

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, August 16, 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
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
Jill Flores	CCMC, Community Director

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:06 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
June 7, 2016**

<p>On a motion by Mr. Green, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved the minutes, of the Board of Supervisors' regular meeting June 7, 2016 for Trout Creek Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Ratification of Operations and
Maintenance Expenditures for
May 2016, June 2016 and July 2016**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for May 2016 in the amount of \$76,090.16, June 2016 in the amount of \$114,735.24 and for July 2016 in the amount of \$64,971.86 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Capital Revenue Bonds,
Series 2015 #97, #104, #105, #107 – #113,
#106, #114, #115 - #116, #117 - #118 and
CUS #1**

REQUISITION NO.	PAYEE	AMOUNT
97	O.R. Dickey Smith & Co., Inc	\$17,402.00
104	O.R. Dickey Smith & Co., Inc	\$ 577,875.00
105	Pizzazz Scenic Contractors, Inc.	\$6,378.50
107	Prosser, Inc.	\$ 11,884.98
108	Construction Specialties, Inc.	\$ 4,068.64
109	Atlantic Companies, Inc.	\$13,044.50
110	Atlantic Companies, Inc.	\$13,044.50
111	ELM	\$83,926.46
112	Prosser, Inc	\$ 2,267.58
113	Hopping, Green & Sams	\$667.00
106	C&H Construction, Inc.	\$ 16,800.00
114	Sundance Sign Graphics	\$ 2,700.00
115	Colden Company, Inc.	\$ 1,638.32
116	Golf Carts of St. Augustine	\$ 3,468.00
117	Stephens Advertising, Inc.	\$16,268.63
118	Stephens Advertising, Inc.	\$ 16,268.58
CUS 1	O.R. Dickey Smith & Co., Inc	\$ 373,556.31

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified the Capital Revenue Bonds, Series 2015 #97, #104, #105, #107 – #113, #106, #114, #115 - #116, #117 - #118 and CUS #1 for Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No Report.
- B. District Engineer
 - i.) Ratification of Dicky Smith Amenity Center Change Order #13.

On a motion by Mr. Green, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified Dicky Smith Amenity Center Change Order #13 in the amount of \$20,649.00 for Trout Creek Community Development District.

- ii.) Ratification of VallenCourt Change Order #3.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified VallenCourt Change Order #3 in the amount of \$186,225.87 for Trout Creek Community Development District.

- C. Construction Administrator
Mr. McCollum updated the Board on how well the grand opening of the amenity center went in late July.
- D. Community Director
Ms. Flores reviewed the Amenity Report under Tab 7.
- E. District Manager
Ms. Dobbins noted there were zero registered voters as of April 15, 2016.

SEVENTH ORDER OF BUSINESS

Discussion Regarding District Access Policies

Ms. Buchanan reviewed a policy that would authorize the property owners, of the undeveloped property, to allocate 3 day passes per acre for the use of the amenity facilities.

After discussion, the Board authorized the Chair to finalize the policy with District staff.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors authorized the Chair to finalize the policy with District Staff for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

Ratification of Giddens Security Agreement

On a motion by Mr. Green, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified the short term agreement with Giddens Security to provide services from July 19, 2016 to August 1, 2016 for Trout Creek Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Amenity Landscape Maintenance Agreement

After a discussion, the Board approved Landscape and Irrigation Maintenance contract with Tree Amigos during their 1 year warranty period of August 1, 2016 to July 31, 2017 in the amount of \$2,354.17 per month.

On a motion by Mr. Green, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved Landscape and Irrigation Maintenance contract with Tree Amigos during their 1 year warranty period of August 1, 2016 to July 31, 2017 in the amount of \$2,354.17 per month for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

Acceptance of Financial Report for the Fiscal Year ended September 30, 2015

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors accepted the Financial Report for the Fiscal Year ended September 30, 2015 for Trout Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

Ratification of Stephens Advertising Signage

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified agreement with Stephens Advertising Signage in the amount of \$38,067.57 to be paid through the capital account for Trout Creek Community Development District.

TWELFTH ORDER OF BUSINESS

**Ratification of Southern Recreation – Tot
Lot SunShade Agreement**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified approval of the Southern Recreation Tot Lot SunShade agreement in the amount of \$6,895.00 and to be paid out of the capital account for Trout Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Asanana Furniture
Proposal**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors approved additional furniture for the facilities and the proposal from Asanana in the amount of \$15,392.01 to be paid out of the capital account for Trout Creek Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Ratification of Sunstate Pinestraw
Application**

Mr. McCollum noted that an earlier proposal was originally approved in the amount of \$17,250.00, but more pinestraw was needed. The Board approved the final pinestraw invoice from Sunstate in the amount of \$20,125.00 to be paid out of the General Fund. Mr. Smith also requested that pinestraw be added to landscape maintenance scope and be bid out to install twice per year.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved the final pinestraw invoice from Sunstate in the amount of \$20,125.00 to be paid out of the General Fund for Trout Creek Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Consideration of Adkins Electric Street
Light Repair Proposal**

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved Adkins Electric Street Light Proposal for entrance light repair and additional surge protectors in the amount of \$11,000.00 to be paid out of the General Fund for Trout Creek Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Ratification of Property Insurance
Proposal**

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified approval of adding the districts property coverage to the policy through December 2, 2016 for Trout Creek Community Development District.

SEVENTEENTH ORDER OF BUSINESS

**Consideration and Ratification of Amenity
Start Up Expenses Summary**

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved the summery sheet under Tab 18 regarding start up expenses that will be paid through the General Fund and Capital Accounts for Trout Creek Community Development District.

EIGHTEENTH ORDER OF BUSINESS

**Ratification of Miscellaneous O&M
Services Agreement Summary**

Mr. McCollum noted that on the summary sheet the copier lease is being tabled and the Giddens Agreement was already approved. At this time, the Board ratified the service maintenance agreements with Atlantic Companies in the amount of \$720.00 per year for fire alarm monitoring and Republic services in the amount of \$2,400.00 per year for solid waste.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified the service maintenance agreements with Atlantic Companies in the amount of \$720.00 per year for fire alarm monitoring and Republic Services in the amount of \$2,400.00 per year for solid waste for Trout Creek Community Development District.

NINETEENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-07,
Appointing a Secretary, Treasurer and
Assistant Treasurer**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2016-07 Appointing a Secretary, Treasurer and Assistant Treasurer for Trout Creek Community Development District.

TWENTIETH ORDER OF BUSINESS

Public Hearing on the Fiscal Year 2016-2017 Final Budget

- i.) Consideration of Resolution 2016-08, Adopting the Final Budget for Fiscal Year 2016/2017

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors Opened the Public Hearing for Trout Creek Community Development District.

There were no audience comments.

On a motion by Mr. Green, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors Closed the Public Hearing for Trout Creek Community Development District.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors adopted Resolution 2016-08, Adopting the Final Budget for Fiscal Year 2016/2017 for Trout Creek Community Development District.

TWENTIFIRST ORDER OF BUSINESS

**Consideration of Resolution 2016-09,
Imposing Special Assessments and
Certifying the Assessment Roll**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2016-09, Imposing Special Assessments and Certifying the Assessment Roll for Trout Creek Community Development District.

- i.) Presentation of O&M Assessment Allocation Report for Fiscal Year 2016-2017

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors Adopted the O&M Assessment Allocation Report for Fiscal Year 2016-2017 as presented for Trout Creek Community Development District.

TWENTISECOND ORDER OF BUSINESS

**Consideration of Fiscal Year 2016-2017
Developer Funding Agreement**

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved Fiscal Year 2016-2017 Developer Funding Agreement for Trout Creek Community Development District.

TWENTITHIRD ORDER OF BUSINESS

**Consideration of Resolution 2016-10,
Setting the Date, Time and Location of
Regular Meetings**

After discussion, the Board removed the July meeting date due to it being on July 4th holiday.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2016-10, Setting the Date, Time and Location of Regular Meetings as amended for Trout Creek Community Development District.

TWENTIFOURTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**


There was no audience present.

The Board cancelled the September 6, 2016 regular board meeting.

TWENTIFIFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:00 p.m. at for Trout Creek Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman