

**MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on April 13, 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
Michael Della Penta	Assistant Secretary

Also present, were:

Ernesto Torres	District Manager
Wes Haber (via telephone)	District Counsel
Kyle McGee (via telephone)	Kutak Rock LLP
Alex Acree (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:38 a.m. Supervisors Rogers, Mayo, von der Osten and Della Penta were present, in person. Supervisor Deahl was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Torres presented Resolution 2023-03 and read the title. He reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

Discussion ensued regarding the property insurance increase and utilities.

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for July 5, 2023 at 9:00 a.m., at the Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2023

Mr. Torres presented the Unaudited Financial Statements as of February 28, 2023.

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the Unaudited Financial Statements as of February 28, 2023, were accepted.

FIFTH ORDER OF BUSINESS

Approval of March 9, 2023 Regular Meeting Minutes

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

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

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**
- B. District Engineer: Matthews Design Group**

There were no reports.

Asked if the CDD is ready for any acquisitions, Mr. Acree stated no.

Mr. Haber asked Mr. Acree to keep track of the CDD’s bills of sale for utilities even though Staff is not ready to start processing paperwork for requisition payments.

C. Field Operations Manager:

There was no report.

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

- **NEXT MEETING DATE: May 11, 2023 at 10:30 A.M.**
 - **QUORUM CHECK**

The May 11th meeting was cancelled.

All Supervisors confirmed their attendance at the June 8, 2023 meeting.

SEVENTH ORDER OF BUSINESS

Supervisors’ Comments/Requests

Discussion ensued regarding changing the meeting time from 10:30 a.m. to 11:00 a.m.

Mr. Torres will ask Admin to change the meeting time to 11:00 a.m. for the rest of Fiscal Year 2023, excluding the July 5, 2023 public hearing.

EIGHTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the meeting adjourned at 10:55 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair