

**MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on February 9, 2023, 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
Michael Della Penta	Assistant Secretary

Also present, were:

Ernesto Torres	District Manager
Jonathan Johnson (via telephone)	District Counsel
Alex Acree (via telephone)	District Engineer
Taylor Tennison	Hampton Golf
Dennis Kocain	Resident
Brett Abner	Resident
Beth Turner	Resident
Michael Lanigan	Resident
Ed Duranta	Resident
Don Turner	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:43 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Torres discussed the protocol for public comments.

Resident Brett Abner reserved his comment for the discussion on traffic enforcement.

Resident Dennis Kocain asked why Lennar is unresponsive to his repair requests; he sent several emails and is still awaiting a response more than two months later. His final inspection

was completed and the warranty expired, which he feels was unacceptable. Ms. Rogers stated this was a Lennar issue; therefore, any comments about the warranty and sales and construction processes will not be addressed in the CDD meeting.

Resident Beth Turner stated dumpsters at construction sites in the common areas are overflowing and residents have taken it upon themselves to pick up the trash but it should not be that way. In her opinion, project managers should make sure the construction workers clean the construction area daily. Ms. Rogers will address this with Ms. Turner after the meeting.

Resident Michael Lanigan stated he felt that residents need an advocate in the community. In his opinion, no one fighting for the residents' rights to enter and exit on 210. Regarding speeding, something needs to be done about delivery and sanitation drivers, who routinely drive over the 25 miles per hour (mph) speed limit.

Ms. Rogers stated the CDD is responsible for the roads, ponds and entrance. She will redistribute the PowerPoint presentation that was sent in January, which identifies the responsibilities of each entity. She reiterated that, as a Lennar representative, she will address issues that are not CDD-related, after the regular meeting.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2023-02, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; Determining the Electronic Record to be the Official Record; and Providing for Severability and an Effective Date

Mr. Johnson presented Resolution 2023-02. The records liaison, which is the District Management company, is currently maintaining electronic copies of records and does not have to maintain physical copies, as well. The law allows for the electronic record to be the permanent record. The Resolution provides that records that are maintained will continue to be maintained unless the Board instructs otherwise.

On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, Resolution 2023-02, Providing for the Appointment of a Records Management Liaison Officer; Providing the Duties of the Records Management Liaison Officer; Adopting a Records Retention Policy; Determining the Electronic Record to be the Official Record; and Providing for Severability and an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS**Discussion: St Johns County Sheriff Officer Enforcement of Traffic Laws; Requesting Exercise of County Jurisdiction**

Mr. Torres stated he exchanged emails with the Chair and District Counsel regarding this and there is a resolution from the County allowing for the enforcement of traffic in the CDD. It was also part of the process when the CDD went through the golf cart approval process.

Ms. Rogers stated the Board and Staff heard the feedback about speeding and noted a pet was recently struck and killed by a speeding vendor. The Developer arranged for officers to patrol and Ms. Rogers conferred with District Staff about what the CDD can do to enforce traffic laws because the roads are dedicated to the County and are considered public roads. While researching this, Staff realized that there was a previous agreement between the CDD and St. Johns County allowing the County to enforce the laws on CDD roads, which would have been the next step. The Sheriff's Office will be ticketing speeders, whereas before they were not.

Asked about missing signatures from the Sheriff's Office and the County on the agreement, Mr. Acree stated there was no executed document by the Sheriff's Office but there is a recorded document available online from the Board of County Commissioners (BOCC).

Asked if it is best to follow up with the BOCC or the Sheriff's Office, Mr. Johnson stated the CDD should show that the resolution has been approved and locate the executed copy from the County.

Ms. Rogers stated this item is on the agenda because it was thought that another action might have to be taken but, after further research, it was discovered that everything is already in place. Mr. Torres stated the Board's direction to Staff is to coordinate with the BOCC to obtain the executed resolution.

FIFTH ORDER OF BUSINESS

Consideration of Agreement Between the Stillwater Community Development District and Hampton Lifestyles, LLC Regarding the Provision of Field Operation Management Services

This item was tabled to the next meeting.

SIXTH ORDER OF BUSINESS

Ratification of First Amendment to the Agreement Between the Stillwater Community Development District and Solitude Lake Management, LLC for Aquatic Management Services

Mr. Torres presented the First Amendment to the Agreement for Aquatic Management Services.

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the First Amendment to the Agreement Between the Stillwater Community Development District and Solitude Lake Management, LLC for Aquatic Management Services, was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Agreement for the Provision of Landscape and Irrigation Maintenance Services by and Between the Stillwater Community Development District and Florida ULS Operation, LLC D/B/A United Land Services

Mr. Torres presented the Agreement for the Provision of Landscape and Irrigation Maintenance Services.

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the Agreement for the Provision of Landscape and Irrigation Maintenance Services by and Between the Stillwater Community Development District and Florida ULS Operation, LLC D/B/A United Land Services, was ratified.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2022

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

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

NINTH ORDER OF BUSINESS

Approval of December 8, 2022 Regular Meeting Minutes

Mr. Torres presented the December 8, 2022 Regular Meeting Minutes.

On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, the December 8, 2022 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Kutak Rock LLP***
- B. District Engineer: *Matthews Design Group***
- C. Field Operations Manager:**

There were no reports.

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

Mr. Torres stated work on the proposed Fiscal Year 2024 budget will commence soon and he would like to coordinate with a Board Member on the details and hopefully a first draft of the budget at the April meeting, a proposed budget at the May meeting and hold the budget public hearing and adopt the budget at the July meeting. He asked about scheduling conflicts and line items that are coming online for Fiscal Year 2024. Ms. Rogers stated the back entrance, landscaping and gate operations will be coming online; Mr. Torres can work with her and Ms. Tennison on the budget.

- **NEXT MEETING DATE: March 9, 2023 at 10:30 A.M.**
 - **QUORUM CHECK**

The next meeting will be held on March 9, 2023.

ELEVENTH ORDER OF BUSINESS

Supervisors' Comments/Requests

There were no Supervisors' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

Mr. Kocain discussed his concerns about construction traffic and asked why the CDD does not direct all construction traffic on Stillwater Boulevard to Veterans Parkway.

Resident Ed Duranta asked the following questions:

- Which contractor is responsible for maintaining the retention ponds and when will they start?
- With traffic continuing to be diverted to Veterans Parkway, when is the gate going to be constructed and installed?
- Is there a plan to re-forest along the roadway to create a buffer along Veterans Parkway, where it intersects with the golf course and Holes 4, 5, 7, 8, 9, 10 and 11?
- Who controls the speed limit on County roadways?
- When will the clubhouse be constructed and the aquatic center opened?

Regarding speeding service vehicles on Stillwater Boulevard, Ms. Turner stated she contacted the companies and received no response. She asked about the division of duties between the CDD, HOA and Developer and noted several residents are not receiving the emails or flyers that are sent.

Mr. Abner stated there are no road construction signs on 210, which the CDD controls, and asked why the CDD does not designate all of Stillwater Boulevard as a construction site, install enforced traffic signs and lower the speed limit. He stated he is very familiar with the exercise of jurisdiction and does not understand why the CDD needs an agreement with the Sheriff's Office to enforce traffic on a public road.

A resident asked if the CDD sent emails informing vendors of the 25-mph speed limit and urging them to slow down.

Mr. Lanigan stated he is doubtful that someone is advocating for residents. He suggested installing traffic calming devices to curtail speeding.

Resident Don Turner stated he is a retired police officer and, in his opinion, the suggestion to install a radar device will not work and neither will the Sheriff’s Office, as they have manpower issues. To him, the only viable answer to the speeding issue is installing barricades and rerouting heavy traffic to the back.

Ms. Rogers responded to the public comments as follows:

- The County sets the speed limit and that process is managed by the District Engineer.
- She agreed that drivers do not follow signs or slow down for speed bumps.
- Regarding construction traffic, Lennar, the CDD and the Association cannot control the traffic on 210, which is a public road owned and maintained by the County. Any construction signage on 210 is from the County. The best advice for homeowners concerned about entering and exiting on 210, is to attend BOCC meetings. The HOA website has a link to its meeting schedule.
- Regarding e-blasts, residents must “opt in” to receive them. Ms. Tennison can assist.
- Regarding creating a buffer along Veterans Parkway and the golf course, the CDD has no plans to add additional landscaping in that area.
- The pond banks on the ponds that are not adjacent to the golf course are maintained by the United CDD. Ms. Tennison will ask United CDD to inspect the retention ponds.

Ms. Rogers stated she will remain in the meeting room after the CDD meeting to address all Developer-related questions.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the meeting adjourned at 11:26 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair