

**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, December 5, 2024** at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida.

Present and constituting a quorum were:

John Smith	Vice Chairman
Stephen Handler	Supervisor
Rob Lisotta	Supervisor
Dan Colin	Supervisor

Also present were:

Jim Oliver	District Manager, GMS
Mary Grace Henley <i>by Zoom</i>	District Counsel, KVW
Erin Gunia	Director of Amenities, RMS
Dan Wright	Operations Manager, RMS
Michael Woolridge	Duval Landscape

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

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. Oliver, being a notary public for the State of Florida, administered an oath office to Dr. Handler and Mr. Colin.

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B. Consideration of Resolution 2025-03, Designating Officers

Mr. Smith stated that currently, Mr. Cervelli is the Chair and Mr. Smith is the Vice Chair. The remaining three supervisors are Assistant Secretaries. There being no requests to change the slate of officers, a motion followed to maintain the current slate.

On MOTION by Mr. Lisotta, seconded by Dr. Handler, with all in favor, Resolution 2025-03, designating the same slate of officers was approved 4-0.

FOURTH ORDER OF BUSINESS Approval of the Consent Agenda

A. Minutes of the November 7, 2024 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 No. 143

A copy of requisition 143 was included in the agenda package for the Board’s review.

On MOTION by Mr. Lisotta, seconded by Dr. Handler, with all in favor, the consent agenda was approved 4-0.

FIFTH 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. Smith stated that there are a couple of items missing a detailed explanation on the follow up done for those items. He asked that they be filled in on future reports.

Mr. Colin stated that there are a couple of invoices that simply state, “miscellaneous irrigation supplies”. He asked that those items be detailed.

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B. District Engineer

There being no report, the next item followed.

C. District Counsel

Ms. Henley reminded the Board members to complete the required four hours of ethics training by December 31st if they haven't yet done so.

Dr. Handler stated that the Marshall Creek Tolomato Boardwalk FEMA claim dispute has gone on for a few years now and by the proposed interlocal agreement revisions, that kind of caveat does not seem to be included. He asked if Ms. Henley could get in touch with the Marshall Creek attorney to get that included so the agreement can be approved.

Ms. Henley stated that her firm has followed up on the agreement a few times, and Ms. Kilinski has talked to Marshall Creek's attorney about it. If it would make the Board more comfortable, a specific carve-out can be done for the boardwalk issues.

Dr. Handler stated that there may be items on either side that may carry over beyond a year.

Ms. Henley stated that they can build in some language essentially saying if there are open matters carrying over for a certain amount of time, they can be incorporated.

Mr. Lisotta recommended it be limited to items that the Board is put on notice about.

D. District Manager – Financial Update

Mr. Oliver updated the Board on the current financial status of the District.

E. Field Manager

1. Report

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

2. Proposals for Sidewalk and Walking Path Concrete Repairs

Mr. Wright presented three quotes for concrete and asphalt repairs. He noted All American only works with concrete, so that is why their quote is higher. He recommended either All Weather or 2 Men Concrete as he has worked with them in the past.

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Mr. Lisotta asked that it be confirmed that the bank that the concrete is on is supported.

Mr. Colin asked that before the contract is signed, the one-year warranty All Weather has promised is in there along with a provision to clean up the area afterward.

On MOTION by Mr. Lisotta, seconded by Mr. Colin, with all in favor, the quote from All Weather totaling \$4,985 was approved 4-0.

F. Director of Amenities

1. Report

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

2. Quote for Shades Structures

A quote to add shade structures to the playground, bocce ball court, miniature golf course and pickleball court totaling \$150,000 was included in the agenda package for the Board’s review.

Ms. Gunia noted she is still awaiting additional proposals.

This item was tabled.

3. Quote for Miniature Golf Course Turf

A quote to remove the existing turf on the miniature golf course, make any necessary repairs, and replace with new turf totaling \$21,800 was included in the agenda package for the Board’s review. Ms. Gunia noted she is still attempting to get additional quotes.

This item was tabled.

4. Quotes for Gym Equipment

Ms. Gunia stated that the cardio equipment is leased, and they are only around a year old. She presented a proposal to purchase new strength equipment for a total of \$83,326. She recommended purchasing the equipment versus leasing because strength equipment typically stands the test of time. She also noted the quote includes new spin bikes, which the District is currently leasing.

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On MOTION by Mr. Colin, seconded by Dr. Handler, with all in favor, the proposal from Design2Wellness totaling \$83,326 was approved 4-0.

5. Estimate for Hallway Storage Conversion

Ms. Gunia presented an estimate to convert a hallway in the fitness center into a storage room totaling \$7,180.

On MOTION by Mr. Colin, seconded by Mr. Lisotta, with all in favor, the quote from Invision to convert a hallway into a storage room for \$7,180 was approved 4-0.

6. Estimate for Starting Block

Ms. Gunia presented a quote from C Buss Enterprises to replace the current eight starting blocks at the pool totaling \$30,009.02. She asked the Board to consider replacing just a few for now, and replacing the rest can be budgeted for in the future.

Mr. Lisotta recommended purchasing four now as he does not like the idea of budgeting for two out of the general fund when there are so many other expenses coming up.

Ms. Gunia stated that she would look at getting more quotes to see how many blocks she could get for the money.

7. Proposal for Creation and Use of Land at Glorieta and Vale for Events

Ms. Gunia stated that the genesis of this proposal is the joint meeting held with Marshall Creek and the discussion of how the two districts could work together on projects for the neighborhood and how money could be saved by doing things together. The community has requested more events, and event space is limited. The proposal is to hold movie events in the Glorieta/Vale area with food trucks.

Mr. Lisotta expressed concerns over the nearby pond, the wildlife, and the ability to control people parking.

Dr. Handler suggested considering the proposal further to get more feedback.

This item was deferred.

SIXTH ORDER OF BUSINESS

Update Regarding Capital Project Plan

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Mr. Oliver went over the proposed capital projects, together they total about \$353,000.

Mr. Lisotta pointed out that \$115,000 was allocated for gym equipment, and the final number has come in at \$83,000, so the difference can be used for the starting blocks.

SEVENTH ORDER OF BUSINESS Discussion of Capital Reserve Study

Mr. Oliver stated that the draft capital reserve study will be brought to the next meeting for Board review.

EIGHTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS Supervisor Requests / Public Comment

A resident stated that he was one of the original people that did the research on the gate situation on the pass-through from Sweetwater to Marshall Creek. That is an emergency access area and walking/bike path. It was not created for events. He lives on Vale Drive and sound travels across the lakes. Vale Drive was also not built to handle the type of traffic that the events would create.

Tom Ward stated that he lives on Vale Drive right next the space proposed for events. That is a huge amount of traffic and drop-offs for the event would be a major safety issue due to the curve. He also expressed concern over the level of noise it would create, and the fact that you cannot have food trucks in an area zoned for residential use.

Kristen Cohen echoed the same concerns over the event space.

A resident asked what the capital projects are.

Mr. Lisotta responded that in 2019 the bonds were refinanced to a lower interested rate, and additional money was taken out to equalize as many payments as possible and through that process, the District ended up with about \$1.6 million. That money has to be used on new projects and cannot be used on maintenance or current contracts.

The resident asked if the money can be used to add irrigation to areas that currently do not have it.

Mr. Lisotta responded that there might be a grey area for that, but after spending enough money on that, he is not willing to approve any more of those types of infrastructure upgrades because there have not been enough improvements for lifestyle, so that is now the focus.

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TENTH ORDER OF BUSINESS

Next Scheduled Meeting – Thursday, January 9, 2025 at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida 32095

ELEVENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

Signed by:
Ron Cervelli
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Chairman/Vice Chairman