

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, April 20, 2023 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095.

Present and constituting a quorum were:

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| Blaz Kovacic | Chairman |
| Aaron Lyman | Vice Chairman |
| Tyler Thors | Supervisor |
| Frank Arias | Supervisor |

Also present were:

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| Jim Oliver | District Manager |
| Katie Buchanan | District Counsel (by phone) |
| Scott Lockwood | District Engineer |
| Jennifer Erickson | Amenity Manager |
| Rich Gray | Riverside Management Services |
| Brad Poor | Yellowstone Landscape |

The following is a summary of the discussions and actions taken at the April 20, 2023 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Oliver called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the March 16,
2023 Meeting**

There were no comments on the minutes.

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| On MOTION by Mr. Arias seconded by Mr. Thors with all in favor the minutes of the March 16, 2023 meeting were approved. |
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FOURTH ORDER OF BUSINESS

Update on Landscape and Irrigation Maintenance Services RFP Process

Mr. Oliver informed the Board that the RFP for landscape maintenance services has been issued and a pre-bid meeting was held onsite on February 12th. Proposals are due by May 9th, they'll be reviewed by staff, and then they will be distributed to the Board, who will then rank them at the May 18th meeting.

FIFTH ORDER OF BUSINESS

Update on Charlie's Grill Weekend Operating (Memorial Day through Labor Day)

Mr. Oliver informed the Board that Ms. Erickson has been successful in finding a vendor to operate the grill on weekends between Memorial Day and Labor Day and counsel is in the process of preparing a license agreement.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Spring Annual Rotations and Mulch Installation

The proposal for the mulch installation was tabled to allow for completion of the RFP process. Mr. Poor presented a proposal totaling \$5,854.73 for spring annuals installation.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor the proposal from Yellowstone for installation of spring annuals totaling \$5,854.73 was approved.

B. African Iris Replacement Along Beacon Lake Parkway and the Lake House

Mr. Poor presented a proposal totaling \$2,580 for installation of African Iris in bare areas along Beacon Lake Parkway and at the Lake House.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the proposal from Yellowstone for installation of African Iris totaling \$2,580 was approved.

C. Irrigation Repairs

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Mr. Poor informed the Board that broken irrigation heads and nozzles are included in the contract, however parts such as valves and decoders are not. He presented a proposal to replace eight decoders for a total of \$3,952.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor the proposal from Yellowstone for irrigation repairs totaling \$3,952 was approved.

D. Shade Structure Relocation

Mr. Gray informed the Board that after the last meeting he and Supervisor Arias walked the dog park and chose to relocate the shade structure to the backside of the dog park. Shade America provided a proposal totaling \$2,500 to uninstall and reinstall the structure. Additionally, Riverside Management Services provided a proposal to move the benches for a total of \$840.

On MOTION by Mr. Arias seconded by Mr. Lyman with all in favor the proposals from Shade America and Riverside Management Services together totaling \$3,340 were approved.

SEVENTH ORDER OF BUSINESS Discussion of the Fiscal Year 2024 Budget

Mr. Oliver stated once he receives numbers from the landscape proposals, he will be able to bring a budget to the May meeting for review.

EIGHTH ORDER OF BUSINESS Update on FPL Matters

Mr. Oliver reminded the Board that this item has to do with the imminent domain matter regarding power lines in the right of way at the north entrance of the community. FPL and the District's special counsel are working through the matter.

NINTH ORDER OF BUSINESS Update on Development Status

Mr. Lyman stated that Phase 3B is nearing close out. There are some erosion issues in the lakes that they're working to repair. The connector road is paved. There are some grading issues and utility conflicts with the walking path that the developer is working through. The infrastructure for Phase 4 is about 95% complete so utility companies will be brought in to do their part.

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TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

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

B. District Engineer – Approval of Requisition Summary

Mr. Lockwood gave a brief overview of the requisition summary, a copy of which was included in the agenda package. He noted number 108 appears to be maintenance related and should be paid from the general fund.

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| On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor the requisition summary listing numbers 105-114 for Phase 3B and numbers 56-62 for Phase 4 was approved as revised. |
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Mr. Lockwood also reported that the pickleball courts are in process.

Mr. Thors stated that there is a manhole cover in the area in which asphalt work has recently been done that appears to be too elevated.

Mr. Lockwood stated that he would look at it to see if it could be patched better.

C. District Manager

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

D. Amenity Manager

Ms. Erickson went over the events held at the amenity center since the last meeting and upcoming events.

Mr. Oliver stated that he and Ms. Erickson have been discussing if there is a need for security, and if so, what level of security. He and Mr. Arias will discuss the matter and bring recommendations to the next Board meeting.

Mr. Arias asked onsite staff to track expenses for repairs due to vandalism.

D. Operations Manager

Mr. Gray went over the maintenance items completed between meetings that were detailed in the operations report, a copy of which was included in the agenda package. He also

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reported on vandalism, noting a lot of it is happening at the Lakeside Park. He also updated the Board on broken flagstones, noting the cost for the repair was billed to the company responsible for the damage.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Copies of the financial statements as of March 28, 2023 were included in the agenda package for the Board’s review.

B. Assessment Receipts Schedule

A copy of the assessment receipts schedule showing the District’s assessments are 95% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$463,414.18 was included in the agenda package for the Board’s review.

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

D. Consideration of Construction Funding Request No. 47 (Phase 3B)

A copy of construction funding request number 47 totaling \$100,451.88 was included in the agenda package for the Board’s review. Mr. Oliver noted requisition number 108 will be removed.

On MOTION by Mr. Kovacic seconded by Mr. Thors with all in favor construction funding request number 47 was approved as revised.

E. Consideration of Construction Funding Request Nos. 7 and 8 (Phase 4)

Copies of construction funding request number 7 totaling \$481,538.46 and number 8 totaling 5,495 were included in the agenda package.

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On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor construction funding request numbers 7 and 8 were approved.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There were no supervisor requests.

Mr. Jeff Manors asked if there is a plan or schedule for the second lift of asphalt.

Mr. Lockwood responded that 90% of the lots have to be sold and closed out. Mr. Lyman added that there are maintenance issues such as curbing that needs to be replaced before the asphalt can be scheduled and because of the costs of paving mobilizations, the developer tries to schedule larger sections at one time.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – May 18, 2023 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor the meeting was adjourned.

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary



Chairman/Vice Chairman