

**MINUTES OF MEETING
TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Twin Creeks North Community Development District held a Regular Meeting on February 12, 2019 at 12:00 p.m. in the construction trailer located at 106 CR 210W, St. Johns, Florida 32259.

Present at the meeting were:

John Kinsey (via telephone)	Chair
Robert Furlong	Vice Chair
Bryan Kinsey	Assistant Secretary
Scott Keiling	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Sue Delegal	District Counsel
Neal Brockmeier (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 12:00 p.m. Supervisors Furlong, Keiling and Bryan Kinsey were present in person. Supervisor John Kinsey was attending via telephone. Supervisor Bouskila was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Amendment and
Extension to Developer's Funding
Agreement**

Mr. McGaffney presented the Amendment and Extension to the Developer's Funding Agreement. Discussion ensued regarding the effective date, expiration of the current Developer's Funding Agreement and confirming the term of the Amendment and Extension.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the Amendment and Extension to Developer’s Funding Agreement, in substantial form, and authorizing District Counsel to modify the document, as needed, and for the Chair and Vice Chair to execute, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Evergreen Lifestyle Management Proposal for Field Operations Management Services

Mr. McGaffney presented the Evergreen Lifestyle Management proposal. Ms. Delegal stated that this was a draft and would require additional information and revisions.

On MOTION by Mr. Furlong and seconded by Mr. Keiling, with all in favor, the Evergreen Lifestyle Management Proposal for Field Operations Management Services, in substantial form and subject to the completion of the scope and services and endorsement of District Counsel and District Management, and authorizing the Chair and Vice Chair to execute, was approved.

FIFTH ORDER OF BUSINESS

Authorize Evergreen Lifestyle Management to Prepare RFP for Landscape Maintenance Services Encompassing Twin Creeks North CDD, Beachwalk HOA, Creekside HOA (for Creekside HOA and Creekside at Twin Creeks CDD assets)

Mr. McGaffney and Ms Delegal presented the Request for Proposals (RFP). Discussion ensued regarding the RFP process once bids are received, timeline for advertising the RFP, holding an on-site meeting, presenting the responses and process for awarding the contract.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, authorizing Evergreen Lifestyle Management to prepare the RFP for Landscape Maintenance Services Encompassing Twin Creeks North CDD, Beachwalk HOA, Creekside HOA for Creekside HOA and Creekside at Twin Creeks CDD assets, and for the District Manager to advertise the RFP, subject to confirming the specific dates contained in the RFP, was approved.

SIXTH ORDER OF BUSINESS

Ratification of Transfer of JEA Water and Electric Meters from Developer to CDD

Mr. McGaffney asked if this was for ratification. Mr. Furlong stated that the idea was to discuss transfer of certain electric and water meters from Twin Creeks Development Associates, the Developer, over to the CDD and have the Board vote and authorize the transfer process and then for the District Manager and Developer to coordinate to the transfer. Mr. McGaffney stated this would probably need to be brought back, as there were no documents and maps to show those assets. Mr. John Kinsey stated that this was a purely administrative function and he felt that documents did not need to be reviewed and the Board just needed to authorize the District Manager to work with the Developer to get the meters transferred to the CDD.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, authorizing the District Manager to coordinate with Twin Creeks Development Associates to facilitate the transfer of JEA Water and Electric Meters from the Developer to the CDD, was approved.

Mr. McGaffney stated that he conferred with the inter-governmental senior leadership at JEA and key account Managers. The miscommunication stemmed from the operations team at another CDD stated that it received a governmental rate. Upon further research, he found that JEA only offers a bulk reclaim rate but to get that rate, a District must have a bulk retention pond on site, a pump system and other items to distribute its own reclaimed water; therefore, this District cannot receive the same bulk rate. The rate increases after 14,000 gallons due to conservation and trying to keep the District accountable for water usage. A Board Member asked if all the common areas are 100% reuse water. Mr. McGaffney stated that the rates are the same; it does not matter whether the water is potable or reuse.

SEVENTH ORDER OF BUSINESS

**Consideration of Fifth Supplemental
Special Assessment Methodology Report**

Mr. McGaffney presented the Fifth Supplemental Special Assessment Methodology Report. Ms. Delegal stated that the Report included Parcel 1 and was in final form.

On MOTION by Mr. Keiling and seconded by Mr. Bryan Kinsey, with all in favor, the Fifth Supplemental Special Assessment Methodology Report, was approved.

**TWIN CREEKS NORTH CDD
EIGHTH ORDER OF BUSINESS**

February 12, 2019

Consideration of Partial Assignment of Agreement Regarding True-Up and Payment

Ms. Delegal presented the Partial Assignment of Agreements Regarding True-Up and Payment. She recommended approval, subject to closings between the Assignee and Assignor on all parcels, the final Development Plan and any revised Methodology Report that might be necessary. Adjustments would be made accordingly but the Board could entertain a motion on Items A, B and C. In response to a Board Member's inquiry, Ms. Delegal would make sure that the numbers match and the debt to the Revised Methodology on Parcel 1.

- A. Series 2016A-1 Special Assessments (TCN Parcel 1)**
- B. Series 2016A-1 Special Assessments (TCN Parcel 13 Phase 2)**
- C. Series 2016A-2 Special Assessments (TCN Parcel 13 Phase 2)**

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the Partial Assignments of Agreement Regarding True-Up and Payment for the Series 2016A-1 Special Assessments (TCN Parcel 1), Series 2016A-1 Special Assessments (TCN Parcel 13 Phase 3 and Series 2016A-2 Special Assessments (TCN Parcel 13 Phase 2), in substantial form, were approved.

NINTH ORDER OF BUSINESS

Consideration of Drainage and Access Easement Agreement

Ms. Delegal presented the Drainage and Access Easement Agreement. The document was provided by Developer's Counsel. Greenberg Traurig submitted changes, which were acceptable and would be accomplished. The Agreement could be approved, in substantial form, attached hereto, and Counsel would proceed to accept the easement, subsequent to receipt of a title opinion, which shows that the Grantor has a right to grant the easement and, if any other joinders are necessary, they would be prepared and added.

On MOTION by Mr. Keiling and seconded by Mr. Furlong, with all in favor, the Drainage and Access Easement Agreement between Twin Creeks Development Associates, LLC and Twin Creeks North CDD, in substantial form, was approved.

TENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of December 31, 2018

This item was tabled and deferred to the next meeting.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

A. November 6, 2018 Landowners’ Meeting

B. November 6, 2018 Regular Meeting

Mr. McGaffney presented the November 6, 2018 Landowners’ Meeting and November 6, 2018 Regular Meeting Minutes.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the November 6, 2018 Landowners’ Meeting and November 6, 2018 Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Billing, Cochran, Lyles, Mauro & Ramsey, P.A.*

There being nothing additional to report, the next item followed.

B. District Engineer: *Prosser, Inc.*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates, LLC*

Mr. McGaffney stated that updated financial would be included on the next agenda.

THIRTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There being no Board Members’ comments or requests, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, the meeting adjourned at 12:34 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair