

**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 July 22, 2025 at 1:45 p.m., at the Beachwalk Clubhouse, 100 Beachwalk Club Drive, St. Johns, Florida 32259.

Present:

Neal Shact	Chair
David Mullins	Vice Chair
Geoff Gundlach	Assistant Secretary
Mark Kuper	Assistant Secretary
Bryan Kinsey (via telephone)	Assistant Secretary

Also present:

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates, LLC,
Jennifer Kilinski (via telephone)	District Counsel
Neal Brockmeier	District Engineer
Art Minchew	Field Ops Liaison
Roy Grantham	The Greenery, Inc.
Allen ____	The Greenery, Inc.
Tom Rowand	TPAM Manager
Patrick Connor	Resident & Atlantica Isles HOA Board

Residents present:

Claire Karp	Laurie Getrost	Jon Cargill	Laura Wertzberger
Tina Hope	Wes Benwick	Judith Khoor	Gaye Boyette

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 1:45 p.m. Supervisors Shact, Mullins, Gundlach and Kuper were present. Supervisor Kinsey joined via telephone a few minutes after roll call.

Mr. Shact stated the agenda was reorganized to address landscaping before public comments. He thanked the Board Members for trouble shooting certain issues and Mr. Mullins and Mr. Gundlach for separately touring the CDD with Mr. Minchew.

Mr. Rom stated it is not the role or responsibility of the Board Members to address operational matters, such as irrigation. Residents should direct comments and concerns to the

on-site Field Operations Manager. Questions about the CDD should be directed to District Management's office. He asked residents to share this information with other residents.

Regarding the resident who emailed the Board, Mr. Shact stated he notified the resident about the procedures and who to direct their concerns to and noted that Board Members are not obligated to respond to emails, which avoids potentially violating the Sunshine Law. The Board is aware of the weed problem and other deficiencies from the prior vendor during the last six months before the change, which Ms. Thomas was addressing. The Board budgeted a \$7 million contract of which, \$1 million in savings spread over five years, enabled the CDD to address deficient infrastructure without having to increase homeowner assessments.

SECOND ORDER OF BUSINESS**Presentation: The Greenery, Inc.,
Landscape & Irrigation Monthly
Maintenance Report**

A representative from The Greenery presented the summary sheet outlining the key challenges and progress, current status, next steps and recommendations specific to the irrigation system, bed weeds, property boundaries, turf and plant health, during the first 30 days since taking over.

Mr. Schact asked Staff to comment on The Greenery's recommendations. Ms. Thomas agreed with recommendation to reduce the mowing frequency from twice per week to once per week, which was suggested in the Request for Proposals (RFP). She thinks the vendor representatives have been transparent during inspections, are easy to work with. She toured the CDD today and has already seen improvements. A proposal to map the entire irrigation system will be presented later in the meeting.

Board Members commented on weeding and irrigation issues and noted already seeing improvements. Ms. Thomas stated she has 140 weed issues recorded; the information is available by emailing a public records request to her.

THIRD ORDER OF BUSINESS**Public Comments**

Resident Laura Wertzberger requested a detailed plan for irrigation and landscape plans to replace missing or dead plants.

Resident and Atlantic Isles HOA Board Member Pat Conner, and speaking on behalf of residents, asked about the CDD and HOA working together and asked for the Atlantica Isles tree

trimming schedule. Mr. Rom stated tree trimming in the CDD area only, will be discussed later in the meeting.

Mr. Rowand stated he will follow the crews, starting in August, and hopes to see progress within the next six to eight weeks. Although disappointed with how The Greenery started, he is also disappointed with the challenges The Greenery faced. He has observed improvements. He will follow all CDD vendors going forward.

A resident asked about flowers and was directed to email her question to Maintenance@Clubeachwalk.com; the email address is posted on The Club's website.

FOURTH ORDER OF BUSINESS**Ratification of The Greenery, Inc., Invoice 786315 (Maintenance Deficiency work Weeding Catchup)**

Mr. Rom presented The Greenery, Inc., Invoice 786315, for additional labor necessary to address weeding and overall maintenance deficiencies and to bring the property up to scope. The previous vendor's pictures documenting the deficiencies were given to The Greenery. The items presented today are outside the scope of the existing vendor and are part of the deficiency and the letter sent in withholding more payment.

On MOTION by Mr. Gundlach and seconded by Mr. Kuper, with all in favor, The Greenery, Inc., Invoice 786315 for maintenance deficiency work and catching up on weeding, in the amount of \$5,906.76, was ratified.

FIFTH ORDER OF BUSINESS**Discussion/Consideration****A. Discussion/Consideration: Maintenance of New Plantings**

Mr. Rowand stated that the Atlantica Isles HOA Board wants to purchase and install hedges to fill in the west end of Atlantica Isles and the CDD boundary area, to prevent golf carts and e-bikes from accessing the area, subject to the CDD Board's agreement to maintain the hedges as they grow, which will require amending The Greenery's contract.

Discussion ensued regarding whether the CDD wants to fund the purchase of plantings, how approving this request convolutes the CDD and HOA responsibilities, the CDD possibly installing a fence, etc.

Mr. Rom presented The Greenery Addendum to Purchase of Services Agreement.

Mr. Kinsey left the meeting at 2:34 p.m.

Reducing mowing frequency to offset costs was suggested. The Board rejected the addendum in the agenda.

On MOTION by Mr. Mullins and seconded by Mr. Gundlach, with all in favor, 1) amending The Greenery, Inc. contract to reduce mowing from 104 to 52 times a year; adding the Dorondo/Seaside operation and maintenance of the plantings, in a not-to-exceed amount of \$6,000 for new plantings, as an e-bike deterrent outside of Atlantica Isles; ongoing maintenance for the new plantings; and the additional flowers for entrances outside the prior pre-approved scope of the contract for the Albany Bay and Atlantic Isles Entrances and for Seaside Estates, in the total amount of \$648, was approved.

B. Discussion/Consideration: North Florida Preferred Home Services: Consultation, Irrigation mapping and zoning Proposal \$5,000

Mr. Rom presented the North Florida Preferred Home Services proposal for consultation and irrigation system mapping and zoning on CDD property and reviewed the project scope. The proposal was prepared by the previous landscape vendor's main irrigation technician.

On MOTION by Mr. Mullins and seconded by Mr. Shact, with all in favor, North Florida Preferred Home Services proposal for consultation and irrigation system mapping and zoning on CDD property, in a not-to-exceed amount of \$5,000, was approved.

C. Discussion/Consideration: Proposals for Animal Waste Stations

Mr. Rom presented the spreadsheet in the agenda outlining multiple proposals with varied project scopes and related costs.

Discussion ensued regarding the 30-day or 60-day termination clauses in the proposals and preparing the CDD's standard form of Agreement.

I. Doody Calls

Bid: \$2,704

II. Coastal Amenity

Bid: \$2,700

III. Scoop Wizards

Bid: \$1,700

On MOTION by Mr. Gundlach and seconded by Mr. Mullins, with all in favor, engaging Doody Calls, for weekly service of four animal waste stations, in a not-to-exceed amount of \$2,704, was approved.

D. Discussion/Reconsideration: Prime AE Proposal for BJ's Tract Enhancement

Mr. Rom stated that this proposal to prepare a supplementary landscape screening design for the landscape tracts adjacent to the BJs parking area, was placed back on the agenda as The Greenery recused itself from entering into an agreement due to its proximity to the situation and the Development.

Board Members commented that the cost is too high and might become higher once the nursing home is factored in and suggested stating that certain plans were already approved and use those; the County approved the BJs and Lowes in the community; however, the CDD can plant whatever it wants without the County's approval.

Mr. Kuper motioned to allocate \$3,000 to \$5,000 for plants and to have The Greenery install plants along Beachwalk Boulevard. The motion died due to lack of a second.

E. Discussion/Consideration: Grand Isles Wayfinding Signs

I. Proposal

II. Interlocal Agreement

On MOTION by Mr. Kuper and seconded by Mr. Shact, with all in favor, the Onsite Industries proposal to purchase and install Grand Isles Wayfinding signs, as amended to remove the labor costs as in-house crews will perform the work, and the St. Johns County Interlocal Agreement, as amended and subject to engaging the County pertaining to the Interlocal Agreement, were approved.

F. Discussion: Fishing in CDD Ponds

Mr. Rom conveyed resident complaints about people fishing in the CDD ponds behind their homes and asking for the CDD to initiate a process to enforce no fishing. He recalled the Board's action about a year ago of installing wildlife warning and no fishing signage. The purpose of the ponds is for stormwater management, not recreational use. Staff's recommendation would be to engage the on-site field operations liaison to highlight the no fishing sign while the violation is occurring and to contact the Sheriff about repeat offenders.

The Board discussed various scenarios and decided no further action is necessary.

SIXTH ORDER OF BUSINESS**Consent Agenda Items****A. Acceptance of Unaudited Financial Statements as of June 30, 2025****B. Approval of May 20, 2025 Regular Meeting Minutes**

The following change was made:

Line 69: Change “with all in favor” to “with Mr. Schact and Mr. Kuper in favor and Mr. Gundlach dissenting”

Line 70: Insert “[Motion passed 3-1]” after “approved.”

On MOTION by Mr. Gundlach and seconded by Mr. Mullins, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted, and the May 20, 2025 Regular Meeting Minutes, as amended, were approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kilinski | Van Wyk PLLC**

- **Legislative Update**

Ms. Kilinski stated the Board should have received her firm’s legislative summary regarding legislative bills that might affect CDDs. Regarding a prior request to explain sovereign immunity, she will email a summary to the Board.

B. District Engineer: Prosser, Inc.

Mr. Brockmeier discussed the status of projects.

C. Field Operations Liaison: Beachwalk Club

Mr. Minchew relayed an HOA request for the CDD to stock Ponds 14A and 14B. Proposals will be presented at the next meeting.

D. Landscape Maintenance: The Greenery, Inc.

- **Maintenance Schedule**

The Maintenance Schedule was included for informational purposes.

The schedule will change based on reducing the number of mowings.

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

- **UPCOMING MEETINGS**

- **August 26, 2025 at 1:45 PM [Adoption of FY2026 Budget]**

- **September 23, 2025 at 5:30 PM**

○ **QUORUM CHECK**

The next meeting will be on August 26, 2025. The September 23, 2025 meeting will be canceled.

EIGHTH ORDER OF BUSINESS**Board Members' Comments/Requests**

A Board Member asked if the October meeting will commence at 5:30 p.m. Mr. Rom replied affirmatively, although the date has not been confirmed yet.

Regarding if the CDD has emergency funding available for the irrigation issue, Mr. Rom replied affirmatively; the CDD has about \$20,000 available for emergencies. Regarding obtaining information about roadway striping and repairs, the District Engineer should be contacted.

Regarding concerns about negligence when the CDD is working toward completing projects, Ms. Kilinski stated the CDD is doing the best that it can to understand the responsibility for this work and, through the CDD to undertake work that is currently bonded by the Developer, also puts the District at risk. The District is trying to balance that exposure and those rights and responsibilities with the fact that part of this needs to be addressed for these improvements. She will discuss this after the meeting.

NINTH ORDER OF BUSINESS**Public Comments**


Resident Claire Karp voiced her surprise that there was no update on electrical and fountain repairs and that it was not on the agenda, and about the study regarding amenities.

Mr. Rom stated the Report study is underway. Regarding the fountains, Ms. Thomas stated that Staff is obtaining proposals.


Resident Tina Hope asked for an update on the golf cart speed limit and signage.

TENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Shact and seconded by Mr. Gundlach, with all in favor, the meeting adjourned at 3:23 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair