

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, July 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:

Blaz Kovacic <i>by phone</i>	Chairman
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
Jennifer Clark-Erickson	Amenity Manager
Rich Gray	Operations Manager
Brad Poor	Yellowstone Landscape

The following is a summary of the discussions and actions taken at the July 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 June 15, 2023 Meeting

There were no comments on the minutes.

On MOTION by Mr. Arias seconded by Mr. Lyman with all in favor the minutes of the June 15, 2023 meeting were approved.
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FOURTH ORDER OF BUSINESS

**Consideration of Proposal from
Yellowstone for Front Annual Bed
Improvements**

A copy of the proposal totaling \$9,650 was include in the agenda package along with some example renderings for the Board to review.

Mr. Poor noted that annuals were recently planted in the front bed, so this work would not be finalized until mid-September.

On MOTION by Mr. Lyman seconded by Mr. Arias with all in favor the proposal from Yellowstone for front annual bed improvements was approved with Mr. Lyman authorized to finalize the design.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-09,
Changing the Location of the Public
Hearing for the Fiscal Year 2024 Budget**

Mr. Oliver stated that in an abundance of caution, the public hearing on the Fiscal Year 2024 budget is being relocated to the World Golf Village Renaissance Resort to accommodate more resident attendance.

On MOTION by Mr. Thors seconded by Mr. Simpson with all in favor Resolution 2023-09, changing the location of the public hearing for the Fiscal Year 2024 budget was approved.

SIXTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2024 Budget

Mr. Oliver noted no significant changes have been made to the budget since the last meeting. The budget includes an eight percent increase in assessments.

SEVENTH ORDER OF BUSINESS

**Discussion of Proposed Updates to the
Amenity Policies**

A. Suspension and Termination Rules

Ms. Buchanan provided an overview of the proposed suspension and termination rules, which Mr. Oliver noted strengthen the existing policies and gives the Board and staff the tools they need to enforce the policies.

Mr. Arias asked how staff accounts for access cards when someone moves.

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Ms. Clark-Erickson responded that unless she is notified that someone has moved, there's no way to confirm until a new resident comes in to set up their access cards. She added that most of the time renters just hand their access cards for the next renter.

Mr. Thors asked if it would be possible to have a photo attached to the access card to help confirm that the person entering the facilities is the owner of the access card.

Mr. Oliver stated that it is very doable. He also noted that most districts go through a process on an annual basis in which they ask residents to re-register or confirm their status as a property owner.

B. Policy on Age Requirements

Mr. Oliver stated that currently the access age for the facilities is 14 years old and the question is whether raising the age would make issues such as vandalism more manageable. With the tools such as the suspension letters and the new policy to be considered at the August meeting, a change may not be necessary, however he noted input is welcomed before any change is made.

Ms. Clark-Erickson stated that one age for all the facilities would be helpful for staff as currently the minimum age for the gym is 15.

Mr. Oliver suggested continuing discussions on the subject. Any changes would not go into effect until October.

C. Fishing Policies

Mr. Oliver stated that the lakes have maintenance easements that are not intended to be fishing easements and some people seem to believe they have the right to walk around the lakes and use them for any purpose and that is not the intent. Staff will work on drafting a map to designate where people can fish as well as revised policy language.

EIGHTH ORDER OF BUSINESS

Update on FPL Matters

Ms. Buchanan stated that the next step in the imminent domain case is to determine, with the engineer's assistance, whether any of the impacted property was improved with bond proceeds.

TWELFTH ORDER OF BUSINESS

Update on Development Status

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Mr. Lyman stated that the pedestrian path on the connector road should be paved before the end of the day. A final walk-through is needed before it can be opened to the public.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

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

B. District Engineer

1. 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 Ms. Simpson with all in favor the requisition summary listing numbers 124-130 for Phase 3B and numbers 68-70 for Phase 4 was approved.

2. Acceptance of the 2023 Annual Report

Mr. Lockwood provided an overview of the 2023 annual engineer’s report, which details the general condition of the CDD to ensure it’s being maintained properly.

On MOTION by Mr. Lyman seconded by Mr. Arias with all in favor the 2023 annual engineer’s report was accepted.

C. District Manager

Mr. Oliver asked that residents lean more on staff as opposed to contacting Ms. Simpson about community issues. An e-blast will be sent to residents that includes contact information for the onsite staff and Mr. Oliver.

D. Amenity Manager

Ms. Clark-Erickson went over the events held at the amenity center since the last meeting as well as upcoming events. She also informed the Board that the janitorial company has been given a 30-day deficiency notice.

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E. 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.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Copies of the financial statements as of June 30, 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 100.3% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$666,674.77 was included in the agenda package for the Board’s review.

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

D. Consideration of Construction Funding Request No. 50 (Phase 3B)

A copy of construction funding request number 50 totaling \$37,091.50 was included in the agenda package for the Board’s review.

E. Consideration of Construction Funding Request No. 11 (Phase 4)

Copies of construction funding request number 11 totaling \$148,621.73 was included in the agenda package.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor construction funding request numbers 50 and 11 were approved.

TWELFTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

There being none, the next item followed.

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THIRTEENTH 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 security system plan. The closed session began at approximately 10:50 a.m. and ended at approximately 11:05 a.m.

FOURTEENTH ORDER OF BUSINESS Consideration of Proposals for Expansion of Security Camera System

On MOTION by Mr. Arias seconded by Ms. Simpson with all in favor the proposal from Atlantic Companies to expand the security camera system was approved subject to determining if cameras can be added at the public park.

FIFTEENTH ORDER OF BUSINESS Next Scheduled Meeting – August 17, 2023 at 10:00 a.m. at the World Golf Village Renaissance Resort, 500 South Legacy Trail, St. Augustine, Florida 32092

SIXTEENTH ORDER OF BUSINESS Adjournment

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

Chairman/Vice Chairman