

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, September 21, 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	Chairman
Aaron Lyman	Vice Chairman
Danielle Simpson	Supervisor
Tyler Thors	Supervisor
Frank Arias	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Scott Lockwood <i>by phone</i>	District Engineer
Jennifer Erickson	Amenity Manager
Rich Gray	Operations Manager
Howard McGaffney	GMS

The following is a summary of the discussions and actions taken at the September 21, 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

David Luebbe stated that he had two issues with the pickleball courts: the sound and the lights. He noted he sent a picture showing the lights shining into his family room as early as 5:30 a.m. Additionally, he believes they're supposed to go off at 10:00 p.m., however there are occasions they do not go off until 11:00 p.m. He suggested changing the hours during the week. Lastly, he commented on the sound coming off the pickleball courts and recommended sound barriers.

September 21, 2023

Meadow View at Twin Creeks CDD

A resident added that the lights on the pickleball courts are point up toward homes rather than down like the tennis court lights.

Fred commented that there is a quality-of-life issue with the pickleball courts and stated that he'd like to find a reasonable solution. He also commented on safety concerns with drivers speeding and running stop signs.

Mark Pond asked why the pickleball court lights were not set up as the tennis court lights were and why a user can turn the tennis court lights on and off versus being controlled by timers like the tennis courts.

A resident stated that the Horsetail sign has not been lit up for a year and a half despite complaints.

Steve stated that he purchased his home which came slated with a dock available between the homes and once he moved in was notified by the property management architectural review board that it has been changed to be in the middle of individual properties, eliminating the ability for him to have a dock. He requested his home be allowed a dock as an exception.

A resident commented on safety issues with the crosswalks and suggested a light up crosswalk sign.

Heather Hamilton requested a bike rack be installed at the bus stop at Trophy Lake and Twin Creeks as the kids are crossing the main road diagonally to park their bikes, which is a safety concern.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 17, 2023 Meeting

There were no comments on the minutes.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor the minutes of the August 17, 2023 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Amendment to Agreement with West Orange Nurseries for Phase 4

Mr. Oliver noted that this amendment is for installation of landscaping and piggybacks on the original construction agreement in place with West Orange Nurseries.

September 21, 2023

Meadow View at Twin Creeks CDD

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor the amendment to the agreement with West Orange Nurseries for Phase 4 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Amenity Policy Updates

A. Access for Residents Aged 15 and Older Without Accompanying Adult

Mr. Oliver stated that there are different age limits set for different accesses. For the dog park you must be at least 16, for the fire pit you must be at least 18 and for the fitness room you have to be at least 15 and older, but for the Lake Hours, the minimum age is 14. It has been suggested in previous meetings to raise the minimum age to 15 to use the Lake House.

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor raising the minimum age for the Lake House facility to 15 and older was approved.

B. Fishing Policies

Mr. Oliver stated that the biggest issue with fishing is people fishing within backyards as residents do have a reasonable right to expectation of privacy. He noted the backyards run down to the water's edge and even when it doesn't there is CDD owned property so the CDD would control that property. The easements at the end of each lot were put in place for maintenance and drainage purposes and they are not to be used recreationally. A document was created to set guidelines for fishing and a map is attached that clarifies the areas in which fishing is permitted.

Jimmy stated his opposition to the designation of ponds.

Multiple residents commented on the confusion between whether a resident owns up to the water's edge, or whether the CDD owns the property at the water's edge.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor adding clarifying guidelines to the fishing policies was approved.

C. Use of Lake House for Commercial Business Purposes

September 21, 2023

Meadow View at Twin Creeks CDD

Mr. Oliver stated that occasionally organizations ask to rent the facility for commercial purposes and typically the District tries to protect its tax exemption status with St. Johns County and the Federal government by not allowing for-profit business to operate for a fee and sell goods and services from a District owned facility. Recently there have been a lot of business meetings being held in the Lake House, so staff is looking for guidance from the Board regarding rentals by for-profit organizations and use of the facility without renting it for casual use by business organizations.

Ms. Buchanan stated in other districts there is a reservation system that could potentially be put into place to ensure access is available equitably to all members of the community, but most importantly the District's facilities cannot be the hub for private practice.

Mr. Kovacic stated that he agrees with District Counsel.

<p>On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor the policy regarding use of the Lake House for commercial business purposes was approved in substantial form with Mr. Arias authorized to work with staff on finalizing the policy.</p>

Mr. Oliver stated that there are several things to consider regarding the pickleball courts including the timing of the lights, how to best address the brightness of the lights, and the noise from the courts. A funding source will need to be identified for any changes made as it was not budgeted for.

Mr. Kovacic asked if resident David Luebbe would bring back possible solutions to the Board that the pickleball group and he can agree on.

Mr. Arias added that the lighting issue needs to be addressed ASAP but noted the sound proofing may take a while as there is a process.

Mr. Oliver reminded the Board of the dock request made earlier in the meeting for the property behind 81 Lamar and the master dock easement agreement that is in place, which designated certain lots for which docks could be constructed.

Mr. Kovacic stated that a consensus was reached between the three builders, the developer and the CDD to designate only certain lots to have docks and the intent is not to deviate from the agreement. He added that he would not agree to an exception.

September 21, 2023

Meadow View at Twin Creeks CDD

A resident asked if the master dock easement agreement could be amended.

Mr. Oliver stated that District Counsel would be consulted on the options.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Janitorial Services

Mr. Gray stated that the level of services expected from the current janitorial company is not being met and presented two proposals for janitorial services. High Tech proposed cleaning three times per week at a rate of \$1,301 per month. KBT Professional Cleaning also proposed cleaning three times per week, but at a rate of \$1,820. Mr. Gray noted KBT will increase prices by 4% each year until 2026, which would put the District above the current budgeted amount.

On MOTION by Mr. Arias seconded by Mr. Lyman with all in favor the proposal from High Tech was approved.

B. Holiday Lighting

Mr. Gray presented a proposal totaling \$32,320 from the same vendor used for last year’s holiday lighting.

Ms. Simpson stated that last year the HOA contributed to the cost of the holiday lighting.

Mr. Arias stated his preference for keeping the cost closer to \$20,000 as that is what is budgeted. Staff will work with Mr. Arias on finalizing the holiday lighting plan.

SEVENTH ORDER OF BUSINESS

Update on FPL Matters

There being no significant updates, the next item followed.

EIGHTH ORDER OF BUSINESS

Update on Development Status

Mr. Lyman stated that Phase 4 is being wrapped up and the FPL facilities are going in the ground. Trees are being installed on the connector road.

A resident asked if the lines on the road and speed limit signage will be done soon.

Mr. Lyman stated that the county is working with the district engineer to get signs put up. Temporary striping will go in within the next 30 days.

A resident commented that people are speeding down the connector road.

September 21, 2023

Meadow View at Twin Creeks CDD

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer

1. Approval of Requisition Summary

A copy of the requisition summary was included in the agenda package for the Board’s review.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor the requisition summary listing numbers 133-137 for Phase 3B and numbers 77-79 for Phase 4 was approved.

**2. Consideration of Work Authorization No. 28 for Fiscal Year 2024
General Consulting Engineering Services**

No action was taken on this item.

C. District Manager

Mr. Oliver stated that the Fiscal Year ends September 30, 2023 and the audit process would begin immediately after that.

D. Amenity Manager

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

E. Operations Manager

Mr. Gray went over the maintenance items completed between meetings and upcoming projects. A copy of the operations report was included in the agenda package for the Board’s review.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

Copies of the financial statements as of August 31, 2023 were included in the agenda package for the Board’s review.

September 21, 2023

Meadow View at Twin Creeks CDD

B. Assessment Receipts Schedule

A copy of the assessment receipts schedule showing the District’s assessments are 100.5% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$426,218.46 was included in the agenda package for the Board’s review.

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

D. Ratification of Construction Funding Request No. 1 (Phase 4 – Heartwood)

A copy of construction funding request number one totaling \$176,642.78 was included in the agenda package for the Board’s review.

E. Consideration of Construction Funding Request No. 52 (Phase 3B)

A copy of construction funding request number 52 totaling \$124,192 was included in the agenda package for the Board’s review.

F. Consideration of Construction Funding Request No. 13 (Phase 4 – Dream Finders)

A copy of construction funding request number 13 totaling \$287,827.08 was included in the agenda package.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor construction funding request numbers 1 was ratified and numbers 52 and 13 were approved.

TWELFTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

There were no supervisor requests.

Audience Comments

A resident asked if changing the annual flowers every four months instead of three has been considered.

September 21, 2023

Meadow View at Twin Creeks CDD

Mr. Lyman stated that there would be some savings, but the thought has always been to change them out before the flowers die for aesthetic reasons.

A resident asked how often the ponds are treated.

Mr. Gray responded once per month.

A resident asked whose responsibility it would be to hire crossing guards.

Mr. Oliver responded the school district.

A resident asked if there are concerns with the crossing areas, is it on the residents to volunteer, or if a company could be hired.

Mr. Oliver recommended consulting the school board.

A resident stated that it is critical that the crosswalks be painted or brightened.

Mr. Oliver stated that he will be discussing the crosswalks with the District Engineer and also noted many of the things discussed need to be done in conjunction with the county. He also encouraged the residents to call the Sheriff’s Office to report the issues occurring in the community.

A resident stated that the water fountain at the basketball courts is not functioning. He also commented on the red ants in the pool area.

Mr. Lyman stated that a contractor installed the water line at the wrong location so the developer is working with the county to get it resolved.

Mr. Gray stated that he would take care of the ant problem.

A resident stated that the sign on Twin Creeks and Trophy was damaged in a car accident and also commented on it being the only bus stop that does not have a bike rack.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – October 19, 2023 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095


THIRTEENTH ORDER OF BUSINESS

Adjournment

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

September 21, 2023

Meadow View at Twin Creeks CDD

DocuSigned by:

D1BA6E6E7410418...
Secretary/Assistant Secretary


Chairman/Vice Chairman