MINUTES OF MEETING
STILLWATER
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Stillwater Community Development District was held Thursday, June 12, 2025 at 11:00 a.m. at the Holiday Inn Express, St. Augustine, Florida.

Present and constituting a quorum:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairman
William Fitzgerald	Supervisor
Michael Della Penta	Supervisor
Ronnie Polowy	Supervisor

Also present were:

Jim Oliver	District Manager
Kyle Magee *by phone*	District Counsel
Shayna Talbert	Hampton Golf
Matt Biagetti	GMS
Sarah Sweeting	GMS

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Oliver called the meeting to order at 11:00 a.m. Four Supervisors were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS **Audience Comments**

Mr. Oliver opened the public comment period. There being no comments, the next item followed.

THIRD ORDER OF BUSINESS **Consideration of Minutes of the April 10, 2025 Meeting**

Mr. Oliver presented the minutes from the April 10, 2025 meeting and asked for any questions or corrections. Mr. Magee's name would be updated with Kutak Rock as his firm.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the Minutes of the April 10, 2025 Meeting, were approved as amended.

FOURTH ORDER OF BUSINESS **Organizational Matters**

A. Acceptance of the Resignation of Supervisor Csalovszki

Mr. Oliver noted they received a resignation from Supervisor Csalovszki and asked for a motion to accept that resignation.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Accepting the Resignation of Supervisor Csalovszki and Declaring the Board Seat Vacant, was approved.

B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/26)

Mr. Oliver asked for any nominations to fill the vacancy on the Board. Ms. Rogers nominated Ronnie Polowy.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Appointing Ronnie Polowy to Fill the Unexpired Term of Office (11/26), was approved.

C. Administration of Oath of Office to Newly Appointed Individual

Mr. Oliver administered the oath of office to Mr. Polowy.

D. Consideration of Resolution 2025-02 Electing Officers

Mr. Oliver noted that the Vice Chair position was vacant. Ms. Rogers suggested that Mr. Mayo serve as Vice Chairman.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Resolution 2025-02 Electing Officers with Zenzi Rogers as Chair, Chris Mayo as Vice Chairman, and the remaining Supervisors as Assistant Secretaries, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Proposal from Chindalur Traffic Solution Inc. for Traffic Calming Study**

Mr. Oliver noted that they received an email the day prior to the meeting from Bob Gates and he consulted with the District Engineer after that. Bob's comments were as follows; does the contract include a provision to obtain traffic counts not just speed measurements? Alex Acree responded yes, the speed measurement data along the main road will also include counts in both directions. Proposal includes up to six locations along Stillwater Boulevard to collect data over an extended period. Bob asked will the report account for individual count for direction of travel for the roadway? Alex responded no, the proposal does not include the turning counts into the development either intersection. This can be included for around $1,500 per intersection. Bob asked about total traffic counts volume by time, day, direction? Please include a provision to hold one public hearing on the matter during the weeks of the study. Alex wrote yes; a public hearing can be included and would be billed upon a time charge basis in accordance with the proposal.

Mr. Oliver reviewed the traffic calming study proposal from Chindalur and noted this was the only proposal that staff had received. The Board discussed budgeting for the traffic study, and Ms. Rogers suggested adding this to the FY2026 budget.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Approving Adding the Proposal from Chindalur Traffic Solution Inc. for Traffic Calming Study, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2025-03, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption (August 14, 2025)*(budget will be sent under separate cover)***

Mr. Oliver reviewed the Fiscal Year 2026 budget. He noted that the assessments were staying the same. He noted that this resolution would set the public hearing for August 14, 2025.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, Resolution 2025-03, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption on August 14, 2025, was approved.

SEVENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Magee had nothing to report.

B. Engineer

There being no comments, the next item followed.

C. Manager

1. Report on the Number of Registered Voters (467)

Mr. Oliver stated they received a letter from the Supervisor of Elections for St. Johns county and they indicated there are 467 registered voters in the District.

2. Annual Form 1 Filing & Annual Ethics Training

Mr. Oliver reminded the Board that the deadline to file Form 1s is July 1st. Their annual ethics training must be done before the end of the year.

Mr. Oliver suggested that the Board consider opening an SBA account. Ms. Rogers approved staff taking the steps to open an account.

EIGHTH ORDER OF BUSINESS **Supervisors Requests**

Ms. Rogers requested that staff contact the general manager of Hampton Golf and Yellowstone regarding the sod on the west bank.

NINTH ORDER OF BUSINESS **Audience Comments**

Resident Bob – asked

TENTH ORDER OF BUSINESS **Financial Statements as of May 31, 2025**

Mr. Oliver reviewed the unaudited financials as of May 31, 2025 and noted they had positive variances in both expense categories.

ELEVENTH ORDER OF BUSINESS **Check Register**

Mr. Oliver noted that the check register was included in the agenda package for Board review.

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the Financial Statements as of May 31, 2025 and Check Register, were approved.

TWELFTH ORDER OF BUSINESS **Next Scheduled Meeting – August 14, 2025 at 11:00 a.m.**

Mr. Oliver stated the next scheduled meeting will be August 14, 2025 at 11:00 a.m. at Holiday Inn Express, St. Augustine, Florida.

THIRTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Ms. Rogers, seconded by Mr. Fitzgerald, with all in favor, the meeting was adjourned.

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

DocuSigned by:
Zenzi Rogers
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Chairman/Vice Chairman