

1 **MINUTES OF MEETING**

2 **SWEETWATER CREEK**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Sweetwater Creek Community
5 Development District was held on Thursday, May 7, 2026 at 4:00 p.m., at the 1865 N. Loop Pkwy, St.
6 Augustine, FL 32095.

7 **FIRST ORDER OF BUSINESS – Roll Call**

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

9 Present and constituting a quorum were:

10 Daniel Colin	Board Supervisor, Vice Chairman
11 Gary LaCombe	Board Supervisor, Assistant Secretary
12 Stephen Handler	Board Supervisor, Assistant Secretary
13 Kristen Cohen	Board Supervisor, Assistant Secretary

14 Also, present were:

15 Howard McGaffney	District Manager, FCS Management Group
16 Mary Grace Henley	District Counsel, Kilinski Van Wyk PLLC
17 Erin Gunia	General Manager, Sweetwater Creek CDD
18 Cheryl Blythe	Fitness Manager, Sweetwater Creek CDD
19 Jay Bagley	Solitude Lake Management

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21 *The following is a summary of the discussions and actions taken at the May 7, 2026 Sweetwater Creek CDD*
22 *Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request by*
23 *emailing PublicRecords@vestapropertyservices.com.*

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

26 A resident discussed the compounding affect of increasing assessments and recommended special
27 assessments for projects such as redoing the pool.

28 A resident noted that lights around the lake on Rincon Dr. were out and noted that the common
29 area near his home was nothing but dirt and weeds instead of grass.

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

31 **FOURTH ORDER OF BUSINESS – Consent Agenda**

32 A. Exhibit 2: Consideration for Approval – The Minutes of the Board of Supervisor Regular Meeting
33 Held on April 2, 2026

34 B. Exhibit 3: Consideration for Acceptance – The March 2026 Unaudited Financial Statements

35 Supervisor LaCombe asked about line items that were shown as over budget on the financial
36 statements as well as the payment to Marshall Creek CDD for the FY 2025 Cost Share Agreement.

37 C. Exhibit 4: Ratification of Requisition #177

38 On a MOTION by Dr. Handler, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board approved
39 the Consent agenda with the minutes to be amended as requested, for the Sweetwater Creek Community
40 Development District.

41 **FIFTH ORDER OF BUSINESS – Staff Reports**

42 A. Exhibit 5: Landscape Report

43 James presented the report for the month. Discussion ensued regarding the deficiencies.

44 B. District Engineer

45 Mr. McGaffney provided an update to the Board that three of the engineers from Matthews DCCM
46 had left the company and recommended that the Board go out for RFQ for District Engineering
47 services.

48 C. District Counsel

49 Ms. Henley provided updates for the Board regarding Qualification period and Form 1.

50 1. General Election Qualification Period Reminder – June 8, 2026 through June 12, 2026

51 D. District Manager

52 1. Exhibit 6: Presentation of St. Johns County Number of Qualified Electors – F.S. 190.006 –
53 1,533

54 E. Exhibit 7: General Manager’s Report

55 Ms. Gunia provided updates to the Board.

56 1. Exhibit 8: Fitness Manager’s Report

57 Ms. Blythe provided an update on Easy Facility.

58 F. District Horticulturalist – Louise Leister

59 Ms. Leister provided updates to the Board based on her and Ms. Gunia’s inspection of the property.
60 Discussion ensued.

61 **SIXTH ORDER OF BUSINESS – Business Items**

62 A. Consideration of Aquatic Services Proposal Options

63 Mr. McGaffney provided a brief explanation for the reason this item was on the agenda.

64 Mr. Bagley presented the proposal for Solitude Lake Management.

65 Discussion ensued regarding the options.

66 On a MOTION by Ms. Cohen, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved
67 the Solitude Lake Management proposal for aquatics services, for the Sweetwater Creek Community
68 Development District.

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70 On a MOTION by Dr. Handler, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board approved
71 the termination of Future Horizons per the termination clause in the agreement, for the Sweetwater Creek
72 Community Development District.

73 1. Exhibit 9: Future Horizons, Inc.

74 2. Exhibit 10: Solitude Lake Management

75 Supervisor Dr. Handler spoke the options that had been posed previously to boost the budget, which
76 included but was not limited to, the Onda Lane project, a bond fund, and special assessments.

77 *The meeting recessed at approximately 4:56 p.m. and resumed at approximately 5:04 p.m.*

78 B. Exhibit 11: Consideration & Adoption of **Resolution 2026-09**, Approving FY 2026-2027 Proposed
79 Budget & Setting Public Hearing

80 Mr. McGaffney and Supervisor Colin provided an overview of the highlights of the changes made
81 to the budget since the workshop. Discussion ensued.

82 On a MOTION by Ms. Cohen, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board adopted
83 **Resolution 2026-09**, Approving FY 2026-2027 Proposed Budget & Setting Public Hearing, Option B
84 setting a maximum assessment increase of 10.25% at a not-to-exceed, for the Sweetwater Creek
85 Community Development District.

86 1. Exhibit 11A: Resolution Option A – No Assessment Increase

87 2. Exhibit 11B: Resolution Option B – Assessment Increase

88 3. Exhibit 11C: Proposed FY 2026-2027 Budget

89 C. Exhibit 12: Consideration of District Engineer RFQ

90 Ms. Henley provided a brief explanation of the RFQ.

91 On a MOTION by Ms. Cohen, SECONDED by Mr. Colin, WITH ALL IN FAVOR, the Board directed
92 staff to notice the RFQ for District Engineering Services and approved the evaluation criteria, for the
93 Sweetwater Creek Community Development District.

94 Ms. Henley requested authorization to send a termination notice to Matthews DCCM.

95 On a MOTION by Ms. Cohen, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved
96 the termination of the agreement with Matthews Design Group, for the Sweetwater Creek Community
97 Development District.

98 D. Exhibit 13: Consideration of Landscape RFP

99 Discussion ensued regarding the evaluation criteria and requested scope of services.

100 On a MOTION by Dr. Handler, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board directed
101 staff to notice the RFP for Landscape and Irrigation Maintenance Services, approving the scope of services
102 in substantial form, and approving the evaluation criteria, for the Sweetwater Creek Community
103 Development District.

104 1. Scope of Services

105 2. Evaluation Scoring Sheet

106 E. Exhibit 14: Consideration of Unified Digital System Fitness Center IT Services Proposal

107 Mr. McGaffney provided a brief explanation of the need for these services with input from Ms.
108 Gunia.

109 On a MOTION by Mr. Colin, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board approved
110 the Unified Digital System Fitness Center IT Services proposal, for the Sweetwater Creek Community
111 Development District.

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113 **SEVENTH ORDER OF BUSINESS – Discussion Topics**

114 There being no Discussion Topics, the next item followed.

115 **EIGHTH ORDER OF BUSINESS – Supervisors’ Requests**

116 Supervisor Colin requested District managed and Board designated emails. Mr. McGaffney
117 presented the proposed option as provided by ReAligned, not previously presented on the agenda.

118 On a MOTION by Mr. Colin, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board approved
119 the annual costs to host Supervisor designated District emails through the current website hosting provider
120 ReAlign, at a not-to-exceed of \$800.00/year, for the Sweetwater Creek Community Development District.

121 Supervisor Colin requested a workshop to discuss the Capital Reserves.

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

124 A resident asked for the best way to contact staff regarding the community. Discussion ensued
125 regarding how to best communicate District projects to the community.

126 A resident commented on the current state of the bocce ball courts. Discussion ensued regarding
127 possible solutions.

128 **TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: Tuesday, June 2 at 4:00PM**

129 All four Board members present stated that they would be attending the next Board meeting on
130 Tuesday, June 2 at 4:00 p.m.

131 **ELEVENTH ORDER OF BUSINESS – Adjournment**

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

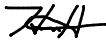
134 On a MOTION by Mr. Colin, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board adjourned
135 the meeting at 6:08 p.m. for the Sweetwater Creek Community Development District.

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

139 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
140 **meeting held on June 2, 2026.**

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143 
144 Howard McGaffney (Jun 10, 2026 07:57:11 EDT)
Signature

Chairman Cervelli
Chairman Cervelli (Jun 10, 2026 06:33:55 EDT)
Signature

Howard McGaffney
Printed Name

Chairman Cervelli
Printed Name

145 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman