
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**TROUT CREEK
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Trout Creek Community Development District was held on **Tuesday, February 2, 2016 at 3:00 p.m.** at the offices of Freehold Capital Management located at 322 Paseo Reyes Drive, St. Augustine, FL. 32095.

Present and constituting a quorum:

Andy Smith	Board Supervisor, Chairman
Doug Davis	Board Supervisor, Assistant Secretary
Michael Gruber	Board Supervisor, Assistant Secretary
Henry Green	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams
Michael McCollum	Freehold Capital Management
Brad Davis	Prosser, Inc. (speaker phone)

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:04 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There was no audience present.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held
January 5, 2016**

<p>On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held January 5, 2016 for Trout Creek Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Ratification of Operations and
Maintenance Expenditures for
December 2015**

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for December 2015 in the amount of \$10,072.98 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

*Chair requested to move to agenda item 4 B.

B. District Engineer

Mr. Brad Davis updated the Board on JEA acceptance on the district's master infrastructure.

A. District Counsel

Mr. Smith updated the Board that the developer has been working with CCMC, an amenity management company, to provide staffing plans, budgets and procedures.

After discussion, counsel recommended a motion for the Board to authorize the chair to enter into an agreement on behalf of the district with CCMC for a not to exceed \$5,000 to provide services for staffing plans, budgets and procedures for the amenities for the next 90 days.

On a motion by Mr. Doug Davis, seconded by Mr. Gruber, with all in favor, the Board approved an agreement with CCMC for a not to exceed \$5,000 to provide services for staffing plans, budgets and procedures for the amenities for the next 90 days for Trout Creek Community Development District.

C. Construction Administrator

Mr. McCollum reviewed construction Change Orders (Exhibit A).

- Sunstate revised Change Order#2 – Total \$35,111.40
- Dicky Smith (Amenity) revised Change Order #7 – Total \$203,782.00
- Dicky Smith (Amenity) Change Order #8 – Total \$121,246.00
- Dicky Smith (Monuments/Hardscape) revised Change Order #4 – Total \$10,008.00

On a motion by Mr. Gruber, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors authorized the Chair to execute final change orders for Sunstate- Change Order #2 in the amount of \$35,111.40; Dicky Smith (Amenities) Change Order #7 in the amount of \$203,782.00; Dicky Smith (Amenity) Change Order #8 in the amount of \$121,246.00; Dicky Smith (Monuments and Hardscape) Change Order # 4 in the amount of \$10,008.00 for Trout Creek Community Development District.

D. District Manager

Ms. Dobbins stated the next CDD meeting will be held on March 1 , 2016 at 3:00 p.m. at the Offices of Freehold Capital Management located at 322 Paseo Reyes Drive, St. Augustine, FL 32095.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2016-03,
Designating Date, Time and Location of
Public Hearing Regarding Rules and Rates
for District Facilities**

The Board of Supervisors' set the Public Hearing to be held on April 5, 2016, at 3:00 p.m.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2016-03, Designating Date, Time and Location of Public Hearing Regarding Rules and Rates for District Facilities for Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

There was no audience present.

There were no supervisor comments.

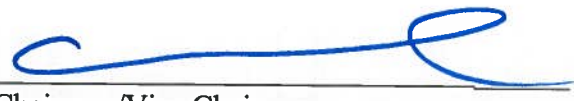
EIGHTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Doug Davis, seconded by Mr. Green, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 3:44 p.m. at for Trout Creek Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A



**SUN
STATE
NURSERY &
LANDSCAPING, INC.**

EXHIBIT A

Mike McCollum
Freehold Communities
322 Paseo Dr
St Augustine, FL 32095

RE: Shearwater
Date: December 14, 2015

CHANGE ORDER #2 REVISED-1/26/16

Changes per revised plans dated 11/18/15

Add:

(1) Magnolia – 200gal	\$843.15
(20) Red Cedars	\$5,551.00
(35) Red Cedars	\$9,714.25
(29) DD Blanchards – 200gal, 6"cal	\$24,451.35
(8) Bald Cypress – 30gal	\$1,320.00
(4) Bald Cypress – 5"cal	\$1,250.20
(1) Wax Myrtle – 8x8	\$169.90
(602) Viburnum – 7gal	\$21,672.00
(62) Flax Lily – 1gal	\$193.44
(22,045) sq/ft of Bahia Sod	\$5,731.70
	<u>\$70,896.99</u>

Deduct:

(13) Slash Pine – 10'-12'ht, 2"cal	(\$2,145.00)
(17) Slash Pine 14'-16'ht, 3½"cal	(\$4,242.35)
(14) Slash Pine 16'-18'ht, 5"cal	(\$5,154.80)
(17) Live Oak 10'-12'ht, 2"cal	(\$3,415.30)
(6) Live Oak – 3"cal	(\$2,545.20)
(1) Live Oak – 4"cal	(\$480.00)
(3) Live Oak – 5"cal	(\$1,629.60)
(1) Live Oak – 8"cal	(\$1,913.10)
(18) Blue Flag Iris – 3gal	(\$143.64)
(23) Hawthorn – 3gal	(\$183.54)
(159) Formosa – 3gal	(\$1,268.82)
(577) Viburnum – 3gal	(\$4,604.46)
(42) Muhley grass – 1gal	(\$131.04)
(353) Spartinia Bakerii – 1gal	(\$1,101.36)
(563) Asiatic Jasmine – 1gal	(\$1,756.56)
(19) Dwarf Fackahatchee – 1gal	(\$59.28)
(14,250) sq/ft of Floratam Sod	\$5,700.00

Deduct	<u>(\$36,474.05)</u>
Add	<u>\$70,896.99</u>
	\$34,422.94
Bond	<u>\$688.46</u>
TOTAL	\$35,111.40

CHANGE ORDER

AIA DOCUMENT G701

PROJECT: 15-10
 SHEARWATER AMENITY CENTER
 TROUT CREEK CDD
 ST. JOHNS COUNTY, FLORIDA

OWNER
 ARCHITECT
 CONTRACTOR
 ENGINEER
 OTHER

(REVISED PER OWNER REQUEST 1/13/16)
 O.C.O. NUMBER: 7 Seven
 DATE: 1/13/2016

TO CONTRACTOR:
 Dicky Smith & Co., Inc.
 12740 Atlantic Boulevard, Suite 7
 Jacksonville, FL 32225

ARCH. PROJECT NO.: 13-77.1
 CONTRACT DATE: 4/27/2015
 CONTRACT FOR: Amenity Center

The contract is changed as follows:

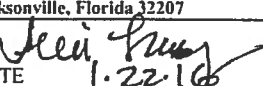
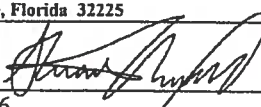
1) PCO : 39	Additional Rain Chain Boxes & D.S. Tie-Ins	0 days	\$5,262
2) PCO : 40	Concrete Pedestals for Ext. Columns	3 days	\$7,155
3) PCO : 41	Additional Low Voltage Scope	3 days	\$14,263
4) PCO : 42	Extended Generator Power IV	0 days	\$7,751
5) PCO : 43	Alligator Sculpture	0 days	\$10,616
6) PCO : 44R	ID Modifications	0 days	\$58,792
7) PCO : 45	Generator Fuel & Management Credit	0 days	(\$1,200)
8) PCO : 47	Landscape & Irrigation Reconciliation Allowance	0 days	\$101,143

Time: 6 days Cost: \$ 203,782

Not valid until signed by the Owner, Architect and Contractor.

The original Contract Sum was.....	\$	7,761,535.00
Net change by previously authorized Change Orders.....	\$	221,096.00
The Contract Sum prior to this Change Order was.....	\$	7,982,631.00
The Contract Sum will be <u>increased</u> by this Change Order in the amount of.....	\$	203,782.00
The new Contract Sum including this Change Order will be.....	\$	8,186,413.00
The Contract Time will be <u>increased</u>		6 days
The date of Substantial Completion as of the date of this Change Order therefore is.....		August 8, 2016

Note: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price, which have been authorized by Construction Change Directive

ELM, Inc. ARCHITECT - Jeni Lassley 1035 Kings Avenue ADDRESS Jacksonville, Florida 32207	O.R. Dicky S Stuart Maxwell CONTRACTOR - Stuart Maxwell 12740-7 Atlantic Boulevard ADDRESS Jacksonville, Florida 32225	Trout Creek CDD OWNER - Andy Smith 2806 North 5th Street, Unit 403 ADDRESS St. Augustine, Florida 32084
BY  DATE 1-22-16	BY  DATE 1/20/2016	BY DATE

CHANGE ORDER

AIA DOCUMENT G701

PROJECT: 15-10
 SHEARWATER AMENITY CENTER
 TROUT CREEK CDD
 ST. JOHNS COUNTY, FLORIDA

OWNER
 ARCHITECT
 CONTRACTOR
 ENGINEER
 OTHER

TO CONTRACTOR:
 Dicky Smith & Co., Inc.
 12740 Atlantic Boulevard, Suite 7
 Jacksonville, FL 32225

ARCH. PROJECT NO.:
 CONTRACT DATE:
 CONTRACT FOR:

O.C.O. NUMBER: 8 Eight
 DATE: 1/27/2016
 13-77.1
 4/27/2015
 Amenity Center

9107/87/I

The contract is changed as follows:

1) PCO : 46	Additional Site Lighting	14 days	\$118,767
2) PCO : 49	Grand Opening Event	0 days	\$0
3) PCO : 50	Water Odyssey Feature Mods	0 days	\$2,479
4) PCO : 51	Plumbing Mods @ Hub Kitchen	0 days	\$0

Time: 14 days Cost: \$ 121,246

Not valid until signed by the Owner, Architect and Contractor.

The original Contract Sum was.....	\$	7,761,535.00
Net change by previously authorized Change Orders.....	\$	424,878.00
The Contract Sum prior to this Change Order was.....	\$	8,186,413.00
The Contract Sum will be <u>increased</u> by this Change Order in the amount of.....	\$	121,246.00
The new Contract Sum including this Change Order will be.....	\$	8,307,659.00
The Contract Time will be <u>increased</u>		14 days
The date of Substantial Completion as of the date of this Change Order therefore is.....		August 22, 2016

Note: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price, which have been authorized by Construction Change Directive.

ELM, Inc.
 ARCHITECT - Jeni Lassley
 1035 Kings Avenue
 ADDRESS
 Jacksonville, Florida 32207
 BY *Jeni Lassley*
 DATE 1-29-16

O.R. Dicky Smith & Co., Inc.
 CONTRACTOR - Stuart Maxwell
 12740-7 Atlantic Boulevard
 ADDRESS
 Jacksonville, Florida 32225
 BY *Stuart Maxwell*
 DATE 1/28/2016

Trout Creek CDD
 OWNER - Andy Smith
 2806 North 5th Street, Unit 403
 ADDRESS
 St. Augustine, Florida 32084
 BY
 DATE

9107/82/1
1/28/2016

CHANGE ORDER

OWNER

ARCHITECT

CONTRACTOR

ENGINEER

OTHER

AIA DOCUMENT G701

PROJECT: 15-10

SHEARWATER MONUMENTS AND HARDSCAPE (2ND REVISION PER OWNER REQUEST 1/27/16)
 TROUT CREEK CDD
 ST. JOHNS COUNTY, FLORIDA

O.C.O. NUMBER: 4 Four
 DATE: 1/27/2016

TO CONTRACTOR:

Dicky Smith & Co., Inc.
 12740 Atlantic Boulevard, Suite 7
 Jacksonville, FL 32225

ARCH. PROJECT NO.: 13-77.1
 CONTRACT DATE: 4/27/2015
 CONTRACT FOR: Monuments and Hardscape

The contract is changed as follows:

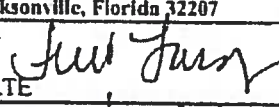
1) PCO : 14 Additional Signage Plaques	0 days	\$3,247
2) PCO : 15RR Overlook Park Mods	46 days	\$2,636
3) PCO : 16 Trailhead CMU Mods	28 days	\$1,923
4) PCO : 17 1-EA Added School Bench	0 days	\$2,202


Time: 74 days Cost: \$ 10,008

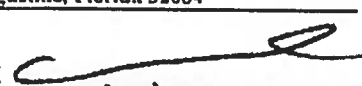
Not valid until signed by the Owner, Architect and Contractor.

The original Contract Sum was.....	\$	1,270,088.00
Net change by previously authorized Change Orders.....	\$	(250,308.00)
The Contract Sum prior to this Change Order was.....	\$	1,019,780.00
The Contract Sum will be <u>increased</u> by this Change Order in the amount of.....	\$	10,008.00
The new Contract Sum including this Change Order will be.....	\$	1,029,788.00
The Contract Time will be <u>increased</u>		74 days
The date of Substantial Completion as of the date of this Change Order therefore is.....		March 1, 2016

Note: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price, which have been authorized by Construction Change Directive

ELM, Inc.
 ARCHITECT - Jeni Lassley
1035 Kings Avenue
 ADDRESS
Jacksonville, Florida 32207
 BY 
 DATE 1.29.16

O.R. Dicky Smith & Co., Inc.
 CONTRACTOR - Stuart Maxwell
12740-7 Atlantic Boulevard
 ADDRESS
Jacksonville, Florida 32225
 BY 
 DATE 1/28/2016

Trout Creek CDD
 OWNER - Andy Smith
2806 North 5th Street, Unit 403
 ADDRESS
St. Augustine, Florida 32084
 BY 
 DATE 2/2/16

