

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, June 19, 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
Jim McNamee	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Scott Lockwood	District Engineer
Jennifer Erickson	Amenity Manager
Christian Birol	Riverside Management Services
Matt Biagetti	GMS
Richard Grey	Operations Manager

The following is a summary of the discussions and actions taken at the June 19, 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**

Brenden Hughes (Resident) asked for last month's minutes to be updated to include the statement he made regarding the adoption of the 2019 policy finding that parked vehicles on certain parts of the property causes a hazard and danger to the safety and well-being to residents.

*The following item was taken out of order from the agenda. Mr. Oliver noted from here on out the engineer would go over his report just after audience comments.*

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**EIGHTH ORDER OF BUSINESS****Staff Reports****B. District Engineer – Acceptance of the 2025 Annual Engineer’s Report**

Mr. Lockwood stated that a contractor has been engaged to complete the necessary road repairs. It will take a few months to get approval from the county and to complete the second lift. Next, Mr. Lockwood provided an overview of the annual engineer’s report for 2025, which is a requirement of the bond indenture. The intention of the report is to verify that the CDD is being well-maintained. Items of note are a couple of the control structures were found to be leaking, some road striping needs to be redone, and there is some erosion on a pond in Phase 3B.

On MOTION by Mr. McNamee seconded by Mr. Arias with all in favor the 2025 annual engineer’s report was accepted.

Mr. Lockwood left the meeting at this time.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the April 17, 2025 Meeting**

A copy of the minutes of the April 17, 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.

On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the April 17, 2025 meeting minutes were approved.

**FOURTH ORDER OF BUSINESS****Discussion of Resident Suspension**

Ms. Erickson informed the Board that there were approximately six kids hanging out at Lakeside Park and a few of the children caused damage to the door and the equipment holding the door up. Pictures of those involved were sent to the St. Johns County Sheriff’s Office and all six were identified. Three of the children are residents and amenity access for those children have been suspended. Three residents have reached out and have claimed the damage was due to the storm and their children were simply seeking shelter, however those

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that reached out did not identify themselves. One child came in with their parent, and that child was not responsible for the damage, so their amenity access has been reinstated. Mr. Birol added that he has obtained a proposal to repair damage to one of the doors, which totals \$3,176. RMS was able to repair the other door.

Mr. Oliver stated that follow-up letters can be sent to the residents responsible to request reimbursement to the District.

The Board's consensus was to request a total of \$3,750 be reimbursed by the three children responsible for the damage within 14 days. If the restitution is not paid within that time, amenity access for the entire household will be suspended until the next board meeting.

**FIFTH ORDER OF BUSINESS****Ratification of Proposal from Allstar Electrical Contractors for Breaker and Conduit Install**

Mr. Oliver stated that the work to be done by Allstar Electrical totaling \$590 was covered by the developer.

On MOTION by Mr. Berman seconded by Ms. Brown with all in favor the proposal from Allstar Electric Contractors was ratified.

**SIXTH ORDER OF BUSINESS****Overview of the Capital Reserve Study**

A copy of the capital reserve study was provided to the board members prior to the meeting. Mr. Oliver noted that the report is still under review by staff. The consultant has been asked to run another scenario in which there would be another funding source for roads. The report as presented provides 30-years' worth of estimates for replacing all the District's assets within the next 30 years. The current recommendation is that at least \$355,000 be contributed to the capital reserve fund budget annually. He noted nothing in the report ties the board's hands for the current budget year.

**SEVENTH ORDER OF BUSINESS****Discussion of the Fiscal Year 2026 Budget**

Mr. Biagetti stated that the budget has been updated based on the discussions at the recent workshop help. The access card, contracted security, snack bar attendant and inventory,

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pool monitor, irrigation repairs, and capital reserve line items were adjusted. The impact has been a reduction in the increase in assessments from 11.5% to 8.63%.

Mr. McNamee suggested asking the HOA if they would be willing to contribute towards the roving security patrols as it benefits the entire community.

Mr. Oliver offered to lower GMS's fee increase for fiscal year 2026 from 5% to 3%.

Mr. Arias recommended lowering the capital reserve contribution to \$50,000 and possibly lowering the landscape contingency.

Ms. Erickson stated that the special events budget could be cut. Her preference was to keep at least \$25,000 in the budget.

Mr. Gray stated that the annual rotations could be reduced from four to three per year by removing the fall rotation.

The Board discussed the two budget items related to security. The consensus was to remove the roving security and keep the contracted security at \$30,000 for the year.

Ms. Erickson stated that the small TV in the cardio room is not heavily used, so the contract can be terminated. Mr. Oliver stated that he would investigate the contract and bring it back to the next meeting.

On MOTION by Mr. Arias seconded by Mr. Berman with all in favor, revising the budget with the changes as discussed above to reduce the assessment increase to 4% was approved.

## **EIGHTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. District Counsel**

There being none, the next item followed.

### **B. District Manager**

Mr. Oliver reminded the board members to file the Form 1 by July 1<sup>st</sup>.

### **D. Amenity Manager**

Ms. Erickson presented the Amenity Manager's Report. Ms. Erickson stated that she has had multiple questions regarding certain flotation devices such as noodle chairs or saddle seats. Generally, floats have not been allowed because they may cast shadows, and the lifeguards may have a hard time seeing underneath them.

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The Board's consensus was to leave the rule as-is with floats prohibited.

## **E. Operations Manager**

### **1. Report**

Mr. Birol provided an overview of the maintenance items that were addressed between meetings. He reported that due to unforeseen delays by the vendor, the pool deck gates have not been delivered yet. However, the newly implemented pool monitor schedule is going well, which he believes makes the gates unnecessary. He recommended canceling the gate order and reallocating those funds to repair the Beacon Lake light at the amenity center and the lighthouse lights at the main entrance. Lastly, he informed the Board that FPL estimates the connector road lights will cost \$393 per month for electric service.

The Board's consensus was to cancel the gate order, but to hold off on the light repairs for now. The Board also agreed to move forward with the FPL light installation on the connector road.

### **2. Yellowstone Proposal for Summer Annuals**

Mr. Gray presented a proposal from Yellowstone totaling \$13,005 for the summer annual installation.

On MOTION by Mr. Arias seconded by Mr. McNamee with all in favor, the proposal from Yellowstone for the summer annual installation was approved.

## **NINTH ORDER OF BUSINESS**

### **Financial Reports**

#### **A. Financial Statements as of April 30, 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**

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A copy of the check register totaling \$238,755.28 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. Ratification of Construction Funding Request Nos. 7 (Phase 4) and 61 (Phase 3B)**

Copies of construction funding request number 7, totaling \$590 and number 61, totaling \$11,338.50 were included in the agenda package for the Board's review.

On MOTION by Mr. Arias seconded by Mr. McNamee with all in favor, construction funding request numbers 7 and 61 were approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. McNamee asked that a summary of what transpires in the meetings be sent out to the residents.

Mr. Berman asked about the lake across from the basketball court, which is owned by Twin Creek development group. Mr. Gray stated that no one responds when he has tried to reach out to get it maintained and the county is not claiming responsibility.

Mr. Arias stated I do not respond to Facebook, especially regarding CDD issues, but a resident of our neighborhood quoted me as saying, the Chair of the CDD has even said on record he doesn't use the back half of the community. On the record, I never said that and I find that highly offensive and gross that someone would say that about me. I think anyone that sits in the audience on a regular basis that I have always said since day one that I'm extremely frustrated with that section. I totally agree with the residents. I never would have even had one tree torn down if the developer didn't have the money to finish, i.e. the soccer fields. It is an eyesore, but our hands are tied. My number one priority for next fiscal year is to do

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enhancements for that piece of grass behind the mailboxes. We are going to do everything we can within the law to make that section of our neighborhood pretty.

A resident commented on the restrictions on the preserve areas behind the homes. He has a neighbor growing things in the area behind his home and has items stored back there. He asked if anything can be done about it.

Mr. Berman asked if anything is being grown on CDD property. Mr. Birol responded not anymore. Mr. Berman stated this would then be an HOA issue.


**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – July 17, 2025 at 6:00 p.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095**

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:  
  
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 Secretary/Assistant Secretary

Signed by:  
  
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 Chairman/Vice Chairman