

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

The Board of Supervisors of the Grand Haven Community Development District held a Virtual Public Community Workshop on June 4, 2020, immediately following the adjournment of the Virtual Continued Public Meeting, scheduled to commence 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, via Zoom or telephone, were:**

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

**Also present, via Zoom or telephone, were:**

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

**Residents present, via Zoom or telephone, 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 workshop to order at 12:18 p.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,

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

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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.

**SECOND ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

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

**THIRD ORDER OF BUSINESS**

**UPDATES: Operations Manager**

The Operations Manager Updates were presented at the Continued Regular Meeting.

**FOURTH ORDER OF BUSINESS**

**UPDATES: District Manager**

The District Manager Updates were presented at the Continued Regular Meeting.

**FIFTH ORDER OF BUSINESS**

**NEXT BOARD OF SUPERVISORS MEETING DATE**

- **June 18, 2020 at 10:00 A.M.**

- **QUORUM CHECK**

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

**SIXTH ORDER OF BUSINESS**

**DISCUSSION ITEMS**

**A. RFP for Amenity Management Services for the Village Center and Creekside Amenity Center**

Mr. McGaffney discussed the Request for Proposals (RFP) process and asked Supervisors for their comments and corrections to the RFP.

Supervisor Davidson requested the chart on page 39 be amended in the Special Notes section, to clarify that residents would be using the courts on Thanksgiving and New Years Day. Discussion ensued regarding which amenities would be accessible and amending the RFP to

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include the option to partially staff amenities on these holidays. The consensus was to change “All Amenities are Closed” to “Close Early” in the Special Notes section.

Supervisor Davidson noted a typo on the Evaluation Criteria page. The 25 points awarded for “Price” would be updated in the description below the heading.

Supervisor Smith noted duplication between items G and J on Page 7. Mr. McGaffney stated these items could be merged.

Supervisor Smith stated he felt that the District should not be required to provide the most current version of Microsoft Office. On Page 36 under the District’s responsibilities, “item i.” would be amended to read “a working version of Microsoft Office.”

Supervisor Gaeta suggested verbiage changes on Pages 11, 30, 32, 34 and 35.

Supervisor Foley discussed the importance of cleaning pool pavers in shaded areas where mold, moss and dirt accumulate. Discussion ensued regarding pressure cleaning. Mr. McGaffney would add language to address pressure washing at the amenity centers. Supervisor Foley would like the amenity company to promote the use of amenities, and to make suggestions and share observations periodically.

Supervisor Davidson suggested adding the responsibility for hosting and administering a tennis advisory group and cautioned against promoting amenities beyond capacity.

Mr. McGaffney stated the RFP would be corrected, as discussed, and advertised.

**B. RFP for Management of the Food and Beverage Operations and Café Services**

Mr. McGaffney discussed the agreement and stated the Board would need to decide whether to require a revenue share or to operate the Café as an amenity.

Supervisor Davidson supported maintaining a friendly neighborhood pub atmosphere with highly competitive prices. He supported compensating the manager with a salary only, and utilizing profits to lower prices and eliminating revenue sharing.

Supervisor Gaeta supported keeping prices low without sacrificing quality.

Supervisor Smith agreed with previous points and stated he did not see these concepts in the RFP. He had doubts about whether a restaurateur would be feasible.

Supervisor Foley stated he would like the RFP to convey the theme that the special economics provided by the District require the Café to be more competitive than an outside restaurant and the District would receive reports and have the right to audit the Café financials.

**C. Updated Strategic Business Plan**

**I. Next Five (5)-Year Goals Planning**

**II. Memo from Supervisor Foley**

Supervisor Smith presented the Updated Strategic Business Plan.

Supervisor Davidson suggested the Board review and prioritize goals in the coming months. Discussion ensued regarding goals, the Business Plan, assessments, upcoming expenditures, Supervisor Foley’s memo, future direction for the community, a resident survey, and emailing the Business Plan to residents to invite feedback.

Mr. McGaffney would coordinate with Staff regarding an e-blast to residents.

**D. Matters Related to Upcoming Elections**

**I. Questions for District Counsel Regarding Upcoming Election**

**II. District Counsel’s Memo: Supervisor Election Participation**

**III. Procedures for Electoral Candidate Events**

Supervisor Davidson stated that, to date, there was one uncontested candidate for each of the Seats up for election at the November General Election. Discussion ensued regarding hosting a Candidate Meet and Greet with local candidates, which would be held in October and coordinated by the amenity company.

**SEVENTH ORDER OF BUSINESS**

**OPEN ITEMS**

Item A: Change to “9<sup>th</sup> Green Park Passive Plan”

Item I: Remove

Item J: On hold but remain an Open Item.

**EIGHTH ORDER OF BUSINESS**

**SUPERVISORS’ REQUESTS**

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Supervisor Foley stated the tree root damage to streets was extensive and needed to be addressed in conjunction with road resurfacing. He felt that the landscaping projects, above and beyond normal maintenance, should be evaluated.

Discussion ensued regarding remaining funds. Ms. Leister would be asked to prepare a landscape enhancement/improvements plan for 2021 and present it at an upcoming workshop.

**NINTH ORDER OF BUSINESS**

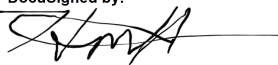
**ADJOURNMENT**

**On MOTION by Supervisor Gaeta and seconded by Supervisor Davidson, with all in favor, the workshop adjourned at 2:09 p.m.**


[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

DocuSigned by:  
  
828E2746DF8C40C

Chair/Vice Chair