

TWO CREEKS COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.twocreeksccd.org

Two Creeks CDD Vacant Board Seat

The Two Creeks CDD Board is seeking qualified electors to fill a vacant CDD Board Seat. The requirements to service in this position follow:

The Board

The District is a special purpose unit of local government that is established pursuant to and governed by Chapter 190, Florida Statutes. The District is governed by a five-member Board of Supervisors (“Board”). The District’s Board typically meets four (4) times per year but may meet more often if necessary. Board meetings typically last up to three hours, depending on the business to be conducted by the Board. Prior to the meeting, each Supervisor is supplied with a link to the agenda package that will contain the documents pertaining to the business to be considered by the Board at a particular meeting. A Supervisor should be willing to spend time reviewing these agenda packages prior to each meeting and may consult with District Staff (legal, management and engineering) concerning business to be addressed.

Qualifications of Supervisors

To be considered a qualified elector, the Supervisor must be at least 18 years of age, a citizen of the United States, a legal resident of Florida and of the District, and must be registered to vote with the Clay County Supervisor of Elections.

Compensation

By statute, Board Members are entitled to be paid a maximum of \$200 per meeting for their service, up to an annual cap of \$4,800 per year.

Responsibilities of Supervisors

The position of Supervisor is that of an elected local public official. As such, each Supervisor, upon taking office, subscribes to an oath of office. Each Supervisor is subject to the same financial disclosure requirements and code of ethics as any other local elected official. Specific responsibilities differ but the basic requirements to act in the District’s best interest when making policy decisions affecting the landowners within the District.

How to Apply

To apply to serve on the District’s Board, please submit your statement of interest and/or resume to the attention of the District Manager, Lesley Gallagher, at 3434 Colwell Ave., Suite 200, Tampa, Florida 33614 or email to Lgallagher@rizzetta.com by noon on February 16th, 2024 . Please note that any document submitted to the District is subject to Florida’s public records laws. **PLEASE CONFIRM RECEIPT OF YOUR STATEMENT OF INTEREST SUBMITTED.**

The current Board will review the resumes at its February 28th, 2024 Board meeting at 6:00 pm and requests that all applicants attend this meeting at the Courtyard By Marriott located at 610 Wells Road, Orange Park, Florida, 32073.

If you have any questions about the information contained in this notice, please contact the District Manager’s Office at 904-436-6270.