

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 19, 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
Blaz Kovacic	Vice Chairman
Aaron Lyman	Supervisor
Danielle Simpson	Supervisor

Also present were:

Jim Oliver	District Manager
Jere Earlywine	District Counsel (by phone)
Scott Lockwood	District Engineer
Marc Rousseau	Amenity Manager
Chris Hall	Field Operations Manager

The following is a summary of the discussions and actions taken at the May 19, 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 at approximately 10:25 a.m.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Minutes

A. Approval of the Minutes of the April 21, 2022 Meeting

B. Acceptance of the Minutes of the April 21, 2022 Audit Committee Meeting

There were no comments on the minutes.

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On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor the minutes of the April 21, 2022 Board of Supervisors meeting and Audit Committee meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-11, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date

Mr. Oliver provided an overview of the budget process, noting the budget will be approved on the high end, and will be refined over the next few months until the public hearing to adopt the budget, which is scheduled for August 18, 2022. The assessments have not yet been determined for this reason. The number of platted lots and the bottom-line budget will affect the assessment amount. Overall, the budget increases from \$1,561,774 to \$1,829,408. The largest driver of that increase is the landscape maintenance line item, which is not yet a firm number as the vendor has not provided their proposed increase.

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor Resolution 2022-11, approving the proposed budget for Fiscal Year 2023 and setting a public hearing for August 18, 2022 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-12, Designating a Date, Time and Location for a Landowner’s Meeting and Election

Mr. Oliver informed the Board two seats will be filled through the general election process and a third seat will be filled through the landowner’s election process this year. The recommendation was to set the landowner’s meeting and election for November 17, 2022 at 10:00 a.m. at the offices of GMS in order to hold it in conjunction with the regular Board meeting.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor Resolution 2022-12, designating a date, time and location for a landowner’s meeting and election was approved.

SIXTH ORDER OF BUSINESS

Consideration of Amendment to Agreement with GMS, LLC for District Management Services

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Mr. Oliver noted the purpose of this agreement is to update indemnification language.

On MOTION by Mr. Parker seconded by Mr. Kovacic with all in favor the amendment to the agreement with GMS, LLC for district management services was approved.

SEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Earlywine informed the Board he plans to present a project completion resolution for approval towards the end of summer, or early fall timeframe.

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. Kovacic with all in favor the requisition summary listing numbers 31-41 for Phase 3 and numbers 8-10 for Phase 4 was approved.

2. Update on Stormwater System 20-Year Needs Analysis

Mr. Lockwood informed the Board the annual engineer’s report, and the stormwater needs analysis reports are both in progress.

C. District Manager – Report on the Number of Registered Voters (1,081)

Mr. Oliver informed the Board there are 1,081 registered voters residing with the District.

D. Amenity Manager

Mr. Rousseau informed the Board that staff is working with the St. Johns County Supervisor of Elections to make Beacon Lake a polling location. He also provided the Board with an overview of the upcoming events.

E. Operations Manager – Report

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Mr. Hall gave the Board a brief overview of the repairs and replacements detailed in the operations report, a copy of which was included in the agenda package. He also noted he is working on obtaining quotes to clean and seal all the cedar tile throughout the community, as well as pressure washing for various areas.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

B. Assessment Receipts Schedule

Mr. Oliver noted the on-roll assessments for FY22 are 96.5% collected.

C. Check Register

A copy of the check register totaling \$194,621.91 was included in the agenda package for the Board’s review.

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

D. Consideration of Construction Funding Request No. 34

A copy of construction funding request number 34 totaling \$253,647.28 was included the agenda package for the Board’s review.

On MOTION by Mr. Parker seconded by Mr. Lyman with all in favor construction funding request number 34 was approved.

NINTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS Next Scheduled Meeting – June 16, 2022 at 10:00 a.m. at the offices of GMS

ELEVENTH ORDER OF BUSINESS Adjournment


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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman