

**MINUTES OF MEETING
GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT**

A Community Workshop of the Grand Haven Community Development District's Board of Supervisors was held on **Thursday, June 5, 2014 at 10:00 a.m.**, at the **Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137.**

Present at the meeting were:

Dr. Stephen Davidson	Chair
Marie Gaeta	Assistant Secretary
Tom Lawrence	Assistant Secretary
Ray Smith	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Rick Woodville	Wrathell, Hunt and Associates, LLC
Barry Kloptosky	Field Operations Manager
Ashley Higgins	CDD Office Staff
Victoria Kane (<i>via telephone</i>)	CDD Office Staff
Robert Ross	Vesta/AMG
Roy Deary (<i>via telephone</i>)	Vesta/AMG
Cindy Gartzke	ABM Security Services
Vic Natiello	Resident
Liz Denby	Resident
Linda Steggerda	Resident
Jim Gallo	Resident
Sara Lockhart	Resident
Robert Crouch	Resident
Rob Carlton	Resident
Charlie Green	Resident
David Alfin	Resident
Pat Maloney	Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. Wrathell called the workshop to order at 10:03 a.m., and noted, for the record, that Supervisors Davidson, Gaeta, Lawrence and Smith were present, in person. Supervisor Chiodo was not present.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

▪ **Chip Howden**

****This item was an addition to the agenda.****

Supervisor Davidson apologized for inadvertently inconveniencing Mr. Chip Howden, a resident, at the last meeting. He explained that the meeting was “running long” and there was not sufficient time to give justice to the issue for which Mr. Howden was addressing. Supervisor Davidson noted that he addressed Mr. Gene Baldrate, a resident, who was attending the meeting for the same issue and he was agreeable to postponing the discussion; however, Mr. Howden was no longer in the room. He advised that, once he realized that Mr. Howden was not consulted, he let him know that the issue could not be addressed during the meeting.

Supervisor Davidson reiterated his apology for not letting Mr. Howden know of the situation, as soon as possible.

▪ **Issues Regarding Authorization of Overnight Parking in District Lots**

****This item, previously Item 5.C., was presented out of order.****

Supervisor Davidson recalled that people are parking overnight in District parking lots, without authorization and the District is preparing to install “Tow Away” signs; vehicles will be towed unless authorized to park overnight.

Ms. Kane indicated that most requests for overnight parking are received around holiday times, when residents have guests and cannot accommodate all of the vehicles at their homes. She recently received a request from a resident, who was moving to park a loaded U-haul truck in the District’s lot, in lieu of parking it in his driveway or in the street. Ms. Kane stated that other requests are related to parties or events.

Supervisor Smith asked if the requests are generally multi or single-day requests. Ms. Kane replied that she receives both; however, during holiday times, the requests are usually for multi-day parking. Regarding requests for overnight parking for parties or reunions, Ms. Kane advised that those requests were denied, due to the number of vehicles.

Supervisor Davidson asked Ms. Kane to outline the procedure that is followed when a request is received. Ms. Kane indicated that the request is presented to Mr. Kloptosky; Mr. Kloptosky makes the final determination. Supervisor Gaeta asked if the requests are being handled on a case-by-case basis. Ms. Kane replied affirmatively. Supervisor Gaeta asked about

the response when a request is denied. Ms. Kane stated that staff explains that the parking lots are private for amenity facility usage and do not allow guests to park overnight; generally, residents do not argue about the decision.

Supervisor Davidson asked if specific times are established when a request is granted. Mr. Kloptosky indicated that he encourages removal of the vehicle in the morning, prior to the amenity facility opening.

*****Ms. Kane left the meeting.*****

THIRD ORDER OF BUSINESS

UPDATES: Amenity Manager

Mr. Ross recalled previous discussion regarding the Gate House issuing 30-day passes, while the amenity office issues 14-day passes.

Supervisor Davidson asked Ms. Cindy Gartzke, of ABM Security Services (ABM), how the 30-day pass time was established. Ms. Gartzke indicated that the term has always been 30 days.

Discussion ensued regarding establishing a consistent term for guest passes. Ms. Gartzke stated that most people request seven or 14-day passes; requests for longer periods of time are sometimes received but not often. The Board supported setting 14 days as the maximum time frame for guest passes; passes should be issued for the requested number of days, up to a maximum of 14, with renewal necessary, beyond 14 days.

Mr. Ross reported that the “Memorial Day Bash” was very successful. The event was attended by 170 people. Supervisor Davidson commented that the entertainment was very good. In response to Supervisor Lawrence’s question, Mr. Ross confirmed that there were no parking issues during the event.

FOURTH ORDER OF BUSINESS

UPDATES: Field/Operations Manager

Regarding the community information guide, Ms. Higgins stated that she continues to work with the publisher. She distributed a draft hard copy of the guide and reviewed a digital version detailing the appearance, contents and layout of the guide. Regarding a photograph of the old pier, the Board asked that a photograph of the newly repaired pier be used, instead. Ms. Higgins will ask the pier photographer to take a current picture of the pier.

Ms. Higgins pointed out that a few sections of the guide are currently unused. She asked if a “Letter to Residents” or “History of Grand Haven” could be inserted into the empty spaces.

Supervisor Lawrence suggested selling advertisements to fill the unused pages. Ms. Higgins advised that sales are slowing; she reported advertisement sales of nearly \$11,000.

In response to a question, Ms. Higgins indicated that the guide currently has 304 pages.

Supervisor Davidson questioned if the guide should include the photographers’ home addresses within the photo credit; he is uncomfortable with including the address. The Board agreed that each photographer should be contacted to determine whether they want their address included in the photo credit.

Supervisor Gaeta recommended contacting Mr. Art Dyke, the Palm Coast Historian, for information to include in the guide; he has a lot of information already prepared. Mr. Kloptosky favored including a letter or statement from the Chair.

Mr. Vic Natiello, a resident, asked how often the District plans to publish the guide. Supervisor Davidson advised that this guide will be dated “2014 – 2016”. Mr. Natiello noted the high resident turnover and recommended publishing an addendum every six months to remove old residents and include new residents.

Supervisor Lawrence urged the Board Members to encourage their business contacts to advertise in the guide.

Mr. Kloptosky recalled that the Board previously directed him to obtain information from Aquatic Systems, Inc., (Aquatic Systems), regarding the midge situation. He presented a proposal from Aquatic Systems for fish habitats and voiced his opinion that the cost is very high; the total cost for fish habitats in Ponds 4 and 5 is \$19,147.

In response to Supervisor Davidson’s question, Mr. Kloptosky indicated that the structures are made from a plastic or nylon material that is sunk to the bed of the pond; it is necessary to have habitats throughout the ponds, in order for them to be effective. Supervisor Smith conceded that the cost is high; however, he still advocates the fish habitat concept. Mr. Kloptosky suggested that branches could be sunk to create habitats, which could be a less costly alternative. Supervisor Davidson asked Mr. Kloptosky to investigate what fish are a predator to shellcracker fish and the cost to relocate bass fish to other ponds. It was noted that the lowest cost option might be to continue stocking the ponds with shellcracker fish.

A resident voiced his opinion that installing fish habitats in the ponds will adversely affect fishing in the ponds.

Supervisor Gaeta pointed out that the midge issue has resolved itself; it is a temporary situation that lasts for a month. She agreed that the midges are an inconvenience but the solutions are too expensive to address a short-lived issue.

Mr. Kloptosky indicated that Aquatic Systems analyzed water samples, from Ponds 4 and 5, to identify the type of larva so that the most effective chemicals could be selected. He presented a proposal for \$550 per chemical treatment, for three treatments, in Pond 4. Mr. Kloptosky stated that the Board might consider spraying next year, prior to midge season. He voiced his support of the shellcracker fish option and presented a \$615 proposal for installation of shellcracker fish in Pond 4 and \$1,587 for Pond 5, which are discounted rates; if completed separately, the costs would be \$700 and \$1,672 for Ponds 4 and 5, respectively.

Supervisor Gaeta asked about the lifespan of shellcracker fish. Mr. Kloptosky was unable to estimate the typical lifespan but noted that it takes two years for the fish to mature enough to eat midge larva.

Supervisor Lawrence asked Mr. Kloptosky to obtain proposals to stock Osprey and Little Osprey Ponds, as well. In response to Supervisor Gaeta's question, Mr. Kloptosky voiced his opinion that he could obtain "better" prices if more ponds are stocked.

Supervisor Smith suggested ordering shellcracker fish directly from a fish supplier; the fish would arrive in Styrofoam boxes and could be added to the ponds by staff. Mr. Kloptosky will investigate the cost for Supervisor Smith's approach.

Mr. Kloptosky recalled that both elliptical machines and one treadmill were recently replaced at Creekside. He reported that the other treadmill at Creekside broke and must be replaced, as well. Mr. Kloptosky estimated the cost to be \$3,095 and recommended replacement.

Mr. Kloptosky provided an update on the shower repair project in the men's restroom. He recalled that the project was expected to last two weeks; however, it took seven weeks to complete. Mr. Kloptosky admitted that the delays were attributable to him, as he required the contractor to "rip out" the completed work four or five times. He voiced his opinion that the contractor was not "delivering"; he was not satisfied with the quality of the work performed. Mr. Kloptosky stated that the final product was acceptable.

Supervisor Lawrence asked if the contractor will be added to the District's "Do Not Use" list. Mr. Kloptosky replied affirmatively.

Mr. Kloptosky presented photographs of the work performed on the Clubhouse Pier. He stated that the work was on schedule and the contractor "did a pretty good job". In response to Supervisor Gaeta's question, Mr. Kloptosky indicated that he must purchase a chandelier lighting fixture suitable for the pier. Mr. Kloptosky recalled that the existing benches were removed; he is ordering composite benches. He noted that he wants to install 8' long benches but is having difficulty locating them, as most benches are 4' or 6'.

Supervisor Lawrence recalled discussion regarding adding a bait sink and water source on the pier. Mr. Kloptosky advised that the City of Palm Coast does not allow it. Supervisor Davidson suggested installation of "No Fishing" signs on the Clubhouse Pier. Mr. Kloptosky will continue investigating the water source option and suggested a water source at the entrance to the pier, so that staff can hose off the pier, when necessary.

Supervisor Smith indicated that Mr. Kloptosky could provide him with the light fixture, once it is purchased, and he will have it "coated", in his factory, prior to installation.

Supervisor Davidson recommended a christening ceremony at the Clubhouse Pier, once the project is completed.

Mr. Kloptosky presented slides of the Esplanade bank erosion work. He reported that the City performed its final inspection. The slab and a bench will be installed to complete the project.

Mr. Kloptosky stated that the south side of The Village Center pool deck drain project was completed; work will commence on the north side on Monday.

Mr. Kloptosky reported that installation of the new sound system was delayed further; a part remains on backorder. The contractor anticipates receiving the part and installing the system next Tuesday. Supervisor Davidson questioned if the difficulty in receiving parts is an indication that the District's sound system is proprietary. Mr. Kloptosky did not believe it to be an indication of future issues.

Regarding the Marlin Drive Pump House repair project, Mr. Kloptosky indicated that work is underway; parts will be delivered today. The contractor anticipates approval of the permit. Mr. Kloptosky stated that, once the permit is received, he will notify Mr. Clark, who will

contact Escalante Golf (Escalante). The contractor advised Mr. Kloptosky that the project will be completed within two weeks, start to finish.

Mr. Kloptosky advised that he met with Mr. Patrick Leahy, of Escalante, several times and concluded that Escalante was agreeable and cooperative.

Mr. Kloptosky recalled that the Board previously authorized him to proceed with resurfacing the croquet courts. He notified Mr. Randall Williford, of Master-Turf Farms, that the project was approved and that work could commence in about one month. Mr. Kloptosky stated that he received a revised proposal from Mr. Williford, which will be forwarded to Mr. Clark, for review and attachment to a contract. He explained that the commencement date will be contingent upon completion of the pump house project. Mr. Kloptosky explained that the Board approved \$28,000; the new proposal is slightly lower than the original but the cost to transport soil off site was not included.

Mr. Kloptosky indicated that he will proceed with replacement of the four AquaCal heat pumps at Creekside. He was not happy with Duda Pools' \$26,000 proposal so he interviewed two other pool companies and believes that the work can be completed for approximately \$18,000. In response to a question regarding permitting, Mr. Kloptosky advised that a permit is not necessary; however, if one becomes necessary, the contractor will be responsible for obtaining the permit, at their own expense.

Mr. Kloptosky reported that the Center Park paver project will proceed; a contract with Pinnacle Pavers was executed. He stated that the materials must be ordered; the start date will be determined once the materials arrive.

Supervisor Davidson asked if the paver project included the cost to re-landscape the area. Mr. Kloptosky indicated that those costs will be separate from the paving project.

Regarding the pickleball court, Mr. Kloptosky stated that he is preparing a contract with Nidy Sports. He noted that the original proposal did not include soil testing, removal of soil materials, permitting, etc.; he requested an all inclusive proposal, which is pending. In response to Supervisor Gaeta's question, Mr. Kloptosky estimated that the proposed cost was approximately \$25,000; although the Board approved a not-to-exceed cost of \$32,000, which will be used for sod replacement and other items. He confirmed that Nidy Sports is experienced in court installation.

Supervisor Gaeta questioned who will maintain the resurfaced croquet courts. Mr. Kloptosky indicated that court maintenance falls within the Austin Outdoor (Austin) contract; Master Turf-Farms will advise Austin of how to maintain the new turf.

Supervisor Lawrence noted that repairing the bocce ball court and the shuffleboard surrounds are not yet approved but inquired whether Master Turf-Farms could complete those projects.

Mr. Kloptosky advised that Master Turf-Farms could; however, he did not seek a quote from them. He obtained a proposal from another contractor and advised that he has “good” ideas for upgrading those areas; although the preliminary estimates appear high. Mr. Kloptosky offered to provide more detail once he obtains firm estimates. He stated that the design is antiquated and recommended creating a block surround with stucco on the inside and stone veneer with a stone cap. Mr. Kloptosky acknowledged that his proposed design is more costly than wood but it would not require maintenance.

Mr. Kloptosky recalled that the Board approved installation of a petanque court. He originally planned for CDD staff to install the railroad ties and fund this project through the “Amenity” budget line item; however, he must hire a machine to complete the work, as a section of the fence must be removed and base material must be trucked from the back parking lot. Mr. Kloptosky surmised that the cost would be a lot more than what the Board originally approved. He obtained a quote from Austin for approximately \$4,000, to complete the initial phase. Due to the additional cost, Mr. Kloptosky advised that he delayed the project until he knows the amount of money he will have available in the “Amenity” line item.

Supervisor Lawrence recalled that the Board had not approved The Village Center bathroom sinks and countertops. Mr. Kloptosky indicated that he is obtaining quotes; he recommended installing granite countertops, although granite is more expensive.

Mr. Kloptosky stated that he is seeking quotes to repair or replace The Village Center sign. Rather than installing a sign above the entryway, Mr. Kloptosky suggested an alternative that would not hang above the entrance.

Regarding the Creekside south parking lot, Mr. Kloptosky recalled that the Board approved the District Engineer to develop conceptual drawings. He indicated that a surveyor will be on site tomorrow and drawings should be ready for the Board’s review, at the next meeting.

Mr. Kloptosky stated that a resident voiced concerns regarding the streetlight painting project and questioned when the project would be completed. He advised that more than 40% of the streetlights were painted and CDD staff started painting sign posts, beginning at the South Entrance. The goal is to complete the Waterside Parkway area first, followed by the side streets.

Supervisor Lawrence asked Mr. Kloptosky to notify the Board of the exact percentage of streetlights that were painted.

Supervisor Gaeta pointed out that, on some of the mailbox surrounds, the numbering is peeling and the mailboxes appear decrepit. Mr. Kloptosky confirmed that maintenance of the mailbox surrounds is the CDD's responsibility. Mr. Kloptosky acknowledged that many of them need to be pressure washed and the signs replaced; his staff is evaluating the situation.

FIFTH ORDER OF BUSINESS

DISCUSSION ITEM

A. Fiscal Year 2015 Proposed Budget

Mr. Wrathell indicated that the proposed budget remains unchanged since the last meeting. He recalled that, after presentation of the original proposed budget, Mr. Kloptosky requested that the "IT support" line item be increased from \$2,000 to \$6,000. Mr. Wrathell was hopeful that the "Insurance: property" line item, on Page 3, would be reduced, once the actual insurance figure is known.

Mr. Wrathell referred to the "Excess/(deficiency) of revenues over/(under) expenditures" line item, on Page 5, and recalled that a portion of the \$126,692 amount is related to the assessment on Escalante for their portion of the pump house repair project. He assumed that the expense will be incurred during the current fiscal year and, if so, that amount will drop from Fiscal Year 2015, which will reduce the "Fund balance".

Mr. Wrathell indicated that the aquatic contract remains highlighted, as Mr. Kloptosky must obtain quotes for renewal. It was noted that the existing contract expired on May 31. Mr. Wrathell asked that quotes be provided at the next meeting.

Mr. Wrathell referred to the "Landscape maintenance service contract", highlighted on Page 9, and advised that the contract is set. Maps and other items were added, as a result of points made by Mr. Chip Howden, a resident, at a previous meeting. He stated that the request for proposals (RFP) advertisement will run on June 9. The proposals are due July 24 and will be opened at the August 7 workshop.

Mr. Wrathell advised that, as a result of increasing the “IT support” expenditure, the “Admin & Field Ops” assessment amount, reflected on Page 17, was increased from the original proposed budget but remains below the prior year assessment amount. The overall assessment increase is projected to be \$69.04 per unit.

Regarding the property involved in the City of Palm Coast land use zoning entitlement issue, Mr. Wrathell noted that, if Mr. Jim Cullis, of Grand Haven Realty, is not successful in having the property entitled, the District may need to reduce its number of assessable units. He recommended doing so prior to the public hearing, as the District cannot increase the assessment amount at the public hearing. Mr. Wrathell advised that assessments must increase if the District loses those four assessable units. He explained that a reduction of the four units would equate to an assessment increase of approximately \$4 per unit, per year. Mr. Wrathell suggested that the increase be included in the proposed budget and, if Mr. Cullis’ efforts are successful, prior to the budget adoption, the cost can be pulled from the budget at the public hearing.

Supervisor Lawrence referred to the “Security staffing contract services” line item, on Page 4, and questioned why the budgeted amount was reduced from \$135,061, for Fiscal Year 2014, to \$116,694, for Fiscal Year 2015. Mr. Wrathell confirmed that the \$116,694 amount matches the new contract amount.

Supervisor Lawrence noted that \$40,000 is budgeted for “Engineering”; however, it appears that the District will spend much less during the current fiscal year. Mr. Wrathell stated that the District has numerous projects coming up, including the parking lot project, and voiced his opinion that the amount remain at \$40,000 because the upcoming capital projects could result in more costs.

Supervisor Davidson referred to the “Reuse water” line item, under “Revenues”, on Page 1, and questioned why \$37,000 was projected, when the current fiscal year revenue will be less. Mr. Wrathell recalled discussion that the current fiscal year numbers were lower; however, it was anticipated that usage would increase during the summer months and the figure would become more “in line” with the budgeted amount. Mr. Kloptosky stated that usage spikes near the end of the fiscal year.

Supervisors Gaeta and Davidson questioned the \$2,000 reduction in the electric expense for Creekside. Mr. Wrathell advised that Management averaged the costs over the prior three-year period to arrive at the proposed budget amount.

Supervisor Gaeta pointed out that the “Landscape maintenance contract services” amount remains unknown; therefore, the line item and assessments are subject to change. Mr. Wrathell was hopeful that the contract amount will not increase.

Supervisor Davidson recalled Mr. Howden’s request that maintenance of the Bahia grass previously installed by the GHCCDD around all of the stormwater outfalls be included in the landscape contract. He pointed out that Austin previously did this at no additional cost, as part of their contract; however, as it is now included in the RFP as a service item, Austin will no longer provide it free-of-charge. Supervisor Davidson surmised that this item alone will cause the contract amount to increase, which is why Ms. Louise Leister, District Horticulturalist, was reluctant to include it in the RFP.

*****The workshop recessed at 11:28 a.m.*****

*****The workshop reconvened at 11:39 a.m.*****

*****RECORDING RESUMED AT APPROXIMATELY 11:45 A.M.*****

▪ **Cindy Gartzke – ABM Security Services – Additional Guard at Main Gate**

*****This item was an addition to the agenda.*****

Ms. Gartzke discussed the need for an additional guard at the Main Gate during busy times. Supervisor Smith asked how often and how long the line at the Main Gate becomes “backed up”. Ms. Gartzke advised that it occurs every day; it is usually the worst between 9:00 a.m., and 11:00 a.m. In response to Supervisor Lawrence’s question, Ms. Gartzke confirmed that vehicles are backed up onto Colbert Lane, in both directions. Ms. Gartzke confirmed that Saturdays and Sundays are not as hectic.

Supervisor Lawrence noted that gate access devices (GADs) can be programmed to function on specific days and during specific hours and suggested providing contractors working in Wild Oaks with programmed GADs, to allow easier access. Ms. Gartzke was agreeable to Supervisor Lawrence’s suggestion. Supervisor Lawrence surmised that contractor calls from the Wild Oaks Gate result in added work for the Main Gate guards, creating the backup. Mr. Kloptosky stated that he will have his office staff research programming GADs to determine if it is a viable solution. Discussion ensued regarding who could receive a temporary GAD, what information should be obtained, the duration of activation and whether a fee should be charged.

Mr. Natiello pointed out that the Wild Oaks gates are “swing” gates, meaning that anyone can follow a vehicle through them. He suggested that contractors on a resident’s VIP list not call the Main Gate.

Mr. Kloptosky recommended issuing the builders two GADs, which are valid from 7:00 a.m., to 7:00 p.m., six days per week, and allowing them to provide the GADs to their subcontractors, as long as the CDD office is provided with a weekly list of who has the GADs.

The Board was agreeable to Mr. Kloptosky’s recommendation. Supervisor Davidson suggested sending an e-blast stating that VIP guests do not need to call the Main Gate.

Mr. Natiello voiced his preference for deactivating the GADs at 4:00 p.m.

Ms. Gartzke suggested that the e-blast notify residents that guest passes will be issued for a maximum of two weeks.

Supervisor Davidson pointed out that the Post Orders must be updated to reflect this change.

B. Update Capital Plan [TL]

Supervisor Lawrence reviewed the “Expected FY 2015 Capital Needs Based on 10 Year Plan”. He noted that \$72,692, of the \$717,992 Fiscal Year 2015 capital appropriations amount will be budgeted on a “Revenue” line item; the amount will shift directly into “Reserves” for the Fiscal Year 2018 “Roads” project. Supervisor Lawrence explained that the District will truly have \$645,300 to spend on Fiscal Year 2015 capital projects.

Supervisor Lawrence recalled that the Board approved the Creekside parking lot expansion and recommended consideration of expanding The Village Center parking lot into the croquet court. He noted that parking is at a premium and expansion is necessary. Supervisor Lawrence felt that the District has sufficient capital to complete the expansion during Fiscal Year 2015. He noted that his proposal would require moving the croquet court to the soccer field at Creekside.

Mr. Wrathell referred to Page 4, of the proposed budget, and noted that \$718,000 was budgeted for “Capital improvements³”, which is the actual amount that can be spent. He explained that the roads project is not reflected as an “Expense”.

Supervisor Smith asked if the costs are known for the work recommended by Supervisor Lawrence.

Supervisor Lawrence recalled that S.E. Cline (Cline) provided a quote of \$55,000 and, based on comments at the last meeting, engineering and permitting costs will be approximately \$12,000; landscaping and lighting adds \$10,000, for a total cost of \$77,000.

In response to Supervisor Davidson's question regarding the meaning of the "CAC croquet court in soccer field - replace two ½ cts", \$31,880 line item on the Fiscal Year 2015 capital list, Supervisor Lawrence indicated that, if The Village Center parking lot is expanded, the current half-court will be removed. Supervisor Lawrence explained that the other half-court will be completed, in the future; he suggested building a full croquet court now, since the second half-court would be necessary in the future.

Supervisor Davidson asked if Supervisor Lawrence's plan eliminates the entire soccer field. Supervisor Lawrence stated that the Board could consider clearing another area and moving the soccer field back. Supervisor Davidson felt that Supervisor Lawrence's suggestion mixes the District's long and short-term goals. Supervisor Lawrence confirmed that his plan does not change the plan to resurface the Creekside croquet court.

Supervisor Davidson asked to first view a rendering of the area, if the croquet court were moved and parking expanded at The Village Center. He stressed that firm estimates are necessary in order to make a decision. Supervisor Davidson suggested continued research of the option, prior to committing to the plan.

Supervisor Davidson noted that, during discussions with St. Johns River Water Management District (SJRWMD), he became aware of an upcoming expense that will impact the District. This item will be presented later in the workshop.

C. Issues Regarding Authorization of Overnight Parking in District Lots

Supervisor Davidson recalled Ms. Kane's input earlier in the meeting.

Supervisor Smith felt that the District could allow an unlimited number of vehicles to park overnight, in the evenings, with the provision that the vehicles be moved in the morning. Supervisor Davidson recommended limiting overnight parking of oversized vehicles to the golf course lot. Supervisor Lawrence recalled that the bulk of the requests are received during holiday times; guests could be allowed to park overnight but be required to move their vehicles each morning.

Discussion ensued regarding which parking lots could be used for overnight parking and the quantity of permits to allow, each night. Mr. Kloptosky voiced his opinion that overnight

parking is not a major issue; there are few requests. Supervisor Davidson stressed that the situation must be addressed because “Tow Away” signs are being installed; therefore, “authorized parking” must be defined.

In response to Supervisor Lawrence’s question, Mr. Kloptosky stated that he has sufficient guidance to implement the overnight parking plan. Mr. Kloptosky recalled that the District has complete control over when tow trucks begin towing; the towing company must be contacted by the District. Supervisor Davidson summarized that the plan is to utilize the golf course parking lot as the primary overnight parking lot and vehicles must be removed by a designated time. Regarding which parking lots should be used for overnight parking, Mr. Kloptosky favored making the decision on a case-by-case basis, as he wants to accommodate residents in the parking lot nearest to their home.

Mr. Jim Gallo, a resident, alerted the Board to noise issues at the golf course parking lot, as there is no land or hardscaping to absorb the sound. He voiced his concern about RV and oversized vehicles parking in the golf course parking lot, as he “does not want to look at that”.

Mr. Kloptosky suggested not allowing vehicles to park until 8:00 p.m.

Mr. Gallo noted times when numerous vehicles have remained at the golf course parking lot late into the evening. He contacted the guard house; on two occasions, when the guards did not know the reason for all of the vehicles still being in the parking lot, he contacted the police.

Supervisor Davidson asked Mr. Kloptosky to investigate a different area for oversized vehicle overnight parking.

Mr. Natiello favored restricting the hours for overnight parking. He noted that the golf club sometimes holds events that last until 11:00 p.m. Mr. Natiello suggested allowing overnight parking to commence at 9:00 p.m. He recommended not allowing RVs to park.

Mr. Kloptosky noted that there has never been a request to park an RV.

Discussion ensued regarding RV parking issues throughout the community.

D. Inconsistency With 30-Day Passes for Out of County Guests [RR]

This item was discussed during the Third Order of Business.

E. Test CDD Outfalls to Intracoastal Waterway [TL]

Supervisor Lawrence proposed that the District begin quarterly water testing of the outfalls to the Intracoastal Waterway, in order to obtain internal data to keep on hand, should an agency determine that the District is in violation of some future standard.

Supervisor Davidson explained that the total maximum daily load (TMDL) water standards are currently being created. He noted that these standards are different from the LakeWatch Program. Supervisor Davidson suggested that the District consult with Dr. Mark Clark, who is helping draft the standards, and create a panel to determine the collection and analytical methods. He stressed the need to determine the methods and protocol that the state agency will use and the cost to collect and test samples. Supervisor Davidson noted that, if the District proceeds, on its own, it should use the “state recognized” lab. He pointed out that the District could find out that it is already in violation. Supervisor Davidson asked Supervisor Lawrence and Mr. Kloptosky to take the lead on this project and work with the appropriate state agencies.

F. Robert’s Rules of Order [TL]

Supervisor Lawrence pointed out that the Board seems to always use its allotted time. He expressed his opinion that the Board could improve its efficiency by implementing Robert’s Rules of Order. Supervisor Lawrence recommended that the Board “formalize” its agenda and place the “Discussion Items” prior to Staff updates. He suggested requiring that each “Discussion Item” be introduced with a motion and approved, prior to discussing the item.

Supervisor Lawrence pointed out that Robert’s Rules of Order limits the number of times that each Board Member can speak on a discussion item to twice.

Supervisor Smith agreed that the meetings and workshops are not as efficient as they could be, in terms of processing information; however, he is hesitant to adopt Robert’s Rules of Order, in full context, as it is a complex and limiting structure. Supervisor Smith favored selectively implementing certain items.

Supervisor Gaeta recalled that this was discussed, at length, with District Counsel. She believed that, because this is a CDD, it should not follow Robert’s Rules of Order. Supervisor Gaeta pointed out that she thoroughly researched Robert’s Rules of Order and, to a large extent, the District already follows many of the provisions. She agreed that audience members should be given an opportunity to speak earlier in meetings and workshops.

Mr. Wrathell pointed out the complexity of Robert’s Rules of Order and the difficulty in following it, exactly, if fully adopted. Supervisor Davidson noted that a parliamentarian and sergeant at arms would be required.

Mr. Wrathell noted that the Board can implement procedural items, in lieu of adopting Robert’s Rules of Order. He advised that, if the District inadvertently erred in following the specific procedures in making a decision, the public could challenge it. Mr. Wrathell indicated that this matter will be included on the next meeting agenda for further discussion.

Supervisor Davidson recalled that District Counsel has always advised the District against officially adopting Robert’s Rules of Order. He noted that residents and Board Members might have been allowed to speak longer than necessary, as he believes people should be given the opportunity to speak. Supervisor Davidson felt that, as Chair, he and the District Manager could control redundancy, during meetings.

Mr. Wrathell noted that the nature of the Grand Haven community has lent itself to far more resident input and involvement than in other CDDs. He pointed out that progress has been made in recent years; however, he is hesitant to further restrict public comment, etc., as it might not be well received.

Supervisor Smith suggested that the Board review Robert’s Rules of Order and select certain items to implement. He noted that, if the Board discovers that it is “shutting out” input to the point that residents are becoming “ticked off”, then the Board will know it went too far and can return to the current method.

G. Update: Firewise Mitigation [SD]

This item was deferred to later in the meeting.

SIXTH ORDER OF BUSINESS

UPDATES: District Manager

- **UPCOMING MEETING/WORKSHOP DATES**

- **BOARD OF SUPERVISORS MEETING**

- **June 19, 2014 at 9:30 A.M.**

The next meeting will be on June 19, 2014 at 9:30 a.m.

- **COMMUNITY WORKSHOP**

- **July 3, 2014 at 10:00 A.M.**

The next workshop will be on July 3, 2014 at 10:00 a.m.

- **Status of City of Palm Coast Land Use Zoning/Entitlement Issue**

Mr. Wrathell indicated that Supervisor Chiodo recently attended a meeting regarding this issue. He noted that there was concern about whether the developer and subsequent developers

met certain development requirements of the DRI orders. Mr. Wrathell advised that it was discovered that, of the original 1,901 entitled units, six were on North Park Road, outside of the CDD boundaries. The CDD truly consists of 1,895 units but has been assessing those six units since inception.

Supervisor Davidson stated that the issue before the City Council involves closure of the DRI and the build-out requirement, which expired seven years ago, along with other issues related to the master plan development and the golf course villas. He recalled that the District Engineer discovered incomplete regulatory compliance issues.

Supervisor Davidson indicated that he consulted with Ms. Jessica Beach, of SJRWMD, to determine what the District must do. Ms. Beach advised him that this is not simply a Wild Oaks issue; the issues exist throughout the District. Supervisor Davidson noted that some parcels were never surveyed, which are conservation easements. He was advised that, in order to resolve the issues, the party involved and the party that was granted the easements will be responsible. Supervisor Davidson indicated that the developer was the owner of some and was hopeful that the developer can still be held financially accountable; however, SJRWMD must first determine whether the declarant can be held responsible for completing the developer's portion of the conservation easement and regulatory compliance issues. He noted that a certain number of the areas were owned by the District; therefore, the District cannot be relieved of the obligation for those areas. Ms. Beach advised Supervisor Davidson that, due to the complexity of the issue, SJRWMD will review all of their records to determine what must be done in order for the District to bring everything into compliance.

Discussion ensued regarding the context of the recent meeting City of Palm Coast City Council. Mr. Natiello stated that, at the meeting, the implication by the City Council, when Supervisor Chiodo broached the subject, was that the issue is the developer's responsibility. He felt that the City Council was more interested in closing out the EBO.

Supervisor Davidson pointed out that District Counsel advised the District that closing the EBO will have unintended consequences for the closeout of the conservation easements; therefore, the District should not allow the EBO to be closed. He recommended that District Counsel communicate with the City, in this regard.

Ms. Sara Lockhart, a resident, indicated that there was a perception that the matter was a SJRWMD issue; however, the DRI contains a listing of land uses and, in her opinion, the District

will end up being “short” on wetland areas, which will create a rebuttable presumption of whether the District complied with the DRI. She requested City staff to review the situation and received the City’s opinion that the District currently has 285 acres of wetlands and open space areas; in 1995, the lakes in the DRI increased from 95 to 178 acres and the DRI also identifies 391.7 acres. Ms. Lockhart reiterated that City staff currently identifies only 285 acres. She stated that the structure of the land use/zoning entitlement issue would extinguish the DRI; however, numerous items in the DRI must be put into the planned unit development (PUD) document.

Supervisor Lawrence questioned what the District can do if it falls short of the required wetland areas.

Ms. Lockhart indicated that the District can negotiate with the City and ask the City to determine if the shortfall creates a “regional impact”. She noted that the Firewise road that was installed must be identified in the condition because it is use-specific. Ms. Lockhart was unsure if the District will be required to pay the mitigation fund, if it has a shortfall. She suggested changing a line in the PUD that states that because this is a CDD, no bonds need to be posted with the City; rather, it should be changed to state that bonds must be posted to the District.

Supervisor Gaeta asked if closing this out will create a moratorium on building. Ms. Lockhart replied no and advised that, once the unit count is determined, the person seeking to build must request a change to the number in the comprehensive plan.

Supervisor Davidson indicated that the plan is for District Counsel to discuss this matter with Ms. Lockhart and determine what can be done to prevent the EBO from being filed, which could create complications for the District. Supervisor Lawrence questioned the liability of the developer, as a result of their bankruptcy; previously, it seemed that the bankruptcy absolved the developer from all subsequent liabilities. Supervisor Lawrence recalled that, although Mr. Cullis now owns the property, the District was told that it cannot approach him because the property was part of the bankruptcy. Ms. Lockhart pointed out that it is not about “going after” the developer; it is about cleaning up the matter, if the District is responsible. Supervisor Lawrence expressed his preference to make the developer pay for it, if possible. Supervisor Davidson recalled that District Counsel advised the District to take the position that it will not accept responsibility for the regulatory obligations of the developer. Ms. Lockhart pointed out that, per the DRI application for development approval and the conditions of approval, the CDD was

specifically not created to design and construct but, rather, to maintain. Supervisor Davidson indicated that he invited Ms. Beach to tour the District and note the items that were previously addressed.

Supervisor Davidson discussed land options, around the community, if Mr. Cullis is unable to develop the four villas. He noted land swap options, in lieu of allowing easements, etc.

Regarding Tract K, Mr. Natiello questioned if the CDD must refund the money it collected, in relation to the four or six properties, which are not part of the CDD. Mr. Wrathell advised the Board and audience to avoid an extended discussion on this matter, on the record. Mr. Wrathell indicated that Mr. Cullis contacted him to request that his property no longer be assessed, if it is determined that the four units cannot be developed.

Mr. Natiello pointed out that, in the political process, the land use matter is one step away from approval and, as of August 5, the matter will have moved through the political process, with approval. He explained that this change was approved by the planning board, City staff and is currently before the City Council for final approval. Mr. Natiello stressed the urgency to act on this.

Supervisor Davidson confirmed that District Counsel will submit the District’s objection quickly, within the next week or two.

SEVENTH ORDER OF BUSINESS

OPEN ITEMS

This item was not discussed.

EIGHTH ORDER OF BUSINESS

SUPERVISORS’ REQUESTS

▪ **Update: Firewise Mitigation [SD]**

******This item, previously Item 5.G., was presented out of order.***

Supervisor Davidson advised that the Firewise mitigation crew is performing controlled burns in other areas, which has delayed progress in the District.

Supervisor Davidson indicated that he, the crew chief and Mr. Kloptosky will tour the area where residents interfered with the crew’s work. Since the incident, the plots of each home, along with the distances from the backs of the homes to CDD property, were measured. Those

lines will be staked so that residents know where their property ends. Supervisor Davidson advised that the crew chief will determine what clearing must be completed in those areas and each property owner will receive a letter explaining what will be done on CDD property.

Mr. Wrathell asked if the letter will be sent to residents who objected and obstructed previous work. Supervisor Davidson clarified that the letter will be sent to all property owners where work must still be completed. Supervisor Davidson pointed out that many residents misunderstood the work being completed, in spite of the crew's attempts to explain what was being done.

Supervisor Lawrence questioned if residents with dangerous growth are liable, under City of Palm Coast statutes, to remove it themselves, if they do not allow the Firewise crew to remove it. Supervisor Davidson replied affirmatively and advised that the City could invoke its mitigation ordinance, which could result in fines, etc. Supervisor Lawrence suggested advising the property owner that the City could become involved.

Supervisor Smith voiced his opinion that the letter should only be sent to those property owners who previously impeded and obstructed the work, rather than all property owners in the uncompleted areas. Supervisor Lawrence agreed. Mr. Wrathell voiced his opinion that the letter could be "offensive" to those who were not involved. In lieu of mailing the letter, Mr. Wrathell suggested supplying the crew with them and authorizing them to hand deliver or post the letter, as incidents occur. Supervisor Gaeta recommended that the crew record the address of property owners that receive the letter. Mr. Wrathell felt that it would be better for the crew to contact Mr. Kloptosky and have District Staff deliver the letter and document the property owner's address.

Supervisor Davidson presented photographs of areas where Firewise mitigation was completed and where work is in progress. He identified areas that could not be completed, as they were too wet and would require hand-cutting. He discussed the scope of work completed in various areas and resident responses and reactions, both positive and negative.

Supervisor Davidson recommended recognizing the Firewise crew for their efforts, once the work is completed.

A resident voiced her opinion that several residents do not understand the process and noted that some residents have entered certain area and cleared vegetation. Supervisor Davidson

pointed out that a fine of up to \$10,000 per day could be imposed and suggested notifying residents who are clearing areas, on their own.

Supervisor Lawrence presented a document related to the impact of oak trees on the community. He recalled that the community seems to be removing oak trees and replacing them with other types of trees. Discussion ensued regarding oak trees, potential damage to the District’s roadways and the tree types that could be planted to replace the oaks.

Supervisor Davidson indicated that the City contacted the District to relay its concerns regarding a new home in the Wild Oaks area that is planting sod to the waterline of Ditch 10. In response to Supervisor Lawrence’s question of how this could happen, Supervisor Davidson pointed out that the “new build” Architectural Design Committee is controlled by Mr. Cullis and is allowing people to do whatever they want to do. He noted that the City favors the District’s plan to require a 10’ zero maintenance zone with no sod or lawn permitted and bordered on the upland site by two rows of Spartina. The City plans to meet with Mr. Cullis, himself and Mr. Kloptosky to discuss the 10’ “no maintenance” zone around future water bodies, in Wild Oaks.

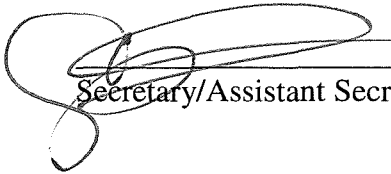
Supervisor Smith questioned why the CDD is becoming involved in this matter. Supervisor Davidson stated that the District was already involved, with the plan to require a 10’ “no maintenance” zone, with a Spartina grass border around all CDD water bodies; Ditch 10 is shared by the City and the CDD.

NINTH ORDER OF BUSINESS

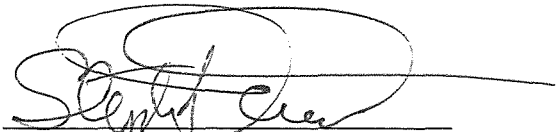
ADJOURNMENT

There being nothing further to discuss, the workshop adjourned.

On MOTION by Supervisor Smith and seconded by Supervisor Lawrence, the workshop adjourned at 1:44 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair