

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, November 21, 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:

Frank Arias	Chairman
Blaz Kovacic	Vice Chairman
Jessica Brown	Supervisor
Daryl Berman	Supervisor
Jim McNamee	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Daniel Sims	District Engineer
Jennifer Erickson	Amenity Manager
Rich Gray	Operations Manager
Emily Wright	Riverside Management Services
Christian Birol	Riverside Management Services
Matt Biagetti	GMS, LLC
Brad Poor	Yellowstone Landscape

The following is a summary of the discussions and actions taken at the November 21, 2024 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Oliver called the meeting to order and called the roll. He then administered oaths of office to Ms. Brown and Mr. Berman.

SECOND ORDER OF BUSINESS

Public Comment

A resident stated that some of the newer streetlights in Phase 3 still have not been turned on. She also asked for an update on the water fountains near the basketball court that are not operational. Lastly, she asked for an update on the request for residents to use the kitchen during rentals.

November 21, 2024

Meadow View at Twin Creeks CDD

A resident commented on the excessive overnight street parking and expressed concern with safety for kids. He also added that he believes the best way to address it to put the offenders on notice, and then issue them a fine, rather than towing the cars immediately.

A resident commented that residents of the Landing are still having issues with the gate.

A resident asked if it would be possible to add a stop sign at Twin Creeks and the four-way stop at the Landing. He also asked if there are considerations for adjusting the dock plans.

Kathy Callahan echoed the comment regarding the gate at the Landing stating she's had issues several times with no one answering the phone at the gate.

Susan Kos commented that there have been a lot of maintenance issues in Beacon Lake and there is a concern for the timeline for addressing some of the issues and why that is, such as the fountain at Lakeside Park. She also commented that she would like to see a shift in the mindset as to the landscaping at the entrance of the Landing so that the aesthetic matches the rest of the community. She also echoed the comments with the Landing gate issues. She recommended adding signage giving guests some instruction as to what they should do as they approach the gate.

A resident commented that she does not believe the palm trees have been trimmed as they were supposed to be. She also stated that the flower beds should be more consistent, and it seems like the Landing entrance gets missed a lot. Next, she stated that the potholes should be filled if paving is not going to be done until Phase 4 is complete.

A resident asked when more of the light-up street signs will be added in Harborside and on the other side where the single-family homes are. She also stated that a few people are asking for more lights on the access road to Publix.

A resident asked that meetings be held in the evenings to get more community engagement. He also commented that there is a light on Lens Court near the end of the street that has one side being blocked.

A resident asked for virtual meeting attendance options.

A resident stated that as soon as you turn right after the school, it looks like a completely different community as far as landscape maintenance.

November 21, 2024

Meadow View at Twin Creeks CDD

A resident commented that about a year ago fishing access was removed from the Lens Court pond. She requested that be reevaluated as it's one of the safest places to have small children around.

Mr. Oliver stated that a CDD 101 session should be planned for the next meeting to go over all the issues just brought up.

A resident commented that it is pitch black on Beacon Lake Parkway going to Creekside and going to the townhomes and expressed concern over the safety due to the lack of lighting.

A resident stated that the dog park and soccer field doesn't seem to be maintained very well, and she wants to make sure that is addressed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors Jessica Brown and Daryl Berman

The oaths were administered at the beginning of the meeting.

B. Acceptance of Resignation from Tyler Thors

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor the resignation of Tyler Thors was accepted.

C. Discussion of Process for Appointing a New Supervisor to the Vacant Seat

Mr. Oliver stated that the Florida Statute that applies to filling vacancies is very broad, but the basic process is for a nomination to be made by a Board member, once the motion is seconded it goes to Board vote and if that motion is approved, the person can be seated on the Board. He added that the Board can choose to appoint one of the other candidates that ran during the general election, or the Board could direct staff to request resumes and/or letters of interest from members of the community.

Mr. Arias motioned to appoint Jim McNamee to the vacant seat. Mr. Kovacic seconded the motion.

Ms. Brown stated that she knows of some people that have expressed interest in the position, so she recommended opening the position up to the community.

November 21, 2024

Meadow View at Twin Creeks CDD

On VOICE VOTE with Mr. Arias, Mr. Kovacic and Mr. Berman in favor and Ms. Brown opposed, the motion to appoint Jim McNamee was approved 3-1.

Mr. Oliver, being a notary public for the State of Florida, administered an oath of office to Mr. McNamee.

D. Overview of Public Records and Sunshine Laws for New Supervisors

Mr. Oliver provided an overview of the Sunshine and Public Records Laws.

E. Consideration of Resolution 2025-01, Designating Officers

Mr. Oliver stated that the current slate of officers includes Blaz Kovacic as the Chairman, the previous supervisor Aaron Lyman was the Vice Chair, the three remaining board members are the Assistant Secretaries, Mr. Oliver is the Secretary and Treasurer, and the other District Managers at GMS serve as Assistant Secretaries and Assistant Treasurers to allow them to sign any documents as needed.

Mr. Kovacic nominated Mr. Arias to serve as Chairman.

Mr. Arias stated that he would accept the role as Chair and recommended Mr. Kovacic serve as Vice Chair.

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor Resolution 2025-01, designating officers was approved with Mr. Arias to serve as Chair, Mr. Kovacic to serve as Vice Chair, Mr. Berman, Ms. Brown and Mr. McNamee to serve as Assistant Secretaries and GMS employees Darrin Mossing, Daniel Laughlin, and Marilee Giles to serve as Assistant Secretaries and Assistant Treasurers.

The following item was taken out of order from the agenda.

FOURTH ORDER OF BUSINESS Staff Reports

Mr. Poor provided a brief update on landscaping matters.

A. District Counsel

Ms. Buchanan reminded the Board members to complete the required four hours of ethics training by December 31st if they have not yet done so.

November 21, 2024

Meadow View at Twin Creeks CDD

B. District Engineer

Mr. Sims reported that he has asked St. Johns County to create a punch list prior to completing the second asphalt lift.

Mr. Oliver asked how that would affect the current potholes.

Mr. Sims responded that potholes are inspected and treated on a case-by-case basis depending on what caused the pothole.

Mr. Oliver asked Mr. Sims to get with Mr. Gray to identify any potholes that cannot wait until the second asphalt lift.

Mr. Arias asked what the timeline is for everything to be completed.

Mr. Sims responded that he would estimate everything would be completed in February.

Mr. Arias asked Mr. Sims to explain how it's decided if a stop sign should or should not be placed in a certain area.

Mr. Sims responded that the county provided guidelines on when a four-way or two-way stop is needed. For Twin Creeks Lane in Phase 3A and 3B, the county looked at it determined there wasn't enough volume going in or out. However, now there is a school in the area. He recommended residents go on the St. Johns County app and requesting a traffic study, which pushes St. Johns County to observe whether a four-way stop is needed. Next, he commented on the water service, stating that he has talked to the county about it, but he will try to push them harder to get that addressed.

Mr. Arias asked who the lighting falls on.

Mr. Grey responded that the streetlights fall on RMS, so RMS does inspections to inspect any light outages, however FPL's turnaround time for replacements is 45-60 days and that continues to get pushed back. He will inspect the lights reported to be out in Phase 3 immediately and get those reported to FPL. He reminded residents that they can report light outages themselves on FPL's website. As far as the section between Phase 4 and the school, the right side of the road is not owned by the District, so the District cannot install light poles.

Mr. Kovacic added that there is an FPL easement that runs along the front of the Beacon Lake extension, so there may be a possibility for lighting enhancements there as long as it's done in the designated easements.

November 21, 2024

Meadow View at Twin Creeks CDD

Ms. Brown asked about the possibility of adding reflective lines on the road.

Mr. Sims responded that would need to be requested from the county. Mr. Oliver added that the District would have to cover the cost of that.

C. District Manager

Mr. Oliver stated that at the next meeting a proposed meeting schedule with evening meetings, and a CDD 101 session would be included on the agenda.

D. Amenity Manager – Report

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 stated that he will bring the Lens Court lighting issue to FPL’s attention. He also stated that he hopes to have the Landings gate back up and running by the weekend and his team is working to have the issues fixed in a timely manner. Next, he stated that the ground at the Landings entrance consistently stays wet, which kills the root system of the plants, however he plans to bring proposal to the Board in January or February to improve that entrance.

1. Consideration of Fountain Replacement Proposal

Two proposals for replacement of two different fountains that require replacement due to damage caused by fishing line were included in the agenda package for the Board’s review. The proposals came to \$5,971.21 and \$6,521.21. Mr. Oliver noted if approved, the funds would be pulled from the capital reserve fund.

On MOTION by Mr. Arias seconded by Mr. Kovacic with all in favor the two proposals from Future Horizons for fountain replacements were approved.

2. Consideration of Proposal for Playground Mulch

November 21, 2024

Meadow View at Twin Creeks CDD

Mr. Gray presented a proposal totaling \$4,109.70 from Yellowstone to add mulch and fill dirt to the Concave playground.

On MOTION by Mr. Arias seconded by Mr. Berman with all in favor the proposal from Yellowstone for playground mulch and fill dirt was approved

3. Consideration of Proposal for Annuals

Mr. Gray presented a proposal for the winter annual rotation totaling \$13,005.

Mr. Oliver noted the funds for this item would come from the landscape contingency line item.

On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the proposal from Yellowstone for the winter annual rotation was approved.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 17, 2024 Meeting

There were no comments on the minutes.

On MOTION by Mr. Arias seconded by Mr. Kovacic with all in favor the minutes of the October 17, 2024 Board of Supervisors meeting were approved.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of September 30, 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

November 21, 2024

Meadow View at Twin Creeks CDD

A copy of the check register totaling \$222,336.60 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.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

Ms. Brown asked if the \$600 fee for installing fences in CDD easements can be removed.

Mr. Oliver responded that the Board could consider if they want to eliminate the fee. The idea is that if a fence ever had to be moved for the District to do any maintenance to the area, the money would be pulled from that pot of money rather than from the District’s general fund.

A resident stated asked the Board to also consider returning the \$600 to those that have already paid the fee as that was part of the deal originally.

Mr. Oliver responded that he would take a look at the document.

Mr. Arias stated that he would recommend one of the hot topic issues (parking and fishing policies) be discussed at the next meeting, and the easiest one to look at would be reevaluating the fishing as he does not want the fountains being continuously damaged.

A resident asked if there is an update on the large dirt area.

Mr. Oliver asked Mr. Gray to look into it.

A resident stated that he and another resident would like to be able to rent the kitchen.

Mr. Oliver responded that staff would come up with a policy allowing that with some stringent requirements to return the area to the same condition in which it was rented, and there will be some hefty deposits associated.

A resident asked why residents that have lived in the community for years are not grandfathered into the CDD fee levels that they paid when they moved in, versus what it is now.

November 21, 2024

Meadow View at Twin Creeks CDD

Mr. Oliver responded that when Board adopts an operations and maintenance budget, the assessments are allocated across all properties, and just like family finances, it adjusts based on inflation.

A resident asked why the District would continue to pay for the fountains if they are merely aesthetic.

Mr. Kovacic stated that he believes Mr. Gray said that the fountains are not as effective in a pond for aeration as an aerator, but they do help aerate the pond.

A resident stated that the fountains are a huge part of the look and feel of the community.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – December 19, 2024 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095

TENTH ORDER OF BUSINESS

Adjournment

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

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Jim Oliver
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Secretary/Assistant Secretary

Signed by:
Frank Arias
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Chairman/Vice Chairman