

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, May 20, 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
Ben Bishop	Supervisor
Danielle Simpson	Supervisor
Aaron Lyman	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel by telephone
Scott Lockwood	District Engineer
Brian Stephens	Operations Manager
Venus Durden	Amenity Manager
Alison Mossing	Riverside Management Services

The following is a summary of the discussions and actions taken at the May 20, 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

Mr. Brett Wiseman stated a couple of months ago you guys had mentioned that the cut-through road from the townhomes to Beacon Lake couldn't start until a certain phase if I remember correctly. I was wondering if there is an update on that cut-through road?

Mr. Parker responded the cut-through road is tied into Phase 4, which is also going to start this year so the cut-through road will start this year.

Mr. Wiseman stated I know the stop light at the entrance is out of your control, I'm just wondering if you've heard any updates about it.

Mr. Parker responded no, because the last update we got when we let the community know is they hadn't ordered the mast-arms and there was something like a nine-month lead time so there's not much we can do between now and then.

Mr. Wiseman stated the croquet field, the little round grass patch in front of the amenity center, I'm wondering if we're going to make that an actual croquet field and if that's going to be permanent equipment?

Mr. Parker responded the short answer is it hadn't been considered, but it looks like we're considering it now.

Mr. Wiseman stated I saw in the developer update you guys mentioned a community sports park. I was just curious what that was.

Ms. Simpson responded that is the park that's over there near Toll's entrance. It's currently under construction. As we get closer to finishing that sports park, we're going to send an email blast out to residents letting them know what is there and what's available. Right now, it will be courts for basketball, dodgeball, four-square/ two-square and I believe there is a shade area.

Mr. Lyman stated it's basically a multi-use court.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 15, 2021 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 April 15, 2021 Board of Supervisors meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Proposals for Tennis Court Windscreens

Three proposals were presented for tennis court windscreens ranging from \$1,752 to \$2,860. The Board asked that staff look into the quality of the product being used by each vendor with the price difference and consult with Supervisor Simpson.

FIFTH ORDER OF BUSINESS

Consideration of Proposal from Riverside Management Services, Inc. for Fiscal Year 2022 Services

Mr. Oliver stated RMS provided this proposal so that we can start the budget process. You'll see percentage increases for the line items: amenity manager, pool service and lifeguards.

Mr. Parker stated I think we leave the pool service where it is, as long as there are no problems.

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor the proposal from RMS was approved with the exception of the pool service line remaining at the FY2021 rate.

SIXTH ORDER OF BUSINESS

Ratification of Proposal from England Thims & Miller for Biennial Monitoring Report

Mr. Kovacic informed the Board the biennial monitoring report is required to be provided to the State and the fee for preparing the report has remain unchanged.

On MOTION by Mr. Kovacic seconded by Mr. Parker with all in favor the proposal from England Thims & Miller for biennial monitoring report was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date

Mr. Oliver stated we are at the beginning of the budget process, and are required by Florida Statutes to approve a proposed budget by June 15 and hold a budgt hearing for adoption than sooner than 60 days after providing the approved budget to St. Johns County. We do not yet know what the assessments will be. We will have three months to refine the approved budget as we move toward the public hearing and budget adoption in August. The increase in costs is largely due to the landscape maintenance contract, which is growing in scape as new common areas are brought online.

On MOTION by Mr. Parker seconded by Mr. Bishop with all in favor resolution 2021-03, approving the proposed budget for Fiscal Year 2022 and setting a public hearing date as August 19, 2021 at 10:00 a.m. for adoption was approved.

EIGHTH ORDER OF BUSINESS Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer - 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. Kovacic with all in favor the requisition summary listing numbers 449-464 for approval was approved.

C. District Manager – Report on the Number of Registered Voters (707)

Mr. Oliver informed the Board the St. Johns County Supervisor of Elections office reported there are 707 registered voters residing within the District’s boundaries. The District will begin the general election process with the 2022 election cycle.

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.

Mr. Parker stated we had a meeting with Riverside Management a couple of weeks back. There were some issues the Board was concerned about as far as maintenance and some of these repair items. Riverside came out completely staffed with all the important people and I think we had a very productive meeting. They weren’t defensive at all. They said yes, we can get better, so we kicked around ideas of how to help them get better. So, for the record, we had an issue with them and I’m truly hoping that is behind us because I enjoy working with them.

NINTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Mr. Oliver informed the Board the only variances of note on the income statement are for landscape and landscape contingency and streetlighting.

B. Assessment Receipts Schedule

Mr. Oliver noted the on-roll assessments are 100% collected.

C. Check Register

A copy of the check register totaling \$60,897.21 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. 21

Construction funding request number 21 totals \$310,773.33 and includes the requisitions presented for approval under the engineer’s report.

On MOTION by Mr. Lyman seconded by Mr. Parker with all in favor construction funding request number 21 was approved.

TENTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

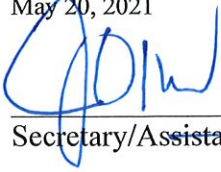
There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS Next Scheduled Meeting – June 17, 2021 at 10:00 a.m. at the offices of GMS

TWELFTH ORDER OF BUSINESS Adjournment

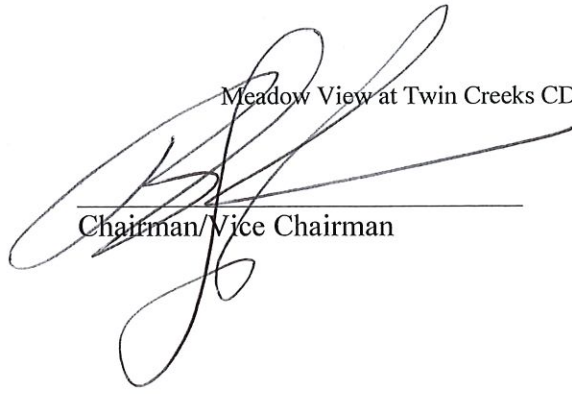
On MOTION by Mr. Bishop seconded by Mr. Parker with all in favor the meeting was adjourned.

May 20, 2021



Secretary/Assistant Secretary

Meadow View at Twin Creeks CDD



Chairman/Vice Chairman