

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 14, 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
Steve Pasiuk	Supervisor

Also, present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Zach Brecht <i>by phone</i>	District Engineer
Alex Boyer	Operations Manager
Stephanie Douglas	OnPlace
Michelle Sharp	Reverie
Megan Maldonado	Greenpointe
Samantha Keim	OnPlace
Sarah Sweeting	GMS
Kevin Andersen	DreamFinders, Reverie
Joe Craig	Sitex
Steve McAvoy	Brightview

The following is a summary of the actions taken at the August 14, 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 2:10 p.m. Five 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 today's agenda items. The budget will be discussed later in the meeting, hold all budget comments until that item. There was a notice in the paper and mailed for the two assessments, the first is an increase for the TrailMark assessment of \$12.03 for platted lots. The other assessment for those in Reverie is going to stay the same for FY25.

- Resident – Thanked the Board for inviting Sitex to the meeting to formulate a plan to bring the lake on Weathered Edge up to compliance. Requested unspent money for lake maintenance in current budget be dedicated to cleaning the lake. Sitex will stay after the meeting for questions on the pond.
- Resident – Commented the easement section of Field Flower Way needs to be fixed and maintained.
- Resident – Commented at model home lot off TrailMark Dr. at front of neighborhood is a mess. Who is responsible for pot holes on TrailMark Dr? Complained of speeding. Who owns the maintenance of the roads? The Board noted it was the county. Black paint on back of mailbox bank.
- Resident Robin (917 Rustic Mill in Reverie) – Commented lightning struck a tree that came down her gutter and fence. A hanging tree limb was denied to be cut, asked again to cut the limb. Pot hole in Reverie. Email Matt about pot hole. Asked about key fobs for kitchen and pool area & raising gate height for security not on the agenda. Will be on September 11 agenda. If the items are fulfilled it will be by Dream Finders doing it.

THIRD ORDER OF BUSINESS**Brightview Report**

Mr. McAvoy presented the landscape report. Items included weed control, mowing/trimming, spraying and tree work. Edging is done at least every other week. Ms. Hartley asked about replacing the plantings with grass on both sides of Shelmore and Ferndale. Mr. Boyer noted that is on the top 4 things to do when funding is available. Mr. McAvoy, Mr. Boyer and the Board answered Mr. Pasiuks questions on who maintains which areas within the District.

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FOURTH ORDER OF BUSINESS**Sitex Report**

Mr. Craig presented the Sitex report. Items included algae and issues at Weathered Edge. Mr. Kern asked if there is anything above and beyond the scope of services in their agreement that would be beneficial to the District in your efforts in combating that, Algaecide, are those recommendations being provided to consider. Mr. Craig discussed options including equipment to scoop the algae, pond dye, and carp but the most cost-effective option with the best result is native plants. The best time to plant is between March and April. They will try a nutrient absorption product added to the algaecide. Sitex will conduct an onsite inspection at Weathered Edge pond and bring back some proposals for pond bank plantings. Mr. Kern asked for a monthly report on treatments.

- Resident 425 Rustic Mill Dr. – Commented their pond is worse than any pond at TrailMark. If there is any money spent on ponds, there needs to be equal representation for the lake in Reverie which is a mess. Mr. Kern noted several treatments have been done on that Reverie pond and it is an ongoing trial and error thing.

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

1. Ratification of Change Order No. 3 – Trailmark Phase 13
2. Ratification of Change Order No. 7 – Trailmark East Parcel 3
3. Ratification of Requisitions No. 305A – 309A (2016A Capital Improvement Bonds)
4. Ratification of Requisitions No. 80 – 82 (2023 Bond Series (AAA Phase 3C))

B. Ratification of Agreements/Proposals

1. Landscape & Irrigation Services Agreement with Brightview
2. Goldenrod Enhancements with Brightview
3. Agreement with Jax Utilities Management for Alley Way Milling and Resurfacing
4. Onsite for Signage Replacement
5. Work Related to Summer Flower Switch Out (Reverie)
6. Umbrella Purchase (Reverie)

C. Approval of Minutes of the July 17, 2024 Meeting**D. Balance Sheet as of July 31, 2024 and Statement of Revenues and Expenses for the Period Ending July 31, 2024****E. Assessment Receipt Schedule****F. Check Register**

Mr. Oliver asked if the Board had any questions regarding the consent agenda.

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

SIXTH ORDER OF BUSINESS**Fiscal Year 2024/2025 Budget****A. Overview of Budget**

Mr. Oliver provided an overview of the FY25 budget which resulted in a \$12.03 net increase per platted lot in Six Mile Creek CDD. The gross increase is \$12.80. There is no assessment increase at Reverie. A Developer Funding Agreement was approved with DFC Reverie which ensures no assessment increase for the platted lots in Reverie.

B. Board Discussion

Mr. Kern asked about recent update regarding the assessment level for Reverie staying the same or do they still intend to do the on roll plus the direct bill assessment of the 182 units as previous? Mr. Oliver noted they will have all platted units collected whether or not they are on roll. They are a little firmer in St. Johns County so if they will, we will collect it on roll but right now we are planning for direct bill. Ms. Sutton asked about the agreement with First Service, the District, and HOA. The CDD pays the HOA and the HOA pays First Service. Do we have the amount in the contract that the CDD pays annually to the HOA? Mr. Oliver noted they will have an updated contract before October 1st. The District only pays for the services that are related to the District. Mr. Pasiuk asked if the capital reserve on the TrailMark side the rainy-day fund. Mr. Oliver noted the capital reserve fund is intended for repair and replacement of capital assets. The idea is to put money aside for a long period of time to meet future spending needs. Mr. Pasiuk noted the pool is the biggest liability and asked if enough is being budgeted for that? Mr. Oliver answered yes that is why we are doing this. He asked if the landscape is funded enough because it seems like there is always landscape issues. Mr. Oliver noted that line item was increased and increased the landscape contingency line item. The Reverie Reserve Study is being performed and will be captured in the next budget. Mr. Oliver noted it is not captured in the FY25 budget because they are under developer contributions right now. Ms. Hartley questioned the dog park maintenance. Mr. Boyer noted it's the service for the waste stations.

C. Public Hearing Adopting the Budget for Fiscal Year 2024/2025

Mr. Oliver asked for a motion to open both public hearings.

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On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, Opening the Public Hearing, was approved 5-0.

- Resident – Stressed their concern about a reserve study & obligation to fund it. Mr. Haber noted it's not a CDD requirement. It is a tool for guiding the CDD. Resident noted if the District has a reserve study and it's a substantial amount it is going to come back to the residents of Reverie to fund so would it be smart to start it ASAP and yes, the builder will make a contribution to that. Mr. Oliver noted this budget didn't contemplate a capital reserve contribution for FY25. It will be discussed in future years. No developer will agree to that.
- Cindy Wade at 95 Split Oak – asked if the dog park budget includes the fence, block and fence as it needs to be maintained. If there is left over money does that stay for the dog park? Mr. Glynn noted there are no buckets, eventually everything will be moved. She asked where to go to get information on what is spent on items? Are the basketball, pickleball and volleyball courts all in the repairs and maintenance budget that is given \$40K? Mr. Oliver noted yes. She asked if the community can volunteer for things or have committees for working on the areas in need such as landscaping. Mr. Haber noted the Board 100% has control of the property and would have to authorize any work on that property. She notified the Board of a popup sun shade that she found for \$600 for the pickleball court. They will look into it.
- Resident – Commented on the gates, fobs and security issues being a capital expenditure. How is that addressed with this budget and how can the budget be approved without these items being a part of it? This is an O&M budget so it's not intended to have capital items. Mr. Haber noted the ability to add capital improvements is a decision the Board will have and how those get funded is a decision of the Board outside the scope of the O&M budget. It is not part of the budget being considered today.

Mr. Oliver asked for a motion to close both public hearings.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, Closing the Public Hearing, was approved 5-0.

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1. Consideration of Resolution 2024-07, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025

Mr. Haber stated this is the budget adoption resolution. The Board has been through the process and approved a proposed budget that was provided to St. Johns County. A notice was sent to the community and a public hearing was held. This will take the approved proposed budget to an adopted final budget.

On MOTION by Mr. Kern, seconded by Mr. Pasiuk, with all in favor, Resolution 2024-07, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025, was approved 5-0.

2. Consideration of Resolution 2024-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025

Mr. Haber noted this resolution serves two functions. The first of which is to levy and impose O&M assessments for both TrailMark and Reverie and second it puts the assessments in place and certifies them for collection.

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, Resolution 2024-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025 Subject to Changes Discussed at the Meeting, was approved 5-0.

D. Consideration of Developer Funding Agreement with DFC Reveries (*will be sent under separate cover*)

Mr. Haber noted negotiation on this funding agreement was finalized today. It says the District adopted a budget for Reverie in an amount of \$947,433 and the District is choosing to fund that budget at an amount and is not representative of this budget because the amount that is represented now is higher than the actual amount that we are actually doing. The entire budget is not being funded with O&M assessments and only being funded in part with O&M assessments which results in a lower O&M assessment for the lot owners within Reverie. In order to make up the difference between the amount of the adopted budget and the funding source, we are going to enter into an agreement subject to Board approval with the developer DreamFinders Homes for the Reverie community. That agreement specifies that DreamFinders is obligated to fund an amount NTE the difference between the budget and the amount that will be funded with O&M

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assessments which is the amount you would get if you levy assessments instead of entering into a funding agreement. The agreement recognizes that both the District and DreamFinders acknowledge and agree that those funding amounts are for O&M expenses and not for capital improvements.

On MOTION by Ms. Hartley, seconded by Ms. Sutton, with all in favor, the Developer Funding Agreement with DFC Reverie, was approved 5-0.

SEVENTH ORDER OF BUSINESS

Discussion of Landscape Maintenance RFP Process (TrailMark)

Mr. Haber noted the existing agreement the District has with Brightview expires on December 31, 2024. Because the amount of that contract exceeds \$195K the District is required to publicly procure the agreement. He discussed the landscape RFP process. The goal is to circulate a draft RFP package to each Board member before the September meeting to provide comment/input to staff and have an RFP package as close to final form as possible at the next meeting. If the Board approves the RFP package in September, the proposals could be considered at the November meeting.

EIGHTH ORDER OF BUSINESS

Other Business

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

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report unless there are any questions. Hearing none.

B. Engineer

Mr. Brecht had nothing to report.

C. Manager – Discussion Regarding Fiscal Year 2025 Meeting Schedule

Mr. Oliver noted a copy of the proposed meeting schedule is in the agenda package. They are continuing to try to find other venues to hold the meetings. Once the annual meeting is

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approved each year, the Board has the flexibility to change that meeting schedule. He asked for a motion to approve the meeting schedule.

On MOTION by Mr. Glynn, seconded by Ms. Hartley, with all in favor, the Fiscal Year 2025 Meeting Schedule, was approved.

D. TrailMark Reports

1. Operations (Evergreen) – Report

Mr. Boyer updated the Board on the basketball hoops. The items have been ordered just waiting on delivery. There is a vendor to do the installation. Hopefully the hardware for the fob system for the welcome center should be installed next week.

2. Lifestyles (OnPlace) – Report

Ms. Douglas updated the Board on recent and upcoming events. Mr. Haber discussed vendor insurance requirements for TrailMarket and a Cottage Exception where people prepare certain types of foods at home under Florida law are not required to be licensed to sell those items. That doesn't mean the CDD is obligated to allow those people to participate in TrailMarket. He noted if your insurance event policy is okay with allowing the Cottage Exception then you should be covered, it not the vendor needs to provide their own event insurance coverage.

On MOTION by Ms. Sutton, seconded by Ms. Hartley, with all in favor, OnPlace Check with Carrier of Event Insurance for Coverage, Otherwise Vendor will need to Provide their Own, was approved.

E. Reverie Reports (First Service)

1. Operations

2. Lifestyles

Ms. Sharp provided an update on recent and upcoming events. Mr. Andersen announced the counter in the Reverie amenity center will be renovated to include a pass-through.

TENTH ORDER OF BUSINESS

Supervisor's Requests

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

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ELEVENTH ORDER OF BUSINESS

Audience Comments

- Taylor Paletta at Golden Rod Dr. in TrailMark asked for Board approval to offer yoga classes. She is insured professionally. It will be \$15/class, max of 20 people and two classes per week. Residents only. Proposed locations - the CampHouse or The Grove.

On MOTION by Ms. Hartley, seconded by Ms. Sutton, with all in favor, Taylor Paletta to Offer Yoga Classes at TrailMark in the Camphouse or the Grove to Residents Only, was approved.

- Resident Sydney – Asked about the planned times for Play Academy and are they teaching? Ms. Douglas noted the schedule is Tuesdays & Thursdays 10:30 to 12:00. Cost \$15/class.
- Christian Conway (263 Weathered Edge) – stated in Reverie there is a section of the gates that can’t be reached over, is that something that could be done to the pool area to alleviate concerns. Gate replacement would be \$15K per gate. Mr. Andersen will review. He noted the CDD funds the HOA then HOA pays HOA Company at Reverie but not at TrailMark. How does that get funded? Ms. Sutton noted the CDD.
- Resident (Josh at 132 Farm Field Dr.) – asked who is responsible for the maintenance on the ponds where grass grows? The pond behind his house has a lot of construction debris. Mr. Boyer contacts the builder. He noted there is only one ingress and egress coming into TrailMark, possibility in the future of another for emergencies?
- Resident (Mandy) – asked when the Board is not here and someone is trespassing, should the person call the off-duty police number to report it. Mr. Boyer noted absolutely.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – September 11, 2024 at 2:00 p.m.

The next regular meeting will be September 11, 2024, at 2:00 p.m.

THIRTEENTH ORDER OF BUSINESS

Adjournment

Mr. Oliver asked for a motion to adjourn.

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

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Jim Oliver

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Secretary/Assistant Secretary

Signed by:

Gregg Kern

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Chairman/Vice Chairman