



SweetBay

RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6

Advanced Meeting Package

Regular Meeting

***Friday
September 11, 2026
10:00 A.M., C.D.T***

***Location:
960 Promenade St.,
Panama City, FL 32405***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval, or adoption.

SweetBay Residential Community Development District 6

250 International Parkway, Suite 208
Lake Mary FL 32746
321-263-0132

Board of Supervisors
SweetBay Residential Community Development District 6

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the SweetBay Residential Community Development District 6 is scheduled for **Friday, September 11, 2026, at 10:00 a.m., C.D.T. at 960 Promenade St., Panama City, FL 32405.**

An advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact me at (321) 263-0132 X-193 or dmcinnes@vestapropertyservices.com . We look forward to seeing you at the meeting.

Sincerely,

David McInnes

David McInnes
District Manager

SweetBay

RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6

Meeting Date:	Friday, September 11, 2026	Call-in Number:	+1 (904) 348-0776
Time:	10:00 AM, C.D.T	Phone Conference ID:	667 133 14#
Location:	960 Promenade St., Panama City, FL 32405	Teams Meeting ID:	247 211 381 086 6
		Teams Link:	Link

Agenda

I. Roll Call

II. Consent Agenda

- A. Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on August 21, 2026

[Exhibit 1](#)
[Pgs. 5-7](#)

III. Business Matters

- A. Consideration & Adoption of **Resolution 2026-07**, Setting Landowner Election
- B. Consideration of Acquisition Packages – *To Be Distributed*
 - 1. Towncenter Ph 1A Improvements
 - 2. SweetBay Avenue Ph. 2 Roadway Improvements
 - 3. Phase 3A and 3B Improvements

[Exhibit 2](#)
[Pgs. 9-14](#)

IV. Adjournment

EXHIBIT 1

1 **MINUTES OF MEETING**

2 **SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6**

3 The Regular Meeting of the Board of Supervisors of the SweetBay Residential Community
4 Development District 6 was held on Friday, August 21, 2026 at 10:32 a.m. CDT, at 960 Promenade St.,
5 Panama City, FL 32405.

6 **FIRST ORDER OF BUSINESS – Roll Call**

7 Mr. McInnes called the meeting to order and conducted roll call.

8 Present and constituting a quorum were:

9 Will Randle	Board Supervisor, Chairman
10 Jessica Renella	Board Supervisor, Assistant Secretary
11 Mark Moody	Board Supervisor, Assistant Secretary

12 Also, present were:

13 David McInnes (via phone)	District Manager, Vesta District Services
14 Kyle Magee (via phone)	Kutak Rock
15 Carol Watson	Association Manager, Burg Management Company, Inc.

16

17 *The following is a summary of the discussions and actions taken at the August 21, 2026 SweetBay*
18 *Residential Community Development District 6 Board of Supervisors Regular Meeting. Audio for this*
19 *meeting is available upon public records request by emailing PublicRecords@vestapropertyservices.com.*

20 **SECOND ORDER OF BUSINESS – Exhibit 1: Presentation of Public Notice(s)**

21 **THIRD ORDER OF BUSINESS – Consent Agenda**

- 22 A. Exhibit 2: Consideration for Acceptance – The May 2026 Unaudited Financial Statements
- 23 B. Exhibit 3: Consideration for Acceptance – The July 2026 Unaudited Financial Statements
- 24 C. Exhibit 4: Ratification of Jefferies Special Assessment Revenue Bonds, Series 2026A

25 On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board approved
26 the Consent agenda as presented, for the SweetBay Residential Community Development District 6.

27 **FOURTH ORDER OF BUSINESS – FY 2026-2027 Budget Public Hearing**

28 *The regular meeting was recessed at approximately 10:34 a.m. for the purpose of holding the FY*
29 *2026-2027 budget public hearing.*

- 30 A. Open the Public Hearing

31 On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board opened
32 the FY 2026-2027 Budget Public Hearing, for the SweetBay Residential Community Development District
33 6.

- 34 B. Exhibit 5: Presentation of FY 2026-2027 Budget

35 Mr. McInnes provided an overview of the budget.

- 36 C. Open the Public Comments

37 There being no public comments, the next item followed.

D. Close the Public Hearing

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board closed the FY 2026-2027 Budget Public Hearing at approximately 10:35 a.m. and reconvened the regular meeting, for the SweetBay Residential Community Development District 6.

E. Exhibit 6: Consideration & Adoption of **Resolution 2026-06**, Adopting FY 2026-2027 Budget

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-06**, Adopting FY 2026-2027 Budget, in substantial form, for the SweetBay Residential Community Development District 6.

F. Exhibit 7: Consideration of FY 2027 Budget Funding Agreement

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board approved the FY 2027 Budget Funding Agreement, for the SweetBay Residential Community Development District 6.

FIFTH ORDER OF BUSINESS – Business Matters

A. Exhibit 8: Presentation & Acceptance of FY 2025 Final Financial Audit Report

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board accepted the FY 2025 Final Financial Audit Report, for the SweetBay Residential Community Development District 6.

B. Exhibit 9: Consideration of Disclosure of Conflicts of Interest

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board approved the Disclosure of Conflicts of Interest, for the SweetBay Residential Community Development District 6.

C. Exhibit 10: Consideration of PFM Financial Advisors LLC Agreement

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board approved the PFM Financial Advisors LLC Agreement, for the SweetBay Residential Community Development District 6.

FOURTH ORDER OF BUSINESS – Adjournment

Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Mr. Randle made a motion to adjourn the meeting.

On a MOTION by Mr. Randle, SECONDED by Ms. Renella, WITH ALL IN FAVOR, the Board adjourned the meeting at 10:38 a.m. for the SweetBay Residential Community Development District 6.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on September 11, 2026.

Signature

Signature

Printed Name

Printed Name

Title: ☐ **Secretary** ☐ **Assistant Secretary**

Title: ☐ **Chairman** ☐ **Vice Chairman**

EXHIBIT 2

RESOLUTION 2026-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6 DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, SweetBay Residential Community Development District 6 (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Panama City, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors (the "Board") "shall exercise the powers granted to the district pursuant to Chapter 190, *Florida Statutes*," and the Board shall consist of five members; and

WHEREAS, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on first Tuesday in November, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6:

1. EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.

The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Mike Moody	November 2026
2	Will Randle	November 2028
3	Melissa Lupton	November 2026
4	Jessica Renella	November 2028
5	Celine Duncan	November 2026

This year, Seat 1, currently held by Mike Moody, Seat 3, currently held by Melissa Lupton, and Seat 6, currently held by Celine Duncan, are subject to election by landowners in November 2026. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. LANDOWNER'S ELECTION. In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisors of the District shall be held on the first Tuesday in November, which is the 3rd day of November, 2026, at 10:00 a.m. Central Time, and located at 960 Promenade St., Panama City, FL 32405. In order to comply with statutory notice requirements, the landowner meeting will be opened and then continued to the 18th day of

December, 2026 at the same time and location.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its September 11, 2026 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office and the District Manager's office, located at Vesta District Services, 250 International Parkway, Suite 208, Lake Mary FL 32746.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 11th DAY OF SEPTEMBER, 2026.

**SWEETBAY RESIDENTIAL
COMMUNITY DEVELOPMENT
DISTRICT 6**

ATTEST:

Chairperson, Board of Supervisors

Secretary / Assistant Secretary

Exhibit A: Notice of Landowners' Meeting and Election, Proxy, Ballot Form and Instructions

EXHIBIT A

NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6

Notice is hereby given to the public and all landowners within SweetBay Residential Community Development District 6 (**"District"**) located within Panama City, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) people to the District's Board of Supervisors (**"Board"**), and individually, **"Supervisor"**). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November 3, 2026
TIME: 10:00 a.m. Central Time
PLACE: 960 Promenade St.,
Panama City, FL 32405

Please note that in order to comply with statutory notice requirements, this landowner meeting will be opened at the date, time and location listed above and continued to December 18, 2026 at the same time and location. Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary FL 32746 (**"District Manager's Office"**). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

David McInnes
District Manager
Run Date(s): _____ & _____, 2026

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **November 3, 2026 and continued to December 18, 2026**

TIME: **10:00 A.M. Central Time**

LOCATION: **960 Promenade St.,
Panama City, FL 32405**

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6 PANAMA CITY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 3, 2026 AND CONTINUED TO DECEMBER 18, 2026**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“**Proxy Holder**”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the SweetBay Residential Community Development District 6 to be held at 960 Promenade St., Panama City, FL 32405, on November 3, 2026, at 10:00 a.m. Central Time, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT
SWEETBAY RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT 6
PANAMA CITY, FLORIDA
LANDOWNERS' MEETING – NOVEMBER 3, 2026 AND CONTINUED TO DECEMBER 18,
2026.

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the SweetBay Residential Community Development District 6 and described as follows:

Description

Acreage

_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
3		

Date: _____

Signed: _____

Printed Name: _____

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