

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 16, 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
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 6:00 p.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

An audience member requested clarification regarding the interest rates on bonds and next opportunity to refinance.

An audience member commented on the pond mowing and landscape maintenance agreement.

THIRD ORDER OF BUSINESS

Business Administration

- A. Consideration of the Minutes of the Board of Supervisors' Special Meeting held on May 18, 2017

On a motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board approved the minutes of the Board of Supervisors' special meeting held May 18, 2017 for Two Creeks Community Development District.

- B. Ratification of the Operation and Maintenance Expenditures for May 2017 and June 2017

On a motion by Mr. Wigal, seconded by Mr. Jones, with all in favor, the Board ratified the Operation and Maintenance Expenditures for May 2017 in the amount of \$27,373.48 and June 2017 in the amount of \$43,358.42 for Two Creeks Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
Not present.
- C. Amenity Manager
Mr. Parks reviewed items on his report for the Board. He noted he had been working with Clay County to replace signs in the community due to a reflectivity requirement. The county is supplying the signs at no cost but will not install on decorative posts. The Board approved Sign Pro's LLC to provide brackets and install at a cost of \$2,416.06 as well as replacing missing decorative post at the 4 way stop at Trail Ridge.

On a motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board approved Sign Pro's LLC to provide brackets and install at a cost of \$2,416.06 as well as replacing missing decorative post at the 4 way stop at Trail Ridge for Two Creeks Community Development District.

- D. Landscape Report
1.) Landscape Report, August 2017
Mr. Kubik reviewed reports under Tabs 4 and 5.
- E. District Manager
Ms. Gallagher updated the board that the district office had received correspondence from the St. Johns River Water Management District regarding a report of potential clearing of the conservation easement behind Lots 442 & 443. The Board authorized the Chairman to work with Hopping Green & Sams to communicate with the St. Johns River Water Management District to determine how this may be rectified and send a letter to the property owners of lots 442 & 443 notifying them of the communication and potential responsibility to rectify.

FIFTH ORDER OF BUSINESS

**Discussion Regarding Security
Assessments and Recommendations**

- 1.) Web Watchdogs Proposals & ADT Proposals
- A. Mr. Parks reviewed that he met with ADT and Web Watchdogs for security assessments and recommendations. He then reviewed proposals he received from ADT and Web Watchdogs for security cameras. The discussion ensued. The Board then approved Mr. Parks to work with Web Watchdogs on a voice over system with mobile alerts at a cost not to exceed \$1,250.00.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board approved Mr. Parks to work with Web Watchdogs on a voice over system with mobile alerts at a cost not to exceed \$1,250.00 for Two Creeks Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Renewal Proposal from
Vesta Property Services**

- B. The Board approved the renewal proposal from Vesta Property Services at an annual cost of \$77,888.53 for Fiscal Year 2017-2018.

On a motion by Mr. Jones, seconded by Ms. Burt, with all in favor, the Board approved the renewal proposal from Vesta Property Services at an annual cost of \$77,888.53 for Fiscal Year 2017-2018 for Two Creeks Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Renewal Proposal from
Yellowstone Landscape**

On a motion by Mr. Wigal, seconded by Mr. Jones, with all in favor, the Board approved the proposal for renewal with Yellowstone Landscape at a cost of \$111,209.40 annually or \$9,267.45 monthly for Fiscal Year 2017/2018 for Two Creeks Community Development District.

EIGHTH ORDER OF BUSINESS

**Ratification of Temporary Access
Easement**

- D. The Board ratified the temporary access easement granted to Mr. and Mrs. Rittenhouse.

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board ratified the temporary access easement granted to Mr. and Mrs. Rittenhouse for Two Creeks Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of Extended Warranty with
Web Watchdogs**

- E. The Board ratified the approval of the extended warranty with Web Watchdogs at an annual cost of \$300.00.

On a motion by Mr. McMichael, seconded by Mr. Wigal, with all in favor, the Board ratified the approval of the extended warranty with Web Watchdogs at an annual cost of \$300.00 for Two Creeks Community Development District.

TENTH ORDER OF BUSINESS

**Ratification of Acceptance of Financial
Statements for the Fiscal Year Ended
September 30, 2016**

- F. The Board ratified acceptance of the Financial Statement for Fiscal Year ended September 30, 2016.

On a motion by Ms. Burt, seconded by Mr. Jones, with all in favor, the Board ratified acceptance of the Financial Statement for Fiscal Year ended September 30, 2016 for Two Creeks Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-08,
Designating Primary Administrative
Office**

- G. The Board adopted Resolution 2017-08, Designating Primary Administrative Office

On a motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board adopted Resolution 2017-08, Designating Primary Administrative Office for Two Creeks Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-09,
Setting the Date, Time and Location of
Fiscal Year 2017/2018 Regular Meetings**

- G. The Board adopted Resolution 2017-09, Setting the Date, Time and Location of Fiscal Year 2017/2018 Regular Meetings (Exhibit A)

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board adopted Resolution 2017-09, Setting the Date, Time and Location of Fiscal Year 2017/2018 Regular Meetings for Two Creeks Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2017/2018
Final Budget**

- I. Public Hearing on Fiscal Year 2017/2018 Final Budget

On a Motion by Mr. Jones, seconded by Mr. McMichael, with all in favor, the Board opened the Public Hearing for Two Creeks Community Development District.

Ms. Gallagher reviewed any updates to the proposed budget since the May meeting. The discussion ensued.

An audience member had a question regarding the reserve.

An audience member had a question regarding the number of units being assessed.

On a Motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board closed the Public Hearing for Two Creeks Community Development District.

- 1.) Consideration of Resolution 2017-10, Approving Fiscal Year 2017/2018 Budget
The Board adopted Resolution 2017-10, approving Fiscal Year 2017/2018 Budget.

On a Motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, The Board adopted Resolution 2017-10, approving the Final Budget for Fiscal Year 2017/2018 for Two Creeks Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-11,
Imposing Special Assessments and
Certifying the Assessment Roll**

- J. The Board adopted Resolution 2017-11, Imposing Special Assessments and Certifying the Assessment Roll.

On a motion by Mr. Jones, seconded by Mr. Wigal, with all in favor, the Board adopted Resolution 2017-11, Imposing Special Assessments and Certifying the Assessment Roll for Two Creeks Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Supervisor Request and Audience
Comments**

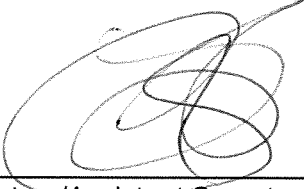
An audience member had a question regarding private property in the reserve and was directed to the Homeowners Association.

Mr. McMichael requested the reserve study previously received to be reviewed again at the next meeting to discuss major maintenance items needed in the future and prioritize them.

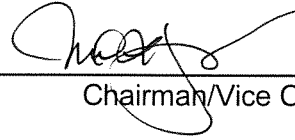
SIXTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. McMichael, seconded by Mr. Jones, with all in favor, the Board adjourned the meeting at 7:54 p.m. for Two Creeks Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman