

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

The Board of Supervisors Grand Haven Community Development Districts held a Continued Public Hearing and a Regular Meeting on Thursday, November 15, 2018, at 10:00 a.m., in the Grand Haven Room, at the Grand Haven Village Center, located at 2001 Waterside Parkway, Palm Coast, Florida 32137.

Present at the meeting were:

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

Also present were:

Howard McGaffney	District Manager
Craig Wrathell	Wrathell, Hunt and Associates, LLC
Scott Clark	District Counsel
Barry Kloptosky	Operations Manager
Stacie Acrin	Grand Haven CDD Office
Robert Ross	Vesta/AMG
Jay King	Vesta/AMG
Roy Deary	Vesta/AMG
Rob Carlton	Resident and GHMA President
Al Lo Monaco	Resident
Ron Merlo	Resident
Vic Natiello	Resident
Kevin Foley	Resident
Laura Foley	Resident
John Polizzi	Resident
Mike Frichol	Resident
Diane Frichol	Resident
Joe and Mary Horter	Residents
Marsha and Lionel Duckwitz	Residents
Kathleen Fuss	Resident
Louise Vince	Resident
Patti Steele	Resident
Robin Emerick	Resident
Chip Howden	Resident
Robert Schwarzlow	Resident
David Reisman	Resident
John Noble	Resident

Lisa Mrakovcic
Ed Pikel

Resident
Resident

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. McGaffney called the meeting to order at 10:05 a.m. All Supervisors were present, in person.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

MODIFICATIONS TO AGENDA

The Board agreed to the following modification to the agenda:

- **Update: Meeting with County Administrator, County Attorney, Palm Coast Plantation HOA Attorneys and Mr. Gurell’s Attorney**

On MOTION by Supervisor Lawrence and seconded by Supervisor Gaeta, with all in favor, the modification to the agenda, was approved.

FOURTH ORDER OF BUSINESS

CONSULTANTS, GUEST REPORTS & PRESENTATIONS

There were no reports or presentations.

FIFTH ORDER OF BUSINESS

PUBLIC COMMENTS (3-Minute Rule; Non-Agenda Items)

Ms. Kathleen Fuss, a resident, recalled that residents can contact the CDD Office regarding sidewalk maintenance and noted that it is taking a long time for the sidewalks to be cleaned and some individuals have slipped and others have tripped, due to trip hazards. Some were cleaned but others were not. She suggested starting at one end and working though the entire community and starting again at the beginning.

Mr. John Pollizi, a resident, asked that attention be given to the sidewalks, as there are serious problems with the sidewalks in Wild Oaks that border the CDD property, parks and over

canals and green mold is growing on the long bridge. He asked that attention also be given to the walking paths in Wild Oaks, as some areas have washouts and need repairs.

Mr. Mike Frichol, a resident, asked for the status of the Creekside Drive and North Village Parkway intersection proposed improvements. Mr. Kloptosky stated that an Engineering firm specializing in pedestrian and traffic matters inspected the intersection yesterday; the report would be shared at a future meeting.

Ms. Diane Frichol, a resident, wanted information about the tennis court reservations process and asked what became of the Tennis Advisory Group (TAG) committee. Players must come at 6:00 a.m., in person, to reserve a court and she felt there must a better system.

Supervisor Smith stated that the Board recognizes the sidewalk issues and invested manpower and machinery to address them but it is a nonstop continuous process. A product that is supposed to eliminate mold is being tested on some areas but the results will not be fully known for a few more months. Mr. Kloptosky stated he is aware of the areas that residents reported and they were put on a priority maintenance list; those areas would be cleaned soon.

A resident noted areas on Waterside Parkway that have not been cleaned in several months and are extremely slippery and some have slipped.

Supervisor Lawrence questioned why the District should wait to treat all sidewalks with the test product, if there is other proof that it works. He felt that a quote should be obtained. Regarding the test product, Supervisor Smith disclosed, for the record, that he ran the company for a few years and would abstain from voting on this, due to a possible conflict of interest. He discussed the training and application processes and the product's lifespan and approximate cost. Mr. Kloptosky stated that he does not have the manpower necessary to apply the product; pressure washing alone is continuous. Supervisor Chiodo supported obtaining an estimate and starting now, based on results in other areas. Mr. Smith noted that the sidewalks must be cleaned very well, prior to applying the product.

Mr. David Reisman, a resident, stated that MicroGuard/Adsil is not the only company with this type of sealant and recommended exploring other contractors who have a range of products at various price points; the Board should be prudent in making an economic decision.

Ms. Fuss noted that a resident who slipped was in attendance and suggested that she advise Mr. Kloptosky of the exact location. Mr. Kloptosky stated that the CDD office should be notified immediately, as he keeps a priority list so they can address the problem areas as soon as possible.

SIXTH ORDER OF BUSINESS

STAFF REPORTS

A. District Engineer: *DRMP, Inc.*

There being no report, the next item followed.

B. Amenity Manager: *Amenity Management Group, Inc.*

Mr. Ross stated that golfers carpooling to the nearby golf course are parking their vehicles at the Amenity Center for many hours, such as from 9:00 a.m., to 2:00 p.m., taking away parking spaces from those using the facility. Supervisor Davidson stated that he is aware of the issue and, since the roads are public, the District probably must adopt a rule regarding parking at Amenity Facilities, such as parking being reserved for those using the facilities, as opposed to setting time limits, etc. Mr. Ross stated that this occurs twice each week. Mr. Kloptosky stated that the golfers were identified and a letter was drafted but has not been sent, pending today's discussion. Supervisor Lawrence suggested that Mr. Ross or Mr. Kloptosky ask the golfers to park elsewhere and advise them that the Board is considering adopting a rule regarding parking at the Amenity Facilities. This item would be included on the next workshop agenda. Mr. Ross stated that the golfers take up three of the 74 total parking spaces at the amenity facilities.

Supervisor Gaeta asked how many members are on the TAG and how often they meet. Mr. Ross stated that there are six members; TAG had not met for several years but met a few months ago. If someone refers an issue, TAG would meet. Supervisor Lawrence suggested that TAG meet again to discuss the reservations process. Mr. Polizzi suggested notifying residents of the TAG meetings so interested residents can attend. Supervisor Davidson stated that only TAG members could attend the TAG meetings; players should discuss their issues with TAG members, who should bring them up at the TAG meetings. Mr. McGaffney asked Mr. Ross to provide players with the TAG members' names.

Mr. Chip Howden, a resident, stated that the District has a standard procedure for handling violations of the Amenity Rules and felt that the procedure could possibly be used to address the parking situation, once a rule is made.

A resident stated that he brought up the tennis reservation issue in February and contacted Mr. Ross numerous times to find out about the Tennis Advisor Group (TAG) but did not receive a response. He felt that the TAG that was assembled does not include people

affected by the issue of waiting every morning to make a reservation; the existing TAG members are only interested in retaining the status quo.

Mr. Deary stated that Vesta/AMG has access to other tennis operations and asked for the opportunity to research this and provide support to Mr. Ross to resolve the issues. Supervisor Davidson asked that recommendations be presented at the next meeting.

C. Operations Manager: *Barry Kloptosky*

Mr. Kloptosky discussed the following:

- Village Center HVAC Units: Installation completed in Grand Haven Room.
- Village Center Bathrooms HVAC Unit and Duct Replacement: Installation in the bathrooms and the duct replacement were completed.
- Ducts – Mr. Ross’ Office and Fitness Center: Receipt of the executed contract from the contractor for duct replacement and cleaning and mildew protection of the HVAC unit is pending; work should commence after the holidays.
- HVAC Units at Creekside: Replacement of the two old units and all ducts in the building will commence once work is completed at The Village Center.
- Village Center Playground: Majority of the work was completed; some parts had to be reordered. There were a few changes related to the Americans with Disabilities Act (ADA) requirements and he had two other questions that were being researched. After completion, the contractor will provide a letter confirming that the playground is 100% ADA-compliant and that any ADA issues that arise would be resolved. A ribbon cutting ceremony will be organized.
- Village Center Pickleball and Croquet Court Awnings: Installation was delayed due to permitting but the issue was resolved. Installation could commence, upon receipt of the permit.
- Wild Oaks Exit Gate Curb Redesign Project: The District Engineer’s design was provided to S.E. Cline Construction, Inc. (Cline). A proposal from Cline remained pending. The project was approved at the last meeting and could commence, provided the estimate is below Mr. Kloptosky’s authorized spending threshold.
- Wild Oaks Exit Gate Installation: The gate was installed but he was not satisfied with the quality so the contractor will make a new gate at no additional cost to the District. The contractor offered to sell the subpar gate to the District for half price and it could be kept as a temporary replacement, which would save on the cost of hiring guards to man the gate.

Discussion ensued regarding whether to purchase and keep the gate as an extra and negotiating a lower price.

- Center Park Gazebo and Main Gate Guardhouse Roof Replacement: Start date remained pending; the contractor is very busy and materials are pending.
- Village Center Tennis Court Fence Replacement – Courts 5 through 7: Contract was provided to the vendor and everything is fine; the vendor just wants to add a payment schedule. Once the contract is revised by District Counsel, the project may commence.
- Village Center Tennis Court Resurfacing: Proposals to resurface all seven tennis courts will be obtained. The courts were last resurfaced in 2016.

Mr. Foley stated that drainage is an issue and the drainage system under Courts 1 through 4 is causing slippery, muddy areas. Mr. Kloptosky stated that the system can be shut off or plugged to control excess water, which Amenity staff does. Mr. Foley stated that the weekday person does a great job but no one does it on weekends. The cost to convert the drainage system under Courts 1 through 4 to the same type as Courts 5 through 7 was discussed. Mr. Kloptosky would confirm whether someone was monitoring drainage on the weekends and research alternatives to address the issue.

- Wild Oaks Gate Damage Insurance Payment: An initial partial payment was received from the insurance company of the contractor that hit and damaged the Wild Oaks Gate and, after District Counsel sent a demand letter to the contractor for the balance of the claim, the insurance company agreed to pay the remainder of the claim, less a \$625 administration fee. District Counsel then sent a letter to the person demanding payment of the \$625.
- Village Center Storage Addition: Construction was underway.
- Village Center Stucco Repair Project Design Drawings: The drawings were previously presented and approval was given to obtain proposals but, subsequently, Mr. Kloptosky made changes to the design drawings. The revised design drawings were received but a minor transposition of numbers in the dimensions must be changed. Once the final design drawings are received, the project can go out to bid.
- Turtle Sculpture: Prep work will begin in the area where the sculpture will be installed. The work will include removing flowers and plants and constructing a wall of stone the same as the fountain but shorter and a footing to elevate the sculpture, along with other aesthetic enhancements to the location. An unveiling, in a public ceremony, with media in attendance, would likely occur in February.
- Pond 14 Bank Erosion: There were issues with the drawing that was previously presented. St. Johns River Water Management District (SJRWMD) was okay with armoring the

bank with coquina boulders. As the bank has eroded 10' to 15' from its original location, a determination must be made whether to reconstruct the bank before armoring it; however, that would cause SJRWMD to conduct extensive research and become heavily involved, which makes the permitting process much more difficult compared to just armoring the bank. The options are to reconstruct and then armor the bank or just armor it, as is.

Mr. Howden felt that, if Mr. Kloptosky's report could be reduced to a few sentences per item, included in the agenda and posted for the public to view, it would reduce discussion to only matters on which the Board and public have issues. He felt that the tennis courts and sculpture were the only main issues today and everything else in Mr. Kloptosky's report could have been in written form with no discussion or taking up meeting time.

The meeting recessed at 11:34 a.m.

The meeting reconvened at 11:47 a.m.

▪ **Recognition of Supervisor Pete Chiodo for his Years of Service to the District**

This item was an addition to the agenda.

Supervisor Gaeta noted that Supervisor Chiodo was one of the first two residents seated on the CDD Board in 2004 and has served on the Board for 14 years. She thanked him, on behalf of the Board and residents, for his wonderful service to the District.

Supervisor Lawrence thanked Supervisor Chiodo not only for his service to the community and noted that prior to serving on the CDD Board, Supervisor Chiodo served on a resident advisory group that interacted with the Developer.

Mr. McGaffney stated that it has been a pleasure to work with Supervisor Chiodo, both as the Amenity Manager and as District Manager and Grand Haven should be thankful for his years of service.

Mr. Clark stated that he enjoyed working with Supervisor Chiodo and noted he did a great job as Chair for several years and as a Supervisor. He thanked and congratulated Supervisor Chiodo and wished him well.

Supervisor Smith noted Supervisor Chiodo's years of service to the community in various capacities and stated that Supervisor Chiodo set a high standard and thanked him, as people like him make the community great.

Supervisor Davidson stated that Supervisor Chiodo has been a source of stability, providing caring and earnest love of the community and set a standard that all should subscribe

to. Supervisor Chiodo has shown care for all and not just special interest groups, etc. He thanked Supervisor Chiodo and offered the following toast:

“Thank you for so many years and to the many years more that you will enjoy the peace and quiet of not having to deal with all the problems of the community.”

On behalf of the Board and residents, Supervisor Gaeta presented Supervisor Chiodo with a plaque in recognition of his service as a Supervisor, Chair and Vice Chair that read:

Presented with
Sincere Appreciation and Gratitude to
Peter Chiodo
2004-2018
For Your Service
to the
Grand Haven Community Development District

Supervisor Chiodo expressed his thanks and stated that he enjoyed his position on the CDD Board, particularly the last eight or nine years. Being on the Board gave him the chance to work with everyone and make something important happen in the community. He is proud to live in this community and proud to have served and develop the commodity that he did with the Board and Staff and with Ms. Diane Layng and everyone else. He wished incoming Supervisor Kevin Foley good luck.

The meeting recessed at 11:55 a.m.

The meeting reconvened at 12:27 p.m.

D. District Counsel: *Clark & Albaugh, LLC*

This item was presented following the Seventh Order of Business.

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

There being no report, the next item followed.

SEVENTH ORDER OF BUSINESS

CONSENT AGENDA ITEMS

A. APPROVAL OF UNAUDITED FINANCIAL STATEMENTS

i. Unaudited Financial Statements as of August 31, 2018

ii. Unaudited Financial Statements as of September 30, 2018

Mr. McGaffney presented the Unaudited Financial Statements. Supervisor Davidson referred to the "Landscape repairs & maintenance" line item, on Page 3 of the September 30, 2018 Financial Statements, which was at 233%, and asked if it included other items, as that line item has never been over budget to that extent. Mr. McGaffney noted that the expense was \$34,000 on a \$15,000 budget. Mr. Kloptosky believed that, as Hurricane Irma occurred in September 2018, which was the end of the fiscal year, the actual expenses were incurred in Fiscal Year 2018. Supervisor Gaeta asked why the "Pump house shared facility" line item, was at 448%. Mr. Kloptosky stated that it involved the reconstruction, with a crane; he noted that 75% of that expense was reimbursed by the other entity. That line item reflects the gross charge and the 75% reimbursement is reflected in the revenues. Mr. McGaffney stated that, while individual line items might have gone over budget, as the overall fiscal year expenditures were at 92%, meaning expenditures were under budget. Furthermore, revenues were at 105%. Supervisor Gaeta questioned why the "Gate communication devices" line item, on Page 4, was at 164%. Mr. Kloptosky stated that the CDD buys the devices and sells them; the offsetting income is reflected under revenues. Supervisor Gaeta asked why the "Road project", on Page 4, was at 139%. Mr. McGaffney stated it was because some projects were moved up. Mr. Kloptosky believed the expenses also included the curb and gutter repairs.

B. APPROVAL OF MINUTES

- i. **October 4, 2018 Community Workshop**
- ii. **October 18, 2018 Regular Meeting**

Revisions to the minutes were previously submitted to Management by Supervisors Gaeta and Davidson.

On MOTION by Supervisor Davidson and seconded by Supervisor Lawrence, with all in favor, Consent Agenda Items A and B, as amended to include the revisions to the minutes, previously submitted by Supervisors Davidson and Gaeta, were approved.

- **District Counsel: *Clark & Albaugh, LLC***

This item, previously Item 6D, was presented out of order.

Mr. Clark provided the following update:

- **FEMA Matters:** FEMA indicated that they could not pay the claims without the District's W-9, which had already been sent to them six times. FEMA finally acknowledged receipt of the W-9. He will continue monitoring the progress.
- **Mailbox Maintenance:** In 2003, the U.S. Postal Service (USPS) adopted a guideline manual that changed the maintenance on mailboxes. Mr. Kloptosky was asked to provide the installation date of the District's mailbox structures, as it seems clear that, after the 2003 date, the USPS would no longer maintain mailboxes and maintenance became the responsibility of the owner. He asked the USPS for copy of the manual but has not received it. A more definitive update will be provided at the next meeting.
- **SJRWMD Permit Transfer:** Transfer documents were executed and sent but are not reflected on the SJRWMD website yet. SJRWMD acknowledged, in writing, that there were no outstanding issues and there was no pending action; the information received was a mistake.

Supervisor Davidson stated that he executed the final transfer permits and asked if the District would receive actual permits. Mr. Clark replied no; he believed the SJRWMD notes it on its website. Mr. McGaffney stated that they would be recorded. Supervisor Lawrence asked if the District must wait for the transfer to be reflected on the SJRWMD website before taking any action. Mr. Clark recommended waiting until after SJRWMD acknowledges the transfer.

Supervisor Davidson asked if any information was found regarding the District having an obligation to maintain the parking lot and space adjacent to the Clubhouse, as there was a rumor that Escalante may request or demand that the District re-landscape the area. Mr. Clark stated that he obtained the easement document and discussed this with Mr. Kloptosky but there are questions. The easement defines the improvements that the District is responsible for maintaining and those improvements mention the parking lot and associated landscape improvements but, while the legal description of the property may extend up to the Clubhouse, the question is whether that is part of the parking lot or part of the Clubhouse's landscaping. Next is the question of what "maintenance" includes because, to him, maintenance of landscaping tends to mean what is in place, as opposed to installing new landscaping. Supervisor Davidson stated that the Clubhouse is being renovated and comments were made by someone in authority at the Clubhouse that Escalante was going to request or demand that the CDD replace the shrubbery on the outside of the building and redo the area around the flagpole in the driveway. Mr. Kloptosky stated that those requests were already made; this is an ongoing discussion. Mr. Clark stated that the District might determine this is something that

would increase Escalante’s assessments. Mr. Kloptosky noted that he approached Escalante several years ago about redoing the parking lot landscaping, as he thought they would be responsible for 50% of the cost. Escalante was finally ready to do it this year and was willing to pay for 50% of the landscape enhancements that he and Ms. Leister want to make but, if everyone is under the wrong impression of what the wording in the agreement means, then all parties should reevaluate the agreement. Escalante was agreeable to paying 50% of the parking lot landscaping but, subsequently, inquired about including the landscaping along the Clubhouse on the premise that, since they agreed to the other work, the Clubhouse should “look nice too”, and the cost for that area should also be shared, based on the boundary line.

Mr. Wrathell arrived at the meeting.

- **CONTINUED PUBLIC HEARING TO HEAR PUBLIC COMMENT AND OBJECTIONS TO THE ADOPTION OF AMENDMENTS TO THE RULES OF PROCEDURE TO INCLUDE PROPOSED AMENDMENTS TO RULE VI RELATED TO STORMWATER AND DRAINAGE EASEMENTS**

This item, previously the Ninth Order of Business, was presented out of order.

A. Affidavits of Publication

- i. **Notice of Rule Development**
- ii. **Notice of Rulemaking**

The affidavits of publication were provided for informational purposes.

B. Consideration of/Decision on: Resolution 2019-02, Adopting Amendments to Rules of Procedure to Include Chapter VI, Relating to Stormwater and Drainage Easements

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, the Public Hearing was reopened.

Mr. McGaffney recapped the changes made at the previous meeting.

The following changes were made to the Best Management Practices redlined draft in the agenda:

Maintenance, Line 7: Change “must” to “should”

Maintenance, Line 8: Change “should be trimmed and” to “must be trimmed and”

No members of the public spoke.

On MOTION by Supervisor Davidson and seconded by Supervisor Lawrence, with all in favor, the Public Hearing was closed.

Mr. McGaffney presented Resolution 2019-02 and read the title.

On MOTION by Supervisor Chiodo and seconded by Supervisor Gaeta, with all in favor, Resolution 2019-02, Adopting Amendments to Rules of Procedure to Include Chapter VI, Relating to Stormwater and Drainage Easements, as amended, was adopted.

EIGHTH ORDER OF BUSINESS

BUSINESS ITEMS

A. Discussion: Liability Release Form to Borrow Equipment

Mr. McGaffney stated a question of liability arose as a result of a CDD-owned ladder being loaned to a resident.

On MOTION by Supervisor Smith and seconded by Supervisor Lawrence, with all in favor, no longer allowing CDD tools, maintenance equipment and furniture to be loaned or borrowed, except for use on amenity property, was approved.

B. Discussion on/Consideration of: Resolution 2019-01 Initiating Conflict Resolution Procedure Under the Florida Governmental Conflict Resolution Act, Concerning Actions by the City of Palm Coast Compelling Removal of Trees Within the District *(tabled at 10/18 meeting)*

Supervisor Davidson discussed an email received this morning from the City advising that the City Attorney drafted an Interlocal Agreement, which would soon be sent to the District for review. The email stated the City’s belief that the Interlocal Agreement should resolve the remaining issues and it was confirmed that City Staff is coordinating any tree complaints received directly to Grand Haven staff. He asked if any complaints were forwarded. Mr. Kloptosky was not aware of receiving any. Supervisor Davidson summarized that the Interlocal Agreement is supposed to:

- Give the District jurisdiction over its property.

- Set up an arrangement whereby, if the City is contacted or receives any complaints about trees on District property, the City is supposed to send them to the District immediately and the City would take no action.
- If the District is contacted or receives any complaints about trees on City or residential property, the District is supposed to send them to the City immediately.
- If the District's Horticultural Consultant determines that a tree needs to be removed or something needs to be done to a tree, the District has full jurisdiction to do so, without obtaining a permit from the City.

Supervisor Davidson asked if anyone, such as the Chair, could institute the conflict resolution process, if there is a lack of cooperation. Mr. Clark replied no. The process is very definite and requires the agency wanting the conflict resolution to commence it by adopting a resolution and, when the resolution is adopted, specific actions must occur within certain time periods; the Board cannot adopt the resolution and then hold it. Mr. Clark suggested keeping this item on the agenda until the matter is resolved. Supervisor Davidson concurred. The City is refunding the fees paid by the District to initiate appeals and contest the violation notices.

C. Discussion on/Consideration of: Reserve Study Proposals

Mr. McGaffney presented the following proposals:

- MillerDodson Associates, Inc. (MDA) – Fee \$9,650
- Dreux Isaac & Associates, Inc. (DIA) – First Time Fee \$16,000, First Year Update Fee \$3,000

Discussion ensued regarding other CDDs that have had reserve studies.

Supervisor Lawrence was inclined to select MDA but first wanted them to provide a sample reserve study.

Discussion of another CDD's reserve study resumed, including how the reserve study was prepared, what it contained, whether a reserve study would benefit Grand Haven, whether a reserve study was necessary, etc. Mr. Wrathell felt that the only benefit was that it would take what the District already created and make it more robust in presentation; he was unsure if it would actually change anything.

Supervisor Davidson asked if the District could create an ad hoc group to update the current information. Mr. Clark replied affirmatively but proper procedures must be followed.

Supervisor Gaeta felt that a reserve study was not necessary, as the District already has the information that a reserve study would provide.

Supervisor Lawrence asked if the District's list of assets was up-to-date. He felt that it would be a benefit for an outside, experienced company to perform a reserve study.

Mr. McGaffney stated that the reserve study matter arose when Mr. Foley raised concerns and wanted to incorporate structure to the budgeting process. Mr. McGaffney felt that it would not be necessary to have the contractor update the reserve study annually. A reserve study can be a valuable tool, given how the information can be used, updated, adjusted, etc. He has worked with Mr. Kloptosky and Supervisor Lawrence on the projects and budgeting but does not think the District has a full list of its assets and believes a tool, like a reserve study, would enable them to become better at capital improvement planning. He, Mr. Kloptosky and Supervisor Lawrence would be deeply involved in the reserve study process before a final report is issued. As a tool, the information in the reserve study can be easily adjusted, moved to another fiscal year, etc., versus the three of them meeting extensively every budget season and essentially writing everything out. Mr. McGaffney expressed his opinion that a reserve study would be a very useful tool for use with the Capital Improvement Plan (CIP).

Supervisor Chiodo felt that the information compiled in the past needs to be updated, other than the roads, and the question is whether the District should pay to have someone who might have a fresh outlook prepare a reserve study or attempt to do it in-house; he would not want to task Mr. McGaffney with that but some residents might want to do it. He did not feel it was worth \$16,000 and would view it differently if the cost was \$8,000.

Supervisor Gaeta voiced her opinion that the reserve study would be proprietary; therefore, if the District elected to discontinue the services of the company that prepares it, the District would have to start over again compiling the information. She reiterated her opinion that the District's information is up-to-date such that a reserve study would likely not reflect much of an update or give better projections. Mr. McGaffney stated that Supervisor Gaeta's understanding was not correct; both proposals specify that the reserve study would be for the sole benefit of the District. He would be able to manipulate the information regardless of whether the company is hired to perform annual updates.

Supervisor Lawrence recalled his past planning, which worked out fine, and voiced his opinion that the planning can be completed in-house. Although it would be nice to have a reserve study, he was not sure it was necessary.

Mr. Kloptosky noted the extensive amount of time devoted to preparing the CIP and related information each year and opined that, for the cost and what the District would receive, it might be good to have the reserve study prepared by a company that specializes in this. He was not 100% convinced that the information currently compiled is completely up-to-date.

Supervisor Gaeta stated that, since Management has experience with DIA, if the Board decided to proceed, she would lean towards hiring DIA and negotiating a lower price with them.

Mr. Wrathell discussed a reserve study pertaining to another CDD and noted that CDD did not have an Operations Manager or Board and Staff as involved as this District but, with the input of Mr. Kloptosky, Supervisor Lawrence and Mr. McGaffney, a reserve study could be a very useful tool for Grand Haven.

Mr. Gary Noble, a resident, felt that a reserve study would reinforce feedback from residents, provide reassurance to residents and support that the Board and Staff have done their due diligence over the years.

Mr. Foley's opinion was that a reserve study adds credibility and comfort to what the Board has done. While visible things are addressed, the District's assets are aging, and a reserve study might bring other things to the fore and remove the element of surprise. He agreed that the Board and Staff should have input during the preparation of a reserve study but an independent view was also important.

Supervisor Lawrence requested a sample study from MDA and a list of references.

A resident noted that the bonds would be paid off next year and, as the plan was to keep the assessments the same, a reserve study might be a significant tool for justifying why the assessments would remain the same.

Mr. McGaffney stated that one bond was paid off and assessments decreased for those particular property owners and the same would happen when the other bond is paid off next year and the capital reserve infrastructure reinvestment funding would be done through the General Fund, meaning, while the Debt Service assessment would be eliminated, it might be offset by an increase in the General Fund assessment. Mr. Wrathell stated that, if it is necessary to increase the General Fund assessments for infrastructure reinvestment, this type of analysis could be a useful tool to show why it is necessary.

This item would be included on the next workshop agenda.

**CONTINUED PUBLIC HEARING TO HEAR
PUBLIC COMMENT AND OBJECTIONS TO
THE ADOPTION OF AMENDMENTS TO THE
RULES OF PROCEDURE TO INCLUDE
PROPOSED AMENDMENTS TO RULE VI
RELATED TO STORMWATER AND
DRAINAGE EASEMENTS**

A. Affidavits of Publication

- i. Notice of Rule Development**
- ii. Notice of Rulemaking**

B. Consideration of/Decision on: Resolution 2019-02, Adopting Amendments to Rules of Procedure to Include Chapter VI, Relating to Stormwater and Drainage Easements

This item was presented prior to the Eighth Order of Business.

TENTH ORDER OF BUSINESS

OPEN ITEMS

This item was not discussed.

ELEVENTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

Supervisor Davidson reported the following:

- **Firewise USA Renewal:** The renewal was completed and accepted; the District would remain a Firewise USA community.
- **Meeting with Sheriff Staley and Chief Bovino:** The Sheriff's Department has a very sophisticated camera system that would enable them to remotely monitor the CDD's cameras. A meeting with Sheriff Staley and Chief Bovino is scheduled for next week.
- **Turtle Plaque:** An email was sent regarding the turtle plaque. The person ordering the plaque would be notified of the date of the unveiling.
- **Colbert Lane – Gurell Property:** Mr. Gurell was going to sue the County on the grounds that the County was interfering with his ability to use the property that he purchased.

Mr. Clark stated that there is a procedure when land use items are turned down and the landowner elected to use the procedure. Supervisor Davidson stated that Mr. Gurell and the County entered into mediation and reached an arrangement; Mr. Gurell now wants to turn his previously proposed RV Park into a vehicle storage facility. Discussion ensued regarding the terms of the arrangement and the impact on Palm Coast Plantation and the CDD. The Palm

GRAND HAVEN CDD

November 15, 2018

Coast Plantation HOA Chair provided Supervisor Davidson with the extensive list of stipulations that the County and Mr. Gurell agreed upon related to this use of the land, which included a 50’ buffer to Colbert Lane plus 50’ right-of-way off the road, no curb cut for the property, one shared driveway with another lot, a 25’ buffer to the Katz property, a paved area plus paver stones on the fringes, an S-shape entrance for concealment, possibly having some covered spaces, containing approximately 100 spaces, no residency allowed, having a security plan, cameras and motion-activated lighting, structures limited to up to a 1,000 square foot office and 1,000 square foot maintenance building, no work or repairs on vehicles, up to 10% business vehicles, all vehicles must be registered and drivable, County waived the requirement for an entrance/exit lane, a Knox box was required, 6’ fencing and gated all around required, monument type sign of no more than 10’ by 6’, no roadside vendors, must commence within three years and finish within five years, lighting must be downcast.

Supervisor Davidson stated that there is public meeting of the County Commission on Monday at 5:00 p.m., and they are prepared to present this for approval. He asked if the CDD could send an e-blast alerting residents of the Commission meeting. Mr. Clark replied affirmatively; the e-blast should contain just the facts.

Discussion ensued regarding people that Supervisor Davidson met, potential future development adjacent to the CDD, future expansion of Colbert Lane and impact on the CDD, joining forces with neighboring communities, ways to influence decisions and whether the CDD has any legal grounds to object to undesired land use development near Grand Haven.

TWELFTH ORDER OF BUSINESS

**UPCOMING WORKSHOP/MEETING DATES
[10:00 AM]**

A. COMMUNITY WORKSHOP

- **December 6, 2018**

The next workshop will be held on December 6, 2018 at 10:00 a.m.

B. BOARD OF SUPERVISORS MEETING

- **December 20, 2018**

The next meeting will be held on December 20, 2018 at 10:00 a.m.

THIRTEENTH ORDER OF BUSINESS

ADJOURNMENT

There being nothing further to discuss, the meeting adjourned.

On MOTION by Supervisor Gaeta and seconded by Supervisor Davidson, with all in favor, the meeting adjourned at approximately 2:15 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair