

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, April 17, 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
Blaz Kovacic <i>by phone</i>	Vice Chairman
Jessica Brown	Supervisor
Daryl Berman	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	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 April 17, 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 of the March 27,
2025 Meeting**

A copy of the minutes of the March 27, 2025 meeting was included in the agenda package for the Board's review.

Mr. Oliver noted Supervisor Brown provided a correction to the minutes, which will be included in the final version.

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On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the March 27, 2025 meeting minutes were approved.

FOURTH ORDER OF BUSINESS**Ratification of Proposals****A. Harbinger****B. Allstar Electrical Contractors**

Mr. Oliver stated that the Harbinger proposals totaling \$64,596 and \$137,400 are for improved signage in Phases 3B and 4. The Allstar Electrical Contractors proposal totaling \$22,677 is for boring work related to the collector connections. Both items will be funded by the developer and the homebuilder.

On MOTION by Mr. Berman seconded by Mr. Arias with all in favor the proposals from Harbinger and Allstar Electrical Contractors were ratified.

FIFTH ORDER OF BUSINESS**Consideration of Proposals****A. Check-In Area Items**

Ms. Erickson presented a list of items that would be needed to create a check-in area for the pool to prevent unauthorized and underage people from accessing the pool. These items include wrist bands, a gate for the breezeway, a laptop, a podium, and a chair, for a total of \$3,369. She proposes to have one main entrance. The other two gates will be locked and used for emergency purposes only. To add an alarm to the gates would be an additional expense.

On MOTION by Mr. Berman seconded by Mr. Arias with all in favor the expenses to create a check-in area totaling \$3,369 were approved.

B. Additional Staffing (Pool Monitors)

Mr. Oliver presented proposals for adding pool monitors seven days per week from Memorial Day to Labor Day for a total of \$17,136, or four days per week for a total of \$8,540.

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On MOTION by Mr. Arias seconded by Mr. Berman with all in favor the proposal from Riverside Management Services for adding pool monitors seven days per week for a total of \$17,136 was approved.

SIXTH ORDER OF BUSINESS

Discussion of Guest Policy

Ms. Erickson stated that the current policies allow for residents to bring six guests. She is proposing to change that policy to four guests now that the community is close to completion.

Following a discussion of the Board, a motion was made to reduce the guests to four.

On MOTION by Mr. Berman seconded by Mr. Arias with all in favor revising the policy regarding guests to allow a maximum of four guests per household was approved.

SEVENTH ORDER OF BUSINESS

Acceptance of the Draft Fiscal Year 2024 Audit Report

Mr. Oliver presented the draft fiscal year 2024 audit report noting the report will be posted on the District's website once it's finalized. There were no negative findings or deficiencies in internal controls to report.

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor the draft fiscal year 2024 audit report was accepted.

EIGHTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2026 Budget

Mr. Oliver stated that a budget will be brought before the board at the next meeting for approval, and the budget will be adopted at the August meeting. The capital reserve study should be available by the next meeting, which will provide some guidance as to how much money should be put into a capital reserve fund.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan stated that the board members received a correspondence from a resident with questions about the parking enforcement conversations and the direction that may be taken at the May meeting.

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Mr. Berman stated that a public hearing is set for the May meeting and proper notification will be given regarding the public hearing so residents can share their opinion, so discussion at this point would be premature.

Mr. Arias asked what the process is if the Board can't get a policy approved following the public hearing next month.

Ms. Buchanan responded that the public hearing can be continued to the next meeting.

Ms. Brown asked if there was anything in the resident's correspondence that would change what the Board has already talked about.

Ms. Buchanan responded that she did not see anything that made her feel like something needed to be changed.

B. District Engineer – Ratification of Requisition Nos. 150-153

Mr. Lockwood provided a brief overview of the requisitions made payable to Quantam and Harbinger.

On MOTION by Mr. Berman seconded by Ms. Brown with all in favor requisitions 150 through 153 were ratified.

Next, Mr. Lockwood stated that he will be presenting a work authorization for England Thims and Miller's rate increases at the next meeting. He also stated that an engineer's report regarding the condition of the District's facilities will be needed as per the bond requirements. He believes this report needs to be completed by June and has cost around \$2,500 for past reports. Lastly, Mr. Lockwood informed the Board that Mr. Sims is leaving ETM and will no longer be working on the District.

On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor adding consideration of a public facilities report to the agenda was approved.

On MOTION by Mr. Berman seconded by Ms. Brown with all in favor authorizing the District Engineer to prepare a public facilities report at an amount not to exceed \$2,750 was approved.
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Mr. Arias asked Mr. Lockwood to inquire about Mr. Sim's last correspondence with FP&L regarding the possibility of installing lights on the connector road.

Mr. Lockwood responded that he was told FP&L agreed to install the lights at their cost, but he finds that hard to believe, so he would like to find the correspondence for that conversation and will forward it to the board members.

Mr. Berman asked about the timeline for the second lift of asphalt.

Mr. Kovacic responded that he is hopeful an agreement will be put together before the May meeting, the roadway repairs will commence in June, and the second lift can be applied in July.

C. District Manager

Mr. Oliver reminded the board members to file the Form 1 by July 1st.

Mr. Arias stated that the middle school is holding football practices on the field next to the basketball court and asked how the District should proceed.

Mr. Oliver stated that group should be told that if they want to use the field, they need to make a request to the Board of Supervisors and if it's approved, district counsel will prepare an agreement that lays out the insurance requirements.

David Holland stated that he is one of the coaches for the football team, and they can provide proof of insurance as they fall under St. Johns County. He would love to have permission to use the field as a lot of the players live in the neighborhood.

Mr. Oliver stated that the Board could approve continued use of the field subject to receiving the necessary documents.

<p>On MOTION by Mr. Arias seconded by Ms. Brown with all in favor an agreement with the St. Johns County Athletic Association for use of the field was approved subject to the necessary paperwork being provided by the entity within one week.</p>
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D. Amenity Manager

Ms. Erickson provided an overview of events held since the last meeting. She also stated that the Board may want to rethink the cooking demonstrations as she is still having

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issues with residents registering for the event and not showing up or canceling just prior to the event.

Mr. Arias suggested keeping the events for this year on the schedule, but starting with next fiscal year, reducing the number of cooking demonstrations to one and changing it to an evening event.

Next, Mr. Arias asked if FP&L is actually going to install streetlights for free, if there is a way to see how much the electricity is going to cost the district.

Mr. Gray stated that he was copied on the email in which FP&L stated that they would cover the cost of the installation and the District would take over payments for the leasing of the equipment and the utility bills.

Mr. Arias stated that he does not think the board is going to want to accept the gift if it will cost a lot of money in the long run. He requested staff obtain the estimated cost and bring it back to the board.

Next, Mr. Arias asked if the vendor for the summer has their liquor license.

Ms. Erickson responded they do not, so no alcohol will be served. She is meeting the Tuesday following the meeting to discuss the menu and concept.

E. Operations Manager – Report

Mr. Gray provided an overview of the maintenance items that were addressed between meetings. He also provided an update on Envera, stating that as of April 16th, the standard call time has been dropped to about 12 seconds and the total handle time has been about 59 seconds. He and Supervisor Brown will be meeting with some Landings residents towards the end of the month, so he will have another update at the May meeting.

Mr. Arias asked if Mr. Gray has spoken to Dream Finders about removing the model home sale signs.

Mr. Gray responded that he did, and they are working on that, as well as working on the area in Phase 4 where the storage container is.

Mr. Arias asked if all the signs between the beginning of the neighborhood to Trophy Lane can be removed.

TENTH ORDER OF BUSINESS

Financial Reports

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A. Financial Statements as of February 28, 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 99% collected was included in the agenda package for the Board's review.

C. Check Register

A copy of the check register totaling \$119,666.21 was included in the agenda package for the Board's review.

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

D. Ratification of Construction Funding Request No. 18 – Phase 4

A copy of construction funding request number 18 totaling \$67,800 was included in the agenda package for the Board's review.

E. Ratification of Construction Funding Request No. 60 – Phase 3B

A copy of construction funding request number 59 totaling \$37,298 was included in the agenda package for the Board's review.

On MOTION by Ms. Brown seconded by Mr. Arias with all in favor construction funding request numbers 18 and 60 were ratified.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Brendan Hughes stated that allowing on-street parking would be unfavorable. The roads are narrow and it's a safety issue as well as a property value issue. He asked the Board

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to look at his findings on the issue as he does not understand why overnight parking cannot be restricted.

Jessica Schwartz concurred that street parking is a safety issue. She also stated that when the roads were repaved recently, some crosswalks were repainted and some were not. She asked if that can be fixed to ensure the kids can get to and from school safely.

Mr. Oliver stated that staff will get with the district engineer to determine if crosswalks on county-owned roads are the responsible of the CDD or the county.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – May 15, 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 Ms. Brown with all in favor the meeting was adjourned.

Signed by:

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 Secretary/Assistant Secretary

Signed by:

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 Chairman/Vice Chairman