
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 1, 2017 at 3:00 p.m.** at Shearwater Amenity Center, 100 Kayak Way, S. Augustine, FL, 32092.

Present and constituting a quorum:

Andy Smith	Board Supervisor, Chairman
Michael Gruber	Board Supervisor, Assistant Secretary
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

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:18 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 2, 2017**

Ms. Dobbins updated the Board of Supervisors that she had already revised the meeting address since the May 2017 meeting was held at the amenity center.

<p>On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' regular meeting held on May 2, 2017 for Trout Creek Community Development District.</p>

FOURTH ORDER OF BUSINESS

**Ratification of Operations and
Maintenance Expenditures for April 2017,
May 2017 and June 2017**

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 April 2017 in the amount of \$127,256.40, May 2017 in the amount of \$71,079.29 and June 2017 in the amount of \$100,295.60 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
Not present.
- C. Construction Administrator
Mr. McCollum updated the Board of Supervisors that Phase 2A work has started. He noted there will be an updated Prosser contract at the next meeting.
- D. Community Director
 - 1.) Management Report, July 2017
Ms. Flores reviewed report under Tab 4. She noted that the facility has been open for one year and a warranty inspection was completed. There was a recommendation for a preventative maintenance on the pool pumps. She will have proposals for the next meeting.
 - 2.) Charles Aquatics Pond Service Report, July 31, 2017
Ms. Dobbins presented the Charles Aquatics Pond Service Report, July 31, 2017. (Exhibit A)
- E. District Manager
 - 1.) Update on Number of Registered Voters
Ms. Dobbins stated there were 167 registered voters living in the district as of April 15, 2017.

Ms. Dobbins also announced that the next meeting will be held on September 5, 2017 at 3:00 p.m.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2017-12,
Regarding Investment Policy**

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2017-12, Alternative Investment Guidelines for Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-13,
Designating Primary Administrative
Office**

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2017-13, Designating Primary Administrative Office for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-14,
Setting the Date, Time and Location of
Fiscal Year 2017/2018 Regular Meetings**

The Board of Supervisors' approved the annual schedule as presented with the exception to remove the July meeting date.

On a motion by Mr. Gruber, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Resolution 2017-14, Setting the Date, Time and Location of Regular Meetings, as amended, for Trout Creek Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of First Amendment to the
Amenities Management Agreement
between Capital Consultants
Management Corporation, Inc. and Trout
Creek Community Development District**

Mr. Smith stated that Section 1 should include 90% for the Homeowners Association and 10% for the Community Development District.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board approved the for First Amendment to the Amenities Management Agreement between Capital Consultants Management Corporation, Inc. and Trout Creek Community Development District for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Memo of Understanding between the Trout Creek Community Development District and Shearwater Homeowners Association

Discussion ensued.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board approved the Memo of Understanding between the Trout Creek Community Development District and Shearwater Homeowners Association, in substantial form, for Trout Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

Public Hearing on the Fiscal Year 2017-2018 Final Budget

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

Ms. Dobbins noted there was no audience present.

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

- i.) Consideration of Resolution 2017-15, Adopting the Final Budget for Fiscal Year 2017/2018

After discussion the Board directed staff to remove the amount of \$78,849.00 out of the Homeowners Staffing Transfer revenue line and reduce the Amenity Staffing expense budget by the same. The revised General Fund total budget is now \$1,234,934.00.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors adopted Resolution 2017-15, Adopting the Final Budget for Fiscal Year 2017/2018 for Trout Creek Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-16,
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 2017-16, Imposing Special Assessments and Certifying the Assessment Roll for Trout Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Acceptance of Fiscal Year 2017/2018
Funding Agreement**

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors approved the Fiscal Year 2017/2018 Funding Agreement, in substantial form, for Trout Creek Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Charles Aquatics
Renewal Agreement (Under Separate
Cover)**

The Board reviewed a renewal contract from Charles Aquatics (Exhibit B).

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors approved Charles Aquatics Pond Maintenance Renewal at the current rate of \$480.00 monthly for 8 ponds for Trout Creek Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

There were no audience present.

No supervisor comments.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Gruber, seconded by Mr. Green, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:14 p.m. at for Trout Creek Community Development District.



Secretary /Assistant Secretary



Chairman / Vice Chairman