

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, December 18, 2019 at 2:00 p.m. at the Offices of GMS, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Present and constituting a quorum were:

Blake Weatherly	Supervisor
Mike Veazey	Supervisor
Rose Bock	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)
Zach Brecht	District Engineer
Gregg Kern	Greenpointe Communities
Jim Perry	GMS, LLC
Derrick Gilbert	Evergreen Lifestyles Management
Katie Wyble	Evergreen Lifestyles Management

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 22, 2019 Meeting**

Mr. Oliver presented the minutes from the October 22, 2019 meeting.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Minutes of the October 22, 2019 Meeting were approved.
--

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2020-02,  
Implementing Florida Statutes and  
Instructing the St. Johns County Supervisor  
of Elections to Begin Conducting the  
District's General Elections**

Mr. Oliver advised that once a District is at least six years old and has at least 250 registered voters residing in the District, the transition to a resident controlled board begins through the general election process. This process is administered by the Supervisor of Elections. Starting with the 2020 election cycle, two of the seats will be filled by registered voters living in the District. For information regarding the candidate qualification process, residents should contact the St. Johns County Supervisor of Elections office or visit their website at [www.votesjc.com](http://www.votesjc.com).

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor Resolution 2020-02 Implementing Florida Statutes and Instructing the St. Johns County Supervisor of Elections to Begin Conducting the District's General Elections was approved.

**FIFTH ORDER OF BUSINESS****Consideration of Matters Related to Series  
2020 Bond Issuance****A. Consideration of Underwriting Agreement**

Mr. Oliver explained the District is getting ready to issue bonds to build more infrastructure. FMS serves as the underwriter for the issuance of the bonds.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Underwriting Agreement from FMS Bonds was approved.

**B. Consideration of Engineer's Report**

Mr. Brecht discussed the Engineer's Report.

**C. Consideration of Assessment Methodology**

Mr. Perry presented the draft assessment methodologies for each of the three assessment areas.

Mr. Haber asked, "In your opinion, the assessments as set forth in the reports meet the standards of law that the benefit is either greater or equal to the burden that will be placed on the property?"

Mr. Perry responded they are, and it is consistent with the master methodology.

Mr. Haber asked, "Are the assessments fairly and reasonably allocated?"

Mr. Perry responded yes.

**D. Consideration of Resolution 2020-03, Declaring Special Assessments for the District's Series 2020 Bonds**

Mr. Haber advised there will be a mailed notice to the properties in the District that will be assessed for these bonds. There will also be a published notice of the public hearing. the Engineer's Report and Assessment Methodology Report will be approved under this resolution.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor Resolution 2020-03 Declaring Special Assessments for the District's Series 2020 Bonds was approved.

**E. Consideration of Resolution 2020-04, Setting a Public Hearing for Debt Assessments for the Series 2020 Bonds**

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor Resolution 2020-04 Setting a Public Hearing for Debt Assessments for the Series 2020 Bonds to be held February 5, 2020 at 2:00 p.m. at the Offices of GMS, 475 West Town Place, St. Augustine, FL 32092 was approved.

**ELEVENTH ORDER OF BUSINESS**

**Other Business**

*There was a discussion with Deputy Nelson from St. Johns Sheriff's Office regarding hiring off duty officers to patrol the District.*

**SIXTH ORDER OF BUSINESS**

**Ratification of Hold Harmless Agreement with United Parcel Service**

Mr. Oliver presented the hold harmless agreement with UPS.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Hold Harmless Agreement with United Parcel Service was ratified.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Site Work (East Parcel and Phase 6 Parcel)**

Mr. Brecht presented the proposals received for the site work at East Parcel and Phase 6 Parcel. The board ranked the proposers and Vallencourt was the top ranked firm with best cost

and best completion schedule. District Counsel will prepare notices of intent to award and prepare agreement. District Counsel will also prepare a developer construction funding agreement for funding of construction pending receipt of Series 2020 Bond proceeds.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor to Send Notice of Award of Contract to Vallencourt & Approve the Rankings as Proposed by District Engineer was approved.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor to Authorize District Counsel to Prepare Funding Agreements for East Parcel & Phase 6 was approved.

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Lighting Agreement with FPL for LED Light Fixtures**

Mr. Veazey discussed the lighting agreement with FPL for upgrading to LED light fixtures. This will result in lower operating costs and better directional lighting.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor the Lighting Agreement with FPL for LED Light Fixtures was approved.

#### **NINTH ORDER OF BUSINESS**

#### **Consideration of Notice of RFQ for Architectural Service and Approval of Evaluation Criteria**

Mr. Haber presented the board with copies of the notice of RFQ and evaluation criteria.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Notice of RFQ for Architectural Service and the Evaluation Criteria were approved.

#### **TENTH ORDER OF BUSINESS**

#### **Discussion Regarding Outstanding Sitex Invoices for Landscape Maintenance Services**

Mr. Haber suggested writing a letter to the prior contractor letting them know that it is the District's position that we will not be paying their outstanding invoices, in light of the fact that the District has to spend funds to correct their deficiencies.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor to Authorize a Formal Letter be sent to Sitex Regarding Outstanding Invoices not being paid 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 Requisition No. 246 (2017A Bonds)**
- 2.    Consideration of Requisition Nos. 247-252 (2017A Bonds)**

Mr. Brecht presented Requisition No. 246 to North Florida Landscape in the amount of \$5,938.79 and Requisition Nos. 247 through 252 in the amount of \$48,295.10, which total \$54,233.89.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor Requisition No. 246 was ratified & Requisition Nos. 247-252 were approved.

- 3.    Consideration of Work Authorization No. 40 (2019/2020 General Consulting Engineering Services)**

Mr. Brecht presented Work Authorization No. 40 for England-Thims & Miller to provide general consulting engineering services during 2019/2020 fiscal year.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor Work Authorization No. 40 was approved.

- 4.    Ratification of Proposal for Trailmark Phase 2A Fire Hydrant Relocation**

Mr. Brecht presented the proposal from Basham Smith to provide construction work to relocate a fire hydrant that was located in front of a home.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Proposal for Trailmark Phase 2A Fire Hydrant Relocation in the Amount of \$3,382.40 was ratified.

Mr. Brecht presented a proposal from Basham Smith for Trailmark Phase 2A, 4C punch list from St. Johns County and final lift of asphalt. The proposal is in the amount of \$186,391.13.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Proposal from Basham Smith for Trailmark Phase 2A, 4C punch list & final lift of asphalt was approved.

Mr. Brecht provided Change Order No. 1 from ECS Florida to provide additional borings within the Phase 9 portion of the project.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor Change Order No. 1 totaling \$4,400 was approved, subject to entering into developer funding agreement for reimbursement.

Mr. Brecht presented a proposal from Arc Surveying to provide sketch and legal for assessment area 3 Phase 1.

On MOTION by Mr. Weatherly seconded by Mr. Veazey with all in favor the Proposal from Arc Surveying to Provide Sketch & Legal for Assessment Area 3 Phase 1 totaling \$1,385 was approved, subject to entering into developer funding agreement for reimbursement.

Mr. Brecht presented Amendment 2 to Work Authorization No. 21 for consumptive use of water permit application and for responding to requests for additional information. The estimated hourly fees are \$17,000.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor Amendment 2 to Work Authorization No. 21 was approved, subject to entering into developer funding agreement for reimbursement.

Mr. Brecht presented Work Authorization No. 41 for construction documents totaling \$79,800.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor Work Authorization No. 41 was approved, subject to entering into developer funding agreement for reimbursement.

**C. Manager**

There being none, the next item followed.

**D. Operations & Amenities**

**1. Report**

**2. Proposals for Amenity Center Termite Bond & Treatment (Bug Out, Florida Pest Control, McCall)**

Mr. Gilbert and Ms. Wyble discussed the operations and amenity center reports and presented the proposals for the termite bond and treatment.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the Proposal from McCall for Amenity Center Termite Bond & Treatment was approved.

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

Other items discussed: Survey, nails and other construction debris on streets, street sweeping and trail system plans.

**FOURTEENTH ORDER OF BUSINESS      Financial Reports**

- A. Balance Sheet as of November 30, 2019 and Statement of Revenues and Expenses for the Period Ending November 30, 2019**
- B. Assessment Receipt Schedule**
- C. Approval of Check Register**

On MOTION by Ms. Bock seconded by Mr. Weatherly with all in favor the Check Register was approved.

**FIFTEENTH ORDER OF BUSINESS**

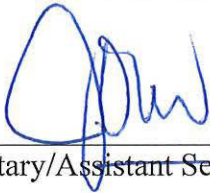
**Next Scheduled Meeting – Wednesday,  
February 19, 2020 @ 2:00 p.m. at the  
Offices of GMS, LLC**

Mr. Oliver stated based on supervisor availability, we will determine the date for a special meeting to be held between January 13<sup>th</sup> and 15<sup>th</sup>. The meeting will be held primarily to handle matters related to the Series 2020 Bonds issue process and associated construction matters.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

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



Secretary/Assistant Secretary



Chairman/Vice Chairman