

**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, January 5, 2017 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:**

Howard McGaffney	District Manager
Scott Clark ( <i>via telephone</i> )	District Counsel
Robert Ross	Vesta/AMG
Barry Kloptosky	Operations Manager
Ashley Higgins	Grand Haven CDD Office
Rob Carlton	Resident, GHMA President
Jim Gallo	Resident
Morgan Evans	Resident
Ron Merlo	Resident
David Wills	Resident

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER/ROLL CALL**

Mr. McGaffney called the workshop to order at 10:05 a.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**

All present recited the Pledge of Allegiance.

**THIRD ORDER OF BUSINESS**

**MODIFICATIONS TO AGENDA**

The following item was a modification to the agenda:

- Discussion: Feral Hogs

**FOURTH ORDER OF BUSINESS**

**UPDATES: Amenity Manager**

Mr. Ross stated that the holiday events went very well and the next event would be for Valentine's Day.

- **Discussion: Feral Hogs**

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

Mr. Kloptosky stated that, previously, there were wild hog issues in Wild Oaks and The Crossings. Recently, there were reports of wild hogs in the main part of the community, near Front Street and Lagare. Photos of the areas were distributed. Trappers were hired to evaluate and determine why the hogs were migrating further into the community, where they came from, etc. Hogs were migrating from an open area, across Colbert Lane, near the swamp. The trappers require permission from the CDD and Escalante Golf (Escalante) to access the CDD and golf course property to trap the wild hogs. Escalante agreed to allow the trappers to set traps in a wetland area, which could mitigate the wild hog issue, in the community. The trappers do not carry insurance but the license agreement contained various indemnifications and hold harmless language. The trappers were willing to execute an agreement with the District and/or Escalante; however, the baiting/trapping process commenced, without an agreement. There would be no cost to the District or Escalante because the trapping was part of a State program.

Mr. Clark stated that the District could not spend CDD funds to protect private property; however, if it did not cost the District anything, the trappers could be granted access. Upon review of the license agreement, Mr. Clark would draft a hold harmless agreement.

*\*\*\*Mr. Clark left the workshop.\*\*\**

Discussion ensued regarding potentially repairing the fence or installing additional fencing, hog access areas, trapping, construction of the cell tower and Hurricane Matthew disrupting the hogs and causing them to migrate into the community.

Supervisor Davidson stated that affected residents should be advised of the situation and what the District planned to do to address the wild hog issue.

Mr. Kloptosky stated that the trappers preferred limited notification to residents, as human interaction with the traps, hogs, etc., could hamper the trapping process.

**FIFTH ORDER OF BUSINESS**

**UPDATES: Operations Manager**

Hurricane Matthew proposals were distributed. Mr. Kloptosky stated that three additional proposals were pending and, once received, the insurance adjuster could evaluate the claim amount. The invoices would be included on the next meeting agenda, as a Consent Item.

Supervisor Davidson stated that the District paid approximately \$370,000 for Hurricane Matthew cleanup and it was undetermined how much would be reimbursed by the Federal Emergency Management Agency (FEMA) or the District's insurance carrier. The Board must determine how to rebuild its disaster recovery reserve funds during Fiscal Year 2018. Mr. McGaffney stated that the District's unassigned fund balance was 1.4 million and recommended utilizing those funds, if another disaster occurred.

Discussion ensued regarding development of the proposed Fiscal Year 2018 budget, replenishing the disaster reserve funds, upcoming final payoff of the bond debt, the upcoming cost of the road resurfacing project, determining the cost of The Village Center stucco project and Hurricane Matthew invoices.

Regarding the LED light replacement at the tennis courts, Mr. Kloptosky stated that the materials were ordered and the contractor would provide the installation date, once the materials arrived. The fencing was also pending; the fence contractor was busy and did not provide a start date. The FEMA reimbursement process was commencing.

**SIXTH ORDER OF BUSINESS**

**DISCUSSION ITEMS**

**A. Update: Hurricane Matthew Disaster Cleanup Operations**

Mr. Kloptosky stated that cleanup operations were underway. Supervisor Davidson wanted to meet with Dr. Rob Carlton, a resident and GHMA President, to discuss Hurricane Matthew and develop a plan for future events. Dr. Carlton stated that Hurricane Matthew was mild and asked about increasing the disaster reserve, as a \$500,000 disaster recovery reserve would be insignificant, compared to the amount needed, if a stronger hurricane hit. Supervisor Davidson stated that the District had unassigned reserves of \$1.4 million.

**B. Discussion: Water Bills for Creekside**

Mr. McGaffney presented the Creekside water bills. Mr. Kloptosky stated that the pool was drained and refilled at least twice, during the period on the list. Given the varying water

bills over a two-year period, Supervisor Davidson stated that the water bills were not conclusive that the pool contractor created a leak that caused the water bills to increase.

Supervisor Davidson discussed a new technology using copper electrophoresis/copper ionization, which could save money on chemicals, lessen chemical damage to the pools, etc., and should be researched.

**C. Discussion: Through the Air Communications (no report)**

The Ad Hoc Committee did not meet. Supervisor Davidson would meet with an Emergency Operations Center (EOC) representative to discuss the practicalities of the District's emergency communications.

**D. Discussion: Stucco Project – Timing of Project**

Mr. McGaffney stated that this project would last a long time. Supervisor Davidson stated that the objective was to determine projects that could be completed at the same time and the best, least disruptive time of the year to complete them. The pending projects included:

- The Village Center Stucco Project
- Pool Repairs at The Village Center – pool must be drained
- Pool Grate Replacements at The Village Center – pool must be drained
- Eventual Complete Upgrade/Renovation of The Village Center Bathrooms
- Sump Replacement at Creekside

Mr. Kloptosky had reservations about trying to complete this number of projects at The Village Center, simultaneously, due to difficulties monitoring all of the contractors, at the same time. The Village Center Project would require constant monitoring. Supervisor Lawrence suggested that, if the The Village Center projects were completed at the same time, a field staff employee could be onsite to monitor the contractors. Mr. Kloptosky stated that he, or staff member Mr. Jeff Kilpatrick, were the only ones that could monitor contractors and, stationing either one of them at The Village Center, full time, to monitor contractors, would take them away from their other duties. Supervisor Lawrence felt that other duties could be temporarily on hold, as completing The Village Center projects separately would affect usage of The Village Center for a far longer time. Mr. Kloptosky wanted to complete the major exterior work first and then reopen The Village Center facility. Supervisor Davidson felt that there would still be issues with noise and dust; therefore, The Village Center should be closed, entirely, during the stucco removal portion of the project. Supervisor Davidson stated that the District was paying Terracon

Consultants Inc., (Terracon) to oversee the stucco project. Mr. Kloptosky stated that the District should not pay Terracon or anyone else to monitor the project, as it must be monitored every day. Supervisor Davidson asked if Mr. Kloptosky or Mr. Kilpatrick would climb on roofs, etc. Mr. Kloptosky replied no but he and Mr. Kilpatrick “know enough to know” if there was an issue with a contractor’s work that would need an engineer’s attention. Terracon’s contract only included occasional monitoring of the project. Discussion ensued regarding bids, backing out portions of the work and completing it later. Supervisor Davidson stated that the goal was to coordinate the work so that as much work as possible, inside and outside, could be completed during The Village Center closure; the projects should not be spread out for an extended time, if they could all be completed in less time by closing The Village Center for a short time. Supervisor Davidson stated that The Village Center bar top should also be replaced. Mr. Kloptosky felt that the bar top project could be completed at a different time and the café additions should not be completed during the other projects. In response to Supervisor Lawrence’s question, Mr. Kloptosky must check with the City regarding whether sprinklers must be installed in The Village Center.

Discussion ensued regarding alternate options for The Village Center staff, activities, events, etc., during closure of The Village Center.

This item would be included on all future agendas, as “Village Center Complex Renovation Project”, with subcategories, until completion.

**E. Discussion: Draft form of Survey Regarding Communication**

At the next meeting or workshop, Supervisor Chiodo would present the context of what could be included in a survey and the Board could discuss mechanisms to conduct the survey. Discussion ensued regarding the necessity of a survey, potential for unrealistic requests or expectations from respondents, whether to limit the survey to communication, etc.

**SEVENTH ORDER OF BUSINESS**

**UPDATES: District Manager**

• **UPCOMING MEETING/WORKSHOP DATES**

- **January 19, 2017 at 10:00 A.M. [REGULAR MEETING]**

Mr. McGaffney stated that the next meeting will be held on January 19, 2017 at 10:00 a.m., at this location.

- **February 2, 2017 at 10:00 A.M. [COMMUNITY WORKSHOP]**

Mr. McGaffney stated that the next workshop will be held on February 2, 2017 at 10:00 a.m., at this location.

Discussion ensued regarding items to include on future workshop and meeting agendas, proposed policies that must go through the rulemaking process and would require public hearings.

▪ **Public Comments – Sailfish Drive Signage, Thoroughfare and Traffic Shortcut**

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

Mr. McGaffney stated that a traffic study of Sailfish Drive was previously conducted and the Board determined that no action was necessary.

Mr. David Wills, a resident, stated that 50% of the traffic on Sailfish Drive was people cutting through the community. A previous request for installation of a “No Through Traffic” sign was denied, as it could not be enforced; therefore, Mr. Wills wanted to know how any signs in the community could be enforced. He asked the Board to reconsider its decision about signage on Sailfish Drive, research what the CDD Board agreed to in 1999 and explain to him why some signs were okay but a sign on Sailfish Drive was not approved. Supervisor Lawrence stated that the CDD was not involved in 1999; it was the developer. Additionally, the Sheriff conducted a speed study and determined that there were no speeding issues. Supervisor Lawrence would not object to signage, if District Counsel determined it would be legal.

**EIGHTH ORDER OF BUSINESS**

**OPEN ITEMS**

This item was discussed following the Ninth Order of Business.

**NINTH ORDER OF BUSINESS**

**SUPERVISORS’ REQUESTS**

Supervisor Chiodo proposed increasing the spending threshold to \$10,000 for Mr. Kloptosky, as the Operations Manager, and the District Manager. Mr. McGaffney stated that the \$10,000 threshold would be appropriate and recommended including a provision that would allow the Chair to authorize spending up to \$25,000, which could be ratified at a meeting. A resolution would be included for consideration at the next meeting.

▪ **Open Items**

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

The following changes were made:

- Add: “CDD Disaster Procedures”
- Item D: Change “Village Center Storage Facility Project” to “Village Center Complex Renovation Project”
- Delete Item H: “CDD Parcels along Esplanade”

**TENTH ORDER OF BUSINESS**

**ADJOURNMENT**

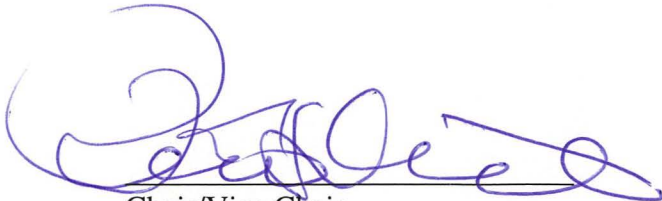
There being nothing further to discuss, the workshop adjourned.

**On MOTION by Supervisor Davidson and seconded by Supervisor Chiodo, with all in favor, the workshop adjourned at 11:50 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair