

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 13, 2023 at 2:03 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:

Howard McGaffney	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Zach Brecht	District Engineer
Alex Boyer	Operations Manager, Evergreen
Stephanie Douglas	OnPlace Lifestyles for TrailMark
Samantha Keim	OnPlace
Colleen Specht	First Service

*The following is a summary of the actions taken at the December 13, 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 2:03 p.m. Three Supervisors were in attendance in person constituting a quorum.

**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 audience comments, the next item followed.

December 13, 2023

Six Mile Creek CDD

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Engineer Items**

**Ratification Items**

- 1. Ratification of Requisition 70 2021 Capital Improvement Revenue Bonds, Assessment Area 3, Phase 2 (Phase 10)**
- 2. Ratification of Requisitions 155 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B)(East Parcel Phase 2)**
- 3. Ratification of Requisitions 44 – 47 Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA2 Phase 3C)**
- 4. Ratification of Requisitions 40A – 42A Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA3 Phase 3)**
- 5. Ratification of Trailmark Phase 12 Change Order No. 8**

**Consideration Items**

- 1. Consideration of Requisition 71 2021 Capital Improvement Revenue Bonds, Assessment Area 3, Phase 2 (Phase 10)**
- 2. Consideration of Requisitions 156 – 158 2021 Capital Improvement and Refunding Revenue Bonds (AA2, Phase 3B)(East Parcel Phase 2)**
- 3. Consideration of Requisitions 48 – 51 Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA2 Phase 3C)**
- 4. Consideration of Requisitions 43A – 45A Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area)(AA3 Phase 3)**

**B. Ratification of Agreements**

- 1. Audit Engagement Letter with Grau & Associates**
- 2. Agreement with CDD & HOA for Amenity, Field Operations & Lifestyles Management**

**C. Approval of Minutes of the November 15, 2023 Meeting**

**D. Balance Sheet as of October 31, 2023 and Statement of Revenues and Expenses for the Period Ending October 31, 2023**

**E. Assessment Receipt Schedule**

**F. Check Register**

Mr. McGaffney asked for a motion to approve the consent agenda. He reported that they successfully negotiated and entered into the agreement with the HOA for the amenity management.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Consent Agenda, was approved 3-0.

December 13, 2023

Six Mile Creek CDD

**FOURTH ORDER OF BUSINESS****Consideration of Tree Amigos  
Amendment (Reverie)**

Ms. Specht stated that they were adding the on-going for Phase Two and some common areas. Mr. McGaffney noted that the total annual amount for that amendment was \$15,690.80 and the monthly billing would be \$1,307.57. He noted that they also outlined what it would cost for the man-hour for irrigation repairs, which is \$85 an hour plus parts. Mr. Kern explained that what was in the package was an earlier proposal. He requested that District Counsel prepare a form of change order or amendment to the agreement.

On MOTION by Mr. Kerns, seconded by Ms. Hartley, with all in favor, the Tree Amigo's Proposal for Amendment to Reverie Landscape Maintenance Agreement (\$15,690.80 annually / \$1,307.57 monthly), Authorizing District Counsel to Draft the Tree Amigos Amendment and the Chairman to Execute, was approved 3-0.

**FIFTH ORDER OF BUSINESS****Consideration of Brightview Proposals**

- A. Weekly Maintenance – Front Entrance (South)**
- B. Weekly Maintenance – Phase 11 Pond Banks (6 ponds)**
- C. Front Entrance South Common Area Repairs**
- D. Front Entrance South Common Area Cleanup**

Mr. Boyer presented the Brightview proposals to the Board. He stated that the first one was the actual pond bank agreement where they were adding the additional pond bank mowing's in the new section. He noted that they discussed this at the last meeting, but they have the agreement. They still have to have District Counsel put everything together. He stated that the other two were based off of the feedback from a couple of the questions that came up in public comment at the last meeting. He explained that one of the proposals was to clean up the front entrance where there are areas that are not District property, but they have an agreement with the landowner to maintain it and do anything else as they see fit. He further explained that the first proposals was to do a one-time clean up, move some of the trees, and cut some of the banks to make a landscape bed. He stated that the second proposal was to actually do the landscape enhancements where they will add some additional sod and put some pine straw down to make it look like a landscape bed that matches the monument area. Mr. McGaffney stated that those prices were in line with what they saw.

December 13, 2023

Six Mile Creek CDD

Mr. Boyer noted that it looked like there were irrigation lines already attached, but they were not functional. He pointed out that was why they were having to put new additional irrigation lines so they can actually irrigate.

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, Brightview Proposals for Amendment to TrailMark Landscape Maintenance Agreement, One for Phase 11 Pond Bank Maintenance (\$12,474 annually); One for Maintenance of the Southside Main Entrance (\$5,150.25), was approved 3-0.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, Brightview Proposals for Small Project Agreement; One for Southside of Main Entrance 1x Cleanup Cost (\$2,502.38); One for Enhancements/Repairs to Southside of Main Entrance (\$2,574.67), was approved 3-0.

Mr. McGaffney clarified that they wrapped up the two maintenance proposals, A and B, into one motion and the two other proposals, C and D, were wrapped up into one motion.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Proposals for Camp House Repairs – Titan Shutters and Screens**

Mr. McGaffney stated that the Board previously approved the Titan proposal for a NTE amount of \$23,000. He explained that there were additional communications that Alex was receiving that it seemed like there was some uncertainty about the price that they had previously given. There was an onsite meeting, and it was clarified what it was going to be and the new price for that. The reason they can't move forward with an agreement even though it was previously approved is because the price is more now at \$27,229.50. He pointed out that it was a little over \$4,000 more to do the work than what was previously authorized by the Board.

Mr. Boyer explained that a lot of it was that this does include proper doors for the three entryways that were not part of the original proposal that they were issuing as accurate. Board discussion ensued and it was decided to authorize the Chairman to select and approve repair cost proposals to the Camp House in an amount of NTE \$28,000.

December 13, 2023

Six Mile Creek CDD

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, the Board Authorized Chairman to Select and Approve Repair Cost Proposals to the Camp House in an Amount NTE \$28,000, was approved 3-0.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Authorization for Dream Finders Homes to Place Maintenance Shed on District Property, and Transfer Ownership to the District**

Ms. Specht requested to place maintenance shed on District property. She explained that since they got started in August, they found out they didn't have enough space. She further explained that a proposal was being prepared for a very nice building that will resemble the Amenity Center and they will be able to store a lot of the maintenance equipment and some decorations. After discussion, Mr. Kern noted that he wants the funding commitment from Dream Finders to the extent the District is going to enter into any sort of agreement. He also pointed out that if it is an acquisition, they will want final approval of what's built so they understand what they will be acquiring.

Mr. McGaffney stated that there was no action on this item today. They want more detail on the specifics of what it will look like, the proposed location, when it's going to have the electric/climate control, if Dream Finders is going to pay for it, and then deed it over to the District. He pointed out that at January's meeting, if they have all of those specifics in line, they can direct staff to do what they need to do for an acquisition of it.

## **EIGHTH ORDER OF BUSINESS**

### **Consideration of District Vending Machine Agreement and Services**

Mr. McGaffney noted that the vending machine was rusted and looks really bad. He explained that the vendor that they entered into an agreement with is no longer the owner of that machine. The vendor sold his route to another company. He stated that they were currently supposed to come pick it up this past weekend and they didn't come and pick it up. They will follow up with him to make sure he pulls it out. It was noted that they were looking for a unit that would actually look good at their Amenity Center and is fitted for outdoors. After discussion, it was decided to keep working on this item and when they are ready, they will bring the agreement forward at that time.

December 13, 2023

Six Mile Creek CDD

**NINTH ORDER OF BUSINESS**

**Other Business**

Mr. McGaffney asked for any business the Board would like to talk about.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber had nothing to report at this time.

**B. Engineer**

Mr. Brecht had nothing to report at this time.

**C. Manager**

Mr. McGaffney had nothing to report at this time.

**D. TrailMark Reports**

**1. Operations (Evergreen)**

**a. Report**

**b. Pool Service Quotes**

Mr. Boyer had nothing further to report at this time.

**2. Lifestyles (OnPlace)**

Ms. Douglas announced that they have the Ornament Craft Party tonight and it was adults only. She continued to review all the events scheduled. Mr. McGaffney noted that they were moving more rapidly towards having the credit card system setup so they can pay for these events, etc.

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

**1. Operations**

Ms. Specht stated that they had their winter flowers put in this week and it looks nice. They had their pool heater in the resort pool fixed. They have had issues with their exit gate that they are working on. They put up a traffic monitoring device and found that people are going slower than they thought. They announced their new website they have been working on.

December 13, 2023

Six Mile Creek CDD

**2. Lifestyles**

Ms. Specht reviewed all the different events scheduled which included a Grinchmas Party and Costal Christmas Party with Santa Clause. She continued to review more events scheduled as well. She pointed out that they were starting a social club so they can get the residents more involved. Mr. McGaffney stated that they were successful at partnering with St. Johns County Sheriff's Office to make sure that they now incorporate Reverie as part of their patrol. He pointed out that there has been some recent activity within their community. He explained that there had been a couple of arrest within their community. He also stated that it was noted that there was several people driving in the community that doesn't have a drivers license. Mr. Kerns suggested to do some sort of redacted report or summary of what activity is going on and circulate it. Ms. Specht noted that they were working on an event for the end of January that will have St. Johns County Sheriff's Office and Fire Department and a couple of other resources for the community come out and do a fair to talk to people and let them know what's going on. She further explained that they want to start their own watch program within Reverie.

**ELEVENTH ORDER OF BUSINESS****Supervisor's Requests**

There being no Supervisor's request, the next item followed.

**TWELFTH ORDER OF BUSINESS****Audience Comments**

- Robin Catalano (1010 Rustic Mill Dr.) – She noted that there would be a lot of people voicing their opinion and complaining. She suggested the label “Maintenance Area” instead of “Maintenance Shed”. She thought it would increase their operations in management. She noted that their HOA fee has already went up a lot for the year. She commented on speed control stating that people are speeding where she lives. She noted that if she has to, she will get a speed gun and report people because it's dangerous. She pointed out that she has a neighbor that screech their tires when pulling into their driveway, which means they must be going very fast.
- Susan Newman (64 Clarys Run) – She asked for an update on the stop light. Mr. Brecht noted that they were still working with the county. She commented on the winter flowers for Reverie and asked for them to be recycled through the community instead of taking them to a landfill. She also commented on the lighting in front of TrailMark stating that it is dark and there needs to be something else for lighting there. She also commented on the

December 13, 2023

Six Mile Creek CDD

staffing at the Welcome Center. There was a question asking if they could take the sign down that says they were there from 10:00 a.m. to 6:00 p.m. on the door of the Welcome Center because it's not true. Discussion ensued and it was decided to change the wording of the sign on the door to be clearer. Ms. Newman asked for an update on the playground. Mr. Kern responded that they were just waiting on equipment. Ms. Newman asked for some visuals so the residents can know what is coming. Mr. Kerns responded that he thought that they could share concepts.

- Edward Thumith (292 Goldenrod Dr) – He thanked the Board and staff for their on-going involvement there. He really appreciated their comments. He asked for an update on cleaning out the Six Mile creek. The response to his question was that it was currently going on. It was noted that it was not a normal project to where they could put a timeframe to it. Mr. Thumith asked if there were any plans to head down toward Mill Creek at all. It was noted that right now the plan was to clean up Six Mile Creek. Mr. Thumith commented that they put together an informal kayak group of five to start to kayak together. He explained that they were on a time constraint to go kayaking. He noted that the Welcome Center hours availability was reduced. He asked if this was true. He also asked if it was true, would it be a temporary change or would they have plans to expand the administrative support to extend things like kayaking and getting the equipment back. Discussion ensued on the rental of the District's kayaking and the policy. Mr. Kerns noted that there was probably something that they could look at and he suggested that it would be beneficial for Mr. Thumith to provide some feedback or thoughts on what might work for the District to consider. He asked for suggestions to the policies that might help facilitate more use. He also noted that if they need to look at expanding the program, that would be great. Mr. Thumith also commented on the flags that had been in his front lawn for the last three months. He noted that he didn't know how important they were to maintain them there. He asked when they could pull them out and take them away. Mr. Kerns responded that they would investigate his concern further.
- Steve Patrick (85 Red Creek Way) – He commented on the landscape which included some shrubs that look bad. Mr. Kern responded that they would be addressing that shortly.



December 13, 2023

Six Mile Creek CDD

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – January 10, 2024**

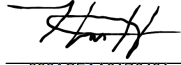
The next regular meeting date will be January 10, 2024, at 2:00 p.m. at their current location.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. McGaffney asked for a motion to adjourn.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the meeting adjourned at 3:30 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman