

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 19, 2024 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
Tyler Thors	Supervisor
Frank Arias	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Jennifer Erickson	Amenity Manager
Rich Gray	Operations Manager
Emily Wright	Riverside Management Services
Christian Barrows	Riverside Management Services

The following is a summary of the discussions and actions taken at the September 19, 2024 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 policies the traffic issues are not being regulated, such as parking on the street and e-bikes. She asked who those types of concerns should be relayed to. She also commented on the streetlighting in Phase 3 not working. Lastly, she asked if the policies be amended to include use of the kitchen during the social room rentals.

A resident asked if there would be any consideration for turning the entrance from 210 into a four-way stop to slow traffic down.

A resident asked if cable could be added to the TVs in the Lake House for use during events.

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A resident requested a soft gate to be added to an easement to stop the e-bikes.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 8, 2024 Meeting**

Mr. Thors stated that under the fifth order, Mr. Lockwood’s statement is supposed to say unlikely, rather than likely.

On MOTION by Mr. Lyman seconded by Mr. Thors with all in favor the minutes of the August 8, 2024 Board of Supervisors meeting were approved as revised.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

Mr. Oliver stated that the audit for fiscal year 2024 will begin with the end of the fiscal year, September 30, 2024.

**D. Amenity Manager**

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

Mr. Oliver asked what is available on the TV in the Lake House.

Ms. Erickson responded that residents have the ability to log-into streaming services and DirecTV is available as well.

Mr. Arias asked what would need to happen to allow renters to use the kitchen.

Ms. Erickson responded that the kitchen is used for Charlie’s Grill, which is a licensed restaurant area, so it cannot be used by rentals for safety and liability reasons.

Mr. Oliver stated that staff will look into what controls could be put into place to consider allowing use of the kitchen.

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**E. Operations Manager**

**1. Report**

A copy of the operations report was included in the agenda package for the Board’s review.

**2. Proposals for Holiday Lighting**

Mr. Gray presented proposals for both seasonal and permanent holiday lighting, copies of which are included in the agenda package for review. He noted conduit would need to be installed if the Board chooses to go with permanent lighting. He also informed the board that the HOA has agreed to contribute \$10,000 to the CDD for holiday lighting.

On MOTION by Mr. Arias seconded by Mr. Lyman with all in favor the proposal from Humbug for seasonal lighting was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of the Engagement Letter with  
Grau & Associates for the Fiscal Year  
2024 Audit**

Mr. Oliver informed the Board that Grau & Associates was the firm selected through the audit RFP process. The fee for fiscal year 2024 is \$7,600 and is in line with the budget.

On MOTION by Mr. Thors seconded by Mr. Kovacic with all in favor the engagement letter with Grau & Associates for the fiscal year 2024 audit was ratified.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-08,  
Authorizing Investment of Funds with the  
State Board of Administration Account**

Mr. Oliver stated that the State Board of Administration account is an investment fund for public entities that gets a higher rate of return, but still meets all the requirements for protecting public funds. There is already an SBA account for the general fund. The purpose of this resolution is to establish an account for the capital reserve fund.

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On MOTION by Mr. Kovacic seconded by Mr. Thors with all in favor Resolution 2024-08, authorizing investment of funds with the State Board of Administration account was approved subject to revising Section 2 of the resolution.

**SEVENTH ORDER OF BUSINESS                      Financial Reports**

**A.    Financial Statements as of July 31, 2024**

Copies of the financial statements were included in the agenda package for the Board’s review.

**B.    Assessment Receipts Schedule**

A copy of the assessment receipt schedule showing the on-roll assessments are 100% collected was included in the agenda package for the Board’s review.

**C.    Check Register**

A copy of the check register totaling \$525,656.30 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 check register was approved.

**EIGHTH ORDER OF BUSINESS                      Other Business**

Mr. Oliver stated that while the CDD owns certain roads within the District, it does not have enforcement powers in terms of speed control. That is left to the St. Johns County Sheriff’s Office. He encouraged residents to contact the Sheriff’s office as needed. The District and the residents can continue to make noise about the school traffic and parking to the school district. Regarding making changes to intersections, that would have to be coordinated with St. Johns County and construction funds allocated for those changes, so it is nothing the Board can do today, however it can be considered over time. He also added that he would see what he can find out in regard to the developer’s responsibilities as far as the final paving, landscaping and curbing.

**NINTH ORDER OF BUSINESS                      Supervisors’ Requests and Audience Comments**

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A resident asked how often the playgrounds get refurbished.

Mr. Gray responded the playgrounds will be pressure next year.

On MOTION by Mr. Kovacic seconded by Mr. Thors with all in favor construction funding request number 16 was ratified.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – October 17, 2024 at 10:00 a.m. at the Renaissance Resort at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida**

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:  
*Jim Oliver*  
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Secretary/Assistant Secretary

*Steph...*  
Chairman/Vice Chairman