

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, November 1, 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:

Daniel Laughlin	District Manager
Wes Haber	District Counsel
Skip Reasonover	RealManage
Samantha Keim	OnPlace
Sarah Sweeting	GMS
Matthew Biagetti	GMS
Matthew Reid	First Service, Reverie HOA
Cassie Passantino	OnPlace
Steve McAvoy	Brightview

The following is a summary of the discussions and actions taken at the November 1, 2024 Six Mile Creek Community Development District's regular Board of Supervisor's Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 2:00 p.m. Five Supervisors were in attendance constituting a quorum.

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SECOND ORDER OF BUSINESS

Audience Comments

Mr. Laughlin opened the audience comment period regarding agenda items only. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Bond Matters for Series 2024

A. Supplemental Special Assessment Methodology Report

Mr. Laughlin reviewed the methodology is a breakdown on how the debt for the project will be paid back. This debt is only on new properties with the new phase. Table 1 shows 197 units with a breakdown of the lot sizes and ERU. Table 2 shows the infrastructure cost estimated from the Engineer's Report. Table 3 is a breakout of the full par amount including funds for construction and cost of issuance, capitalized interest and reserve fund, term and rate which is 5.28%. Table 4 breaks down lot size, number of lots, ERU's and total debt per lot. Table 5 shows a breakdown of what the annual assessment will be for each lot size. Table 6 is the assessment roll which shows the landowner for those lots.

B. Supplemental Assessment Resolution 2025-01

Mr. Haber presented Resolution 2025-01 which specifies what the assessments look like. As a result of the storm, this resolution was adopted after the bonds had been closed on. A public hearing was held and an assessment was levied in an amount that exceeds the amount of the assessment that was actually finalized with respect to this bond issue. The Board authorized levy of an assessment up to that amount against this property which is owned by the developer and potentially homebuilders but no homeowners. He reviewed exhibits A-E.

On MOTION by Mr. Kern, seconded by Ms. Sutton, with all in favor, Supplemental Assessment Resolution 2025-01, was approved 5-0.

C. Resolution 2025-02, Ratifying Ancillary Documents Related to Series 2024 Bond

Mr. Haber noted when the Bond Delegation Resolution was adopted, the Board delegated authority to the Chair to sign the ancillary documents to close the bonds. He reviewed the ancillary documents related to the series 2024 bonds that have been signed and need to be ratified.

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On MOTION by Mr. Kern, seconded by Ms. Hartley, with all in favor, Resolution 2025-02, Ratifying Ancillary Documents Related to Series 2024 Bonds, was approved 5-0.

FOURTH ORDER OF BUSINESS

Discussion Regarding License Plate Reader

Mr. Gerry Waters, a Reverie resident, discussed Flock Safety Sparrow for license plate readers. The installation, data access, and two years of maintenance and monitoring would be \$5,600. After that, it's a \$2,500/year fee for ongoing maintenance and data access. The Board requested the vendor and SJSO attend the next meeting. This item was tabled to a future meeting agenda.

FIFTH ORDER OF BUSINESS

Brightview Report

Mr. McAvoy presented the landscape report.

SIXTH ORDER OF BUSINESS

Sitex Report

A Sitex representative was not present at the meeting.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Engineer Items

- 1. Ratification of Change Order No. 9 – Trailmark East Parcel 3**
- 2. Ratification of Change Order Nos. 21 – Trailmark Phase 12**
- 3. Ratification of Requisitions No. 90 (2021 Bond Series (AA3, Phase 2)**
- 4. Ratification of Requisitions No. 171 (2021 Bond Series (AA2, Phase 3B)**
- 5. Ratification of Requisition Nos. 85 – 91 (2023 Bond Series (AA2, Phase 3C)**
- 6. Ratification of Requisition Nos. 75A – 80A (2023 Bond Series (AA3, Phase 3)**
- 7. Ratification of Requisition Nos. 1 – 8 (2024 Bond Series)**
- 8. Ratification of Work Authorization No. 82 2024-2025 General Consulting Engineering Services**
- 9. Ratification of Work Authorization No. 83 Public Facilities Report**

B. Ratification of Agreements/Proposals

- 1. Audit Engagement Letter with Grau & Associates for Fiscal Year 2024 Audit Report**
- 2. Sitex Aquatics for Aquatic Maintenance Services for Fiscal Year 2025 (TrailMark)**
- 3. Agreement with Jax Utilities Management, Inc. for Concrete Services**

C. Approval of Minutes of the September 11, 2024 Meeting

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D. Balance Sheet as of September 30, 2024 and Statement of Revenues and Expenses for the Period Ending September 30, 2024

E. Assessment Receipt Schedule

F. Check Register

Mr. Laughlin noted unless there are any comments or questions on any of these items or any questions or revisions to the minutes, he would be asking for a motion to approve.

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

EIGHTH ORDER OF BUSINESS

Consideration of Proposals from Brightview for Landscape Improvements

The Board reviewed the Brightview proposals for cleanup work in Oak Grove after Hurricane Milton for \$5,950 and removal of two dead trees near powerlines for \$3,360.

On MOTION by Mr. Kern, seconded by Mr. Glynn, with all in favor, the Proposals from Brightview for Landscape Improvements, were approved 5-0.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Landscape & Irrigation Maintenance Services

Mr. Haber reviewed the formal RFP process and scoring criteria. He noted Supervisor Sutton will not participate in voting due to her husband working for United Landscaping. She will participate in discussion. The Board discussed and ranked the landscape proposals.

- Mindy Gellman asked since they are close to turnover of the Board, can they extend the existing contract for a month or two so not forced to make a quick decision. Mr. Kern stated unfortunately not.

Mr. Laughlin noted if the Board is looking too, they can take a motion to accept the ranking of the Chairman and award the contract to the top scored vendor and authorize the Chair to execute the agreement. Mr. Haber noted subsequent to sending notices to all 7 contractors and expiration of the legal period. Mr. Kern made a motion to adopt the scoring as he presented today which would rank Brightview #1.

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On MOTION by Mr. Kern, seconded by Ms. Hartley, with four Supervisors in favor and Ms. Sutton abstaining due to conflict, to Award Brightview the Landscape & Irrigation Maintenance Services Contract, was approved 4-0.

TENTH ORDER OF BUSINESS

Discussion of License Agreement Regarding Recreation Pond

Mr. Haber stated there are ongoing negotiations with the neighboring property owner regarding the planned recreation pond. There was some property rights needed from the property owner in order to construct the pond and be able to use it for the CDD. A license agreement authorized by the Board was provided to them and now they are requesting some changes. They would like it to extend to not just them but any family member that permanently resides on the property. They want to ensure they can bring up to 5 invited guests regardless of what the guest policy may say.

On MOTION by Mr. Glynn, seconded by Mr. Pasiuk, with all in favor, the Changes to the License Agreement Regarding the Recreation Pond, was approved 5-0.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Amending the Fiscal Year 2024 Budget

Mr. Laughlin noted Resolution 2025-03 enables the District to move monies around to balance the budget as the District is not able to have line items go over at the end of the fiscal year.

On MOTION by Mr. Kern, seconded by Mr. Pasiuk, with all in favor, Resolution 2025-03 Amending the Fiscal Year 2024 Budget, was approved 5-0.

TWELFTH ORDER OF BUSINESS

Other Business

Mr. Glynn noted one thing that bothers him about their neighborhood is that sidewalk parking is allowed.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber reminded the Board of their ethics training requirement.

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B. Engineer

The engineer is not in attendance.

C. Manager

Mr. Laughlin had nothing to report.

D. TrailMark Reports

1. Operations (Evergreen) – Report

Mr. Reasonover provided an update on recent maintenance projects, including the basketball hoops, AC in the gym, slabs for benches and pickleball nets.

2. Lifestyles (OnPlace)

Ms. Keim introduced the new Reverie Lifestyles rep, Cassie Passantino. Ms. Passantino provided an update on recent and upcoming events.

E. Reverie Reports (First Service)

1. DFH Updates

2. Operations

3. Lifestyles

Mr. Reid provided an update on battery backups, fire extinguishers, automatic fire sprinklers, access control, pool heater, spa controller, oak tree replacement, palm planter enhancement rocks at pool, and pond bank restoration project.

FOURTEENTH ORDER OF BUSINESS

Supervisor’s Requests

There being no requests or comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Audience Comments

- Mindy Gellman – Asked about an emergency release latch on Reverie gate. A resident couldn’t get out and had a medical emergency. There is not an easy way to override it but will look into a manual way of doing it. She asked for status on the traffic light. Mr. Kern noted it’s in the engineering road and bridge department for review and permitting. It was included in some of the capital improvement plans for the bond issuances.

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- Christopher Conway (263 Weathered Edge) – Commented on flags at entrance blocking line of sight. Mr. Kern sent it to the marketing team and a follow up on why they haven't moved them.
- Kathy Stam – Commented on garage sale sign and building signs blocking line of sight at entrance. Mr. Haber suggested any line-of-sight issues be addressed quickly.
- Robin Catalino (Reverie) – Commented on ponds needing treatment. Suggested putting an AED machine at pickleball courts.

SIXTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – November 26, 2024 at 2:00 p.m.

The next regular meeting will be November 26, 2024, at 2:00 p.m.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

Mr. Laughlin asked for a motion to adjourn.

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

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

Signed by:

Ms. Sutton

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Chairman/Vice Chairman