

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, October 15, 2020 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:

Blaz Kovacic	Vice Chairman
Danielle Simpson	Supervisor
Aaron Lyman	Supervisor
Ben Bishop	Supervisor (by phone)

Also present were:

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

The following is a summary of the discussions and actions taken at the October 15, 2020 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 September 17, 2020 Meeting

There were no comments on the minutes.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the minutes of the September 17, 2020 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion on Phase 3 Reopening of Beacon Lake

Mr. Earlywine stated the Governor's office has moved forward with the phase 3 reopening so there are no restrictions from a state perspective in terms of having the facility open. That means we can open the facility; we just need to be mindful of protecting the public as well the District from liability exposure to COVID. Staff has continued to keep in place some of the protective measures in place.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor staff's actions with respect to the reopening of the amenity facilities were ratified.

Mr. Kovacic stated we will continue to monitor and if there is any need for us to revisit this at the next meeting we can certainly do so.

FIFTH ORDER OF BUSINESS

Update Regarding Park Construction RFP

Mr. Lyman noted the RFP is on hold for now. This item was tabled.

SIXTH ORDER OF BUSINESS

Ratification of Engagement Letter with Grau & Associates for the Fiscal Year 2020 Audit

Mr. Oliver stated this was the firm that was selected through the RFP process. I executed a letter so they could start the audit and it is in the amount of \$7,400, which is what they proposed.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor the engagement letter from Grau & Associates was ratified.

SEVENTH 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 an 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 364-381 was approved.

Ms. Simpson presented an invoice from Sterling Specialties for gate repairs and enhancements totaling \$1,725. Mr. Lockwood noted the payment would be split into a 50% deposit and 50% final payment at a later date.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor a 50% deposit of the Sterling Specialties invoice was approved.

C. District Manager

Mr. Oliver reminded the Board of a landowner's election to be held on November 5th for which quorum is not needed.

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. Stephens presented a proposal from Future Horizons for adding newly developed lakes to the maintenance program, increasing the monthly expense by \$1,769.14. A proposal from Yellowstone was also presented for a one-time mowing of the lake banks at a cost not to exceed \$3,000.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the proposals from Yellowstone and Future Horizons were approved.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

B. Assessment Receipts Schedule

Mr. Oliver gave a brief overview of the financial statements and noted the assessments are fully collected for both direct bill and on roll assessments.

C. Check Register

A copy of the check register totaling \$991,521.12 was included in the agenda package.

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

D. Consideration of Construction Funding Request No. 15

Construction funding request number 15 totals \$367,157.55 and mirrors the requisition summary approved earlier.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor construction funding request number 15 was approved.

E. Consideration of Funding Request No. 50

A copy of funding request number 50 totaling \$146,384.99 was included in the agenda package.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor funding request number 50 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 – Landowner’s Election on November 5, 2020 at 10:00 a.m. and Regular Board of Supervisors Meeting on November 19, 2020 at 10:00 a.m. at the Offices of GMS

ELEVENTH ORDER OF BUSINESS

Adjournment

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



~~Secretary/Assistant~~ Secretary



Chairman/~~Vice~~ Chairman