

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, December 18, 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
Blaz Kovacic	Vice Chairman
Jessica Brown	Supervisor
Daryl Berman	Supervisor
Jim McNamee	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the December 18, 2025 meeting.

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Public Comment

Stephanie Hughes asked if the paving is finished.

Mr. Birol responded that the final striping in Phase 4 still needs to be completed.

A resident asked if the extension road will be striped up to Beacon Lake Parkway.

Mr. Oliver responded that staff would find out.

THIRD ORDER OF BUSINESS

**Approval of Minutes of the November 20,
2025 Meeting**

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A copy of the minutes of the November 20, 2025 meeting was included in the agenda package for the Board's review.

On MOTION by Mr. McNamee seconded by Ms. Brown with all in favor the November 20, 2025 meeting minutes were approved as presented.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

- 1. Proposal for Road Inspection**
- 2. Proposal for Pond Gauges**

Mr. Lockwood presented a proposal from ECS to evaluate groundwater conditions by through the use of piezometers for a total of \$6,000. No proposal was provided for pond gauges at this time.

The Board directed Mr. Lockwood to get more quotes for comparison at the next meeting.

B. District Counsel

There being nothing to report, the next item followed.

C. District Manager

Mr. Biagetti reminded the board members to complete four hours of ethics training by December 31st.

D. Amenity Manager

Ms. Erickson provided an overview of past and future community events. She also informed the Board that the previous vendor for Charlie's Grill will not be returning, so she will be looking to fill that spot.

E. Operations Manager

- 1. Report**

A copy of the operations report was included in the agenda package for the Board's review.

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2. Proposal for Relocating Windemere Fence

Mr. Birol presented a proposal from Sterling Specialties to relocate the fence constructed on Windemere and to add a gate for a total of \$2,782. He does not believe the additional 13 feet of fencing proposed is necessary, which would reduce the cost by \$600.

On MOTION by Mr. Arias seconded by Ms. Brown with all in favor the proposal from Sterling Specialties to relocate the Windemere fence was approved.

3. Proposal for New Awnings

Mr. Birol presented a proposal to recover four canopies in the pool area for a total of \$17,600. It was noted a white color should be avoided, so blue was suggested.

The Board requested an additional quote. This item was tabled.

4. Proposal for Refurbishing and Painting of Splash Park

Mr. Birol presented a proposal from Tito’s Painting Company to repaint the splash park for a total of \$6,876.

The Board requested additional quotes. This item was tabled.

FIFTH ORDER OF BUSINESS

Discussion of Capital Projects for Fiscal Year 2026

Mr. Arias stated that is Mr. Birol is working on getting estimates for gym improvements, one of which being new cardio equipment. Mr. Birol stated that a 60-month term for new cardio equipment should be around \$1,600 per month.

Mr. Berman stated that while the gym should be the first priority, it is important to address Phase 3B as a whole project. Windemere could be addressed in multiple stages, with the first stage being installing boulders between the sidewalk and the road for around \$4,000 to prevent vehicles from driving or parking in that area.

Ms. Brown asked if adding a parking lot on Windemere would be beneficial, however there was no interest among the other board members.

Proposals for Phase 3B with and without irrigation will be brought to the next meeting for consideration.

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Mr. McNamee asked that the field be made a priority as well. Mr. Arias asked to see estimates for St. Augustine grass and a fence for the field.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2026-02,
Adding Matt Biagetti as an Officer of the
District**

Mr. Biagetti presented resolution 2026-02 to add himself as an officer of the District for document signing purposes. The remaining officers would stay the same. Mr. Biagetti was designated as the Secretary while Mr. Oliver remained the Treasurer.

On MOTION by Mr. Arias seconded by Ms. Brown with all in favor Resolution 2026-02, designating Mr. Biagetti as the Secretary was approved.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of October 31, 2025

Mr. Biagetti provided an overview of the financial statements, copies of which were included in the agenda package for the Board’s review.

B. Assessment Receipts Schedule

Mr. Biagetti reported the on-roll assessments for fiscal year 2026 were 5% collected.

C. Check Register

A copy of the check register totaling \$261,229.92 was included in the agenda package for the Board’s review.

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

D. Consideration of Construction Funding Request Nos. 19 (Phase 4 – Dream Finders) and 63 (Phase 3B – BBX)

Mr. Biagetti presented construction funding requests number 19 totaling \$34,434 and number 63 totaling \$31,848.

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On MOTION by Mr. Kovacic seconded by Mr. Arias with all in favor construction funding request numbers 19 and 63 were approved.

EIGHTH ORDER OF BUSINESS Other Business

There being none the next item followed.

NINTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

Mr. McNamee suggested increasing the monitor staffing hours from Monday through Saturday from 6:00 p.m. to 9:00p.m., which would increase the hours from 14 hours per week to 18 hours per week. He also suggested doing away with staff hours on Sundays.

This will be discussed further at the next meeting.

Stephanie Hughes suggested sharing the proposed design for Phase 3B improvements with the residents. Next, Ms. Hughes asked why the paving work on Trophy Lake stopped before the main drag and why the skirts by the school didn’t get paved.

Regarding the skirt areas by the school, Mr. Birol responded that he was told by Duval asphalt that they cannot put a second layer of pavement on the edges because the pavement cannot be higher than the curb. Mr. Berman added that the area Ms. Hughes asked about on Trophy Lake is not owned by the CDD. The staff and board members recommended any concerned residents contact the county as the area not paved is owned by the county.

A resident asked for later meeting times.

Mr. Berman stated that four meetings per year are held at 6pm and they are no more attended than the 10am meetings.

TENTH ORDER OF BUSINESS Next Scheduled Meeting – January 15, 2026 at 6:00 p.m. at the Lake House at Beacon Lake, 850 Beacon Lake Parkway, St. Augustine, Florida 32095

ELVENTH 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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Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman