

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

The Board of Supervisors of the Twin Creeks North Community Development District held a Rescheduled Public Hearing and Regular Meeting on September 17, 2019 at 11:00 a.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
Jared Bouskila	Assistant Secretary
Bryan Kinsey	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Sue Delegal (via telephone)	District Counsel
Sherry McNeas	Evergreen POA Manager

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 11:37 a.m. Supervisors Robert Furlong, Jared Bouskila and Bryan Kinsey were present, in person. Supervisor John Kinsey was attending via telephone. Supervisor Keiling was not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2019-05, Resetting Public Hearing Pursuant to the Department of Revenue's Emergency Order No. 19-001, Dated September 3, 2019, Implementing Governor Ron Desantis' Executive Order Number 19-190, Dated August 29, 2019

Mr. McGaffney presented Resolution 2019-05.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2019-05, Resetting Public Hearing Pursuant to the Department of Revenue’s Emergency Order No. 19-001, Dated September 3, 2019, Implementing Governor Ron Desantis’ Executive Order Number 19-190, Dated August 29, 2019, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2019/2020 Budget

A. Rescheduled Notices and Proof/Affidavit of Publication

The rescheduled notices and affidavit of publication were provided for informational purposes.

B. Consideration of Resolution 2019-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date

Mr. McGaffney presented Resolution 2019-06.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2019-06, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. McGaffney presented Resolution 2019-07.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, Resolution 2019-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2018, Prepared by Berger, Toombs, Elam, Gaines and Frank

Mr. McGaffney presented the Audited Annual Financial Report for the Fiscal Year ended September 30, 2018. There were no findings, irregularities or instances of noncompliance; it was a clean audit.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2019-08, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2018

Mr. McGaffney presented Resolution 2019-08.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2019-08, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2018, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2019-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date

Mr. McGaffney presented Resolution 2019-09.

The following change was made to the Fiscal Year 2020 Meeting Schedule:

TIME: Change "9:30 A.M." to "11:30 A.M."

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, Resolution 2019-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020, as amended, and Providing for an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Ratification of First Coast Mulch Invoice #2643

Mr. McGaffney presented Invoice #2643 and stated he and Mr. Furlong discussed the immediate need to proceed with the First Coast Mulch expense, in the amount of \$22,815.

- **Discussion of Procurement Policy**

This item was an addition to the agenda.

Mr. McGaffney noted the need for a procurement policy reflecting the level of authority of Board Members and Staff. Ms. Delegal would draft a Resolution to authorize a determination up to \$25,000, to be ratified at a later meeting, for consideration at the next meeting.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Bouskila, with all in favor, the First Coast Mulch Invoice #2643, in the amount of \$22,815, was ratified.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, authorizing Staff to draft a Resolution for a Procurement Policy authorizing a \$25,000 spending threshold, was approved.

TENTH ORDER OF BUSINESS

Status: HOA Subdivision Maintenance Agreements

Mr. McGaffney presented HOA Subdivision Maintenance Agreements for Parcels 10, 11, 12 and 14, which were ready for signature. Ms. Delegal stated these Agreements were approved; she would provide the Agreement for Parcel 13, which was also authorized.

ELEVENTH ORDER OF BUSINESS

Consideration of Conveyance of Easements or Deeds for Stormwater Drainage and Landscape Maintenance Purposes

Ms. Delegal stated a review of conveyances and easements for tracts subject to the LandCare Agreement was underway. District Counsel was working with Developer’s Counsel to determine which tracts might need further documentation and whether such tracts should be maintained by the District or the POA.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, authorizing Staff to draft the necessary agreements, to work with all parties and for the Chair to execute the agreements and to ratify the agreements and actions at the next meeting, was approved.

TWELFTH ORDER OF BUSINESS

Ratification of Sentosa Beachwalk Apartments, LLC Lake Access and Stormwater Drainage Easement Agreement

Ms. Delegal stated the Sentosa Beachwalk Apartments, LLC Lake Access and Stormwater Drainage Easement Agreement was fully executed.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey with all in favor, the Sentosa Beachwalk Apartments, LLC Lake Access and Stormwater Drainage Easement Agreement and execution, was ratified.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of July 31, 2019

Mr. McGaffney presented the Unaudited Financial Statements as of July 31, 2019.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the Unaudited Financial Statements as of July 31, 2019, were accepted.

FOURTEENTH ORDER OF BUSINESS

Approval of May 31, 2019 Regular Meeting Minutes

Mr. McGaffney presented the May 31, 2019 Regular Meeting Minutes.

On MOTION by Mr. Furlong and seconded by Mr. Bryan Kinsey, with all in favor, the May 31, 2019 Regular Meeting Minutes, as presented, were approved.

FIFTEENTH 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*

There being no report, the next item followed.

SIXTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

SEVENTEENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. Furlong, with all in favor, the meeting adjourned at 11:53 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair