

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 17, 2022 at 2:15 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
Blake Weatherly	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Scott Wild	District Engineer
Alex Boyer	Operations Manager
Joe Cornelison	Greenpoint

*The following is a summary of the actions taken at the August 17, 2022 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 2:15 p.m. Five 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.

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Resident commented on the two Board openings. Mr. Oliver explained that there are five Board members for all CDDs no matter the size. It was clarified that two members ran unopposed and will join the Board after November.

**THIRD ORDER OF BUSINESS****Affidavit of Publication**

Mr. Oliver noted the public hearings were published in the St. Augustine Record on July 22<sup>nd</sup> and July 29<sup>th</sup>. He added because assessments are not going up, there was not a mailed notice.

**FOURTH ORDER OF BUSINESS****Approval of Minutes of the July 20, 2022 Meeting**

Mr. Oliver asked for any comments or changes to the July 20, 2022 meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Taylor, seconded by Mr. Weatherly, with all in favor, the Minutes of the June 20, 2022 Meeting, were approved.

**FIFTH ORDER OF BUSINESS****Fiscal Year 2022/2023 Budget****A. Overview of Budget**

Mr. Oliver provided a brief overview of the budget. He noted there was not much change and there is no increase in assessments. He added the budget has gone up as there are more common areas to maintain that are funded by the additional lots. The series of bonds and debt service was covered. The general fund has a change in the revenue in tax roll. He noted last year they assessed \$932,000; this year it goes to \$1,234,000 due to the additional lots. The Developer pays the unplatted lots in the amount of \$66,000. Administrative changes went from \$163,000 to \$181,000, which is an increase of about \$18,000. Operations and Maintenance increased from \$585,000 to \$750,00, which is an increase of \$165,000 due to landscaping overall projects. The amenity increased from \$304,000 to \$436,000, which is an increase of \$131,000. The new line item is Operation Reserves and is newly budget for \$35,000, which adds more cushion for operating needs. The per unit net amount stays at \$900 and the gross amount remains at \$957. Those that pay property taxes by November 30<sup>th</sup> get an early discount. He noted in the Reverie budget the assessments stay the same. However, the budget is going from \$227,000 to \$680,000. Fitness equipment increased at a cost of \$48,000. Total cost went from 216,000 to \$679,000. The

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\$463,000 is funded by Developer contributions. He explained how money can be moved from line items and can be amended.

**B. Board Discussion**

The Board had no further discussions.

**C. Public Hearing Adopting the Budget for Fiscal Year 2022/2023**

Mr. Oliver asked for a motion to open the hearing.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, Opening the Public Hearing, was approved.

Mr. Oliver asked for public comments. There were no public comments. Mr. Oliver asked for a motion to close the hearing.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, Closing the Public Hearing, was approved.

**1. Consideration of Resolution 2022-17, Relating to the Annual Appropriations and Adopting the budget for Fiscal Year 2023**

Mr. Haber noted this resolution is for approving the budget and noted the Board had previously approved the budget and it was reviewed by county. The hearings were opened to allow for public comments. He stated that this resolution adopts the budget in final form. The new fiscal year starts October 1, 2022 and ends September 30, 2023.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, Resolution 2022-17, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year 2023, was approved.

**2. Consideration of Resolution 2022-18, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023**

Mr. Haber stated this resolution explains how the budgets are funded through levying assessments and included on the tax bill. Bills will be sent directly to the residents for payment directly to the District.

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On MOTION by Mr. Kern, seconded by Mr. Weatherly, with all in favor, the Resolution 2022-18, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023, was approved.

**3. Developer Funding Agreement**

Mr. Oliver stated the approval of the funding agreement was not on the agenda and should have been added. Mr. Haber noted these forms are being drafted with DFC Reverie, LLC for East Parcel/Reverie. He added that the Board can approve the Chair to negotiate and finalize the agreements.

On MOTION by Mr. Kern, seconded by Mr. Weatherly, with all in favor, Authorizing the Chair to Negotiate and Finalize the Developer Funded Agreement, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Disclosure of Public Financing**

Mr. Haber explained that this disclosure is required by Florida statutes. He noted that this is provided to the public and describes the facilities and assessments that will be levied.

On MOTION by Mr. Kern, seconded by Mr. Weatherly, with all in favor, the Disclosure of Public Financing, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Contract Renewals**

Mr. Oliver stated there were no contract renewals for the Board.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Construction Proposals – Phase 12**

Mr. Wild reviewed the handout on the proposals received on August 1<sup>st</sup> from three contractors. He added that staff had reviewed the proposals and explained each ranking and scoring criteria.

Ms. Hartley asked about the importance of two items in the ranking. Mr. Kern questioned the ability to score negatively in categories. Mr. Haber explained the process and scoring negatively would be unique. He asked for scoring a “0”. Mr. Kern suggested to approve the ranking and scoring subject to revisions to change -2.2 to 0. This would still approve the motion as

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amended. The ranking resulted in Jax Utility Management as the top ranked firm. The Engineer has issued notice of intent to award letters to all proposers.

On MOTION by Mr. Kern, seconded by Mr. Taylor, with all in favor, the Rankings and Scoring for 3 Proposals for Phase 12 Construction Services, was approved as amended.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber noted there were no further reports.

**B. Engineer**

- 1. Consideration of Requisitions 160 2020 Assessment Area 2, Phase 3A (East Parcel Phase 1)**
- 2. Ratification of Requisitions 148 2021 Capital Improvement Review Bonds, Assessment Area 3, Phase 1 (Phases 9 & 11)**
- 3. Consideration of Requisitions 149 – 152 2021 Capital Improvement Review Bonds, Assessment Area 3, Phase 1 (Phases 9 & 11)**
- 4. Consideration of Requisition 27-28 2021 Capital Improvement Revenue Bonds, Assessment Area 2, Phase 2 (Phase 10)**
- 5. Ratification of Requisitions 59 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B) (East Parcel Phase 2)**
- 6. Consideration of Requisitions 60-67 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B) (East Parcel Phase 2)**

Mr. Wild stated the total amount for these requisitions was \$2,127,123.98. He asked for any questions from the Board. He requested approval of the requisition summary

On MOTION by Mr. Kern, seconded by Mr. Weatherly, with all in favor, the Requisition Summary, was approved as presented.

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**7. Ratification of Work Authorization No. 65, Amendment 1 Master Development Plan (MDP) Modification – Trailmark Amenity Center Phase 2 Construction Documents**

Mr. Wild stated this was for the master development plan modification for Trailmark Amenity Center for \$7,500.

On MOTION by Mr. Taylor, seconded by Mr. Kern, with all in favor, the Work Authorization No, 65, Amendment 1 Master Development Plan Modifications – Trailmark Amenity Center Phase 2 Construction Documents for \$7500, was ratified.

**8. Ratification of Change Order 2 (JUM) Trailmark Phase 11**

Mr. Wild stated this is for Jax Utility Management for \$336,000.

On MOTION by Mr. Kern, seconded by Mr. Weatherly, with all in favor, the Change Order 2 to Jax Utility management for Trailmark Phase II in the Amount of \$336,000, was ratified.

**9. Ratification of Change Order 3 (JUM) Trailmark Phase 11**

Mr. Wild stated this is to Jax Utility Management.

On MOTION by Mr. Taylor, seconded by Mr. Kern, with all in favor, the Change Order 3 to Jax Utility Management, was ratified.

**10. Update Regarding Potential Locations for Community Garden**

Mr. Wild gave an update on locations for community Butterfly Garden concept and the issues for approval for building permits from the county. He added it would be 2-3 months to get the permit approval. He noted the costs for consultants, cost for construction preparation, proposed usage, estimated designs, and other potential fees. He noted a search for other locations for irrigation and other options for potential locations were discussed.

Ms. Hartley asked if the ladies from the garden club would be allowed to be involved with the planner. She also asked about options for locations. She was concerned about locations and the pickleball court. It was noted that a current funding source does not exist and therefore planning, and design cannot move forward. Location and maintenance is a concern and Board could continue to discuss. Ms. Hartley stated she felt the Board needs to be more realistic and sincere with the

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community in the future with ideas if the funding is not available. Mr. Kern agreed the Board needs to be transparent and sensitive to the community needs and ideas with regard to the funding.

### **C. Manager**

Mr. Oliver stated there was no further updates.

### **D. Operations / Amenity Manager – Report**

Mr. Boyer reviewed the Operations/Amenity Manager report. He discussed current issues with irrigation, pumps, landscaping, and the timeline. The Board asked who was doing the work and Mr. Boyer replied it may need to be outsourced to complete the projects. Mr. Kern stated the concerns with the pumps running and the amount of landscape items to maintain. He suggested approving a Board member to be able to approve funding as an emergency status. Mr. Boyer noted that currently they have approved up to \$8000 for this project. Discussion ensued on options to keep the irrigation going. He added another complaint about other pond issues and the asked about future treatments to pursue for algae control. Mr. Kern stated it is important to know these are primarily stormwater management facilities and the function of that pond. The Board wanted updates on the options available. Ms. Hartley commented on weeds on a pond near her house and asked what the options were to control.

## **ELEVENTH ORDER OF BUSINESS**

### **Supervisor's Requests and Audience Comments**

Resident commented on a pond issue near him and the weed accumulation after the cutting is completed.

Another comment was made on Amenity Center and pool area issue with inappropriate behavior and asked about future part time staff to monitor. Discussion ensued on on-going behavior problems with children. Black mold on the pool was also discussed. Another comment was made on the lack of beautification and looks of the amenity center, the pool and the courts. She asked about the tennis courts and pickle ball courts being the same. Mr. Kern noted that many of these decisions are made by the Developer.

Resident commented on the time repairing the screens to the parking lot. He asked about another options for solutions.

