

**MINUTES OF MEETING  
TWIN CREEKS NORTH  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Twin Creeks North Community Development District held Continued Public Hearings and a Regular Meeting on September 24, 2024 at 1:15 p.m., at the Beachwalk Clubhouse, 100 Beachwalk Club Drive, St. Johns, Florida 32259.

**Present were:**

John Kinsey	Chair
Bryan Kinsey	Vice Chair
Christopher McKinney	Assistant Secretary
Neal Shact	Assistant Secretary
Jared Bouskila (via telephone)	Assistant Secretary

**Also present:**

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC
Sue Delegal (via telephone)	District Counsel

**Residents present:**

Claire Karr	Mark Cooper	Joe Herriman	Laura Wertzberger
Dee Musko	Brian Warren	Nancy Conway	Sukadem Kawiselly
Ed Steele	Mark Kuper	James Denton	Kym Van Der Linden
Paula Klein	Nicole Drake	Victor Lisewski	Pauline Bordonaro
Judi Khor	Ginny Stoner	Geoff Gundlach	Brian Reidenauer
Bodi Khor	Rick Wicker	Missy Krempf	William Wallace
Jon Cargill	Ron Farace	Cecilia Farace	Lesley Thompson
Fred Colen	Gaye Boyette	Mark Desmond	Other residents

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 1:47 p.m. Supervisors John Kinsey, Bryan Kinsey, Shact and McKinney were present. Supervisor Bouskila attended via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

**DUE TO POOR AUDIO QUALITY AND INTERFERENCE,  
MANY PUBLIC COMMENTS AND DISCUSSIONS WERE INAUDIBLE**

Mr. Rom explained the protocols for public comments.

Resident Mark Kuper stated he is not in favor of significant budget increases and asked the Board to take that in consideration.

Resident Victor Lisewski discussed concerns about excessive speeding on a CDD roadway with a 25 miles per hour speed limit and asked if Sheriff patrols or speed bumps are an option. Mr. Rom stated that, last year, the Board looked into partnering with the St. Johns County Sheriff’s Department and was advised that the CDD could pay for off-duty officer patrols. Any traffic modifications to the roadway would require a Traffic Study, which would come at an expense but it can be considered in the future.

Resident Claire Karr stated she would like the community to be sustainable and to dedicate a percentage of next year’s budget to sustainable plants and areas that are less expensive to maintain, rather than seasonal plants.

Mr. John Kinsey stated that, speaking as a Developer, Beachwalk was never meant to be a sustainable community; however, residents can change the community moving forward when the CDD transitions to a resident Board.

Ms. Karr voiced her support for finding a middle ground to improve property values but avoid large annual increases to the CDD budget.

**THIRD ORDER OF BUSINESS**

**Continued Public Hearing on Adoption of Fiscal Year 2024/2025 Budget**

**A. Proof/Affidavit of Publication**

The affidavit of publication was included for informational purposes.

**B. Consideration of Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-05 and reviewed changes to the proposed Fiscal Year 2025 budget since it was presented in detail at the last meeting. The initial annual assessment increase was approximately \$585 per unit, primarily related to the four capital outlay projects shown on Page 2 of the General Fund Budget. Based on Board consensus and direction, the \$181,710 “Landscape lighting – median project” was removed and \$440,000 of

Unassigned Fund Balance was utilized to reduce the total annual assessments, reducing the Unassigned Fund Balance to \$49,791. With those changes, the annual assessment increase would be reduced to approximately \$252 per unit, equating to approximately \$21 per month.

Mr. Rom stated the Public Hearing was continued from the previous meeting and remains open. He invited public comments pertaining to the proposed Fiscal Year 2025 budget.

Ms. Karr asked Mr. Rom if he obtained any additional bids for the fountains and if the budget changed. Mr. Rom stated the budgeted amount did not change; one additional proposal was received but it was not comprehensive. He will seek Board feedback based on the amounts currently budgeted while additional proposals are sought.

In response to Ms. Karr's questions about the effects of the recent changes on various line items and a \$100,000 increase to the total budget, Mr. Rom stated that one of the other updates to the proposed Fiscal Year 2025 budget is the addition of the actuals through March 31, 2024; it was realized that the "Irrigation water" line item was trending much higher than what was budgeted, so that amount was increased.

Ms. Karr stated she does not agree with the budget; she thinks too much is budgeted for the fountains and for chemical cleaning.

Resident Ed Steele asked what the "Fountain service", "Fountain maintenance" and "Capital outlay Fountain repairs" line items are for. Mr. Rom stated detailed descriptions are in the budget. "Fountain service" applies to the annual contract for weekly fountain maintenance, including weekly visits, chemical balance, etc. The "Fountain maintenance" line item applies to one-time electrical repairs outside the normal scope of work. The "Capital outlay Fountain repairs" line item is a comprehensive amount for capital repairs to all fountains.

Discussion ensued regarding Mr. Steele's Public Records request for invoices for the expenditures and related follow-up with ten residents.

Mr. Rom stated that he is happy to speak with homeowners individually about such requests; all CDD business is public record, so information will be provided promptly if the request is reasonable and the information is available. If extensive time is necessary to meet the request, a proposal will be sent to the requester before the request is fulfilled.

Resident Fred Colen questioned the amount of the assessment increase given the use of reserves. He asked if three quotes were obtained for the fountain repairs and the sidewalk and monument lighting projects. In his opinion, a failure to obtain three proposals is irresponsible.

Resident Geoff Gundlach asked about the amount of the “Irrigation” line item increase. Mr. Rom stated that, during the drought, irrigation was running twice a day for most of the week. Regarding how much broken sprinkler heads contributed to the problem, Mr. Rom stated he does not have the information with him today.

Resident Mark Desmond expressed concern about using nearly all of the Unassigned Fund Balance Reserves and asked how the CDD would fund unbudgeted items in excess of the reserves remaining if so much is used to offset the assessment increase. Mr. Rom stated the CDD could obtain a bank loan or fund those expenses with the following year’s assessments.

Mr. Kuper expressed concern about the percentage of the budget devoted to irrigation. He suggested trying to conserve in this area. He asked if maintenance projects can be completed over time, as the budget allows, rather than utilizing almost all the reserves.

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. Shact, with all in favor, the Public Hearing was closed.**

The Board and Staff discussed scheduling projects, the proposals received, proposals to be obtained and potential changes to the proposed Fiscal Year 2025 budget.

Mr. McKinney identified a vendor who only charges \$600 for Sabal Palms and suggested the CDD find another vendor for outdoor lighting. He recommended several other contractors from whom proposals can be requested.

Mr. Rom stated adjustments can be made to the proposed Fiscal Year 2025 budget but the final budget must be approved today.

Mr. McKinney recommended delaying funding parts of the needed fountain repairs and suggested addressing them in Fiscal Year 2026 to allow for obtaining additional proposals.

The Board directed District Counsel to work with the District Manager to finalize the capital outlay line items discussed, in a total not-to-exceed amount of \$250,000.

Mr. Rom stated, based on the Board’s direction, the assessment increase will be less than previously projected; the budget will be amended as discussed.

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2024-05, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025, as amended to include a not-to-exceed amount of**

**\$250,000 total for capital outlay expenses; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Continued Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2024/2025, Pursuant to Florida Law**

**A. Proof/Affidavit of Publication**

**B. Mailed Notice(s) to Property Owners**

These items were included for informational purposes.

**C. Consideration of Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-06, which enables the CDD to utilize the services of the Property Appraiser and Tax Collector.

Mr. Rom stated the Public Hearing was continued from the previous meeting and remains open. He invited public comments pertaining to the budget.

A resident surmised that there has been a lot of investigation on the fountain project and asked if Staff will look at what needs to be done regarding landscape lighting, which could greatly reduce the amount spent. The resident questioned if, as a result, the Board is looking at lowering the assessment and/or keeping Unassigned Funds and if the Fiscal Year 2025 budget was just passed conditional on proposals and bids for expenditures to be discussed.

Mr. Rom stated that this public comment period relates to the fact that assessments will increase from the previous year's level.

Mr. Colen voiced his concerns and opinion regarding lighting contractors. A Board Member stated that only qualified contractors capable of working with high-voltage lines can be used to work anywhere near light fixtures.

Mr. Colen suggested keeping assessments at the same level as Fiscal Year 2024.

Resident Ron Farace asked if costs are segregated to show depreciation. It was noted that, as a governmental entity, the CDD does not pay taxes.

In response to a resident’s question about the Operation & Maintenance (O&M) portion of the assessments, Mr. Rom stated that, a month ago, the anticipated total annual assessment increase, per unit, was approximately \$560. This afternoon, the Fiscal Year 2025 budget reflected a total annual O&M assessment of approximately \$250 per unit. The Board approved an adjustment to the Fiscal Year 2025 budget to reduce the annual O&M per unit assessment to less than \$250 per unit but no lower than a flat year-over-year assessment level compared to Fiscal Year 2024.

It was noted that the previously approved expenditures for Fiscal Year 2025 were approximately \$650,000 higher than expenditures for Fiscal Year 2024, which would have required utilization of approximately \$400,000 from Unassigned Fund Reserves in order to offset some of the assessment increase. Mr. Rom will adjust the Fiscal Year 2025 budget by \$250,000 as discussed today.

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. John Kinsey and seconded by Mr. Shact, with all in favor, Resolution 2024-06, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Landscape Enhancement Project & Mulching**

Mr. Rom presented the Tree Amigos Quote #210882, in the amount of \$82,955 for mulch installation throughout the CDD, and Quote #210883, in the amount of \$25,587 for landscape enhancements.

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. Shact, with all in favor, Tree Amigos Quote #210882, in the amount of \$82,955, was approved.**

**On MOTION by Mr. McKinney and seconded by Mr. Shact, with all in favor, Tree Amigos Quote #210883, in the amount of \$25,587, was approved.**

Ms. Delegal stated that she will prepare an Amendment to the Tree Amigos Agreement.

**SIXTH ORDER OF BUSINESS**

**Consideration of Fountain Repair Proposals**

**A. Fountain 1 Repair to Electrical Line – FECC**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the FECC Proposal for Fountain 1 Repair to Electrical Line, in the amount of \$29,780, and authorizing District Counsel to prepare a form of Agreement, was approved.**

**B. Fountain 1 Repair to Fountain Basin - Pools by John Carlson**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, rejecting the Pools by John Carlson Fountain Repair proposals, was approved.**

**C. Fountains 1-4 Comprehensive Repairs - FECC**

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. McKinney, with all in favor, authorizing the District Engineer to evaluate Fountain 1, was approved.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of East Coast Construction Co. Quote/Invoice #24554A [Sidewalk/Cart Path/Crosswalk Painting and Replacement of ADA Mats]**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, East Coast Construction Co. Quote/Invoice #24554A for Sidewalk/Cart Path/Crosswalk Painting and Replacement of ADA Mats, in the amount of \$61,961, contingent upon including verbiage in the Agreement to inspect the concrete underlayment and to include Florida Department of Transportation (FDOT) Specifications and Warranty Specifications, was approved.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Elite Pressure Washing & Sealing LLC Estimate #55 [BeachWalk Club Pedestrian Sidewalk and Golf Cart Pathways \$13,408.00]**

Mr. Rom distributed and presented an additional proposal from St. Johns Pressure Washing in the amount of \$9,500.

**On MOTION by Mr. Shact and seconded by Mr. McKinney, with all in favor, the St. Johns Pressure Washing proposal for the BeachWalk Club Pedestrian Sidewalk and Golf Cart Pathways, in the amount of \$9,500, was approved.**

The Board directed Mr. Rom to add gutter cleaning.

**NINTH ORDER OF BUSINESS**

**Consideration of NiteLites Proposals for Repair of Lighting to Monuments 1-4**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, rejecting the NiteLites Proposals for Repair of Lighting to Monuments 1-4, was approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of NiteLites Median Landscape Lighting Proposals**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, rejecting the NiteLites Median Landscape Lighting Proposals, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Tree Amigos Outdoor Services Quotations**

- A. #211431 [Beachwalk Palm Replacement \$35,000.00]**
- B. #211467 [Beachwalk Parkway Tree Plantings \$7,265.00]**

Discussion ensued regarding additional quotes.

These items were deferred.

**TWELFTH ORDER OF BUSINESS**

**Consider Removal of Wayfinding Signage Throughout CDD**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, removal of wayfinding signage and authorizing the Chair or Vice Chair to execute a surplus property resolution, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, Prepared by Berger, Toombs, Elam, Gaines & Frank (to**



potentially be provided under separate cover)

**A. Consideration of Resolution 2024-07, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023**

These items were deferred to the next meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.**

Ms. Delegal stated that separate Agreements or Amendments to existing Agreements will be prepared, as appropriate, to effectuate the approvals by the Board today.

**B. District Engineer: Prosser, Inc.**

**C. Field Operations Liaison: Beachwalk Club**

- **Monthly Report**

There were no reports from District Engineer or the Field Operations Liaison.

**D. District Manager: Wrathell, Hunt and Associates, LLC**

- **NEXT MEETING DATE: October 22, 2024 at 1:45 PM**

- **QUORUM CHECK**

**FIFTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SIXTEENTH ORDER OF BUSINESS**

**Public Comments**

Ms. Karr stated that she observed irrigation running during the day and while it was raining and voiced her opinion that a sensor is needed. She asked the Board to consider stencils rather than painting ADA signage. It was noted that thermal striping was approved.

A resident voiced their opinion that the irrigation system needs a rain controller and asked if it can be added to the system. A Board Member stated that efforts will be made.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. McKinney and seconded by Mr. John Kinsey, with all in favor, the meeting adjourned at 3:13 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair