

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, June 15, 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:

Aaron Lyman	Vice Chairman
Danielle Simpson	Supervisor
Tyler Thors	Supervisor
Frank Arias	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (by phone)
Scott Lockwood	District Engineer (by phone)
Jennifer Clark-Erickson	Amenity Manager
Howard McGaffney	GMS, LLC
Brad Poor	Yellowstone Landscape

The following is a summary of the discussions and actions taken at the June 15, 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

A resident commented that the community had a great meeting with the St. Johns County Sheriff's office in which the neighborhood watch organization was introduced, however it appeared that it was masquerading as an endorsement of the local community watch organization and there was a lot of confusion. He asked what the CDD's stance is on the organization. He also stated that the group has asked for someone to input data on neighbors into a spreadsheet.

Mr. Oliver responded that a neighborhood watch organization is not a CDD matter and the CDD board is not a part of that process.

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A resident asked if the CDD is involved in rentals.

Mr. Oliver responded that the only involvement that the CDD would have is if the homeowner rented the property, the homeowner would have to make a decision as to whether the homeowner would retain access to the amenities, or if the renter would have access.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 18, 2023 Meeting

There were no comments on the minutes.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the minutes of the May 18, 2023 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Request from the St. Johns County Supervisor of Elections to Use the Amenity Center as a Polling Location for the 2024 Elections

Mr. Oliver stated that the amenity center was used in 2022 for the primary and general elections and it was very convenient for the residents who came to the amenity center to vote.

On MOTION by Mr. Arias seconded by Mr. Thors with all in favor the request from the St. Johns County Supervisor of Elections office to use the amenity center as a polling location for the 2024 elections was approved.

FIFTH ORDER OF BUSINESS

Consideration of Suspension of Amenity Privileges

Mr. Oliver noted that the Board has received copies of letters sent to residents regarding incidents in which minors accessed the amenity facilities after hours. The policies provide for the District Manager to initiate an interim suspension on policy violators until the next Board meeting. He also stated in both cases, the parents of the minors contacted staff and expressed their child’s remorse.

Ms. Clark-Erickson added that there was no damage done to the District’s property.

Mr. Stuart Manley read a portion of the letter to the Board, which stated, “On May 26, 2023, at approximately 10:30 p.m. while performing final security checks at the facilities, a staff member entered the previously locked Lake House social area and found six teenagers

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(Ethan and two other boys and three girls) in the closed facility without authorization. Staff directed the group to leave the Social Hall. The group immediately complied, but subsequently were discovered at the gazebo, located at the pool deck, which closes at dusk” and continued to say, “My son is here today and is capable of speaking on his own behalf. As his father, we’re here to represent ourselves. At this point in time, he wants to demonstrate some remorse for doing what he is doing.”

Mr. Ethan Manley stated I’d like to sincerely apologize for any inconvenience or anything. I completely understand the consequences that have been applied against me. I understand the rules, and now that I know the pool deck closes at dusk, in the future it will never happen again.

Mr. Stuart Manley stated one final comment, the card that he gave to the individual who was manning the facility turned off his card, so he is not able to come back to the amenity center. Also, my enter family’s cards were turned off the entire duration, so my wife went to the amenity center yesterday, my other child went to the pool and their cards did not work either, so as a family, we have been affected by this judgment. We’d like our amenities back.

Mr. Oliver stated thank you Mr. Manley. Mrs. Shano and I spoke on the telephone a couple of days ago and I know you and your husband both spoke with your daughter, and she understands the consequences also.

Ms. Shano stated yes, she is truly sorry and will not do it again.

Mr. Arias thanked the families for attending and Ms. Clark-Erickson’s staff in the proactive stance they’ve taken and stated, “In the past, when things like this have happened, Facebook would blow up and residents would demand the responsible parties be found and dealt with and I believe we’re at that point. We want to keep this neighborhood safe for everybody and for everybody to be able to enjoy it. This is a wonderful example of what happens, and we can move forward from here.”

Mr. Oliver asked if the Board wants to consider releasing the suspension.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor lifting the suspensions of the two minors involved was approved.

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SIXTH ORDER OF BUSINESS**Ratification of Termination of Agreement with The Greenery for Landscape and Irrigation Maintenance Services**

Mr. Oliver reminded the Board that at the last meeting Yellowstone Landscape was ranked the number one proposer following the RFP process and staff issued notices of intent to award to each proposer that participated to inform them of the results. He also noted that staff received a response from one of the vendors stating their intent to challenge the results, which triggered a seven-day period in which they could file a formal complaint which fell over a holiday, so they asked for an extension, which was granted. A letter was sent by the vendor; however, they did not send a protest bid bond and decided to drop the challenge. Shortly after that, a copy of the agreement with Yellowstone was prepared. A termination notice was sent to The Greenery on May 31st informing them that the last day of service would be June 30, 2023.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor terminating the agreement with The Greenery for landscape and irrigation maintenance services was ratified.

SEVENTH ORDER OF BUSINESS**Consideration of Agreement with Yellowstone Landscape for Landscape and Irrigation Maintenance Services**

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the landscape and irrigation maintenance services agreement with Yellowstone Landscape was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Landscape Proposals****A. Additional Annual Rotation for Phases 2-4**

A copy of the proposal to add an annual rotation for Phases 2-4 totaling \$4,590 was included in the agenda package for the Board's review.

On MOTION by Mr. Lyman seconded by Ms. Simspon with all in favor the proposal from Yellowstone to install annuals totaling \$4,590 was approved.

B. Front Annual Bed Improvements

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A copy of the proposal to build up the front annual bed totaling \$9,650 was included in the agenda package for the Board’s review. Mr. Poor was asked to provide a rendering of what he’s proposing at the next meeting. This item was tabled.

C. Mulch Application for Phase 1 and Amenity Center

A copy of the proposal for installing brown mulch in the Phase 1 common areas and the amenity center totaling \$45,000 was included in the agenda package for the Board’s review.

D. Mulch Application for Phases 2 and 3

A copy of the proposal to install mulch in the Phase 2, 3 and townhome common areas totaling \$45,027 was included in the agenda package for the Board’s review.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the proposals from Yellowstone to install mulch in Phases 1, 2, 3, as well as the amenity center and townhome common areas, together totaling \$90,027.50 was approved.

E. Bahia Installation for Soccer Field

A copy of the proposal to grade uneven areas in the soccer field and to install new sod totaling \$4,470 was included in the agenda package for the Board’s review. Mr. Poor noted there would be a two-to-three-week period in which the field could not be used.

Mr. Oliver asked that Yellowstone coordinate with staff to find the time that would involve the least disruption to residents to close the field.

On MOTION by Mr. Arias seconded by Ms. Simpson with all in favor the proposal from Yellowstone to grade and install sod on the soccer field totaling \$4,470 was approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2023-08, Setting a Public Hearing for the Purpose of Adopting Revised Suspension and Termination Rules

Ms. Buchanan provided an overview of the proposed revised suspension and termination rules. She asked that the Board review the rules between now and public hearing to determine if any changes are needed.

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On MOTION by Mr. Lyman seconded by Ms. Simspon with all in favor Resolution 2023-08, setting a public hearing on August 17, 2023 at 10:00 a.m. at the World Golf Village Renaissance Resort for the purpose of adopting revised suspension and termination rules was approved.

TENTH ORDER OF BUSINESS**Update and Discussion on Fiscal Year 2024 Budget and August 17, 2023 Public Hearing**

Mr. Oliver stated that the public hearing will be moved to the World Golf Village Renaissance Resort to accommodate the large crowd that attended the public hearing for last year's budget. He also noted mailed notices will be sent to each homeowner announcing the increase in assessments being proposed with the budget and announcing the public hearing to be held in August.

ELEVENTH 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 still working through the matter.

TWELFTH ORDER OF BUSINESS**Update on Development Status**

Mr. Lyman stated that curb repairs are in process in the townhome section and the top asphalt lift for the townhome section should be scheduled in the next 30-45 days pending sign-off from the county. Regarding Phase 4, the front half is paved, and power is in, so it should be closed out by the end of July. The second part of Phase 4 should be closed out by the end of September. A paving schedule is needed from Duval Asphalt for the connector road to the townhomes section.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Ms. Buchanan informed the Board that CDD board members are going to be required to complete four hours of ethics training on an annual basis effective January 2024. Her office will provide additional information on what resources are available in the upcoming months.

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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.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the requisition summary listing numbers 121-123 for Phase 3B and numbers 66 and 67 for Phase 4 was approved.

C. District Manager

There being nothing to report, the next item followed.

D. Amenity Manager

Ms. Clark-Erickson went over the events held at the amenity center since the last meeting as well as upcoming events.

E. Operations Manager

Ms. Clark-Erickson 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.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Copies of the financial statements as of May 31, 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 96.7% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$932,201.24 was included in the agenda package for the Board’s review.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the check register was approved.

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D. Consideration of Construction Funding Request No. 49 (Phase 3B)

A copy of construction funding request number 49 totaling \$3,922.26 was included in the agenda package for the Board’s review.

E. Consideration of Construction Funding Request No. 10 (Phase 4)

Copies of construction funding request number 10 totaling \$266,645.54 was included in the agenda package.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor construction funding request numbers 49 and 10 were approved.

FIFTEENTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

A resident commended Ms. Clark-Erickson on doing a tremendous job and stated that at the last meeting some rough numbers for hiring RMS employees for extra shifts were provided as an alternative to security patrols and the numbers were not drastic per homeowner.

Mr. Oliver stated that Ms. Clark-Erickson has added to the staff, so the facility is staffed until 7:00 p.m. rather than 5:00 p.m. and the Board is trying to find the right balance between service and cost.

The resident also asked if the field will always be a soccer field.

Mr. Oliver responded that if there are good alternative uses, the Board can consider them.

A resident asked if anything additional will be done to the dog park, such as trees or shade structures since the bench is located outside the dog park.

Ms. Clark-Erickson stated that the bench is scheduled to be moved, and one of the dog features will be relocated as well, however there is not a plan currently to add vegetation.

The resident also asked when the lights will be installed on Trophy Lake Drive.

Mr. Lyman responded that FPL would need to be contacted as they own the streetlights. He also stated that FPL will typically respond to resident complaints much faster than the developer complaints.

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A resident commented that Ms. Clark-Erickson is doing a great job and stated that she is the one that brought the Sheriff's office here. She also stated that it would be helpful to hear the good things that are being done in the community through the newsletter. Additionally, she commented that there is a large amount of dirt coming from the school project and she does not see the water trucks being used.

Mr. Lyman stated that the contractors are responsible for erosion control and with it being a county project, the District has no control over the contractor. He recommended concerned residents call the county.

A resident asked for clarification on the neighborhood watch situation discussed at the beginning of the meeting, including what the CDD and HOA have to do with the neighborhood watch.

Mr. Oliver stated that this board will not be able to answer the questions on the neighborhood watch, as their responsibility is CDD owned common areas and facilities.

Mr. Arias recommended ignoring it, because the official stance from the Sheriff's Office is to call their office and not address it yourself.

Another resident asked if the CDD would be the one to approve neighborhood watch signs.

Mr. Oliver stated that if the neighborhood watch group is officially sanctioned by the St. Johns County Sheriff's office, the CDD would support having the signage installed.

A resident asked who they can talk to regarding the concerns surrounding the neighborhood watch group.

Mr. Oliver stated to extent that the group has officially been coordinated with the St. Johns County Sheriff's office, he suggests attending one of their meetings.

A resident stated that there are currently no lights as you come in through the back by the basketball courts and asked if the CDD plans to install any.

Mr. Lyman responded that the area is a county right-of-way. Mr. Oliver added that the District would look into it.

SIXTEENTH ORDER OF BUSINESS

Discussion of Security Matters

This portion of the meeting was closed to the public in accordance with Sections 119.071(3)(a) and 281.301, Florida Statutes, as the Board discussed matters related to the

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security system plan. The closed session began at approximately 11:10 a.m. and ended at approximately 11:22 a.m.

SEVENTEENTH ORDER OF BUSINESS **Next Scheduled Meeting – July 20, 2023 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095**

EIGHTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the meeting was adjourned.

DocuSigned by:

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Secretary/Assistant Secretary


Chairman/Vice Chairman