

**MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Public Hearing, Continued Public Hearing and Regular Meeting on September 8, 2022, at 10:30 a.m., at the Matthews Design Group, 7 Waldo Street, St. Augustine, Florida 32084.

Present were:

Zenzi Rogers	Chair
James "Chris" Mayo	Vice Chair
Kyler von der Osten	Assistant Secretary
Michael Della Penta	Assistant Secretary
Bob Deahl	Assistant Secretary

Also present, were:

Ernesto Torres	District Manager
Wes Haber	District Counsel
Alex Acree	District Engineer
Amy Newhouse (via telephone)	Vesta Property Services Inc.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:31 a.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2022-09, Amending Resolution 2022-04 to Re-set the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2022/2023; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2022-09. He recalled that, due to an error on the newspaper's behalf, it was necessary to reschedule and readvertise the budget public hearing .

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, Resolution 2022-09, Amending Resolution 2022-04 to Re-set the Date of the Public Hearing on the Proposed Budget for Fiscal Year 2022/2023; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2022/2023 Budget

A. Proof/Affidavit of Publication

The proof of publication was included for informational purposes.

Mr. Torres stated the public comment periods for the Public Hearing on the adoption of the Fiscal Year 2022/2023 Budget and the Public Hearing relating to imposition of the assessments would be consolidated. He noted that no members of the public were present.

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the Public Hearings were opened.

No members of the public spoke.

On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, the Public Hearings were closed.

B. Consideration of Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Torres reviewed the proposed Fiscal Year 2023 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2022 budget, and explained the reasons for any adjustments.

The following changes were made to the proposed Fiscal Year 2023 budget:

Page 2, "General maintenance": Change \$10,000 to \$8,000

Page 2, "Stormwater system maintenance": Change \$6,900 to \$8,900

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Continued Public Hearing to Hear Comments and Objections on the Imposition of Operation and Maintenance Special Assessments to Fund the Budget for Fiscal Year 2022/2023, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice to Property Owner(s)

These items were included for informational purposes.

C. Consideration of 2022-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Torres presented Resolution 2022-07. On-roll assessments will be collected by the Property Appraiser and Tax Collector. Off-roll, direct-billed assessments will be collected as follows: 50% due no later than December 1, 2022, 25% due no later than February 1, 2023 and 25% due no later than May 1, 2023.

On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, Resolution 2022-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Continued Discussion: Meeting Location for Fiscal Year 2022/2023 Meetings

Mr. Torres stated some meeting sites were suggested. Management was asked to change the meeting location for the approved Fiscal Year 2023 meeting schedule to the Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084.

SEVENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of July 31, 2022

Mr. Torres presented the Unaudited Financial Statements as of July 31, 2022.

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the Unaudited Financial Statements as of July 31, 2022, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of August 11, 2022 Public Hearings and Regular Meeting Minutes

Mr. Torres presented the August 11, 2022 Public Hearings and Regular Meeting Minutes.

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the August 11, 2022 Public Hearings and Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

Mr. Haber asked if a Funding Agreement is needed for the HOA to manage holiday decorations. Ms. Rogers stated the CDD pays the Association. A Funding Agreement would be presented at the next meeting.

B. District Engineer: *Matthews Design Group*

There was no report.

C. Field Operations Manager: *Vesta Property Services, Inc.*

Ms. Newhouse stated that the Requests for Proposals (RFPs) for the fountains and landscape are pending.

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

- **NEXT MEETING DATE: October 13, 2022 at 10:30 A.M.**

- **QUORUM CHECK**

The meeting scheduled for October 13, 2022 was canceled.

TENTH ORDER OF BUSINESS

Supervisors' Comments/Requests

There were no Supervisors' comments or requests.

ELEVENTH ORDER OF BUSINESS

Public Comments

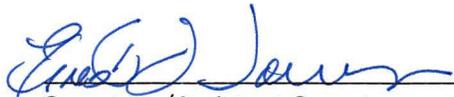
No members of the public spoke.

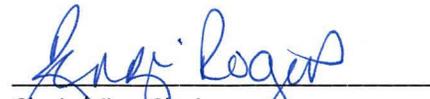
TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Deahl and seconded by Ms. Rogers, with all in favor, the meeting adjourned at 10:46 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair