
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, June 7, 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
Doug Davis	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
Jill Flores	CCMC, Community Director
Jenny Vorberger	CCMC

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:11 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
May 3, 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 May 3, 2016 for Trout Creek Community Development District.</p>
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FOURTH ORDER OF BUSINESS

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

On a motion by Mr. Don Davis, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for April 2016 in the amount of \$73,920.77 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Capital Improvement
Revenue Bonds, Series 2015,#85, #90, #92,
95, #99, #94, #96, #100, #101 and #103**

REQUISITION NO.	PAYEE	AMOUNT
85	Sundancer Sign Graphics	\$27,480.50
90	Tree Amigos Outdoor Services	\$7,042.50
92	Comm-Fit, L.P.	\$13,215.00
95	C&H Marine Construction, Inc.	\$16,800.00
99	Pizzazz Scenic Contractors, Inc.	\$ 6,378.50
94	C&H Marine Construction, Inc.	\$33,600.00
96	O.R. Dickey Smith & Co., Inc.	\$641,887.00
100	Hopping, Green & Sams	\$1,382.00
101	Vallencourt Construction Company, Inc.	\$593,868.88
103	Ansana Interior Design	\$18,196.74

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors ratified the Capital Improvement Revenue Bonds, Series 2015 Requisitions#85, #90, #92, #95, #99, #94, #96, #100, #101 and #103 for Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan updated the board that a couple mass record requests have been made to all CDDS in the state, which did include requests for Board emails, resident emails and purchases made the last four (4) years. These requests have been responded to, but wanted the Board to be made aware.

- B. District Engineer
Not present.

i.) Ratification of Dickey Smith Amenity Center Change Orders #11 and #12

The Board ratified Dickey Smith Amenity Center Change Order #11 in the amount of \$16,151.00 and Change Order #12 in the amount of \$32,327.00.

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors ratified Dickey Smith Amenity Center Change Order #11 in the amount of \$16,151.00 and Change Order #12 in the amount of \$32,327.00 for Trout Creek Community Development District.

C. Construction Administrator

Mr. McCollum updated the Board that the Certificate of Occupancy for the amenity building should be received in early July and they are looking to have a grand opening late July.

Presented estimated contract Change Orders (Exhibit A), which are within the developer's budget and will be ratified at the next meeting.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved the Change Orders as presented in substantial form to be ratified at the next meeting for Trout Creek Community Development District.

D. Community Director

Ms. Flores reviewed her report under Tab 6 and introduced Jennifer (Jenny) Vorburger as the Lifestyle Coordinator for Shearwater.

E. District Manager

Ms. Dobbins noted the next meeting held August 2, 2016 was rescheduled to August 16, 2016, 3:00 p.m. at the offices of Freehold Capital Management located at 322 Paseo Reyes Drive, St. Augustine, FL. 32095.

SEVENTH ORDER OF BUSINESS

Consideration of IT Service Proposal

After discussion, the Board approved Colden Company to provide the district with IT services at a rate of \$95 per hour

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors approved Colden Company to provide the district with IT services at a rate of \$95 per hour for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Pest Control Proposals

The Board reviewed three proposals under Tab 8. After discussion, the Board accepted Massey's proposal for pest control treatments for \$200.00 initial treatment and \$780.00 annually.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors accepted Massey's proposal for pest control treatments for \$200.00 initial treatment and \$780.00 annually for Trout Creek Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Amenity Maintenance Proposals

i.) Janitorial Services

The Board reviewed 3 proposals under Tab 9. After discussion, the Board approved Vesta's Janitorial Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board approved Vesta's Janitorial Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form for Trout Creek Community Development District.

ii.) Pool Maintenance Services

The Board reviewed 3 proposals under Tab 10. After discussion, the Board approved Vesta's Pool Maintenance Services Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board approved Vesta's Pool Maintenance Services Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form for Trout Creek Community Development District.

iii.) Lifeguard Services

The Board reviewed 3 proposals under Tab 11. After discussion, the Board approved Vesta's Lifeguard Services Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board approved Vesta's Lifeguard Services Proposal and directed counsel to mediate and draft a 15 month term contract based on the 12 months rate at and authorize the chair to execute final form for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

Ratification of Custom Fit WellBeats

Subscription

The Board ratified contract with CommFIT for 1 year subscription for \$249 per month and \$2,988.00 annual amount.

On a motion by Mr. Don Davis, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors ratified contract with CommFIT for 1 year subscription for \$249 per month and \$2,988.00 annual amount for Trout Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Square Merchants Services

Discussion ensued regarding need for an account and software research to create proper point of sale and menu options for HUB with one I-Pad.

The Chair authorizes District Staff to set up Square bank account and for Amenity Staff to research software.

On a motion by Mr. Smith, seconded by Mr. Don Davis with all in favor, the Board of Supervisors authorizes District Staff to set up Square bank account and for Amenity Staff to research software for Trout Creek Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2016-06, Approving the FY 16/17 Proposed Budget and Setting the Public Hearing

The Board reviewed the proposed budget for FY 16-17 and set the Public Hearing for August 16, 2016 at 3:00 p.m.

On a motion by Mr. Smith, seconded by Mr. Don Davis with all in favor, the Board of Supervisors Adopted Resolution 2016-06, Approving the FY 16/17 Proposed Budget and Set the Public Hearing August 16, 2016 at 3:00 p.m. for Trout Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

There was no audience present.

There were no supervisor comments.


FOURTEENTH ORDER OF BUSINESS

Adjournment

<p>On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:13 p.m. at for Trout Creek Community Development District.</p>



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

Contract Change Orders	
ELM - Amenity Architecture	
Design Changes and Additional Work	\$95,850
Additional Reimbursable Expenses	\$14,000
Total	\$109,850
C&H Marine - Boardwalk	
Additional Boardwalks - East Trail and West Boardwalk	\$105,500
Total	\$105,500
Construction Specialties of North Florida	
Grills and accessories	\$4,895
Total	\$4,895
Stephens Advertising	
Trailhead Markers, Wildlife Posts, Trail blaze markers	\$11,664
Total	\$11,664
Atlantic Companies	
Amenity Center TVs and Control 4 System	\$30,000
Total	\$30,000