
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, December 5, 2017 at 3:00 p.m.** at the Office of Freehold Capital Management located at 322 Paseo Reyes Drive St. Augustine, FL 32095.

Present and constituting a quorum:

Andy Smith	Board Supervisor, Chairman
David Roane	Board Supervisor, Vice Chairman
Michael Gruber	Board Supervisor, Assistant Secretary
Henry Green	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Sarah Warren	District Counsel, Hopping Green & Sams <i>(Via Speakerphone)</i>
Michael McCollum	Freehold Capital Management
Scott Brizendine	Manager, District Financial Services, Rizzetta & Company, Inc. (Via Speakerphone)
Bre Parker	Financial Analyst, Rizzetta & Company, Inc. <i>(Via Speakerphone)</i>
Jill Flores	Community Director, CCMC

No Audience Members Present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 3:05 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present for comments.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held November 7, 2017

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held on November 7, 2017 for Trout Creek Community Development District.

FOURTH ORDER OF BUSINESS

Ratification of Operations and Maintenance Expenditures for September 2017 and October 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 September 2017 in the amount of \$90,354.04 and October 2017 in the amount of \$45,997.39 for Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS

**Construction Funding Authorizations
(Under Separate Cover)**

The discussion ensued regarding the process of the Board approving Funding Authorizations from the Developer and the District. The Board authorized the Chairman to execute the corresponding Construction Funding Authorizations that will be included with Custody Account Requisitions.

On a motion by Mr. Smith, seconded by Mr. Roane, with all in favor, the Board of Supervisors approved Construction Funding Authorization #17, Sterling Specialties, Inc. in the amount of \$4,726.00 for Trout Creek Community Development District.

Construction Funding Authorization Number	Contractor	Amount Paid Out of Custody Account to Date
1	<i>Prosser, Inc.</i>	\$22,653.88
2	<i>Hopping Green & Sams PA</i>	\$1,955.50
3	<i>Vallencourt Construction, Inc.</i>	\$281,735.28
4	<i>O.R Dicky Smith & Co (Amenity)</i>	\$1,065,181.77
5	<i>Kompan, Inc.</i>	\$50,835.18
6	<i>C&H Marine Construction, Inc.</i>	\$170,700.00
7	<i>Ansana Interior Design, Inc.</i>	\$26,076.32
8	<i>SunState Nursery & Landscape</i>	\$156,861.77
9	<i>Atlantic Companies, Inc.</i>	\$7,300.00
10	<i>Stephens Advertising</i>	\$3,863.33
11	<i>Bill Fenwich Plumbing</i>	\$5,215.75
12	<i>Owen Electric Company</i>	\$17,748.00
13	<i>Southern Recreation, Inc.</i>	\$6,895.00
14	<i>Tree Amigos</i>	\$15,842.00
15	<i>10-S Tennis Supply</i>	\$4,478.75
16	<i>Construction Specialties of North Florida, LLC</i>	\$3,656.80

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors approved Construction Funding Authorizations #1 - #16 for Trout Creek Community Development District.

The Board moved to item 4C on the agenda.

SIXTH ORDER OF BUSINESS

Construction Administrator

Mr. McCollum reviewed Phase 2A Hardscope vendors and cost.

<i>Construction Funding Authorization Number</i>	<i>Vendor</i>	<i>Item</i>	<i>Not to Exceed Amount</i>
18	Southern Recreation	2 Shade Structures & Dog Park Equipment	\$26,268.00
19	Pizzazz	4 Trellis Swings	\$32,204.00
20	Kompan	Tot Lot Equipment	\$40,000.00
21	J. Kelly LLC	Picnic Table	\$3,000.00

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board of Supervisors approved all Phase 2A Hardscope elements with all totals being not to exceed amounts. The Board authorized the Chairman to execute Construction Funding Agreement #18 - #21 Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS

Ratification of Custody Account, Series 2015, CUS 48

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors ratified Custody Account, Series 2015, CUS #48 for Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
Not present.
- C. Construction Administrator
Mr. McCollum noted that the District held up well through Hurricane Irma, but a majority of the boardwalk was damaged. The District is submitting a claim through their insurance company. He also noted a section of Phase 2 has been cleared under the Vallencourt contract.

- D. Amenity Manager Reports
Community Director Report, November 2017
Ms. Flores reviewed the report found under Tab 5, Tab 6 and Tab 7.

- E. District Manager
Ms. Dobbins updated the Board that the District has executed all three (3) music license agreements. Two of the invoices have been paid and waiting on the third. She also noted that she and Ms. Flores are working with Vesta on correcting and streamlining their invoicing process since the District received many invoices late and after the end of fiscal year 2017.

Mr. McCollum also updated the Board that the insurance carrier is reviewing the possibility to pay for some of the boardwalk claim up front to help with cash flow.

NINTH ORDER OF BUSINESS

**Amendment to Supplemental
Methodology Report (*Under Separate
Cover*)**

After discussion, the Board adopted Amendment to Supplemental Methodology Report dated December 5, 2017.

On a motion by Mr. Smith, seconded by Mr. Green, with all in favor, the Board of Supervisors adopted Amendment to Supplemental Methodology Report dated December 5, 2017 for Trout Creek Community Development District.

TENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

There were no audience members present for comments.

No supervisor comments.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Smith, seconded by Mr. Gruber, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:02 p.m. at for Trout Creek Community Development District.



Secretary /Assistant Secretary



Chairman / Vice Chairman