

**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, May 5, 2016, *immediately following the Continued Meeting, scheduled to commence 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
Pete Chiodo	Vice Chair
Marie Gaeta ( <i>via telephone</i> )	Assistant Secretary
Tom Lawrence	Assistant Secretary

**Also present were:**

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Howard McGaffney	Wrathell, Hunt and Associates, LLC
Barry Kloptosky	Field Operations Manager
Ashley Higgins	Grand Haven CDD Office
Robert Ross	Vesta/AMG
Rob Carlton	Resident, GHMA President

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER/ROLL CALL**

Mr. McGaffney called the workshop to order at 1:00 p.m., and noted, for the record, that Supervisors Davidson, Chiodo and Lawrence were present, in person. Supervisor Gaeta was attending via telephone. Supervisor Smith was not present.

**SECOND ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited at the beginning of the Continued Meeting.

**THIRD OF BUSINESS**

**UPDATES: Amenity Manager**

Supervisor Davidson stated that the recent Beach Boys cover band benefit concert was the most well attended Amenity event in the District; the event was a success.

Mr. Ross stated that a Cinco de Mayo event would be held tonight and a Memorial Day picnic would be held on Monday, May 30; \$15 for adults and \$6 for children. As requested, entertainment will be by Stormin' Norman and The Karaoke Sing Thing.

Supervisor Davidson stated that Community Emergency Response Team (CERT) and Firewise would be present at the Memorial Day event; the District must hold a Firewise informational day.

**FOURTH ORDER OF BUSINESS**

**UPDATES: Field/Operations Manager**

Regarding the Right-of-Way Utilization Agreement discussed at the Continued Meeting, Mr. Kloptosky stated that the agreement specifies the fence dimensions as 500' long by 3' high but did not contain language specifically stating that the District could not change the height, during repairs. The agreement was forwarded to Mr. Clark for review and opinion.

Mr. Kloptosky stated, according to Ms. Louise Leister, District Horticulturalist, palm trees, in the North Park, have a disease, are rapidly dying and should be removed, before they are blown over. Ms. Leister contracted to have the trees removed, next Wednesday. The trees must be removed using a crane, to avoid damaging anything in the area. Since the crane would be on site, Ms. Leister suggested also removing palm trees on Montague and in front of The Village Center, as those must be removed, eventually. The \$3,300 expense would come from the landscaping budget; it made sense to utilize the crane for the entire day, as it is rented on a daily basis. Eventually, Ms. Leister would present a plan to plant other palm trees. In response to Supervisor Gaeta's question, Mr. Kloptosky stated that the District is not required to replace the trees with trees but Ms. Leister wants to install trees to maintain the aesthetics of those areas. Mr. Kloptosky believed that it was not necessary to involve the City, since the trees are diseased; if a permit is necessary, the contractor would obtain it.

Supervisor Davidson recommended sending an e-blast to warn residents about the significant change in appearance. when the Washingtonian palms are removed because they are diseased, and to be careful when the crane is in the community.

The palm tree removal project will proceed, as discussed by Mr. Kloptosky.

Mr. Kloptosky stated there was a soft opening for the bocce ball courts; punch list items remained but 90% were completed. New ball racks and scoreboards will be installed. The lights were selected and would be ordered within the next two days. A proposal for canopies was pending. Supervisor Chiodo heard from bocce ball players that levelization was an issue at the courts. Mr. Kloptosky stated that Mr. Ross was working on that matter; the court was regraded and another pallet of clay was added but it will be an ongoing process, as the clay must compact.

Regarding the Creekside rear parking lot, the project is progressing. It was graded, surveyed and underground conduit and irrigation work was nearly completed. The project is on schedule but Mr. Kloptosky would not be surprised if it was a week late, depending on the weather.

Mr. Kloptosky stated that the new benches were received, last week, and the trash receptacles should arrive soon. Staff will begin installing the new benches within the next week. Benches in Wild Oaks were recoated.

Regarding the Wild Oaks walking path encroachment issue, on Turkey Oak Lane, Mr. Kloptosky received an email from the property owner requesting removal of the path from his property and relocation into the CDD easement. The pond is an issue because there would be no way to get around the pond without crossing the private property. A previous suggestion was to block the path and make it one-way; however, negative feedback already started, as residents use the paths. Supervisor Chiodo suggested drawing a plan that encroaches less and asking the property owner to agree to a revised easement. Mr. Kloptosky previously asked the property owner about that but he refused. Mr. Kloptosky will inquire, again. If necessary, a small bridge could be constructed over the corner of the pond.

**\*\*\*Supervisor Gaeta left the meeting.\*\*\***

Supervisor Chiodo stated that the Board received a resident email that asked when the District changed the weekly landscaping on common roads and about rocks in the Intercoastal path. Supervisor Davidson recalled that Ms. Leister responded to the email. Mr. Kloptosky stated that, according to Ms. Leister, nothing changed with landscaping frequency. Supervisor Davidson recalled that the same resident made the same comment one year ago. Regarding the path, Supervisor Davidson stated that it has stones and the stones must be dug out, in certain areas. Mr. Kloptosky stated that work on the coquina path would be expensive; one section with an issue would cost over \$6,000 to repair. A proposal to repair the paths in Wild Oaks and the

full length of the Esplanade was over \$30,000. In Wild Oaks, CDD staff shoveled out stones and raked the path but it was time-consuming work; Mr. Kloptosky will inquire whether staff has time to do the same in certain sections of the Esplanade path.

Management will send a response to the resident.

**FIFTH ORDER OF BUSINESS**

**DISCUSSION ITEMS**

**A. Discussion: CIP**

Supervisor Lawrence stated that he and Mr. Kloptosky created the first draft of the anticipated Fiscal Year 2017 Capital Improvement Plan (CIP) projects list. The estimated cost for Fiscal Year 2017 CIP projects was \$806,000, versus \$631,500. The District has \$300,000 in road reserves and \$484,945 for Fiscal Year 2018 roads. The estimated road costs for Fiscal Years 2016, 2017 and 2018 total \$1,067,900; therefore, the \$1,067,900, less the reserves, means that, over the next three years, the District would only need to budget for approximately \$283,000.

Supervisor Lawrence reviewed the draft Fiscal Year 2017 CIP projects list and the estimated costs for each item.

Mr. Wrathell stated that \$484,945 was actually the amount in the current year budget reserves and the Fiscal Year 2017 budget had the amount increasing by \$62,697, totaling \$547,642.

Regarding the 20-year Road Plan and the anticipation of spending \$6 million, Supervisor Lawrence stated that the District Engineer would be asked to project the anticipated repairs and costs, for five years. Supervisor Chiodo recommended deferring the projected repairs until after completion of the roadway resurfacing project.

Supervisor Kloptosky stated that, over the past few years, numerous complaints about maintenance of the pond banks were received. According to Ms. Leister and Mr. David Cottrell, of Aquatic Systems, Inc. (ASI), the law does not allow landscape contractors to spray weeds or chemically treat lake banks, within 20' of the water's edge. The District never had a contract with ASI that included treating the pond banks; ASI is licensed to perform chemical treatments within the 20' area from the water's edge. Mr. Cottrell submitted a proposal for quarterly chemical spray treatment of pond banks. The cost would be \$1,500, quarterly, for an annual total of \$6,000. Supervisor Davidson stated that item should be included on the proposed Fiscal Year

2017 budget. Supervisor Davidson requested photographs of the areas where complaints were received and what the results would be from the spray treatment.

Mr. Wrathell asked Mr. Kloptosky to forward any other items that should be included for consideration in the Proposed Fiscal Year 2017 budget. The Proposed Fiscal Year 2017 budget will be presented early in the May 19 meeting, as Mr. Wrathell must leave early.

Supervisor Davidson asked if any improvements at the 9<sup>th</sup> Green site would be considered as a CIP project. Supervisor Lawrence replied affirmatively. Supervisor Davidson recommended adding a “9<sup>th</sup> Green site” line item to the CIP projects list.

**B. Continued Discussion: Proposed Usage of Former 9<sup>th</sup> Green Site**

Mr. Kloptosky stated that Bahia grass is growing on the former 9<sup>th</sup> Green site; there is perimeter irrigation, so additional irrigation could be tapped into it. Yellowstone Landscape (Yellowstone) could mow the area, periodically, for an additional cost. Supervisor Lawrence wanted an estimate of the cost to install irrigation.

Supervisor Davidson recalled Ms. Leister’s suggestion to create birding trails, which would only require improved paths and installation of benches and signage. “Birding Path - Pelican Court” will be added to the Open Items list.

**C. Update: Business Plan Objectives**

Supervisor Davidson questioned if this item must continue. Supervisor Chiodo felt that the Board addressed this reasonably well and discussion at each meeting and workshop was not necessary. Supervisor Davidson stated the item should remain on the Open Items list and it should be removed as an agenda item.

▪ **OPEN ITEMS**

*\*\*\*This item, previously the Seventh Order of Business, was presented out of order.\*\*\**

Items D., was removed.

The following item was added:

“Birding Path - Pelican Court”

**SIXTH ORDER OF BUSINESS**

**UPDATES: District Manager**

Mr. McGaffney stated that the Road Resurfacing Request for Proposals (RFP) would be advertized tomorrow and run for 30 days. A mandatory pre-bid meeting, on May 13, was added

to the requirements and the bid opening will be June 6. Bidders must bid on the 2016 and 2017 phases, individually and together. Bids will be reviewed at the June 16 meeting.

- **UPCOMING MEETING/WORKSHOP DATES**

- **BOARD OF SUPERVISORS REGULAR MEETING**

- **May 19, 2016 at 10:00 A.M.**

The next meeting will be held on May 19, 2016 at 10:00 a.m., at this location.

- **COMMUNITY WORKSHOP**

- **June 2, 2016 at 10:00 A.M.**

The next workshop will be held on June 2, 2016 at 10:00 a.m., at this location.

**SEVENTH ORDER OF BUSINESS**

**OPEN ITEMS**

This item was presented following the Fifth Order of Business.

**EIGHTH ORDER OF BUSINESS**

**SUPERVISORS' REQUESTS**

Supervisor Davidson stated that the Stormwater Rules were forwarded to Mr. Jim Cullis, of Grand Haven Realty, to transmit to the New Construction Architectural Design Committee (NCADC) and the Modification Architectural Design Committee (MADC).

Dr. Rob Carlton, a resident and GHMA President, stated that the Board liaison thoroughly explained the Rules to Mr. Cullis; the MADDC is aware of what to do. The NCADC must be aware that, when reviewed, obstructions that must be removed should not be placed in the easements. A point was made that Ms. Leister already reviews everything and is the CDD representative. Dr. Carlton felt that the Rules should not be an issue or added burden.

Supervisor Davidson stated that Ms. Leister might submit for extra work hours, especially for the new construction reviews, as she must review the pond banks and mark trees that cannot be removed, etc. It is important for the builders to know that, if owners insist upon things that are against the Stormwater Rules, it will come back to and cost the individual property owner to remove the obstructions.

Supervisor Lawrence stated that Mr. Tom Byrne, a resident and Candidate's Night Moderator, contacted the Sheriff, Palm Coast City Council and Mayoral candidates for the October 13 event. In the Palm Coast primary, a candidate receiving 50% of the vote, plus one, is

elected and is not appear on the General Election ballot. If that should occur, the candidates still wanted to attend the event to introduce themselves to the community.

In response to a question, Supervisor Davidson stated that the District accepted a policy or guidelines for Candidate’s Night, which should be promoted so that residents know what is allowed.

Mr. McGaffney recalled that the Amenity Manager held the last Candidates Night to “depoliticize” the event.

The seats held by Supervisors Davidson and Smith will be up for election.

**NINTH ORDER OF BUSINESS**

**ADJOURNMENT**

There being nothing further to discuss, the workshop adjourned.

**On MOTION by Supervisor Davidson and seconded by Supervisor Lawrence, with all in favor, the workshop adjourned at 1:56 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair