

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, August 16, 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 |
| Blake Weatherly | Supervisor |

Also present were:

| | |
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| Jim Oliver | District Manager |
| Wes Haber | District Counsel |
| Zach Brecht | District Engineer |
| Gregg Kern | Greenpointe Communities |
| Wes Hunt | Evergreen Management |
| Lynzi Chambers | Evergreen Management |
| Bob Johnson | Evergreen 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

Affidavit of Publication

Mr. Oliver stated included in your agenda package is a copy of the affidavit of publication for the public hearings to be held today.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 19, 2017 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the July 19, 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 July 19, 2017 Meeting were approved.

FIFTH ORDER OF BUSINESS

Public Hearing Adopting the Budget for Fiscal Year 2018

A. Consideration of Resolution 2017-14, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2018

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Public Hearing Adopting the Budget for Fiscal Year 2018 was opened.

Mr. Oliver gave a brief overview of the approved proposed budget for Fiscal Year 2018. Assessments will not increase for Fiscal Year 2018.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the Public Hearing Adopting the Budget for Fiscal Year 2018 was closed.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Resolution 2017-14 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2018 was approved.

B. Consideration of Resolution 2017-15, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2018

Mr. Haber stated included in your agenda package is Resolution 2017-15, which levies assessments to fund the budget and it certifies the debt assessments for collection.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor Resolution 2017-15 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2018 was approved.

C. Consideration of Funding Agreement for Fiscal Year 2017/2018

Mr. Haber stated the funding agreement provides that the District is going to levy O&M assessments at a certain amount. The difference between what the O&M assessments will cover

and the amount that may be needed to fulfill all of the O&M obligations for the year is what the cap is on the Developer funding obligations.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Funding Agreement for Fiscal Year 2017/2018 was approved in substantial form and Authorize the Chair to execute the final form.

SIXTH ORDER OF BUSINESS

Public Hearing on Imposition of Special Assessments

- A. Consideration of Engineers Report**
- B. Consideration of Assessment Methodology**
- C. Public Hearing**
- D. Consideration of Resolution 2017-16**

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Public Hearing on Imposition of Special Assessments was opened.

Mr. Haber stated there are no members of the public in attendance. Mr. Brecht discussed the Engineers Report dated June 5, 2017 that will be an exhibit to Resolution 2017-16. The total cost for the 2017 assessment area is \$13,036,500. Mr. Perry presented the Assessment Methodology Report, which will also be an exhibit to Resolution 2017-16.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Resolution 2017-16 Levying Assessments for Districts Series 2017 Capital Improvement Revenue Bonds was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2017-17, Designating Primary Administrative Office

Mr. Oliver stated included in your agenda package is Resolution 2017-07, which would designate the primary administrative records office as this GMS office.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor Resolution 2017-17 Designating Primary Administrative Office as the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 was approved.

EIGHTH ORDER OF BUSINESS

Ratification of Agreements for Landscape and Irrigation Maintenance

Mr. Oliver presented the landscape agreements with North Florida Landscape for the common areas maintenance at \$191,000 and the amenities area at \$23,040. These agreements were already executed. This pricing was included in the Fiscal Year 2018 adopted budget.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Agreements for Landscape and Irrigation Maintenance were ratified.

NINTH ORDER OF BUSINESS

Consideration of Construction Related Matters

Mr. Haber stated the funds in the 2016 construction accounts will be inadequate to cover all of the outstanding requisitions that are identified today. The District already had a completion agreement approved, where the Developer agreed to fund any shortfalls. The trustee indicated they were not able to allow wires from the Developer directly into the existing 2016 construction account. They sent us a contract to set up a custody construction account. The fee to set up the account is \$500. Staff will continue to explore options for the best way to set up an account for the Developer to fund. The Developer may want to get reimbursed from the 2017 bond proceeds for the portions of the 2017 project that they are paying for.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor an Agreement between the District & Developer to Authorize a Reimbursement to the Developer from the 2017 Bond Proceeds for Portions of the 2017 Project was approved in substantial form.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the Public Hearing Imposing Special Assessments was closed.

Mr. Taylor suggested continuing this meeting to discuss phase 5 bids.

TENTH ORDER OF BUSINESS

Consideration of Proposals for O&M Goods and Services

Mr. Brecht presented the Change Order to the existing Randy Suggs contract for the central and topiary park irrigation and landscape improvements. The scope of work is adding a

recharged well at pump station #3, which is a condition of the consumptive use permit. The total proposed is \$22,233.75.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Change Order to Randy Suggs Contract for Central & Topiary Park Irrigation & Landscape Improvements totaling \$22,233.75 was approved.

Mr. Brecht presented a proposal from Larry Rawlings, Inc. to modify the ramps to comply with ADA guidelines at a cost of \$9,710.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Proposal from Larry Rawlings, Inc. to Modify the Ramps to Comply with ADA Guidelines was approved.

ELEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

1. Ratification of ACOE Mitigation Credit Agreement

Mr. Brecht presented the ACOE Mitigation Credit Agreement between the CDD and Wilson Green, LLC, in which the CDD has purchased mitigation credits to satisfy a requirement of the United States Army Corp. of Engineers permit associated with phase 5. The credits that were purchased totaled \$12,800.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the ACOE Mitigation Credit Agreement was ratified.

2. Consideration of Requisitions 226-241 (2016A Bonds)

Mr. Brecht handed out an updated requisition summary.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Requisition Nos. 226-241 totaling \$431,490.82 were approved.

3. Consideration of TrailMark Phases 7 and 8 RFP and Evaluation Criteria

Mr. Brecht included in your agenda package are the standard form RFP documents for TrailMark phases 7 and 8 and the evaluation criteria.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the TrailMark Phases 7 & 8 RFP Documents and Evaluation Criteria were approved in substantial form.

4. Consideration of Geotechnical Exploration of TrailMark Phase 8A Pond Drawdown

Mr. Brecht provided the proposal from Ellis & Associates in the amount of \$3,300 to provide drawdown analysis on the pond in phase 8A.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Proposal from Ellis & Associates for Geotechnical Exploration of TrailMark Phase 8A Pond Drawdown was approved.

C. Manager – Discussion of Meeting Schedule for Fiscal Year 2018

Mr. Oliver presented a proposed meeting schedule for Fiscal Year 2018. This schedule remains on the third Wednesday at 2:00 p.m. at this location.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the Meeting Schedule for Fiscal Year 2018 was approved.

D. Operations & Amenities

Mr. Hunt provided an operation and amenities update. The board designated Ms. Bock to work with staff to develop the holiday lighting and decorating plan.

THIRTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Mr. Taylor discussed the terms of the easement agreement with the adjacent landowner. He is ready to be provided with the document and outlined terms.

FOURTEENTH ORDER OF BUSINESS Financial Reports

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

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

B. Assessment Receipt Schedule

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

FIFTEENTH ORDER OF BUSINESS Ratification of Funding Request FY17 – No. 8


Mr. Oliver presented Funding Request No. 8 in the amount of \$33,446.95.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Funding Request No. 8 was ratified.

SIXTEENTH ORDER OF BUSINESS Next Scheduled Meeting – Wednesday, September 20, 2017 @ 2:00 p.m. at the Offices of GMS

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the Meeting was Continued to August 29, 2017 at 2:00 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

SEVENTEENTH ORDER OF BUSINESS Adjournment



Secretary/Assistant Secretary



Chairman/Vice Chairman