

**MINUTES OF MEETING  
CREEKSIDE AT TWIN CREEKS  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Creekside at Twin Creeks Community Development District held a Public Hearing and Regular Meeting on August 27, 2024 at 12:15 p.m., at the Beachwalk Clubhouse, 100 Beachwalk Club Drive, St. Johns, Florida 32259.

**Present were:**

John Kinsey	Chair
Bryan Kinsey	Vice Chair
Jared Bouskila (via telephone)	Assistant Secretary
James Hagan	Assistant Secretary
Andrew Sturm, Sr.	Assistant Secretary

**Also present:**

Daniel Rom	District Manager
Kristen Thomas	Wrathell, Hunt and Associates LLC
Mark Watts (via telephone)	District Counsel
David Goldberger	Resident
Todd Friedman	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 12:20 p.m.

Supervisors Bryan Kinsey, John Kinsey, Sturm and Hagan were present. Supervisor Bouskila attended via telephone.

**SECOND ORDER OF BUSINESS**

**Public Comments**

No members of the public spoke.

**THIRD ORDER OF BUSINESS**

**Discussion/Consideration/Ratification  
And Update Items**

**A. Consideration of Resolution 2024-05, Declaring a Vacancy in Seat 1 and Seat 2 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-05. Seats 1 and 2, currently held by Mr. John Kinsey and Mr. Brian Kinsey, respectively, are set to expire at the November General Election. This is a procedural resolution that simply notifies that no candidates qualified to run for Seats 1 or 2 at the November 2024 General Election. As such, Seats 1 and 2 will be declared vacant but the current Supervisors will serve as holdovers until replacements are appointed.

Discussion ensued regarding quorums, the nomination process and Florida Statutes.

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. Hagan, with all in favor, Resolution 2024-05, Declaring a Vacancy in Seat 1 and Seat 2 of the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing an Effective Date, was adopted.**

**B. Ratification**

**I. Tree Amigos Outdoor Services Quotations**

- a. Quote #211098, Tree Removal on 191 Silver Sage Lane [\$810]
- b. Quote #211189, Tree Removal on 319 Sweet Oak Way [\$1,080]

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Tree Amigos Outdoor Services Quotation #211098 for Tree Removal on 191 Silver Sage Lane, in the amount of \$810, and Quotation #211189 for Tree Removal on 319 Sweet Oak Way, in the amount of \$1,080, were ratified.**

**C. Updates**

**I. Silver Reef Lane Irrigation**

**II. Silver Sage Lane Swale Drainage**

There were no updates on Items I and II at this time.

**III. Stop Sign at the intersection of Herring Oaks Drive and Silver Sage Lane**

The City resubmitted the permit application. This item is in process.

**D. Miscellaneous Matters**

There were no miscellaneous matters to discuss.

**FOURTH ORDER OF BUSINESS**

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

**A. Proof/Affidavit of Publication**

**B. Consideration of Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) 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 2024-06. He reviewed the proposed Fiscal Year 2025 budget.

Asked to clarify a statement in Section 2 of Resolution 2024-06 that reads “the sum of \$816,050 to be raised by the levy of assessments,” Mr. Rom stated that number is comprised of the General Fund Operations and Maintenance (O&M) budget and the total Debt Service Fund is related to the bond debt. Asked if there will be an assessment increase, Mr. Rom stated the total, overall assessment is decreasing by \$34.59, across all units.

In response to the question of who the Trustee is, Mr. Rom stated it is U.S. Bank.

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

No affected property owners or members of the public spoke.

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

Mr. Rom responded to questions regarding what happens when homeowners pre-pay the bond debt and the amortization table.

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2024-07 and read the title.

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. John Kinsey, with all in favor, Resolution 2024-07, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2024/2025; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

Discussion ensued regarding a pending swale/drainage project, permitting and mosquito control.

Mr. Watts will draft and send a letter giving approval for the Mosquito Control District to spray CDD property.

**SIXTH ORDER OF BUSINESS**

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

Mr. Rom presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 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 2024-08, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023**

Mr. Rom presented Resolution 2024-08.

**On MOTION by Mr. Bryan Kinsey and seconded by Mr. John Kinsey, with all in favor, Resolution 2024-08, Hereby Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2023, was adopted.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives Reporting [HB7013 - Special Districts Performance Measures and Standards Reporting**

Mr. Rom presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards and assess the achievement of those goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

Asked about the report timing, Mr. Watts stated, given that the goals are identified, Staff will produce, submit and post a summary report of whether the goals were met at the end of the first fiscal year, by December 1, 2025.

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.**

**EIGHTH ORDER OF BUSINESS**

**Consent Agenda Items**

**A. Acceptance of Unaudited Financial Statements as of July 31, 2024**

Discussion ensued regarding items on the Balance Sheet.

Mr. Watts stated Staff will confer with Mr. Bryan Kinsey and close out all open items by the end of September 2024 and send an email to Board Members.

**B. Approval of May 30, 2024 Regular Meeting Minutes**

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

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Cobb Cole**

There was no report.

A Board Member noted that the signs in the neighborhood are not uniform and asked about the stainless-steel signs and how to have unmatched signs replaced, particularly on Heron Oaks Drive. Mr. Rom will follow up with the County. He asked for photographs of the approximate locations of the unmatched signage to be emailed to him.

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

There was no report.

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

- **NEXT MEETING DATE: September 24, 2024 at 12:15 PM**
  - **QUORUM CHECK**

The next meeting will be held on September 24, 2024, unless cancelled.

**TENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**ELEVENTH ORDER OF BUSINESS**

**Public Comments**

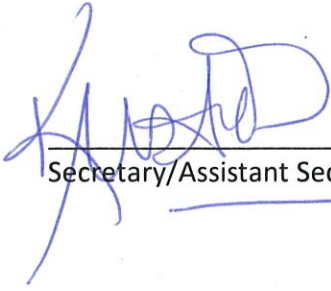
No members of the public spoke.

**TWELFTH ORDER OF BUSINESS**

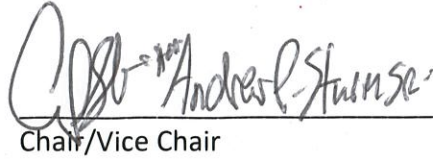
**Adjournment**

**On MOTION by Mr. John Kinsey and seconded by Mr. Bryan Kinsey, with all in favor, the meeting adjourned at 12:59 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair