

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, March 17, 2022 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 (by phone)
Blaz Kovacic	Vice Chairman (by phone)
Ben Bishop	Supervisor
Aaron Lyman	Supervisor
Danielle Simpson	Supervisor

Also present were:

Jim Oliver	District Manager
Jere Earlywine	District Counsel (by phone)
Scott Lockwood	District Engineer
Denise Powers	Amenity Manager
Chris Hall	Field Operations Manager
Jerry Lambert	Vice President of Operations, RMS

The following is a summary of the discussions and actions taken at the March 17, 2022 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 no comments, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the January
20, 2022 Meeting**

There were no comments on the minutes.

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On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the minutes of the January 20, 2022 meeting were approved.

FOURTH ORDER OF BUSINESS

Ratification of ETM Work Authorization No. 26 for Stormwater Needs Analysis Report

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor work authorization number 26 for England Thims & Miller to prepare a stormwater needs analysis report was ratified.

FIFTH ORDER OF BUSINESS

Ratification of Yellowstone Proposal for Tree Felling

Mr. Oliver noted that the Yellowstone proposal was approved between meetings given that the January meeting was canceled.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the proposal from Yellowstone for tree felling was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-10, Instructing the St. Johns County Supervisor of Elections Office to Conduct the District's 2022 General Election

Mr. Oliver informed the Board that the 2022 general election cycle will be the first time residents of the CDD can run for seats on the Board of Supervisors. Two seats will be filled by the general election process. Any interested Beacon Lake residents who are registered voters desiring to qualify to run for those seats should contact the St. Johns County Supervisor of Elections office. The qualification period will be the second week of June , from Monday at noon through noon on Friday.

On MOTION by Mr. Bishop seconded by Mr. Kovacic with all in favor resolution 2022-10, instructing the St. Johns County Supervisor of Elections office to conduct the District's 2022 general election was approved.

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SEVENTH ORDER OF BUSINESS **Consideration of Revisions to Amenity Policies**

Mr. Oliver informed the Board that Ms. Simpson and Ms. Powers have been working with counsel to make any necessary revisions to the amenity policies, including any additions needed for the new amenities.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the revised amenity policies were approved.

EIGHTH ORDER OF BUSINESS **Consideration of Fountain Proposal**

Mr. Oliver stated that the fountain in need of repair is at the main entrance of the community, and staff has not been successful in getting it repaired. Future Horizons provided a proposal totaling \$20,277.84 to replace the fountain. Mr. Lyman confirmed the pricing is competitive.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the proposal from Future Horizons to replace the entry fountain was approved.

NINTH ORDER OF BUSINESS **Consideration of Food Truck Vendor License Agreement**

Mr. Oliver informed the Board the enclosed agreements pertain to Charlie’s Grill, as well as chef demos. Mr.

On MOTION by Mr. Bishop seconded by Ms. Simpson with all in favor the license agreement with EZ Eat by Yaya was approved.

On MOTION by Mr. Bishop seconded by Ms. Simpson with all in favor the chef demonstration agreement was approved.

TENTH ORDER OF BUSINESS **Selection of Audit Committee**

Mr. Oliver informed the Board that Chapter 218 of Florida Statutes requires that CDDs go through annual audits performed by independent CPA firms and also provides that CDDs go through the RFP process to select the audit firms and part of that process is forming an

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Audit Committee. The typical process is to have the Board serve as the Audit Committee to ensure there is quorum for both meetings.

On MOTION by Mr. Lyman seconded by Mr. Bishop with all in favor appointing the members of the Board of Supervisors to serve on the Audit Committee was approved.

ELEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Earlywine asked for an update on the status of construction. Mr. Lockwood responded that the hope is that Phase 3B will be finished in the next few months. Phase 4 is in progress and likely will not be done before the end of the year.

B. District Engineer - Requisition Summary

Mr. Lockwood informed the Board that the annual engineer’s report that is required by the indenture is in progress along with the stormwater needs analysis report. He also 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 Ms. Simpson with all in favor the requisition summary listing numbers 21-24 for Phase 3 and 1-3 for Phase 4 for ratification, and numbers 25-27 for Phase 3 and number 4 for Phase 4 for consideration was approved.

C. District Manager

Mr. Oliver informed the Board the proposed budget will be presented at the May meeting. A public hearing is scheduled to be held in August to adopt the budget. Staff will work with the developer to refine the budget.

D. Amenity Manager

Ms. Powers gave an overview of the scheduled events.

E. Operations Manager – Report

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Mr. Lambert introduced Mr. Hall as the new operations manager for the CDD and gave an overview of the operations report, a copy of which was included in the agenda package.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

B. Assessment Receipts Schedule

Mr. Oliver noted the on-roll assessments for FY22 are 85% collected.

C. Check Register

A copy of the check registers totaling \$421,394 was included in the agenda package.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the check registers were approved.

D. Ratification of Construction Funding Request Nos. 30 and 31

Copies of construction funding request number 30 totaling \$130,693.21 and number 31 totaling \$131,824.50 were included in the agenda package.

On MOTION by Mr. Bishop seconded by Mr. Lyman with all in favor construction funding request numbers 30 and 31 were ratified.

E. Consideration of Construction Funding Request No. 32

A copy of construction funding request number 32 totaling \$70,810.76 was included the agenda package.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor construction funding request number 32 was approved.

THIRTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Mr. Parker stated that construction of four pickleball courts is being considered.

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FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – April 21, 2022
at 10:00 a.m. at the offices of GMS**

FIFTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
James Oliver
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Secretary/Assistant Secretary

DocuSigned by:
RJC
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Chairman/Vice Chairman