

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

The Board of Supervisors of the Grand Haven Community Development District held a Virtual Continued Public Meeting on Thursday, June 4, 2020 at 10:00 a.m., at <https://zoom.us/j/95861962666> and 1-929-205-6099, Meeting ID 958 6196 2666.

Present at the meeting, were:

Dr. Stephen Davidson	Chair
Marie Gaeta	Assistant Secretary
Ray Smith	Assistant Secretary
Kevin Foley	Assistant Secretary

Also present, were:

Howard McGaffney	District Manager
Scott Clark	District Counsel
Barry Kloptosky	Operations Manager
Andrew Huebner	Assistant Amenity Manager - Vesta/AMG
Roy Deary	Vesta/AMG
Jay King	Vesta/AMG

Residents present, were:

David Ferguson	David Paukovich	Denise Gallo	Lisa Mrakovich
Merrill Stass-Isern	Kathleen Fuss	Ron Merlo	Chip Howden
John Polizzi	David Sullivan	Dr. Rob Carlton	Mark Leo
Donna McGevena	Edmund Giancola	Nancy Carlton	Other Residents

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. McGaffney called the meeting to order at 10:05 a.m. In consideration of the COVID-19 pandemic, this meeting was being held virtually, via Zoom, and telephonically, as permitted under the Florida Governor's Executive Orders 20-52, 20-69 and 20-112, issued on March 9, 2020, March 20, 2020 and April 29, 2020, respectively, which allow local governmental public meetings to occur by means of communications media technology, including virtually and telephonically. The meeting was advertised to be held virtually and telephonically and the meeting agenda was posted on the District's website.

Supervisors Davidson, Gaeta, Smith and Foley were present. One seat was vacant.

***Disclaimer:** These summary minutes are intended to highlight the topics discussed, items being considered and actions taken.*

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SECOND ORDER OF BUSINESS**

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PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

BUSINESS ITEMS

- **Continued Discussion: Purchase of Property at 425 Riverfront Drive**
This item, previously Item 3B, was presented out of order.

Mr. Clark stated he advised seller's counsel that the Board would not accept the August 1, 2020 sale deadline but seller's counsel was firm.

Supervisor Smith discussed why he was still in favor of purchasing the property but he felt that the current terms were unacceptable; therefore, he would agree to terminate the contract on the last possible day in case the seller agreed to the Board's terms.

Supervisor Foley stated he saw benefits to purchasing the property but, because he had concern about capital outlays, he supported letting the contract expire.

Supervisor Davidson summarized why he was against the purchase at this time.

Supervisor Gaeta discussed why she was in favor of letting the contract expire.

Mr. Clark stated that June 9, 2020 is the last day to terminate the contract.

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, terminating the offer to purchase the property at 425 Riverfront Drive, was approved.

Supervisor Davidson stated the Board had two new qualified unopposed prospective Board Members. Mr. Clark stated he would explain the ramifications of the Sunshine Laws to the prospective new Board Members.

- A. Consideration of Resolution 2020-03, Approving a Proposed Fiscal Year 2020/2021 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. McGaffney reviewed the highlighted changes to the proposed Fiscal Year 2020/2021 budget, since the last meeting, and noted that Supervisor Gaeta made suggestions regarding verbiage. He discussed changes to Amenity Management and stated the Capital Improvement

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Plan (CIP) was updated. Even with the use of fund balance, assessments were projected to increase for Fiscal Year 2021.

Supervisor Davidson asked how much more fund balance would need to be used to eliminate an assessment increase, given the COVID-19 pandemic and recognizing that there would be a larger increase for Fiscal Year 2022. Discussion ensued regarding previous bond issuances and resulting variances in assessments.

Mr. McGaffney stated utilizing approximately \$222,000 of fund balance would reduce the fund balance for the following year to approximately \$3.1 million. Discussion ensued regarding the five year plan and reducing assessments to the greatest extent possible.

Supervisor Smith stated he was uncomfortable with no assessment increase, given the 30-year projections and the deficit budget, with the assumption of an average 2.5% increase per year. Mr. McGaffney stated having no assessment increase would defer increases to Fiscal Year 2022. The consensus was to use fund balance and continue to work on the CIP to reduce the use of as much fund balance, with the goal of no assessment increase for all but Parcel 505.

Supervisor Foley recommended a bottom up approach to determine the necessary CIP projects and the effect that postponing projects could have on assessments.

Mr. McGaffney stated the proposed Fiscal Year 2021 budget must be approved no later than June 15, 2020 to set a public hearing date. The Truth in Millage (TRIM) notice would be due in early July, so there was still some time to make changes. The amount set today would be a maximum amount for the debt assessment, except for the Parcel 505 owners.

Resident Chip Howden noted that the currently proposed \$34 increase was already below the recommended in the Reserve Study.

Resident Dr. Merrill Stass-Isern stated that, while she appreciated the Board's efforts to reduce assessments, she felt that a \$34 increase was reasonable.

Resident John Polizzi agreed that a more detailed review of CIP projects was necessary. He felt that the proposed increase was nominal and he expressed support for it.

Resident Edmund Giancola was inaudible and was asked to email his comments.

Resident Nancy Carlton was inaudible.

Resident Lisa Mrakovich commended the Board on its sensitivity during these trying times and expressed her support of the projected \$34 assessment increase to avoid a larger increase in the future.

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Residents Denise Gallo, David Sullivan, David Paukovich, Kathleen Fuss, Ron Merlo, Dr. Rob Carlton and Donna McGevna expressed support for keeping assessments as projected. Ms. McGevna suggested including information about past increases in the communications to property owners.

Mr. McGaffney stated Mr. Giancola email his support for keeping assessments as projected.

Mr. McGaffney presented Resolution 2020-03.

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, Resolution 2020-03, Approving a Proposed Fiscal Year 2020/2021 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 3, 2020 at 5:00 p.m., at Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137, or, if necessary, remotely by communications media technology and/or telephone, pursuant to the Florida Governor’s Executive Orders; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date.

B. Continued Discussion: Purchase of Property at 425 Riverfront Drive

This item was presented prior to Item 3A.

FOURTH ORDER OF BUSINESS

PUBLIC COMMENTS (3-Minute Rule)

Public comments were heard during the Third Order of Business.

FIFTH ORDER OF BUSINESS

NEXT MEETING DATE: June 18, 2020 at 10:00 A.M. [BOS Meeting]

• QUORUM CHECK

All Supervisors confirmed their attendance for the next June 18, 2020 meeting.

SIXTH ORDER OF BUSINESS

STAFF REPORTS

A. District Engineer: DRMP, Inc. [David Sowell]

There being no report, the next item followed.

B. Amenity Manager: Amenity Management Group, Inc. [Andrew Huebner]

Mr. Huebner reported the following:

- The facilities have been reopening smoothly and resident feedback was very positive.

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- Signup Genius was well-received and would likely continue long-term.
- Sales at The Café and inside dining were increasing.
- Additional full-time and part-time facilitators would be hired to enhance coverage, provide a better resident experience and promote cleaning and sanitizing between sessions.
- Ms. Diane Strong was hired as an Office Assistant, working remotely taking reservations.
- Mr. Eddie Jensen was hired as a part-time facilitator.
- Zumba, water aerobics classes and tennis and pickleball were going well and attendance was good at the pools and fitness centers. Social distancing reminders were well-received.
- Phase 2 reopening begins June 5, 2020. Residents would be provided with guidelines.
- The Village Center and Creekside tot lots were offering reservations for one hour blocks. Discussion ensued regarding pickleball. Mr. Huebner stated pickleball nets were set up when needed and taken down at the conclusion of the sessions.

Supervisor Smith commended Mr. Huebner and his team for their efforts.

Mr. McGaffney stated he would work on the Phase 2 Plan with Mr. Huebner and Mr. Kloptosky. The details would be sent to the Board.

C. Operations Manager: [Barry Kloptosky]

Mr. Kloptosky reported the following:

- The camera audit was completed and all cameras in the community were operational.
- The CDD had numerous HVAC systems and a report was requested to detail which systems have UV lighting, HEPA filters, air purification and outside air exchange. UV lighting and air purification could be added to any system. Supervisor Gaeta asked if these could be added prior to the next meeting. Mr. Kloptosky stated he would inquire.
- The Operations Staff was commended for their performance under the circumstances. Office Staff was working remotely and taking turns working in the office and Field Staff was working to address repairs and CIP items.
- A contractor was found to address the Pond 3 bulkhead wall deficiency. A survey found no encroachment violation but settling was an issue; a proposal was requested.
- The military monument was completed.
- Some residents were repeatedly fishing in the community. The father of a resident was abusive to Field Staff and a letter was sent regarding CDD policy. Staff would no longer confront people but would document the incidents and report them.
- Three Field Staff members took the course to become Certified Pool Operators.

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- A new retractable projector screen was installed in the Grand Haven Room.
- The ceiling tiles for The Village Center Café kitchen needed to be reordered.
- Field Staff was replacing tile in The Village Center breezeway.
- The Village Center basketball replacement was underway.
- New District contractors VerdeGo and GuardOne were both doing a very good job.
- The Village Center Stucco Renovation Project was 90% complete. A Change Order for cleaning of roof tiles was pending. Proposals for ceiling work and column replacements and were received and sent to the Board.
- Proposals were received for the gazebo repair and other work and would be sent prior to the next meeting. An analysis of the pier behind the golf club suggested that major repair could be postponed, which would be a large cost savings. Proposals could be reviewed at the next meeting.
- Landscape lighting proposals would be available for review at the next meeting.

- **FY2020 Capital Plan**

This item was discussed in conjunction with other agenda items.

D. District Counsel: *Clark & Albaugh, LLP* [Scott Clark]

There being nothing additional to report, the next item followed.

E. District Manager: *Wrathell, Hunt and Associates, LLC* [Howard McGaffney]

- **2,968 Registered Voters in District as of April 15, 2020**

There were 2,968 registered voters in the District as of April 15, 2020.

SEVENTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

Supervisor Gaeta stated that the Board would continue receiving paper checks for now.

EIGHTH ORDER OF BUSINESS

OPEN ITEMS

This item was deferred to the workshop.

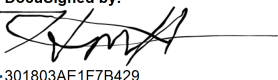
NINTH ORDER OF BUSINESS

ADJOURNMENT

On MOTION by Supervisor Davidson and seconded by Supervisor Gaeta, with all in favor, the meeting adjourned at 12:07 p.m.

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Secretary/Assistant Secretary

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Chair/Vice Chair