

MINUTES OF MEETING
MEADOW VIEW AT TWIN CREEKS
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Meadow View at Twin Creeks Community Development District was held on Thursday, February 18, 2021 at 10:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Present and constituting a quorum were:

Bruce Parker	Chairman
Blaz Kovacic	Vice Chairman
Danielle Simpson	Supervisor by telephone
Ben Bishop	Supervisor by telephone
Aaron Lyman	Supervisor

Also present were:

Jim Oliver	District Manager
Jere Earlywine	District Counsel by telephone
Scott Lockwood	District Engineer
Brian Stephens	Operations Manager
Venus Durden	Amenity Manager
Lisa Cathell	BBX Capital

The following is a summary of the discussions and actions taken at the February 18, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Oliver called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 17, 2020 Meeting

There were no comments on the minutes.

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor the minutes of the December 17, 2020 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Ratification of E-Verify Memorandum of Understanding

Mr. Earlywine stated the Department of Homeland Security has historically had a system where people can sign up and verify whether their employees are lawfully being employed under Florida laws. Recently, the legislature made that a mandatory program for the State of Florida as it relates to agencies as well anyone doing business with those agencies. Even though the District technically only has independent contractors and doesn't have any employees, we are still required to enter into a memorandum of understanding, and this is what is in the agenda package. Additionally, in each of our contracts going forward we are going to include language that requires the contractor to make sure they're also compliant with this and that they've registered with E-Verify.

On MOTION by Mr. Parker seconded by Mr. Kovacic with all in favor the E-Verify memorandum of understanding was ratified.

FIFTH ORDER OF BUSINESS

Consideration of Amendment to Amenities Management Agreement with Riverside Management Services, Inc. for Amenity and Field Operations Management, Pool Maintenance and Janitorial Services

Mr. Oliver stated this is the addendum to the existing contract. The fees were approved at the July 16, 2020 meeting, we're just preparing this amendment so we can be current with the contract. You'll see on page two it is the same rates that were approved. The terms of the agreement have not changed.

On MOTION by Mr. Parker seconded by Mr. Kovacic with all in favor the amendment to the amenities management agreement with Riverside Management Services, Inc. was approved.

SIXTH ORDER OF BUSINESS

Update Regarding Park Construction RFP

This item was tabled.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel – Memorandum Regarding Registered Offenders

Mr. Earlywine stated we had some questions from folks who were visiting the amenity center about sex offenders and how the District can help protect against sex offenders being on the property. The long and short of it is that there are restrictions on the ability of those that have been charged and convicted of crimes that make them registered sex offenders and those limitations include that they can't reside within 1,000-feet of any school and childcare facility, park or playground and there is a grandfathering provision where if they were already living there then that's okay. The Department of Law Enforcement also monitors them and is responsible for notifying the public about registered sex offenders and their whereabouts so there are resources and a website you can go to and check if there is a registered sex offender living in the community and we checked it and there aren't any at this time. Some of the residents were saying, what else can we do. One thing we can do is you can add some signage to the District's parks and playgrounds and the amenity facilities designating them as public playgrounds and parks and once they're so designated, it essentially means the registered sex offenders have to stay away. Then you provide that list to FDLE and St. Johns County Sheriff's Office and request the areas be added to their GIS mapping system, so they are on the prohibited areas list. You can also regularly check the website and see if there are folks living in the community that are registered sex offenders and you can provide education to staff members, register for email alerts, and you can even have the Sheriff's office come out and do a presentation for you. I don't think you have any obligation to do any of these things but there are resources there if you need them. We're just looking for any direction you have on this.

Mr. Parker asked if there were any required specifications for the signs. Mr. Earlywine responded as I understand it, there are no specific signage requirements, they just need to be designated as public parks and playgrounds. I think as you replace signs going forward you could add that language to the signs. I would list out every single park that is in the community and put it on a map and send it over to FDLE and St. Johns County.

Mr. Parker stated we will adopt these, but it's probably a good idea to post it on the website. We will come up with some kind of advisory as to what homeowners can do on their own and maybe make a statement that we've adopted some guidelines and leave it up to the homeowners if they want to check that list.

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor the guidelines regarding registered offenders were approved.

B. District Engineer

1. Requisition Summary

Mr. Lockwood gave a brief overview of the requisition summary, a copy of which was included in the agenda package.

On MOTION by Mr. Lyman seconded by Mr. Parker with all in favor the requisition summary listing numbers 406-421 for ratification and 422-432 for approval was approved.

2. Ratification of ETM Work Authorization Nos. 23 and 24

Mr. Kovacic noted the work authorizations have been reviewed and approved.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor work authorization numbers 23 and 24 was approved.

3. Consideration of Dicky Smith Change Order No. 1 – Beacon Lake Entries and HS-Ph3A

Mr. Lockwood stated it looks like the main thing that was added was the sports court and there are some other items that have been added.

On MOTION by Mr. Lyman seconded by Mr. Parker with all in favor Dicky Smith change order number one was approved.

C. District Manager

Mr. Oliver stated we've received three fence applications that have been completed and sent back to the HOA management company.

D. Amenity Manager – Memorandum

Ms. Durden gave an overview of the events planned in the community.

E. Operations Manager

Mr. Stephens gave an overview of the repairs and maintenance that have taken place since the last meeting.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Mr. Parker stated it looks like landscape maintenance is a bit over budget so far.

Mr. Oliver stated there may have been a September billing to the FY21. I'll find out what that is.

B. Assessment Receipts Schedule

Mr. Oliver gave a brief overview of the financial statements and noted the on-roll assessments are 93% collected.

C. Check Register

A copy of the check register totaling \$272,601.09 was included in the agenda package

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor the check register was approved.

D. Ratification of Construction Funding Request No. 18

Construction funding request number 18 totals \$275,089.24 and includes the requisitions presented for ratification earlier.

On MOTION by Mr. Parker seconded by Mr. Kovacic with all in favor construction funding request number 18 was ratified.

E. Consideration of Construction Funding Request No. 19

Construction funding request number 19 totals \$611,437.01 and includes the requisitions presented for approval earlier.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor construction funding request number 19 was approved.

NINTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being none, the next item followed.

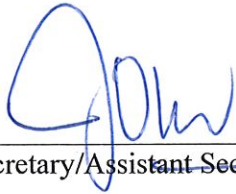
TENTH ORDER OF BUSINESS

Next Scheduled Meetings – March 18, 2021 at 10:00 a.m. at the Offices of GMS

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Parker seconded by Mr. Kovacic with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman