

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, November 18, 2015 at 6:00 p.m.** at the Courtyard by Marriott, located at 610 Wells Road (I-295 and US 17), Orange Park, Florida 32073.

Present and constituting a quorum:

Lan Nguyen	Board Supervisor, Assistant Secretary
Carl McMichael	Board Supervisor, Assistant Secretary
Michael Jones	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Hopping Green & Sams
Dan Fagen	Vesta Property Services (ASG)
Brian Parks	Vesta Property Services (ASG)
Kyle Kubik	Austin Outdoors

Audience Present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 6:00 p.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There was a question regarding the condition of the trees along Trail Ridge and Long Bay Road.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held
August 12, 2015**

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 August 12, 2015 for Two Creeks Community Development District.
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FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for July 2015,
August 2015, September 2015 and October
2015**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board ratified the operations and maintenance expenditures for July 2015 in the amount of \$44,139.00, August 2015 in the amount \$23,578.36, September 2015 in the amount of \$21,440.15 and for October 2015 in the amount of \$42,145.54 for Two Creeks Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber reported back to the Board that he received an email from the developer that they would install sidewalks on pocket parks that have playgrounds in late 2015 and throughout 2016.

Discussion ensued.

The Board agreed to allow installation of playground sidewalks along with continuing to research if there are any other CDD improvements that were not completed per the District Engineer's Report. The Board requested that the District Engineer attend the next CDD meeting.

B. District Engineer

Not present.

C. Amenity Manager

Mr. Parks reviewed report under Tab 3. He noted the new fitness equipment was delivered. Ms. Dobbins updated the Board that they had pre approved a 48 month lease at \$649.00 per month, but the final payment came to \$627.38 a month.

Mr. McMichael and Mr. Parks reviewed discussions they had regarding closing the facility down for a few days before spring break to get the place clean and also pressure wash the facilities prior to the start of residents using the amenities again.

Discussion ensued.

The Board directed Mr. Parks to review the list of items and time needed so a final decision can be made on how many days the facility will be closed, and when, at the February meeting.

D. Austin Outdoor
Mr. Kubik reviewed report under Tab 4 and noted the annuals were replaced today, grasses will be trimmed at entry and they are treating for ants.

E. District Manager
Ms. Dobbins stated that the next scheduled meeting is on February 17, 2016 at 6:00 p.m. She reviewed the option of the library for the Board to hold their meetings but, the library that has sufficient meeting space and is within Clay County (just a few minutes down the road from the hotel), closes at 6 p.m. or 8 p.m.

After discussion, the Board agreed to keep the meetings at the hotel.

SIXTH ORDER OF BUSINESS

**Ratification of District Fiscal Year
2015/2016 Insurance Policy**

On a motion by Mr. Jones, seconded by Ms. Nguyen, with all in favor, the Board of Supervisors ratified the Chair's approval of EGIS Fiscal Year 2015/2016 Insurance Quote in the amount of \$12,870.00 for Two Creeks Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Fitness Equipment
Preventative Maintenance Contract
Renewal**

On a motion by Mr. Jones, seconded by Ms. Nguyen, with all in favor, the Board of Supervisors approved the renewal proposal from Fitness Pro at the same current rate of \$190.00 per quarter for Two Creeks Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Amenity Facility
Proposals**

i.) Volleyball Court

Discussion ensued.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board approved CSF volleyball court proposal in the amount of \$1,570.00 and Elite to replace tennis nets and cranks for Two Creeks Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Reserve Study and Site Inspection

Discussion ensued.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved Florida Reserve Study in the amount of \$4,200.00 for Two Creeks Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Clay County Utility Easement

Mr. Haber reviewed Clay County Utility Authority's request for a utility easement.

After discussion, the Board approved granting a utility easement to Clay County Utility Authority, subject to St. Johns River Water Management District approval and authorizing Supervisor, Michael Jones, to review and approve an easement in final form.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board approved granting utility easement to Clay County Utility Authority, subject to St. Johns River Water Management District approval and authorizing Supervisor Michael Jones to review and approve an easement in final form for Two Creeks Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendation

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board selected themselves as the Audit Committee and selected to hold the first Audit Committee meeting on February 17, 2015 at 6 p.m. prior to the start of the regular Board meeting for Two Creeks Community Development District.

TWELFTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

Audience Comments

Audience requested information regarding the County opening Buggy Whip Trail Road.

There was a question regarding completion of Passive Parks in the community.

There were concerns on what items had not been completed by developer.

There were questions on pond maintenance and concerns back by King Sparrow roadway.

Supervisor Requests

There were no supervisor comments.

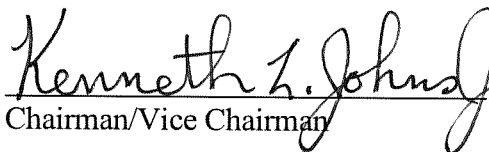
THIRTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Jones, seconded by Mr, McMichael with all in favor, the Board adjourned the Board of Supervisors' meeting at 8:01 p.m. for Two Creeks Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman