

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, June 12, 2024 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
Michelle Sutton	Supervisor

Also, present were:

Jim Oliver	District Manager, GMS
Wes Haber	District Counsel, Kutak Rock
Alex Boyer	Operations Manager, Evergreen
Stephanie Douglas	OnPlace
Colleen Specht	First Service
Nick McKenna	Greenpoint
Sarah Sweeting	GMS
Kevin Anderson	DreamFinders Homes
Tim Bramwell <i>by phone</i>	Akerman
Steve McAvoy	Brightview
Scott Wild	
Megan Maldonado	
Michelle Sharp	Lifestyle Director

*The following is a summary of the actions taken at the June 12, 2024 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 2:05 p.m. Four Supervisors were in attendance constituting a quorum.

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

Mr. Oliver noted audience comments will be on agenda items with the exception of the budget. Before taking comments on the budget, they would like to give an overview of the budget. Comments on non-agenda items will be taken at the end of the meeting.

- John Reelan (Weathered Edge) – commented on algae bloom at lake on Weathered Edge, has tried to remedy the issue but hasn't received much response. Dangerous to residents' health and requested water testing. Mr. Oliver noted Alex provided a proposal from the lake maintenance company to address the issue. Resident asked for a timeline.
- Resident (Weathered Edge Dr.) – seconded everything that John said. Commented he sometimes has a swamp behind his house.
- Robyn Freedman – commented that there is a large tree limb hanging over the backyard of her neighbor near Trail Mark Dr. Has sent two emails with no response. Kyle from Tree Amigos reviewed the issue and recommended not removing it, not a hazard.
- Paul Wake (Sky Line Lane in Reverie) – commented on the Lifestyles proposed rates that he did not see in the agenda. Mr. Oliver noted there will be discussion on this today.
- Susan Newman (64 Clarys Run) – commented on entertainment line item in the budget and asking people to pony up \$5-\$35 will not fly. Mr. Oliver noted it's for people who use special services or events and not spread to residents that are not participating.
- Heather Brofford asked the Board to consider nominating her for the open seat.
- Mindy Galman (Reverie) – commented on the budget.
- George Frontus at Golden Rod Dr. – asked how many houses are there now and how many houses will there be when Trail Mark is completed. Mr. Kern noted there will be 2,278 at buildout.

**THIRD ORDER OF BUSINESS****Organizational Matters****A. Appointment of New Supervisor to Fill Unexpired Term of Office (11/2026)**

Mr. Haber asked Wendy if she would be interested in submitting a resignation upon her appointment to Barbara Bland's empty seat. Ms. Hartley stated yes. Mr. Haber noted the remaining candidates could be appointed to Wendys seat understanding that it would only be until November but could run for the seat again.

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On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, the Acceptance of Wendy Hartley’s Resignation of her Seat Conditioned Upon Board Appointment of her to Seat 4, was approved.

**B. Oath of Office for Newly Appointed Supervisor**

Mr. Oliver administered the Oath of Office to Wendy Hartley.

Mr. Kern asked if any of the candidates want to withdraw their interest understanding the limited term left in this seat. Supervisor Sutton motioned to appoint Heather Brofford; Supervisor Hartley seconded then withdrew her motion and the motion failed. Ms. Hartley nominated Steven Pasiuk to take her seat.

On MOTION by Ms. Hartley, seconded by Mr. Glynn, with all in favor, the Appointment of Steven Pasiuk to Seat 3, was approved 3-1 Supervisor Kern opposed.

**C. Election of Officers, Resolution 2024-03**

Mr. Oliver stated a vacant seat was created for the Vice Chairman when Wendy resigned. This Board can change officers at any public meeting and not just when there is an election. The Board agreed Supervisor Kern remains as Chair, Michelle Sutton will be Vice Chair, Wendy Hartley, Darren Glynn and Steven Pasiuk will be Assisted Secretaries.

On MOTION by Ms. Hartley, seconded by Ms. Sutton, with all in favor, Resolution 2024-03 Election of Officers as slated above, was approved 5-0.

**FOURTH ORDER OF BUSINESS**

**Brightview Report**

Mr. McAvoy stated they are getting back on track after issues with irrigation and timing with the chemical applications being a little off. The turf application has been applied this month so should start seeing everything greening back up. Weed control is back on track.

**FIFTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Engineer Items**

- 1. Ratification of Purchase Order – American Precast Structures for Phase 13**
- 2. Ratification of Purchase Order – Ferguson Enterprises for Phase 13**

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- 3. Ratification of Change Order Nos. 14, 15, &B 16 – Trailmark Phase 12**
- 4. Ratification of Change Order No. 5 – Trailmark East Parcel 3**
- 5. Ratification of Change Order No. 1 – Trailmark Phase 13**
- 6. Ratification of Requisition 169 – 170 Capital Improvement and Refunding Revenue Bonds – Series 2021 (AA2, Phase 3B)**
- 7. Ratification of Requisition 85 – 89 Capital Improvement Revenue Bonds – Series 2021 (AA3, Phase 2 – Phase 10)**
- 8. Ratification of Requisitions 75 – 79 Capital Improvement Revenue Bonds – Series 2023 (2023 Project Area, AA2 Phase 3C)**
- 9. Ratification of Requisition 66A – 71A Capital Improvement Revenue Revenue Bonds – Series 2023 (2023 Project Area)(AA3 Phase 3/Phase 12)**

**B. Ratification of Agreements**

- 1. Play Academy**
- 2. OnSight Industries for Signage**
- 3. Brightview Proposal for Storm Clean Up**
- 4. Brightview Proposal for Athletic Field Clean Up**
- 5. LED Lighting Agreements with FPL for Phase 12 a, b, and c**

**C. Approval of Minutes of the May 8, 2024 Meeting**

**D. Balance Sheet as of May 31, 2024 and Statement of Revenues and Expenses for the Period Ending May 31, 2024**

**E. Assessment Receipt Schedule**

**F. Check Register**

Mr. Oliver asked if the Board wanted to pull anything from the consent agenda, if not, looking for a motion to approve.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, the Consent Agenda as Presented, was approved 5-0.

**SIXTH ORDER OF BUSINESS**

**Consideration of Items Related to Series 2024 Bonds**

**A. Presentation of Supplemental Engineer’s Report**

Mr. Haber stated this is the last bond issue. The debt assessments that would be securing these proposed bonds do not cover any homes presently owned by homeowners instead owned by either the developer or home builders. When the last series of bonds were issued the expectation was that those bonds would also cover this final phase but it was determined this phase would be delayed. They have already gone through a formal public process on the assessments for that area. The next step is approving the documents in the agenda including a Supplemental Engineer’s

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Report, Supplemental Assessment Methodology, and Delegation Resolution. A final understanding of where they ended up on the bonds will be brought back to the Board and then close on the bonds which requires review and signature by the Chair.

Mr. Wild stated the Supplemental Engineer's Report for the Series 2024 Assessment Area Three, Phase 4 capital improvement starts on page 498 of the agenda package. The actual unit mix for this assessment area totals 197 lots. There are transportation, utility and miscellaneous improvements and common area hardscape/landscape. The cost of the improvements with the Master Infrastructure being \$1.485M and the neighborhood infrastructure improvements being \$8,873,000 with the total amount of infrastructure improvement being \$10,358,000. All permits required for this construction have been obtained with the exception of the St. Johns River Water Management District permit which is anticipated being issued in June. Mr. Kern noted included in the cost estimates and contemplated in this bond issuance is the capital improvement of the traffic signal at Vesedi Rd.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, the Supplemental Engineer's Report, was approved 5-0.

#### **B. Presentation of Supplemental Assessment Methodology Report**

Mr. Oliver pointed out the Executive Summary and Capital Improvement Plan, which was included in the Engineer's Report, how assessments are allocated, true-up mechanism and the final assessment rolls. This impacts the lands yet to be developed and anyone that currently lives in TrailMark is not impacted assessment wise by this development.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, the Supplemental Assessment Methodology Report as Presented, was approved 5-0.

#### **C. Consideration of Delegated Award Resolution, Resolution 2024-04**

Mr. Bramwell noted that Delegation Resolution 2024-04 authorizes the 12 series of bonds in an aggregate principal amount NTE \$8M and finance the 2024 project and approves the principal bond documents including the Supplemental Trust Indenture, Bond Purchase Contract, Preliminary Limited Offering Memorandum and any disclosure agreements for the 2024 bonds. This authorizes the Board to engage FMSbonds as the underwriter and authorizes FMS to market

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the 2024 bonds using the Preliminary Limited Offering Memorandum. It authorizes the District officers to enter into a final Bond Purchase Contract with FMS and authorizes the District officers to finalize, execute and deliver the other documents associated with the 2024 bonds. The Delegation Resolution also authorizes the District officers to enter into the Collateral Assignment Acquisition Agreement, Completion Agreement and True-up Agreement.

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, the Delegated Award Resolution, Resolution 2024-04, was approved 5-0.

**SEVENTH ORDER OF BUSINESS**

**Discussion Items:**

**A. Onsite Services at TrailMark**

GMS presented a draft RFP package for amenity services and operations. Ms. Sutton noted the amenity center does not have enough staff and is in need of a pool monitor. The Board nominated Supervisor Sutton to work with staff to review the budget for funds in order to obtain proposals and hire a pool monitor through October 1<sup>st</sup>, weekends 10 a.m. to 6 p.m. and adjust if needed. Ms. Hartley suggested the pool monitor would only monitor the pool and the camp house. Ms. Sutton recommended the same scope used for Spring Break would suffice to get through the summer. Mr. Kern stated the total projection this year is \$140,000 over the budget, while there might be available budget in a line item, you ultimately won't have it there if totally you are over budget and suggested starting there.

On MOTION by Ms. Sutton, seconded by Mr. Kern, with all in favor, delegating authority to Supervisor Sutton to work with management on available funds in light of what the budget looks like today forecasting what will be needed to complete out the year and if there are available funds to work with staff to come up with a scope of service and agreement to provide the services, was approved 5-0.

**B. Vendor Requirements**

Mr. Kern stated some guidance is needed on interim pool monitoring and facility monitoring services to the RFP. He asked assuming an RFP is approved to be noticed, what is the process. Mr. Haber noted contracts along these lines are not subject to the formal RFP processes. A published notice is not required. Mr. Oliver noted it needs to be a fair process. Mr. Kern asked

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if a proposer has to propose on all or none of the services. Mr. Oliver stated this could be one company or a group of companies

**EIGHTH ORDER OF BUSINESS**

**Consideration of Updated TrailMark Policies**

Mr. Oliver addressed resident feedback on swim attire worn at the pool. The current policy is very vague and brief. Ms. Douglas recommended a change in language in the policies to appropriate swim wear and remove wording related to Speedos. This would not apply to Reverie.

On MOTION by Ms. Hartley, seconded by Mr. Pasiuk, with all in favor, the Consideration of Updated TrailMark Policies, was approved 4-1.

**NINTH ORDER OF BUSINESS**

**Fiscal Year 2025 Proposed Budget**

**A. Review of Fiscal Year 2025 Proposed Budget**

**B. Consideration of Resolution 2024-05, Approving the Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing Date to Adopt**

Mr. Oliver stated the most important thing is to approve a proposed budget today and get it sent to the county by June 15th. The mailed notice will not go out until after the July meeting. Once the mailed notice is sent the budget is locked in to only going down. The budget hearing will be at the August meeting. He gave an overview of the TrailMark budget. The assessments for FY24 on a net basis were \$900. There is a proposed increase in the net assessment to \$1,084. Mr. Anderson with DreamFinders gave an overview of the Reverie budget. The current O&M net assessment for Reverie is \$1,020. The new proposed assessment amount is \$1,100. The public hearing date is set for August 14, 2024 at 2 p.m. at this location. The notice has to be mailed out 20 days before the August 14<sup>th</sup> hearing. Mr. Kern asked to move the July meeting to the 17<sup>th</sup>.

- Cindy Lee – asked about the Lifestyle Director salary & OnPlace. Is there a line item for what that money goes to so the community knows exactly what they are paying for? Mr. Oliver stated she can do a public records request for any document she wants. She asked if the Board got rid of Tree Amigos, why are they still on the budget.
- Paul (Reverie) – questioned the status of key fobs and gates and if they will be included in the budget. Mr. Oliver noted they have received pricing on these items. Working to make it to where DreamFinders make those changes.

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- Resident – asked who to contact to dig into the details of the General Fund budget. Mr. Oliver noted to call or email him.

On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, Resolution 2024-05 Approving the Proposed Budget for Fiscal Year 2025 and Setting a Public Hearing for August 14, 2024 at 2 p.m. to Adopt, was approved 5-0.

**TENTH ORDER OF BUSINESS**

**Health Department Inspection Results for Phase II Swimming Pool**

Mr. Oliver stated the pool passed the Health Department inspection.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Proposals from Sitex for Pond Remediation**

Mr. Boyer stated the pond was dyed less than five days ago so already in the process of trying an alternative solution. An additional dye treatment will be applied in 15 days. The goal is to do 15-day window treatments versus 30-day window treatments to dye down on the current blooms. The first proposal is adding an aeration system at approximately \$10K to \$15K not including any power hookup that might be needed. It would be \$200-\$300/month for the cost of the power of that system alone. The other alternative would be skimmer removal where they will go out and try to remove everything for \$8K to \$10K but there is no guarantee. The Board instructed Alex Boyer to contact a vendor to conduct testing on the algae bloom.

**TWELFTH ORDER OF BUSINESS**

**Other Business**

Mr. Oliver asked for any business the Board would like to talk about. Hearing no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber discussed vendor insurance requirements for TrailMarket. The Board instructed Stephanie Douglas to change TrailMarket to a Lifestyle event from a resident ran event and obtain required documentation (business license & insurance) from each vendor.



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**B. Engineer**

Mr. Brecht updated the Board regarding the timeline for the traffic signal to become operational.

**C. Manager**

Mr. Oliver had nothing to report.

**D. TrailMark Reports**

**1. Operations (Evergreen) – Report**

Mr. Boyer presented the facilities manager report on page 312 of the agenda. Ms. Pritchett asked to use the lap pool for swim lessons. She lives in TrailMark and has been teaching swim lessons for residents only for three summers. Mr. Kern noted there isn't any issue with the policies. She will work with Stephanie on designated times.

**2. Lifestyles (OnPlace) – Report**

Ms. Douglas updated the Board on recent and upcoming events.

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

**1. Operations**

**2. Lifestyles**

Ms. Specht updated the Board on recent and upcoming events.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Oliver asked for any Supervisor's requests. Hearing none.

**FIFTEENTH ORDER OF BUSINESS**

**Audience Comments**

- Christopher Conway (263 Weathered Edge) – commented on detour sign and who is responsible. Mr. Kern suggested getting with the contractors and have it removed.
- Resident – commented on algae growth in the pond. Ms. Sutton noted the lake company did a new dye treatment and monitor it. The water is going to be tested.
- Resident – commented residents using racial slurs and inappropriate language at the pool and how is the policy enforced. Mr. Oliver noted people have been suspended before but he can't go off a rumor that someone used racial slurs with no evidence.

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- Resident – asked if being retired is a requirement to be on the Board. Ms. Hartley stated no.
- Resident Karen Pasha (85 Winter Way) commented on landscape & dead plants in median. Mr. Boyer noted there is no money right now and he hasn't had direction to replace.
- Resident – asked about reserve fund and the transfer out. Mr. Oliver noted the difference is between revenues and expenditures.

**SIXTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – July 10, 2024 at 2:00 p.m.**


The next regular meeting date will be July 10, 2024, at 2:00 p.m. at their current location. However, the Board is looking to reschedule for availability.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Oliver asked for a motion to adjourn.

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

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 Secretary/Assistant Secretary

DocuSigned by:  
  
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 Chairman/Vice Chairman