

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

The Board of Supervisors of the Twin Creeks North Community Development District held a Regular Meeting on October 29, 2024 at 1:45 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
Art Minchew	Field Ops

Residents present:

Mark Kuper	Rick Wicker	Cindy Thomas	Joe Herriman
Dee Musko	Wes Benwick	Geoff Gundlach	Jay Freedman
Pat Connor	Gaye Boyette	Gregg Thomas	Lois Freedman
R & C Farqi	Other residents		

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 1:49 p.m.

Supervisors John Kinsey, Bryan Kinsey, Shact and McKinney were present. Supervisor Bouskila attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments

Mr. Rom explained the protocols for public comments.

Resident Mark Kuper stated there are “No Parking” signs on Albany Bay Boulevard and he was told he could not park there, which is an inconvenience to him.

A Board Member noted that one of the discussion items on today’s agenda is traffic enforcement along Albany Bay Boulevard, including the speed limit.

Resident Jay Freedman reported a damaged light pole and a lamppost across the street from his home; it blinks all night into his bedroom, which he finds very annoying.

Mr. Rom stated all repair requests and comments and photographs, if available, should be emailed to maintenance@clubbeachwalk.com.

THIRD ORDER OF BUSINESS

Update: Manager’s Report

Mr. Rom stated, going forward, this item will be placed under Staff Reports, as Field Operations Liaison. For this meeting, as the initial report, Ms. Kristen Thomas will deliver the Manager’s Report.

Ms. Thomas presented the Management Report dated October 29, 2024, which provides updates on the Sod and Mulch project, holiday lights, palm tree walkthroughs, stormwater pond work, Albany Bay Boulevard traffic calming investigations, fountain repairs, flower rotations, pressure washing, Beachwalk Channel Lettering and ADA pads and crosswalk painting.

FOURTH ORDER OF BUSINESS

Authorization of RFP for Landscape and Irrigation Maintenance Services

Mr. Rom presented the Request for Proposals (RFP) for Landscape and Irrigation Maintenance Services. He stated, once the scope is finalized, Staff will advertise the RFP.

On MOTION by Mr. John Kinsey and seconded by Mr. Shact, with all in favor, the RFP for Landscape and Irrigation Maintenance Services and authorizing Staff to advertise the RFP, once finalized, was approved.

FIFTH ORDER OF BUSINESS

Discussion/Consideration: Traffic Signal Easement

Mr. Rom presented the Traffic Signal Easement Agreement between the CDD and Twin Creek Development Associates LLC, that will be executed between meetings, should the Board approve it in substantial form today.

Mr. John Kinsey stated this is for a traffic signal to be installed at the crossroad between Beachwalk Boulevard and the entrance of the BJ's shopping center. This was part of the approval for the entire BJ's project. The traffic signal was determined to be needed pursuant to a traffic study. The reason the CDD needs the easement is because one of the pedestals was supposed to have been installed within the Right-of-Way (ROW) but, when a subterranean exploration was performed, it was discovered that a few utility lines were installed in the wrong place, and must be moved a few feet outside of the ROW. The easement will be granted by Twin Creek Development Associates LLC and the CDD will be recognized as a joinder.

Ms. Delegal stated, if the Board is inclined to approve this item, it would also approve the joinder by the CDD for the traffic signal if there is an easement subject to any terms and conditions of the joinder approved between the District Manager and District Counsel.

On MOTION by Mr. Shact and seconded by Mr. Bryan Kinsey, with all in favor, the Traffic Signal Easement, with the CDD as a joinder, subject to Staff approval, was approved.

SIXTH ORDER OF BUSINESS

Discussion: Traffic Enforcement Along Albany Bay Blvd.

Mr. Rom recalled previous discussions about engaging off-duty police officers for traffic enforcement along Albany Bay Boulevard and stated he recently contacted the Deputy Sheriff and confirmed that, if the CDD wants any traffic enforcement along Albany Bay Boulevard, it would require entering into an agreement to hire off-duty police officers. He discussed the hourly rate, a 3% invoice service fee, the RollKall client portal app and a traffic calming option that would entail an application process with the County and the District Engineer facilitating a traffic study and commencing the process.

The consensus was that the traffic calming option will be a more permanent solution and more beneficial to the CDD.

Mr. Rom will ask the District Engineer to research the application process for traffic calming and report his findings at the next meeting.

SEVENTH 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]

Mr. Minchew presented the quotes and stated Staff also obtained a quote from McWilliams Greenspace, for \$34,600, which includes Item 7B, for an \$8,000 savings. He stated, since McWilliams Greenspace has yet to be vetted, it would be best to postpone the vote until the CDD Manager can vet them.

Mr. Rom stated the Board can motion to approve the McWilliams Greenspace proposal contingent upon District Staff entering into a special project agreement with them and the company’s warranty information.

On MOTION by Mr. McKinney and seconded by Mr. Shact, with all in favor, the McWilliams Greenspace proposal, in the amount of \$34,600, contingent upon District Staff entering into a special project agreement with McWilliams Greenspace and attaining their warranty information, was approved.

EIGHTH ORDER OF BUSINESS

Consider Removal of Wayfinding Signage Throughout CDD

Mr. Rom recalled that, at a previous meeting, the Board agreed to remove all wayfinding signage. However, after the meeting he was approached by a resident who stated her spouse is willing to form a small committee to repair the signs for a nominal fee. This specific resident is not present today but previously provided solutions to reconstruct the signage to withstand the weather. Mr. Minchew stated the resident would invoice the CDD for

the materials, at a significant savings for the type of signage required by the CDD, using a third-party vendor.

Ms. Delegal stated Staff should confer with the insurance carrier before deciding to proceed with the signage and, if the Board approves this, it should authorize it subject to approval by the District Manager and District Counsel. The consensus was for Staff to obtain further details and report their findings at the next meeting.

NINTH 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 2025-01, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023

Mr. Rom stated the Auditor has yet to submit the Annual Financial Report for the Fiscal Year Ended September 30, 2023. Given that the Auditor has been delayed in completing the audits for numerous other CDDs, Staff intends to include going out to RFP for Audit Services on a future agenda in 2025.

This item was deferred to the next meeting.

TENTH ORDER OF BUSINESS

Discussion/Consideration/Ratification: JoyLights LLC Services Agreement (Holiday Lighting)

Mr. Rom presented the JoyLights LLC Services Agreement for Holiday Lighting and noted the company will honor the same pricing as the previous vendor and is willing to install the lighting before the holiday season begins.

On MOTION by Mr. Bryan Kinsey and seconded by Mr. John Kinsey, with all in favor, the JoyLights LLC Services Agreement for Holiday Lighting, in substantial form, pending a final recommendation by District Staff, the Chair and Vice Chair, was approved.

ELEVENTH ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of September 30, 2024**
- B. Approval of Minutes**
 - I. August 27, 2024 Public Hearings and Regular Meeting**
 - II. September 24, 2024 Continued Public Hearings and Regular Meeting**

On MOTION by Mr. John Kinsey and seconded by Mr. Shact, with all in favor, the Consent Agenda Items, as presented, were accepted and approved, respectively.

TWELFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Billing, Cochran, Lyles, Mauro & Ramsey, P.A.**
- B. District Engineer: Prosser, Inc.**

There were no reports from District Counsel or the District Engineer.

C. Field Operations Liaison: Beachwalk Club

- **Monthly Report**

The monthly report was included for informational purposes.

Asked if the flickering light can be deactivated, Mr. Minchew stated he will look into the possibility of doing so without disabling the power. Mr. Rom suggested communicating the repair process to the residents.

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

- **1,595 Registered Voters in District as of April 15, 2024**
- **NEXT MEETING DATE: November 26, 2024 at 1:45 PM**
 - **QUORUM CHECK**

The November 26, 2024 meeting will be canceled. The next meeting will be held on December 4, 2024.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FOURTEENTH ORDER OF BUSINESS

Public Comments

The Board and Staff responded to questions regarding what is being done about the transformers on Beachwalk Boulevard, traffic congestion, re-doing the striping for carts on Beachwalk Boulevard, coordinating with the County regarding landscape maintenance on 210, County maintenance standards and speed limit signs for golf carts.

FIFTEENTH ORDER OF BUSINESS

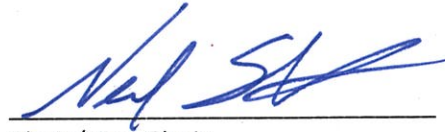
Adjournment

On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the meeting adjourned at 2:39 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair