

**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, February 28, 2018 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:

Carl McMichael	<b>Board Supervisor, Vice Chairman</b>
Karen Burt	<b>Board Supervisor, Assistant Secretary</b>
Brian Wigal	<b>Board Supervisor, Assistant Secretary</b>
Lan Nguyen	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Wes Haber	<b>District Counsel, Hopping Green &amp; Sams</b>
Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Melissa Dobbins	<b>Regional Manager, Rizzetta &amp; Company, Inc.</b>
Brian Parks	<b>Amenity Manager, Vesta</b>
Kyle Kubik	<b>Account Manager, Yellowstone Landscape</b>
Jay King	<b>Amenity Account Manager, Vesta</b>

Audience present

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. McMichael 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 member comments on agenda items.

**TWO CREEKS COMMUNITY DEVELOPMENT DISTRICT**

**February 28, 2018 Minutes of Regular Meeting**

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**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisor's Regular Meeting held on October 25, 2017**

On a motion by Ms. Burt, seconded by Mr. Wigal, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held October 25, 2017 for Two Creeks Community Development District.

**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and Maintenance Expenditures for September 2017, October 2017, November 2017 and December 2017**

On a motion by Mr. Wigal, seconded by Ms. Burt, with all in favor, the Board ratified the Operation and Maintenance Expenditures for September 2017 in the amount of \$25,469.41, October 2017 in the amount of \$44,893.37, November 2017 in the amount of \$40,795.82 and December 2017 in the amount of \$41,249.46 for Two Creeks Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel
  - 1.) Review of Memo Regarding Sunshine Law and Public Records Law to Social Media and InternetMr. Haber reviewed the memorandum found under Tab 3 of the agenda and discussed the impacts of social media on Sunshine Law & Public Records Law. He also updated the Board that he received correspondence from Clay County Utility Authority stating they were no longer interested in pursuing an easement.
- B. District Engineer
  - Not present.
- C. Amenity Manager
  - 1.) Amenity Manager Report, February 19, 2018Mr. Parks reviewed his report found under Tab 4 of the agenda as well as damage done to the basketball goal. The discussion ensued.

On a motion by Mr. McMichael, seconded by Mr. Wigal, with all in favor, the Board authorized the replacement of two (2) backboards with double spring nets and the replacement of fabric nets with metal nets at a total cost not to exceed \$400.00 for Two Creeks Community Development District.

- i.) Discussion Regarding Trash Cans for Parks
  - This item was tabled while Mr. Parks obtains additional information.

ii.) Update on E Blast Options

The Board directed staff to coordinate an E-Blast system through Mail Chimp, which would be of no cost to the District. The Board requested District Counsel to review the final version.

D. Landscape Report

1.) Yellowstone Landscape Report, February 2018

Mr. Kubik reviewed the landscape and irrigation reports found under Tab 5 and 6 of the agenda and he noted that the mulch installation and palm tree trimming will take place in March 2018.

2.) Consideration of Yellowstone Landscape Irrigation Upgrade Proposal

On a motion by Mr. Wigal, seconded by Mr. McMichael, with all in favor, the Board approved the Clock K irrigation upgrade proposal from Yellowstone Landscape in the amount of \$4,170.00 for Two Creeks Community Development District.

E. District Manager

1.) The Lake Doctors Pond Service Report, January 31, 2018

Ms. Gallagher reviewed The Lake Doctors Pond Service Report found under Tab 8 of the agenda and noted that The Lake Doctors has indicated they hope to have the permit process completed by May 2018 and have carp installed. She also updated the Board that the Courtyard by Marriott has issued a credit for the meeting space this evening after following up on the error in meeting rooms previously. Ms. Gallagher also updated the Board that her office has received correspondence from the insurance company listed on the crash report for the vehicle accident that occurred in October 2017 that damaged a decorative street sign and took down a decorative light pole. The correspondence noted the policy did not cover the vehicle listed and that the claim was denied. A letter has since been sent to the owner of the vehicle requesting the correct insurance be provided or damaged be paid for. Ms. Gallagher noted the next meeting is scheduled for May 23, 2018 at 6:00 p.m. and the Fiscal Year 2018/2019 budget would be proposed at this meeting. The Board confirmed they would like the expenses of remarketing of the pool and painting of the spray feature included when considering the proposed budget.

**SIXTH ORDER OF BUSINESS**

**Consideration of Paver Sealing and Repair Proposals**

The Board reviewed proposals from Krystal Klean, Paver Protections, LLC and Paver Sealing Plus. The discussion ensued. The Board opened the item up for public comments.

On a motion by Ms. Burt, seconded by Mr. McMichael, with all in favor, the Board approved the proposal from Paver Protections, LLC to pressure wash, repair and seal pavers inside and outside of the fenced area at the Amenity Center with a natural seal finish, which offers a ten (10) year warranty in the amount of \$15,138.00 for Two Creeks Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Powder Coating of Pool  
Pump Proposal**

The Board reviewed one proposal for powder coating the pool pumps from Crystal Clean Pool Service, Inc.

On a motion by Mr. McMichael, seconded by Mr. Wigal, with all in favor, the Board requested Mr. Parks to continue seeking a second proposal and authorizing the repairs at a cost not to exceed \$7,000.00 for two (2) pumps for Two Creeks Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02,  
Regarding the General Election**

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board adopted Resolution 2018-02, Regarding the General Election for Two Creeks Community Development District.

**NINTH ORDER OF BUSINESS**

**Ratification of Integrity Public Finance  
Consulting Agreement**

On a motion by Mr. McMichael, seconded by Ms. Nguyen, with all in favor, the Board ratified approval of Arbitrage Agreement with Integrity Public Finance Consulting at a cost of \$750.00 for the first year of services and \$500.00 each additional bond year for a five (5) year term for Two Creeks Community Development District.

**TENTH ORDER OF BUSINESS**

**Acceptance of Arbitrage Rebate  
Calculation Series 2016A1 and 2016A2**

On a motion by Mr. McMichael, seconded by Mr. Wigal, with all in favor, the Board accepted the Arbitrage Rebate Calculation Report for Series 2016A1 and 2016A2, reflecting no rebate liability at this time for Two Creeks Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Arbitrage Rebate Calculation  
Series 2006**

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board accepted the Arbitrage Rebate Calculation Report for Series 2006, noting no rebate liability at this time for Two Creeks Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Public Hearing on Rules on Towing**

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

The Board reviewed Rules on Towing and took public comment.

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board closed the Public Hearing for Two Creeks Community Development District.

- 1.) Consideration of Resolution 2018-03, Adopting Rules Relating to Overnight Parking and Traffic Enforcement

On a motion by Mr. McMichael, seconded by Mr. Wigal, with all in favor, the Board adopted Resolution 2018-03, as amended, to note no overnight parking at the Amenity Center and no parking in pocket parks for Two Creeks Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Acceptance of Amended and Restated Disclosure of Public Finance**

Mr. Haber reviewed that the amended and restated Disclosure of Public Finance reflects the updated bond information from the issuance of the Capital Improvement Revenue Refunding Bonds Series 2016A-1 and Capital Improvement Revenue Refunding Bonds Series 2016A-2.

On a motion by Mr. Wigal, seconded by Mr. McMichael, with all in favor, the Board approved the amended and restated Disclosure of Public Finance for Two Creeks Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisor Request and Audience Comments**

An audience member had had a question regarding the basketball chain nets and adding "play at your own risk" signs.

An audience member had comments on the condition of the grill and women's restrooms.

An audience member had questions about dogs entering his yard.

An audience member noted that he feels there has been some improvement in the condition of the ponds.

An audience member had questions about adding security cameras to the basketball, tennis courts and parking areas.

Mr. Wigal noted that the striping on the roads is in need of repair. Since these are county roads,

the Board directed the District Office to send a letter to Clay County.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. McMichael, seconded by Ms. Burt, with all in favor, the Board adjourned the meeting at 7:42 p.m. for Two Creeks Community Development District.



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Secretary/Assistant Secretary

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Chairman/Vice Chairman

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