

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, October 20, 2021 at 2:00 p.m. at the Renaissance World Golf Village Resort, 500 South Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Gregg Kern	Chairman
Mike Taylor	Vice Chairman
Darren Glynn	Supervisor
Wendy Hartley	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Zach Brecht	District Engineer
Alex Boyer	Evergreen Lifestyles Management
Samantha Hawkins	Evergreen Lifestyles Management
Jessica Humphrey	CAM (Evergreen Lifestyles Management- HOA)
Lynzi Chambers	Evergreen Lifestyles Management
Brian Quillen	Regional Manager, Evergreen
BrightView Landscape Team	
Residents	

The following is a summary of the discussions and actions taken at the October 20, 2021 Six Mile Creek Community Development District's Regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 2:00 p.m. Four Supervisors were in attendance at the meeting constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Oliver explained the comment protocol for audience comments and opened the floor to audience members. Resident commented on construction proposals.

THIRD ORDER OF BUSINESS

Affidavit of Publication

Mr. Oliver stated today there would be a public hearing regarding the Series 2021 bonds that was noticed in the St. Augustine Record on September 22nd and September 29th. Also, a mailed notice was sent to property owners.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the September 15, 2021 Meeting

Mr. Oliver presented the minutes of the September 15, 2021 meetings and asked for any comments, corrections, or changes. The Board noted the spelling of Humphrey on page 1.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, the Minutes of the September 15, 2021 Meeting, were approved, as amended.

FIFTH ORDER OF BUSINESS

Consideration of Construction Proposals for Phase II and East Parcel, Phase 2

Mr. Oliver noted these had been received and are under review. This will be added to the agenda on November 9th. The motion to table was made.

On MOTION by Mr. Kern, seconded by Ms. Hartley, Tabling Consideration of Construction Proposals for Phase II and East Parcel, Phase 2 until November 9th, was approved.

SIXTH ORDER OF BUSINESS

Public Hearing Related to Series 2021 Bonds, Resolution 2022-01

Mr. Haber reviewed the resolution declaring assessments and noted this will consider levying assessments. He added that two exhibits are attached and changes have been made to the assessment methodology report. He noted that assessment levels were increased due to improvements. Mr. Brecht provided a summary for the improvements of the areas. Mr. Oliver also reviewed his report and noted this is for new areas.

Mr. Oliver asked for motion to open the Public Hearing.

On MOTION by Mr. Taylor, seconded by Mr. Kern, to OPEN the Public Hearing, was approved.

Mr. Oliver asked for input from the public on the resolution. There was a question regarding the assessment area locations. Mr. Brecht noted the specifications of the two areas. Resident also asked about a plan for a second entrance due to safety and emergency concerns. Mr. Brecht noted there was not a plan for that at this time. Another Resident commented about the concern for another entrance and how to go about pursuing making it a requirement. Ms. Hartley discussed the concerns for funding. Another resident commented on the road. Mr. Oliver asked to keep comments on the 2021 bonds.

Mr. Oliver asked for a motion to close the Public Hearing.

On MOTION by Mr. Kern, seconded by Mr. Taylor, to CLOSE the Public Hearing, was approved.

Mr. Haber summarized Resolution 2022-01, and asked for a motion to adopt the resolution.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, Consideration of Resolution 2022-01, Series 2021 Bonds, was approved.

SEVENTH ORDER OF BUSINESS

Ratification of Resolution 2022-02, Setting Public Hearing Regarding Boundary Amendment

Mr. Oliver noted the Public Hearing has been set for November 9, 2021 at 3:00p.m. This only needs ratification.

On MOTION by Mr. Taylor, seconded by Ms. Hartley, with all in favor, Resolution 2022-02, Setting the Public Hearing Regarding Boundary Amendment for November 9, 2021 at 3:00 p.m., was ratified. .

EIGHTH ORDER OF BUSINESS

Ratification of Audit Engagement Letter with Grau & Associates

Mr. Oliver noted this is a requirement for a financial audit and Grau & Associates have been selected through the RFP process at a fee of \$6,000.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Audit Engagement Letter with Grau & Associates, was ratified.

NINTH ORDER OF BUSINESS

Consideration of Hold Harmless Agreement with UPS

Mr. Oliver stated this sets up a central storage area for holiday deliveries that will distribute packages throughout the neighborhood. It was noted this eliminates the excess amounts of delivery trucks throughout the District. The fee for the District is \$1,000.

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, the Hold Harmless Agreement with UPS for \$1,000, was approved.

TENTH ORDER OF BUSINESS

Discussion of Process to Apply for Golf Cart Community Designation and Estimated Costs/Funding Source to Meet Applicable Standards

Mr. Oliver stated this had been discussed at previous meetings. He noted that Mr. Haber and himself had been in the process of applying for this and outlined the specifics for the Board. He added this was not budgeted and the Board would have to find a line item for funding this. He referred to the website for more information. Discussion ensued on the scope, cost, and liabilities of the project. After Board discussion, it was felt that the Board was not interested in pursuing this project.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber noted they were moving to a new law firm effective November 13, 2021. The signing of the transition letter will allow this transfer to occur. The motion will allow the Chair to sign the new agreement and transition letter with the new firm.

On MOTION by Mr. Taylor, seconded by Ms. Hartley, with all in favor, to Transition to the New Law Firm, Kutak, and Authorize the Chair to sign the Transition Letter and New Agreement, was approved.

B. Engineer

i. Consideration of Requisition 275-276 (2016A Bond Account)

In the amount of \$16,934

ii. Ratification of Requisition No. 124 (2020 Bond Series Amount)

In the amount of \$111,887.47

iii. Consideration of Requisitions 125-132 (2020 Bond Series Account)

In the amount of \$710,257.32.

iv. Consideration of Requisitions 70-80 (2021 Bond Series Account)

In the amount of \$651,002.81. Total amount for requisitions for ratification: \$1,492,081.61.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, the Requisitions 275-276, 124, 125-132, and 70-80, were ratified subject to clarification.

v. Ratification of Work Authorization No. 57 TrailMark Drive (Phases 9 and 11) Landscape Architectural Services

This is a work authorization for ETM to provide landscape and architectural services for \$4,800.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, the Work Authorization No. 57 TrailMark Drive (Phases 9 & 11) Landscape Architectural Services, was ratified.

vi. Ratification of CO 5

This is a change order for Phase 9 Vallencourt \$198,694.37

On MOTION by Mr. Taylor, seconded by Mr. Kern, with all in favor, the, Change Order No. 5, was ratified.

vii. Consideration of CO 6

This is a change order for Phase 9 Vallencourt for \$155,434.91

On MOTION by Mr. Taylor, seconded by Mr. Kern, with all in favor, the Change Order No. 6, was ratified.

viii. Consideration of SO55

This is a work authorization for ETM to provide construction for expansion for community center for \$66, 500.

On MOTION by Mr. Taylor, seconded by Mr. Kern, with all in favor, Work Authorization No. 55, was ratified.

C. Manager

There being none, the next item followed.

D. Operations/ Amenity Manager – Report

1. Report

Mr. Boyer presented the operations/amenity manager’s report which can be found in the agenda package. Amenity Manager added updates on recent events. Rental policies and fee structure were discussed to ensure that adequate funds collected to cover post-rental janitorial and maintenance costs. A key focus will be recurring rentals by groups collecting fees. After discussion, the Board decided to meet and discuss in more detail and develop recommendations.

2. Pressure Washing

Mr. Boyer presented the proposals for pressure washing for \$12,930 with All About Water.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, for Pressure Washing with All About Water, was ratified.

THIRTEENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Oliver opened the meeting for Supervisors and Audience comments Topics included:

- Wetlands, Ponds Retention
- Roads, Street parking issues, sidewalks, potholes

- Golf Carts, Motorcycles
- Future amenities planning process/Amenity expansion
- Communications, updates
- Security matters, expansion
- Pressure washing schedule
- Construction
- Website, Facebook
- Amphitheatre/Playground & Slide for children (survey)
- Board roles
- Possibilities of meeting times in evenings

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of September 30, 2021 and Statement of Revenues and Expenses for the Period Ending September 30, 2021

Mr. Oliver noted that the unaudited financial statements will be processed within 30 days.

This is the end of the fiscal year.

B. Assessment Receipt Schedule

Mr. Oliver noted that the assessment collections are fully collected for FY21.

C. Check Register

Mr. Oliver noted that the check register was included in the agenda packet for Board approval.

On MOTION by Mr. Kern seconded by Mr. Taylor with all in favor, the Check Register, was approved as amended.
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FIFTEENTH ORDER OF BUSINESS

Next Scheduled Meeting- November 17, 2021 at 2:00 p.m.

Mr. Oliver noted that the next regular meeting date will be November 17, 2021 at 2:00 p.m. at their current location. This meeting will be continued on November 9, 2021 at 3:00 p.m. and the Public Hearing will be held on the boundary amendment.

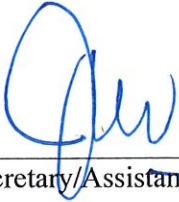
October 20, 2021

Six Mile Creek CDD

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kern seconded by Mr. Taylor with all in favor,
the meeting was continued to November 9, 2021 at 3:00 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman