

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 16, 2016 at 6:00p.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	Board Supervisor, Chairman
Carl McMichael	Board Supervisor, Assistant Secretary
Michael Jones	Board Supervisor, Assistant Secretary
Lan Nguyen	Board Supervisor, Assistant Secretary
Karen Burt	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Hopping Green & Sams
Brian Parks	Vesta
Kyle Kubik	Yellowstone, Landscape

Audience present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Johns 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 comments on agenda items.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Special Meeting held
August 10, 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' special meeting held August 10, 2016 Two Creeks Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for July 2016,
August 2016 and September 2016**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board ratified the Operation and Maintenance Expenditures for July 2016 in the amount of \$30,779.62 for Two Creeks Community Development District.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board ratified the Operation and Maintenance Expenditures for August 2016 in the amount of \$31,688.96 and for September 2016 in the amount of \$54,149.97 for Two Creeks Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber noted that he had been made aware of resident concerns regarding rezoning.

The meeting was opened up for public comment.

Mr. Haber noted Brian Small, with Drees Homes, had contacted the district office regarding their desire to rezone the property within district limits that had been designated for a school. Ms. Gallagher confirmed that any contact with Drees Homes regarding this had been limited. Mr. Haber confirmed that there was no action to be taken at this time, if the property was rezoned and property developed, action would be taken at that time to levy assessments. Discussion ensued regarding the Board's and resident's desire to object to the rezoning.

On a motion by Mr. McMichael, seconded by Ms. Nguyen, with all in favor, the Board approved to have Hopping Green and Sams review the development plan being presented to the County Commissioners on November 22, 2016. The Board also designated Michael Jones to work with Hopping Green and Sams attorneys on this review. If after reviewing, it appeared there was any legal opposition that could be provided by the District, an attorney from Hopping Green and Sams would attend the County Commissioners meeting to note this opposition. Mr. Haber also noted that if Hopping Green and Sams is conflicted out of this, they would recommend another firm for Two Creeks Community Development District.

Mr. Haber then updated the Board regarding the amendment to the conservation easement had been requested in conjunction with the easement requested by Clay County Utility Authority.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board authorized an amendment to the conservation easement and authorizing staff to advise the St. Johns River Water Management District that the CDD is agreeable to the conservation easement amendment for Two Creeks Community Development District.

B. District Engineer

Mr. Johns provided an update that the District Engineer had met with Clay County officials regarding the wash out along Tynes Boulevard after the hurricane and Clay County will be making repairs to both locations.

C. Amenity Manager

i.) Facility Maintenance Report

Mr. Parks reviewed that residents have made several requests for special events and park benches. He also noted that the pavers at the Amenity Center will need to be sealed and recommended this be done prior to any pool repairs next year. Proposals were requested for park benches, paver sealing and pool furniture to review at the next meeting.

On a motion by Mr. McMichael, seconded by Ms. Nguyen, with all in favor, the Board approved moving forward with recoating the pool pump immediately for Two Creeks Community Development District.

- D. Landscape Report
Mr Kubik reviewed his report.

- E. District Manager
 - i.) Discussion Regarding Special Events
Ms. Gallagher noted that the district office has also received special events requests as noted in the Amenity Manager Report.

Mr. McMichael opened the meeting for public comment on this.

Discussion ensued. Mr. Parks is to provide a proposal for a “Spring Fling” event at the next meeting for further discussion and consideration.

SIXTH ORDER OF BUSINESS

Consideration of Grill Replacement Proposals

This item was tabled.

SEVENTH ORDER OF BUSINESS

Consideration of Landscape Proposals

Landscape Enhancement and Replacement Proposals were tabled.

On a motion by Mr. Johns, seconded by Ms. Nguyen, with all in favor, the Board approved four woodline cut back proposals totaling \$2,760.00 Two Creeks Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2017-01, ReDesignating a Treasurer

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adopted Resolution 2017-01, ReDesignating a Treasurer for Two Creeks Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2017-02, Prompt Payment Policies

On a motion by Ms. Nguyen, seconded by Mr. Jones, with all in favor, the Board adopted Resolution 2017-02, Prompt Payment Policies for Two Creeks Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-03,
Declaring Vacancies in Certain Seats**

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board adopted Resolution 2017-03, Declaring Vacancies in Certain Seats for Two Creeks Community Development District.

On a motion by Mr. Johns, seconded by Mr. McMichael, with all in favor, the Board also moved the February 15, 2017 meeting to January 25, 2017 to be able to review candidates for appointment well within the 90 days noted in Resolution 2017-03, Declaring Vacancies in Certain Seats for Two Creeks Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-04,
Regarding Service Animal Policies**

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adopted Resolution 2017-04, Regarding Service Animal Policies for Two Creeks Community Development District.

TWELFTH ORDER OF BUSINESS

**Ratification of District Fiscal Year
2016/2017 Insurance Policy**

On a Motion by Mr. Jones, seconded by Ms. Nguyen, with all in favor, The Board ratified the Chairman's approval of the Egis Insurance Proposal for Fiscal Year 2016/2017 in the amount of \$12,462.00 for Two Creeks Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Dissemination Agent
Agreement**

Ms. Gallagher and Mr. Haber reviewed the Dissemination Agent Agreement.

On a Motion by Mr. Jones, seconded by Ms. Burt, with all in favor, The Board approved agreement with Rizzetta and Company for Dissemination Agent Services with an annual fee of \$1,000.00 for Two Creeks Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

Audience Comments:

An audience member noted some sinking pavers in County roadway. Brian Parks is to follow up with Clay County.

An audience member requested the CDD to install a park in the Preserve.

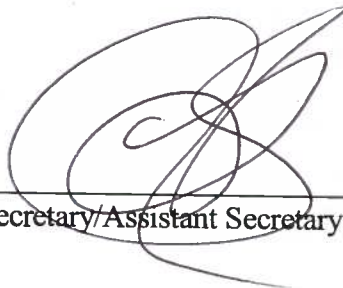
An audience member had a question regarding the intersection at the Amenity Center.

There were no Supervisor Requests.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adjourned the meeting at 7:46 p.m. for Two Creeks Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman