

**MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on March 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
Wes Haber (via telephone)	District Counsel
Alex Acree (via telephone)	District Engineer
Taylor Tennison	Hampton Golf

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:40 a.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

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

Mr. Torres stated this Agreement has been presented to the HOA for signature and Ms. Rogers will sign it, once it is executed by the HOA. This item will be presented for ratification at a future meeting.

FOURTH ORDER OF BUSINESS

Discussion: Fiscal Year 2023/2024 Budget

Referencing the unaudited financials, Mr. Torres stated Ms. Tennison will review the existing landscaping and aquatic maintenance contracts versus the budgeted amounts.

Ms. Rogers stated all ponds should be included in the Agreement. She will advise which portions of landscaping will be completed by the end of Fiscal Year 2024 so that Agreements can be adjusted accordingly.

Discussion ensued regarding traffic enforcement.

Mr. Torres stated the proper Agreement is in place. He will coordinate with the Patrol Director to secure coverage.

Ms. Tennison will follow up on the holiday decorations and on an estimate of the cost to add the rear entrance to the Envera contract. Ms. Rogers noted the insurance cost associated with the rear entrance will likely increase.

FIFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2023

Mr. Torres presented the Unaudited Financial Statements as of January 31, 2023.

On MOTION by Ms. Rogers and seconded by Mr. von der Osten, with all in favor, the Unaudited Financial Statements as of January 31, 2023, were accepted.

SIXTH ORDER OF BUSINESS

Approval of February 9, 2023 Regular Meeting Minutes

Mr. Torres presented the February 9, 2023 Regular Meeting Minutes.

On MOTION by Ms. Rogers and seconded by Mr. Mayo, with all in favor, the February 9, 2023 Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

Mr. Haber stated he will work with the Developer to gather the necessary documents to acquire any improvements that might be completed in Phase 1C.

B. District Engineer: *Matthews Design Group*

Mr. Acree stated the Bill of Sale documents were executed for the JEA portion of Phase 1C. Mr. Haber and Mr. Acree will compile the necessary paperwork to document the CDD’s costs for improvements.

C. Field Operations Manager:

Ms. Tennison stated the front entrance pedestrian gate is not working. She will ask Envera to address the problem.

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

- **NEXT MEETING DATE: April 13, 2023 at 10:30 A.M.**
 - **QUORUM CHECK**

All Supervisors confirmed their attendance for the April 13, 2023 meeting.

EIGHTH ORDER OF BUSINESS

Supervisors’ Comments/Requests

Ms. Rogers asked Mr. Torres if he has all the recorded plats for all the phases to ensure their inclusion on the assessment rolls. Mr. Torres replied affirmatively. Ms. Rogers stated she will try to obtain a schedule of plats expected to be recorded prior to submission.

NINTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

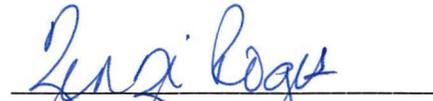
TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Rogers and seconded by Mr. Deahl, with all in favor, the meeting adjourned at 10:44 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair