

MINUTES OF MEETING
SIX MILE CREEK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Six Mile Creek Community Development District was held on Wednesday, April 19, 2017 at 2:00 p.m. at the Offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Present and constituting a quorum were:

Chris Kuhn	Chairman (by phone)
Chris O'Bannon	Supervisor
Rose Bock	Supervisor
Mike Veazey	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Scott Wild	District Engineer
Zach Brecht	England Thims & Miller
Mike Taylor	Greenpointe Communities (by phone)
Lynzi Chambers	Evergreen
Wes Hunt	Evergreen

FIRST ORDER OF BUSINESS

Call to Order

Mr. Oliver called the meeting to order at 2:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There were no members of the audience in attendance.

THIRD ORDER OF BUSINESS

Approval of Minutes of the February 15, 2017 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the February 15, 2017 meeting. Are there any additions, corrections or deletions?

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor the Minutes of the February 15, 2017 Meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Amendment to Fishing Policy

Mr. Haber presented the amendment to the fishing policy. Staff will get proposals for signage at the ponds.

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor to Allow Fishing in the 3 Lakes that will not have homes around them was approved.

FIFTH ORDER OF BUSINESS

Consideration of Mail Kiosk Proposals

Mr. Hunt presented proposals from Rollings Construction and Scheerer Construction to construct a mail kiosk.

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor the Proposal from Rollings Construction for a Mail Kiosk in the Amount of \$33,297.33 was approved subject to confirming funding from the developer.

SIXTH ORDER OF BUSINESS

Consideration of Construction Related Matters

A. Consideration of Landscape Proposals for Central and Topiary Parks

Mr. Hunt presented the proposals.

On MOTION by Mr. Kuhn seconded by Ms. Bock with all in favor the Proposal from Randy Suggs for Landscape & Irrigation of Central and Topiary Parks was approved subject to confirming funding from the developer.

Mr. Wild advised that because Petticoat Schmidt exceeded their substantial completion date on their contract that the pay request that was received in December has not been paid. Currently, we have already accrued \$42,000 in liquidated damages.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber discussed the agreement with Evergreen, who provides the recreation and amenity services. We will be considering an amendment to their agreement, which will add to

the scope of services. The amendment will also provide for retroactive payment for services that were provided, but not part of the original agreement.

Mr. Haber also explained that the District has a limited amount of construction dollars available and it's present obligations, together with the various proposals included on today's agenda, will exceed the amount of available funds. Accordingly, any approval for construction related items should be made subject to confirming funding from the developer.

B. Engineer

- 1. Ratification of Requisition 146-160
Bond Series: 2016A and B Bonds**
- 2. Ratification of Requisitions 432-435 and 437-438
Bond Series: 2007 Reserve Account**
- 3. Consideration of Requisitions 161-175
Bond Series: 2016A and B Bonds**

Mr. Wild distributed an amended requisition summary. Requisition Nos. 146 through 160 total \$142,320.15. Requisition Nos. 432 through 438 total \$17,879.96 and Requisition Nos. 161 through 175 total \$239,845.42.

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor Requisition Nos. 146-160 and Requisition Nos. 432-435 and 437 through 438 were ratified and Requisition Nos. 161 through 175 were approved.

- 4. Consideration of Work Authorization No. 20, Amendment 2 with ETM**

Mr. Wild presented Amendment 2 to Work Authorization No. 20, which are the phase five construction documents. The amendment is in the amount of \$12,600, which brings the total of Work Authorization No. 20 to \$134,250.

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor Work Authorization No. 20, Amendment 2 was approved subject to confirming funding from the developer.

- 5. Consideration of Work Authorization No. 27 with ETM**

Mr. Wild presented Work Authorization No. 27 for phase seven construction documents. The total is \$70,400.

On MOTION by Mr. O'Bannon seconded by Mr. Kuhn with all in favor Work Authorization No. 27 was approved subject to confirming funding from the developer.

Mr. Wild presented Work Authorization No. 28 with ETM for the proposal documents and RFP process for TrailMark phases 5A and 5B. This is an hourly fee with a budget estimate of \$9,500.

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor Work Authorization No. 28 was approved subject to confirming funding from the developer.

6. Consideration of Advertisement and Evaluation Criteria for TrailMark Phase 5A

Mr. Wild presented the draft advertisement and evaluation criteria for the TrailMark Phase 5A and 5B RFP.

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor to Approve the Advertisement & Evaluation Criteria was approved with authorization for Chair to sign off on form of RFP package and subject to confirming funding from the developer.

7. Consideration of Change Order No. 1 – Dolcetto Drive Phase 3 of Whisper Creek Phase 3

Mr. Wild presented Change Order No. 1 with Besch & Smith in the amount of \$5,740.78.

Mr. Haber asked on the change order, where it talks about the change in the contract price, should it be decreased that is crossed out?

Mr. Wild responded correct. We will make that modification.

On MOTION by Mr. O'Bannon seconded by Ms. Bock with all in favor Change Order No. 1 - Dolcetto Drive Phase 3 of Whisper Creek Phase 3 was approved subject to confirming funding from the developer.

8. Consideration of Clary & Associates Proposals:

a. Preparation of Map and Description – Trailmark Amenity Center

Mr. Wild stated included in your agenda package is a proposal from Clary & Associates to prepare a sketch and legal for the TrailMark amenity center. Clary & Associates was way less expensive than the other proposers at \$650.

On MOTION by Mr. Veazey seconded by Mr. O'Bannon with all in favor the Proposal from Clary & Associates to Prepare a Map and Description of TrailMark Amenity Center was approved subject to confirming funding from the developer.

b. Utility Easements

Mr. Wild presented a proposal from Clary & Associates for utility easements that need to be provided to St. Johns County.

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor the Proposal from Clary & Associates for Utility Easements in the Amount of \$1,350 was approved subject to confirming funding from the developer.

c. Conservation Easements

Mr. Wild presented the proposal from Clary & Associates for sketch and legals in conjunction with conservation easements.

On MOTION by Mr. Veazey seconded by Ms. Bock with all in favor the Proposal from Clary & Associates for Sketch & Legals of Conservation Easements in the Amount of \$950 for was approved subject to confirming funding from the developer.

9. Consideration of Proposal for TrailMark Phase 7 Geotechnical Exploration

Mr. Wild presented the proposal from Ellis & Associates for geotechnical exploration in the amount of \$3,100.

On MOTION by Mr. O'Bannon seconded by Ms. Bock with all in favor the Proposal from Ellis & Associates, Inc. to Perform a Geotechnical Exploration for TrailMark Phase 7 was approved subject to confirming funding from the developer.

C. Manager

Mr. Oliver stated we will bring the proposed budget for FY18 to your June board meeting.

D. Operations & Amenities

1. Report

a. Signage

There being none, the next item followed.

b. Blue Chips use of Basketball Court

The board chose to not allow the Blue Chips to use the basketball court.

Mr. Hunt described the amendment to the scope of services to be added to the Evergreen contract.

On MOTION by Mr. Veazey seconded by Mr. O'Bannon with all in favor an Amendment to the Lifestyles Agreement to Broaden the Scope of Services Retroactively was approved in substantial form with review by Chair.

There was discussion about music licenses and prices will be brought to the next board meeting.

2. Pine Straw Proposal

There being none, the next item followed.

3. Sod/Irrigation Proposal

There being none, the next item followed.

4. Trash Receptacle Proposals

Mr. Hunt stated we have three proposals in the agenda package for trash receptacles. The proposals were from BYO, Stanley and Core Cat. For four trash receptacles from BYO would cost \$2,749.

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor the Proposal from BYO for Four Trash Receptacles was approved.

5. Amenity Center Pond Bank Proposal

Mr. Hunt described the proposal to install plant material to reduce pond bank erosion at the amenity center pond.

On MOTION by Ms Bock seconded by Mr. O'Bannon with all in favor the Proposal to Install Plant Material at Amenity Center Pond to help with Erosion Issues was approved.

6. Black Mat for Fitness Center Proposal

Mr. Hunt presented a quote for a black mat in the fitness center. It would cost \$800 for the flooring and then about another \$500 to \$600 for install.

On MOTION by Mr. O'Bannon seconded by Ms. Bock with all in favor to Purchase and Install a Black Mat in the Fitness Center with a not to exceed amount of \$1,400 with Mr. Hunt to negotiate the price was approved.

7. Pest Control

Mr. Hunt presented four proposals for pest control services.

On MOTION by Mr. Veazey seconded by Mr. O'Bannon with all in favor the Proposal from Florida Pest Control was approved.

Mr. Hunt discussed charging residents for events by using a Square device. This item will be researched more. After a lengthy discussion it was concluded that residents providing

classes at the amenity center will be required to provide insurance. Residents are requesting to use the amenities before their house closes.

Mr. Haber stated we can amend the policies to give a builder/developer the right to assign their rights to use the facilities to a purchaser prior to them closing on their home. The board's consensus is that they don't get access cards until they close on their home. Staff will coordinate pressure washing of the amenity center as needed to maintain appearance and to protect the buildings.

NINTH ORDER OF BUSINESS **Supervisors' Requests and Audience Comments**

There being none, the next item followed.

TENTH ORDER OF BUSINESS **Financial Reports**

A. Balance Sheet as of March 31, 2017 and Statement of Revenues & Expenses for the Period Ending March 31, 2017

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement as of March 31, 2017.

B. Assessment Receipt Schedule

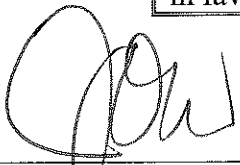
Mr. Oliver stated included in your agenda package is an assessment receipt schedule.

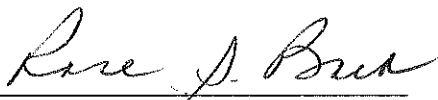
ELEVENTH ORDER OF BUSINESS **Next Scheduled Meeting – Wednesday, May 17, 2017 @ 2:00 p.m.**

Mr. Oliver stated the next scheduled meeting is May 17, 2017 at 2:00 p.m. at this location.

TWELFTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. O'Bannon seconded by Mr. Veazey with all in favor the Meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman
Asst. Supervisor