

**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.*

**TWO CREEKS  
COMMUNITY DEVELOPMENT DISTRICT**

The **Regular** meeting of the Board of Supervisors of Two Creeks Community Development District was held on **Wednesday, May 18, 2016**, at the Courtyard by Marriott, located at 610 Wells Road (I-295 and US 17), Orange Park, Florida 32073.

Present and constituting a quorum:

Kenny Johns	<b>Board Supervisor, Chairman</b>
Lan Nguyen	<b>Board Supervisor, Assistant Secretary</b>
Carl McMichael	<b>Board Supervisor, Assistant Secretary</b>
Michael Jones	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams</b>
Brian Parks	<b>Vesta Property Services (ASG)</b>
Kyle Kubik	<b>Austin Outdoors</b>
Robbie Cox	<b>MBS Capital Markets</b>

Audience present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Johns called the meeting to order at 6:17 p.m. and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda  
Items**

There were no comments on agenda items.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Audit Committee Meeting held February 17, 2016**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved the minutes of the Audit Committee meeting held February 17, 2016 for Two Creeks Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held February 17, 2016**

On a motion by Mr. Jones, seconded by Ms. Nguyen, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held February 17, 2016 for Two Creeks Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for January 2016, February 2016 and March 2016**

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board ratified the operations and maintenance expenditures for January 2016 in the amount of \$33,850.69, February 2016 in the amount of \$30,646.71 and for March 2016 in the amount of \$38,824.30 for Two Creeks Community Development District.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
Mr. Haber updated the Board that the Clay County Utility easement documents are being reviewed by the water management district
- B. District Engineer  
Not present.
- C. Amenity Manager
  - i.) Facility Maintenance Report  
Mr. Parks reviewed his Facility Maintenance Report under Tab 4.

ii.) Update on Basketball Survey Results

Mr. Parks updated the Board regarding the results of the basketball survey.

Discussion ensued.

It was decided to continue with a new survey until the next meeting and add leaving the basketball court “as is” as an option on the survey.

D. Landscape

i.) Landscape Report, May 2016

Mr. Kubik reviewed his landscape report under Tab 5.

A resident noted concern regarding the condition of the sod that was placed along the new sidewalks installed and Mr. Kubik expected to see improvement.

E. District Manager

i.) Update on Number of Registered Voters

Ms. Gallagher updated the Board that the district office received notification from the Clay County Supervisor of Elections office that there were 877 registered voters as of April 15, 2016 in the district.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Audit Committee Recommendation**

The Audit Committee made the recommendation of Grau and Associates for Audit Services. The Board accepted this recommendation.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board of Supervisors accepted the Audit Committee recommendation of Grau and Associates for audit services for Two Creeks Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation by MBS Capital Markets, LLC Regarding Refinancing the Series 2006 Bonds**

i.) Consideration of MBS Capital Markets, LLC Proposals

Mr. Cox, MBS Capital Markets LLC Representative, presented an underwriting agreement with the district. He noted that the agreement is for the purpose of refunding the District’s outstanding Series 2006 bonds.

After discussion, the Board of Supervisors approved the agreement.

On a motion by Mr. Jones, seconded by Ms. Nguyen, with all in favor, the Board of Supervisors approved the MBS Capital Markets, LLC underwriting agreement for Two Creeks Community Development District.

Mr. Cox presented the refinancing opportunity, dated May 18, 2016, which showed numbers per the market today but requested authorization from the Board to put a credit package together to bring back an updated report for the Board to approve or not approve proceeding with the refinance transaction. He also noted MBS Capital Markets, LLC and Bond Counsel fees are only paid if the refinance takes place. Mr. Haber noted that his fees are not contingent.

Discussion ensued.

The Board of Supervisors authorized MBS Capital Markets, LLC to proceed with the credit package.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board of Supervisors authorized to proceed with the credit package from MBS Capital Markets, LLC for Two Creeks Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Surveillance Camera Proposals**

The Board reviewed proposals from Kentronix and Web Watchdogs.

Discussion ensued.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board approved the proposal from Web Watchdogs in the amount of \$5,200.00 for Two Creeks Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Awning Proposals**

The Board reviewed proposals from Thompson Awning, Shutter Company and First Coast Awning.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved the proposal from First Coast Awning to recover two (2) in pool area, two (2) awnings in the tennis court area and one (1) awning in the basketball area for a total cost of \$5,300.00 for Two Creeks Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-03, Approving the Proposed Budget for Fiscal Year 2016/2017 and Setting the Public Hearing**

The Board approved the proposed budget and set the Public Hearing date for August 10, 2016 at 6:00 p.m. at the Courtyard Marriott, 610 Wells Road, Orange Park, FL 32073.

On a motion by Mr. Johns, seconded by Mr. Jones, with all in favor, the Board adopted Resolution 2016-03, Approving the Proposed Budget for Fiscal Year 2016/2017 and set the Public Hearing date for August 10, 2016 at 6:00 p.m. at the Courtyard Marriott, 610 Wells Road, Orange Park, FL 32073 for Two Creeks Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

**Audience Comments**

An audience member had a concern regarding the height of the volleyball nets, Mr. Parks is adjusting.

Audience member had concerns regarding the sidewalk installations and picnic tables

Audience member had questions regarding keycards.

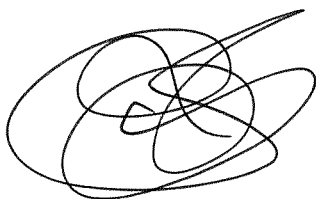
**Supervisor Requests**

There were no supervisor comments.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Johns, seconded by Mr. Jones, with all in favor, the Board adjourned the Board of Supervisors' meeting at 8:35 p.m. for Two Creeks Community Development District.



Secretary/Assistant Secretary



Kenneth L. Johns, Jr.  
Chairman/Vice Chairman