

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, July 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:

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| Mike Taylor | Chairman |
| Grady Miars | Vice Chairman (by phone) |
| Rose Bock | Supervisor |
| Mike Veazey | Supervisor |
| Blake Weatherly | Supervisor |

Also present were:

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|----------------|-------------------------|
| Jim Oliver | District Manager |
| Wes Haber | District Counsel |
| Scott Wild | District Engineer |
| Gregg Kern | Greenpointe Communities |
| Wes Hunt | Evergreen |
| Lynzi Chambers | Evergreen |
| Peter Dame | Bond Counsel |

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 Kuhn

Mr. Oliver stated we received a letter of resignation from Supervisor Chris Kuhn.

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| On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Resignation Letter from Supervisor Chris Kuhn was accepted. |
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B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/2020)

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

Mr. Taylor responded I would like to nominate Mr. Blake Weatherly

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor to Appoint Mr. Blake Weatherly to Fill the Unexpired Term of Office 11/2020 was approved.

Mr. Oliver provided Mr. Weatherly with information about CDDs, forms to complete and information about the Public Records Law.

C. Oath of Office for Newly Appointed Supervisor

Mr. Oliver administered an oath of office to Mr. Blake Weatherly.

D. Election of Officers, Resolution

Mr. Oliver presented the election of officers resolution.

On MOTION by Ms. Bock seconded by Mr. Veazey with all in favor Resolution Election of Officers Adding Mr. Taylor as Chairman & Mr. Blake Weatherly as an Assistant Secretary was approved.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the June 21, 2017 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the June 21, 2017 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Minutes of the June 21, 2017 Meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-12, Delegation Resolution for the District's Series 2017 Capital Improvement Revenue Bonds

Mr. Dame presented Resolution 2017-12, which is a delegation resolution for the District's Series 2017 Capital Improvement Revenue Bonds.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor Resolution 2017-12 Delegation Resolution for the District's Series 2017 Capital Improvement Revenue Bonds was approved.

SIXTH ORDER OF BUSINESS

Consideration of Acceptance of Deed and Bill of Sale for Amenity Facility

Mr. Haber stated the amenity facility was constructed by the District pursuant to a construction easement on Developer owned property, so we would now like to finalize the process of conveying the real property to the CDD.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the Deed and Bill of Sale for the Amenity Facility were accepted.

SEVENTH ORDER OF BUSINESS

Discussion of Matters Relating to Issuance of Series 2017 Bonds

EIGHTH ORDER OF BUSINESS

Consideration of Fiscal Year 2018 Budget

Staff to continue to work with Supervisor Taylor to revise the Fiscal Year 2018 budget as needed in advance of the budget hearing scheduled for August 16, 2017 at 2:00 p.m. The landscape maintenance line item will be adjusted per the increase in services.

NINTH ORDER OF BUSINESS

Consideration of Construction Related Matters

Mr. Kern presented the board with a proposal from North Florida Landscape related to the entry median.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the Proposal from North Florida Landscape for Installation of Landscaping at Entry Median for a not to exceed amount of \$56,623.30 was approved.

Mr. Wild presented the six proposals that were received from the RFP for phase 5. The board will rank the proposals at the next meeting.

Mr. Taylor discussed the inoperative traffic light on Glen East's property. To get it turned on, Mr. East needs to grant an easement over the property where the light is located. Glen East suggested an amount of \$125,000 to secure an easement from him.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor to Authorize Payment to Glen East for Exchange of Easement & All Releases with Chair & Counsel to Finalize Negotiations & Final Review was approved.

TENTH ORDER OF BUSINESS Consideration of Proposals for O&M Goods and Services

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS Ratification of FPL Street Lighting Agreement for TrailMark Phase 3

Mr. Wild presented the FPL street lighting agreement for operation and installation of the phase 3 project.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the FPL Street Lighting Agreement for TrailMark Phase 3 was ratified.

TWELFTH ORDER OF BUSINESS Acceptance of Fiscal Year 2016 Draft Audit Report

Mr. Oliver presented the Fiscal Year 2016 Audit Report.

On MOTION by Mr. Veazey seconded by Mr. Taylor with all in favor the Fiscal Year 2016 Draft Audit Report was accepted.

THIRTEENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

**1. Consideration of Requisitions 211-225
Bond Series: 2016 A and B Bonds**

Mr. Wild handed out a revised Requisition Summary. There are now Requisition Nos. 211 through 225 totaling \$194,571.53.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Requisition Nos. 211 through 225 were approved.

2. Consideration of Work Authorization No. 30-Phase 5 CEI Services

Mr. Wild presented Work Authorization No. 30 for CEI work that will be associated with phase 5 construction. It is hourly with a not to exceed amount of \$64,000.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor Work Authorization No. 30-Phase 5 CEI Services with a not to exceed amount of \$64,000 was approved.

3. Consideration of Proposal for Structural Engineering Services

Mr. Wild presented a proposal for structural engineering services from Morales Consulting Engineers. The proposal is for a structural engineer to look at repairing the manhole that was installed back in 2007 in association with phase 1C because of some settlement in the roadway. The proposal is in the amount of \$2,500.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the Proposal from Morales Consulting Engineers for Structural Engineering Services was approved.

4. Consideration of Proposal for Sketch and Legal for FPL Easement at Amenity Center

Mr. Wild presented a proposal from Clary & Associates to provide a sketch and legal description for a 5x5 easement for some FPL equipment that is being installed in association with phase 3. The fee associated with this proposal is \$350.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Proposal from Clary & Associates to Provide Sketch and Legal for FPL Easement at Amenity Center was approved.

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

Mr. Wild presented Change Order No. 7 from Basham Smith in the amount of \$2,815.54.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Change Order No. 7 Dolcetto Drive Phase 3 of Whisper Creek was approved.

6. Consideration of Public Facilities Report

Mr. Wild presented the Public Facilities Report.

On MOTION by Mr. Tylor seconded by Ms. Bock with all in favor the Public Facilities Report was approved.

C. Manager

There being none, the next item followed.

D. Operations & Amenities

- 1. Report**
- 2. N. FL Landscape Contract Proposal**
- 3. ASCAP Music License Proposal**

Mr. Hunt presented the proposal from North Florida Landscape. Mr. Taylor will review the HOA documents in regards to mowing of pond banks and whether it gets included in the proposal or not. The contract amount to maintain the common areas per year is \$15,917 and the maintenance of the amenity areas is a rate of \$23,040 per year. This scope of service includes new CDD common areas that have come online since the last proposal was approved. District Manager will update the numbers in the Fiscal Year 2018 budget.

On MOTION by Mr. Taylor seconded by Mr. Veazey with all in favor the North FL Landscape Contract Proposal was approved.

Mr. Hunt presented a proposal from Scherer Construction to install a water feature timer in the amount of \$450. Staff recommended proceeding with the purchase and installation of the timer. There was discussion on the impacts of frequent power outages at the amenity center and throughout the community. The board tabled the decision on the installation of a new router and battery backup, which was at a cost of \$1,469.17. The board chose to allow a resident to hold their wedding on the common area field with District Counsel to draft a waiver and release for the residents to sign.

FIFTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

There being none, the next item followed.

SIXTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of June 30, 2017 and Statement of Revenues & Expenses for the Period Ending June 30, 2017

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement as of June 30, 2017.

B. Assessment Receipt Schedule

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

SEVENTEENTH ORDER OF BUSINESS Ratification of Funding Request FY17 – No. 7

Mr. Oliver presented Funding Request No. 7.

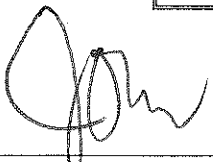
On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Funding Request No. 7 was ratified.

EIGHTEENTH ORDER OF BUSINESS Next Scheduled Meeting – Wednesday, August 16, 2017 @ 2:00 p.m.

Mr. Oliver stated the next scheduled meeting is August 16, 2017 at 2:00 p.m. at this location.

NINTEENTH 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