

**MINUTES OF MEETING  
STILLWATER  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on December 8, 2022, at 10:30 a.m., at the Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084.

**Present were:**

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

**Also present, were:**

Ernesto Torres	District Manager
Wes Haber (via telephone)	District Counsel
Alex Acree (via telephone)	District Engineer
Heather Beladi	Vesta Property Services Inc.
David Guyer	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Torres called the meeting to order at 10:36 a.m. Supervisors Rogers, Mayo, von der Osten and Deahl were present, in person. Supervisor Della Penta was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Consideration of Termination of Vesta Property Services, Inc., Field Operations Agreement**

Mr. Torres presented the Field Operations Agreement with Vesta and recalled that it is scheduled to expire on January 24, 2023. Mr. Haber stated if the intent is to allow the

Agreement to terminate according to its own terms no additional steps are necessary other than for the CDD to make the necessary arrangements to secure personnel to fill those roles.

**FOURTH ORDER OF BUSINESS**

**Consideration of Field Operations Agreement [Hampton Golf, Inc.] *(to be provided under separate cover)***

Ms. Rogers presented the Hampton Golf, Inc. proposal for Field Operations Services.

Mr. Haber was directed to draft an Agreement for the Chair to sign, to be ratified at the next meeting.

**On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, the Hampton Golf, Inc., proposal for Field Operations Services and authorizing District Counsel to prepare an Agreement and for the Chair to execute, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01, Designating a Date, Time, and Location for Landowners’ Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date**

Mr. Torres presented Resolution 2023-01.

**On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, Resolution 2023-01, Designating a Date, Time, and Location of November 7, 2023 at 10:30 a.m., at the Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084 for a Landowners’ Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Approval of Unaudited Financial Statements as of October 31, 2022**

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

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

**SEVENTH ORDER OF BUSINESS****Approval of September 8, 2022 Public Hearing, Continued Public Hearing and Regular Meeting Minutes**

Mr. Torres presented the September 8, 2022 Public Hearing, Continued Public Hearing and Regular Meeting Minutes.

**On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the September 8, 2022 Public Hearing, Continued Public Hearing and Regular Meeting Minutes, as presented, were approved.**

**EIGHTH ORDER OF BUSINESS****Staff Reports****A. District Counsel: *Kutak Rock LLP***

Mr. Haber stated he received the information necessary to proceed with the Phase IB Acquisition. He and Mr. Acree scheduled a call to identify the platted parcel areas where improvements are located, which will be included on the Bill of Sale and the Deed. Completed documents will be circulated for signature. When confirmation of payment and warranties are received, the requisition will be processed and presented for ratification.

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

There was no report.

**C. Field Operations Manager:**

There was no report.

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

Mr. Torres stated proposals were received from SOLitude and United Land Services. Ms. Rogers stated that the proposals are related to additional areas being developed.

Discussion ensued regarding the proposals and for which phases the CDD would assume maintenance responsibilities. Mr. Haber was directed to prepare Amendments to the Agreements for all three phases for presentation at the next meeting.

- **NEXT MEETING DATE: January 12, 2023 at 10:30 A.M.**
  - **QUORUM CHECK**

The next meeting will be held on January 12, 2023, unless canceled.

**NINTH ORDER OF BUSINESS**

**Supervisors' Comments/Requests**

There were no Supervisors' comments or requests.

**TENTH ORDER OF BUSINESS**

**Public Comments**

Resident David Guyer asked when the meeting minutes will be posted on the website. Mr. Torres stated the September meeting minutes were approved today and will be posted on the website. Mr. Haber stated the September meeting minutes are included in draft form in today's agenda package that is posted on the website; once approved the executed minutes will be posted in the appropriate location on the website.

Mr. Guyer asked about assessment increases. Mr. Haber stated the CDD assessment includes both a fixed debt assessment to repay the 30-year bonds and an operations and maintenance (O&M) assessment for the CDD's annual expenses; the CDD's annual budget fluctuates and is approved annually at a Public Hearing.

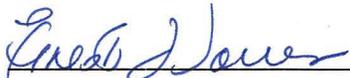
Ms. Rogers discussed the difference between off and on-roll assessments and noted there was only a small increase for 40' homesites from Fiscal Year 2022 to Fiscal Year 2023. She will speak with Mr. Guyer after the meeting regarding the increase he questioned because it is possible that the increase he questioned is related to the additional fees collected by the County for on-roll assessments and not the \$40 increase related to the O&M budget.

Mr. Haber stated the tax bill will only list the combined total assessment amount, which includes both the debt and the O&M assessments; generally, only the O&M portion fluctuates.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the meeting adjourned at 10:59 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair