

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, September 3, 2026 at 4:08 p.m., at the 1865 N. Loop Pkwy,
6 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	Board Supervisor, Assistant Secretary

15 Also, present were:

16 Howard McGaffney	District Manager, FCS Management Group
17 Meredith Hammock <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 Josh Clark	Account Manager, VerdeGo

21 *The following is a summary of the discussions and actions taken at the September 3, 2026 Sweetwater Creek*
22 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
23 *request by emailing PublicRecords@vestapropertyservices.com.*

24 **The meeting moved to Item A. Exhibit 5 – Landscape Report, VerdeGo, under the Sixth Order of**
25 **Business, Staff Reports, at this time.**

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

28 A resident asked for IOP if the Sweetwater Creek CDD Board of Supervisors had any upcoming
29 openings on the Board and what the process was. Mr. McGaffney provided a brief explanation.

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

31 **FOURTH ORDER OF BUSINESS – Public Hearing – Revised Rules, Rates, Fees, Charges (Facility**
32 **Fee)**

33 Ms. Hammock and Ms. Gunia provided a brief overview of the reason for the revision as well as
34 the revision itself. Discussion ensued.

35 A. Open the Public Hearing

36 On a MOTION by Dr. Handler, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board opened
37 the public hearing for the Revised Rules, Rates, Fees, Charges (Facility Fee), for the Sweetwater Creek
38 Community Development District.

39 B. Open the Public Comments

40 There being no public comments, the next item followed.

C. Close the Public Hearing

On a MOTION by Dr. Handler, SECONDED by Ms. Cohen, WITH ALL IN FAVOR, the Board closed the public hearing for the Revised Rules, Rates, Fees, Charges (Facility Fee), for the Sweetwater Creek Community Development District.

D. Exhibit 2: Consideration & Adoption of **Resolution 2026-16**, Adopting Revised Rules, Rates, Fees, Charges (Facility Fee)

Ms. Hammock provided a brief explanation. Discussion ensued.

On a MOTION by Dr. Handler, SECONDED by Mr. Colin, WITH Ms. Cohen and Mr. Cervelli voting 'yay' and Mr. LaCombe voting 'nay', the Board adopted **Resolution 2026-16**, Adopting Revised Rules, Rates, Fees, Charges (Facility Fee), as amended, for the Sweetwater Creek Community Development District.

FIFTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 3: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on August 6, 2026

Supervisor Cohen noted that Line 92 needed to be corrected from Mr. Henley to Ms. Henley.

B. Exhibit 4: Consideration for Acceptance – The July 2026 Unaudited Financial Statements

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board approved the Consent agenda items A and B, with the minutes as amended, for the Sweetwater Creek Community Development District.

C. Ratification of Chair/Vice Chair & District Staff Emergency Actions – Replacement of HVAC Condensers

Ms. Gunia provided an overview of the need for this. Discussion ensued. This item was not considered at this time On a MOTION by Mr. Cervelli, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved the engagement of Art Hill – Mechanical Engineer for HVAC special project, to draft scope/specifications and assistant the General Manager with proposals for HVAC replacement, for the Sweetwater Creek Community Development District.

SIXTH ORDER OF BUSINESS – Staff Reports

A. Exhibit 5: Landscape Report – VerdeGo

Mr. Clark presented the report for the month and any further updates. Discussion ensued.

The meeting moved back to the Second Order of Business – Audience Comments, at this time.

B. Exhibit 6: Aquatics Report – Solitude Lake Management

Ms. Gunia provided a brief update on the fountain.

C. District Engineer

There being no District Engineer, the next item followed.

D. District Counsel

Ms. Hammock nothing further to report.

E. District Manager

Mr. McGaffney provided a brief update.

F. Exhibit 7: General Manager's Report

Ms. Gunia provided further updates outside of the HVAC issues. Discussion ensued.

1. Exhibit 8: Fitness Manager's Report

Ms. Blythe provided further updates.

G. District Horticulturalist – Louise Leister

Ms. Leister was not present.

SEVENTH ORDER OF BUSINESS – Business Items

A. Consideration for Acceptance of the Audit Committee's Recommendation & Authorization for Staff to Issue a Request for Proposals for Audit Services

On a MOTION by Dr. Handler, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board accepted the Audit Committee's recommendation and authorized staff to issue a request for proposals for audit services, for the Sweetwater Creek Community Development District.

EIGHTH ORDER OF BUSINESS – Discussion Topics

There being no discussion topics, the next item followed.

NINTH ORDER OF BUSINESS – Supervisors' Requests

There being no Supervisor's requests, the next item followed.

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

There being no audience comments, the next item followed.

ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: October 1 at 4:00PM

All five Board members present stated that they would be at the next meeting on October 1st at 4:00 p.m.

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 Ms. Cohen, WITH ALL IN FAVOR, the Board adjourned the meeting at 5:29 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.*

114 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
115 meeting held on October 1, 2026.

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Signature

Howard McGaffney

Printed Name



[Ronald Cervelli \(Oct 7, 2026 13:41:13 EDT\)](#)

Signature

Ronald Cervelli

Printed Name

120 Title: ☒ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman