MINUTES OF MEETING

SWEETWATER CREEK

COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting and Budget Public Hearing of the Board of Supervisors of the Sweetwater Creek Community Development District was held on Thursday, August 7, 2025 at 4:00 p.m., at the 1865 N. Loop Pkwy, St. Augustine, FL 32095.

FIRST ORDER OF BUSINESS – Roll Call

Mr. McGaffney called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Ron Cervelli	Board Supervisor, Chairman
John Smith	Board Supervisor, Vice Chairman
Daniel Colin *(via phone)*	Board Supervisor, Assistant Secretary
Stephen Handler	Board Supervisor, Assistant Secretary

Also, present were:

Howard McGaffney	District Manager, FCS Management Group
Mary Gracy Henley	District Counsel, Kilinski | Van Wyk PLLC
Meredith Hammock *(via phone)*	District Counsel, Kilinski | Van Wyk PLLC
Erin Gunia	General Manager, Sweetwater Creek CDD
Alex Acree	District Engineer, DCCM
Jay King	President of North FL Region, Vesta Property Services
Denise Powers	Assistant General Manager, Marshall Creek CDD
Michael Woolridge	Duval Landscape Maintenance
Joshua Boucher	Duval Landscape Maintenance
Rich Gray	RMS

The following is a summary of the discussions and actions taken at the August 7, 2025 Sweetwater Creek CDD Board of Supervisors Regular Meeting and Budget Public Hearing. Audio for this meeting is available upon public records request by emailing PublicRecords@vestapropertyservices.com.

SECOND ORDER OF BUSINESS – Audience Comments – *(limited to 3 minutes per individual for agenda items)*

A resident had asked if the results of the field survey had been discussed at the last meeting. Discussion ensued.

THIRD ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)

FOURTH ORDER OF BUSINESS – FY 2026 Budget & FY 2026 Assessments Public Hearings

A. FY 2026 Budget Public Hearing & FY 2026 O&M Assessments Public Hearing

1. Open the Public Hearings

> On a MOTION by Mr. Cervelli, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board opened the public hearings for the FY 2026 Budget and FY 2026 O&M Assessments, for the Sweetwater Creek Community Development District.

2. Exhibit 2: Presentation of FY 2025-2026 Budget

3. Public Comments

A resident and Supervisor Smith noted their desire to have all assessments, in reference to the Operations and Maintenance assessments, be equal across all unit types. Discussion ensued, and Supervisor Smith expressed that his opinion was that the 6.6% increase was too much.

4. Close the Public Hearings

On a MOTION by Mr. Smith, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board closed the public hearings for the FY 2026 Budget and FY 2026 O&M Assessments, for the Sweetwater Creek Community Development District.

5. Exhibit 3: Consideration & Adoption of **Resolution 2025-12,** Adopting Fiscal Year 2025-2026 Budget

On a MOTION by Mr. Colin, SECONDED by Mr. Cervelli, WITH Dr. Handler voting 'yay' and Mr. Smith voting 'nay', the Board adopted **Resolution 2025-12,** Adopting Fiscal Year 2025-2026 Budget, for the Sweetwater Creek Community Development District.

6. Exhibit 4: Consideration & Adoption of **Resolution 2025-13,** Annual Assessments

Discussion ensued regarding the McCann lot as it related to the Operations and Maintenance assessments.

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-13,** Annual Assessments, for the Sweetwater Creek Community Development District.

On a MOTION by Mr. Smith, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board closed the public hearings for the FY 2026 Budget and FY 2026 O&M Assessments, for the Sweetwater Creek Community Development District.

FIFTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 5: Consideration for Approval – The Minutes of the Board of Supervisor Regular Meeting Held on July 10, 2025

B. Exhibit 6: Consideration for Acceptance – The June 2025 Unaudited Financial Statements

C. Exhibit 7: Consideration for Acceptance – The June & July 2025 Operations & Maintenance Expenditures

D. Exhibit 8: Ratification of Requisition #168 – JD Goals, Inc. - $5,677.50

E. Exhibit 9: Ratification of Vesta District Services District Management & Amenity Services Agreement – *To Be Distributed*

Item E, Exhibit 9, was removed from consideration per Mr. McGaffney's request.

On a MOTION by Mr. Colin, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved the Consent agenda, as amended removing Item E from consideration, for the Sweetwater Creek Community Development District.

SIXTH ORDER OF BUSINESS – Staff Reports

A. Landscape Report

Mr. Woolridge presented his report for the month. Discussion ensued regarding an update on the sod replacement, irrigation well repair by East Coast Wells, and other irrigation repairs around the community.

B. District Engineer

Mr. Acree provided an update on a notice from St. Johns County regarding an adjacent property.

C. District Counsel

1. Discussion of Amenity Policies

Ms. Henley provided an update on the progress with the amenity policies and recommended that the Board create separate fitness center policies for the district. Discussion ensued.

D. District Manager

Mr. McGaffney provided a brief update on the transition.

1. Update on CD Violation Notice – SJRWMD

Mr. McGaffney provided an update on the six properties and outlined the process for notifying the residents. Discussion ensued.

2. Update on Marshall Creek/Sweetwater Creek 2024 Cost Share Agreement

Mr. McGaffney provided an update on the status as well as the process going forward. Discussion ensued.

E. Exhibit 10: General Manager's Report

Ms. Gunia provided an update on the status of onboarding of employees as well as other operational matters. Discussion ensued.

The meeting recessed at approximately 4:57 p.m. and reconvened at approximately 5:02 p.m.

SEVENTH ORDER OF BUSINESS – Business Matters

A. Exhibit 11: Consideration of Vesta Proposed Changes – Employment Changes

Mr. King presented the proposed changes. Discussion ensued.

On a MOTION by Mr. Smith, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved the proposed employment changes for the Vesta contract, for the Sweetwater Creek Community Development District.

B. Exhibit 12: Consideration of McDermitt Audit Services Engagement Letter – FY 2025 through FY 2029

Discussion ensued.

On a MOTION by Dr. Handler, SECONDED by Mr. Smith, WITH ALL IN FAVOR, the Board approved the McDermitt Audit Services Engagement Letter – FY 2025 through FY 2029, in substantial form, for the Sweetwater Creek Community Development District.

C. Exhibit 13: Consideration & Adoption of **Resolution 2025-14,** Approving FY 2025-2026 Meeting Schedule

A request was made to change the July meeting from July 2 to July 9.

On a MOTION by Dr. Handler, SECONDED by Mr. Smith, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-14,** Approving FY 2025-2026 Meeting Schedule, as amended changing the July meeting to July 9th, for the Sweetwater Creek Community Development District.

D. Consideration of Authorization to Close Truist Capital Reserve Account

1. Exhibit 14: Consideration & Adoption **Resolution 2025-15,** Designating Public Depository for Capital Reserve Account – Bank United

Mr. McGaffney provided a brief explanation. Discussion ensued.

On a MOTION by Mr. Smith, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-15,** Designating Public Depository for Capital Reserve Account – Bank United, for the Sweetwater Creek Community Development District.

E. Consideration of AT&T Contract

Mr. Smith provided an update on the status.

On a MOTION by Mr. Smith, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved the AT&T Contract as described by District Counsel subject to not having a cost share agreement with Marshall Creek CDD, for the Sweetwater Creek Community Development District.

F. Exhibit 15: Presentation of Supervisor Information Form

EIGHTH ORDER OF BUSINESS – Discussion Topics

A. Onda Park – Chair Cervelli

Chairman Cervelli provided an update on the status of the Onda Park and noted that they were waiting on the county's response.

B. Envera – Supervisor Smith

Supervisor Smith provided an update.

The following Discussion Topics were not originally on the agenda.

On a MOTION by Mr. Cervelli, SECONDED by Mr. Smith, WITH ALL IN FAVOR, the Board ratified the actions of the District Manager to purchase two (2) new laptops for onsite staff, for the Sweetwater Creek Community Development District.

On a MOTION by Mr. Cervelli, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board ratified the actions of the District Manager to purchase an additional laptop for reviewing security footage, for the Sweetwater Creek Community Development District.

NINTH ORDER OF BUSINESS – Supervisors' Requests

Chairman Cervelli thanked Supervisor Lisotta for his years of service on the Board and sacrifices to the community and requested that a plaque be made and given to Supervisor Lisotta to commemorate his time on the Board as well as a plaque for any others who had served on the Board that would be mounted somewhere for public viewing.

On a MOTION by Mr. Cervelli, SECONDED by Mr. Smith, WITH ALL IN FAVOR, the Board accepted the resignation letter as submitted by Robert Lisotta effective on August 7, 2025, for the Sweetwater Creek Community Development District.

Ms. Henley provided a brief explanation of the next steps to take for filling the vacant seat. Discussion ensued. The Board directed District Management to send out an e-blast about the vacant seat and noted that resumes should be sent to the District Manager.

TENTH ORDER OF BUSINESS – Audience Comments – New Business/Non-Agenda *(limited to 3 minutes per individual)*

ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: September 4, 4:00PM

All four Board members stated that they would be attending the next meeting on September 4.

TWELFTH ORDER OF BUSINESS – Adjournment

Mr. McGaffney asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Dr. Handler made a motion to adjourn the meeting.

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board adjourned the meeting at 5:45 p.m. for the Sweetwater Creek Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on <u>September 4, 2025</u>.

Howard McGaffney Howard McGaffney (Sep 19, 2025 13:37:06 EDT)	Chairman Cervelli Chairman Cervelli (Sep 19, 2025 12:14:34 EDT)
Signature	**Signature**
Howard McGaffney	Ron Cervelli
Printed Name	**Printed Name**
Title: ☑ **Secretary** ☐ **Assistant Secretary**	**Title:** ☑ **Chairman** ☐ **Vice Chairman**

August Mins.

Final Audit Report 2025-09-19

Created:	2025-09-11
By:	Jackie Leger (jleger@vestapropertyservices.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAdhjE5oHhlWxynP333DhjUvnZ05bCB_NB

"August Mins." History

Document created by Jackie Leger (jleger@vestapropertyservices.com)
2025-09-11 - 2:43:34 PM GMT

Document emailed to Chairman Cervelli (ron.cervellisweetwater@outlook.com) for signature
2025-09-11 - 2:43:38 PM GMT

Email viewed by Chairman Cervelli (ron.cervellisweetwater@outlook.com)
2025-09-13 - 0:11:32 AM GMT

Email viewed by Chairman Cervelli (ron.cervellisweetwater@outlook.com)
2025-09-19 - 4:13:47 PM GMT

Document e-signed by Chairman Cervelli (ron.cervellisweetwater@outlook.com)
Signature Date: 2025-09-19 - 4:14:34 PM GMT - Time Source: server

Document emailed to Howard McGaffney (howard@fcsmanagementgroup.com) for signature
2025-09-19 - 4:14:35 PM GMT

Email viewed by Howard McGaffney (howard@fcsmanagementgroup.com)
2025-09-19 - 5:36:43 PM GMT

Document e-signed by Howard McGaffney (howard@fcsmanagementgroup.com)
Signature Date: 2025-09-19 - 5:37:06 PM GMT - Time Source: server

Agreement completed.
2025-09-19 - 5:37:06 PM GMT