

**MINUTES OF MEETING
CREEKSIDE AT TWIN CREEKS
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Creekside at Twin Creeks Community Development District held multiple Public Hearings and a Regular Meeting on September 7, 2021, at 11:45 a.m., in the St. Augustine Outlets Community Room, 500 Outlet Mall Blvd., Suite 25, St. Augustine, Florida 32084.

Present at the meeting, were:

John Kinsey	Chair
Bryan Kinsey	Vice Chair
Steven Jordan	Assistant Secretary
Cora DiFiore (via telephone)	Assistant Secretary
Jared Bouskila (via telephone)	Assistant Secretary

Also present, were:

Daniel Rom	District Manager
Mark Watts (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:45 a.m. Supervisors Jordan, John Kinsey and Bryan Kinsey were present, in person. Supervisors DiFiore and Bouskila were attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2021/2022 Budget**

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2021-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom noted the following changes to the proposed Fiscal Year 2021/2022 budget since it was last presented:

- Page 1: "Tax collector" line item increased due to the increase in on-roll revenues.
- Page 1: \$30,000 "Landscape maintenance" line item was added to maintain CDD areas that were not being maintained by the HOA.

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

No members of the public spoke.

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

Mr. Rom presented Resolution 2021-05 and read the title.

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2021-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2021/2022, Pursuant to Florida Law

A. Proof/Affidavit of Publication

B. Mailed Notice(s) to Property Owners

These items were included for informational purposes.

C. Consideration of Resolution 2021-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited To Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

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

There were no public comments.

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

Mr. Rom presented Resolution 2021-06 and read the title.

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2021-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2021/2022; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited To Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2020, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Rom presented the Audited Financial Report for the Fiscal Year Ended September 30, 2020 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-07, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020

Mr. Rom presented Resolution 2021-07.

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2021-07, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020, was adopted.

SEVENTH ORDER OF BUSINESS

Discussion: Assigning Rule-Making Authority to the HOA for Signage Pertaining to Streets, Ponds and Preserves

Mr. Rom stated there were no supporting materials for this item. He was recently contacted by the HOA Board seeking CDD approval to post “No Boating” and “No Swimming” signage in certain CDD areas that the HOA has been maintaining because there were recent reports of kayaks being launched.

Mr. Watts suggested directing Staff to modify the Maintenance Agreement to allow the HOA to extend its rules to any areas that are being managed by the HOA on behalf of the CDD.

Discussion ensued regarding amending the Agreement. Mr. Watts would investigate if the Maintenance Agreement should be revised and provide an update at the next meeting.

EIGHTH ORDER OF BUSINESS

Discussion: Landscape Maintenance and Irrigation Along the Twin Creeks Drive Extension

Mr. Rom provided the following update:

- He conferred with the HOA about the CDD taking on the Twin Creeks Drive Extension and slivers of CDD ownership; the numbers were included in the recently-adopted budget.
- The HOA would takeover landscape maintenance and irrigation at the beginning of its new budget year.

NINTH ORDER OF BUSINESS

Discussion: On-Going Maintenance of CDD Streets After Final Lift of Asphalt

Mr. Rom stated this item was another topic of discussion with the HOA. The final lifts of asphalt would be applied at the end of 2021 and beginning of 2022. As this pertains to maintenance, after the fact, he asked the Board if there are other streets, aside from the main drive, that the CDD should plan on budgeting for in Fiscal Year 2023.

Mr. John Kinsey stated that the community would most likely be built out by the end of 2022, at which point the Developer-members of the Board would either allow their terms to expire or resign; therefore, that would be a question for the homeowner Board. Although the roads inside Creekside are public streets, St. Johns County does not maintain them and the roads within the community must be maintained by the community, through assessments imposed by either the CDD or the HOA. Although premature, this conversation should be broached at the onset of the new year.

TENTH ORDER OF BUSINESS

Discussion/Consideration: Agreement for Traffic Control on District Roads

Mr. Rom stated the HOA transmitted the Agreement for Traffic Control on District Roads to District Management, which established an Agreement to exercise traffic control jurisdiction upon certain CDD roads with St. Johns County.

Mr. Watts stated the County has statutory authority and the Agreement is reasonable; he recommended approval in substantial form, subject to the Chair's final review and approval and authorizing the Chair to execute. Mr. Bryan Kinsey asked Staff to obtain the County's typical compensation rates.

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the Agreement for Traffic Control on District Roads, in substantial form and subject to final review, and authorizing the Chair to execute, was approved.

ELEVENTH ORDER OF BUSINESS

Ratification of Shaw’s Land Clearing, LLC, Estimate #10575 for Tree Removal in Preserve

Mr. Rom presented the Shaw’s Land Clearing, LLC Estimate #10575 for removal of a dead tree, which was previously approved by the Vice Chair.

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the Shaw’s Land Clearing, LLC, Estimate #10575 for Tree Removal in the Preserve, in the amount of \$850, was ratified.

TWELFTH ORDER OF BUSINESS

CONSENT AGENDA ITEMS

- A. Acceptance of Unaudited Financial Statements as of July 31, 2021**
- B. Approval of May 18, 2020 Regular Meeting Minutes**

Mr. Rom presented the Consent Agenda Items.

Mr. Rom would have accounting research what the \$186,451 “Due to Twin Creeks Ventures” line item, on Page 1, represents and provide an answer after the meeting.

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

THIRTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Cobb Cole***
There was no report.
- B. District Engineer: *Prosser, Inc.***
There was no report.
- C. Field Operations Liaison**

There was no report.

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

- **NEXT MEETING DATE: November 16, 2021 at 11:45 A.M.**
 - **QUORUM CHECK**

The next meeting would be held on November 16, 2021 at 11:45 a.m., unless cancelled.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned.

<p>On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the meeting adjourned at 12:04 p.m.</p>

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair