

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, November 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
Doug Davis	Board Supervisor, Assistant Secretary
Henry Green	Board Supervisor, Assistant Secretary
Mike Gruber*	Board Supervisor, Assistant Secretary *attended in progress

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams
Brad Davis	Prosser, Inc.
Michael McCollum	Freehold Capital Management
Jill Flores	CCMC, Community Director
Dylan Read	CCMC, Lifestyle Director

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:07 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There was no audience present.

THIRD ORDER OF BUSINESS

Oath of Office

Oath of Office was given to Henry Green, Doug Davis and Michael Gruber prior to the start of the meeting.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held
October 4, 2016**

On a motion by Mr. Green, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors approved the minutes, of the Board of Supervisors' regular meeting October 4, 2016 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

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

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for September 2016 in the amount of \$122,993.94 for Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan noted that the District has a requirement to complete a Public Facilities Report to be submitted to the local general purpose government which it's located in. It's recommended the District Engineer provides a proposal to complete this report.
- B. District Engineer
No Report.
- C. Construction Administrator
Mr. McCollum updated the Board that Sunstate will provide another landscape maintenance contract for the remainder of Fiscal Year 2017 at the same current rate. After discussion, the Board approved Sunstate's contract renewal at the same current rate of \$14,165.00, per month, through the end of Fiscal Year 2017.

On a motion by Mr. Doug Davis, seconded by Mr. Smith, with all in favor, the Board of Supervisors approved Sunstate's contract renewal at the same current rate of \$14,165.00, per month, through the end of Fiscal Year 2017 for Trout Creek Community Development District.

D. Community Director

Ms. Flores reviewed Amenity Report under Tab 7 and noted they are still waiting for the final café inspection, but was given the “O.K.” to sell coffee. She also reported that trash in the common areas has become an issue. After discussion, the Board requested staff to have Vesta provide a proposal to add 2 hours per week of trash pick up to the current maintenance contract.

E. District Manager

Ms. Dobbins stated that she is waiting on a couple insurance proposals and the current policy expires early December. She requested a motion to authorize the Chair to review and execute a proposal, which will be brought back to the following meeting to be ratified.

On a motion by Mr. Doug Davis, seconded by Mr. Gruber, with all in favor, the Board of Supervisors authorized the Chair to review and execute District Fiscal Year 2017 Insurance Proposal, which will be brought back to the following meeting to be ratified for Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-04,
Canvassing and Certifying the Election
Results**

On a motion by Mr. Smith, seconded by Mr. Don Davis, with all in favor, the Board of Supervisors adopted Resolution 2017-04, Canvassing and Certifying the Election Results for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-05,
Designating Officers**

On a motion by Mr. Doug Davis, seconded by Mr. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2017-05, Designating Officers for Trout Creek Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-06,
Amending Fiscal Year 2015/2016 Budget**

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors Adopted Resolution 2017-06, Amending Fiscal Year 2015/2016 Budget for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

**Audience Comments and
Supervisor Requests**

There was no audience present.

There were no Supervisor Comments.

ELEVENTH ORDER OF BUSINESS

Adjournment

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.



Secretary/Assistant Secretary



Chairman/Vice Chairman