

TWIN CREEKS NORTH

**COMMUNITY DEVELOPMENT
DISTRICT**

October 30, 2020

BOARD OF SUPERVISORS

CONTINUED

SPECIAL MEETING AGENDA

Twin Creeks North Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 334313

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

October 23, 2020

Board of Supervisors
Twin Creeks North Community Development District

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Dear Board Members:

The Board of Supervisors of the Twin Creeks North Community Development District will hold a Continued Special Meeting on October 30, 2020 at 11:00 a.m., remotely, via Zoom at <https://zoom.us/j/2043596216>, Meeting ID 204 359 6216 or telephonically at 1-929-205-6099, Meeting ID 204 359 6216. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Newly Appointed Supervisor, Patrick Coomer (*the following will be provided in a separate package*)
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - D. Form 8B – Memorandum of Voting Conflict
4. Consideration of Supplemental Engineer's Report No. 4
5. Consideration of Sixth Supplemental Special Assessment Methodology Report
6. Authorization of RFP for Landscape Maintenance Services
7. Consent Agenda Items
 - A. Acceptance of Unaudited Financial Statements as of September 30, 2020

B. Approval of September 1, 2020 Virtual Public Hearing and Meeting Minutes

8. Staff Reports

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

B. District Engineer: *Prosser, Inc.*

C. Operations Manager

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

- NEXT MEETING DATE: November 10, 2020

I. Landowners' Meeting at 11:45 a.m. (*Board members are not required to attend*)

II. Regular Meeting (*immediately following Landowners' Meeting*)

○ QUORUM CHECK

SEAT 1*	John Kinsey	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2*	Patrick Coomer	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	Bryan Kinsey	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	Zenzi Rogers	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5*	Jared Bouskila	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

**Seats subject to November 10, 2020 Landowners' Election*

9. Board Members' Comments/Requests

10. Public Comments

11. Adjournment

"Further, please be advised that the Florida Governor's Office has declared a state of emergency due to the Coronavirus (COVID-19). As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth."

"That said, the District wants to encourage public participation in a safe and efficient manner. Toward that end, anyone wishing to listen and/or participate in the meeting can do so via Zoom details specified herein. Additionally, participants are encouraged to submit questions and comments to the District's manager at mcgaffneyh@whhassociates.com."

I look forward to seeing all of you at the upcoming meeting. In the meantime, if you should have any questions or concerns, please do not hesitate to contact me directly at (904) 386-0186.

Sincerely,



Howard McGaffney
District Manager

FOR VIRTUAL PARTICIPATION

VIA COMPUTER

<https://zoom.us/j/2043596216>

MEETING ID: 204 359 6216

VIA PHONE

CALL-IN NUMBER: 1-929-205-6099

MEETING ID: 204 359 6216

TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT

4

Twin Creeks North

COMMUNITY DEVELOPMENT DISTRICT IMPROVEMENT PLAN

Supplemental Engineers Report No. 4

Prepared for:

**BOARD OF SUPERVISORS
TWIN CREEKS NORTH CDD**

October 20, 2020

PROSSER

Creative Visionaries. Engineering Minds®

13901 Sutton Park Drive South, Suite 200
Jacksonville, Florida 32224-0229

Office 904.739.3655
Fax 904.730.3413

www.prosserinc.com

Florida Certificate of Authorization
Number: 00004050

INTRODUCTION

This report is the fourth addendum to the adopted Twin Creeks North Community Development District Engineer's Report dated April 14, 2016, the "Engineer's Report", amended on November 11, 2016 by Supplemental Engineers Report No.1, amended on May 12, 2017 by Supplemental Engineers Report No. 2 and amended on March 23, 2019 by Supplemental Engineers Report No. 3 as prepared by Prosser, Inc.

The Twin Creeks North Community Development District is an 892+/- acre community located in St. Johns County, Florida, east of I-95 and west of US-1. Twin Creeks North is a mixed use development consisting of single family, multi-family, office, commercial centers, and neighborhood parks. The development has proceeded in accordance with a planned, phased approach to the development. At the time of this Supplemental Report No. 3, the Master Infrastructure Improvements have been substantially completed using proceeds of the Special Assessment Bond Anticipation Notes, Series 2016 and the Special Assessment Bonds, Series 2016A-1.

The purpose of this report is to discuss the master developer's intention to sell lands located within the District's boundaries, anticipated land use change and modification of the Parcel 5 and Parcel 6 development program.

The Developer advised the District that he intends to sell lands located within Parcel 5 which were originally planned to be developed with approximately 150,000 sq-ft of commercial uses. The new property owner anticipates developing these lands within Parcel 5, which are approximately 11.99 acres, with a total of 298 multi-family apartments. Although the planned land use change will require additional onsite improvements to be constructed to facilitate the land use conversion, all costs of such additional improvements will be funded directly by the new property owner. In addition, the Developer has modified the development program for the remaining portion of Parcel 5 and Parcel 6 that provides an overall reduction of commercial square footage.

The proposed land use modifications for Parcel 5 and Parcel 6 are tabulated below.

Parcel ID	Land Use	2016 Project Use		Proposed Use	
		GSF	Units	GSF	Units
5	Retail/Commercial	275,000	-	105,070	-
	Residential	-	-0-	-	298
6	Retail/Commercial	200,000	-	80,810	-
Total		475,000	-0-	185,880	298

No additional master infrastructure improvements are required to be performed by either the District or the master developer to accommodate the land use conversion of Parcel 5 or the reduction of commercial square footage, and I do not expect that to change in the future. The actual physical District-funded improvements provided to all lands in the District will remain unchanged prior to and post land use conversion of Parcel 4. **The amount of benefit that will accrue to parcels within the District from the Master Infrastructure Improvements that were District-funded will not significantly change as a result of the conversion of Parcel 5. Consequently, the determinations of the benefit from the Master Infrastructure Improvements to the residential and non-residential land uses will remain unchanged from previous Engineer's Report.**

I hereby certify that the foregoing is a true and correct Supplemental Engineer's Report for the Twin Creeks North Community Development District.

Neal E. Brockmeier, P.E.
Florida License No. 54561
Prosser, Inc.

TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT

5

TWIN CREEKS NORTH COMMUNITY DEVELOPMENT DISTRICT

Sixth Supplemental Special Assessment Methodology Report

October 20, 2020



Provided by:

Wrathell, Hunt and Associates, LLC

2300 Glades Road, Suite 410W

Boca Raton, FL 33431

Phone: 561-571-0010

Fax: 561-571-0013

Website: www.whhassociates.com

1 Introduction

This Sixth Supplemental Special Assessment Methodology Report (the “Sixth Supplemental Report”) was developed to supplement the Fifth Supplemental Special Assessment Methodology Report (the “Fifth Supplemental Report”) dated February 7, 2019, the Revised Master Special Assessment Methodology Report dated November 11, 2016 (the “Revised Master Report”), and the Supplemental Special Assessment Methodology Report dated December 2, 2016 (the “Supplemental Report”). This Sixth Supplemental Report was developed specifically to provide a supplemental special assessment methodology for Commercial Parcel 5 (the “Parcel 5”) and Commercial Parcel 6 (the “Parcel 6”) within the Twin Creeks North Community Development District (the “District”), located in unincorporated St. Johns County, Florida, as relating to the planned sale and development plan change for Parcel 5 and Parcel 6.

2 Parcel 5 and Parcel 6 Sale and Development Plan Change

The District was recently advised by the developer of land within the District and the current owner of Parcel 5 and Parcel 6, Beachwalk Retail Developers LLC, that it intends to sell the land within Parcel 5 and Parcel 6 to another entity which intends to change the planned use from the originally-planned 275,000 square feet of commercial uses for Parcel 5 and 200,000 square feet of commercial uses for Parcel 6 to 348 Multi-Family apartment units and 105,070 square feet of commercial uses for Parcel 5 and 80,810 square feet of commercial uses for Parcel 6.

According to the Supplemental Engineers Report No. 4 prepared by Prosser, Inc. and dated October 20, 2020 (the “Fourth Supplemental Engineer's Report”), the Master Infrastructure Improvements have been substantially completed using proceeds of the Special Assessment Bond Anticipation Notes, Series 2016 and the Special Assessment Bonds, Series 2016A-1. Although the planned land use change will require additional onsite improvements to be constructed to facilitate the land use conversion, all costs of such additional improvements will be funded directly by the new owner of Parcel 5 and Parcel 6 and no additional Master Infrastructure Improvements are required to be performed by either the District or the Master Developer of land in the District to accommodate the land use conversion of Parcel 5 and Parcel 6, and District Engineer does not expect that to change in the future. The actual physical District-funded improvements provided to all lands in the District will remain unchanged prior to and post land use conversion of Parcel 5 and Parcel 6 and the amount of benefit that will accrue to parcels within the District from the Master Infrastructure Improvements will not change as a result of the conversion of Parcel 5 and Parcel 6. Consequently, the determinations of the benefit from the Master Infrastructure Improvements to the residential

and non-residential land uses will remain unchanged from those in the Engineer's Report, Supplemental Engineers Report No. 1, Supplemental Engineers Report No. 2, and Supplemental Engineers Report No. 3.

In light of the District Engineer's determinations above, this Sixth Supplemental Report proposes to maintain the Master Infrastructure Improvements benefit allocations and Master Assessment apportionment to Parcel 5 and Parcel 6 and to all other lands within the District. Further, and for the same reasons, it is also recommended that the District maintains the current apportionment of annual Operations and Maintenance assessments to Parcel 5 and Parcel 6.

3 Appendix

Table 1

Twin Creeks North

Community Development District

Original Development Plan

Parcel Designation	Product Type	Development Plan Parcel Number	Number of Sq. Ft./Units
<u>Non-Residential</u>			
Commercial Parcel 4	Retail	4	200,000
Commercial Parcel 5	Retail	5	275,000
Commercial Parcel 6	Retail	6	200,000
Commercial Parcel 7	Retail	7	100,000
Commercial Parcel 8	Retail	8	175,000
Office Parcel 9	Office	9	100,000
Sub-Total			1,050,000
<u>Residential</u>			
Residential Parcel 1	SF 43'	1	80
Residential Parcel 2	SF 40'	2	124
Residential Parcel 3	SF 40'	3	63
Residential Parcel 10/11	SF 63'	10/11	62
Residential Parcel 10/11	Villa 37.5'	10/11	32
Residential Parcel 12	Villa 37.5'	12	134
Residential Parcel 13	SF 53'	13	147
Residential Parcel 14	SF 73'	14	119
Sub-Total			761

Revised Development Plan

Parcel Designation	Product Type	Plan Parcel Number	Number of Sq. Ft./Units
<u>Non-Residential</u>			
Commercial Parcel 5	Retail	5	105,070
Commercial Parcel 6	Retail	6	80,810
Commercial Parcel 7	Retail	7	100,000
Commercial Parcel 8	Retail	8	175,000
Office Parcel 9	Office	9	100,000
Sub-Total			560,880
<u>Residential</u>			
Multi-Family Parcel 4	MF	4	348
Multi-Family Parcel 5	MF	5	298
Residential Parcel 1	TH 22.5'	1	206
Residential Parcel 2	SF 40'	2	124
Residential Parcel 3	SF 40'	3	63
Residential Parcel 10/11	SF 63'	10/11	62
Residential Parcel 10/11	Villa 37.5'	10/11	32
Residential Parcel 12	Villa 37.5'	12	134
Residential Parcel 13	SF 53'	13	147
Residential Parcel 14	SF 73'	14	119
Sub-Total			1,533

Table 2

Twin Creeks North Community Development District

Original Master Infrastructure Improvements Benefit Allocation

Parcel Designation	Product Type	Number of Sq. Ft./Units	Master Infrastructure Improvements EAU per 1,000 Sq. Ft./Unit	Master Infrastructure Improvements Total EAU	Percent Share of Total
Non-Residential					
Commercial Parcel 4	Retail	200,000	0.24680	49.36072	0.04777
Commercial Parcel 5	Retail	275,000	0.24680	67.87099	0.06568
Commercial Parcel 6	Retail	200,000	0.24680	49.36072	0.04777
Commercial Parcel 7	Retail	100,000	0.24680	24.68036	0.02388
Commercial Parcel 8	Retail	175,000	0.24680	43.19063	0.04180
Office Parcel 9	Office	100,000	0.16887	16.88698	0.01634
Sub-Total		1,050,000		251.35038	0.24323
Residential					
Residential Parcel 1	SF 43'	80	1.00000	80.00000	0.07742
Residential Parcel 2	SF 40'	124	0.98688	122.37301	0.11842
Residential Parcel 3	SF 40'	63	0.98688	62.17338	0.06017
Residential Parcel 10/11	SF 63'	62	1.08747	67.42330	0.06525
Residential Parcel 10/11	Villa 37.5'	32	0.97595	31.23024	0.03022
Residential Parcel 12	Villa 37.5'	134	0.97595	130.77663	0.12655
Residential Parcel 13	SF 53'	147	1.04374	153.42924	0.14847
Residential Parcel 14	SF 73'	119	1.13121	134.61386	0.13027
Sub-Total		761		782.01967	0.75677
Total				1,033.37005	1.00000

Revised Master Infrastructure Improvements Benefit Allocation

Parcel Designation	Product Type	Number of Sq. Ft./Units	Master Infrastructure Improvements EAU per 1,000 Sq. Ft./Unit	Master Infrastructure Improvements Total EAU	Percent Share of Total
Non-Residential					
Commercial Parcel 5	Retail	105,070	0.24680	25.93165	0.02365
Commercial Parcel 6	Retail	80,810	0.24680	19.94420	0.01819
Commercial Parcel 7	Retail	100,000	0.24680	24.68036	0.02251
Commercial Parcel 8	Retail	175,000	0.24680	43.19063	0.03939
Office Parcel 9	Office	100,000	0.16887	16.88698	0.01540
Sub-Total		560,880		130.63381	0.11913
Residential					
Multi-Family Parcel 4	MF	348	0.14184	49.36072	0.04501
Multi-Family Parcel 5	MF	298	0.23945	71.35585	0.06507
Residential Parcel 1	TH 22.5'	206	0.69529	143.23064	0.13061
Residential Parcel 2	SF 40'	124	0.98688	122.37301	0.11159
Residential Parcel 3	SF 40'	63	0.98688	62.17338	0.05670
Residential Parcel 10/11	SF 63'	62	1.08747	67.42330	0.06148
Residential Parcel 10/11	Villa 37.5'	32	0.97595	31.23024	0.02848
Residential Parcel 12	Villa 37.5'	134	0.97595	130.77663	0.11926
Residential Parcel 13	SF 53'	147	1.04374	153.42924	0.13991
Residential Parcel 14	SF 73'	119	1.13121	134.61386	0.12276
Sub-Total		1,533		965.96688	0.88087
Total				1,096.60069	1.00000

Table 3

Twin Creeks North

Community Development District

Original Master Infrastructure Improvements Assessment Apportionment - No Principal Prepayments
or Regular Principal Payments on Series 2016A-1 Bonds

Parcel Designation	Product Type	Number of Sq. Ft./Units	Series 2016A-1	Series 2016A-1	Series 2016A-1
			Bond Total Master Assessment Apportionment	Bond Master Assessment Apportionment per 1,000 Sq. Ft./Unit	Bond Annual Master Assessment Apportionment per 1,000 Sq. Ft./Unit*
Non-Residential					
Commercial Parcel 4	Retail	200,000	\$1,026,984.87	\$5,134.92	\$393.45
Commercial Parcel 5	Retail	275,000	\$1,412,104.20	\$5,134.92	\$393.45
Commercial Parcel 6	Retail	200,000	\$1,026,984.87	\$5,134.92	\$393.45
Commercial Parcel 7	Retail	100,000	\$513,492.43	\$5,134.92	\$393.45
Commercial Parcel 8	Retail	175,000	\$898,611.76	\$5,134.92	\$393.45
Office Parcel 9	Office	100,000	\$351,345.61	\$3,513.46	\$269.21
Sub-Total		1,050,000	\$5,229,523.74		
Residential					
Residential Parcel 1	SF 43'	80	\$1,664,456.99	\$20,805.71	\$1,594.17
Residential Parcel 2	SF 40'	124	\$2,546,057.63	\$20,532.72	\$1,573.25
Residential Parcel 3	SF 40'	63	\$1,293,561.54	\$20,532.72	\$1,573.25
Residential Parcel 10/11	SF 63'	62	\$1,402,789.82	\$22,625.64	\$1,733.61
Residential Parcel 10/11	Villa 37.5'	32	\$649,767.41	\$20,305.23	\$1,555.82
Residential Parcel 12	Villa 37.5'	134	\$2,720,901.03	\$20,305.23	\$1,555.82
Residential Parcel 13	SF 53'	147	\$3,192,204.57	\$21,715.68	\$1,663.89
Residential Parcel 14	SF 73'	119	\$2,800,737.27	\$23,535.61	\$1,803.34
Sub-Total		761	\$16,270,476.26		
Total			\$21,500,000.00		

Revised Master Infrastructure Improvements Assessment Apportionment - No Principal Prepayments
or Regular Principal Payments on Series 2016A-1 Bonds

Parcel Designation	Product Type	Number of Sq. Ft./Units	Series 2016A-1	Series 2016A-1	Series 2016A-1
			Bond Total Master Assessment Apportionment	Bond Master Assessment Apportionment per 1,000 Sq. Ft./Unit	Bond Annual Master Assessment Apportionment per 1,000 Sq. Ft./Unit*
Non-Residential					
Commercial Parcel 5	Retail	105,070	\$508,417.09	\$4,838.84	\$370.76
Commercial Parcel 6	Retail	80,810	\$391,026.79	\$4,838.84	\$370.76
Commercial Parcel 7	Retail	100,000	\$483,884.16	\$4,838.84	\$370.76
Commercial Parcel 8	Retail	175,000	\$846,797.28	\$4,838.84	\$370.76
Office Parcel 9	Office	100,000	\$331,086.81	\$3,310.87	\$253.68
Sub-Total		560,880	\$2,561,212.13		
Residential					
Multi-Family Parcel 4	MF	348	\$967,768.32	\$2,780.94	\$213.08
Multi-Family Parcel 5	MF	298	\$1,399,005.88	\$4,694.65	\$359.71
Residential Parcel 1	TH 22.5'	206	\$2,808,186.07	\$13,631.97	\$1,044.50
Residential Parcel 2	SF 40'	124	\$2,399,250.45	\$19,348.79	\$1,482.54
Residential Parcel 3	SF 40'	63	\$1,218,974.02	\$19,348.79	\$1,482.54
Residential Parcel 10/11	SF 63'	62	\$1,321,904.14	\$21,321.03	\$1,633.65
Residential Parcel 10/11	Villa 37.5'	32	\$612,301.44	\$19,134.42	\$1,466.11
Residential Parcel 12	Villa 37.5'	134	\$2,564,012.28	\$19,134.42	\$1,466.11
Residential Parcel 13	SF 53'	147	\$3,008,140.17	\$20,463.54	\$1,567.95
Residential Parcel 14	SF 73'	119	\$2,639,245.11	\$22,178.53	\$1,699.36
Sub-Total		1,533	\$18,938,787.87		
Total			\$21,500,000.00		

* Included costs of collection and assumes payment in November

Notes:

- The principal amount of Series 2016A-1 Bonds was prepaid in conjunction with conversion of Parcel 4 from non-residential retail to residential MF uses in July of 2018.
- Multiple residential units in Parcels 10/11, 12 and 13 had partial prepayments of Series 2016A-1 Bonds.

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT**

7A

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2020**

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

	General Fund	Debt Service Fund Series 2016	Debt Service Fund Series 2018	Capital Projects Fund Series 2016	Capital Projects Fund Series 2018	Total Governmental Funds
ASSETS						
Cash	\$ 81,570	\$ -	\$ -	\$ -	\$ -	\$ 81,570
Investments						
Revenue 2016A-1	-	344,662	-	-	-	344,662
Revenue 2016A-2	-	315,869	-	-	-	315,869
Revenue 2018	-	-	106,463	-	-	106,463
Reserve 2016 A-1	-	1,235,924	-	-	-	1,235,924
Reserve 2016 A-2	-	619,424	-	-	-	619,424
Reserve 2018	-	-	101,491	-	-	101,491
Prepayment 2016A-1	-	170,099	-	-	-	170,099
Prepayment 2016A-2	-	130,150	-	-	-	130,150
Prepayment 2018	-	-	17,453	-	-	17,453
Construction 2016 BAN	-	-	-	4,712	-	4,712
Construction 2016 A-1	-	-	-	16	-	16
Construction 2016 A-2	-	-	-	12,205	-	12,205
Construction 2018	-	-	-	-	305	305
Cost of issuance 2016 BAN	-	923	-	-	-	923
Cost of issuance 2016 A-1	-	5,140	-	-	-	5,140
Cost of issuance 2016 A-2	-	5,140	-	-	-	5,140
Interest 2016A-1	-	43	-	-	-	43
Interest 2016A-2	-	20	-	-	-	20
Redemption 2016 BAN	-	609	-	-	-	609
Redemption 2016 A-1	-	16	-	-	-	16
Undeposited funds	-	125,738	-	-	-	125,738
Interest receivable	-	27	2	-	-	29
Due from BVO	773	358,338	-	-	-	359,111
Due from Twin Creeks Ventures	45,626	198,451	-	-	-	244,077
Due from Beachwalk Retail	361,836	172,587	-	-	-	534,423
Due from Encore Beachwalk 13	38,261	221,635	-	-	-	259,896
Due from 789 Development	144,094	124,779	-	-	-	268,873
Total assets	<u>\$ 672,160</u>	<u>\$ 4,029,574</u>	<u>\$ 225,409</u>	<u>\$ 16,933</u>	<u>\$ 305</u>	<u>\$ 4,944,381</u>

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

	General Fund	Debt Service Fund Series 2016	Debt Service Fund Series 2018	Capital Projects Fund Series 2016	Capital Projects Fund Series 2018	Total Governmental Funds
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 50,395	\$ -	\$ -	\$ -	\$ -	\$ 50,395
Due to Developer	99,895	-	-	-	-	99,895
Accrued wages payable	800	-	-	-	-	800
Accrued taxes payable	184	-	-	-	-	184
Retainage payable 2016 BAN	-	-	-	137,062	-	137,062
Retainage payable 2016A-2	-	-	-	837,533	-	837,533
Developer advance	2,500	-	-	-	-	2,500
Total liabilities	<u>153,774</u>	<u>-</u>	<u>-</u>	<u>974,595</u>	<u>-</u>	<u>1,128,369</u>
DEFERRED INFLOWS OF RESOURCES						
Deferred receipts	<u>590,590</u>	<u>1,075,817</u>	<u>2</u>	<u>-</u>	<u>-</u>	<u>1,666,409</u>
Total deferred inflows of resources	<u>590,590</u>	<u>1,075,817</u>	<u>2</u>	<u>-</u>	<u>-</u>	<u>1,666,409</u>
Fund balances:						
Restricted for:						
Debt service	-	2,953,757	225,407	-	-	3,179,164
Capital projects	-	-	-	(957,662)	305	(957,357)
Unassigned	(72,204)	-	-	-	-	(72,204)
Total fund balances	<u>(72,204)</u>	<u>2,953,757</u>	<u>225,407</u>	<u>(957,662)</u>	<u>305</u>	<u>2,149,603</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 672,160</u>	<u>\$ 4,029,574</u>	<u>\$ 225,409</u>	<u>\$ 16,933</u>	<u>\$ 305</u>	<u>\$ 4,944,381</u>

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ -	\$ 343,647	\$ 340,676	101%
Assessment levy: off-roll	-	183,116	757,419	24%
Lot closings	-	187,839	-	N/A
Total revenues	<u>-</u>	<u>714,602</u>	<u>1,098,095</u>	65%
EXPENDITURES				
Professional & administrative				
Supervisors	800	2,400	6,000	40%
FICA	61	184	459	40%
District engineer	-	-	5,000	0%
General counsel	4,089	23,466	30,000	78%
District manager	4,167	50,000	50,000	100%
Debt service fund accounting: 2016 master bonds	426	5,116	5,116	100%
Debt service fund accounting: 2016 sub bonds	199	2,384	2,384	100%
Debt service fund accounting: Lennar bonds	292	3,500	3,500	100%
Arbitrage rebate calculation	-	-	750	0%
Audit	-	3,700	5,665	65%
Postage	46	357	750	48%
Insurance - GL, PL	-	10,978	11,246	98%
Legal advertising	314	731	1,200	61%
Mailed notices	-	-	1,600	0%
Miscellaneous - bank charges	14	141	750	19%
Website	-	705	705	100%
ADA website compliance	-	199	200	100%
Dissemination agent	167	2,000	2,000	100%
Annual district filing fee	-	175	175	100%
Trustee	-	10,500	10,500	100%
Total professional & administrative	<u>10,575</u>	<u>116,536</u>	<u>138,000</u>	84%
Field Operations				
Landscape maintenance				
Field operations manager	1,600	9,600	9,600	100%
Beachwalk Blvd (inc. main entries)	24,224	308,693	323,346	95%
CR 210 - median	-	-	30,000	0%
Tree/plant replacement	-	-	50,000	0%
Annuals rotation	-	-	18,000	0%
Mulch	-	-	183,551	0%
Irrigation repairs	-	1,978	12,000	16%
Irrigation water	61,262	333,792	250,000	134%
Pest control	-	5,672	-	N/A
Electrical	-	4,320	-	N/A
Aquatic maintenance	1,787	19,657	44,000	45%
Road maintenance	-	-	15,000	0%
Accounting	625	7,500	7,500	100%
Uncoded	5,115	5,115	-	N/A
Total field operations	<u>94,613</u>	<u>696,327</u>	<u>942,997</u>	74%

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	Current Month	Year to Date	Budget	% of Budget
Other fees & charges				
Tax collector	-	6,863	7,097	97%
Total other fees & charges	-	6,863	7,097	97%
Total expenditures	105,188	819,726	1,088,094	75%
Excess/(deficiency) of revenues over/(under) expenditures	(105,188)	(105,124)	10,001	
Fund balances - beginning	32,984	32,920	39,269	
Fund balances - ending	<u>\$ (72,204)</u>	<u>\$ (72,204)</u>	<u>\$ 49,270</u>	

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2016 BANS & 2016 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Special assessment - on roll	\$ -	\$ 954,173	\$ 980,412	97%
Assessment levy: off-roll 2016A-1	125,738	210,864	896,942	24%
Assessment levy: off-roll 2016A-2	-	-	385,681	0%
Assessment prepayments	131,191	685,779	-	N/A
Lot closings	-	406,239	-	N/A
Interest 2016 BAN	-	8	-	N/A
Interest 2016 A-1	29	12,945	-	N/A
Interest 2016 A-2	17	7,741	-	N/A
Total revenues	<u>256,975</u>	<u>2,277,749</u>	<u>2,263,035</u>	101%
EXPENDITURES				
Principal 2016A-1	-	280,000	280,000	100%
Principal 2016A-2	-	125,000	125,000	100%
Principal prepayment 2016A-1	-	410,000	-	N/A
Principal prepayment 2016A-2	-	480,000	-	N/A
Interest 2016A-1	-	1,233,466	1,244,106	99%
Interest 2016A-2	-	566,153	579,675	98%
Total debt service	<u>-</u>	<u>3,094,619</u>	<u>2,228,781</u>	139%
Other fees & charges				
Tax collector	-	19,056	20,425	93%
Total expenditures	<u>-</u>	<u>3,113,675</u>	<u>2,249,206</u>	138%
Excess/(deficiency) of revenues over/(under) expenditures	256,975	(835,926)	13,829	
OTHER FINANCING SOURCES/(USES)				
Transfers out	-	(12,098)	-	N/A
Total other financing sources	<u>-</u>	<u>(12,098)</u>	<u>-</u>	N/A
Net change in fund balances	256,975	(848,024)	13,829	
Fund balances - beginning	2,696,782	3,801,781	3,274,254	
Fund balances - ending	<u>\$ 2,953,757</u>	<u>\$ 2,953,757</u>	<u>\$ 3,288,083</u>	

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll	\$ -	\$ 207,422	\$ 205,700	101%
Assessment prepayments	16,176	32,353	-	N/A
Interest	4	1,675	-	N/A
Total revenues	<u>16,180</u>	<u>241,450</u>	<u>205,700</u>	117%
EXPENDITURES				
Principal	-	50,000	50,000	100%
Principal prepayment	-	15,000	-	N/A
Interest	-	147,750	147,750	100%
Total debt service	<u>-</u>	<u>212,750</u>	<u>197,750</u>	108%
Other fees & charges				
Tax collector	-	4,142	4,285	97%
Total other fees and charges	<u>-</u>	<u>4,142</u>	<u>4,285</u>	97%
Total expenditures	<u>-</u>	<u>216,892</u>	<u>202,035</u>	107%
Excess/(deficiency) of revenues over/(under) expenditures	16,180	24,558	3,665	
Fund balances - beginning	209,227	200,849	176,286	
Fund balances - ending	<u>\$ 225,407</u>	<u>\$ 225,407</u>	<u>\$ 179,951</u>	

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2016 BANS & 2016 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES		
Interest 2016 BAN	\$ -	\$ 35
Interest 2016 A-2	-	45
Total revenues	<u>-</u>	<u>80</u>
EXPENDITURES		
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	80
OTHER FINANCING SOURCES/(USES)		
Transfer in	-	12,098
Total other financing sources/(uses)	<u>-</u>	<u>12,098</u>
Net change in fund balances	-	12,178
Fund balances - beginning	<u>(957,662)</u>	<u>(969,840)</u>
Fund balances - ending	<u>\$ (957,662)</u>	<u>\$ (957,662)</u>

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018 BONDS
FOR THE PERIOD ENDED SEPTEMBER 30, 2020**

	Current Month	Year To Date
REVENUES		
Interest	\$ -	\$ 3
Total revenues	-	3
EXPENDITURES	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	3
Fund balances - beginning	305	302
Fund balances - ending	\$ 305	\$ 305

TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT

7B

DRAFT
MINUTES OF MEETING
TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Twin Creeks North Community Development District held a Virtual Public Hearing and Meeting on September 1, 2020 at 11:30 a.m., at <https://zoom.us/j/2043596216> and at 1-929-205-6099, Meeting ID 204 359 6216 for both.

Present at the meeting were:

John Kinsey	Chair
Jared Bouskila	Assistant Secretary
Bryan Kinsey	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Sue Delegal	District Counsel
Sherry McNees	Evergreen POA Manager
Zenzi Rogers	Supervisor Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. McGaffney called the meeting to order at 11:43 a.m. Supervisors Bouskila, Bryan Kinsey and John Kinsey were present. Supervisors Furlong and Keiling previously tendered their resignations and were not present. The Supervisors appointed today cannot vote, as the oath of office would be administered to each after the meeting. In consideration of the COVID-19 pandemic, this meeting was being held virtually, via Zoom, and telephonically, as permitted under the Florida Governor's Executive Orders, which allow local governmental public meetings to occur by means of communications media technology, including virtually and telephonically.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

▪ **Public Hearing on Adoption of Fiscal Year 2020/2021 Budget**

This item, previously the Eighth Order of Business, was presented out of order

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

39 **B. Consideration of Resolution 2020-09, Relating to the Annual Appropriations and**
40 **Adopting the Budget for the Fiscal Year Beginning October 1, 2020, and Ending**
41 **September 30, 2021; Authorizing Budget Amendments; and Providing an Effective**
42 **Date**

43 Mr. McGaffney reviewed the Proposed Fiscal Year 2021 budget.

44
45 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
46 **favor, the Public Hearing was opened.**

47
48
49 No members of the public spoke.

50
51 **On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in**
52 **favor, the Public Hearing was closed.**

53
54
55 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
56 **favor, Resolution 2020-09, Relating to the Annual Appropriations and Adopting**
57 **the Budget for the Fiscal Year Beginning October 1, 2020, and Ending**
58 **September 30, 2021; Authorizing Budget Amendments; and Providing an**
59 **Effective Date, was adopted.**

60
61
62 **▪ Consideration of Resolution 2020-10, Making a Determination of Benefit and Imposing**
63 **Special Assessments for Fiscal Year 2020/2021; Providing for the Collection and**
64 **Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for**
65 **Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an**
66 **Effective Date**

67 This item, previously the Ninth Order of Business, was presented out of order.

68 Mr. McGaffney presented Resolution 2020-10 and read the title.

69
70 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
71 **favor, Resolution 2020-10, Making a Determination of Benefit and Imposing**
72 **Special Assessments for Fiscal Year 2020/2021; Providing for the Collection and**
73 **Enforcement of Special Assessments; Certifying an Assessment Roll; Providing**
74 **for Amendments to the Assessment Roll; Providing a Severability Clause; and**
75 **Providing an Effective Date, was adopted.**

77 ▪ **Consideration of Proposals for Landscape Maintenance Services**

78 This item, previously the Tenth Order of Business, was presented out of order

79 **A. RFP Package**

80 The Request for Proposals (RFP) package was included for informational purposes.

81 **B. Affidavit/Proof of Publication**

82 The proof of publication was included for informational purposes.

83 **C. Respondent**

84 • **The Tree Amigos**

85 Mr. McGaffney stated an on-site meeting with the respondent did not occur and
86 suggested going back out to bid to attract more than one respondent and offer an on-site walk-
87 through and meeting with the POA Manager and a Project Manager. He recommended
88 rejecting the bid to allow staff to revise the scope of services and coordinate with another
89 Landowner/Developer, as Mr. Furlong is no longer on the Board.

90 **D. Ranking**

91 **E. Authorization to Engage Respondent**

92

93 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
94 **favor, rejecting the bid from The Tree Amigos for Landscape Management**
95 **Services and authorizing Staff to re-issue the RFP and alert the sole**
96 **respondent, The Tree Amigos, was approved.**

97

98

99 **THIRD ORDER OF BUSINESS**

Acceptance of Resignation of Supervisor
Robert Furlong, Seat 2 (*Term Expires*
***November, 2020*)**

100

101

102

103

Mr. McGaffney presented the resignation letter of Mr. Robert Furlong.

104

105 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
106 **favor, the resignation of Mr. Robert Furlong, effective July 17, 2020, was**
107 **accepted.**

108

109

110

▪ **Acceptance of Resignation of Supervisor Scott Keiling Seat 4 (*Term Expires November,***
111 ***2022*)**

111

112

This item, previously the Fifth Order of Business, was presented out of order

113 Mr. McGaffney presented the resignation letter of Mr. Scott Keiling.

114

115 **On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in**
116 **favor, the resignation of Mr. Scott Keiling, dated August 27, 2020, was**
117 **accepted.**

118

119

120 **FOURTH ORDER OF BUSINESS**

**Discussion/Consideration of Candidate to
Fill Unexpired Term of Seat 2**

121

122

123 Mr. John Kinsey nominated Mr. Pat Coomer to fill Seat 2.

124

125 **On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in**
126 **favor, the appointment of Mr. Pat Coomer to fill the Unexpired Term of Seat 2,**
127 **was accepted.**

128

129

130 **A. Administration of Oath of Office to Newly Appointed Supervisor (*the following will be***
131 ***provided in a separate package*)**

132 **I. Guide to Sunshine Amendment and Code of Ethics for Public Officers and**
133 **Employees**

134 **II. Membership, Obligations and Responsibilities**

135 **III. Financial Disclosure Forms**

136 **a. Form 1: Statement of Financial Interests**

137 **b. Form 1X: Amendment to Form 1, Statement of Financial Interests**

138 **c. Form 1F: Final Statement of Financial Interests**

139 **IV. Form 8B – Memorandum of Voting Conflict**

140 Mr. McGaffney reiterated that Mr. Coomer would be sworn in after the meeting.

141

142 **FIFTH ORDER OF BUSINESS**

**Acceptance of Resignation of Supervisor
Scott Keiling Seat 4 (*Term Expires*
November, 2020)**

143

144

145

146 This item was presented following the Third Order of Business.

147

148 **SIXTH ORDER OF BUSINESS**

**Discussion/Consideration of Candidate to
Fill Unexpired Term of Seat 4**

149

150

151 Mr. Bryan Kinsey nominated Ms. Zenzi Rogers to fill Seat 4.

152

153 **On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in**
154 **favor, the appointment of Ms. Zenzi Rogers to fill the Unexpired Term of Seat**
155 **4, was accepted.**

156

157

- 158 • **Administration of Oath of Office to Newly Appointed Supervisor (*the following will be***
159 ***provided in a separate package*)**

160 Mr. McGaffney would administer the Oath of Office to Ms. Rogers after the meeting.

161

162	SEVENTH ORDER OF BUSINESS	Consideration of Resolution 2020-08,
163		Designating a Chair, a Vice Chair, a
164		Secretary, Assistant Secretaries, a
165		Treasurer and an Assistant Treasurer of the
166		District, and Providing for an Effective Date
167		

168 Mr. McGaffney presented Resolution 2020-08. Mr. John Kinsey nominated the following
169 slate of officers:

170	Chair	John Kinsey
171	Vice Chair	Pat Coomer
172	Secretary	Craig Wrathell
173	Assistant Secretary	Bryan Kinsey
174	Assistant Secretary	Jared Bouskila
175	Assistant Secretary	Zenzi Rogers
176	Assistant Secretary	Howard McGaffney
177	Treasurer	Craig Wrathell
178	Assistant Treasurer	Jeff Pinder

179 No other nominations were made.

180

181 **On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in**
182 **favor, Resolution 2020-08, Designating a Chair, a Vice Chair, a Secretary,**
183 **Assistant Secretaries, a Treasurer and an Assistant Treasurer of the District,**
184 **and Providing for an Effective Date, as nominated, was adopted.**

185

186

187 EIGHTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2020/2021 Budget

188
189
190
191

This item was presented following the Second Order of Business.

192 NINTH ORDER OF BUSINESS

Consideration of Resolution 2020-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2020/2021; 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

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202

This item was presented following the Second Order of Business.

203

204 TENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services

205
206
207

This item was presented following the Second Order of Business.

208

209 ELEVENTH ORDER OF BUSINESS

Consent Agenda Items

210

211 A. Acceptance of Unaudited Financial Statements as of July 31, 2020

212 B. Approval of July 14, 2020 Virtual Public Meeting Minutes

213 Mr. McGaffney presented the Consent Agenda Items.

214

215 On MOTION by Mr. John Kinsey and seconded by Mr. Bouskila, with all in
216 favor, the Consent Agenda Items, as presented, were accepted and approved.

217

218

219 TWELFTH ORDER OF BUSINESS

Staff Reports

220

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

222 There being no report, the next item followed.

223 B. District Engineer: *Prosser, Inc.*

224 There being no report, the next item followed.

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

226 ▪ Operations Report

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263
264
265
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267

Secretary/Assistant Secretary

Chair/Vice Chair

**TWIN CREEKS NORTH
COMMUNITY DEVELOPMENT DISTRICT**

8D

TWIN CREEKS NORTH COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2020/2021 MEETING SCHEDULE		
LOCATION		
<i>Construction Trailer, 135 Beachwalk Boulevard, St. Johns, Florida 32259</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 23, 2020	Special Meeting	11:00 AM
Join Zoom Meeting: https://zoom.us/j/2043596216 Meeting ID: 204 359 6216 Dial by Location: 1-929-205-6099 Meeting ID: 204 359 6216		
October 30, 2020	Continued Special Meeting	11:00 AM
Join Zoom Meeting: https://zoom.us/j/2043596216 Meeting ID: 204 359 6216 Dial by Location: 1-929-205-6099 Meeting ID: 204 359 6216		
November 10, 2020	Landowners' Meeting	11:45 A.M.
November 10, 2020	Regular Meeting	<i>immediately following Landowners' Meeting</i>
January 19, 2021	Regular Meeting	11:45 A.M.
March 16, 2021	Regular Meeting	11:45 A.M.
May 18, 2021	Regular Meeting	11:45 A.M.
July 20, 2021	Regular Meeting	11:45 A.M.
September 7, 2021	Public Hearing and Regular Meeting	11:45 A.M.

In the event that the COVID-19 public health emergency prevents the meetings from occurring in-person, the District may conduct the meetings by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, 20-150, 20-179 and 20-193 issued by Governor, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes.