

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, June 21, 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) |
| Grady Miars | Vice Chairman       |
| Mike Taylor | 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          |
| Gregg Kern  | GreenPointe Communities         |
| Wes Hunt    | Evergreen Lifestyles Management |
| Jim Perry   | GMS, LLC                        |

**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**

**Organizational Matters**

**A. Acceptance of Resignation from Chris O'Bannon**

Mr. Oliver stated we received a letter of resignation from Supervisor Chris O'Bannon.

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| On MOTION by Mr. Miars seconded by Mr. Veazey with all in favor the Resignation Letter from Supervisor Chris O'Bannon was accepted. |
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**B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/2018)**

Mr. Oliver asked are there any nominations to fill the vacancy?

Mr. Miars responded I would like to nominate Mike Taylor.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor to Appoint Mr. Mike Taylor to Fill the Unexpired Term of Office 11/2018 was approved.

**C. Oath of Office for Newly Appointed Supervisor**

Mr. Oliver administered an oath of office to Mr. Mike Taylor.

**D. Resolution 2017-09, Election of Officers**

Mr. Oliver presented Resolution 2017-09, election of officers resolution.

On MOTION by Mr. Miars seconded by Mr. Veazey with all in favor Resolution 2017-09 Election of Officers Adding Mr. Mike Taylor as an Assistant Secretary was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the May 17, 2017 Meeting**

Mr. Oliver stated included in your agenda package is a copy of the minutes of the May 17, 2017 meeting. Are there any additions, corrections or deletions?

Mr. Taylor responded on page two it was Gregg Kern who did the presentation of the Rollins contract.

On MOTION by Ms. Bock seconded by Mr. Miars with all in favor the Minutes of the May 17, 2017 Meeting were approved as amended.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-10 Declaring Assessments for the District's Series 2017 Capital Improvement Revenue Bonds.**

Mr. Haber discussed issuing a new series of bonds and this will be the start of the assessment process to secure the bonds. Mr. Wild provided a brief presentation of the Engineer's Report and Mr. Perry presented the Draft Assessment Methodology Report.

On MOTION by Mr. Miars seconded by Mr. Taylor with all in favor Resolution 2017-10 Declaring Assessments for the District's Series 2017 Capital Improvement Revenue Bonds was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-11, Setting a Public Hearing for Debt Assessments for the Series 2017 Capital Improvement Revenue Bonds**

Mr. Oliver presented Resolution 2017-11 setting a public hearing for the debt assessments for the Series 2017 capital improvement revenue bonds.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor Resolution 2017-11 Setting a Public Hearing for Debt Assessments for the Series 2017 Capital Improvement Revenue Bonds to be held August 16, 2017 at 2:00 p.m. at the Offices of

**SEVENTH ORDER OF BUSINESS**

**Discussion of Fiscal Year 2018 Budget**

There was a brief discussion on the Fiscal Year 2018 budget. The public hearing to adopt the budget will be august 16, 2017 at 2:00 p.m. at the Offices of GMS.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Construction Related Matters**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposals for O&M Goods and Services**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber advised that the initial agreement Pro-Vigil provided to us was very heavily in their favor in terms of indemnification and insurance requirements. They provided us an agreement this morning that removed the one-sided legal provisions.

Mr. Hunt discussed the security cameras and monitoring of the security cameras with Pro-Vigil. Mr. Miars suggested contracting for three years with two, one year extensions.

**B. Engineer**

- 1. Ratification of Requisition 193-194  
Bond Series: 2016 A and B Bonds**

**2. Consideration of Requisitions 195-210  
Bond Series: 2016 A & B Bonds**

Mr. Wild handed out a revised requisition summary compared to what was included in the agenda package.

On MOTION by Mr. Miars seconded by Mr. Veazey with all in favor Requisition Nos. 193 through 194 totaling \$29,427.40 were ratified and Requisition Nos. 195 through 210 totaling \$70,470.30 were approved.

**3. Consideration of Proposal for Stockpile Surveys – Phase 5**

Mr. Brecht presented a proposal from Clary & Associates to perform a topographic survey of the two existing stockpiles that are onsite.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Proposal from Clary & Associates for Stockpile Surveys for Phase 5 in the Amount of \$4,250 was approved.

**4. Consideration of SJCUD Bill of Sale and Warranty for the Utility Improvements associated with Dolcetto Drive Whsiper Creek Phase 3**

Mr. Brecht discussed the SJCUD Bill of Sale and Warranty for the utility improvements associated with Dolectto Drive Whisper Creek Phase 3.

On MOTION by Mr. Miars seconded by Mr. Veazey with all in favor the SJCUD Bill of Sale and Warranty for the Utility Improvements associated with Dolcetto Drive Whisper Creek Phase 3 was approved.

**5. Consideration of Proposal for Geotechnical Exploration and Engineering Services – Trailmark Phase 8 South**

Mr. Wild presented the proposal for geotechnical exploration and engineering services for the south portion of phase 8.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Proposal from EAI for Geotechnical Exploration and Engineering Services for Trailmark Phase 8 South for a total of \$1,050 was approved.

**6. Authorization for Jim Oliver to Execute Whisper Creek Phase 3 Plat Conveying District Real Property**

Mr. Wild advised that both the Developer and the District have to sign on the plat to convey the property to St. Johns County.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor to Approve the Plat & Authorizing Jim Oliver to Sign it on behalf of the District was approved.

**7. Consideration of Change Order #5 – Dolcetto Drive Phase 3 of Whisper Creek Phase 3**

Mr. Wild presented Change Order No. 5 to Dolcetto Drive Phase 3 project. It is a deduct of \$21,050.95.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor Change Order No. 5 to Dolcetto Drive Phase 3 of Whisper Creek Phase 3 was approved.

**8. Consideration of Change Order #6 – TrailMark Phase 4, Part 1**

Mr. Wild presented Change Order No. 6 for TrailMark Phase 4, Part 1. This change order increases the contract price by \$17,899.97. It also increases the contract time by 66 days.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor Change Order No. 6 for TrailMark Phase 4, Part 1 was approved.

**9. Consideration of Change Order #7 – TrailMark Phase 4, Part 1**

Mr. Wild presented a revised Change Order No. 7 from what was in your agenda package. This is a deduct in contract price by \$210,000, which corresponds to an increase in contract time of 112 days.

On MOTION by Mr. Miars seconded by Mr. Taylor with all in favor Change Order No. 7 for TrailMark Phase 4, Part 1 was approved.

Mr. Wild presented Change Order No. 6 to Besch & Smith Civil Group Contract for Whisper Creek Phase 3. It is for roadwork repair that was caused by Comcast.

On MOTION by Mr. Miars seconded by Mr. Taylor with all in favor Change Order No. 6 to Besch & Smith for \$4,686.98 was approved.

Staff will continue to pursue reimbursement from Comcast. District Counsel will send Comcast a letter letting them know the District still hasn't been reimbursed for the amount demanded previously and that they failed to adequately or timely fix, so now the amount we are seeking for reimbursement has gone up by the \$4,686.98.

**C. Manager – Letter to Joint Legislative Auditing Committee**

Mr. Oliver discussed the letter that was sent to the Joint Legislative Auditing Committee. We had to provide a response to them in regards to any audit that had exceptions during the FY14/FY15 audit period.

**D. Operations & Amenities**

- 1. Report**
- 2. Proposals**
- 3. Discussion Items**

Mr. Hunt presented the updated landscape scope of work and pricing. The board authorized the purchase of two additional umbrellas for \$280 a piece. The board chose to defer the purchase of bike racks and outdoor barbeque grill. The board approved moving forward with the Deckard Consulting proposal for fitness center design layout and relocation of fitness equipment at a cost of \$1,800.

On MOTION by Mr. Miars seconded by Mr. Vazey with all in favor the Proposal from Deckard Consulting for Fitness Center Design Layout & Relocation of Fitness Equipment was approved.

There was discussion about putting a timer on the spray feature. Scheerer Construction will be presenting a price for this work.

Mr. Hunt presented two proposals for the installation of a receptacle at the Camp House and for can lighting at the rear door of the fitness center.

On MOTION by Mr. Miars seconded by Mr. Taylor with all in favor the Proposal from Owen Electrical to Install Receptacle at Camp House and for Can Lighting at Rear Door of Fitness Center was approved.

Mr. Hunt presented proposals to install gutters at the Camp House.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the Proposal from Construction Specialties to Install Both Sides of Gutters at the Camp House was approved.

Mr. Hunt presented a proposal for 12 fishing signs at the cost of \$115 a piece and installation would cost \$540. The proposal also included a quote for seven resident use signs for \$115 a piece plus \$315 for installation.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor the Proposal for the Purchase & Installation of Fishing Signs and Resident Use Signs was approved.

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

There being none, the next item followed.

**THIRTEENTH ORDER OF BUSINESS              Financial Reports**

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

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

**B. Assessment Receipt Schedule**

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

**FOURTEENTH ORDER OF BUSINESS              Ratification of Funding Request FY17 – No. 4, No. 5 & No. 6**

Mr. Oliver presented Funding Request Nos. 4, 5 and 6.

On MOTION by Mr. Miars seconded by Mr. Taylor with all in favor Funding Request Nos. 4, 5 & 6 were ratified.

**FIFTEENTH ORDER OF BUSINESS**

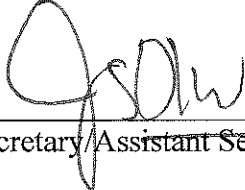
**Next Scheduled Meeting – Wednesday, July 19, 2017 @ 2:00 p.m.**

Mr. Oliver stated the next scheduled meeting is July 19, 2017 at 2:00 p.m. at this location.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Bock seconded by Mr. Veazey with all in favor the Meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/~~Vice Chairman~~