
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 4, 2015 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 |
| 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 | District Engineer, Prosser, Inc. |
| Scott Brizendine | Rizzetta & Company, Inc. (via speaker phone) |
| Bre Beirl | Rizzetta & Company, Inc. (via speaker phone) |

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:14 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience present.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held July 7, 2015

On a motion by Mr. Don Davis, seconded by Mr. Gruber, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held July 7, 2015 for Trout Creek Community Development District.

Ratification of Operations and Maintenance Expenditures for June 2015

On a motion by Mr. Doug Davis, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures in the amount of \$8,254.16 for June 2015 for Trout Creek Community Development District.

Ratification of Capital Improvement Revenue Bonds, Series 2015, Requisitions ##13 - #14, #18 - #20 and #21 - #23

| REQUISITION NO. | PAYEE | AMOUNT |
|-----------------|----------------------------------|--------------|
| 13 | WFC Ashford Mills Owner VII, LLC | \$122,720.00 |
| 14 | Hopping Green & Sams | \$5,502.66 |
| 18 | Prosser, Inc. | \$69,780.00 |
| 19 | Hopping Green & Sams | \$12,557.83 |
| 20 | Hopping Green & Sams | \$1,697.00 |
| 21 | Dicky Smith | \$251,510.00 |
| 22 | Dicky Smith | \$132,839.00 |
| 23 | ValleyCrest | \$205,576.45 |

On a motion by Mr. Doug Davis, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified the Capital Improvement Revenue Bonds, Series 2015, and Requisitions #13 - #14, #18 - #20 and #21 - #23 for Trout Creek Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan noted that the Disclosure of Public Finance was recorded and encouraged the Developer to provide it to all the builders within the district.
- B. District Engineer
No report.
- C. Construction Administrator
Mr. McCollum presented and reviewed aerial photos of construction activities.
- C. District Manager
Ms. Dobbins noted that the next scheduled Board of Supervisors meeting will be held on September 1, 2015 at 3:00 p.m. at the offices of Freehold Capital Management located at 322 Paseo Reyes Drive, St. Augustine, FL, 32095.

Ms. Dobbins also stated that the CDD website is in process of being developed and will go live by the October 1, 2015 deadline.

FIFTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2015 / 2016
Final Budget**

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

1.) Consideration of Resolution 2015-39, Adopting the Final Budget for Fiscal Year 2015/2016

Ms. Dobbins stated there are no audience members for comments.

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

Board discussion ensued.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2015-39, Adopting the Final Budget for Fiscal Year 2015 / 2016 for Trout Creek Community Development District.

Ms. Buchanan reminded the Board that a notice was published and mailed out to property owners, within the district, which presented a build out budget. Ms. Buchanan recommends the Board accept that notice amount of \$2,523,350 to be a notice CAP amount for the General Fund Budget.

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors accepted the General Fund Budget notice CAP in the amount of \$2,523,350.00 for Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS

**Public Hearing on the Imposition
of Special Assessments**

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

**1.) Consideration of Resolution 2015-40, Imposing Special Assessments and
Certifying the Assessment Roll**

Mr. Brizendine reviewed the Final Operations and Maintenance Assessment Allocation Report for Fiscal Year 2015 -2016, August 4, 2015 (Exhibit A).

Ms. Buchanan asked Mr. Brizendine a few questions:

“In your professional opinion, do the lands subject to the assessments receive special benefits from the items included in the District’s budget in the amount equal to or greater that the proposed assessment?”

Mr. Brizendine answered “Yes”.

“In your professional opinion, are the Special Assessments reasonably apportioned among the lands subject to the special assessments?”

Mr. Brizendine answered “Yes”.

“In your professional opinion, is it reasonable, proper and just to assess the costs of the budget against the lands in the District in accordance with your methodology, which results in the Special Assessments set forth on the final assessment roll”?

Mr. Brizendine answered “Yes”.

Ms. Dobbins stated there are no additional audience members for comments.

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors approved the Final Operations and Maintenance Assessment Allocation Report, dated August 4, 2015, for Trout Creek Community Development District.

On a motion by Mr. Smith, seconded by Mr. Doug 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. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2015-40, Imposing Special Assessments for Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Fiscal Year 2015 /2016
Developer Funding Agreement**

On a motion by Mr. Doug Davis, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved Fiscal Year 2015/2016 Developer Funding Agreement for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2015-41,
Setting the Date, Time and location of the
Regular Meeting Schedule**

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2015-41, Setting the Date, Time and location of the Regular Meeting Schedule for Trout Creek Community Development District.

NINETH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

There were no audience comments.

There were no supervisor comments.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Doug Davis, seconded by Mr. Don Davis, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:01 p.m. at for Trout Creek Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

EXHIBIT A

*TROUT CREEK
COMMUNITY DEVELOPMENT DISTRICT*

***FINAL OPERATIONS AND MAINTENANCE ASSESSMENT
ALLOCATION REPORT
FISCAL YEAR 2015-2016***

Recommended and Prepared By the District Manager

RIZZETTA & COMPANY, INC.

3434 Colwell Ave.
Suite 200
Tampa, Florida 33614

August 4, 2015

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**TROUT CREEK
COMMUNITY DEVELOPMENT DISTRICT
FINAL OPERATIONS AND MAINTENANCE ALLOCATION REPORT**

I. OVERVIEW

This Final Operations and Maintenance Allocation Report relates to the Fiscal Year 2015-2016 Operations and Maintenance Assessments for the Trout Creek Community Development District. The District consists of approximately 997.9 total acres on which it is currently contemplated that a total of 2,293 residential units are planned. The District has issued Series 2015 Bonds ("District Bonds") to fund various portions of the construction and/or acquisition of District infrastructure.

The Operations & Maintenance Assessments described by this report are used to fund the District's General Fund, which is based on the General Fund budget adopted annually by the District's Board of Supervisors. The Operations & Maintenance Assessments are levied in addition to any Debt Service Assessments associated with District Bonds.

II. DEFINED TERMS

"2016 Fiscal Year" – The District's Fiscal Year beginning October 1, 2015 and ending September 30, 2016.

"Debt Service Assessments" – Assessment levied to repay the debt associated with the District's Series 2015 Special Assessment Bonds.

"District" – Trout Creek Community Development District.

"Equalized Expenses" – General Fund Expenses that will be allocated on an equal assessment per unit basis. Equalized Field Expenses will only be allocated to the lands anticipated to be platted in Fiscal Year 2015-2016.

"General Fund" – Monies used by the District to fund the cost of conducting District business and maintaining District infrastructure.

"General Fund Budget" – The annual operating budget adopted by the District's Board of Supervisors reflecting the expected expenditures of the District which are unrelated to construction of infrastructure.

"General Fund Expenses" – Expenses for services reflected on the District's General Fund Budget.

"O&M Assessments" – Operations and Maintenance Assessments levied to fund the District's General Fund.

"Platted Units" – Units which have been platted into their final end-use configuration.

“Stratified Expenses” – General Fund Expenses that will be allocated based on a stratification of lot size using an allocation factor which reflects a quantitative measure of the amount of benefit received for that land use relative to other land uses. The standard lot size for the District is a Single Family 50’ lot.

“Unplatted Units” – Units within undeveloped parcels or units within developed parcels which have not been platted into their final end use configuration.

III. ALLOCATION METHODOLOGY

The District will allocate the O&M Assessments for the 2016 Fiscal Year to all applicable units within the District. All lands within the District receive an O&M Assessment, regardless of whether such lands are encumbered by Debt Service Assessments associated with the District’s Bonds. The expenses are split into 3 (three) categories; Equalized Administrative Expenses, Equalized Field Expenses, and Stratified Field Expenses.

It has been determined that the Platted and Unplatted Units receive special benefit from all administrative services associated with the District’s General Fund Expenses. Equalized Administrative Expenses will be allocated to Platted and Unplatted Units on an equal assessment per unit basis. It has been determined that each unit receives similar special benefit for the services and items associated with the District’s Equalized Administrative Expenses. Examples of these expenses are district management services, bond-associated expenses and district counsel fees.

Equalized Field Expenses will be allocated for Fiscal Year 2015-2016 on an equal assessment per unit basis. It has been determined that each unit will receive similar special benefit for the services and items associated with the District’s Equalized Field Expenses. Examples of these expenses are common area landscaping and maintenance, amenity-associated expenses, insurance, and contingencies.

Stratified Field Expenses will be allocated for Fiscal Year 2015-2016 based on stratification by lot size. It has been determined that the special benefit received from the services associated with the Stratified Field Expenses is similar among same sized lots. Examples of these expenses are street lights and electric utility services, and stormwater maintenance.

| Allocation | Expense Categories |
|-----------------------------------|--|
| Equalized Administrative Expenses | District Management services, Accounting services, District Counsel fees |
| Equalized Field Expenses | Landscape Maintenance, Amenity, Contingencies |
| Stratified Field Expenses | Street Lights and Electric Utility Services, Aquatic Maintenance |

For a detailed list, please see the Final General Fund Budget.

The aggregate per unit Equalized and Stratified Expenses will be the total O&M Assessment per unit. For a detail list of which General Fund Expenses are considered Equalized Expenses or Stratified Expenses, please refer to the Final General Fund budget attached as Exhibit A.

The District's General Fund Expenses for the 2015-2016 Fiscal Year will be \$581,793.00. Of that amount, \$122,175.00 has been allocated for Equalized Administrative Expenses, \$389,204.00 has been allocated for Equalized Field Expenses, and \$70,414.00 has been allocated for Stratified Field Expenses. These amounts will be increased to provide for St. John's County collection costs and early payment discounts, which are currently 6%. This results in per unit O&M Assessments of \$253.19 for townhomes, \$262.76 for 40' lots, \$269.13 for 50' lots, \$275.51 for 60' lots, \$281.88 for 70' lots and \$288.26 for 80' lots. Please see the assessment table in Exhibit 2 for more detail.

A final assessment roll reflecting O&M Assessments for all parcels within the District is attached as Exhibit C. Some parcels listed will be directly invoiced by the District.

EXHIBIT A:

FINAL GENERAL FUND BUDGET

**Trout Creek Community Development District
Debt Service
Fiscal Year 2015/2016**

| Chart of Accounts Classification | Series 2015 | Budget for 2015/2016 |
|---|-----------------------|-----------------------|
| REVENUES | | |
| Special Assessments | | |
| Net Special Assessments | \$1,452,087.50 | \$1,452,087.50 |
| TOTAL REVENUES | \$1,452,087.50 | \$1,452,087.50 |
| EXPENDITURES | | |
| Administrative | | |
| Financial & Administrative | | |
| Bank Fees | | \$0.00 |
| Debt Service Obligation | \$1,452,087.50 | \$1,452,087.50 |
| Administrative Subtotal | \$1,452,087.50 | \$1,452,087.50 |
| TOTAL EXPENDITURES | \$1,452,087.50 | \$1,452,087.50 |
| EXCESS OF REVENUES OVER EXPENDITURES | \$0.00 | \$0.00 |

Collection and Discount % applicable to the county:

6.0%

Gross assessments

\$1,543,460.35

Notes:

1. Tax Roll Collection Costs for St. Johns County is 6% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

EXHIBIT B:

FINAL ASSESSMENT TABLE

TROUT CREEK

FISCAL YEAR 2015/2016 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

| | |
|---------------------------------|---------------------|
| TOTAL O&M BUDGET | \$581,793.00 |
| COLLECTION COSTS @ 6% | \$37,135.72 |
| TOTAL O&M ASSESSMENT | \$618,928.72 |

| UNITS ASSESSED | ALLOCATION OF EQUALIZED ADMIN COSTS | | | ALLOCATION OF EQUALIZED FIELD COSTS | | | ALLOCATION OF STRATIFIED FIELD COSTS | | | PER LOT ANNUAL ASSESSMENT | | |
|-------------------|-------------------------------------|----------------|---------------|-------------------------------------|---------------------|---------------------|--------------------------------------|----------------|--------------------|---------------------------|-----------------------|------------|
| | DEBT SERVICE SERIES 2015 (1) | TOTAL EAU'S | % TOTAL EAU'S | EAU FACTOR | TOTAL BUDGET | PER UNIT ASSESSMENT | TOTAL EAU'S | % TOTAL EAU'S | TOTAL BUDGET | PER UNIT ASSESSMENT | TOTAL O&M SERVICE (2) | TOTAL (3) |
| O&M | 380 | 380.00 | 16.57% | 1.00 | \$68,616.57 | \$180.57 | 0.50 | 190.00 | \$6,056.95 | \$253.19 | \$0.00 | \$253.19 |
| Townhomes | 161 | 161.00 | 7.02% | 1.00 | \$29,071.76 | \$180.57 | 0.80 | 128.80 | \$4,105.97 | \$262.76 | \$978.50 | \$1,242.26 |
| Single Family 40' | 74 | 74.00 | 3.01% | 1.00 | \$136,691.42 | \$180.57 | 1.00 | 757.00 | \$24,132.16 | \$269.13 | \$1,079.50 | \$1,348.63 |
| Single Family 50' | 479 | 706.00 | 30.79% | 1.00 | \$127,482.36 | \$180.57 | 1.20 | 847.20 | \$27,007.61 | \$275.51 | \$1,179.50 | \$1,455.01 |
| Single Family 60' | 552 | 178.00 | 7.76% | 1.00 | \$32,141.44 | \$180.57 | 1.40 | 249.20 | \$7,944.17 | \$281.88 | \$1,279.50 | \$1,561.38 |
| Single Family 70' | 178 | 111.00 | 4.84% | 1.00 | \$20,043.26 | \$180.57 | 1.60 | 177.60 | \$5,661.65 | \$288.26 | \$1,379.50 | \$1,667.76 |
| Single Family 80' | 111 | | | | | | | | | | | |
| TOTAL | 2293 | 2293.00 | 100% | | \$414,046.81 | | | 2349.00 | \$74,808.51 | | | |

LESS: St. John's County Collection Costs and Early Payment Discount (\$7,998.40)

Net Revenue to be Collected \$389,204.00

(\$24,842.81)

\$70,414.00

(1) Reflects the number of total lots with Series 2015 debt outstanding.

(2) Annual debt service assessment per lot adopted in connection with the Series 2015 bond issues. Annual assessment includes principal, interest, St. John's County collection costs and early payment discount costs.

(3) Annual assessment that will appear on November 2015 St. John's County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

EXHIBIT C:

FINAL ASSESSMENT ROLL

