

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, 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.

Present and constituting a quorum:

Andy Smith	Board Supervisor, Chairman
Don Davis	Board Supervisor, Vice Chairman
Michael Gruber	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)
Patricia Wasson	CCMC

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:08 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
February 2, 2016**

Ms. Buchanan noted next meeting date should be March 1, 2016 under 5th Order.

On a motion by Mr. Gruber, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors approved the minutes, as amended, of the Board of Supervisors' regular meeting held February 2, 2016 for Trout Creek Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Operations and
Maintenance Expenditures for
January 2016**

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 January 2016 in the amount of \$35,682.43 for Trout Creek Community Development District.

Discussion ensued regarding fee for irrigation water from JEA. Board directed Mr. Gruber to review further before making another payment. Ms. Buchanan noted that some districts enter into an agreement with JEA.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board authorized the Chair to enter into an agreement with JEA and the district to be ratified by the Board for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Capital Improvement
Revenue Bonds, Series 2015, Requisitions
#57, #59- #62 #65, #67, #68 and #69 revised**

REQUISITION NO.	PAYEE	AMOUNT
57	Ansana Interior Design	\$120,000.00
59	Adkins Electric, Inc.	\$65,419.20
60	Hopping Green & Sams	\$2,763.00
61	Prosser, Inc.	\$4,179.06
62	Hopng Green & Sams	\$2,423.50
65	Prosser, Inc.	\$2,257.
67	O.R. Dicky Smith & Co. Inc..	\$564,879.00
68	O.R. Dicky Smith & Co. Inc.	\$11,599.00
69 revised	SunState Nursery & Landscaping, Inc.	\$293,678.26

On a motion by Mr. Don Davis, seconded by Mr. Grouber, with all in favor, the Board of Supervisors ratified the Capital Improvement Revenue Bonds, Series 2015 Requisitions #57, #59 - #62, #65, #67- #69 for Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report.

B. District Engineer

Mr. Brad Davis gave the Board an update on sign offs for Phases 1, 2A and 3A and the District was done with the County, Utility and Water Management District.

C. Construction Administrator

Mr. McCollum presented and proposed Change Order and Spending Summary (Exhibit A). He noted that contracts with Kompan Pizzazz Scenic and C&H Marine will be direct purchases through the District.

He reviewed pre-approval change order request:

- Dicky Smith (Amenity)- Total \$25,053.00
- Dicky Smith (Monuments/Hardscape)- Total \$10,440.00
- Sundancer Signs- Total \$9,845.00

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors authorized the Chair to pre-approve change orders requests for Dicky Smith (Amenities) in the amount of \$25,053.00, Dicky Smith (Monuments and Hardscape) in the amount of \$10,440.00 and Sundancer Signs in the amount of \$9,845.00 for Trout Creek Community Development District.

D. District Manager

Ms. Dobbins noted she still needs executed Fiscal Year 2015/2016 Developer O&M Funding Agreement. She also reviewed invoice from Adkins Electric for \$550.00 to relocate street light pole after one was damaged. Mr. McCollum noted developer is working with contractor who damaged street light pole to pay for repair, but the CDD should pay for relocation since it was a direct request by the CDD due to a delay of getting new one. The Board agreed and directed the District Manager to pay the \$550.00 invoice.

SEVENTH ORDER OF BUSINESS

Consideration of Amenity Management Agreement (under separate cover)

Tabled.

EIGHTH ORDER OF BUSINESS

**Consideration of Cost Share Agreement
for Amenity Management Services
(under separate cover)**

Tabled.

NINETH ORDER OF BUSINESS

**Consideration of Amenity Lease
Agreement**

Ms. Buchanan reviewed and stated agreement charges a \$150.00/ monthly fee for a 12 month period, and automatically renews. She further discussed the restrictions on use of the leased premises and the specific insurance requirements.

After discussion, the Board approved in substantial form subject to Developer's approval and authorized chair to execute final term.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board approved in substantial form and authorized chair to execute final term for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Construction Funding
Agreement**

Ms. Buchanan reviewed agreement between District and the Developer to continue to fund construction expenses relating to the Dicky Smith amenity center construction contract once there are no longer sufficient bond funds available.

After discussion, the Board approved in substantial form and authorized the chair to execute final form.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board approved in substantial form and authorized chair to execute final term for Trout Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

**Ratification of C&H Marine Boardwalk
Construction Agreement**

Discussion ensued.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board approved in substantial form and authorized chair to execute final term for Trout Creek Community Development District.

TWELFTH ORDER OF BUSINESS

**Discussion of Amenity Center Rules,
Policies and Procedures
(under separate cover)**

Mr. Smith noted that the most recent version was handed out for the Board to review and discuss at the meeting on April 5, 2016.

THIRTEENTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

There was no audience present.

There were no supervisor comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Gruber, seconded by Mr. Don Davis, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 3:56 p.m. at for Trout Creek Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

EXHIBIT A

Trout Creek CDD

3/1/2016

Proposed Change Order and Spend Summary
for Board Review and Approval

<u>Vendor/Contract</u>	<u>Amount</u>
Sterling Specialties - Fencing at Trailheads	\$945
Tree Amigos Landscape - Landscape at Overlook Park	\$6,143
Kompan - Direct Purchase of Tot Lot Play Equipment	\$100,693
Pizzazz Scenic Contractors - Cedar Swings	\$12,757
C&H Marine - Boardwalk	up to \$85,000
Fitness Equipment	up to \$175,000
Fitness Equipment Finance Agreement	
Dicky Smith & CO - Amenity - Hardware	\$25,053
Dicky Smith & CO - Monuments & Hardscape	\$10,440
Sundancer Signs (reclaim, golf cart, replace existing)	\$9,845

