

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 19, 2014 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:

Howard Sheffield	Board Supervisor, Chairman
Kenny Johns	Board Supervisor, Vice Chairman
Karen Chappell	Board Supervisor, Assistant Secretary
Lan Nguyen	Board Supervisor, Assistant Secretary
Karen Burt	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Wes Haber	District Counsel, Hopping Green & Sams
Brian Parks	Amenity Manager, ASG

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

It was noted for the record that there were no comments on agenda items.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held November 20, 2013

On a Motion by Mr. Sheffield, seconded by Mr. Johns, with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held November 20, 2013 for Two Creeks Community Development District.

FOURTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for October 2013, November 2013 and December 2013

On a Motion by Mr. Johns, seconded by Mr. Sheffield, with all in favor, the Board ratified the Operation and Maintenance Expenditures for October 2013 in the amount of \$23,774.07, November 2013 in the amount of \$11,282.99 and December 2013 in the amount of \$54,417.97 for Two Creeks Community Development District.

FIFTH ORDER OF BUSSINESS

Staff Reports

A. District Counsel

Mr. Haber updated the Board of Supervisors that the Public Hearing for the Rules of Procedure needs to be rescheduled for the May 21, 2014 meeting.

The Board of Supervisors approved setting the public hearing for May 21, 2014.

On a Motion by Mr. Sheffield, seconded by Mr. Johns, with all in favor, the Board approved setting the public hearing for May 21, 2014 for Two Creeks Community Development District.

B. District Engineer

Not present.

C. Amenity Manager

Mr. Parks presented his report, marked as Exhibit "A" to these minutes.

Mr. Parks updated the Board of Supervisors that Comcast is now installed at the Amenity Center. He reviewed the need for staff on the Friday before spring break week since school will be out.

On a Motion by Mr. Johns, seconded by Ms. Chappell, with all in favor, the Board approved additional staff on the Friday before spring break for Two Creeks Community Development District.

Mr. Parks also reviewed homeowner's concerns with motorized vehicles in the common area and wooded areas behind the homes. The District will review options to prevent access.

D. District Manager

Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' Meeting will be held May 21, 2014 at 6:00 p.m.

Ms. Dobbins updated the Board of Supervisors that the ADA handrails will be installed in the next month. This item was approved at a previous Board meeting.

She also noted that the Fiscal Year 2015 Budget will be proposed at the May 21, 2014 meeting.

SIXTH ORDER OF BUSINESS

Discussion of Designating Fishing Area

After discussion, the Board of Supervisors decided to keep the current policy of no fishing on CDD property.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Access Gate Buzzer

The Board of Supervisors tabled this item and directed staff to review the cost to require access cards to exit the pool and amenity center instead of the push button option.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2014-02, Instructing the Clay County Supervisor of Elections to Begin Conducting the District's General Election

On a Motion by Mr. Sheffield, seconded by Mr. Johns, with all in favor, the Board approved Resolution 2014-02, Instructing the Clay County Supervisor of Elections to Begin Conducting the District's General Election for Two Creeks Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Landscape and Irrigation Maintenance Services

The Board of Supervisors reviewed five proposals received from TruGreen Landcare, ValleyCrest Landscaping, Garden South, Austin Outdoors and Duval Landscape Maintenance. After discussion, the Board of Supervisors approved a one-year contract for Austin Outdoors in the amount of \$98,832 annually.

On a Motion by Ms. Burt, seconded by Ms. Chappell, with all in favor, the Board approved a one-year contract for Austin Outdoors in the amount of \$98,832 annually for Two Creeks Community Development District.

TENTH ORDER OF BUSIENSS

**Audience Comments and Supervisor
Requests**

An audience member had a question regarding the meeting location.

An audience member had a question regarding committees.

An audience member requested the CDD to review “pocket” parks, playground options and missing sidewalks.

There were no Supervisor comments.

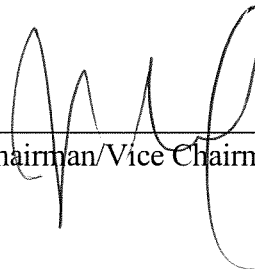
ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Chappell, seconded by Mr. Johns, with all in favor, the Board adjourned the Board of Supervisors’ meeting at 7:45 p.m. for Two Creeks Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit “A”

TWO CREEKS

Tasks/Repairs Completed

Exterior Amenities & Landscaping

1. Had broken gutter replaced
2. Replaced 2x10 around pond bulkhead.
3. Replaced mulch wash out by front entry of Amenity Center with red rock
4. Pressure washed all pavers around pool
5. Had lights repaired around community
6. Cleared drain on pool deck
7. Repaired grill
8. Installed the marquee sign on "Trail Ridge Rd"
9. Received proposal on buzzer fro front & back gate
10. Repaired tennis cour nets along fence

Interior Amenities

1. Repaired gym equipment (3 tread mills & 1 bike)

Tasks/Repairs To be Completed

1. Need to fill gas tank for grill
2. Need to order new Rule sign for pool area
3. Need to repair one topper on a column