CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT **November 1, 2023 BOARD OF SUPERVISORS** REGULAR **MEETING AGENDA**

AGENDA LETTER

Creekside at Twin Creeks Community Development District OFFICE OF THE DISTRICT MANAGER 2300 Glades Road, Suite 410W•Boca Raton, Florida 33431 Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

October 25, 2023

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors, Creekside at Twin Creeks Community Development District

Dear Board Members:

The Board of Supervisors of the Creekside at Twin Creeks Community Development District will hold a Regular Meeting on November 1, 2023 at 12:15 p.m., at the Beachwalk Clubhouse, 100 Beachwalk Club Drive, St. Johns, Florida 32259. The agenda is as follows:

- 1. Call to Order/Roll Call
- 2. Public Comments
- 3. Discussion Item(s)
 - A. District Engineer Field Visit of Resident Erosion Control
 - B. Berm Flooding Remediation Behind Silver Sage
 - C. Miscellaneous Matters
- 4. Consent Agenda Items
 - A. Acceptance of Unaudited Financial Statements as of September 30, 2023
 - B. Approval of August 22, 2023 Public Hearing and Regular Meeting Minutes
- 5. Staff Reports
 - A. District Counsel: *Cobb Cole*
 - B. District Engineer: *Prosser, Inc.*
 - C. Field Operations Liaison
 - D. District Manager: Wrathell, Hunt and Associates, LLC
 - NEXT MEETING DATE: November 28, 2023 at 12:15 PM

Board of Supervisors Creekside at Twin Creeks Community Development District November 1, 2023, Regular Meeting Agenda Page 2

• QUORUM CHECK

Seat 1	JOHN KINSEY	IN PERSON	Phone	No
SEAT 2	Bryan Kinsey	IN PERSON	PHONE	No
Seat 3	ANDREW P STURM SR.	IN PERSON	PHONE	No
Seat 4	Jared Bouskila	IN PERSON	PHONE	No
Seat 5	JAMES W HAGAN	IN PERSON	PHONE	No

- 6. Board Members' Comments/Requests
- 7. Public Comments
- 8. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (561) 909-7930.

Sincerely,

Daniel Rom District Manager

FOR BOARD AND STAFF TO ATTEND BY TELEPHONE CALL-IN NUMBER: 1-888-354-0094 PARTICIPANT PASSCODE: 528 064 2804



Creekside at Twin Creeks CDD Board of Supervisors,

Provided below please find information regarding three separate concerns of pond bank erosion shared with me by Residents.

1. 432 SWEET OAK WAY

a. Spoke with resident on 8/15: did not notice any drainage like other areas. Says that there is a natural slope between the two homes that has caused a crevasse and natural downhill flow of water when raining.

Field Notes:

a. A fence has been installed within drainage access easement between the lots and along the stormwater pond. The identified failures (holes within the pond slope) are undetermined. Check for broken/punctured pipe located within the drainage easement. If a pipe break is identified, please repair/replace the damaged pipe. Maintain lot grading to direct runoff to stormwater pond. Recommend the fencing is removed from drainage easement(s) that provides the District access to stormwater ponds for maintenance.

Good morning,

I wanted to follow-up on a possible plan of action and timeline (if any) on the embankment erosion at my residence in the Creekside Community, 432 Sweet Oak Way, Saint Augustine, Florida. Since we last corresponded, the erosion was so bad that I believed there to be safety issues, so I brought in some fill dirt to level the ground. Within a short few weeks, the erosion continued, and is expanding further into my yard (pictured below). I have growing concerns about the safety and building hazard this poses, and I humbly submit that a retention wall maybe the only resolution.



2. 269 & 245 SILVER REEF LN

a. Mentioned to resident(s) June 6, 2023 that the erosion issue seems to be stemming from the private property drain installed onto CDD-owned land. The drain was initially installed on their private property, but after complaints to Builder about it on their property, Builder relocated it to outside of property line as depicted below. The residents toured the surrounding lake area and provide this below response:

Field Notes:

a. Lot grading and yard drain collection system completed by home builder. Any drainage discharge needs to be continued down the pond slope to discharge to the stormwater pond below normal water elevation to avoid erosion. Pond bank shall be restored and stabilized.

Daniel,

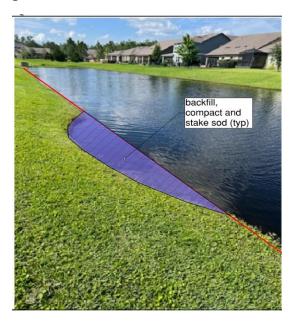
I walked the bank and it appears all other drains terminate in the pond, eliminating this type of problem.



3. 590 BROOMSEDGE CIR

a. Resident reached out with picture of pond bank not linear/similar to rest of lake. Field Notes:

a. Stormwater pond bank has eroded, pond slope must be backfilled, compacted, and regrassed via staked sod.



Hello,

I was informed that you are the person to contact regarding any pond-bank issues in the Creekside at Twin Creeks Community.

We are at 590 Broomsedge and have some concerns regarding our bank as it seems to be collapsing close to the water. I have attached a few pictures for you to review and see if any repairs need to be done. Please let me (us) know if you need additional information!!



4. 284 SILVER REEF

a. Resident reached out stating the drain in the wetland area behind his home fence line is clogged and not draining properly

Field Notes:

a. This structure is a stormwater pond outfall not a collection drain. It is not uncommon to have water in this type of structures, as they stage up and flow into wetland. The Upland buffer adjacent to the structure appears to have been cleared, the disturbed areas should be replanted with upland species.

We have an upland area behind our property that borders the preserve area. Specifically, the drain and ensuring the drain is clear and functioning properly and effectively. Currently the drain is completely clogged with mud.

On June 19, 2023: Thank you for your work in arranging getting a crew to our home to work on the upland area. The crew arrived this morning and did the best they could with the limited tools they had with them. According to the supervisor on site, they need heavier equipment, perhaps a backhoe to dig out the hardpack in the drain.

5. 79 FELLBROOK DR

a. Resident reached out stating pooling water behind their lot. Ignore the red markings. The focus should be on the pooling water shown.



Field Notes:

a. Lot grading appears to have left a low area in backyard that collects standing water. Have home builder correct lot grading to remove low area, add fill and regrass area to assure positive slope is provided.

----- END -----

CONSENT AGENDA

UNAUDITED FINANCIAL STATEMENTS

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT FINANCIAL STATEMENTS UNAUDITED SEPTEMBER 30, 2023

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT BALANCE SHEET GOVERNMENTAL FUNDS SEPTEMBER 30, 2023

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS	• • • • • • • •	^	^	•
Cash	\$ 190,561	\$-	\$ -	\$ 190,561
Investments				
Reserve 2016 A-1	-	212,725	-	212,725
Reserve 2016 A-3	-	283,057	-	283,057
Revenue 2016 A-1	-	332,809	-	332,809
Revenue 2016 A-3	-	190,160	-	190,160
Interest 2016 A-1	-	489	-	489
Interest 2016 A-3	-	361	-	361
Prepayment 2016 A-1	-	4,081	-	4,081
Prepayment 2016 A-2	-	20,254	-	20,254
Principal 2016A-1	-	99	-	99
Principal 2016A-3	-	58	-	58
Construction 2015 BAN	-	-	4,483	4,483
Construction 2016 A-1	-	-	9,149	9,149
Construction 2016 A-2	-	-	3,246	3,246
Construction 2016 A-3	-	-	14,301	14,301
Due from Twin Creeks Ventures	7,829	-	-	7,829
Due from LGI Homes	5,973	-	-	5,973
Interest receivable	-	4,487	134	4,621
Total assets	\$ 204,363	\$ 1,048,580	\$ 31,313	\$ 1,284,256
LIABILITIES AND FUND BALANCES Liabilities:	¢ 2.024	¢	¢	¢ 2.024
Accounts payable Due to Twin Creeks Ventures	\$ 3,831	\$ -	\$-	\$ 3,831
	-	19,319	-	19,319
Due to Lennar Homes	467 122	2,156	-	2,623
Taxes payable		-	-	122
Developer advance Total liabilities	2,500 6,920	21,475		2,500 28,395
	0,920	21,475		20,395
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	13,802		-	13,802
Total deferred inflows of resources	13,802	-	-	13,802
Fund balances: Restricted for:				
Debt service	-	1,027,105	-	1,027,105
Capital projects	-	-	31,313	31,313
Unassigned	183,641		-	183,641
Total fund balances	183,641	1,027,105	31,313	1,242,059
Total liabilities, deferred inflows of	• • • • • • • • •		• • • • • •	• • • • • • • • •
resources and fund balances	\$ 204,363	\$ 1,048,580	\$ 31,313	\$ 1,284,256

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GENERAL FUND FOR THE PERIOD ENDED SEPTEMBER 30, 2023

	Current Month	Year to Date	Budget	% of Budget
REVENUES			0	<u> </u>
Assessment levy: on-roll - net	\$-	\$ 155,707	\$155,121	100%
Total revenues	-	155,707	155,121	100%
EXPENDITURES				
Professional & administrative				
Supervisors	-	2,584	6,459	40%
Management/accounting/recording	5,440	49,440	49,440	100%
Legal	153	4,605	10,000	46%
Engineering	-	-	5,000	0%
Audit	-	3,925	3,700	106%
Arbitrage rebate calculation	-	1,000	750	133%
Dissemination agent	83	1,000	1,000	100%
Trustee	-	7,000	10,500	67%
Telephone	17	200	200	100%
Postage	-	146	500	29%
Printing & binding	42	500	500	100%
Legal advertising	207	858	1,200	72%
Annual special district fee	-	175	175	100%
Insurance	-	9,771	10,300	95%
Contingencies/bank charges	-	3	750	0%
Website	-	705	705	100%
ADA website compliance	-	210	210	100%
Drain cleaning	1,085	1,085	-	N/A
Total professional & administrative	7,027	83,207	101,389	82%
Field operations				
Landscape maintenance	2,612	15,675	16,000	98%
Lake bank maintenance	-	-	20,000	0%
Wetland maintenance	-	5,700	12,500	46%
Total field operations	2,612	21,375	48,500	44%
Other fees & charges				
Tax collector		3,108	3,232	96%
Total other fees & charges		3,108	3,232	96%
Total expenditures	9,639	107,690	153,121	70%
Excess/(deficiency) of revenues	1			
over/(under) expenditures	(9,639)	48,017	2,000	
Fund balances - beginning	193,280	135,624	78,005	
Fund balances - ending	\$183,641	\$ 183,641	\$ 80,005	
-				

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES DEBT SERVICE FUND SERIES 2015 BANS & 2016 BONDS FOR THE PERIOD ENDED SEPTEMBER 30, 2023

REVENUES	Curr Mor		1	Year to Date		Budget	% of Budget
	¢		¢	694 946	¢	600.051	100%
Assessment levy: on-roll	\$	-	\$	684,816	\$	682,851	100% N/A
Assessment prepayments		-		26,990		-	
Interest - 2016 A-1	4	4,788		22,911		-	N/A
Interest - 2016 A-2		176		883		-	N/A
Interest - 2016 A-3		4,121		19,841		-	N/A
Total revenues		9,085		755,441		682,851	111%
EXPENDITURES							
Principal - 2016A-1		-		110,000		110,000	100%
Principal prepayment - 2016A-1		-		25,000		-	N/A
Principal - 2016A-3		-		65,000		65,000	100%
Interest - 2016A-1		-		278,799		279,005	100%
Interest - 2016A-3		-		204,756		204,756	100%
Total expenditures		-		683,555		658,761	104%
Other fees and charges							
Tax collector		-		13,668		14,226	96%
Total other fees and charges		-		13,668		14,226	96%
Total expenditures	1	-		697,223		672,987	104%
Excess/(deficiency) of revenues							
over/(under) expenditures	ç	9,085		58,218		9,864	
OTHER FINANCING SOURCES/(USES)							
Transfers out	11	-		(3,305)		-	N/A
Total other financing sources/(uses)		-		(3,305)		-	N/A
Net change in fund balances	ę	9,085		54,913		9,864	
Fund balance - beginning		3,019		972,192		973,482	
Fund balance - ending	\$ 1,02	7,104	\$	1,027,105	\$	983,346	

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES CAPITAL PROJECTS FUND SERIES 2015 BANS & 2016 BONDS FOR THE PERIOD ENDED SEPTEMBER 30, 2023

	Current Month		Year To Date	
REVENUES Interest 2015 BAN Interest - 2016 A-1 Interest - 2016 A-2 Interest - 2016 A-3 Total revenues	\$	39 80 28 124 271	\$ 179 399 142 622 1,342	
EXPENDITURES Total expenditures Excess/(deficiency) of revenues over/(under) expenditures			 - - 1,342	
OTHER FINANCING SOURCES/(USES) Transfers in Total other financing sources/(uses)		<u>-</u>	 3,305 3,305	
Net change in fund balances Fund balances - beginning Fund balances - ending	\$	271 31,042 31,313	\$ 4,647 26,666 31,313	

MINUTES

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1 2 3 4			MINUTES OF M REEKSIDE AT TV UNITY DEVELO		ст
5		The Board of Supervisors o	of the Creeksid	e at Twin Cree	eks Community Development
6	Distric	t held a Public Hearing and I	Regular Meetir	ng on August 2	2, 2023 at 12:15 p.m., at the
7	Beach	walk Clubhouse, 100 Beachwa	alk Club Drive, S	st. Johns, Florida	a 32259.
8 9		Present were:			
10 11 12 13 14 15 16		John Kinsey Bryan Kinsey Jared Bouskila (via telephone James Hagan Andrew Sturm Also present:	e)	Chair Vice Chair Assistant Secre Assistant Secre Assistant Secre	etary
17 18 19 20		Daniel Rom Mark Watts (via telephone)		District Manag District Counse	-
21 22		Residents present:			
23 24 25		Todd Friedman	Joe Wisnewsk	У	David Goldberger
25 26 27	FIRST	ORDER OF BUSINESS		Call to Order/	Roll Call
28		Mr. Rom called the meetin	ng to order at	12:17 p.m. Su	ipervisors John Kinsey, Bryan
29 30	Kinsey	, Sturm and Hagan were prese	ent. Supervisor	Bouskila attenc	ded via telephone.
31 32	SECON	ID ORDER OF BUSINESS		Public Comme	ents
33 34		No members of the public sp	ooke.		
35 36	THIRD	ORDER OF BUSINESS		Discussion Iter	ms
37	Α.	Lake Bank Erosion			
38		Mr. Rom presented three po	nd bank erosio	n concerns shar	red by residents.
39		Discussion ensued regarding	crevasses betw	veen homes, gr	rading and other remediations
40	done k	by builders and drainage issue	S.		
41		A Board Member stated that	French drains	were installed b	by the builders.

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42 The District Engineer was directed to inspect these locations and advise about 43 remediations.

44 A resident discussed an area of stagnant pooling water near his home. The District 45 Engineer will inspect this area and Mr. Rom will circulate the report to the Board.

46

B. Berm Flooding Remediation Behind Silver Sage

Mr. Bryan Kinsey recalled a resident's previous concern about flooding related to a berm
installed by Dream Finders. He spoke with the Builder, who advised that he was going to look
into it. Mr. Rom will ask the resident if the issue was addressed.

50 C. Miscellaneous Matters

51 Mr. Bryan Kinsey stated, with regard to pending paving and curb repair in Sweet Oak 52 Way, the curb repairs are underway and paving is scheduled for October.

A Board Member stated he emailed complaints from numerous homeowners regardingpavers, sod, etc.

55 Discussion ensued regarding the Capital Projects Fund and remaining funds used for 56 construction of capital projects.

57 A member of the public noted that some newly paved roadway is cracked. Mr. Rom 58 stated the City will perform a final inspection upon completion of the project.

Asked about the turnover of Twin Creeks Drive, Mr. Bryan Kinsey stated the City will not

Public Hearing on Adopting of Fiscal Year

2023/2024 Budget

- 60 take over the road until the final lift of asphalt is complete.
- 61 The consensus was that there is no plan to widen the roadway.
- 62

63 FOURTH ORDER OF BUSINESS64

- 65
- 66 A. Proof/Affidavit of Publication

67 The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2023-05, Relating to the Annual Appropriations and
 Adopting the Budgets for the Fiscal Year Beginning October 1, 2023, and Ending
 September 30, 2024; Authorizing Budget Amendments; and Providing an Effective
 Date

Mr. Rom presented Resolution 2023-05. He reviewed the proposed Fiscal Year 2024
budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal
Year 2023 budget, and explained the reasons for any changes. He noted that the \$12,231 in

	CREE	(SIDE AT TWIN CREEKS CDD	DRAFT	August 22, 2023			
75	"Pres	erve Tree maintenance" actuals for	Fiscal Year 2023 was backed	out and will be			
76	6 reallocated between two line items, with \$5,700 coded to "Wetland maintenance" and the						
77	7 remainder coded to "Landscape maintenance." The budgeted amounts remain unchanged.						
78							
79		On MOTION by Mr. Bryan Kinsey ar	d seconded by Mr. Hagan, with a	all in favor,			
80		the Public Hearing was opened.					
81 82							
83		No members of the public spoke.					
84							
85		On MOTION by Mr. John Kinsey and		with all in			
86		favor, the Public Hearing was closed					
87 88		On MOTION by Mr. Bryan Kinsey a	ad seconded by Mr. John Kinsey	with all in			
89		favor, Resolution 2023-05, Relating					
90		the Budgets for the Fiscal Year	••••				
91		September 30, 2024; Authorizing	Budget Amendments; and Pro	oviding an			
92		Effective Date, was adopted.					
93							
94							
95 96	FIFIH	ORDER OF BUSINESS	Consideration of Reso Making a Determination	olution 2023-06,			
90 97			Imposing Special Assess				
98			Year 2023/2024; Pro				
99			Collection and Enforce	ment of Special			
100			Assessments, Including b	ut Not Limited to			
101			Penalties and Interest The				
102			an Assessment Roll;	Providing for			
103 104			Amendments to the A Providing a Severabili	•			
104			Providing a Severabili Providing an Effective Dat	•			
105							
107		Mr. Rom presented Resolution 2	2023-06, which allows the CD	D to collect the			
108	assess	ments via the Property Appraiser and T	Fax Collector.				
109							
110		On MOTION by Mr. John Kinsey and					
111		favor, Resolution 2023-06, Making					
112 113		Special Assessments for Fiscal Year Enforcement of Special Assessmen	· · · ·				
115		-	g an Assessment Roll; Prov				
115		Amendments to the Assessment		-			
116		Providing an Effective Date, was add		-			
		U					

 117 118 119 120 121 122 123 	SIXTH	ORDER OF BUSINESS	Presentation of Audited Financial Report for the Fiscal Year Ended September 30, 2022, Prepared by Berger, Toombs, Elam, Gaines & Frank
124		Mr. Rom presented the Audited Annua	l Financial Report for the Fiscal Year Ended
125	Septer	mber 30, 2022 and stated that it was a clea	n audit. The Management Letter, on Page 34,
126	reflect	ted a prior audit finding, which stated that	the actual expenditures of the General Fund
127	exceed	ded the approved budget; the recommend	ation to the CDD was to monitor expenditures
128	in futu	ure years to ensure that actual expenditu	res do not exceed budget. The Management
129	Respo	nse was that expenditures will be mo	nitored in future years to ensure budget
130	compl	iance.	
131		Mr. Rom noted that such a finding is no	t uncommon. He believes it was related to a
132	minor	unbudgeted expenditure and noted that th	e finding was corrected in the current year.
133			
134 135 136 137 138 139	SEVEN	ITH ORDER OF BUSINESS Mr. Rom presented Resolution 2023-07.	Consideration of Resolution 2023-07, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2022
140		Wir. Nom presented Resolution 2025 07.	
141 142 143		On MOTION by Mr. Bryan Kinsey and se favor, Resolution 2023-07, Hereby Acc Report for the Fiscal Year Ended Septemb	epting the Audited Annual Financial
144 145			
146 147	EIGHT	H ORDER OF BUSINESS	Consent Agenda Items
148	Α.	Acceptance of Unaudited Financial State	nents as of July 31, 2023
149		Mr. Rom was asked to work with Account	ing and the Builders to address the "Due from
150	Twin C	Creeks Ventures" and the "Due from LGI Ho	mes" line items.
151	В.	Approval of May 23, 2023 Regular Meetin	ng Minutes
152			

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155 156 157		respectively.	
157			
150			
158	NINT	TH ORDER OF BUSINESS	Staff Reports
159 160	A.	District Counsel: Cobb Cole	
161	В.	District Engineer: Prosser, Inc.	
162		There were no reports from Distri	ct Counsel or the District Engineer.
163	C.	Field Operations Liaison	
164		Mr. Rom stated there is no Field C)perations Liaison.
165	D.	District Manager: Wrathell, Hunt	t and Associates, LLC
166		• NEXT MEETING DATE: Sep	tember 26, 2023 at 12:15 PM.
167		• QUORUM CHECK	
168			
169	TENT	TH ORDER OF BUSINESS	Board Members' Comments/Requests
170 171		In response to a question regard	ing the Audited Financial Report, Mr. Rom stated the
172	Repo	ort was submitted to the State.	
173	-		
174	ELEV	ENTH ORDER OF BUSINESS	Public Comments
175			
176			the scope and schedule of the future work on Twin
177			ey stated the work will be completed by October; he
178	expe	cts the landscaping in the median w	vill be under construction from the amenity center to
179	210	for the next several months. Mr. W	isnewsky recalled there was confusion in the past for
180	vehic	cular traffic.	
181		Mr. Wisnewsky stated he heard t	alk about fountains or pond aeration. Mr. Rom stated
182	that	is an HOA matter.	
183			
184 195	TWE	LFTH ORDER OF BUSINESS	Adjournment
185 186			

189			
190			
191			
192			
193			
194	Secretary/Assistant Secretary	Chair/Vice Chair	

STAFF REPORTS

CREEKSIDE AT TWIN CREEKS COMMUNITY DEVELOPMENT DISTRICT					
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE					
LOCATION					
bhouse, 100 Beachwalk Club Dr, St Johns, Florid	a 32259				
POTENTIAL DISCUSSION/FOCUS	TIME				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
Regular Meeting	12:15 PM				
	ERVISORS FISCAL YEAR 2023/2024 MEETING Second Secon				