

STILLWATER

**COMMUNITY DEVELOPMENT
DISTRICT**

March 7, 2024

**BOARD OF SUPERVISORS
REGULAR MEETING
AGENDA**

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Stillwater Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

February 29, 2024

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Stillwater Community Development District

Dear Board Members:

The Board of Supervisors of the Stillwater Community Development District will hold a Regular Meeting on March 7, 2024 at 11:00 a.m., at the Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of EMMA® Filing Assistance Software as a Service License Agreement
4. Update: Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Filing Instructions
5. Discussion: Fiscal Year 2025 Proposed Budget
6. Acceptance of Unaudited Financial Statements as of January 31, 2024
7. Approval of December 14, 2023 Regular Meeting Minutes
8. Staff Reports
 - A. District Counsel: *Kutak Rock LLP*
 - B. District Engineer: *Matthews Design Group*
 - C. Field Operations Manager: *Hampton Golf*
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING: April 11, 2024 at 11:00 AM

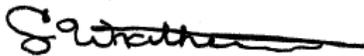
○ QUORUM CHECK

SEAT 1	ZENZI ROGERS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	WILLIAM FITZGERALD	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	CHRIS JAMES MAYO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	MICHAEL DELLA PENTA	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	KYLER VON DER OSTEN	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

9. Supervisors' Comments/Requests
10. Public Comments
11. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD AND STAFF TO ATTEND BY TELEPHONE
CALL-IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 782 134 6157

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

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EMMA® Filing Assistance Software as a Service License Agreement

This EMMA Filing Assistance Software as a Service License Agreement (this "**Agreement**") is entered into by and between the **Stillwater Lakes Community Development District** (the "**District**") on behalf of itself, its Dissemination Agent and all other Obligated Persons as defined in the District's outstanding Continuing Disclosure Agreements (collectively, the "**Licensee**"), and Disclosure Technology Services, LLC, a Delaware limited liability company ("**DTS**" or the "**Licensor**"). This Agreement shall be effective as of last day executed below ("**Effective Date**").

NOW, THEREFORE, for good and adequate consideration, the sufficiency of which is hereby acknowledged, the parties have agreed as follows:

The District is, or may in the future be, a party to one or more Continuing Disclosure Agreements (the "**CDAs**") in connection with the issuance of bonds or other debt obligations. Pursuant to the CDAs, the District and the other Obligated Persons named therein are, or will be, obligated to file certain Annual Reports, Quarterly Reports and Listed Event filings (as such terms are defined in the CDAs) electronically through the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("**EMMA**") system website within the time periods specified in the CDAs.

Subject to the payment of the fees provided for in "Exhibit A: Fee Schedule" attached hereto and the terms and conditions provided for in the "EMMA® Filing Assistance Software End User License Agreement" located at , both of which are hereby incorporated by reference into this Agreement, the Licensor hereby (i) grants to Licensee a non-exclusive, non-transferable, non-sublicensable, limited license and right to access and use the DTS Portal ("**Portal**") for the purposes provided for herein. The Portal is configured to provide annual and quarterly notices of reporting deadlines prior to the applicable Annual Filing Date(s) and Quarterly Filing Date(s) set forth in the CDAs (the "**Services**").

As part of the notices provided by the Portal, links to access to the Portal will be made delivered to the District and other Obligated Persons annually and quarterly, as applicable, via email, which will allow for the District and other Obligated Persons to input the information required for the Annual Reports (excluding the Audited Financial Statements) and the Quarterly Reports under the CDAs, respectively, into a reportable format (collectively, the "**Formatted Information**"). Notwithstanding this provision or failure to provide such Formatted Information or any Services, the District, and its Dissemination Agent, if any, will remain responsible for filing the Formatted Information with EMMA on or before the deadlines provided for in the CDAs. The Portal shall not include any links for Listed Events as defined in the CDAs and all EMMA reporting obligations shall remain the sole obligations of the District and the Obligated Persons as set forth in the CDAs if and when a Listed Events report needs to be filed.

This Agreement shall commence on the Effective Date and continue through September 30 of the year in which this Agreement is executed, and thereafter, shall renew for additional one year terms (based on the District's fiscal year, which ends September 30) so long as the District is obligated under any CDAs. Either party may terminate this Agreement upon thirty days prior written notice to the other party hereto. Any fees paid prior to termination shall be considered earned and non-refundable and the Licensor may adjust the fees hereunder upon thirty days prior written notice to Licensee. Upon the termination of this Agreement, Licensee shall immediately discontinue use of the Portal. Licensee's obligations according to the provisions of this Agreement prior to termination shall survive termination of this Agreement. This Agreement is also subject to the terms set forth in **Exhibit B**.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date below written.

Stillwater Community Development District

Disclosure Technology Services, LLC

By: _____

By: _____

Print: _____

Print: Michael Klurman

Title: _____

Title: Vice President

Date: _____

Date: 01-02-2024

Exhibit A – Fee Schedule

Annual License Fee:

1. \$1,500 per annum per bond series, not to exceed \$5,000 per annum.

Exhibit B – CDD Addendum

The following terms apply notwithstanding any other provision of the Agreement (including but not limited to any of the terms incorporated therein from other documents):

PUBLIC RECORDS. DTS understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, DTS agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. DTS acknowledges that the designated public records custodian for the District is the District's Manager ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, DTS shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if DTS does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in DTS's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by DTS, DTS shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE DTS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DTS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, Craig Wrathell, Wrathell, Hunt & Associates, 2300 Glades Road, 33431

LIMITATIONS ON LIABILITY. Nothing in the Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

SCRUTINIZED COMPANIES. DTS certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If DTS is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

E-VERIFY. DTS shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, DTS shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the DTS has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the DTS represents that no public employer has terminated a contract with the DTS under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

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MEMORANDUM

To: Board of Supervisors
From: District Counsel
Date: January 1, 2024
Subject: Ethics Training Requirements

Beginning January 1, 2024, all Board Supervisors of Florida Community Development Districts will be required to complete four (4) hours of Ethics training each year. The four (4) hours must be allocated to the following categories: two (2) hours of Ethics Law, one (1) hour of Sunshine Law, and one (1) hour of Public Records law.

This training may be completed online, and the four (4) hours do not have to be completed all at once. The Florida Commission on Ethics (“COE”) has compiled a list of resources for this training. An overview of the resources are described below, and links to the resources are included in this memo.

Each year when Supervisors complete the required financial disclosure form (Form 1 Statement of Financial Interests), Supervisors must mark a box confirming that he or she has completed the Ethics training requirements. At this time, there is no requirement to submit a certificate; however, the COE advises that Supervisors keep a record of all trainings completed (including date and time of completion), in the event Supervisors are ever asked to provide proof of completion. The training is a calendar year requirement and corresponds to the form year. So, Supervisors will not report their 2024 training until they fill out their Form 1 for the 2025 year.

Free Training Options

The Florida Commission on Ethics’ (“COE”) website has several free online resources and links to resources that Supervisors can access to complete the training requirements. Navigate to that page here: [Florida Commission on Ethics Training](https://ethics.state.fl.us/Training/Training.aspx).¹ Please note that the COE only provides free training for the two (2) hour Ethics portion of the annual training. However, the COE does provide links to free outside resources to complete the Sunshine and Public Records portion of the training. These links are included in this memorandum below for your ease of reference.

¹ <https://ethics.state.fl.us/Training/Training.aspx>

Free Ethics Law Training

The COE provides several videos for Ethics training, none of which are exactly two (2) hours in length. Please ensure you complete 120 minutes of Ethics training when choosing a combination of the below.

State Ethics Laws for Constitutional Officers & Elected Municipal Officers (100 minutes)

Click here: [Kinetic Ethics](#)

Business and Employment Conflicts and Post-Public-Service (56 minutes) Restriction

Click here: [Business and Employment Conflicts](#)

Gifts (50 minutes)

Click here: [Ethics Laws Governing Acceptance of Gifts](#)

Voting Conflicts - Local Officers (58 minutes)¹

Click here: [Voting Vertigo](#)

Free Sunshine/Public Records Law Training

The Office of the Attorney General provides a two (2) hour online training course (audio only) that meets the requirements of the Sunshine Law and Public Records Law portion of Supervisors' annual training.

Click here to access: [Public Meeting and Public Records Law](#)

Other Training Options

4- Hour Course

Some courses will provide a certificate upon completion (not required), like the one found from the Florida State University, Florida Institute of Government, linked here: [4-Hour Ethics Course](#). This course meets all the ethics training requirements for the year, including Sunshine Law and Public Records training. This course is currently \$79.00

CLE Course

The COE's website includes a link to the Florida Bar's Continuing Legal Education online tutorial which also meets all the Ethics training requirements. However, this is a CLE course designed more specifically for attorneys. The 5 hours 18 minutes' long course exceeds the 4-hour requirement and its cost is significantly higher than the 4-Hour Ethics course provided by the Florida State University. The course is currently \$325.00. To access this course, click here: [Sunshine Law, Public Records and Ethics for Public Officers and Public Employees](#).

If you have any questions, please do not hesitate to contact me.

2023 Form 1 - Statement of Financial Interests

General Information

Name: DISCLOSURE FILER

Address: SAMPLE ADDRESS

County: SAMPLE COUNTY

PID SAMPLE

AGENCY INFORMATION

Organization	Suborganization	Title
SAMPLE	SAMPLE	SAMPLE

Disclosure Period

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2023 .

Primary Sources of Income

PRIMARY SOURCE OF INCOME (Over \$2,500). (Major sources of income to the reporting person)
(If you have nothing to report, write "none" or "n/a")

Name of Source of Income	Source's Address	Description of the Source's Principal Business Activity

Secondary Sources of Income

SECONDARY SOURCES OF INCOME (Major customers, clients, and other sources of income to businesses owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Name of Business Entity	Name of Major Sources of Business' Income	Address of Source	Principal Business Activity of Source

Real Property

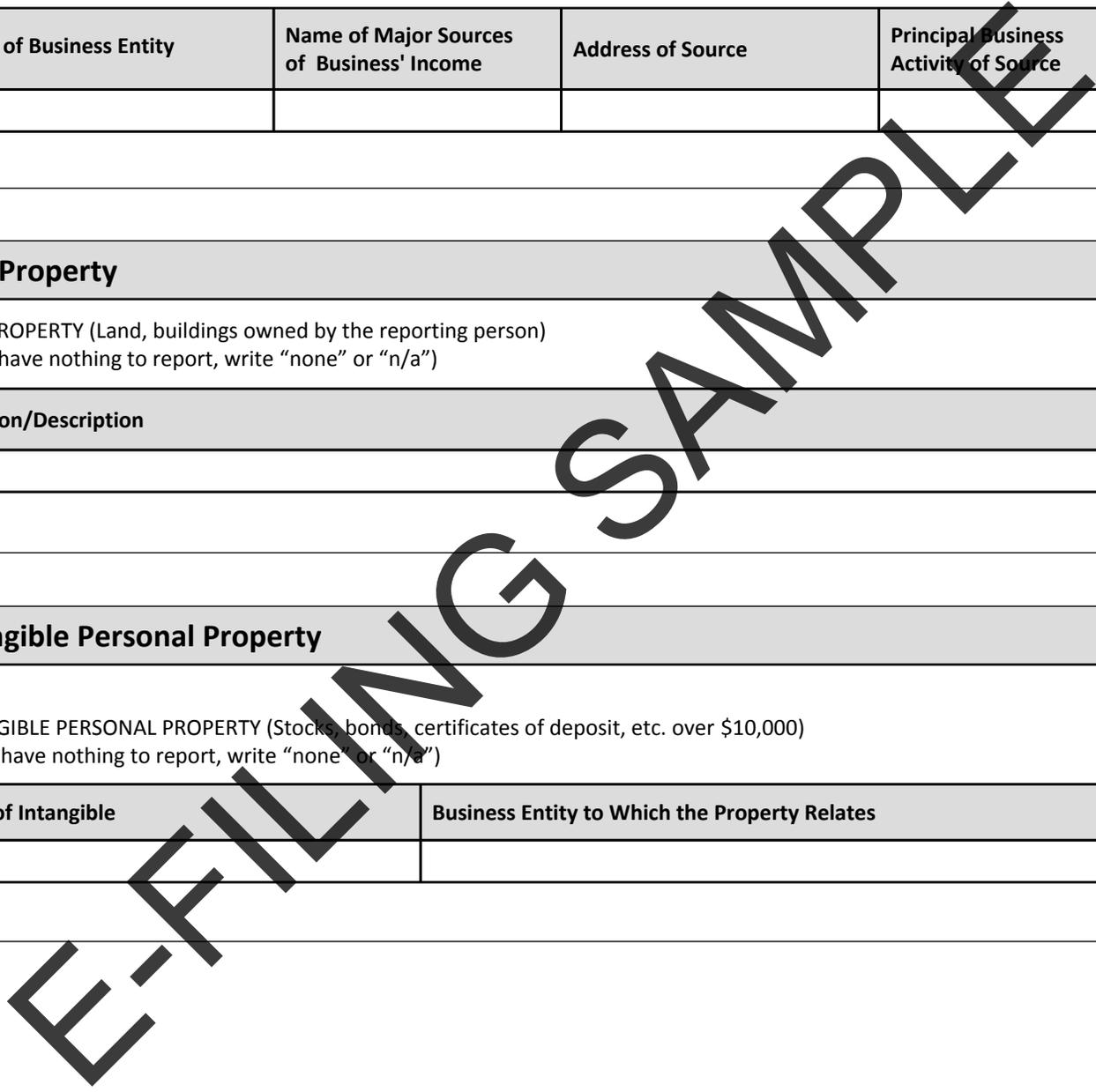
REAL PROPERTY (Land, buildings owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Location/Description

Intangible Personal Property

INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. over \$10,000) (If you have nothing to report, write "none" or "n/a")

Type of Intangible	Business Entity to Which the Property Relates



2023 Form 1 - Statement of Financial Interests

Liabilities

LIABILITIES (Major debts valued over \$10,000):
(If you have nothing to report, write "none" or "n/a")

Name of Creditor	Address of Creditor

Interests in Specified Businesses

INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses)
(If you have nothing to report, write "none" or "n/a")

Business Entity # 1

Training

Based on the office or position you hold, the certification of training required under Section 112.3142, F.S., is not applicable to you for this form year.

E-FILING SAMPLE

Signature of Filer

Digitally signed:

Filed with COE:

E-FILING SAMPLE

2023 Form 1 - Statement of Financial Interests

Filed with COE: 01/05/2024

General Information

Name: Mr Thomas Dean Zimmerman

Address: 6233 Dolostone Drive, Lakeland, FL 33811

PID 305031

County: Polk

AGENCY INFORMATION

Organization	Suborganization	Title
Towne Park Community Development District	Board of Supervisors	Assistant Secretary

Disclosure Period

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2023 .

Primary Sources of Income

PRIMARY SOURCE OF INCOME (Over \$2,500) (Major sources of income to the reporting person)
(If you have nothing to report, write "none" or "n/a")

Name of Source of Income	Source's Address	Description of the Source's Principal Business Activity
DFAS	8899 E 56th Street, Indianapolis, IN	Military Retired Pay
Social Security Administration	550 Commerce Dr., Lakeland FL 33813	Social Security Retired Pay

Secondary Sources of Income

SECONDARY SOURCES OF INCOME (Major customers, clients, and other sources of income to businesses owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Name of Business Entity	Name of Major Sources of Business' Income	Address of Source	Principal Business Activity of Source
N/A			

Real Property

REAL PROPERTY (Land, buildings owned by the reporting person) (If you have nothing to report, write "none" or "n/a")

Location/Description
N/A

Intangible Personal Property

INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. over \$10,000) (If you have nothing to report, write "none" or "n/a")

Type of Intangible	Business Entity to Which the Property Relates
Mutual Funds	Edward Jones
401K	General Dynamics Information Technology

Liabilities

LIABILITIES (Major debts valued over \$10,000):
(If you have nothing to report, write "none" or "n/a")

Name of Creditor	Address of Creditor
Lakeview Flagstar Bank	PO Box 619063, Dallas, TX 75261-9063

Interests in Specified Businesses

INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses)
(If you have nothing to report, write "none" or "n/a")

Business Entity # 1
N/A

Training

Based on the office or position you hold, the certification of training required under Section 112.3142, F.S., is not applicable to you for this form year.

Signature of Filer

Thomas Dean Zimmerman

Digitally signed: 01/05/2024

Filed with COE: 01/05/2024

2023 Form 1 Instructions

Statement of Financial Interests

Notice

The annual Statement of Financial Interest is due July 1, 2024. If the annual form is not submitted via the electronic filing system created and maintained by the Commission September 3, 2024, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

When To File:

Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2023.

Who Must File Form 1

1. Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.
2. Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding those required to file full disclosure on Form 6 as well as members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; board members of Triumph Gulf Coast, Inc; board members of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.
3. The Commissioner of Education, members of the State Board of Education, the Board of Governors, the local Boards of Trustees and Presidents of state universities, and the Florida Prepaid College Board.
4. Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.
5. Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits, and the Pinellas County Construction Licensing Board.
6. Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.
7. Persons holding any of these positions in local government: county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

8. Officers and employees of entities serving as chief administrative officer of a political subdivision.
9. Members of governing boards of charter schools operated by a city or other public entity.
10. Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.
11. The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.
12. The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.
13. Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.
14. The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.
15. State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.
16. The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.
17. Each member of the governing body of a "large-hub commercial service airport," as defined in Section 112.3144(1)(c), Florida Statutes, except for members required to comply with the financial disclosure requirements of s. 8, Article II of the State Constitution.

ATTACHMENTS: A filer may include and submit attachments or other supporting documentation when filing disclosure.

PUBLIC RECORD: The disclosure form is a public record and is required by law to be posted to the Commission's website. Your Social Security number, bank account, debit, charge, and credit card numbers, mortgage or brokerage account numbers, personal identification numbers, or taxpayer identification numbers are not required and should not be included. If such information is included in the filing, it may be made available for public inspection and copying unless redaction is required by the filer, without any liability to the Commission. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address or other information is exempt from disclosure, the Commission will maintain that confidentiality *if you submit a written and notarized request.*

QUESTIONS about this form or the ethics laws may be addressed to the Commission on Ethics, Post Office Drawer 15709, Tallahassee, Florida 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303; telephone (850) 488-7864.

Instructions for Completing Form 1

Primary Sources of Income

[Required by s. 112.3145(3)(b)1, F.S.]

This section is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose any public salary or public position(s). The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony if considered gross income under federal law, but not child support.

Examples:

- If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).
- If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).
- If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).
- If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

- If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.
- If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

Secondary Sources of Income

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

1. You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,
2. You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

Real Property

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more accurate fair market value.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

Intangible Personal Property

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you (including, but not limited to, loans made as a candidate to your own campaign), Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts in which you have an ownership interest. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship, including bank accounts owned in such a manner, should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

Liabilities

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

Interests in Specified Businesses

[Required by s. 112.3145(7), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

Training Certification

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer appointed school superintendent, a commissioner of a community redevelopment agency created under Part III, Chapter 163, or an elected local officers of independent special districts, including any person appointed to fill a vacancy on an elected special district board, whose service began on or before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

5

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
ADOPTED BUDGET
FISCAL YEAR 2024**

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
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**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023				Adopted Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll - gross	\$ 144,725				\$273,966
Allowable discounts (4%)	(5,789)				(10,959)
Assessment levy: on-roll - net	138,936	\$ 134,651	\$ 4,285	\$ 138,936	263,007
Assessment levy: off-roll	368,601	276,449	92,152	368,601	312,566
Landowner contribution	-	3,212	-	3,212	-
Total revenues	<u>507,537</u>	<u>414,312</u>	<u>96,437</u>	<u>510,749</u>	<u>575,573</u>
EXPENDITURES					
Professional & administrative					
Supervisors	7,000	2,153	4,847	7,000	7,000
Management/accounting/recording	48,000	20,000	28,000	48,000	48,000
Legal	20,000	2,509	17,491	20,000	20,000
Engineering	1,500	-	1,500	1,500	1,500
Audit	5,500	-	5,500	5,500	5,500
Arbitrage rebate calculation	500	-	500	500	500
Dissemination agent	1,000	417	583	1,000	1,000
Trustee	6,500	-	6,500	6,500	6,500
Telephone	200	83	117	200	200
Postage	500	167	333	500	500
Printing & binding	500	208	292	500	500
Legal advertising	1,500	105	1,395	1,500	1,500
Annual special district fee	175	175	-	175	175
Insurance	5,500	5,375	-	5,500	5,500
Contingencies/bank charges	500	20	480	500	500
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	-	210	210	210
Property appraiser and tax collector	2,895	2,689	206	2,895	5,479
Total professional & administrative	<u>102,685</u>	<u>33,901</u>	<u>68,659</u>	<u>102,685</u>	<u>105,269</u>

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2024**

	Fiscal Year 2023				Adopted Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
Operations & maintenance					
Security					
Security patrol	24,720	405	15,000	15,405	21,220
Utilities:					
Electric	33,600	242	33,358	33,600	33,600
Phone	1,920	-	1,920	1,920	1,920
Water/sewer	8,800	1,086	7,714	8,800	8,800
Stormwater control:					
Stormwater system maintenance	8,900	-	8,900	8,900	22,620
Fountain maintenance	18,000	-	18,000	18,000	4,280
Wetland monitoring/maintenance	13,800	8,678	5,122	13,800	13,800
Other physical environment					
Field ops management	9,600	-	9,600	9,600	9,600
Entrance gate contract	25,560	9,575	15,985	25,560	28,950
Property insurance	22,000	-	22,000	22,000	32,000
Landscape contract	150,000	12,572	137,428	150,000	209,064
Irrigation repairs	21,600	-	21,600	21,600	21,600
Landscape miscellaneous	9,600	-	9,600	9,600	9,600
Mulch	5,900	-	5,900	5,900	5,900
O&M accounting	3,750	1,563	2,187	3,750	3,750
Holiday decorations	8,500	-	8,500	8,500	8,500
General maintenance	8,000	270	7,730	8,000	8,000
Road & street facilities					
Street sign repair and replacement	1,800	-	1,800	1,800	1,800
Sidewalk repair & maintenance	2,400	-	2,400	2,400	2,400
Street maintenance	10,800	-	10,800	10,800	10,800
Contingency					
Miscellaneous contingency	12,000	-	12,000	12,000	8,500
Meeting room rental	3,600	-	3,600	3,600	3,600
Total field operations	<u>404,850</u>	<u>34,391</u>	<u>361,144</u>	<u>395,535</u>	<u>470,304</u>
Total expenditures	<u>507,535</u>	<u>68,292</u>	<u>429,803</u>	<u>498,220</u>	<u>575,573</u>
Excess/(deficiency) of revenues over/(under) expenditures					
	2	346,020	(333,366)	12,529	-
Fund balance - beginning (unaudited)					
	-	11,178	357,198	11,178	23,707
Fund balance - ending (projected)					
Assigned					
Unassigned	2	357,198	23,832	23,707	23,707
Fund balance - ending	<u>\$ 2</u>	<u>\$ 357,198</u>	<u>\$ 23,832</u>	<u>\$ 23,707</u>	<u>\$ 23,707</u>

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Supervisors	\$ 7,000
Statutorily set at \$200 for each meeting of the Board of Supervisors not to exceed \$4,800 for each fiscal year.	
Management/accounting/recording	48,000
Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.	
Legal	20,000
General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.	
Engineering	1,500
The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.	
Audit*	5,500
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.	
Arbitrage rebate calculation	500
To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.	
Dissemination agent	1,000
The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.	
Telephone	200
Telephone and fax machine.	
Postage	500
Mailing of agenda packages, overnight deliveries, correspondence, etc.	
Printing & binding	500
Letterhead, envelopes, copies, agenda packages	
Legal advertising	1,500
The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.	
Annual special district fee	175
Annual fee paid to the Florida Department of Economic Opportunity.	
Insurance	5,500
The District will obtain public officials and general liability insurance.	
Contingencies/bank charges	500
Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.	
Website hosting & maintenance	705
Website ADA compliance	210
Property appraiser and tax collector	5,479

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

Operations & maintenance

Security	
Security patrol	21,220
Utilities:	
Electric	33,600
Phone	1,920
Water/sewer	8,800
Stormwater control:	
Stormwater system maintenance	22,620
Lake Doctors monthly \$1885	
Fountain maintenance	4,280
Wetland monitoring/maintenance	13,800
Other physical environment	
Field ops management	9,600
Entrance gate contract	28,950
Front \$1838 monthly and rear entrance Envera \$572 monthly	
Property insurance	32,000
Landscape contract	209,064
Includes \$59,064 for Veteran Entrance	
Irrigation repairs	21,600
Landscape miscellaneous	9,600
Mulch	5,900
O&M accounting	3,750
Holiday decorations	8,500
General maintenance	8,000
Road & street facilities	
Street sign repair and replacement	1,800
Sidewalk repair & maintenance	2,400
Street maintenance	10,800
Contingency	
Miscellaneous contingency	8,500
Meeting room rental	3,600
Total expenditures	<u><u>\$575,573</u></u>

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND BUDGET - SERIES 2021
FISCAL YEAR 2024**

	Fiscal Year 2023				Adopted Budget FY 2024
	Adopted Budget FY 2023	Actual through 2/28/2023	Projected through 9/30/2023	Total Actual & Projected	
REVENUES					
Assessment levy: on-roll	\$ 282,801				\$ 485,373
Allowable discounts (4%)	(11,312)				(19,415)
Net assessment levy - on-roll	271,489	\$ 263,137	\$ 8,352	\$ 271,489	465,958
Assessment levy: off-roll	597,399	448,049	147,396	595,445	405,026
Assessment prepayments	-	33,678	-	33,678	-
Lot closings	-	1,954	-	1,954	-
Interest	-	2,021	-	2,021	-
Total revenues	<u>868,888</u>	<u>748,839</u>	<u>155,748</u>	<u>904,587</u>	<u>870,984</u>
EXPENDITURES					
Debt service					
Principal	320,000	-	320,000	320,000	330,000
Principal prepayment	-	-	30,000	30,000	-
Interest	542,706	271,353	271,353	542,706	534,013
Tax collector	5,656	5,254	402	5,656	9,707
Total expenditures	<u>868,362</u>	<u>276,607</u>	<u>621,755</u>	<u>898,362</u>	<u>873,720</u>
Excess/(deficiency) of revenues over/(under) expenditures	526	472,232	(466,007)	6,225	(2,736)
OTHER FINANCING SOURCES/(USES)					
Transfers out	-	-	(531,274)	(531,274)	-
Total other financing sources/(uses)	<u>-</u>	<u>-</u>	<u>(531,274)</u>	<u>(531,274)</u>	<u>-</u>
Net increase/(decrease) in fund balance	526	472,232	(97,281)	(525,049)	(2,736)
Fund balance:					
Beginning fund balance (unaudited)	705,003	1,266,675	1,738,907	1,266,675	741,626
Ending fund balance (projected)	<u>\$705,529</u>	<u>\$ 1,738,907</u>	<u>\$ 741,626</u>	<u>\$ 741,626</u>	<u>738,890</u>
Use of fund balance:					
Debt service reserve account balance (required)					(431,616)
Interest expense - December 15, 2024					(263,088)
Projected fund balance surplus/(deficit) as of September 30, 2024					<u>\$ 44,186</u>

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2021 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
12/15/23			267,006.25	267,006.25	14,870,000.00
06/15/24	330,000.00	2.375%	267,006.25	597,006.25	14,540,000.00
12/15/24			263,087.50	263,087.50	14,540,000.00
06/15/25	335,000.00	2.375%	263,087.50	598,087.50	14,205,000.00
12/15/25			259,109.38	259,109.38	14,205,000.00
06/15/26	345,000.00	2.375%	259,109.38	604,109.38	13,860,000.00
12/15/26			255,012.50	255,012.50	13,860,000.00
06/15/27	355,000.00	3.000%	255,012.50	610,012.50	13,505,000.00
12/15/27			249,687.50	249,687.50	13,505,000.00
06/15/28	365,000.00	3.000%	249,687.50	614,687.50	13,140,000.00
12/15/28			244,212.50	244,212.50	13,140,000.00
06/15/29	375,000.00	3.000%	244,212.50	619,212.50	12,765,000.00
12/15/29			238,587.50	238,587.50	12,765,000.00
06/15/30	390,000.00	3.000%	238,587.50	628,587.50	12,375,000.00
12/15/30			232,737.50	232,737.50	12,375,000.00
06/15/31	400,000.00	3.000%	232,737.50	632,737.50	11,975,000.00
12/15/31			226,737.50	226,737.50	11,975,000.00
06/15/32	415,000.00	3.500%	226,737.50	641,737.50	11,560,000.00
12/15/32			219,475.00	219,475.00	11,560,000.00
06/15/33	430,000.00	3.500%	219,475.00	649,475.00	11,130,000.00
12/15/33			211,950.00	211,950.00	11,130,000.00
06/15/34	445,000.00	3.500%	211,950.00	656,950.00	10,685,000.00
12/15/34			204,162.50	204,162.50	10,685,000.00
06/15/35	460,000.00	3.500%	204,162.50	664,162.50	10,225,000.00
12/15/35			196,112.50	196,112.50	10,225,000.00
06/15/36	475,000.00	3.500%	196,112.50	671,112.50	9,750,000.00
12/15/36			187,800.00	187,800.00	9,750,000.00
06/15/37	490,000.00	3.500%	187,800.00	677,800.00	9,260,000.00
12/15/37			179,225.00	179,225.00	9,260,000.00
06/15/38	510,000.00	3.500%	179,225.00	689,225.00	8,750,000.00
12/15/38			170,300.00	170,300.00	8,750,000.00
06/15/39	530,000.00	3.500%	170,300.00	700,300.00	8,220,000.00
12/15/39			161,025.00	161,025.00	8,220,000.00
06/15/40	545,000.00	3.500%	161,025.00	706,025.00	7,675,000.00
12/15/40			151,487.50	151,487.50	7,675,000.00
06/15/41	565,000.00	3.500%	151,487.50	716,487.50	7,110,000.00
12/15/41			141,600.00	141,600.00	7,110,000.00
06/15/42	590,000.00	4.000%	141,600.00	731,600.00	6,520,000.00
12/15/42			129,800.00	129,800.00	6,520,000.00
06/15/43	610,000.00	4.000%	129,800.00	739,800.00	5,910,000.00
12/15/43			117,600.00	117,600.00	5,910,000.00
06/15/44	635,000.00	4.000%	117,600.00	752,600.00	5,275,000.00
12/15/44			104,900.00	104,900.00	5,275,000.00
06/15/45	660,000.00	4.000%	104,900.00	764,900.00	4,615,000.00

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2021 AMORTIZATION SCHEDULE**

	Principal	Coupon Rate	Interest	Debt Service	Bond Balance
12/15/45			91,700.00	91,700.00	4,615,000.00
06/15/46	690,000.00	4.000%	91,700.00	781,700.00	3,925,000.00
12/15/46			77,900.00	77,900.00	3,925,000.00
06/15/47	720,000.00	4.000%	77,900.00	797,900.00	3,205,000.00
12/15/47			63,500.00	63,500.00	3,205,000.00
06/15/48	745,000.00	4.000%	63,500.00	808,500.00	2,460,000.00
12/15/48			48,600.00	48,600.00	2,460,000.00
06/15/49	780,000.00	4.000%	48,600.00	828,600.00	1,680,000.00
12/15/49			33,000.00	33,000.00	1,680,000.00
06/15/50	810,000.00	4.000%	33,000.00	843,000.00	870,000.00
12/15/50			16,800.00	16,800.00	870,000.00
06/15/51	840,000.00	4.000%	16,800.00	856,800.00	30,000.00
Total	14,840,000.00		9,486,231.26	24,326,231.26	

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON
PROJECTED FISCAL YEAR 2024 ASSESSMENTS**

On-Roll Assessments					
					FY 2023
Product/Parcel	Units	FY 2024 O&M Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	Total Assessment per Unit
SF 40'	32	\$ 1,104.70	\$ 1,558.61	\$ 2,663.31	\$ 2,536.48
SF 50'	202	1,104.70	2,079.88	3,184.58	3,057.75
Villa	14	1,104.70	1,245.84	2,350.54	2,223.71
Total	248				

Off-Roll Assessments					
					FY 2023
Product/Parcel	Units	FY 2024 O&M Assessment per Unit	FY 2024 DS Assessment per Unit	FY 2024 Total Assessment per Unit	Total Assessment per Unit
SF 40'	176	\$ 1,038.42	\$ 1,465.09	\$ 2,503.51	\$ 2,384.29
SF 50'	1	1,038.42	1,955.09	2,993.51	2,874.29
Villa	124	1,038.42	1,171.09	2,209.51	2,090.29
Total	301				

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

**UNAUDITED
FINANCIAL
STATEMENTS**

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
JANUARY 31, 2024**

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
JANUARY 31, 2024**

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	\$ 654,977	\$ -	\$ -	\$ 654,977
Investments				
Revenue	-	112,265	-	112,265
Reserve	-	437,211	-	437,211
Prepayment	-	35,186	-	35,186
Construction	-	-	5,363,606	5,363,606
Due from Landowner	156,282	202,513	-	358,795
Due from general fund	-	414,889	-	414,889
Prepaid expense	7,463	-	-	7,463
Utility deposit	14,030	-	-	14,030
Total assets	<u>\$ 832,752</u>	<u>\$ 1,202,064</u>	<u>\$ 5,363,606</u>	<u>\$ 7,398,422</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Contracts payable	\$ -	\$ -	\$ 448	\$ 448
Due to debt service fund	414,889	-	-	414,889
Due to Developer	-	35,617	-	35,617
Landowner advance	6,000	-	-	6,000
Total liabilities	<u>420,889</u>	<u>35,617</u>	<u>448</u>	<u>456,954</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	156,282	202,513	-	358,795
Total deferred inflows of resources	<u>156,282</u>	<u>202,513</u>	<u>-</u>	<u>358,795</u>
Fund balances:				
Restricted for:				
Debt service	-	963,934	-	963,934
Capital projects	-	-	5,363,158	5,363,158
Unassigned	255,581	-	-	255,581
Total fund balances	<u>255,581</u>	<u>963,934</u>	<u>5,363,158</u>	<u>6,582,673</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 832,752</u>	<u>\$ 1,202,064</u>	<u>\$ 5,363,606</u>	<u>\$ 7,398,422</u>
Total liabilities and fund balances	<u>\$ 832,752</u>	<u>\$ 1,202,064</u>	<u>\$ 5,363,606</u>	<u>\$ 7,398,422</u>

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JANUARY 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 86,799	\$ 238,952	\$ 263,007	91%
Assessment levy: off-roll	-	-	312,566	0%
Total revenues	<u>86,799</u>	<u>238,952</u>	<u>575,573</u>	42%
EXPENDITURES				
Professional & administrative				
Supervisors	-	2,153	7,000	31%
Management/accounting/recording	4,000	16,000	48,000	33%
Legal	780	2,009	20,000	10%
Engineering	175	712	1,500	47%
Audit	-	-	5,500	0%
Arbitrage rebate calculation	-	-	500	0%
Dissemination agent	83	333	1,000	33%
Trustee	-	-	6,500	0%
Telephone	17	67	200	34%
Postage	-	116	500	23%
Printing & binding	41	167	500	33%
Legal advertising	-	745	1,500	50%
Annual special district fee	-	175	175	100%
Insurance	-	5,563	5,500	101%
Contingencies/bank charges	279	279	500	56%
Website hosting & maintenance	-	-	705	0%
Website ADA compliance	-	-	210	0%
Total professional & administrative	<u>5,375</u>	<u>28,319</u>	<u>99,790</u>	28%
Operations & maintenance				
Law enforcement:				
Security patrol	2,167	6,852	21,220	32%
Utilities:				
Electric	628	2,371	33,600	7%
Phone	-	-	1,920	0%
Water/sewer	107	22,153	8,800	252%
Stormwater control:				
Stormwater system maintenance	-	-	22,620	0%
Aquatic maintenance	-	-	4,280	0%
Wetland monitoring/maintenance	5,144	9,946	13,800	72%

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED JANUARY 31, 2024**

	Current Month	Year to Date	Budget	% of Budget
Other physical environment				
Field ops management	-	-	9,600	0%
Entrance gate contract	272	6,133	28,950	21%
Property insurance	-	42,608	32,000	133%
Landscape contract	6,774	39,668	209,064	19%
Irrigation repairs	6,661	15,553	21,600	72%
Landscape miscellaneous	-	-	9,600	0%
Mulch	-	-	5,900	0%
O&M accounting	312	1,250	3,750	33%
Holiday decorations	3,915	3,915	8,500	46%
General maintenance	-	653	8,000	8%
Road & street facilities				
Street sign repair and replacement	-	-	1,800	0%
Sidewalk repair & maintenance	-	-	2,400	0%
Street maintenance	-	-	10,800	0%
Contingency				
Miscellaneous contingency	-	6	8,500	0%
Meeting room rental	-	-	3,600	0%
Total field operations	<u>25,980</u>	<u>151,108</u>	<u>470,304</u>	32%
Other fees & charges				
Property appraiser	-	-	2,739	0%
Tax collector	1,723	4,766	2,740	174%
Total other fees & charges	<u>1,723</u>	<u>4,766</u>	<u>5,479</u>	87%
Total expenditures	<u>33,078</u>	<u>184,193</u>	<u>575,573</u>	32%
Excess/(deficiency) of revenues over/(under) expenditures	53,721	54,759	-	
Fund balances - beginning	201,860	200,822	23,707	
Fund balances - ending	<u>\$ 255,581</u>	<u>\$ 255,581</u>	<u>\$ 23,707</u>	

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2021
FOR THE PERIOD ENDED JANUARY 31, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 153,775	\$ 423,332	\$ 465,958	91%
Assessment levy: off-roll	-	-	405,026	0%
Interest	3,022	13,606	-	N/A
Total revenues	<u>156,797</u>	<u>436,938</u>	<u>870,984</u>	50%
EXPENDITURES				
Debt service				
Principal	-	267,553	330,000	81%
Interest	-	-	534,013	0%
Tax collector	3,052	8,443	9,707	87%
Total debt service	<u>3,052</u>	<u>275,996</u>	<u>873,720</u>	32%
Other fees & charges				
Transfer out	(10,159)	(10,159)	-	N/A
Total other fees and charges	<u>(10,159)</u>	<u>(10,159)</u>	<u>-</u>	N/A
Total expenditures	<u>13,211</u>	<u>286,155</u>	<u>873,720</u>	33%
Excess/(deficiency) of revenues over/(under) expenditures	143,586	150,783	(2,736)	
Fund balances - beginning	820,348	813,151	741,626	
Fund balances - ending	<u>\$ 963,934</u>	<u>\$ 963,934</u>	<u>\$ 738,890</u>	

**STILLWATER
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2021
FOR THE PERIOD ENDED JANUARY 31, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 22,616	\$ 88,474
Total revenues	22,616	88,474
EXPENDITURES		
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	22,616	88,474
OTHER FINANCING SOURCES/(USES)		
Transfer in	10,159	10,159
Total other financing sources/(uses)	10,159	10,159
Net change in fund balances	32,775	98,633
Fund balances - beginning	5,330,383	5,264,525
Fund balances - ending	\$ 5,363,158	\$ 5,363,158

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

**MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT**

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The Board of Supervisors of the Stillwater Community Development District held a Regular Meeting on December 14, 2023 at 11:00 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 |
| William Fitzgerald | 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 |
| John McClure | Resident |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 11:05 a.m.
All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors, Chris James Mayo [Seat 3], Michael Della Penta [Seat 4] and Kyler von der Osten [Seat 5] (the following will be provided in a separate package)

40
41 Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath
42 of Office to Mr. Mayo, Mr. Della Penta and Mr. von der Osten. He provided the following items,
43 with which the Supervisors are familiar:

- 44 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- 45 **B. Membership, Obligations and Responsibilities**
- 46 **C. Financial Disclosure Forms**
 - 47 **I. Form 1: Statement of Financial Interests**
 - 48 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - 49 **III. Form 1F: Final Statement of Financial Interests**
- 50 **D. Form 8B: Memorandum of Voting Conflict**

51
52
53 **FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2024-02,**
54 **Canvassing and Certifying the Results of**
55 **the Landowners’ Election of Supervisors**
56 **Held Pursuant to Section 190.006(2),**
57 **Florida Statutes, and Providing for an**
58 **Effective Date**
59

60 Mr. Torres presented Resolution 2024-02. He recapped the Landowners’ Election results
61 as follows:

62	Seat 3	James (Chris) Mayo	273 Votes	4-year Term
63	Seat 4	Michael Della Penta	273 Votes	4-year Term
64	Seat 5	Kyler von der Osten	270 Votes	2-year Term

65
66 **On MOTION by Ms. Rogers and seconded by Mr. von der Osten, with all in**
67 **favor, Resolution 2024-02, Canvassing and Certifying the Results of the**
68 **Landowners’ Election of Supervisors Held Pursuant to Section 190.006(2),**
69 **Florida Statutes, and Providing for an Effective Date, was adopted.**

70
71
72 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2024-03,**
73 **Designating Certain Officers of the District**
74 **and Providing for an Effective Date**

On MOTION by Ms. Rogers and seconded by Mr. Della Penta, with all in favor, the October 12, 2023 Regular Meeting and the November 7, 2023 Landowners' Meeting Minutes, as presented, were approved.

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EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Mr. Haber stated the easement requested by the County for County Road 210 was recently finalized. Based on conversations with Ms. Rogers, the CDD might be ready to acquire improvements for Phases 1C and 1D; once he receives a description of improvements and the costs to install them, he will finalize the documents and have the CDD acquire the improvements.

Mr. Acree will circulate the schedule of values to the Board. Ms. Rogers will work with the Land Department regarding the amounts and the contracts.

B. District Engineer: Matthews Design Group

There was no report.

C. Field Operations Manager: Hampton Golf

Ms. Tennison reported the following:

- A credit was received for the irrigation break reported at the last meeting.
- Holiday lighting will be removed the first week of January.

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

- **NEXT MEETING: January 11, 2024 at 11:00 AM**

All Supervisors confirmed their attendance at the January 11, 2024 meeting.

NINTH ORDER OF BUSINESS

Supervisors' Comments/Requests

Ms. Rogers reported the following:

- The Letter of Map Revision (LOMR) is being finalized for homesites in the flood zone. As-built and documents will be submitted to the Federal Emergency Management Agency (FEMA) for review and approval, which will likely take over one year. With approval, homeowners will not be required to have flood insurance.

140 ➤ Funds for additional off-duty patrols are included in the budget; scheduling depends
141 upon volunteers.

142 Mr. Torres will follow up with the Sheriff’s Office.

143 ➤ A complaint was received regarding school buses and, while the CDD cannot stop the
144 buses from utilizing the roadways, a call will be made to the School District to see if they can
145 address the issues.

146 ➤ Regarding the easements for CR-210 that were finalized, hydroblasting and re-striping
147 the outbound lanes is scheduled for the nights of December 20 and 21, 2023, weather
148 permitting. Access to the community from CR-210 will not be impacted.

149 ➤ The roadway will taper to two lanes to prepare for installation of the drainage system in
150 the right-of-way (ROW).

151

152 **TENTH ORDER OF BUSINESS**

Public Comments

153

154 Resident John McClure asked if the completion schedule for the CR-210 improvements
155 is known. Ms. Rogers stated it is a two-year process; as updates are received, Ms. Tennison will
156 e-blast the information and the information will be provided at the Developer’s Town Hall
157 Meetings.

158

159 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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**On MOTION by Ms. Rogers and seconded by Mr. von der Osten, with all in
favor, the meeting adjourned at 11:18 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

STILLWATER

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

STILLWATER COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE

LOCATION

Holiday Inn Express, 2300 State Road 16, Saint Augustine, Florida 32084

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 12, 2023	Regular Meeting	11:00 AM
November 7, 2023	Landowners' Meeting	10:30 AM
November 9, 2023 CANCELED	Regular Meeting	11:00 AM
December 14, 2023	Regular Meeting	11:00 AM
January 11, 2024 CANCELED	Regular Meeting	11:00 AM
February 8, 2024 CANCELED	Regular Meeting	11:00 AM
March 7, 2024	Regular Meeting	11:00 AM
April 11, 2024	Regular Meeting	11:00 AM
May 9, 2024	Regular Meeting	11:00 AM
June 13, 2024	Regular Meeting	11:00 AM
July 11, 2024	Regular Meeting	11:00 AM
August 8, 2024	Regular Meeting	11:00 AM
September 12, 2024	Regular Meeting	11:00 AM