

**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, August 12, 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:

Kenny Johns	<b>Board Supervisor, Chairman</b>
Karen Burt	<b>Board Supervisor, Vice 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>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams</b>
Dan Fagan	<b>Vesta Property Services (ASG)</b>
Brian Parks	<b>Vesta Property Services (ASG)</b>
Kyle Kubik	<b>Austin Outdoors</b>

**Audience**

**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 were no audience comments.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held May 20, 2015**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held May 20, 2015 for Two Creeks Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for May 2015 and June 2015**

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board ratified the operations and maintenance expenditures for May 2015 in the amount of \$29,412.20 and for June 2015 in the amount of \$25,556.51 for Two Creeks Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Haber updated the Board of Supervisors that he went back to the developer to negotiate the installation of sidewalks that are missing on CDD property. Developers requested a release from the CDD stating it would not request any other improvements on CDD property from the developer.

After a discussion, the Board requested counsel to bring back an agreement for them to review at the next meeting.

B. District Engineer

Not present.

C. Amenity Manager

Mr. Parks reviewed report under Tab 3.

Discussion ensued regarding lease proposals that were presented at the last meeting. The Board of Supervisors approved Gym Source's proposal for full commercial equipment in the amount of \$25,498.00, subject to the district being approved for a 48 month lease finance option.

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board approved the Gym Source Proposal in the amount of \$25,498.00, subject to a 48 month lease, for Two Creeks Community Development District.

- D. Austin Outdoor  
Mr. Kubik reported on general landscape and irrigation maintenance services.
- Mr. McMichael requested an Irrigation Report verifying history of which zones and valves are being repaired.
- E. District Manager  
No report.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Financial Report Fiscal Year ending September 30, 2014**

On a motion by Mr. Johns, seconded by Mr. Jones, with all in favor, the Board of Supervisors accepted the Financial Report for Fiscal Year ending September 30, 2014 for Two Creeks Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Dissemination Agent Proposals**

After a brief discussion, the Board of Supervisors approved termination of DAC and approved Dissemination Agent Agreement with Prager and Co., LLC for an annual fee of \$1,000.00.

On a motion by Mr. Johns, seconded by Mr. Jones, with all in favor, the Board of Supervisors approved the Dissemination Agreement with Prager and Co., LLC for Two Creeks Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Athletics Courts Pressure Washing Proposals**

The Board reviewed proposals behind Tab 5.

After discussion, the Board directed staff to obtain bids on resurfacing the basketball court for the next meeting. The Board authorized the chair to approve a proposal from Reflections for only pressure washing the tennis courts.

On a motion by Mr. Johns, seconded by Mr. Burt, with all in favor, the Board approved a proposal from Reflections for only pressure washing the tennis courts for Two Creeks Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Pond Maintenance  
Contract Renewal**

On a motion by Mr. Johns, seconded by Ms. Nguyen, with all in favor, the Board approved Apex contract renewal at the same current term of \$905.00 per month for Two Creeks Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-08,  
Authorizing Trespass Enforcement**

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adopted Resolution 2015-08, Authorizing Trespass Enforcement for Two Creeks Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Amenity and Ground  
Service Proposals**

The Board discussed and reviewed proposals under Tab 8.

The Board approved Vesta's renewal proposal at the same current rate of \$62,385.00, but with adding an additional day during spring break for a total of 10 days. The Board noted it will review option B, prior to the spring, for the possibility to add more facilitators Monday through Friday during the summer.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved Vesta's renewal proposal for Two Creeks Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Landscape and Facility  
Inspection Services Proposal**

Tabled.

**THIRTEENTH ORDER OF BUSINESS**

**Public Hearing of the Fiscal Year 2015-2016 Final Budget**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board opened the Public Hearing of the Fiscal Year 2015-2016 Final Budget for Two Creeks Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-05, Adopting the Final Budget for Fiscal Year 2015-2016**

**Audience questions:**

There were audience questions regarding insurance, lot payments and Reserves.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board closed the Public Hearing of the Fiscal Year 2015-2016 Final Budget for Two Creeks Community Development District.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board adopted Resolution, 2015-05, Adopting the Final Budget for Fiscal Year 2015-2016 for Two Creeks Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-06, Imposing Special Assessments**

On a motion by Mr. Johns, seconded by Mr. Jones with all in favor, the Board adopted Resolution, 2015-06, Imposing Special Assessments for Two Creeks Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2015-07, Setting the Date, Time and Location of Regular Meetings**

On a motion by Mr. McMichael, seconded by Ms. Nguyen, with all in favor, the Board adopted Resolution 2015-07, Setting the Date, Time and Location of Regular Meetings for Two Creeks Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor Requests**

**Audience Comments**

There was a question regarding the obligation of sidewalks.

There were questions on the condition of the volleyball court.

A question regarding pool monitors.

**Supervisor Requests**


There were no supervisor comments.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Jones, seconded by Mr. Johns, with all in favor, the Board adjourned the Board of Supervisors' meeting at 8:16 p.m. for Two Creeks Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman