

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 11, 2023 at 2:02 p.m. at the Renaissance World Golf Village Resort, 500 South Legacy Trail, St. Augustine, Florida.

Present and constituting a quorum were:

Gregg Kern <i>by phone</i>	Chairman
Wendy Hartley	Vice Chairperson
Darren Glynn <i>by phone</i>	Supervisor
Barbara Bland	Supervisor
Michelle Sutton	Supervisor

Also, present were:

Howard McGaffney	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Alex Boyer	Operations Manager
Zach Brecht	District Engineer
Stephanie Douglas	OnPlace
Samantha Keim	OnPlace
Colleen Specht	First Service
John Caputo	First Service
Terry Roesse	First Service
Kevin Anderson <i>by phone</i>	Dream Finder Homes

*The following is a summary of the actions taken at the October 11, 2023, Six Mile Creek Community Development District's regular Board of Supervisor's Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. McGaffney called the meeting to order at 2:02 p.m. Three Supervisors were in attendance in person and two via Zoom constituting a quorum.

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**SECOND ORDER OF BUSINESS****Audience Comments**

Mr. McGaffney explained the audience comment times for the beginning of the meeting and the end of the meeting. Hearing no comments, the next item followed.

**THIRD ORDER OF BUSINESS****Approval of Consent Agenda****A. Engineer Items**

- 1. Ratification of Requisitions 197 – 199 2021 Capital Improvement Revenue Bonds, Assessment Area 3, Phase 1 (Phases 9 & 11)**
- 2. Ratification of Requisition 61 – 64 2021 Capital Improvement Revenue Bonds, Assessment Area 3, Phase 2 (Phase 10)**
- 3. Ratification of Requisitions 141 – 148 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B)(East Parcel Phase 2)**
- 4. Ratification of Requisitions 25 – 30 Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA2 Phase 3C)**
- 5. Ratification of Requisitions 25A – 31A Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA3 Phase 3)**
- 6. Ratification of Work Authorization 77 – 2023/2024 General Consulting Engineering Services**

**B. Ratification of Agreements**

- 1. Developer Funding Agreement (DFC/Reverie)**
- 2. FY 2023 Project Funding Agreement (Six Mile Creek Investment Group/TrailMark)**
- 3. FY 2024 Project Funding Agreement (Six Mile Creek Investment Group/TrailMark)**
- 4. Amendment to Agreement with Evergreen**
- 5. Agreement with First Service Residential (Reverie)**
- 6. Agreement for Exterior Painting Services**
- 7. Agreement with Brightview Landscape Services for Bush Hog Work**
- 8. Agreement with The Tree Amigos Outdoor for Storm Clean-Up**
- 9. Agreement for Installation of Screens and Doors with Titan Shutters and Screens**

**C. Approval of Minutes of the July 27, 2023 and August 16, 2023 Meetings****D. Balance Sheet as of August 31, 2023 and Statement of Revenues and Expenses for the Period Ending August 31, 2023****E. Assessment Receipt Schedule****F. Check Register**

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Mr. McGaffney asked for a motion to remove item B(5) from the consent agenda, ratification of the FSR agreement, and have it added to the agenda for discussion. The reason being the representatives are present, and the agreement has not currently been executed yet.

On MOTION by Ms. Bland, seconded by Ms. Hartley, with all in favor, Removal of Item Number B(5) Ratification of Agreement with First Services Residential from the Consent Agenda and Adding it to the Agenda for Discussion, was approved.

Mr. McGaffney then asked for a motion to approve the presented consent agenda as amended.

On MOTION by Ms. Hartley, seconded by Ms. Sutton, with all in favor, Approval of the Consent Agenda, was accepted as amended.

Mr. Haber summarized the terms of agreement for the Board and a specific portion of the contract that he was not comfortable with which is why the agreement hasn't been executed. First Services explained the terms from their point of view and what the point of the clause is for. The Board had some questions concerning the language to the penalty that would be a liability to the District and a lengthy discussion followed. After much discussion the Board is leaning towards the decision to contract the amenities with the HOA in order to put the liability of this contract on the HOA. Mr. Kern also discussed other option that may be possible. Mr. McGaffney noted that this will be brought back to the Board with the hopes of a workable solution. He will meet with all the interested stake holders and district counsel to provide an update to the Board within the next two weeks to have something to bring back on the next agenda. The tried to come up with a solution that would work in the interim of agreeing on this one term with the help of staff and First Services. It would include authorization to the Chair or Supervisor to approve an agreement without committing the District to the disagreeable language.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, Appointing the Chair to Work with Staff to Come to An Agreeable Term with the Ability to Approve as Long as the Condition is not Included, was approved.

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**FOURTH ORDER OF BUSINESS****Consideration of Disclosure of Public Financing**

Mr. Haber reviewed the disclosure of public financing with the Board and discussed any changes the Board may not be familiar with. Chapter 194 statutes require a public record recording of all the property that makes up District. This document discloses the existence of the District, what it is, and provides details about bond issuance. Each time the District issues a new series of bonds the document is updated. He offered to answer any questions the Board may have. The document was not included in the agenda. The Board authorized the Chair to work with district counsel to execute and the actual document will be added to the next month's agenda.

On MOTION by Ms. Hartley, seconded by Ms. Bland, with all in favor, the Authorization of the Chair to Execute the Disclosure of Public Financing with District Counsel, was approved.

**FIFTH ORDER OF BUSINESS****Consideration of Alosant Agreement**

Mr. Kern presented the agreement and summarized it for the Board. The vendor will provide a community app for communication capabilities that will provide information related to the community. User will be able to access newsletters, event postings, or even changes to events. The total annual cost would be \$215.88 with a \$2,000 start up for the creation of the app. There is also an upgrade they could do to the card reader access so residents can use their phone for amenity access. Full costs could be approximately \$24,000 a year to maintain everything. The full proposal details can be found in the agenda package.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, the Alosant Agreement, was approved as presented.

**SIXTH ORDER OF BUSINESS****Other Business**

Mr. Glynn commented that there are still a lot of vehicles parking under the oak trees near the amenity center. Mr. Boyer added that since the fences have been installed, he has not seen people parking there.

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Ms. Hartley noted that the times are wrong on the door of the office. There are no regular hours posted. Anyone who needs cards made or keys will have to make an appointment with Mr. Boyer.

## **SEVENTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. Attorney**

Mr. Haber stated there is no further report.

### **B. Engineer**

Mr. Brecht had nothing further to report.

### **C. Manager – Discussion of Fiscal Year 2024 Meeting Schedule**

Mr. McGaffney directed the Boards attention to the proposed meeting schedule which was provided in the agenda. He noted that there are no meeting dates listed for the months of February or April due to hotel availability.

On MOTION by Ms. Sutton, seconded by Ms. Hartley, with all in favor, the Fiscal Year 2024 Meeting Scheduled, was approved.

### **D. TrailMark Reports**

#### **1. Operations (Evergreen)**

##### **a. Report**

##### **b. Discussion of Pressure Washing**

Mr. McGaffney stated that the format is a little different because the amenities are separated between Reverie and TrailMark. They began with the TrailMark reports as Mr. Boyer summarized for the Board.

Mr. McGaffney presented the proposals from two different vendors for pressure washing for specific areas in the community. The two areas are the topiary park and three bridges section that is CDD property only. The quotes have been separated for purposes of the board approve one, all, or none of them. He also had a quote for the monument sign, and he believes it has never been pressure washed as long as he has been there. Supervisor Sutton had requested approving a not-to-exceed amount and mention specific locations that need cleaning more than others. The Board continued to discuss locations and options at length. Mr. McGaffney added as Districts get older and realize what all they want to maintain they will usually create a separate line item. In the next

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budget cycle, he will make a point to keep note of this to fund that need to see what it will look like through the budgeting process. It was also suggested to get on a schedule so there is never a time where they are having to clean a big mess. Mr. McGaffney's recommendation would be to use the \$8,000 in the budget for street cleaning along with an amount of \$40,000 under the repairs and maintenance of the amenity that has some room for use. Mr. Kern made a motion to move forward with the do-not-exceed amount.

On MOTION by Mr. Kern, seconded by Ms. Sutton with all in favor, Setting a Not-to-Exceed Amount for \$8,000 for Pressure Washing and for Mr. Boyer to Collaborate with Supervisor Sutton, was approved.

## **2. Lifestyles (OnPlace)**

### **a. Discussion of Intermediate Dog Training Class**

### **b. Discussion of Amenity Policies**

Ms. Douglas noted that she was approached by a resident by a dog training class to be offered to TrailMark residents. The request would be to have the classes outside of the dog park but on CDD property. Discussion continued with weather the Board would be comfortable with someone using CDD property for a for-profit purpose. Mr. McGaffney suggested bringing this back as an action item for the next meeting to allow the resident requesting this to be available to speak on it and to allow the Board to gather further facts and additional options. The Board agreed.

Ms. Douglas led the Board in discussion of the amenity policies. OnPlace would like to request some changes to be made after the first of the year. Mr. Kern noted that there is an open invitation for any recommendations for policies that they believe would make the resident experience more enjoyable that the Board is always open to hear those.

Ms. Douglas added a list of upcoming events.

## **E. Reverie Reports (First Service)**

### **1. Operations**

### **a. Discussion of Amenity Policies**

Ms. Specht stated they too would like to open a discussion about policy adjustments. They will work with Ms. Douglas and bring some suggestions and options back to the Board at a later date. She noted that they have been working on security and cleaning up the fob system. They now

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fully control the cameras to have a better control of the system. She continued by updating the Board with some of the completed items and upcoming action items.

**2. Lifestyles**

Ms. Specht updated the Board on the success of events that have happened and the events that are upcoming. Mr. Kern requested there to be lifestyles and events coordinated between Reverie and TrailMark.

**EIGHTH ORDER OF BUSINESS**

**Supervisor’s Requests**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

Resident discussions included planting for privacy on the TrailMark side. There is not a current plan. The Bushes on the property line, is there a rule that they can’t go over the fence line. There is no formal rule, but they can talk to the landscaper about it. There was a question about when a specific traffic light will be operational, and it has to be approved by the County.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – November 15, 2023**

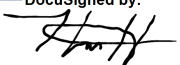
The next regular meeting date will be November 15, 2023, at 2:00 p.m. at their current location.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. McGaffney asked for a motion to adjourn.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, the meeting adjourned at 4:46 p.m.

DocuSigned by:  
  
396ACEAA81D8491  
Secretary/Assistant Secretary

DocuSigned by:  
  
3CAB28508306447  
Chairman/Vice Chairman