

1 **MINUTES OF MEETING**

2 **SWEETWATER CREEK**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Audit Committee Meeting of the Board of Supervisors of the Sweetwater Creek Community
5 Development District was held on Thursday, September 3, 2026 at 4:00 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

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

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

26 This item was skipped.

27 Mr. McGaffney provided a brief overview of the purpose of the audit committee meeting.

28 **THIRD ORDER OF BUSINESS – Administrative Items**

29 A. Exhibit 1: Presentation of Current Auditor Contract

30 B. Exhibit 2: Review of RFP & Evaluation Criteria

31 Ms. Hammock provided a brief overview of the RFP, process, and evaluation criteria.

32 On a MOTION by Ms. Cohen, SECONDED by Dr. Handler, WITH ALL IN FAVOR, the Board approved
33 the RFP & Evaluation Criteria for recommendation to the Board of Supervisors, for the Sweetwater Creek
34 Community Development District.

35 **FOURTH ORDER OF BUSINESS – Business Items**

36 A. Scheduling of Next Meeting Date – October 1, 2026

37 **FIFTH ORDER OF BUSINESS – Adjournment**

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

On a MOTION by Ms. Cohen, SECONDED by Mr. Cervelli, WITH ALL IN FAVOR, the Board adjourned the audit committee meeting at 4:08 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 October 1, 2026.



Signature

Howard McGaffney

Printed Name



[Ronald Cervelli \(Oct 7, 2026 13:44:18 EDT\)](#)

Signature

Ronald Cervelli

Printed Name

Title: ☒ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman