

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, March 27, 2025 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
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
Christian Birol	Riverside Management Services
Matt Biagetti	GMS

The following is a summary of the discussions and actions taken at the March 27, 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes

A. February 10, 2025 Workshop

B. February 20, 2025 Board Meeting

Copies of the February 10, 2025 workshop minutes and February 20, 2025 board of supervisors meeting minutes were included in the agenda package for the Board's review.

There being no comments, a motion to approve followed.

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On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the February 10, 2025 workshop minutes and February 20, 2025 Board of Supervisors meeting minutes were approved.

FOURTH ORDER OF BUSINESS Ratification of Atlantic Security Proposal

Mr. Gray stated that the purpose of this proposal was to update the card readers located around the amenity facility and at Lakeside Park as the previous readers were outdated.

On MOTION by Mr. Arias seconded by Ms. Brown with all in favor the proposal from Atlantic Security totaling \$2,895.75 was ratified.

FIFTH ORDER OF BUSINESS Consideration of Proposals

A. Dog Park Refurbishment

Mr. Gray presented three proposals from Duval Landscape, Yellowstone and BrightView to install mulch and make some irrigation repairs at the dog park. Yellowstone was the most cost-effective proposal at \$12,712.23. The fence will be edged to prevent the mulch from spilling out. He noted the mulch will need to be redone every two years or so.

Mr. Arias asked if the shade structure is staying.

Mr. Gray responded that it is, at least temporarily. He asked if the Board would prefer to eliminate the small dog park and make it one big dog park. If that is the preference, the plan is to move the benches underneath the shade structure.

Mr. Arias suggested leaving the dog park as-is, moving the benches under the shade structure and removing the two obstacles.

Mr. McNamee stated that the dog park fence closest to the pickleball courts is damaged.

Mr. Gray stated that onsite staff can make the repair for around \$350.

The Board discussed whether to remove the divider to make one larger or dog or leave it as-is. The consensus was to leave it as-is and make the necessary repairs.

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On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the proposal from Yellowstone Landscape to refurbish the dog park totaling \$12,712.23 was approved.

B. Soccer Field Refurbishment

Mr. Gray presented a proposal from Yellowstone totaling \$4,893.09 to seed the soccer field to improve the turf. He noted the soccer field will need to be closed for three to four weeks.

Mr. Arias asked Ms. Erickson to send an e-blast regarding the need for closing the field.

Mr. Berman asked what it would cost to do a more long-term refurbishment to the field.

Mr. Gray responded that Bermuda sod would cost around \$35,000. To go further and add fencing, benches and key-card access would cost \$50,000 to \$60,000.

On MOTION by Mr. Arias seconded by Mr. Berman with all in favor the proposal from Yellowstone Landscape to seed the soccer field totaling \$4,893.09 was approved.

C. Beach Renovation

Mr. Gray stated that there was a significant savings (around \$40,000) in switching from mulch to pine straw, so the beach renovation, landing entrance landscaping, main entrance landscaping, and annual beds landscaping proposals are all examples of what can be done with that savings. Mr. Gray presented a proposal from Yellowstone totaling \$4,988.50 to improve the landscaping design at the beach by adding a flagstone walkway to the kayak launch and relocating the boulders to prevent more sand washout.

D. Landing Entrance Landscaping Renovation

Mr. Gray stated that Yellowstone has offered to renovation the Landings entrance up at a cost of up to \$10,000. Yellowstone has also offered to install two box drains to fix the drainage issues, and to repair the irrigation issues on the left-side of the entrance.

E. Main Entrance Landscaping Renovation

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Mr. Gray stated that a lot of the roses and plants outside of the annual beds at the main entrance have run their course. The proposal from Yellowstone totaling \$14,960 is to remove and replace all the current landscaping in the beds from the retaining wall to the Bermuda in the middle of the island.

F. Annual Beds Landscaping Renovation

Mr. Gray presented a proposal to replace the annual beds with perennials for a total of \$14,970.

Mr. Gray summarized that the savings from the pine straw would be used to fund the annuals, the beach, the soccer field and the main entrance renovations. The dog park proposal cost would come from the landscape contingency line item.

Mr. Berman stated that he does not think the main entrance is in desperate need of a renovation, so he would prefer to put those funds toward the soccer field refurbishment. He asked to be given a chance to inspect each of these areas before taking a vote for approval.

Following board discussion and resident input, the following motion was made to approve all four proposals.

On MOTION by Mr. Arias seconded by Ms. Brown with three in favor and Mr. Berman opposed, the proposal from Yellowstone for the beach, main entrance, annual beds and Landing entrance renovations were approved 3-1.

G. Capital Reserve Study Report

- 1. Community Advisors**
- 2. Custom Reserves**
- 3. Dreux Isaac**

Mr. Oliver presented the three proposals for preparing a capital reserve study report, which will provide a 30-year outlook for when the district's assets will need to be replaced, and what the cost estimates for those replacements are to assist in budgeting for the future. The fees from the three firms total \$3,900, \$6,700 and \$8,800.

On MOTION by Mr. Arias seconded by Mr. Berman with all in favor the proposal from Community Advisors totaling \$3,900 was approved.

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H. Additional Staffing – Pool Monitors

Ms. Erickson presented a proposal for pool monitors to assist in preventing non-residents and underage patrons from accessing the pool. The proposal provided for two options, both to provide additional staffing hours from Memorial Day to Labor Day from 12:00 p.m. to 5:00 p.m. The first option is for coverage four days per week for a total of \$8,540. The second option is for coverage seven days per week for a total of \$17,136. With this additional staffing, the idea is to mainstream the entrance to just the front entrance for better control.

Mr. Berman stated that he thinks the pool monitors need to be of a more mature age to perform the tasks they're going to be asked to perform. He also stated that he thinks six guests is a lot to allow at the pool.

Mr. Arias stated that in talking with Ms. Erickson, he would recommend the seven day per week option. He asked where the money would come from should the proposal be approved.

Mr. Oliver recommended the canoe launch line item.

Ms. Erickson added that between the canoe launch and snack bar attendant line item, there is \$15,750 available.

Mr. Arias asked if a public hearing is needed to reduce the number of guests that residents are allowed to bring with them to the facilities.

Mr. Oliver responded that a public hearing is not needed, but it's recommended that an item be placed on a future agenda for discussion before making that change to allow public comment.

Mr. Berman suggested putting an item on the next agenda.

Mr. Arias suggested looking at proposals to create a checkpoint for the pool monitors to check residents in.

Ms. Brown stated that she thinks requiring a photo ID might be helpful, however Ms. Erickson has advised it will need to be in the rules and/or access cards would need to be re-printed, so the change would need to be implemented next year.

The Board's consensus was to table the proposal for additional staffing until the next meeting when the proposals for creating a check-in area can also be considered.

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SIXTH ORDER OF BUSINESS**Discussion of Draft Parking Policy;
Consideration of Resolution 2025-04,
Setting a Public Hearing Date**

Ms. Buchanan presented draft parking policies that would govern the amenity center parking lot, any parks that may have parking areas, or grassy common areas that are not intended to be parked on. The policies follow the statutory definitions of what is included and authorized for towing and designate two different types of parking areas. The first area are the common grassy areas, which would be considered no parking at any time. The second would be the district's parking lots, which would have overnight parking prohibited. The policy allows for an exception in which if someone contacts staff, they can give permission to overnight park so long as it doesn't exceed seven consecutive days. The policy also authorizes vendors and contractors to use the parking lots while they are working on District facilities. The policy also provides the process for towing and removal, which includes a requirement for the District to post signage.

Mr. McNamee questioned if an e-blast could be put out to the community asking them to park on one side of the street only and/or to park facing one direction.

Ms. Buchanan stated that she does not have an objection to putting out an information campaign and suggests including the St. Johns County Ordinance relating to parking that addresses some of the concerns, such as not blocking access to the street.

On MOTION by Mr. Berman seconded by Mr. Arias with three in favor Resolution 2025-04, setting a public hearing for the May 15, 2025 meeting at 10:00 a.m. to adopt parking and towing policies was approved.

SEVENTH ORDER OF BUSINESS**Discussion of Docks**

Mr. Oliver presented the master dock easement agreement filed with the St. Johns County Clerk of Court in 2021 noting the agreement designates which lots are allowed to build docks, which is essentially every other lot. The Board can opt to change the agreement, but they will want to consider all the issues that may come with that change.

The Board's consensus was to not make any changes at this time. Mr. Berman suggested bringing a copy of the master dock easement agreement to each meeting in the event the topic comes up again.

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EIGHTH ORDER OF BUSINESS**Update Regarding Landing Gate
Monitoring Services and Alternatives**

Mr. Gray stated that Envera recently had an outage throughout the state. He has had residents reach out to him to voice concerns about the Envera system and the gates. The call response time has been reduced from 26 seconds to 15 seconds, so they have improved, but residents have asked to look at alternative companies. Mr. Gray has looked into one recommended called Tap to Go. Tap to Go is just a monitoring company, whereas Envera is a security and monitoring company. With Tap to Go, the residents would utilize an app to open the gate. There is no human interface at that point. The residents can create invitational lists that will log the tag numbers and automatically detect them when they arrive. One issue that could arise is if the app is left open and the button is repeatedly pressed unintentionally. If that happens, it will put the gate in reset mode and the gate will not close. Tap to Go would cost around \$10,000 for installation and \$344 per month.

Mr. Arias suggested surveying the Landings residents to get a feel for their preference, as only those residents would be absorbing the cost to change vendors.

Mr. Gray offered to attend a Zoom meeting for residents to join to get information on the Envera system.

Mr. Oliver announced that he was leaving the meeting at this time. Before he left, he informed the Board that the upgraded street signs for Phases 3B and 4 have been ordered. Additionally, the hook-ups for the lighted signs throughout the community are in progress.

NINTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Ms. Buchanan informed the Board that a gentleman that submitted a complaint regarding the noise from the pickleball courts has again raised concerns about the noise level at his home and he intends to file a nuisance complaint against the District. To be successful in such a complaint, the filer must prove that he owns the property, that the District's pickleball courts would interfere with his enjoyment of the property, and that the interference is both substantial and unreasonable. She noted the three options she's discussed with the board before are still on the table, which are to wait for the resident to file formal action, review ways to try to mitigate the noise with sound abatement alternatives, or to install the

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sound abatement system that was previously considered but not pursued by the Board at the time.

Mr. Arias stated that his preference is waiting for the resident to take formal action, as the Board has previously discussed this topic at length and is compliance with the city's guidelines.

Ms. Brown asked how much it would be to have a noise study done and if it would stand up in court.

Mr. Gray stated that he's spoken to a representative from the county, and he was told the District has done the most out of any community in the area to try to assist with noise control and from what they saw, they do not have an issue so long as the courts close by 11:00 p.m.

Mr. Berman concurred with waiting for the resident to take formal action as there is no guarantee that anything the District funds in terms of sound abatement will appease the resident.

The Board's consensus was to wait to see if the resident files formal action.

B. District Engineer

Mr. Sims presented a requisition summary containing requisition numbers 150 and 151 made payable to Quantam Electrical for a total of \$40,000.

On MOTION by Mr. Arias seconded by Mr. Berman with three in favor the requisition summary was approved.

Next, Mr. Sims asked for approval of work authorization number 29 for an increase in ETM's rates for fiscal year 2026. He did not have a proposed rate schedule to provide to the Board, but he estimated the impact would be \$10,000.

The work authorization will be included in the next agenda package to give the Board a chance to review the proposed rates.

C. District Manager

There being nothing further to report, the next item followed.

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D. Amenity Manager – Report

Ms. Erickson provided an overview of events held since the last meeting. She also informed the Board that the prices of the cooking demonstrations have gone up from \$1,200 to \$1,500, which would increase the cost per attendee to \$30.

E. Operations Manager – Report

Mr. Birol provided an overview of the maintenance items that were addressed between meetings.

TENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of January 31, 2025

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 96% collected was included in the agenda package for the Board’s review.

C. Check Register

A copy of the check register totaling \$167,910.35 was included in the agenda package for the Board’s review.

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

D. Construction Funding Request No. 17 – Phase 4

A copy of construction funding request number 17 totaling \$21,600 was included in the agenda package for the Board’s review.

E. Construction Funding Request No. 59 – Phase 3B

A copy of construction funding request number 59 totaling \$19,000 was included in the agenda package for the Board’s review.

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On MOTION by Mr. Arias seconded by Mr. Berman with all in favor construction funding request numbers 17 and 59 were approved.

ELEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

A resident thanked the Board for working to address the issue of prohibited individuals at the pool.

Mr. Gray stated that he is still working with the county to try to get some signs removed from Trophy Lake Drive.

A resident asked if there is an update on the Stargaze berm as he's concerned about his privacy.

Mr. Berman responded that he is working on proposals for a walkway and some other items and Mr. Gray is working on landscape proposals for a similar berm as the one in Phase 4. The resident will need to contact the HOA regarding his request for a variance on the fence.

A resident asked if the empty lot on Stargaze was supposed to be a park.

Mr. Berman responded that sales brochures differ from what the developer planned. In the documents, it just said green space. Windemere is the next area he'd like to address.


THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – April 17, 2025 at 6:00 p.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.

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Secretary/Assistant Secretary

Signed by:

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Chairman/Vice Chairman