

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 special meeting of the Board of Supervisors of Two Creeks Community Development District was held on **Thursday, May 18, 2017 at 6:00 p.m.** at the Courtyard by Marriott, located at 610 Wells Road (I-295 and US 17), Orange Park, Florida 32073. Following is the agenda for the meeting.

Present and constituting a quorum:

Michael Jones	Board Supervisor, Chairman
Carl McMichael	Board Supervisor, Vice Chairman
Karen Burt	Board Supervisor, Assistant Secretary
Brian Wigal	Board Supervisor, Assistant Secretary
Lan Nguyen	Board Supervisor, Assistant Secretary

Also present were:

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

Audience present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 6:03 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

Business Administration

- A. Oath of Office, Brian Wigal
Mr. Wigal took oath prior to onset of meeting.

- B. Consideration of the Minutes of the Board of Supervisors' Special meeting held on Jan 25, 2017

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 January 25, 2017 for Two Creeks Community Development District.

- C. Ratification of the Operation and Maintenance Expenditures for December 2016, January 2017, February 2017, March 2017 and April 2017.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board ratified the Operation and Maintenance Expenditures for December 2016 in the amount of \$34,914.98, January 2017 in the amount of \$44,510.87, February 2017 in the amount of \$21,856.22, March 2017 in the amount of \$50,024.66 and April 2017 in the amount of \$28,326.17 for Two Creeks Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Haber updated the Board that he is continuing to work with Clay County Utility Authority on their easement request and has requested full indemnification for the district and is currently waiting for a response from Clay County Utility Authority. He has just learned that there has been possible access without authorization and is investigating further.

- B. District Engineer
Not present.

- C. Amenity Manager
 - i.) Discussion of Vandalism
Mr. Parks reviewed his report and discussed recent vandalism. The Board directed staff to have a security assessment completed and based on the finding of the assessment have proposals for lighting and camera recommendations available for review at the next meeting.

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board authorized a security assessment to be completed for Two Creeks Community Development District.

- D. Landscape Report
i.) Landscape Report, May 2017
Mr. Kubik reviewed the landscape report and irrigation report. Mr. Wigal requested that he follow up to ensure all pond banks were being mowed.
- E. District Manager
i.) Update on Number of Registered Voters
Ms. Gallagher updated that her office has received correspondence from Clay County Supervisors of Elections that as of April 15, 2017 there were 1085 registered voters in Two Creeks Community Development District. She also updated the Board that the district received a check from the insurance claim that was filed against the driver that hit and knocked down a palm tree along Tynes Blvd in the amount of \$2,820.00 to cover replacement and removal. Replacement was tabled at this time.
- ii.) Discussion Regarding Policy on Wildlife Feeding on CDD Property
Ms. Gallagher updated the Board that the HOA had contacted her regarding a resident who lives along Sandhill Crane and the damage that was being caused to CDD property along the pond bank by possibly feeding ducks or geese in this area. Discussion ensued. The Board directed the district office to send a warning letter regarding the damaged CDD property.

<p>On a motion by Ms. Burt, seconded by Mr. Wigal, with all in favor, the Board authorized a warning letter to be sent regarding the damage to the CDD property.</p>
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- iii.) Discussion Regarding Developer/Builder Assignment of Rights for Recreational Facilities
Ms. Gallagher updated the Board that the district office has been contacted by someone who was in the process of having a home built at Two Creeks Community Development District and noted they were told they would have access to all facilities during the construction process prior to owning the home. The Board denied this request.

Ms. Gallagher also noted the next meeting will be held on August 16, 2017 at 6:00 p.m.

FIFTH ORDER OF BUSINESS

Consideration of Pool Furniture Proposal

- A. The Board received a proposal for pool furniture and then approved the purchase

of twelve lounges, eight small tables, three chairs and three large table tops at a cost not to exceed \$6,000.00.

On a motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board approved the purchase of pool furniture not to exceed the amount of \$6,000.00 for Two Creeks Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Irrigation Upgrade Proposal

- B. The Board reviewed four proposals for irrigation upgrades from Yellowstone. Discussion ensued. The board approved the proposal for upgrades to clock E at a cost of \$3,770.00

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved the proposal for upgrades to Clock E at a cost of \$3,770.00 for Two Creeks Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Public Facility Report - Exhibit A

- . The Board approved the proposal from Taylor & White in the amount of \$6,600.00 (exhibit A) and requested the district engineer attend a meeting to present the report when it has been completed.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board approved the Public Facility Report proposal from Taylor & White in the amount of \$6,600.00 for Two Creeks Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Renewal Agreement with Poolsure for Pool Maintenance Services

- D. The Board approved the renewal proposal from Poolsure at a cost of \$5,400.00 annually and to extend the term through September 30, 2018.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board approved the renewal proposal from Poolsure at the cost of \$5,400.00 annually and to extend term through 09/30/18 for Two Creeks Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-06,
Redesignating a Treasurer**

- E. The Board approved resolution 2017-06 and redesignating Scott Brizendine as the treasurer.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board approved Resolution 2017-06 redesignating Scott Brizendine as treasurer for Two Creeks Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-07,
Approving FY17/18 Proposed Budget &
setting the date, time and location of the
public hearing**

- F. Ms. Gallagher reviewed the proposed budget for fiscal year 2017/2018. The Board approved Resolution 2017-07, approving proposed budget and setting public hearing for August 16, 2017 at 6:00 p.m. at the Courtyard by Marriott located at 610 Wells Road Orange Park, FL 32073.

On a motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board approved Resolution 2017-07, approving the proposed budget for fiscal year 2017/2018 and setting the public hearing for Two Creeks Community Development District.

ELEVENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Request**

An audience member had a question about motorized scooters being at the pool area.

An audience member had a question about a repair to be made to the front gate at the amenity center. This has now been repaired.

An audience member had questions about signs at the amenity center noting that you are on camera.

Mr. Wigal had a question regarding builders removing signs.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adjourned the meeting at 8:03 p.m. for Two Creeks Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman



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June 16, 2017

Cynthia Lascano
U.S. Bank, N.A.
633 West 5th Street, 24th Floor
Los Angeles, CA 90071

**PROJECT: World Commerce Community Development District
PH Project No. 101029.60**
SUBJECT: Consulting Engineer's Report 2017

Dear Ms. Lascano:

In accordance with Section 9.21 of the Master Trust Indenture for the World Commerce Community Development District ("District"), Prosser, Inc., the District Engineer, has reviewed the portion of the Project (as defined in the Indenture) owned by the District, and such portion appears to have been maintained in good repair, working order and condition.

The fiscal year 2016/2017 budget along with current reserves are sufficient, in our opinion, to provide for operation and maintenance of the portion of the Project owned by the District.

In accordance with Section 9.14 of the Master Trust Indenture, Prosser, Inc. has reviewed the property schedule stating the current limits of insurance coverage and the policy appears to adequately cover the value of the District owned improvements.

Should you have any questions or comments related to the information provided in this report, please do not hesitate to contact our office.

Sincerely,
PROSSER, INC.

Ryan P. Stilwell, P.E.
Principal