

1 **MINUTES OF MEETING**

2 **SWEETWATER CREEK**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting and Budget Public Hearing of the Board of Supervisors of the Sweetwater
5 Creek Community Development District was held on Thursday, August 6, 2026 at 4:00 p.m., at the 1865
6 N. Loop Pkwy, St. 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 Ron Cervelli	Board Supervisor, Chairman
11 Daniel Colin	Board Supervisor, Vice Chairman
12 Gary LaCombe	Board Supervisor, Assistant Secretary
13 Stephen Handler	Board Supervisor, Assistant Secretary
14 Kristen Cohen (<i>via phone</i>)	Board Supervisor, Assistant Secretary

15 Also, present were:

16 Howard McGaffney	District Manager, FCS Management Group
17 Mary Grace Henley (<i>via phone</i>)	District Counsel, Kilinski Van Wyk PLLC
18 Erin Gunia	General Manager, Sweetwater Creek CDD
19 Cheryl Blythe	Fitness Center Manager, Sweetwater Creek CDD
20 Louise Leister	District Horticulturalist
21 Jay Bagley	Solitude Lake Management
22 Brian Cousino	VerdeGo
23 Jodi Moore	General Manager, Marshall Creek CDD
24 Kirk Hall	Resident
25 Tony Salvatore	Resident
26 Jim Turner	Resident

27
28 *The following is a summary of the discussions and actions taken at the August 6, 2026 Sweetwater Creek*
29 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
30 *request by emailing PublicRecords@vestapropertyservices.com.*

31 **SECOND ORDER OF BUSINESS – Aquatics Report – Solitude Lake Management, *if in attendance***

32 Mr. Bagley provided a presentation and updates on the ponds. Discussion ensued.

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

35 There being no audience comments, the next item followed.

36 **FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)**

37 **FIFTH ORDER OF BUSINESS – Public Hearings**

38 Mr. McGaffney requested that they open both public hearings under one motion, and Ms. Henley
39 agreed. He then provided a brief overview of the procedures for the public hearings.

On a MOTION by Mr. Cervelli, SECONDED by Mr. LaCombe, WITH ALL IN FAVOR, the Board opened the public hearings for the FY 2026-2027 budget and the FY 2026-2027 special assessments, for the Sweetwater Creek Community Development District.

A. FY 2026-2027 Budget Public Hearing

1. Open the Public Hearing

2. Exhibit 2: Presentation of Approved FY 2026-2027 Proposed Budget

Mr. McGaffney provided an overview of the recommended changes to the approved proposed FY 2026-2027 budget from the May Board meeting. The changes were an update to the year-to-date financials through June and to a few of the expense lines. He noted that the changes and updates reduced the budget from a 10.25% increase down to an 8.74% increase.

3. Open the Public Comments

Kirk Hall requested clarification on the assessment increase, whether it was a one-time fee or part of the overall assessment increase. Discussion ensued regarding assessments and the ERU.

A resident asked about the facility management fees. Mr. McGaffney provided an answer.

Tony Salvatore asked why certain lots were assessed differently than others. Discussion ensued.

Jim Turner requested clarification on how assessments were allocated. Discussion ensued.

A resident asked if the revenues from the fitness center included the revenues from the swim team. Discussion ensued.

A resident asked about the compounding of the increased assessment fees. Discussion ensued.

A resident discussed the capital fund regarding Rio Del Norte. Discussion ensued.

4. Close the Public Hearing

On a MOTION by Mr. Cervelli, SECONDED by Mr. LaCombe, WITH ALL IN FAVOR, the Board closed the public hearings for the FY 2026-2027 budget and the FY 2026-2027 special assessments, for the Sweetwater Creek Community Development District.

Discussion ensued among the Board regarding the budget as proposed and the 8.74% increase versus the 10.25% increase.

Ms. Henley provided a brief explanation of **Resolution 2026-13** and **Resolution 2026-14**.

5. Exhibit 3: Consideration & Adoption of **Resolution 2026-13**, Adopting FY 2026-2027 Budget Public Hearing

On a MOTION by Mr. Cervelli, SECONDED by Mr. Colin, WITH Ms. Cohen and Mr. LaCombe voting 'yay' and Dr. Handler voting 'nay', the Board adopted **Resolution 2026-13**, Adopting FY 2026-2027 Budget, as amended, for the Sweetwater Creek Community Development District.

B. FY 2026-2027 Special Assessments Public Hearing

1. Open the Public Hearing

2. Open the Public Comments

3. Close the Public Hearing

4. Exhibit 4: Consideration & Adoption of **Resolution 2026-14**, Imposing Special Assessments

The Board agreed to an assessment increase of 8.62%.

On a MOTION by Mr. Cervelli, SECONDED by Mr. Colin, WITH Ms. Cohen and Mr. LaCombe voting 'yay' and Dr. Handler voting 'nay', the Board adopted **Resolution 2026-14**, Imposing Special Assessments, as amended, for the Sweetwater Creek Community Development District.

SIXTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 5: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on July 2, 2026

B. Exhibit 6: Consideration for Acceptance – The June 2026 Unaudited Financial Statements

C. Exhibit 7: Ratification of VerdeGo Landscape Maintenance Agreement

On a MOTION by Mr. Cervelli, SECONDED by Mr. Colin, WITH ALL IN FAVOR, the Board approved the Consent agenda as presented, for the Sweetwater Creek Community Development District.

SEVENTH ORDER OF BUSINESS – Staff Reports

A. District Engineer

There being no District Engineer, the next item followed.

B. District Counsel

Ms. Henley provided a brief update on the current legislative session.

C. District Manager

D. Exhibit 8: General Manager's Report

Ms. Gunia presented the report for the month and other updates.

1. Exhibit 9: Fitness Manager's Report

Ms. Blythe presented the report for the month.

The meeting recessed at approximately 5:33 p.m. and reconvened at approximately 5:42 p.m.

Supervisor Cohen left at approximately 5:55 p.m.

E. District Horticulturalist – Louise Leister

1. Exhibit 10: Presentation of VerdeGo Enhancement Plan & Consideration of Enhancement Proposals

Ms. Leister and Mr. Cousino presented the proposals for the enhancement project from VerdeGo. Discussion ensued regarding next possible steps based on recommendations and budget for both FY 2026 and FY 2027.

A. Exhibit 10A: Front of the Building - \$83,325.98

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board approved the VerdeGo Enhancement proposal for the front of the building, in the amount of \$83,325.98, for the Sweetwater Creek Community Development District.

B. Exhibit 10B: Back of the Building - \$55,412.40

On a MOTION by Mr. Cervelli, SECONDED by Mr. Colin, WITH ALL IN FAVOR, the Board approved an allocated amount for the remainder of the 2026 Fiscal Year for landscape improvements, at a not-to-exceed of \$75,000.00, for the Sweetwater Creek Community Development District.

EIGHTH ORDER OF BUSINESS – Business Items

A. Exhibit 11: Consideration for Acceptance the FY 2025 Final Financial Audit Report

Mr. McGaffney provided a brief overview of the audit report based on the executive summary.

On a MOTION by Mr. Colin, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board accepted the FY 2025 Final Financial Audit Report, for the Sweetwater Creek Community Development District.

1. Exhibit 11A: Executive Summary

2. Exhibit 11B: Audit Letter

3. Exhibit 11C: Final Audit Report

B. Consideration of Appointing Audit Committee

Mr. McGaffney provided a brief explanation of the need for this.

On a MOTION by Mr. Cervelli, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board appointed themselves as the Audit Committee, for the Sweetwater Creek Community Development District.

C. Exhibit 12: Consideration & Adoption of **Resolution 2026-15**, Approving FY 2026-2027 Meeting Schedule

Mr. McGaffney presented the proposed meeting schedule. Discussion ensued.

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-15**, Approving FY 2026-2027 Meeting Schedule, for the Sweetwater Creek Community Development District.

D. Exhibit 13: Consideration of Temp Pools-Pool Resurfacing Proposal - NTE \$192,118.22

On a MOTION by Mr. Colin, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved the Temp Pools – Pool Resurfacing proposal, at a not-to-exceed of \$192,118.22, for the Sweetwater Creek Community Development District.

NINTH ORDER OF BUSINESS – Discussion Topics

There being no discussion topics, the next item followed.

TENTH ORDER OF BUSINESS – Supervisors' Requests

There being no Supervisors' requests, the next item followed.

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

Ms. Moore thanked the Sweetwater Creek CDD staff for assisting with Marshall Creek CDD.

TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: September 3 at 4:00PM

All four Board members present stated that they would be attending the next Board meeting on September 3 at 4:00 p.m.

THIRTEENTH ORDER OF BUSINESS – Adjournment

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

On a MOTION by Mr. Colin, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board adjourned the meeting at 6:24 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 September 3, 2026.


Howard McGaffney (Sep 14, 2026 09:50:11 EDT)
Signature
Howard McGaffney
Printed Name


ronald cervelli (Sep 12, 2026 09:01:36 EDT)
Signature
ronald cervelli
Printed Name

Title: ☒ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman