,922.92		
									AUG FITNESS CNTR MANAGER				
		8/01/24	281	202408	330	53800	10000			*	6,603.92		
									AUG ASSISTANT MANAGER				
		8/01/24	281	202408	330	53800	10000			*	4,814.50		
									AUG FRONT DESK ATTENDANTS				
		8/01/24	281	202408	330	53800	10000			*	1,810.30		
									JUL FRONT DESK ATTENDANTS				
		8/01/24	281	202408	330	53800	46500			*	3,482.92		
									AUG JANITORIAL SERVICES				
		8/01/24	281	202408	330	53800	52000			*	1,560.00		
									AUG POOL MAINTENANCE				
		8/01/24	281	202408	320	53800	12100			*	7,420.00		
									AUG FIELD MANAGEMENT				
									RIVERSIDE MANAGEMENT SERVICES, INC			35,614.56	002688
8/23/24	00104	8/06/24	282	202408	330	53800	52001			*	4,425.95		
									POOL RPR-PH3 PREM MOTOR				

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/06/24		282		202408	330-53800-52001			POOL RPR-POOL RPR SUPPLY	*	552.88		
8/06/24		282		202408	330-53800-52001			INSTALLATION	*	1,181.17		
RIVERSIDE MANAGEMENT SERVICES, INC											6,160.00	002689
8/23/24	00104	8/08/24	283	202408	330-53800-52002			POOL CHEM-TRICHLOR	*	96.20		
8/08/24		283		202408	330-53800-52002			POOL CHEM-LIQUID BLEACH	*	5.12		
8/08/24		283		202408	330-53800-52002			POOL CHEM-CAL HYPO	*	4.95		
8/08/24		283		202408	330-53800-52002			POOL CHEM-PHOSPHATE RMVR	*	4.07		
RIVERSIDE MANAGEMENT SERVICES, INC											110.34	002690
8/23/24	00136	8/08/24	08082024	202408	340-53800-34500			7/30-8/8 FITNESS CLASSES	*	140.00		
TIFFANY ROSE CUNNINGHAM											140.00	002691
8/23/24	00042	8/07/24	410836	202408	330-53800-48400			ALARM KEYPAD CODE	*	112.50		
VILLAGE KEY & ALARM INC											112.50	002692
8/30/24	00129	8/23/24	08232024	202408	340-53800-34500			8/7-8/23 FITNESS CLASSES	*	175.00		
AMYSUE LONG											175.00	002693
8/30/24	00130	8/22/24	08222024	202408	340-53800-34500			7/24-8/21 FITNESS CLASSES	*	175.00		
CRISPIN ZINSMEISTER											175.00	002694
8/30/24	00005	7/11/24	41-28506	202407	330-53800-52200			SPA & PAPER	*	186.82		
DOWNEY'S JANITORIAL SUPPLIES											186.82	002695
8/30/24	00005	7/25/24	41-28564	202407	330-53800-52200			SPA & PAPER	*	192.18		
7/25/24		41-28564		202407	330-53800-52100			CLEANING SUPPLIES	*	156.84		
DOWNEY'S JANITORIAL SUPPLIES											349.02	002696
8/30/24	00005	8/08/24	41-28624	202408	330-53800-52200			SPA & PAPER	*	126.92		
8/08/24		41-28624		202408	330-53800-52100			CLEANING SUPPLIES	*	65.85		
DOWNEY'S JANITORIAL SUPPLIES											192.77	002697

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/30/24	00005	8/14/24	41-28661	202408	330-53800-52100			CLEANING SUPPLIES	*	99.87		
		8/14/24	41-28661	202408	330-53800-52200			SPA & PAPER	*	54.38		
DOWNEY'S JANITORIAL SUPPLIES											154.25	002698
8/30/24	00005	8/22/24	41-28696	202408	330-53800-52100			CLEANING SUPPLIES	*	106.86		
DOWNEY'S JANITORIAL SUPPLIES											106.86	002699
8/30/24	00128	8/01/24	08012024	202408	340-53800-34500			8/1 FITNESS CLASS	*	40.00		
ELIANA N ROQUE											40.00	002700
8/30/24	00139	8/23/24	08232024	202408	340-53800-34500			8/15 FITNESS CLASS	*	35.00		
GLENDA MALEWICKI DBA GLENDA'S YOGA											35.00	002701
8/30/24	00151	8/23/24	08232024	202408	340-53800-34500			7/24-8/23 FITNESS CLASSES	*	105.00		
JOSIE LYNN CARLETON											105.00	002702
8/30/24	00132	8/17/24	08172024	202408	340-53800-34500			8/8-8/17 FITNESS CLASSES	*	140.00		
LAURA CORREA											140.00	002703
8/30/24	00127	7/18/24	07182024	202407	340-53800-34500			7/5-7/18 FITNESS CLASSES	*	450.00		
LINA HERMEZ											450.00	002704
8/30/24	00135	8/22/24	08222024	202407	340-53800-34500			7/1-7/11 FITENESS CLASSES	*	210.00		
MIRANDA BULGER											210.00	002705
8/30/24	00141	8/23/24	08232024	202408	340-53800-34500			8/12-8/22 FITNESS CLASSES	*	175.00		
PATRICIA SCOTT											175.00	002706
8/30/24	00104	7/11/24	279	202407	330-53800-52002			POOL CHEM-TRICHLOR	*	87.45		
		7/11/24	279	202407	330-53800-52002			POOL CHEM-LIQUID BLEACH	*	76.73		
		7/11/24	279	202407	330-53800-52002			POOL CHEM-PHOSPATE RMVR	*	16.28		
RIVERSIDE MANAGEMENT SERVICES, INC											180.46	002707

SWCC SWEETWATER CRK BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/30/24	00136	8/22/24 08222024	202408 340-53800-34500 8/13-8/22 FITNESS CLASSES	TIFFANY ROSE CUNNINGHAM	*	140.00	140.00 002708
TOTAL FOR BANK B						63,630.64	
TOTAL FOR REGISTER						63,630.64	

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #	
8/01/24	00008	6/30/24 27821	202406 600-58400-61000	REVAMP OF SEVERAL AREAS	*	13,524.41		
							DUVAL LANDSCAPE MAINTENANCE	13,524.41 000035
8/30/24	00020	8/14/24 181014A	202408 600-58400-62000	FINAL PMT LV2 STUDY	*	2,925.00		
							RESERVE ADVISORS LLC	2,925.00 000036
TOTAL FOR BANK A						16,449.41		
TOTAL FOR REGISTER						16,449.41		

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: 140

(B) Name and address of Payee: Kilinski/Van Wyk PLLC
PO BOX 6386
Tallahassee FL 32314

(C) Amount Payable: \$3,403.50

(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 # 10430 Review, due diligence, analysis, plats, deeds, correspondence.

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

The undersigned hereby certifies that:

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

OR


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

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

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

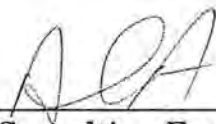
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**SWEETWATER CREEK COMMUNITY
DEVELOPMENT DISTRICT**

By: 
Authorized Officer

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

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



Consulting Engineer



INVOICE

KILINSKI | VAN WYK

Invoice # 10430
Date: 09/09/2024
Due On: 10/09/2024

Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314

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

SWEETWATER CREEK CDD - 2019 PROJECT CONSTRUCTION

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	JK	08/03/2024	Review/edit instructions to proposers with legal language; update proposal and specifications form; confer with Smith	0.60	\$310.00	\$186.00
Service	JK	08/06/2024	Begin due diligence updates for Onda Park real property clearance; review correspondence on PUD and property appraiser information	0.50	\$310.00	\$155.00
Service	CL	08/07/2024	Analyze plats, deeds, and property appraiser's records to determine ownership of various tracts under incorrect ownership.	2.50	\$265.00	\$662.50
Service	MGH	08/07/2024	Review and analyze correspondence and documents from Supervisor Smith regarding Onda Park project and Request for Proposals for work related to same.	0.40	\$265.00	\$106.00
Service	JK	08/08/2024	Continue due diligence on real property impacting Onda Park construction project; review plats/deeds and transmit summary on same	0.50	\$310.00	\$155.00
Service	CL	08/08/2024	Review and analyze deeds historical property records for remaining tracts highlighted by client to confirm District ownership.	1.90	\$265.00	\$503.50
Service	MGH	08/08/2024	Review and analyze property due diligence review and status of parcel conveyance and associated documentation and correspondence.	0.20	\$265.00	\$53.00
Service	JK	08/09/2024	Update due diligence information and pull O&E reports	0.20	\$310.00	\$62.00

Service	CL	08/15/2024	Draft special warranty deed and corrective deed to transfer parcels to District.	1.40	\$265.00	\$371.00
Service	JK	08/16/2024	Confer with title search company and update documents for same; update conservation letter; field call from Supervisor re: title/Modification/Lennar transfer; review Marshall Creek rule correspondence	0.60	\$310.00	\$186.00
Service	JK	08/22/2024	Review engineer correspondence on various improvements/status of conveyance/audit estimates for Lennar transfer	0.30	\$310.00	\$93.00
Service	CL	08/24/2024	Review and analyze ownership and encumbrance reports in preparation of conveying tracts to District.	1.30	\$265.00	\$344.50
Service	CL	08/26/2024	Revise quitclaim deed; Draft affidavits and bills of sale for conveyances; revise corrective deed.	1.40	\$265.00	\$371.00
Service	JK	08/30/2024	Review multiple deeds, bill of sale, draft engineers certificate and transmit final documents for Lennar for execution	0.50	\$310.00	\$155.00
					Total	\$3,403.50

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
10065	09/16/2024	\$583.00	\$0.00	\$583.00

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
10430	10/09/2024	\$3,403.50	\$0.00	\$3,403.50
Outstanding Balance				\$3,986.50
Total Amount Outstanding				\$3,986.50

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.

FIFTH ORDER OF BUSINESS

A.



**DUVAL
LANDSCAPE
MAINTENANCE, LLC**

With

**Sweetwater Creek
Community Development
District**

**Monthly Reporting
October 2024**



DUVAL LANDSCAPE MAINTENANCE, LLC

Monthly Reporting October 2024

In Progress:

1. Removal of grasses on some cut throughs on Glorieta Drive (Fall Project). (What is this?)
2. Sod repairs at Duval's cost.
3. Fall Pinestraw is scheduled for the 3rd week of October.
4. Delete skinny grass strips along the road along Pantano Vista Way (As of 9/23 it has been burned to the ground. Herbicide is to follow within the week.)
5. Remove poor looking plant material at round-a-bout

Completed:

1. Fall Flower replacement.
2. Pine tree from Phase 2 install has been installed.
3. Sod installation on common ground between 145 and 119 Medio.
4. Weekly Communication Reports for Maintenance Crew and Fertilization and Pest Control Division.

Discussion:

Attachments:

1. The Irrigation Wet Check Reports with summary on each report for October 2024 are attached. Onda Soccerfield did not wet check.

Thank you,

YOUR DUVAL TEAM

Michael Wooldridge
Branch Manager

Preston Moody
Irrigation Manager

Torre Dunham
Fertilization Manager



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	9/3/2024						
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	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	Locations of Zones
1	s	x	x											x					Left side towards round about
2	r	x	x											x					Right corner of Oleta
3	s	x	x											x					Along left sidewalk to roundabout
4	s	x	x											x					Along left curb Oleta to round
5	s	x	x											x					Along right curb Oleta to round
6	s	x	x											x					Along sidewalk right side
7	s	*	*																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 side 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											x					Ovalo court
15	r	x	x											x					Around controller
16	s	x	x							1				1	x				Along sidewalk by controller
17	s	x	x											x					Along curb by controller
18	s	x	x											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											x					Back of sidewalk across controller
22	s	x	x											x					Right of codo
23	s	x	x											x					Left of lift station



Duval Landscape

MAINTENANCE

Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		SweetWater							
Location		Right corner	Location		Right corner	Location		Barbells Circle							
Type		RB	Size			Technician		Mark							
Rain Guage		Y	N	Source		Meter	Well	Date		9/3/2024					
Power on		Y	N			Program		A	B	C					
General Information			Backflow			Start Times		10:00 P	12:00 P						
Valve Type			PRV		Y	N	Run times		5H20M	40M					
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	Locations of Zones
1	s	x	x												x				BTW curb and sidewalk Calle de
2	s	x	x												x				BTW curb and sidewalk left
3	s	x	x												x				Right corner of Calle de paz
4	s	x	x	x	1										x				Corner of barbella
5	r	x	x	x											x				Across from controller
6	r	x	x												x				Across from controller
7	s	x	x		1										x				Across from controller/pond
8	r	x	x												x				Along sidewalk by controller
9	s	x	x												x				Along curb left side
10	s	x	x												x				Right side along sidewalk Barbells
11	s	x	x	x											x				Along curb right side
12	r	x	x	x											x				Left side of barbella
13	s	x	x												x				Back of sidewalk Right side
14	d	x	x												x				Drip for trees
15	d	x	x												x				Drip for trees

Comments: Two broken bubbler lines



Duval Landscape
MAINTENANCE



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		Preston							
Rain Guage		Y	N	Source		Meter	Well	Date		9/16/2024					
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	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	Adjus	Straightened	Capped	Raised/Lowered	Locations of Zones
1	s	x	x						1					1	x				Curb sidewalk in front of sign
2	r	x	x												x				Around sign
3	r	x	x												x				Grass area BTW sign and flag
4	s	x	x												x				Left side of putt putt
5	D	x	x																Planrs at putt putt
6	r	x	x									1			x				Back side of island
7	s	x	x												x				Front sign

Comments: Nothing wrong other than regular maintenance items
 One spray and one rotor repaired





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		9/3/2024					
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	T	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

Comment: Nothing was wrong



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		9/3/2024					
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	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	Locations of Zones
1	s	x	x											x					Right of endrede
2	r	x	x	x										x					Right of endrede 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

Comments: Nothing wrong other than regular maintenance items



Duval Landscape
MAINTENANCE



Duval Landscape

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Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	SweetWater						
Location	Rght of circle		Location	Right of circle		Location	Right of round about						
Type	RB		Size			Technician	mark						
Rain Guage	Y	N	Source	Meter	Well	Date	9/3/2024						
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	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	Locations 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										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				1	x				NA
12	r	x	x											x					Along berm on Ensenada
13	s	x	x											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											x					Right of medio on corner
20	s	x	x											x					Left of park entry
21	s	x	x											x					Left side along Endenada
22	s	x	x											x					Back sidewalk on Ensdenada
23	s	x	x											x					Left side along Endenada

24	s	x	x												x			Left side along Eendenada
25	s	x	x												x			Back sidewalk on Ensdanada
26	s	x	x												x			Left side along Eendenada
27	s	x	x												x			Back sidewalk on Ensdanada
28	s	x	x												x			Left side along Eendenada
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

Comments: One spray repaired





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	Mark						
Rain Guage	Y	N	Source	Meter	Well	Date	9/13/2024						
Power on	Y	N				Program	A	B	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	Locations of Zones
1																			No wire
2	s	x	x											x					Behind Amenity center
3																			no wire
4	r	x	x											x					Next to pickle ball court
5	r	x	x											x					Woodline back of clubhouse
6	r	x	x											x					entry
7	s	x	x											x					Front of aminity center left side
8	r	x	x											x					Back Parking Lot
9	s	x	x											x					At pool pump
10	s	x	x											x					At pool pump
11	s	x	x											x					Back fence behind pool
12																			No wire
13																			no wire
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 80-140
19	s	x	x											x					Torcido turf 80-end
20	s	x	x											x					Torcido shrubs 140-end
21	r	x	x											x					Park

Comments: Nothing wrong





Duval Landscape

MAINTENANCE

Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name		Del norte							
Location		Lift station	Location		Lift station	Location		Rio Del norte							
Type		Hunter		Size	5hp		Technician		Mark						
Rain Guage	Y	N	Source	Meter	Well		Date		9/3/2024						
Power on	Y	N					Program	A	B	C					
General Information			Backflow			Start Times		10:00 P	12:00 P						
Valve Type			PRV	Y	N		Run Time		1H40M	30Min					
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	Locations of Zones
1																			
2	r	x	x									1		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 mailboxes

Comments: Regular maintenance- Repaired rotor



Duval Landscape
MAINTENANCE



Duval Landscape

MAINTENANCE

Irrigation Technical Inspection Report

Irrigation Controller			Point of Connection			Site Name	Sweetwater entry						
Location	Front sign		Location	Front sign		Location	Las colinas						
Type	ICC2		Size	5hp		Technician	Mark						
Rain Guage	Y	N	Source	Meter	Well	Date	9/13/2024						
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	5H20M	5Hrs	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	Locations 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							2				1	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																			
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									1		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 corner		Location	Right corner		Location	Rincon dr and ensenada						
Type	RB		Size			Technician	Rincon						
Rain Guage	Y	N	Source	Meter	Well	Date	9/16/2024						
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	6H	6H	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	Locations of Zones
------	-----------	------	-------	---------	--------------------	---------------------	--------------	------------------------	----------	----------	-----------	----------	-------------	-------------------------	------------------------	--------------	--------	----------------	--------------------

1	s	x	x											x					Across from Park right
2	s	x	x											x					Right of rincon
3	s	x	x											1	x				Around controller
4	s	x	x											1	x				BTW curb and sidewalk left side
5	s	x	x												x				Right side ensanada 1/2 way
6	s	x	x												x				Right side ensanada 3/4 way
7	s	x	x												x				Right side ensanada end
8	s	x	x	x											x				Ensanada/ Rincon right side flowers
9	s	x	x	x											x				Ensanada/Rincon Left side flowers
10	s	x	x											3	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									1			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							1				1	x				Ensanada left side end

B.

1.

September 18, 2024

Courtney Hogge
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092
P: (865) 238-2622
chogge@gmsnf.com

Re: Additional Services Proposal for Professional Engineering Services
Project Name: Sweetwater Creek CDD
Project No.: 23273.00

Dear Courtney:

Matthews | DCCM is offering you this additional services proposal to provide professional engineering services for a Public Facilities Report for the Sweetwater Creek CDD (Project) located off Las Calinas Blvd. in St. Johns County. Matthews | DCCM proposes to furnish the services per our current agreement with Sweetwater CDD.

Summary of Additional Tasks:
II – Public Facilities Report

Every 7 years, Chapter 189.08 requires that each independent special district shall submit to each local general-purpose government in which it is located public facilities report and an annual notice of any changes. The public facilities report shall specify the following information:

- (a) A description of existing public facilities owned or operated by the special district, and each public facility that is operated by another entity, except a local general-purpose government, through a lease or other agreement with the special district. This description shall include the current capacity of the facility, the current demands placed upon it, and its location. This information shall be required in the initial report and updated every 7 years at least 12 months before the submission date of the evaluation and appraisal notification letter of the appropriate local government required by s. 163.3191. The department shall post a schedule on its website, based on the evaluation and appraisal notification schedule prepared pursuant to s. 163.3191 (5), for use by a special district to determine when its public facilities report and updates to that report are due to the local general-purpose governments in which the special district is located.
- (b) A description of each public facility the district is building, improving, or expanding, or is currently proposing to build, improve, or expand within at least the next 7 years, including any facilities that the district is assisting another entity, except a local general-purpose government, to build, improve, or expand through a lease or other agreement with the district. For each public facility identified, the report shall describe how the district currently proposes to finance the facility.
- (c) If the special district currently proposes to replace any facilities identified in paragraph (a) or paragraph (b) within the next 10 years, the date when such facility will be replaced.
- (d) The anticipated time the construction, improvement, or expansion of each facility will be completed.
- (e) The anticipated capacity of and demands on each public facility when completed. In the case of an improvement or expansion of a public facility, both the existing and anticipated capacity must be listed.

Fees for the Public Facilities Report services will be billed on a time and materials (T&M) basis, with an initial estimated fee of \$3,500, plus direct reimbursable expenses. Matthews DCCM will initiate services following receipt of a fully executed work authorization from Sweetwater CDD, which will serve as our notice to proceed.

Services or work items not specifically set forth in this proposal are excluded. Should additional scope be requested by the Project Client, a change order for the additional services will be negotiated, and a change order proposal outlining costs will be fully executed before the additional work shall commence.

Proposal – 23273.00
September 18, 2024
Page 2

We appreciate your consideration of our firm to provide these important services. Do not hesitate to contact us if you have any questions. We look forward to partnering with you and having our dedicated team of industry experts help make your project a success.

Sincerely,
Matthews | DCCM



Alex R. Acree, PE
Vice President of Production

FEE SUMMARY

The following list summarizes costs associated with work items as described above. For your convenience, we have outlined the fees previously associated with the original scope of work and additional fees covering the expanded scope of work for this project.

	Initial Proposed Fee	Add'l Scope Cost	Total Fee
I – Engineering Services	N/A	N/A	N/A (T&M)
II – Public Facilities Report	N/A	\$3,500	\$3,500 (T&M)
Total Estimated Cost:	N/A	\$3,500*	\$3,500*

***Plus direct reimbursable expenses and permit fees**

Personnel Classification	Rate Range
PRINCIPAL/SENIOR LEADS	
Principal	\$365.00
VP	\$275.00 – \$300.00
Division Lead	\$260.00 – \$285.00
Program Manager	\$240.00 – \$265.00
SENIOR PROFESSIONAL	
Senior Professional Engineer	\$200.00 – \$270.00
Senior Planner	\$210.00 – \$230.00
Senior Landscape Architect	\$220.00 – \$260.00
Senior Construction Inspector	\$195.00 – \$210.00
PROFESSIONAL	
Professional Engineer	\$230.00 – \$240.00
Project Engineer	\$160.00 – \$190.00
Planner	\$160.00 – \$190.00
Landscape Architect	\$170.00 – \$190.00
Construction Inspector	\$170.00 – \$180.00
DESIGNER	
Senior CAD Designer and Senior Engineering Tech	\$180.00 – \$200.00
Senior Landscape Designer	\$180.00 – \$200.00
CAD Designer and Engineering Tech	\$130.00 – \$170.00

SUPPORTSTAFF	
Controller	\$150.00 - \$200.00
Graphic Designer	\$100.00 - \$140.00
Senior Graphic Designer	\$140.00 - \$180.00
Project Administrator and Project Coordinator	\$95.00 - \$120.00
ARCHITECTURE	
Project Manager, Architect	\$200.00 - \$255.00
Project Architect	\$170.00 - \$190.00
Project Coordinator, Architect	\$140.00 - \$170.00
Intern Architect	\$115.00 - \$140.00
CA, Architect	\$220.00 - \$240.00
Specifications Writer	\$220.00 - \$240.00
SURVEYING	
Project Director, Survey	\$215.00 - \$245.00
Senior Surveyor	\$170.00 - \$200.00
Senior GIS Enterprise Administrator	\$170.00 - \$200.00
Project Surveyor	\$155.00 - \$185.00
Project GIS Developer, Survey	\$155.00 - \$185.00
Staff Surveyor	\$135.00 - \$165.00
Staff GIS Analyst	\$135.00 - \$165.00
Four Man Field Crew	\$215.00 - \$245.00
Three Man Field Crew	\$195.00 - \$215.00
Two Man Field Crew	\$170.00 - \$200.00
One Man Field Crew	\$150.00 - \$180.00
One Man Crew (GPS/RTK)	\$200.00 - \$230.00
Two Man Crew (GPS/RTK)	\$215.00 - \$245.00
CADD Technician, Survey	\$115.00 - \$145.00
GIS Technician	\$115.00 - \$145.00
Field Technician, Survey	\$95.00 - \$125.00

a) **Reimbursable/Direct Expenses.** Unless specifically stated, direct expenses will be billed in addition to our lump sum fees. Examples of expenses include, but are not limited to:

- Mileage will be billed per current IRS rates.
- Production costs will be billed at the following rates:
 - Paper copies:
 - 8½"x11" B&W - \$0.27 each
 - 8½"x11" Color - \$0.50 each
 - 11"x17" B&W - \$0.55 each
 - 11"x17" Color - \$0.88 each
 - Plots 24" x 36":
 - Black line plots - \$2.20 each
 - Color plots - \$55.00 each
 - Mylar - \$44.00 each
 - Binding: \$5.50 per book
 - Foam Board Mounted Color Plots: \$71.50 each
 - CD containing project data (i.e., CAD files, photographs, documents, etc.): \$13.20/each

The following will be billed at cost plus 15%:

- Travel and hotel expenses
 - Shipping and delivery, including UPS shipping and courier services
- b) **Compliance.** All work will be performed in accordance with appropriate city, county, and state or other governmental regulations.
- c) **Transfer or Termination.** The Client or Matthews | DCCM may terminate this Agreement by notifying the other party in writing. Termination will become effective one (1) calendar day after receipt of the termination notice. Irrespective of which party shall initiate termination or the cause therefore, the Client shall, within thirty (30) calendar days of termination, remunerate Matthews | DCCM for services rendered and costs incurred, in accordance with Matthews | DCCM's prevailing fee schedule and expense reimbursement policy. Services shall include those rendered up to the time of termination, as well as any travel or demobilization costs associated with termination itself.
- d) **Retainer.** If a retainer is required, **it will be kept for the duration of the Project and applied to the final invoice.** Any remaining balance after applying the retainer will be refunded to the Client. At the completion of the Project, if no monies are remaining due in which to apply the retainer, Matthews | DCCM will refund the full retainer amount.
- e) **Supplemental Owner's responsibilities - Surveying Services.**
If an owner / client elects to contract directly with the surveyor, it must be understood surveys directly affect the accuracy and quality of the engineering design. Therefore, Owners / Clients that choose to contract directly with the surveyor are responsible for the following:
- Obtaining a detailed survey scope from Matthews | DCCM to provide to the surveyor that describes in detail what Matthews | DCCM requires of the surveyor in order to correctly complete the engineering services for the project.
 - Providing Matthews | DCCM with the surveyor's service agreement to review and approve prior to engagement of the surveyor to ensure the surveyor's service agreement includes the items outlined in the survey scope provided by Matthews | DCCM.
 - Agreeing work from Matthews | DCCM will not commence until a complete survey is provided to Matthews | DCCM.
 - Providing Matthews | DCCM the signed and sealed copies of the survey documents prior to the production of final construction plans.
 - Agreeing changes to the scope of design services may require additional survey information and deliverables resulting in modification to the scope of the survey, thus requiring the owner/client to contract with the surveyor for additional required services
 - Agreeing the schedule of completion for engineering design is directly affected by the receipt of the accurate and complete survey deliverables.
 - **Alternatively;** Agreeing if Matthews | DCCM is supplied with previously surveyed information, additional or updated survey information prior to commencement of engineering services may be required. The owner/client takes responsibility and liability for the supplied survey being a correct representation of the current existing conditions of the project site.

- f) **Liability.** Any claims made by the Client for losses, injuries, expenses, or damages shall not exceed the total fee of the project and shall include, but is not limited to, negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.
- g) **Terms Acceptance.** Regardless of if this proposal is signed, the verbal or written acceptance, approval, notice to proceed, or request for services performed by Matthews Design Group, LLC (Matthews | DCCM) constitutes acceptance of the prices and terms contained in this proposal and agreement to pay for services rendered by Matthews | DCCM.

Pursuant to Florida Statutes, Section 558.0035, an individual employee or agent may not be held individually liable for negligence.

E.

1.

Sweetwater Creek

Community Development

District

Field Operations Report

10/3/24

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 -
October 3rd, 2024.

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

Completed Projects



Sidewalk on Las Calinas Installed

Completed Projects



Ensenada Park column repaired and painted

Completed Projects



Ensenada Park pavilion roof tile repaired

RMS Operations Report (10/3/24))

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

- Fixed column next to gates on Las Calinas
- Changed out light bulbs at fitness center
- Fixed molding around window at fitness center
- Repaired ensenada park column
- Sidewalk on las calinas installed
- Met with 4 residents to discuss preserve line questions
- Repaired locker in mens restroom
- Received quotes for river rock around pool at fitness center

Conclusion

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

dwright@rmsnf.com

jlambert@rmsnf.com

Respectfully,

Riverside Management Services



2.



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

PROPOSAL

Date	Proposal No.
09/12/24	33581

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

Rake out and remove old pine straw. Install weed mat and 1" +/- river rock to beds listed below.

From pool deck to front of podocarpus hedge.

The entire back fence. Only inside. Do not install rock on outside of fence.

Looking at pool pump shed. Right side from the pool deck to the pillars and draw straight line to the fence.

Looking at poop pump shed. Left side form the pool deck to the pillars and draw a straight line to the iris.

Looking at back of amenity center. Two small beds that run along building, stopping at the corner of the building.

DESCRIPTION	QTY	EXT PRICE
Rock on pool deck Option 1		
Enhancement/Extra Services		
River Rock - +/- 1 inch -CY	6.00	\$5,100.00
Weed mat 4'x100' (roll)	2.00	\$200.00
Enhancement Labor		\$3,040.00
Debris Removal		\$150.00

Total:	\$8,490.00
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By _____
 Michael Wooldridge

Date 9/12/2024

 Duval Landscape Maintenance

By _____

Date _____

 Sweetwater Creek CDD



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

PROPOSAL

Date	Proposal No.
09/12/24	33582

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

Rake out and remove old pine straw. Install weed mat and 1" +/- river rock to beds listed below.

From pool deck to front of podocarpus hedge.

The entire back fence. Only inside. Do not install rock on outside of fence.

Looking at pool pump shed. Entire right side.

Looking at poop pump shed. Entire left side.

All beds along fence perimeter around grass area.

Looking at back of amenity center. Two small beds that run along building.

DESCRIPTION	QTY	EXT PRICE
Rock on pool deck Option 1		
Enhancement/Extra Services		
River Rock - +/- 1 inch -CY	13.00	\$11,050.00
Weed mat 4'x100' (roll)	4.00	\$400.00
Enhancement Labor		\$4,000.00
Debris Removal		\$300.00

Total:	\$15,750.00
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By _____
 Michael Wooldridge

Date 9/12/2024

 Duval Landscape Maintenance

By _____

Date _____

 Sweetwater Creek CDD



QUOTE #779

SENT ON:

Sep 11, 2024

RECIPIENT:

Dan Wright

1865 North Loop Parkway
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
River rock	-19 yards of 1" river rock supplied and installed around community pool. -Prep all areas and lay weed mat. -This option includes strictly the beds discussed on site with Dan.	1	\$10,735.00
River rock Option 2	-34 yards of 1" river rock supplied and installed around community pool. -Prep all areas and lay weed mat. This option includes every bed inside of fence.	1	\$17,850.00

Total

\$28,585.00

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 #779

SENT ON:

Sep 11, 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: _____

F.

From: egunia@rmsnf.com
Subject: September Operations
Date: September 26, 2024 at 11:40 AM
To: Courtney Hogge chogge@gmsnf.com



Building:

- AC unit estimates: Two companies reported a total replacement. Third company, Wilson, suggested just compressor replacement with a quote of \$18,000. Approximately, \$155,000 less than replacement estimates.
- AC unit repair: there was a leak in a pipe that was entirely under warranty. Saving us \$12,000+ .
- Estimates for pressure washing the windows, front and back entryways and a separate estimate for the roof tiles.
- Confirmed date for Aerobic room flooring resurface
- Estimate for Drinking Water fountain replacement on pool deck. Installation, equipment, and maintenance approximately \$5000 in total.
- Security camera repair and estimate for additional camera for outside of the front door. The camera is still under warranty.

Fitness Equipment:

- Repairs to treadmill. We had both Comcast and the Heartline tech out to confirm who is responsible for the issue. Small repairs and maintenance to strength equipment. A few small parts have been ordered.
- Pursuing replacement costs of our leased spin bikes

Staff:

- Hired someone for the opening shift
- Ordered new collared shirts

Pool:

- Updated Fence estimate to include additional gate and hardware. The cost reduced by \$3,000 dollars so we have an opportunity to improve fencing elsewhere on the property if desired.

Pickleball:

- Assessments began for the Intermediate League that will begin in October
- Court Reserve Accounts: 630

- New Keypad for the gate
- Meeting with Jodi about the expansion of Court Reserve to the Tennis facility
- Had a meeting with a PB league management company, Paddlewars. We have sent out the information to the residents to see if there is an interest for community v community matches. The response has been minimal.

Parks:

- I walked both Ensenada and Las Palma. Jerry and I made an extensive list of maintenance needed now and in the future. I will be working on a priority list to get them up to standard and prep for improvements.
- I requested a pressure washing estimate for the Putt-Putt course as well as an estimate for turf replacement and repairs. Dan and I are working on immediate tasks to get the park in better shape. Additionally, Dan is getting estimates for replacement landscaping within the Putt Putt area. There is a lot of work to be done overall.
- Ensenada: We purchased cameras and a motion light for the pavilion to deter vandalism. There will also be discreet signs notifying of the cameras' presence. Dan and I will be working on plans for weekly, monthly and annual plans for this park.

Community:

- Fall challenges created: Squatober, Planksgiving and a ten-day December workout. I expect all of the board members to participate.
- Meeting with Marshall Creek CDD management staff regarding having one social media page for the Palencia neighborhood.

Hurricane Preparations:

- Pool deck furniture stacked and moved to the pump room area or turned upside down due to weight
- Pickleball windscreens rolled up and light weight equipment moved inside.
- Pictures taken of entire exterior building and property
- The property closed at 3:00 pm on Thursday, September 26th. Reopening on Friday was pending damage and safety.

Erin Gunia
 Director of Amenities
 Sweetwater Creek CDD
 904-829-8488
 egunia@rmsnf.com