

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, October 19, 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
Emily Wright	Riverside Management Services

The following is a summary of the discussions and actions taken at the October 19, 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 September 21, 2023 Meeting

There were no comments on the minutes.

October 19, 2023

Meadow View at Twin Creeks CDD

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor the minutes of the September 21, 2023 meeting were approved as presented.

Mr. Lyman and Mr. Lockwood joined the meeting at this time.

FOURTH ORDER OF BUSINESS

Consideration of Agreement with West Orange Nurseries for Landscaping of Beacon Lake Parkway Extension

Mr. Oliver noted this agreement is for the materials and installation of landscaping along the Beacon Lake Parkway extension.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor the agreement with West Orange Nurseries for landscaping of the Beacon Lake Parkway extension was approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Draft Audit Report for Fiscal Year 2022

Mr. Oliver presented the audit report for Fiscal Year 2022, noting it is considered a clean audit and there are no comments that require additional action, or any follow up actions needed from the prior year. Once finalized the audit will be submitted to the Florida Auditor General.

On MOTION by Mr. Kovacic seconded by Mr. Thors with all in favor ratifying the draft Fiscal Year 2022 audit report was accepted.

SIXTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Oliver informed the Board that the Fiscal Year 2022 audit report was submitted past the deadline of June 30th and for that reason the recommendation is to go through the RFP process again to select a new audit firm. The first step to proceed with that process is to appoint an audit committee, which Mr. Oliver noted is typically made up of the board members.

October 19, 2023

Meadow View at Twin Creeks CDD

On MOTION by Mr. Thors seconded by Mr. Kovacic with all in favor appointing the board members to the audit committee was approved.

SEVENTH ORDER OF BUSINESS**Update on Pickleball Courts****A. Hours of Operation**

Mr. Oliver stated that currently the hours of operation for the pickleball courts are from 6:00 a.m. to 10:00 p.m. and suggested the Board look at reducing those hours so they will have less impact on the nearby homeowners in terms of noise and light pollution.

B. Sound Abatement Options and Costs

Two proposals were included in the agenda package for noise block panels, which total \$9,404.25 and \$18,980. Mr. Oliver stated that there has been no funding source identified for the noise block panels yet, so no decision is needed at this time.

C. Court Lighting Adjustments

Mr. Oliver noted the pickleball court lights were recently adjusted, however there seem to be a need for further adjustments, such as eliminating use of the lights in the morning.

Mr. Oliver added that another point to consider for the pickleball courts is that they are available first and foremost to the residents, so the number of guests that can access those courts needs to be reviewed. The current policies allow for six guests per family for all the facilities and over time that number may be reduced as the community grows.

Mr. Mark Pond stated that discussions with the pickleball players regarding compromises between nearby homeowners and players are ongoing. He believes changing hours from 10:00 p.m. to 9:00 p.m. would be agreeable for most. He also stated that one of the questions that has come up is whether the lights can be moved and recommended adding shields for the front half of the lights.

Mr. Thors stated that a timer switch was installed inside the courts to allow for better control of the lights, so the issue of the lights coming on at 5:30 a.m. has been resolved. He recommended moving the timer switch for the tennis courts to the inside of the courts for the same reason.

October 19, 2023

Meadow View at Twin Creeks CDD

The Board took input from residents present regarding whether they have any objections in changing the hours for the pickleball courts to 6:30 a.m. to 9:00 p.m., and changing the number of guests per family from six per family to one per patron.

A resident stated that pickleball is a social sport and recommended three guests as a lot of people play doubles.

A resident recommended there be a one-hour play limit set when courts are full.

A resident recommended a reservation system for the courts.

There were no objections to changing the hours.

On MOTION by Mr. Arias seconded by Mr. Thors with Mr. Arias, Mr. Thors, Ms. Simpson and Mr. Lyman in favor and Mr. Kovacic opposed, changing the hours of the pickleball courts from 6:30 a.m. to 9:00 p.m. and changing the number of allowed guests to three per family was approved.

EIGHTH ORDER OF BUSINESS

Update on Request for Crosswalk and Pedestrian Flashing Light Installation

Mr. Oliver stated that a request has been made to St. Johns County to install a lighted crosswalk sign and staff is awaiting a response. He noted a similar project was done in another district and it cost approximately \$18,000.

Mr. Arias asked how feasible it would be to repaint the crosswalks in the interim.

Mr. Oliver responded that it can be done immediately.

NINTH ORDER OF BUSINESS

Update on FPL Matters

Ms. Buchanan stated that the matter is currently on hold.

TENTH ORDER OF BUSINESS

Update on Development Status

Mr. Lyman stated that Phase 4 is nearing completion.

A resident stated that she heard that the new section was originally supposed to be Creekside and now it's Beacon Lake.

Mr. Kovacic stated that the rumor is not true and provided a brief overview of the background of the land.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

October 19, 2023

Meadow View at Twin Creeks CDD

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. Lyman seconded by Mr. Kovacic with all in favor the requisition summary listing numbers 80-82 for Phase 4 was approved.

Mr. Lockwood asked if the Board is agreeable to paying West Orange Nurseries pay applications submitted shortly before the Board meeting. There were no objections from the Board. Mr. Lyman noted retainage is being held if there happened to be an issue.

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

Mr. Oliver presented work authorization number 28 for Fiscal Year 2024 general consulting engineering services in the amount of \$15,000.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor work authorization number 28 from England Thims & Miller for Fiscal Year 2024 general consulting engineering services was ratified.

C. District Manager

Mr. Oliver stated that the end of year financials included in the agenda package show there is a positive variance, and that will fund the District until assessments are received from the property tax bills.

D. Amenity Manager

Ms. Erickson went over the events held at the amenity center since the last meeting as well as upcoming events. She informed the Board she has received a request from the wine

October 19, 2023

Meadow View at Twin Creeks CDD

club to have a wine tasting event. The cost would be approximately \$250-\$300 and would be pulled from the special events line.

Mr. Oliver stated that he would speak to District Counsel regarding the event.

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. He informed the Board that HOA has offered to assist with funding the Christmas light installation. The lights are estimated to be turned on the first week of November.

Mr. Thors requested a sign be installed on the courts reminding people to turn the lights off when they're done playing.

Mr. Gray also informed the Board that there is a wire that runs at the entrance from the FPL meter to the transformer that is owned by the District that is not supplying power to the meter. Because it is owned by the District, he is seeking quotes to make the repair. One quote has been submitted so far totaling \$4,900.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

Copies of the financial statements as of September 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 on-roll assessments are 100.5% collected was included in the agenda package.

C. Check Register

A copy of the check register totaling \$813,260.88 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.

October 19, 2023

Meadow View at Twin Creeks CDD

D. Consideration of Construction Funding Request No. 3 (Phase 4 - Heartwood)

A copy of construction funding request number 3 totaling \$258,608.61 was included in the agenda package for the Board’s review.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor construction funding request number 3 was approved.

THIRTEENTH ORDER OF BUSIENSS Other Business

There being none the next item followed.

FOURTEENTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

Supervisor Requests

Mr. Thors stated communication has been received about concerns about lighting and asked what recourse there is for those disturbed by streetlights in their windows and asked what the status is on the lack of lighting between Trophy Lake and Arum.

Mr. Oliver stated regarding too much lighting, the concerned resident can call FPL. If there are certain areas the Board decides are too dark, the Board can authorize FPL to install additional lights, however, there needs to be a comprehensive review.

Ms. Simpson added that strip of Twin Creeks Drive going back to Heron Oaks Drive is not the Districts, nor are the two ponds in that area, so if the ponds do not look maintained, the County can be contacted.

Mr. Kovacic suggested contacting the management company for Creekside CDD to see how they can help, or how the Districts can collaborate on the issue.

Audience Comments

A resident commented on a lack of lighting near the middle school and kids waiting for the bus in the area.

Mr. Oliver stated that the District can contact the school board to see if they can agree to a solution.

October 19, 2023

Meadow View at Twin Creeks CDD

A resident stated that another resident tried to contact FPL about the light poles in the area as there are poles there, just not turned on, and they were told to provide numbers for the poles, however the resident was not able to find numbers.

A resident asked about getting permission for the wine tasting event Ms. Erickson mentioned earlier in the meeting stating that the event would be for a group of 50 and are willing to help with the cost of wine.

Mr. Oliver stated that he would get with District Counsel to work out the details.

A resident stated that the area of Twin Creeks Lake across from the basketball court looks horrible and asked who she can contact regarding that area.

Mr. Kovacic stated that GMS would contact Creekside's management company to see if that area is owned by Creekside CDD or the county.

The resident also stated that she was told once her street was done (Windemere), the road would be paved within the following year, and it's been over two years.

Mr. Kovacic stated that before it can be paved, the county will come up with a punch list of items that need to be repaired and those repairs are in progress.

The resident stated the area at the end of her driveway is cracked and asked if it will be repaired then too.

Mr. Lyman stated that the county determines what needs to be repaired and if they see it is cracked, they will add it to the punch list. He added that concrete work is at least 30 days out.

Mark Pond asked if there are plans for lights on Beacon Lake Parkway extension near Publix.

Mr. Kovacic stated that FPL's lighting plan would need to be reviewed.

Mark Pond asked if there is an access road from Phase 3A to 4.

Mr. Lyman stated that there is no connection, so you'd have to go out and around.

Mark Pond stated that the pickleball group would like to have tournaments against other developments, such as Silverleaf, and his understanding is the policies don't currently allow for that. He asked that the Board consider changing that and also asked that the Board give Ms. Erickson some authority in making decisions for those types of things.

October 19, 2023

Meadow View at Twin Creeks CDD

Mr. Oliver stated that he would speak with District Counsel regarding the tournaments and noted there would probably need to be some kind of documentation that would indemnify the District.

A resident asked if the locks on the doors have been fixed.

Mr. Gray responded that they have been fixed.

The resident asked which intersections the flashing crosswalk lights were requested for.

Mr. Gray responded that a few have been mentioned to him including Windemere and Twin Creeks Drive, Lomond and Twin Creeks Drive, the crosswalk at the roundabouts, and the crosswalk by Hutchinson.

The resident asked that the intersection on Convex across from Concave be added to the list.

A resident asked what the process would be for a home not designated for a dock to get approval to build a dock.

Mr. Oliver stated that there is a dock easement agreement in the county's records that stipulates which lots are allowed to have docks. He noted at the last meeting it was stated that the decision for which homes could have lots was made before any homes were built. The CDD Board would have to approve an exception to the dock easement agreement for a home not designated for a dock to build one, and that was brought up at the last meeting, but the Board did not act on that request.

A resident asked if a request can be made to the Board to make an exception to the dock easement agreement.

Mr. Oliver responded yes.

A resident asked if there are city planners thinking about how the traffic will flow through the community once the school is built.

Mr. Oliver responded that from what he saw when Bartram Springs Elementary was built, there is coordination between the county and the school board, but there will be an adjustment period where some changes are made. The District will not be part of the process.

October 19, 2023

Meadow View at Twin Creeks CDD


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. Kovacic with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary


Chairman/Vice Chairman