

**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 January 26, 2026 at 5:00 p.m., at the Beachwalk Clubhouse Restaurant, 100 Beachwalk Club Drive, St. Johns, Florida 32259.

Present:

Neal Shact	Chair
David Mullins	Vice Chair
Mark Kuper	Assistant Secretary
Bryan Kinsey	Assistant Secretary

Also present:

Kristen Thomas	District Manager
Daniel Rom	Wrathell, Hunt and Associates, LLC
Raymond Passaro	Wrathell, Hunt and Associates, LLC
Jennifer Kilinski	District Counsel
Chris Loy	Kilinski Van Wyk PLLC
Neal Brockmeier (via telephone)	District Engineer
Allen Flannery	The Greenery, Inc.
Eric Wrick	The Greenery, Inc.
Jason Johns	East Coast Construction Co.
Tom Rowand	TPAM Manager

Residents present:

Peter Martin	Fred Amato	Brent Griffin	Jan Freedman	Denise Carafano
Susan Martin	Barb Shact	Pat Connor	Lois Freedman	Lincoln Schneider
Brian Warren	Tina Hope	Sharon Pruet	Jocelyn Wynston	Laura Wertzberger
Lynne Kuper	Terri Morris	Michael Chase	Michael Wynston	Lisa Hathaway
Ginny Stoner	Brett Daly	Damien Bonner	Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 5:00 p.m.

Supervisors Mullins, Shact, Kinsey and Kuper were present. Supervisor Gundlach was not present.

SECOND ORDER OF BUSINESS

Chairman Open Remarks

Mr. Shact voiced his appreciation for Mr. Gundlach’s service to the CDD and stated that he will be greatly missed.

THIRD ORDER OF BUSINESS

Public Comments (non-agenda items only)

No members of the public spoke.

FOURTH ORDER OF BUSINESS

Acceptance of Resignation of J Geoff Gundlach [Seat 1]

On MOTION by Mr. Kuper and seconded by Mr. Shact, with all in favor, the resignation of J. Geoff Gundlach from Seat 1, was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Appointment of Qualified Elector to Fill Unexpired Term of Seat 1; Term Expires November 2028

Ms. Thomas stated that e-blasts were sent asking those interested in serving on the CDD Board to submit a resume for consideration. The submissions were sent to the Board Members, who have had time to review the materials.

Candidates Michael Chase, Peter Martin and Edward Sumner each addressed the Board and discussed their qualifications, experience, service in the community, and interest in serving on the Board.

Mr. Shact nominated Michael Chase to fill Seat 1. No other nominations were made.

On MOTION by Mr. Shact and seconded by Mr. Kinsey, with all in favor, the appointment of Michael Chase to fill Seat 1, was approved.

- **Administration of Oath of Office (the following will be provided in a separate package)**

Ms. Thomas, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Chase. She will review the following items with Mr. Chase after the meeting:

- A. **Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. **Membership, Obligations and Responsibilities**
- C. **Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. **Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-01, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Thomas presented Resolution 2026-01. Mr. Kuper nominated the following:

- | | |
|---------------|---------------------|
| Neal Shact | Chair |
| David Mullins | Vice Chair |
| Bryan Kinsey | Assistant Secretary |
| Mark Kuper | Assistant Secretary |
| Michael Chase | Assistant Secretary |

No other nominations were made.

This Resolution removes the following from the Board:

- | | |
|----------------|---------------------|
| Geoff Gundlach | Assistant Secretary |
|----------------|---------------------|

The following prior appointments by the Board remain unaffected by this Resolution:

- | | |
|----------------|---------------------|
| Craig Wrathell | Secretary |
| Daniel Rom | Assistant Secretary |
| Kristen Thomas | Assistant Secretary |
| Craig Wrathell | Treasurer |
| Jeff Pinder | Assistant Treasurer |

On MOTION by Mr. Kinsey and seconded by Mr. Shact, with all in favor, Resolution 2026-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Response to Correspondence from Ruppert Landscape

Mr. Loy discussed the Notice of Deficiencies and correspondence related to the CDD’s withholding of payment from its prior landscaper, Tree Amigos, which was acquired by Ruppert Landscape, LLC (Ruppert). There were numerous documented deficiencies, including lack of weeding, failure to maintain landscaping, and failure to address needed irrigation repairs. The CDD engaged The Greenery and terminated the Agreement with Ruppert; Ruppert ceased services in the CDD on May 31, 2025. The CDD issued a letter of withholding for approximately \$28,000 citing Ruppert’s failure to comply with the original scope of services. An amended notice of withholding was sent on July 29, 2025 for an amended amount of \$22,458.52, and the CDD paid Ruppert the balance of approximately \$6,000. Shortly thereafter, a letter was received from Ruppert’s attorney who argued that the CDD failed to comply with the Prompt Payment Act and demanding the remaining \$22,458.52 for services rendered.

Discussion ensued regarding the options, how to proceed, an anticipated lawsuit if the Board rejects the demand, the substantial deficiencies and damages to the CDD.

On MOTION by Mr. Kuper and seconded by Mr. Chase, with all in favor, rejecting Ruppert Landscape, LLC’s demand for payment, was approved.

EIGHTH ORDER OF BUSINESS

Discussion/Consideration of The Greenery, Inc. Work Order Proposals

The following were presented and discussed:

A. #85028 [Dead Cabbage Palm Tree Replacement] \$2,010.72

- **Replacement of two queen palms near the front entrance**

This item was an addition to the agenda.

In response to reports of additional dead trees, it was noted that Field Operations will continue to document issues and provide updates for Board consideration at meetings.

On MOTION by Mr. Shact and seconded by Mr. Mullins, with all in favor, The Greenery, Inc. Work Order Proposal #85028 for Dead Cabbage Palm Tree Replacement, in the amount of \$2,010.72; and the proposal for replacement of

two queen palms near the front entrance, in the amount of \$5,044.27, were approved.

B. #87153 [Change Order 1 - Smart Irrigation Upgrade]

Ms. Thomas noted that the CDD is in settlement with Lennar and stated that the costs have changed; it is hoped that all the cost for The Reef will be paid via the settlement.

Discussion ensued regarding the costs, whether the CDD should pay the costs for The Reef and/or the other HOAs, the benefits of the upgrade, potential cost savings of up to \$70,000, irrigation cost shares, amounts to be paid by the CDD and HOAs, and ensuring that CDD irrigation services CDD landscaping. Supervisor Shact wanted assurance from Field Operations that all the HOAs were notified of the work and that the CDD landscaper should be working with the HOA landscaper. It was stated by Field Operations that it was indeed being or has been handled. It was suggested that a map showing valve locations, zone configurations and boundaries be shared with the HOA Presidents.

On MOTION by Mr. Mullins and seconded by Mr. Kuper, with all in favor, The Greenery, Inc. Work Order Proposal #87153 for Change Order 1 - Smart Irrigation Upgrade, in the amount of \$92,889.35, and directing Staff to update the Amendment, was approved.

On MOTION by Mr. Chase and seconded by Mr. Mullins, with all in favor, directing District Counsel to update the Settlement Agreement to include updated pricing and begin from scratch, was approved.

NINTH ORDER OF BUSINESS

Discussion/Consideration of Florida East Coast Construction Co. Fountain Items

Ms. Thomas recalled that Mr. Johns is working on previously approved repairs on Fountains 1, 2, 3 and 4.

A. Fountain 3 Change Order \$12,860.26

Mr. Johns presented Fountain 3 Change Order Estimate 26011 related to repair of a deep crack that was not identified until the fountain was drained. He discussed the scope of the repair and stated that a one-year warranty is included.

On MOTION by Mr. Mullins and seconded by Mr. Kuper, with all in favor, Fountain 3 Change Order Estimate 26011, in the amount of \$12,860.26, and authorizing Staff to update the Agreement, was approved.

B. Proposal for Pump Motor Replacement at Fountain 4 \$10,722.41

Mr. Johns presented the proposal for replacement of the Fountain 4 Pump Motor, which was old and found to be shooting sparks.

Ms. Thomas noted that the invoice indicates a Manufacturer Warranty for one year from the date of installation and a Labor Warranty of 90 days. Mr. John believes that a three-year Manufacturer Warranty also applies. It was estimated that the existing engines can be expected to last seven to eight years.

In addition, discussion was held regarding tiles falling and lighting issues.

Jason Johns stated he would bring it back for consideration at the next meeting.

On MOTION by Mr. Kinsey and seconded by Mr. Kuper, with all in favor, Fountain 3 Change Order Estimate 26004, in the amount of \$10,722.41, was approved.

TENTH ORDER OF BUSINESS

Discussion/Consideration Atlantic Isles Irrigation

Mr. Rowand discussed main line leaks in the Atlantic Isles irrigation system and correspondence related to the subsequent irrigation water loss and high water consumption.

Discussion ensued regarding an invoice of approximately \$1,100 that is not included in the agenda; it is related to the July water loss.

A. Cost Share Letter [North Florida Preferred Home Services]

On MOTION by Mr. Shact and seconded by Mr. Kinsey, with all in favor, Total Professional Association Management Invoice #AT12026-01, in the amount of \$1,673.01; and the invoice related to the breakage, in a not-to-exceed amount of \$1,200, were approved.

B. Cost Share

Ms. Thomas stated that Atlantic Isles is asking the CDD to pay 10% until the breaks are repaired. The Reef will be done first due to the ongoing settlement discussions. Once The Reef

comes online, the Atlantic Isles breaks will be repaired. Mr. Rowand will inform Atlantic Isles that the cost share will cease.

On MOTION by Mr. Shact and seconded by Mr. Mullins, with all in favor, entering into an Agreement with Atlantic Isles for a 10% cost share related to the meter, until the HOA and CDD confirm the split with The Greenery has occurred, was approved.

ELEVENTH ORDER OF BUSINESS

**Discussion/Consideration/Ratification:
Performance Measures/Standards &
Annual Reporting Form**

A. October 1, 2024 - September 30, 2025 [Posted]

Ms. Thomas referred to Goal 2.1 and stated that a Report received from the District Engineer indicated that lake bank work around 14A and B is pending. Proposals have been solicited and updates will be provided at an upcoming meeting.

On MOTION by Mr. Chase and seconded by Mr. Kinsey, with all in favor, the 2025 Goals and Objectives Reporting, was ratified.

B. October 1, 2025 - September 30, 2026

On MOTION by Mr. Mullins and seconded by Mr. Kinsey, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2026-02, Implementing Section 190.006(3), Florida Statutes, and Requesting that the St. Johns County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date

Ms. Thomas presented Resolution 2026-02, which addresses the following:

- Seats 2, 3 and 4, currently held by David Mullins, Neal Shact and Bryan Kinsey, respectively, will be up for election at the November 2026 General Election.

- Candidates must be a United States citizen, at least 18 years of age, a legal resident of Florida, reside within the CDD and be a registered voter in St. Johns County.
- Each Board Member is entitled to receive compensation of \$200 per meeting, up to an annual maximum of \$4,800 per year.
- Each seat carries a four-year term.
- The candidate qualifying period is noon, June 8, 2026 to noon, June 12, 2026.

On MOTION by Mr. Mullins and seconded by Mr. Shact, with all in favor, Resolution 2026-02, Implementing Section 190.006(3), Florida Statutes, and Requesting that the St. Johns County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, were adopted.

THIRTEENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, Prepared by Berger, Toombs, Elam, Gaines & Frank

Ms. Thomas presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

- A. Consideration of Resolution 2026-03, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024**

On MOTION by Mr. Kuper and seconded by Mr. Mullins, with all in favor, Resolution 2026-03, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, was adopted.

FOURTEENTH ORDER OF BUSINESS

Consent Agenda Items

- A. Acceptance of Unaudited Financial Statements as of December 31, 2025**

On MOTION by Mr. Mullins and seconded by Mr. Kuper, with all in favor, the Unaudited Financial Statements as of December 31, 2025, were accepted.

B. Approval of October 14, 2025 Regular Meeting Minutes

The following change was made:

Line 297: Change “2028 to “2026”

On MOTION by Mr. Shact and seconded by Mr. Kinsey, with all in favor, the October 14, 2025 Regular Meeting Minutes, as amended, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

- **Community Update on Joint Due Diligence Efforts**

Mr. Loy recalled that, in late 2025, the Board directed his office to work in conjunction with Counsel for The Club to perform due diligence to determine the feasibility of acquiring The Club’s assets. While work has begun, no response has been received since initial documents. He asked the Board for direction regarding whether these efforts should continue.

Mr. Kuper noted the difficulty if the necessary information is not received from the Board and Legal Counsel. He noted that another more substantial study with an Architectural Engineering firm was to be done following the Amenity Study. He asked for that to proceed, subject to and conditioned to receiving the necessary information from The Club, given the projected tax and insurance savings and fiduciary responsibilities.

On MOTION by Mr. Shact and seconded by Mr. Chase, with all in favor, directing District Counsel to continue with due diligence, and, as long as continued conversation and due diligence efforts are happening, authorizing Staff to seek proposals for Stage 2 in relation to Amenity Studies which consider Design Consultants, to include Architects and Engineers, was approved.

B. District Engineer: Prosser, Inc.

Mr. Brockmeier stated he is obtaining bids for the maintenance work identified in the annual inspection.

C. Field Operations Liaison: (to be conducted under agenda item 6)

- **Update Sent 01/23/26 (under separate cover)**

There were no questions.

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

- **UPCOMING NEXT MEETINGS**

- **January 26, 2026 at 6:00 PM [Public Workshop – Amenity Study Presentation]**
- **January 27, 2026 at 6:00 PM [Public Workshop – Amenity Study Presentation]**
- **February 24, 2026 at 1:45 PM [Regular Meeting]**
- **QUORUM CHECK**

SIXTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

There were no Board Members’ comments or requests.

SEVENTEENTH ORDER OF BUSINESS

Public Comments

Resident Pat Connor thanked the Board for reviewing the irrigation water and stated that he looks forward to continuing the relationship.

Resident Jay Freedman appreciated the Board’s due diligence regarding The Club and amenities and asked if the Board will consider a similar arrangement with The Lagoon and its expenses. A Board Member voiced his belief that the focus right now is on The Club’s amenities, given the breadth of the offerings.

Resident Brett Daly stated he spoke with The Reef HOA about speeding and asked if the first step towards installing radar speed limit signs will be done by the CDD or if the HOAs should provide assistance.

Mr. Rowand discussed ongoing efforts to advertise and engage an off-duty police officer on County roads to address e-bikes, speeding, vandalism and traffic issues at CDD entrances. He noted that availability remains an issue. The Director advised that requests will be accommodated whenever possible.

Asked if a Committee is working to promote installation of speed humps and automatic speed limit signs, Mr. Daly stated that both his and the other HOAs want to begin minimally,

with speed limit signs, before progressing to speed cushions. He believes that eight of ten HOAs are in favor of speed humps and that there is wide support for RADAR signs.

Mr. Brockmeier recalled that the County was requiring plans and submittals and a Traffic Study to be submitted for review and the cost exceeded the amount budgeted. A Board Member suggested this be discussed at the next meeting.

Ms. Thomas recalled that the Traffic Study was holding it up because it was the most expensive portion, and the next most expensive was the design. Speed humps were not recommended based on the one-to-three-year lifetime, per the company, and the cost of flashing lights and the subscription cost of approximately \$27,000 each. The Board Members did not approve speed humps based on the cost. Additionally, Beachwalk Boulevard is under the Developer/County.

Discussion ensued regarding the estimated \$75,000 cost for the Traffic Study, the request for off-duty police officers and the request for St. Johns County to provide trailers. Field Operations will work with the District Engineer and provide available information.

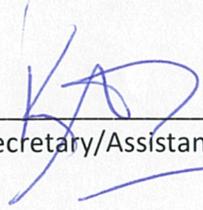
A resident asked for an update on the plans for the lagoon. It was stated again that the Lagoon has nothing to do with the conveyance or study at this time.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kinsey and seconded by Mr. Kuper, with all in favor, the meeting adjourned at 6:13 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair