

**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, October 4, 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	<b>Board Supervisor, Chairman</b>
Doug Davis	<b>Board Supervisor, Assistant Secretary</b>
Henry Green	<b>Board Supervisor, Assistant Secretary</b>
Mike Gruber	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>District Counsel, Hopping Green &amp; Sams</b>
Michael McCollum	<b>Freehold Capital Management</b>
Jill Flores	<b>CCMC, Community Director</b>
Dylan Read	<b>CCMC, Lifestyle Director</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 3:02 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  
August 16, 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 August 16, 2016 for Trout Creek Community Development District.

**FOURTH ORDER OF BUSINESS**

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

On a motion by Mr. Doug Davis, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified the Operations and Maintenance Expenditures for August 2016 in the amount of \$66,159.97 for Trout Creek Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Capital Revenue Bonds,  
Series 2015 # 98 and # 102**

On a motion by Mr. Doug Davis, seconded by Mr. Gruber, with all in favor, the Board of Supervisors ratified the Capital Revenue Bonds, Series 2015 #98 in the amount of \$52,011.00 and #102 in the amount of \$34,161.48 for Trout Creek Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No Report.
- B. District Engineer  
Not Present.

i.) Ratification of Dicky Smith Amenity Center Change Order #14.  
After review, the Board approved Dicky Smith Amenity Center Change Order #14 increased amount of \$19,700.00.

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors ratified Dicky Smith Amenity Center Change Order #14 in the amount of \$19,700.00 for Trout Creek Community Development District.

ii.) Ratification of Ansana Interior Design, Change Order #2.  
After review, the Board approved Ansana Interior Design, Change Order #2 increased amount of \$18,544.32.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified Ansana Interior Design, Change Order #2 in amount of \$18,544.32 for Trout Creek Community Development District.

C. Construction Administrator

Mr. McCollum presented a quote from Tree Amigo's (Exhibit A) in the amount of \$14,592.00 for additional services for widening the nature path. This work was authorized under Tree Amigo's Maintenance Contract, but will be expensed out of the out of the Trustee Custody Account.

On a motion by Mr. Doug Davis, seconded by Mr. Gruber, with all in favor, the Board of Supervisors ratified Tree Amigo's proposal in the amount of \$14,592.00 for Trout Creek Community Development District.

D. Community Director

Ms. Flores and Mr. Read reviewed Amenity Reports under Tab 7.

It was noted that Mr. Read has passed his test and is the Food Protection Manager and they are waiting for their final inspection since the commercial dishwasher was installed to receive the Convenience Store Permit #123.

E. District Manager

Ms. Dobbins updated the Board that the Sunstate Landscaping Agreement expires October 31, 2016. After discussion, the Board directed the staff to request a renewal and granted one (1) additional month of service.

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors directed the staff to request a renewal and granted one (1) additional month of service for Trout Creek Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Ratification of District Facility  
Registration Access Policy Amendment**

Ms. Buchanan reviewed additional language that was added to the Registration Access Policy regarding a patron's child and or grandchild under the age of 18 that does not live in the district being able to be added to the patron's registration form.

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors Ratified the Revised Facility Registration Access Policy for Trout Creek Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-01,  
Regarding Prompt Payment Policies**

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors Adopted Resolution 2017-01, Regarding Prompt Payment Policies for Trout Creek Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-02,  
Adopting Policies for Service Animals**

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors Adopted Resolution 2017-02, Adopting Policies for Service Animals for Trout Creek Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Dissemination Agent  
Agreement**

Ms. Buchanan updated the Board that Prager has terminated their services, which Rizzetta and Co., Inc. has offered to handle at the same fee. After discussion, the Board approved Rizzetta's Dissemination Agent Agreement in substantial form.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors approved Rizzetta's Dissemination Agent Agreement in substantial form. for Trout Creek Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-03,  
ReDesignating the Treasurer**

On a motion by Mr. Smith, seconded by Mr. Doug Davis, with all in favor, the Board of Supervisors Adopted Resolution 2017-03, ReDesignating the Treasurer for Trout Creek Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments and  
Supervisor Requests**

There was no audience present.

There were no Supervisor Comments.

**THIRTEENTH 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 4:06 p.m. at for Trout Creek Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

# Exhibit A



# Tree Amigos

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## Outdoor Services

### Quotation

Quote #: 7019

Date: 05/05/2016

**Billed To:** Free Hold Communities

**Project:** Shearwater Amenity

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**This quote is valid until:** 06/04/2016

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Description	Common Name	Quantity	Price	Ext Price
Shearwater-Nature Path Cut and grade 3,500 LF x 6' wide pathway 7 steps @ 4'x6' railroad ties, mulch entry 2560 LF x 6' of cypress mulch Herbicide to kill weeds in pathway 21,000 sq ft Total Price		1.00	14,592.00	14,592.00

**Notes**

**Total: \$14,592.00**