

MINUTES OF MEETING  
MEADOW VIEW AT TWIN CREEKS  
COMMUNITY DEVELOPMENT DISTRICT

A workshop of the Meadow View at Twin Creeks Community Development District was held on Monday, February 10, 2025 at 1:00 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      |
| Blaz Kovacic <i>by phone</i> | Vice Chairman |
| Jim McNamee                  | Supervisor    |
| Jessica Brown                | Supervisor    |
| Daryl Berman                 | Supervisor    |

Also present were:

|                                |  |
|--------------------------------|--|
| Matt Biagetti                  | District Manager                       |
| Jim Oliver <i>by phone</i>     | District Manager                       |
| Katie Buchanan <i>by phone</i> | District Counsel                       |
| Jennifer Erickson              | Amenity Manager                        |
| Linda Vaughn                   | Community Manager, FPM                 |
| David Holland                  | President of the Townhomes Association |
| Karen Berman                   | Vice President of the HOA              |

The following is a summary of the discussions taken at the February 10, 2025 workshop.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Biagetti called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

Terry Wilson stated that he sent a three-page document sent by email to the Board regarding the parking policies that he would like included in the record. He thinks there is a lot of confusion because of inconsistency over the years and lack of enforcement. The driveways are short, and most people have multiple vehicles and growing families that will only mean more vehicles in the future. He asked if the roads are public or private because he's getting conflicting answers on that.

February 10, 2025

Meadow View at Twin Creeks CDD

Mr. Biagetti responded that they are public, but the District does own most of the roads within the community.

Terry Wilson added that he does like the idea of allowing parking on just the side of the street without sidewalks.

Mr. Arias stated that except for Beacon Lake Parkway and Twin Creeks, every other road is privately owned, however, the St. Johns County Sheriff's Office can issue citations for speeding and accidents. Parking is more of a gray area and is a low priority for the county officers. If a roadway is blocked, or a driveway is blocked, the county officers will respond and address that issue.

A resident commented that he is in favor of on-street parking, although he has noticed vehicles blocking sidewalks, which is a safety issue.

David Holland asked if the CDD is aware of any lakes that are considered private.

Mr. Arias responded that there are no private lakes in the CDD, although the lake behind the school is not owned by the District and is private property. An updated fishing policy will be presented for approval at the upcoming CDD meeting that will detail in which ponds fishing is prohibited. At the end of the day, it's all about courtesy and common sense, and there should be no reason to be fishing in someone's backyard.

### **THIRD ORDER OF BUSINESS**

#### **Discussion of Parking Policies**

Ms. Vaughn stated that the HOA's parking policies detail how many cars each home can have and where they should be parked.

Mr. McNamee asked what Ms. Buchanan's thoughts are on the townhome association and the District having different policies.

Ms. Buchanan stated that the CDD's parking policies were designed for the amenity facilities, not necessarily street parking in the residential areas. The issue the District is wrestling with is enforcement authority. As far as roads, traffic enforcement authority is granted to the Sheriff's Office. The CDD has no traffic enforcement authority. One option is to enter into an agreement with the Sheriff's Office. The second option is for the District to establish tow-away zones, put signs up every 25-feet and enter into a contract with a towing company to tow the vehicles of any offenders. The second option is usually applied to the amenity facility property, the issue with doing the same with residential streets is there's not

February 10, 2025

Meadow View at Twin Creeks CDD

clear direction on whether that is considered traffic control, which the CDD cannot do, or if it's considered oversight and maintenance of CDD property.

Mr. Arias questioned if the HOA provides guidelines for how many vehicles each home can have, and where they should park, as long as they enforce those guidelines, there should, in theory, not be an issue.

Ms. Vaughn stated that she would have to look into whether the authority is limited to vehicles blocking sidewalks.

Mr. Arias asked if Resolution 2029-14, which adopted parking policies, should be rescinded.

Ms. Buchanan responded that the policy should be revised. She asked the Board which areas the new policy should apply to and if there are any other restrictions that should be applied.

Mr. Arias responded that the operations manager could work with her on the desired policies. He asked how the policies would be enforced.

Ms. Buchanan responded that the District owns that common area property, and it's small enough that installing signage currently would not inundate the community with signs. The District would also enter into a contract with a towing company.

Mr. McNamee stated that getting rid of the current policy does not address the street parking issue.

Ms. Buchanan suggested the Board look into contracting with the Sheriff's Office to patrol the community and enforce parking issues.

Ms. Vaughn commented that someone would have to be present when the towing company arrives to sign off on the vehicle being towed.

Mr. McNamee stated that authority to sign off could be delegated to the security company.

Ms. Vaughn then commented that some other communities have hired security that comes in during the evenings in which parking is typically an issue and they have issued \$30-\$50 citations to violators. She questioned if the Sheriff's Office could enforce the District's parking policy since the District's roads are public.

Ms. Buchanan stated that unless it's a situation where a vehicle is blocking traffic, the officer won't issue tickets just for parking on the street during certain hours because it's not a

February 10, 2025

Meadow View at Twin Creeks CDD

city or state law. She also noted that the community Ms. Vaughn is referencing contains private roads, so they are able to enforce their policies in that manner. All the roads within the CDD are public roads.

Ms. Brown asked if the CDD can give the HOA authority to fine violators of the policy.

Ms. Vaughn questioned who would issue the citation at 11:00 at night on behalf of the HOA.

Mr. Arias stated that residents need to be encouraged to call the Sheriff's Office to address vehicles blocking intersections, sidewalks, driveways, or block a road completely as those issues are already Florida laws. The HOA will need to provide an answer for what the HOA requirements are for the individual homes and the use of their driveways, garages and parking. The CDD needs to rely on the HOA to fine violators of their rules.

Ms. Vaughn stated that she thinks the HOA's purview is limited to the driveway, so that would not help the issue of street parking. She also noted that a fines and appeals committee will need to be put in place for the HOA to be able to issue fines.

Mr. Holland stated that the HOA will start with addressing blocked sidewalks and will put a message out on their Facebook page encouraging homeowners to call the Sheriff's Office if a vehicle is blocking a sidewalk in order to get the vehicle towed.

Ms. Vaughn added that she will add the same verbiage to Front Steps and Caliber so that homeowners receive the message through multiple methods.

Mr. Arias asked that Ms. Erickson send an e-blast message to the residents doing the same, recommended the HOA look into forming the fines and appeals committee, and reminded Ms. Buchanan to re-draft the parking policies for the CDD.

#### **FOURTH ORDER OF BUSINESS**

#### **CDD 101 Discussion**

Ms. Buchanan gave an overview of a presentation of what a CDD is, what a CDD's duties and responsibilities are, what the CDD owns and maintains, what the CDD's staff's responsibilities are, the meeting protocols, the governing documents for the CDD, the budget process, the assessments, how the Board gets elected, and how a CDD is different from an HOA. A copy of the full presentation was included in the agenda package for the Board's review.

February 10, 2025

Meadow View at Twin Creeks CDD

**FIFTH ORDER OF BUSINESS**

**Other Business**

Mr. Arias asked about the board member’s availability for the March meeting date of March 20<sup>th</sup>. Multiple board members stated that they were not able to attend in person on that date. The meeting will be moved to March 27<sup>th</sup>.

**SIXTH ORDER OF BUSINESS**

**Supervisors’ Requests and Audience Comments**

A resident commented that given the recent fires in Los Angeles, some residents are concerned about the dead trees and the brush in the preserves. He asked if there’s anything proactive that can be done to clear that, and who is responsible for maintaining those areas.

Ms. Brown stated that she just spoke to Mr. Gray about this, and he advised that the preserves must be left in their natural state.

Ms. Buchanan added that any modifications to conservation areas must be approved by the water management district.

**SEVENTH 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**

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

The workshop adjourned at approximately 2:35.

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Secretary/Assistant Secretary

Signed by:  
  
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Chairman/Vice Chairman