

**MINUTES OF MEETING  
STILLWATER  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on May 13, 2021, at 1:30 p.m., in the St. Augustine Outlets Community Room, 500 Outlet Mall Blvd., Suite 25, St. Augustine, Florida 32084.

**Present were:**

Zenzi Rogers	Chair
James "Chris" Mayo	Vice Chair
Virginia Feiner	Assistant Secretary
Kyler von der Osten	Assistant Secretary

**Also present, were:**

Craig Wrathell	District Manager
Wes Haber (via telephone)	District Counsel
Alex Acree (via telephone)	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:35 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2021-36, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2021-36. The Fiscal Year 2022 budget would be Landowner-funded. Management would coordinate with Evergreen and Ms. Rogers regarding the Operation and Maintenance (O&M) section of the proposed Fiscal Year 2022 budget and, at a future meeting, the Board would likely consider engaging Evergreen as the Field Operations Manager. Lot closings were not expected until October so a cost per unit would be shown for both the Administrative and O&M portions of the budget so that, when there are lot closings, they will be able to know the cost per unit; this would be added prior to the public hearing.

Mr. Wrathell reviewed the proposed Fiscal Year 2022 budget line items and amounts budgeted, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments. He discussed the Debt Service fund, related to the newly issued bonds, which would be funded through off-roll assessments.

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, Resolution 2021-36, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting August 12, 2021 at 1:30 p.m., at the St. Augustine Outlets Community Room, 500 Outlet Mall Blvd., Suite 25, St. Augustine, Florida 32084, for a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2021-37.

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, Resolution 2021-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.**

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2021-38, Ratifying, Confirming, and Approving the Sale of the Stillwater Community Development District Special Assessment Bonds, Series 2021; Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Stillwater Community Development District Special Assessment Bonds, Series 2021; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell presented Resolution 2021-38 and read the title.

Mr. Haber stated the Board previously adopted a resolution authorizing issuance of the bonds and granting authority to various parties to effectuate the bond issuance. This Resolution ratifies the issuance and actions taken in connection with the issuance. The bond proceeds in the Construction Account are available and it might be next month before improvements are completed and ready to be sold by the Developer to the District, pursuant to the Acquisition Agreement. All involved with conveyance of improvements, particularly improvements that would otherwise be conveyed to the County, such as water and sewer, need to make sure the improvements are first conveyed to the CDD so the CDD can then convey them to the County.

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, Consideration of Resolution 2021-38, Ratifying, Confirming, and Approving the Sale of the Stillwater Community Development District Special Assessment Bonds, Series 2021; Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Stillwater Community Development District Special Assessment Bonds, Series 2021; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

SIXTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of March 31, 2021

Mr. Wrathell presented the Unaudited Financial Statements as of March 31, 2021

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the Unaudited Financial Statements as of March 31, 2021, were accepted.**

SEVENTH ORDER OF BUSINESS

Consideration of April 8, 2021 Regular Meeting Minutes

Mr. Wrathell presented the April 8, 2021 Regular Meeting Minutes.

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the April 8, 2021 Regular Meeting Minutes, as presented, were approved.**

EIGHTH ORDER OF BUSINESS

Staff Reports

**A. District Counsel: *Hopping Green & Sams, P.A.***

There was nothing additional to report.

**B. District Engineer: *Matthews Design Group***

Mr. Acree reported the following:

➤ The St. Johns County Public Works Department responded regarding the updated overall signage plan to permit golf cart usage on CDD roads; overall, the plan was approved. Per the County’s request, a sign was added to prevent golf carts from venturing onto Veteran’s Parkway.

➤ Coordination with Mr. Haber regarding language for the Agreement was underway. Once finalized, the Agreement would be transmitted to the County, possibly as soon as this afternoon.

Ms. Rogers raised a question regarding the requisition process and whether the Board needs to take any action in order for requisitions to be processed in between meeting. Mr. Wrathell stated that, in his experience, a Board meeting is not needed to approve a

reimbursement requisition but, in instances when approval might be desired, it could be ratified at the next meeting. Mr. Haber stated that the Acquisition Agreement sets forth the terms under which the CDD and the Developer will sell and purchase improvements; therefore, provided all are acting under those terms, the requisitions could be processed and subsequently ratified.

**C. District Manager: *Wrathell, Hunt and Associates, LLC***

**I. 0 Registered Voters in District as of April 15, 2021**

**II. NEXT MEETING DATE: June 10, 2021 at 1:30 P.M.**

○ **QUORUM CHECK**

The next meeting would be held on June 10, 2021 at 1:30 p.m., unless it is canceled.

**NINTH ORDER OF BUSINESS**

**Supervisors' Comments/Requests**

There were no Supervisors' comments or requests.

**TENTH ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

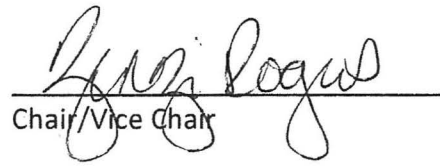
There being nothing further to discuss, the meeting adjourned.

**On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the meeting adjourned at 1:59 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair