

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, March 15, 2023 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
Wendy Hartley	Vice Chairperson
Darren Glynn	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber <i>by phone</i>	District Counsel
Zach Brecht	District Engineer
Alex Boyer	Operations Manager, Evergreen
Samantha Hawkins	Regional Lifestyles Director, Evergreen
Stephanie Douglas	Lifestyle Coordinator, Evergreen
Kevin Andersen	Dream Finders Homes

The following is a summary of the actions taken at the March 15, 2023 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. Three 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.

March 15, 2023

Six Mile Creek CDD

A resident had a question on amenity policies and Mr. Oliver reviewed the process. Non-resident user fees/rates were also discussed. Discussion ensued on the various policies, non-resident user fees, and owner rates.

THIRD ORDER OF BUSINESS

Approval of Minutes of the January 18, 2023 Meeting and January 30, 2023 Continued Meeting

Mr. Oliver asked for any comments or changes to the January 18, 2023 regular meeting minutes and the continued meeting minutes. The Board had no changes to the minutes.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Minutes of the January 18, 2023 Meeting and the January 30, 2023 Continued Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposal from Tree Amigos for Reverie Amenity Center

Mr. Oliver reviewed the proposal from Tree Amigos and noted it was for \$32,844.80. Mr. Kern asked if Alex solicited this proposal. Mr. Boyer explained the proposal which is for the maintenance of the new amenity center’s landscaping. Mr. Kern asked Mr. Boyer if this was an approval of the amount and asked Mr. Haber if a formal addendum would be made to the existing agreement. Mr. Boyer noted this was consistent with pricing and felt they should approve.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Proposal from Tree Amigos for Reverie Amenity Center, was approved.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with Tree Amigos for Landscape Services in Phase 9

Mr. Oliver noted this was for Phase 9. Mr. Kern explained that ratification was needed for the work already completed.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Agreement with Tree Amigos for Landscaping Services in Phase 9, was ratified.

March 15, 2023

Six Mile Creek CDD

SIXTH ORDER OF BUSINESS

Ratification of Agreement with Tree Amigos for Landscape Services in Phase 11 – ADDED

Mr. Oliver noted this was also a ratification. Mr. Kern stated that this was under separate cover and had been reviewed and approved by Counsel. He further explained the enhanced landscape services and noted there were several proposals submitted.

On MOTION by Ms. Hartley, seconded by Mr. Glynn, with all in favor, the Agreement with Tree Amigos for Landscape Services in Phase 11, was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Construction Agreement with Carlton Construction

Mr. Oliver stated that they did not have the completed agreement to ratify. Mr. Haber noted this was still in review. This item was tabled to a future meeting agenda.

EIGHTH ORDER OF BUSINESS

Consideration of Reverie Amenity Policy

Mr. Oliver noted these draft policies are still under review and may be approved in substantial form. He added that the proposed the non-resident annual user fee be increased to \$4,000 and recommended removal of the pro-rated annual fee language. Mr. Haber added that adoption would be needed at a public hearing, as would the rate and termination of violation of the policies. Mr. Oliver recommended the policies be approved in substantial form subject to changes by the Board.

Mr. Kern added that Mr. Taylor, a former Board member, had reviewed this extensively and noted this was typical for CDDs. He added this is subject to future decisions and resident feedback. He clarified the fee structure proration of annual user fee. Mr. Kern clarified the user fee is currently set at \$4,000 and is separate for each facility. The attempt is to not solicit memberships. It was agreed to not pro-rate the annual fee. Ms. Hartley questioned page 16 and the description and policy of a legal golf cart. Discussion ensued on riding golf carts on the paved trails.

On MOTION by Mr. Kern, seconded by Ms. Hartley, the Reverie Amenity Policy, was approved in substantial form.

March 15, 2023

Six Mile Creek CDD

NINTH ORDER OF BUSINESS

Discussion of Reverie Amenity Non-Resident User Fees

Mr. Oliver noted this proposes an increase to \$4,000. Mr. Oliver added that a public hearing would be scheduled.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04, Setting a Public Hearing Date to Adopt Rates

Mr. Oliver stated that Resolution 2023-04 would set the public hearing date to adopt the rates for May 17, 2023 at 2:00 p.m. At the hearing the increase to \$4,000 would be considered.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Resolution 2023-04, Setting the Public Hearing for May 17, 2023 at 2:00p.m. at the World Golf Village Room, was approved.

ELEVENTH ORDER OF BUSINESS

Discussion Regarding Planting of Memorial Tree

Mr. Oliver referred to the Board packet and Mr. Glynn noted his wife, Eunice, would like for this to honor a resident that was killed in a car accident in the community. Mr. Kern asked for someone to take lead on the location for the tree. Mr. Glynn offered to take the lead. A not to exceed amount was discussed and suggested for \$1,500 to include the tree and other efforts for this memorial.

On MOTION by Ms. Hartley, seconded by Mr. Kern, with all in favor, the Planting of a Memorial Tree with a Not To Exceed Amount of \$1500, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Request for Private Event

Mr. Oliver stated that this was for approval for a private event. The resident, Ms. Chloe Webster, introduced herself and gave an overview for the event as called the “Mom Prom.” She explained this would be for using the pool deck area and would be a fundraiser. This would be held the weekend before Mother’s Day. Mr. Kern noted the pool closure time would apply and all other usual event requirements.

March 15, 2023

Six Mile Creek CDD

Discussion ensued on specifics of the event and requirements. Staffing support and times for the event were also mentioned.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Private Event at the Trailmark Amenity Center, was approved.

THIRTEENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Haber stated that he had nothing further to report to the Board at this time.

B. Engineer

Requisitions to be Ratified

- 1. Ratification of Requisition 166 2020 Assessment Area 2, Phase 3A (East Parcel Phase 1)**
- 2. Ratification of Requisitions 176 – 182 2021 Capital Improvement Review Bonds, Assessment Area 3, Phase 1 (Phases 9 & 11)**
- 3. Ratification of Requisitions 44 – 46 2021 Capital Improvement Revenue Bonds, Assessment Area 3, Phase 2 (Phase 10)**
- 4. Ratification of Requisitions 103 – 109 2021 Capital Improvement Review Bonds, (AA2, Phase 3B) (East Parcel Phase 2)**

Requisitions for Consideration

- 5. Consideration of Requisitions 284 – 287 2016 A Bonds**
- 6. Consideration of Requisition 167 2020 Assessment Area 2, Phase 3A (East Parcel Phase 1)**
- 7. Consideration of Requisitions 183 – 184 2021 Capital Improvement Review Bonds, Assessment 3, Phase 1 (Phases 9 & 11)**
- 8. Consideration of Requisitions 47 – 48 2021 Capital Improvement Review Bonds, Assessment Area 3, Phase 1 (Phases 9 & 11)**
- 9. Consideration of Requisitions 110 – 116 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B) (East Parcel Phase 2)**

Mr. Brecht reviewed the requisitions to be considered by the Board. These are invoices for work received and need ratifying. The requisitions to be approved and signed off by the Chair.

March 15, 2023

Six Mile Creek CDD

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Requisition Summary, was ratified and approved as presented.

Work Authorizations

10. Ratification of Work Authorization No. 71 2022/2023 General Consulting Engineering Services

Mr. Brecht reviewed the work authorization and noted #71 was for consulting services at the 2023 rates. He added this was for \$60,000.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Work Authorization No. 71 2022/2023 General Consulting Engineering Services, was ratified.

11. Ratification of Work Authorization No. 73 Trailmark East Parcel Phase 3 CEI Services

Mr. Brecht reviewed No. 73 and noted this was for CEI services for oversight services at an hourly contract rate in the total amount of \$162,708. It was noted this is consistent with other services.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Work Authorization No. 73 Trailmark East Parcel Phase 3 CEI Services, was ratified.

12. Ratification of Work Authorization No. 60, Amendment 3 Phase 13 Construction Document Revisions

Mr. Brecht reviewed the amendment for construction and engineering work for Phase 13.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Work Authorization No. 60, Amendment 3 Phase 13 Construction Document Revisions, was ratified.

13. Ratification of Work Authorization No. 49, Amendment 2 Phase 12 Construction Document Revisions

Mr. Brecht reviewed the amendment 2 Phase 12 revisions. He noted the updates and changes.

March 15, 2023

Six Mile Creek CDD

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Work Authorization No. 49, Amendment 2 Phase 12 Construction Document Revisions, was ratified.

Change Orders

14. Consideration of Change Orders 1 through 5 Trailmark Phase 10

Mr. Brecht reviewed the change orders 1-5 and noted these are various changes to the plan and the increase in costs.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Change Orders 1-5 Trailmark Phase 10, was approved.

15. Consideration of Change Order No. 14 – Trailmark Phases 9A, 9B and 9C

Mr. Brecht reviewed the change order No. 14

On MOTION by Mr. Kern, seconded by Mr. Glynn with all in favor, the Change Order No. 14 Trailmark Phases 9A, 9B, and 9C, was approved.

16. Consideration of Change Order No. 9 – East Parcel Phase 2

Mr. Brecht reviewed change order No. 9.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Change Order No. 9 – East Parcel Phase 2, was approved.

17. Consideration of Change Order No. 12 – Trailmark Phase 11

Mr. Brecht reviewed the change order for material increases.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Change Order No. 12- Trailmark Phase 11, was approved.

C. Manager

Mr. Oliver reviewed the upcoming budget process for Fiscal Year 2023/2024, which begins on October 1, 2023. Florida Statutes require CDDs to approve its budget by June 15 of each year, and to hold a public hearing to adopt the budget no sooner than at least 60 days later. He added

March 15, 2023

Six Mile Creek CDD

consideration of the proposed FY24 budget will be at the May 17th meeting, and the public hearing for budget adoption will be in August.

D. Operations / Amenity Manager

1. Report

Ms. Hawkins and Ms. Douglas reviewed the upcoming Amenity events. Mr. Boyer reviewed the Operations report and projects that have been completed and those that were on-going.

2. Pool Maintenance

Mr. Boyer reviewed the pool maintenance services. He added the current vendor is no longer including chemicals as a part of the pricing package in the future and how this would affect the cleanliness of the pool. He discussed the price point for chemicals, the proposals and cleaning services. The costs and specifics of services were discussed for comparison to current rate. No action was taken.

3. Pond Maintenance

Mr. Boyer reviewed the pond maintenance and noted it was for the Six Mile Creek contract, not the East Phase. He added there were other vendors as a possibility. Discussion ensued on the comparison of services, staffing, and management of the vendors and timelines. No action was taken.

FIFTEENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Supervisor Requests:

- There were no Supervisor’s request.

Audience Comments:

- Resident discussions were held to include pond algae problems, water treatment issues, clean up on ponds, sand mounds, water levels in certain ponds, drainage concerns along Pacetti Road to east of Reverie that is not on CDD property, weed issues, access restrictions into Reverie and its amenities, requests for additional streetlighting in certain areas, the increase to \$4000 for non-residents, annual fees,

March 15, 2023

Six Mile Creek CDD

golf cart rules, court resurfacing, pool expansion updates, sidewalks issues to builder, key fob access issues, construction traffic and maintenance, construction need for a microphone for the meetings, work hours and HOA, speeding, and gate times from 7:00a.m. – 7:00p.m. at Reverie entrance.

SIXTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of February 28, 2023 and Statement of Revenues and Expenses for the Period Ending February 28, 2023

Mr. Oliver presented the financials through February 28, 2023 to the Board.

B. Assessment Receipt Schedule

Mr. Oliver noted the District is 95.8% collected.

C. Check Register

Mr. Oliver presented the check register and asked for a motion to approve.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Check Register, was approved.

SEVENTEENTH ORDER OF BUSINESS Next Scheduled Meeting – April 26, 2023 at 2:00 p.m.

Mr. Oliver noted the next regular meeting date will be April 26, 2023, at 2:00 p.m. at their current location.

EIGHTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the meeting adjourned.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Gregg Kern

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Chairman/Vice Chairman