

**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, June 5, 2025** at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida.

Present and constituting a quorum were:

| | |
|---------------------------------|---------------|
| Ron Cervelli | Chairman |
| John Smith | Vice Chairman |
| Rob Lisotta | Supervisor |
| Dan Colin | Supervisor |
| Stephen Handler <i>by phone</i> | Supervisor |

Also present were:

| | |
|---------------------------------|----------------------------------|
| Jim Oliver | District Manager, GMS |
| Mike Silverstein <i>by Zoom</i> | District Engineer, Matthews DCCM |
| Mary Grace Henley | District Counsel, KVV |
| Meredith Hammock <i>by Zoom</i> | District Counsel, KVV |
| Rich Gray | Director of Operations, RMS |
| Dan Wright | Operations Manager, RMS |
| Michael Woolridge | Duval Landscape |

The following is a summary of the discussions and actions taken at the June 5, 2025 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. Four Board members were physically present, constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment

Pat (Resident) stated that there wasn't enough information to answer the survey sent to the community regarding the PUD modification. She would like to know how many acres of land is involved and exactly where the land is located. Mr. Cervelli stated that there is a chance the discussion of the survey may be pushed to the July meeting due to the lengthy agenda.

June 5, 2025

Sweetwater Creek CDD

Michael Barber (Resident) stated that he sent an email to the Board with further opposition from Onda Lane residents regarding the PUD modification. The letter he forwarded was signed by all homeowners on the street and was sent to the county commissioners. He has spoken to two of the county commissioners and both expressed opposition to any rezoning. Mr. Barber asked the Board to reconsider what can be done with the remaining bond proceeds.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

A. Minutes of the May 1, 2025 Meeting and May 14, 2025 Workshop

Copies of the minutes were included in the agenda package for the Board's review.

Mr. Smith stated that he does not believe the minutes of the May 1st meeting accurately reflect the abusive language and tone of Mr. Barber towards himself and the District's attorneys and they need to be amended.

The May 1, 2025 minutes will be reviewed and brought back to the July meeting for additional consideration.

B. Financial Statements

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

C. Check Registers

1. April

2. May

Copies of the check registers was included in the agenda package for the Board's review.

D. Ratification of Requisition Nos. 157-160

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, the consent agenda, with exception to the May 1, 2025 minutes, was approved 5-0.

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.

June 5, 2025

Sweetwater Creek CDD

B. District Engineer

Mr. Silverstein stated that he had nothing to report and would answer any questions on proposals sent over for a drainage assessment and some lot surveying on Rincon.

There being no questions, the next item followed.

C. District Counsel

Ms. Henley reminded the Board members to file their Form 1 by July 1st and to complete four hours' worth of ethics training by December 31st.

D. District Manager

1. Update on Cost Share True-Up

Mr. Oliver stated Marshall Creek is awaiting their fiscal year 2024 audit so that they can verify certain numbers related to the cost share. Once GMS receives the feedback from Marshall Creek, they will verify their numbers. Currently, \$144,000 is expected to be owed to Sweetwater Creek CDD.

2. Financial Update

Mr. Oliver reported that the capital reserve balance is at \$412,000 and another \$100,000 will be added to that balance later this year. There is \$1,344,000 in the unassigned fund as of April 30th, which are the assessments that have been received from the tax collector. Looking at projected expenditures for the rest of the year, there should be approximately \$400,000 of excess funds that could be moved to capital reserves.

E. Field Manager – Report

A copy of the field operations report was included in the agenda package for the Board's review. Mr. Wright reported the installation of the well and pump on Las Calinas should start the week following the meeting.

F. Director of Amenities

1. Report

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

June 5, 2025

Sweetwater Creek CDD

2. Roof Quotes

Mr. Cervelli stated that more information is needed before the roof quotes can be considered.

Mr. Smith stated that the roof is leaking again. Mr. Wright stated that FCC would be coming out the day after the meeting to look at it.

3. Stair Climber Quotes

Mr. Lisotta stated that a stair climber is down and needs to be replaced as it is highly used. He recommended purchasing a high-end demo unit for \$6,700 through Design2Wellness that has a two-year warranty.

On MOTION by Mr. Lisotta, seconded by Mr. Smith, with all in favor, purchasing the demo stair climber from Design2Wellness for \$6,700 was approved 5-0.

FIFTH ORDER OF BUSINESS**Discussion of the Survey Results for the PUD Modification**

This item was tabled.

SIXTH ORDER OF BUSINESS**Consideration of Responses to RFP for Amenity & Operations Management Services and/or District Management Services and/or Financial Compliance and Accounting Support Services****A. Vesta Property Services****B. Inframark****C. Rizzetta & Company**

Representatives from each proposer were present and provided the Board with an overview of their company's background and proposal.

The Board took a brief recess following the presentations. Upon reconvening, the Board members discussed the proposals.

On MOTION by Mr. Cervelli, seconded by Dr. Handler, with three in favor and Mr. Lisotta and Mr. Smith opposed, terminating the agreement with Riverside Management Services for amenity management, field operations services and pool maintenance services was approved 3-2.

June 5, 2025

Sweetwater Creek CDD

Mr. Lisotta stated that he no longer wants to serve as the landscape liaison.

On MOTION by Mr. Cervelli, seconded by Mr. Colin, with three in favor and Mr. Lisotta and Mr. Smith opposed, selecting Vesta Property Services for both district management and amenity and field operations management services was approved 3-2.

Mr. Lisotta left the meeting at this time.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-04,
Approving the Proposed Budget for Fiscal
Year 2026 and Setting a Public Hearing Date**

Mr. Oliver presented the proposed budget for fiscal year 2026, noting if the budget is approved as presented, it would result in a 6.17% increase in assessments.

On MOTION by Mr. Smith, seconded by Mr. Colin, with all in favor, Resolution 2025-04, approving the proposed budget for fiscal year 2026 and setting a public hearing for August 7, 2025 at 4:00 p.m. was approved 4-0.

Mr. Smith stated that he would like to step down as the Vice Chairman and asked the Board to reassign the officer designations at the next meeting.

EIGHTH ORDER OF BUSINESS

Discussion of Gate Security and Response

This item was tabled.

NINTH ORDER OF BUSINESS

**Consideration of Resident and Nonresident
Warning Letters for Property Damage**

This item was tabled.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests / Public Comment

A resident commented that she has experienced some things with Vesta Property Services, and she wishes the board luck.

Gary (Resident) commented that the community appreciates what the Board does, and suggested the board members not take anything personal and to not doing anything brash.

June 5, 2025

Sweetwater Creek CDD

Mr. Colin stated that he is going to work with District Counsel regarding an issue with the security gate arm and one individual.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meetings – Thursday, July 10, 2025 at 4:00 p.m. at the Fitness Center, 1865 N. Loop Parkway, St. Augustine, Florida 32095

THIRTEENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned at approximately 5:58 p.m.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

Signed by:

Ron Cervelli

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Chairman/Vice Chairman