

**MINUTES OF MEETING
CREEKVIEW
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Creekview Community Development District held a Regular Meeting on January 24, 2023, at 9:30 a.m., at the offices of Carlton Construction, Inc., 4615 U.S. Highway 17, Suite 1, Fleming Island, Florida 32003.

Present at the meeting were:

Gregg Kern	Vice Chair
Mike Taylor	Assistant Secretary
Rose Bock	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Jennifer Kilinski	District Counsel
Scott Wild (via telephone)	District Engineer
Michael Moleno	Castle Group

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 9:34 a.m. Supervisors Kern, Bock and Taylor were present. Supervisor O’ Reilly and Supervisor-Appointee Cornelison were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Appointed Supervisor, Joe Cornelison SEAT 3 (the following to be provided in a separate package)

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

III. Form 1F: Final Statement of Financial Interests

D. Form 8B – Memorandum of Voting Conflict

This item was deferred to the next meeting.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Torres presented Resolution 2023-01. Mr. Kern nominated the following slate of officers:

Chair	Liam O’Reilly
Vice Chair	Gregg Kern
Secretary	Craig Wrathell
Assistant Secretary	Rose Bock
Assistant Secretary	Michael C. Taylor
Assistant Secretary	Joe Cornelison
Assistant Secretary	Ernesto Torres

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, Resolution 2023-01, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consent Agenda

Mr. Torres presented the following:

A. Ratification of Requisitions *(support documentation available upon request)*

I.	Number 82	Ferguson Enterprises, LLC	[\$10,963.00]
II.	Number 83	Ferguson Enterprises, LLC	[\$85,288.20]
III.	Number 84	Ferguson Enterprises, LLC	[\$39,429.50]
IV.	Number 85	County Materials	[\$266,812.00]
V.	Number 86	American Precast Structures, LLC	[\$220,664.00]

VI.	Number 87	Basham & Lucas Design Group, Inc.	[\$2,760.00]
VII.	Number 88	County Materials	[\$120,540.00]
VIII.	Number 89	American Precast Structures, LLC	[\$275,453.00]
IX.	Number 90	England-Thims & Miller, Inc.	[\$10,656.25]
X.	Number 91	England-Thims & Miller, Inc.	[\$8,739.50]
XI.	Number 92	England-Thims & Miller, Inc.	[\$29,554.00]
XII.	Number 93	England-Thims & Miller, Inc.	[\$5,001.00]
XIII.	Number 94	England-Thims & Miller, Inc.	[\$22,329.50]
XIV.	Number 95	England-Thims & Miller, Inc.	[\$3,150.00]
XV.	Number 96	England-Thims & Miller, Inc.	[\$5,457.50]
XVI.	Number 97	England-Thims & Miller, Inc.	[\$2,121.00]
XVII.	Number 98	England-Thims & Miller, Inc.	[\$382.50]
XVIII.	Number 99	England-Thims & Miller, Inc.	[\$22,134.25]
XIX.	Number 100	England-Thims & Miller, Inc.	[\$5,971.00]
XX.	Number 101	Terra Consultants, inc.	[\$10,000.00]
XXI.	Number 102	Jax Utilities Management, Inc.	[\$168,292.50]
XXII.	Number 103	Jax Utilities Management, Inc.	[\$528,440.99]
XXIII.	Number 104	Jax Utilities Management, Inc.	[\$39,883.02]
XXIV.	Number 105	Ferguson Enterprises, LLC	[\$18,043.20]
XXV.	Number 106	Ferguson Enterprises, LLC	[\$17,547.80]
XXVI.	Number 107	Ferguson Enterprises, LLC	[\$1,980.00]
XXVII.	Number 108	County Materials	[\$133,644.00]
XXVIII.	Number 109	American Precast Structures, LLC	[\$61,170.00]
XXIX.	Number 110	American Precast Structures, LLC	[\$8,758.00]
XXX.	Number 111	American Precast Structures, LLC	[\$73,493.00]
XXXI.	Number 112	Ferguson Enterprises, LLC	[\$36,364.00]
XXXII.	Number 113	Ferguson Enterprises, LLC	[\$303.00]
XXXIII.	Number 114	Ferguson Enterprises, LLC	[\$99,960.00]
XXXIV.	Number 115	County Materials	[\$170,139.20]
XXXV.	Number 116	Jax Utilities Management, Inc.	[\$1,556,931.49]
XXXVI.	Number 117	Jax Utilities Management, Inc.	[\$296,566.70]

XXXVII.	Number 118	Jax Utilities Management, Inc.	[\$139,747.70]
XXXVIII.	Number 119	KE Law Group, PLLC	[\$882.50]
XXXIX.	Number 120	ECS Florida, LLC	[\$29,800.00]
XL.	Number 121	England-Thims & Miller, Inc.	[\$73,406.94]
XLI.	Number 122	American Precast Structures, LLC	[\$32,709.00]
XLII.	Number 123	American Precast Structures, LLC	[\$12,717.00]
XLIII.	Number 124	County Materials	[\$19,443.20]
XLIV.	Number 125	Ferguson Enterprises, LLC	[\$11,444.50]
XLV.	Number 126	Xylem Water Solutions U.S.A., Inc.	[\$74,161.00]
XLVI.	Number 127	Jax Utilities Management, Inc.	[\$659,425.88]
XLVII.	Number 128	Jax Utilities Management, Inc.	[\$111,286.55]
XLVIII.	Number 129	Jax Utilities Management, Inc.	[\$1,151,646.29]
XLIX.	Number 130	American Precast Structures, LLC	[\$9,159.00]
L.	Number 131	American Precast Structures, LLC	[\$84,319.00]
LI.	Number 132	Basham & Lucas Design Group, Inc.	[\$1,840.00]
LII.	Number 133	England-Thims & Miller, Inc.	[\$80,286.25]

B. Ratification of Work Authorizations

- I. **Work Authorization No. 4: Amendment 1 – 2APF Road Phases 2, 3 and 4 [Hydraulic Modeling and FEMA Conditional Letter of Map Revision]**
- II. **Work Authorization No. 16: Creekview Trails Areas 1 and 2 Plat Processing**
- III. **Work Authorization No. 17: Creekview Areas 1 & 2 (Henley Road and Americana Drive) [Landscape Architectural Services]**

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Consent Agenda Requisitions and Work Authorizations were approved and ratified, as specified.

Mr. Kern presented the Lake Asbury Baptist Church, Inc., Construction Funding Agreement, which memorializes the Agreement for the CDD to coordinate utility extensions, which will be available to the church in the future.

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the Lake Asbury Baptist Church, Inc. Construction Funding Agreement, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-02, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

EIGHTH ORDER OF BUSINESS

Discussion/Consideration: Change Meeting Time to 2:00 PM

Mr. Torres stated that Staff is working to secure a meeting time and location.

NINTH ORDER OF BUSINESS

Consideration of RFQ for Architectural Design Services

Ms. Kilinski presented the Request for Qualifications (RFQ) for Architectural Design Services. The advertisement will run on January 26, 2023 so responses can be received in time for consideration at the February meeting.

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the RFQ for Architectural Design Services, and authorizing Staff to advertise, were approved.

TENTH ORDER OF BUSINESS

Ratification of Basham & Lucas Design Group, Inc., Agreement for Professional Architectural Design Services

Ms. Kilinski presented the Basham & Lucas Design Group, Inc., Agreement for Professional Architectural Design Services, which was previously executed in conjunction with work previously performed for the CDD.

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, the Basham & Lucas Design Group, Inc., Agreement for Professional Architectural Design Services, was ratified.

ELEVENTH ORDER OF BUSINESS

Ratification of Basham & Lucas Design Group, Inc., Work Authorization #1

Ms. Kilinski presented Basham & Lucas Design Group, Inc., Work Authorization #1.

On MOTION by Mr. Kern and seconded by Ms. Bock, with all in favor, Basham & Lucas Design Group, Inc., Work Authorization #1, was ratified.

▪ **Consideration of Mobility Credit Agreement**

This item was an addition to the agenda.

Ms. Kilinski presented the Mobility Credit Agreement. The Agreement allows the Developer to keep mobility fee credits so long as, at the end of the project, the amount of infrastructure contributed to the CDD exceeds the amount of the mobility fee credits.

On MOTION by Mr. Kern and seconded by Mr. Taylor, with all in favor, the Mobility Credit Agreement, was approved.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2022

Mr. Torres presented the Unaudited Financial Statements as of December 31, 2022.

On MOTION by Ms. Bock and seconded by Mr. Kern, with all in favor, the Unaudited Financial Statements as of December 31, 2022, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of October 25, 2022 Regular Meeting Minutes

Mr. Torres presented the October 25, 2022 Regular Meeting Minutes.

On MOTION by Mr. Taylor and seconded by Mr. Kern, with all in favor, the October 25, 2022 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *KE Law Group, PLLC*

There was no report.

B. District Engineer: *England-Thims & Miller, Inc.*

There was no report.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

- **NEXT MEETING DATE: February 28, 2023 at __: __ A/PM**
 - **QUORUM CHECK**

The next meeting will be on February 28, 2028; the meeting location and time will be determined.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Bock and seconded by Mr. Kern, with all in favor, the meeting adjourned at 10:10 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair