

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, January 16, 2025 at 6:00 p.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
Jessica Brown	Supervisor
Daryl Berman	Supervisor
Jim McNamee	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
Christian Birol	Riverside Management Services

The following is a summary of the discussions and actions taken at the January 16, 2025 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

An attendee commented that the gate has been fixed, however there are three things that remain an issue: responsiveness, lack of signage to let guests know where they're supposed to go, and the post being tilted.

An attendee commented that another issue with the gate is the inability to have a walk-in guest unless they have an access card.

THIRD ORDER OF BUSINESS

Approval of Minutes of the December 19,

January 16, 2025

Meadow View at Twin Creeks CDD

2024 Meeting

A copy of the December 19, 2024 minutes were included in the agenda package for the Board’s review.

There being no comments, a motion to approve followed.

On MOTION by Mr. Arias seconded by Mr. McNamee with all in favor the December 19, 2024 minutes were approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan stated that the District received a letter identifying a potential cause of action from a resident who is impacted by noise from the pickleball courts. It is an issue that has come up across the State. The District could choose to wait to see if the resident takes additional action, it could try to mitigate some of the damages by looking into sound abatement processes, it could do a full blown sound abatement project that she does not believe the District has budgeted for previously, or the Board could look at the District’s policies to see if there are any changes that could be made.

Mr. Arias stated that the Board addressed this issue last year by addressing the light issues with shields, cut hours down even more than what the St. Johns County ordinance provides, and adjusted the timers. Last year, further improvements came down to cost as the Board must look at how it affects all homeowners in the neighborhood. Mr. Arias then asked Mr. Gray to ask the county if they could do a noise abatement survey on the pickleball courts.

Mr. McNamee asked how effective the sound abatement options would be.

Mr. Gray responded that he’d go back and look at the options the Board was previously presented and get back to Mr. McNamee.

B. District Engineer

Mr. Lockwood stated that he’s working towards getting the second lift of asphalt approved.

C. District Manager

Mr. Arias asked about coordinating a workshop to cover the CDD 101 presentation for the new board members.

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A date for the workshop will be coordinated between meetings.

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

1. Report

Mr. Gray reported that the call box at the gate was hit by a vehicle and is in the process of being repaired. As far as the response time for guests at the gate, the average response time is 58 seconds. There is an option to speed that response time up, which would involve providing each resident with a QR code that they could share with guests, however that would be an additional cost. He is still researching what that cost would be and will report back. Next, Mr. Gray reported that he and the District Engineer are still waiting to hear back on the lighting request put into FPL for the connector road. Lastly, he informed the Board that he has spoken to the county engineer regarding the signs on Trophy Lake Drive and he stated that the county has an obligation to maintain a manual uniform traffic control device, and that is basically placing responsibility on the local governing body to confirm to that protocol. The first 700 feet of that roadway is a county easement. There are signs placed on CDD property past that 700 feet due to the CDD maintaining that code that the county must stand by. The signage will remain on the District's property until the county is confident the code will be followed and no vehicles will be parking in that area.

2. Proposal to Resurface the Dog Park

Mr. Gray presented a proposal from Yellowstone for replacing the sod in the dog park for a total of \$5,468. The Board tabled this item to allow Mr. Gray to come up with more options, such as mulch and sand, and to coordinate this project to take place at the same time as the soccer field renovation.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2025-02,
Setting a Public Hearing to Adopt Amenity
Rates**

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Mr. Oliver stated that the purpose of this item is to set a public hearing to finalize the decision the Board made at the last meeting to set a rate in the amount of \$25 to rent the front bar area. The kitchen however cannot be rented.

On MOTION by Mr. Berman seconded by Mr. McNamee with all in favor Resolution 2025-02, setting a public hearing for February 20, 2025 to consider adopting amenity rates was approved.

SIXTH ORDER OF BUSINESS

Update on Fishing and Parking Policies

Mr. Oliver responded that all that remains to be done in regard to the fishing policies is creating a map that shows where fishing is allowed. The parking policies have multiple areas that need to be addressed including changing the hours for which parking is prohibited and how the parking policies would be enforced.

Mr. Arias recommended scheduling a workshop with the HOA board members to discuss how to resolve the parking issues together.

Staff will work to schedule the workshop between meetings.

SEVENTH ORDER OF BUSINESS

Discussion of Fitness Equipment

Mr. Gray informed the Board that he believes the District can get at least one more year out of the fitness equipment as long as it is maintained properly. He recommended discussing budgeting replacing all of the fitness equipment during the Fiscal Year 2026 budget discussions.

EIGHTH ORDER OF BUSINESS

Consideration of Addendum to Future Horizons Contract to Add Phase 3B Ponds

Mr. Oliver presented an addendum to add the Phase 3B ponds to the aquatic maintenance contract for a fee of \$3,708 per year.

On MOTION by Mr. Berman seconded by Mr. McNamee with all in favor the addendum to the Future Horizons contract to add the Phase 3B ponds was approved.

NINTH ORDER OF BUSINESS

Requests for Use of District Property

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A. Fee Waiver Request from PTO to Hold Business Meetings at the Lake House

This request was tabled as no one from the PTO was in attendance to answer the Board’s questions.

B. Request to Hold a Farmer’s Market

Ms. Erickson stated that she has been speaking with a representative of Vendor Village who works to schedule farmer’s market-type events at various communities at no expense to the District. The event would be held on a Sunday no more than every other month in the field.

On MOTION by Mr. Arias seconded by Mr. McNamee with all in favor authorizing the farmer’s market event through Vendor Village was approved.

TENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of November 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 21% collected was included in the agenda package for the Board’s review. Mr. Oliver noted that another distribution has been received from St. Johns County since this document was prepared, so the District is now 87% collected.

C. Check Register

A copy of the check register totaling \$122,032.96 was included in the agenda package for the Board’s review.

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

ELEVENTH ORDER OF BUSINESS Other Business

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There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Mr. Arias reiterated the action items for this meeting, which are that Mr. Gray will do more research on ways to refurbish the dog park and the soccer field at the same time, and Mr. Oliver will coordinate a workshop between the CDD board and HOA board members.

Ms. Brown added that the Landing gate repairs are also in progress and later, the Board will discuss if they want to proceed with any of the other changes that were proposed.

Mr. Oliver suggested appointing a Board member to work with staff and the residents impacted to work on coming up with solutions for the Landing gate.

Ms. Brown volunteered to work on the Landing gate issues.

Mr. Berman reminded the resident attendees that the evening meetings will continue to be held once per quarter. He also reminded the attendees that they do not need to attend a meeting to be heard as all of the board member's email address are on the CDD website. Next, he noted that he is still working on finalizing the map for the fishing policies with Mr. Gray, and once that is completed will be working on looking at the green spaces in the community that have not been improved upon.

An attendee commented that Envera may say they're meeting their goals as far as response time at the Landing gate, the community's reality says different. He also asked if the QR code option that Mr. Gray spoke of will fix the issue brought up by the resident regarding walk-up guests.

Mr. Gray responded that there are times the walk-through area of the gate is left open when kids would be walking to and from school. He believes changing the procedures for the walk-through gate would need to be discussed and voted on by the Landing residents. As far as adding a keypad or whether the QR code would work for walk-up guests, he will have to look into that.

An attendee asked if Mr. Gray has received a response as to who is responsible for maintaining the pond near the school.

Mr. Gray responded that he is continuing to call the owner of the property, as far as the county to try to get it maintained to a better standard.

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The attendee then asked if the request put into FPL includes lighting both connector roads.

Mr. Gray responded that once you pass the basketball court, from that point to Phase 4 is not owned by the CDD, so the CDD cannot place a lighting request for that area.

An attendee asked if the Sheriff's office can be asked for assistance in managing traffic on Trophy Lake Drive while school is in session.

Mr. Berman asked Mr. Gray if there has been an update on the potential fields/parking lots that are supposed to be made available for parking.

Mr. Gray responded that he could follow up with his contacts at the county to inquire about that.

An attendee encouraged the Board to come up with internal solutions for parking as it's been discussed for two years and continues to be an issue.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – February 20, 2025 at 10:00 a.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Jim Oliver
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Secretary/Assistant Secretary

Signed by:
[Signature]
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Chairman/Vice Chairman