

1 **MINUTES OF MEETING**

2 **GRAND HAVEN**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development
5 District was held on Thursday, October 21, 2021 at 9:10 a.m. in the Grand Haven Room, at the Grand
6 Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

7 **FIRST ORDER OF BUSINESS – Call to Order/Roll Call**

8 Mr. McGaffney called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Chip Howden	Board Supervisor, Chairman
11	Kevin Foley	Board Supervisor, Vice Chairman
12	Michael Flanagan	Board Supervisor, Assistant Secretary
13	John Polizzi (<i>via phone</i>)	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary

15 Also present were:

16	Howard “Mac” McGaffney	District Manager, DPFG Management & Consulting
17	Patricia Thibault (<i>via phone</i>)	DPFG Management & Consulting
18	David McInnes	DPFG Management & Consulting
19	Scott Clark	District Counsel, Clark & Albaugh, LLP
20	David Sowell (<i>via phone</i>)	District Engineer, DRMP, Inc.
21	Barry Kloptosky	Operations Manager
22	Vanessa Stepniak	CDD Office Manager
23	John Lucansky	Assistant Amenity Manager

24 *The following is a summary of the discussions and actions taken at the October 21, 2021 Grand Haven*
25 *CDD Board of Supervisors Regular Meeting.*

26 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

27 Mr. Howden led all present in reciting the Pledge of Allegiance.

28 **THIRD ORDER OF BUSINESS – Audience Comments (3-Minute Rule)**

29 A resident expressed concerns about people crossing through Sailfish Drive via a shortcut despite
30 signage indicated that no throughfare was permitted. The resident suggested designating a street
31 for one-way traffic only, additionally recommending further signage. The resident also commented
32 that vehicles were taking the intersection in front of the Village Center too quickly, and suggested
33 researching speed strips to lay down by slow signs. The resident stated that the stop lines needed
34 to be repainted, and asked for an update on parking lots. Dr. Merrill responded that the issues with
35 the Village Center intersection were noted and in the process of being addressed, with the District
36 investigating the installation of additional stop signs.

37 An audience member expressed concerns about skating and biking across sidewalks at high speeds,
38 particularly noting e-bike traffic, and suggested that an e-blast be sent out to the community to
39 encourage safe riding. The audience member additionally commented negatively on dogs being let
40 into sports courts.

41 An audience member indicated that the agenda published on the website was not up to date with
42 the agenda being discussed at the meeting. Mr. McGaffney asked Ms. Thibault to investigate what
43 the issue may have been. Ms. Thibault suggested that the audience member may have opened the

44 agenda document for the audit committee meeting, which was a separately linked file on the website
45 from the agenda document for the regular meeting in progress.

46 An audience member suggested that the District may save on some costs for projects by directly
47 acquiring any materials needed then subcontracting for labor.

48 **FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation & Discussion of Internal Control**
49 **Process**

50 A. Patricia Thibault, Controller for DPFPG – District Management

51 Ms. Thibault stated that the District had adopted a Resolution that laid out what the CDD’s internal
52 controls were, under Resolution 2020-04, and that the controls were not specific to DPFPG.

53 Mr. Flanagan asked whether the Resolution superseded relevant information contained in the
54 memo, which Ms. Thibault confirmed. Mr. Flanagan asked for clarification on the financial activity
55 statements brought before the Board at meetings, and Ms. Thibault explained that these were
56 unaudited financial reports. Mr. Flanagan additionally asked for clarification on the acronym
57 “TBs”, and Ms. Thibault explained that these were trial balances.

58 Dr. Merrill asked who internally at DPFPG fulfilled the various roles mentioned in the memo. Ms.
59 Thibault advised that Mr. Al Zhang in Accounts Payable wrote checks, Mr. Austin Comings served
60 as the financial statement’s accountant, and that she served as the controller. Mr. McGaffney added
61 that he signed checks when Ms. Thibault was otherwise not available.

62 Mr. Foley stated that he had no comments on the memo.

63 Mr. Polizzi stated that he was comfortable with the internal control process memo presented, and
64 recalled discussions at a previous workshop in support of providing bank account movement and
65 activity on monthly reports.

66 Mr. Howden expressed appreciation for Ms. Thibault’s efforts on outlining the internal control
67 process.

68 Mr. McGaffney stated that any recommendations for changes to the internal controls following
69 District Management’s review of the existing resolution would be brought back at a future meeting.
70 Mr. Flanagan stated that he felt that 90 days was a reasonable time to have any issues addressed
71 and asked what DPFPG would be committed to. Ms. Thibault stated that she could commit to
72 providing revisions to Resolution 2020-04 by the December meeting.

73 **FIFTH ORDER OF BUSINESS – Audit Committee Meeting**

74 Mr. Clark recommended recessing the Regular Meeting to call the Audit Committee Meeting to
75 order.

76 On a MOTION by Mr. Howden, SECONDED by Dr. Merrill, WITH ALL IN FAVOR, the Board approved
77 recessing the Regular Meeting, at 9:40 a.m., for the Grand Haven Community Development District.

78 *(The Audit Committee Meeting was held and adjourned. The Board reconvened the Regular Meeting at*
79 *10:08 a.m.)*

80 **SIXTH ORDER OF BUSINESS – Staff Reports**

81 A. Amenity Manager: Robert Ross/ John Lucansky

82 No verbal report was given. A copy of the report will be posted to the bulletin boards at each
83 amenity center.

84

85 ➤ Exhibit 2: Amenity Management Report

86 Mr. Flanagan asked Mr. Lucansky whether the survey for resident feedback had been in
87 the process of distribution. Mr. Flanagan suggested tasking Vesta with creating a survey to
88 get input from residents on the Tiki Hut.

89 Dr. Merrill asked about the timing of the reopening and what was being done to help ensure
90 that it would be successful.

91 Mr. Polizzi suggested that the Tiki Hut reopening may be timed too late in the year, and
92 recommended taking into account residents that may be leaving for summer homes.

93 Mr. Foley stated that he felt that the survey would be a good idea, and commented on the
94 need to keep surveys concise. Mr. Lucansky responded that a potential survey sent through
95 Constant Contact would have seven questions at most, and noted that the data collected
96 could be presented with graphs showing percentages. Mr. Foley asked about the price to
97 reopen, and Mr. Lucansky stated that it would be at about \$2,000.00 or less due to some
98 equipment needed. Comments were made expressing concerns about potentially inaccurate
99 survey findings, and Mr. McGaffney noted that previous survey data and historical usage
100 data could be accounted for in the business model developed. Additional comments were
101 made recalling that amenities had previously been limited in terms of payment methods,
102 which may have tied into underperformance.

103 Mr. Howden voiced concerns about creating false expectations for residents by rushing out
104 the survey. Mr. Polizzi agreed, noting that a deadline for accepting feedback had not yet
105 been sent out.

106 Mr. Flanagan commented on the Café hours for breakfast service, asking whether the start
107 time might be too late. Mr. Lucansky stated that Café activity during breakfast service was
108 being logged for further consideration moving forward. Mr. Flanagan noted feedback from
109 residents about the timing being too close to lunch, and suggested that breakfast hours be
110 included as part of resident feedback surveys. Staff responded that there was a separate
111 Café customer satisfaction survey accessible via QR codes at each table. Mr. Flanagan
112 additionally asked why there was little reporting on attendance for listed events, amenity
113 services, and activities, and amenity staff responded that a lot of data was not being
114 collected in the same manner, with comments made that the croquet club in particular was
115 operated separately. Discussion ensued.

116 Dr. Merrill suggested that it was still important to track amenity and programming activity
117 levels, as it would help better determine the District's direction in operations to focus on.

118 In response to a comment from Mr. Foley, Mr. Lucansky stated that staff was implementing
119 a QR code process for amenity facilities for users to scan, and that Ms. Stepniak would
120 compile a log of the activity.

121 Mr. Polizzi thanked Mr. Lucansky for implementing the program. Mr. Polizzi noted that
122 two practice areas were designated for croquet courts, and asked whether the Village
123 Center location would continue to be used as a practice court. Mr. Flanagan suggested that
124 these could be discussed as a workshop agenda item, and Mr. McGaffney added that the
125 Tiki Hut and croquet courts were both already considered long-term planning items for
126 workshop discussion.

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130 B. District Engineer: David Sowell

131 Mr. Sowell recalled that he had been directed at a previous meeting to contact the City of Palm
132 Coast regarding jurisdiction over the roads, in particular any safety or striping improvements that
133 could be implemented within Grand Haven. Mr. Sowell stated that the City had provided
134 confirmation that they did not have this jurisdiction, and in relation to previous discussions about
135 creating crosswalks and installing stop signs, would be comfortable with the District making their
136 own roadway safety-related decisions, provided that they were done within the purview of an
137 appropriate engineer. Mr. Sowell added that the City had offered to provide a peer review of
138 planned implementations.

139 Mr. Flanagan asked whether the lack of the City's jurisdiction meant that the roads within the
140 District boundaries were considered private roads. Mr. Sowell reiterated that the roads were not
141 technically owned or maintained by the City. Mr. Sowell noted that the City was still responsible
142 for protecting the overall public interest and safety of the community, and may step in if they felt
143 that the District was being irresponsible with their roadways and/or in egregious violation of related
144 rules or regulations. Mr. Sowell stated that the City retained control over the utilities. Mr. Clark
145 clarified that, while the roads within the District's boundaries were not the City's roads, the roads
146 were still considered public roads as they were owned by the CDD which was a governmental
147 entity. Mr. Sowell additionally clarified that the City technically had legal traffic control
148 jurisdiction. Mr. Sowell acknowledged that the City could choose not to exercise traffic control
149 jurisdiction, though commented that he would like to have this documented if so. Mr. Flanagan
150 asked whether traffic from certain entities could be limited, noting that while the roads were
151 publicly funded, it was the residents of Grand Haven that were repaying the relevant bonds. Mr.
152 Clark advised that there existed decades of case law that led him to believe that the District would
153 eventually end up in a lawsuit, should they attempt to limit traffic from entities that could assert
154 themselves as members of the public with the right to access public roads. Mr. Flanagan suggested
155 that while this decision may carry a risk, the majority of the Board's decisions also harbored risks,
156 and that the discussion was worth entertaining regardless.

157 Mr. Howden recalled discussions that he believed had claimed that the CDD did not and could not
158 own their roads until the current appraised price of the roads had been paid, and asked Mr. Clark
159 whether this was true and accurate. Mr. Clark stated that the CDD owned their roads and financed
160 them with paid off municipal bonds. Mr. Clark stated that he would like to have some preparation
161 to provide the Board with materials and an informed opinion on rules, risks, and courses of action,
162 should they choose to discuss this topic further. Mr. Howden expressed support for this, suggesting
163 that discussion be placed on the agenda after long-term planning discussions. Mr. Polizzi agreed,
164 stating that as this discussion involved potentially opening up risks, it should be placed at a lower
165 priority compared to other items with immediate near-term effects. The Board discussed when the
166 topic should be brought back. Mr. Flanagan suggested that nothing was likely to change
167 dramatically between this meeting and February 2022. Mr. Polizzi expressed concerns about
168 scheduling further discussion for a month before the Board was sure about the completion of the
169 District's long-term plans. Mr. McGaffney suggested that Mr. Clark's research and work may help
170 supplement long-term planning discussion. Mr. Polizzi disputed that this was related to long-term
171 planning, opining that it was an operational topic instead. Mr. Howden reiterated support for Mr.
172 Clark to prepare a memo, though agreed that the long-term planning should take priority, adding
173 that the Board needed to keep budget considerations in mind prior to making requests of District
174 Counsel.

175 Mr. Howden recalled that, along with directing Mr. Sowell to approach the City regarding road
176 jurisdiction, the Board had also requested for Mr. Sowell's preliminary input as to addressing issues
177 with crosswalks and stop signs, particularly at the Village Center and Creekside intersections. Mr.
178 Sowell stated that he needed more time to prepare the information, but it was on his list. Mr.

179 Howden stated that he would like to see a layout and cost estimate for each of the intersections to
180 rectify the issues, to be presented by November or December if possible.

181 Additional Supervisor comments were made asking staff whether temporary solutions could be
182 implemented at the intersection in the meantime. Dr. Merrill suggested signage to specifically
183 indicate crosswalk locations. The Board agreed to authorize the District Engineer and Operations
184 Manager to install stop signs and crosswalks at specific intersections of concern, upon receipt of
185 official confirmation from the City of Palm Coast.

186 On a MOTION by Mr. Howden, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved
187 authorizing the District Engineer and the Operations Manager to install stop signs and crosswalks at
188 applicable areas as discussed at the Village Center and Creekside intersections, contingent upon the District
189 Engineer receiving official confirmation in writing from the City of Palm Coast that the District was
190 authorized to do so, with District Engineer fees for overseeing and certifying the completion of the project
191 to be in an amount not to exceed \$3,000.00, for the Grand Haven Community Development District.

192 Following the motion, Mr. McGaffney stated that the Board would give leeway to the engineer
193 operations to determine any appropriate temporary solutions that could be implemented. Dr. Merrill
194 additionally suggested that addressing traffic safety issues should be an ongoing process in the
195 community, noting additional resident concerns regarding areas of Sailfish Drive and Jasmine
196 Drive. Dr. Merrill suggested that addressing the Village Center and Creekside areas could serve as
197 a learning process for the Board and District staff. Mr. Howden recommended that Supervisors
198 make the Operations Manager and District Manager aware of any areas of concern with regards to
199 traffic safety.

200 Mr. Sowell stated that he had received quotes from a surveyor for a full boundary survey of Grand
201 Haven, in the amount of \$31,760. Mr. Sowell stated that the survey could be provided to fence
202 contractors in the future with confidence that the District had done its due diligence in determining
203 proper boundaries.

204 Mr. Flanagan asked about the product that would be produced by the proposal if approved, and Mr.
205 Sowell clarified that the surveyor would provide a full set of drawings and set and confirm any
206 boundary corners where appropriate.

207 Dr. Merrill asked whether this had been a budgeted item for FY 2022. Mr. McGaffney stated that
208 this would be an unbudgeted expense, and suggested that the District may need to dip into the
209 reserves to finish any items if the District had excess expenditures by the end of the fiscal year. Dr.
210 Merrill stated that she felt that it was needed, but expressed concerns about using reserves.

211 Mr. Polizzi expressed reluctance to commit to the expenditure, and asked for further clarification
212 on the benefits of the survey, particularly if it was supporting a specific project or operational need.
213 Mr. Foley agreed with Mr. Polizzi, adding that he was especially hesitant to spend large amounts
214 before the long term plan was in place.

215 Mr. Howden asked if the District did not have existing legal documents that showed where the
216 boundaries of the CDD were. Mr. McGaffney stated that Grand Haven CDD had been established
217 prior to electronic records, and stated that to his knowledge the CDD had documents that could not
218 be produced. Mr. Howden suggested that the survey could be on the list for capital items to be
219 considered for the next fiscal year, stating that the Board appeared to be in agreement that the
220 expenditure was not needed for the current fiscal year.

221 Mr. Howden stated that a letter had been received from District Counsel regarding the erosion issue
222 on Crosstie Court, and Mr. Sowell stated that he was in agreement with Mr. Clark's opinion that

223 there had not been anything that Grand Haven associated individuals could have done that may
224 have contributed to any issues in the area.

225 Mr. Clark stated that the last legislative session had adopted stormwater management action,
226 requiring that each governmental entity had to develop a stormwater needs analysis. Mr. Clark
227 stated that this would be due by June 30, 2022, and recommended authorizing the District Engineer
228 to provide a proposal to get this done.

229 On a MOTION by Mr. Howden, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board
230 approved authorizing the District Engineer to provide a proposal for creating a 20-year stormwater
231 management needs analysis, for the Grand Haven Community Development District.

232 Following the motion, Mr. Flanagan recalled concerns at a previous meeting about light pollution
233 from the new parking lot, and asked Mr. Sowell whether the drawings had been updated to indicate
234 vegetation that would mitigate potential light pollution for residents. Mr. Sowell stated that the
235 drawings had not yet been updated, but suggested that the relative locations of residences indicated
236 to him that there would not be any homes impacted by the parking lot that would not already have
237 been impacted by streetlights in the area. Mr. Sowell added that he planned on adding the buffer to
238 the drawing regardless, and that this change would be within the budget.

239 *(The Board recessed the meeting at 11:35 a.m. and reconvened at 11:48 a.m.)*

240 C. Operations Manager: Barry Kloptosky

241 ➤ Exhibit 3: Presentation of Capital Project Plan Tracker

242 Mr. Kloptosky explained that some numbers were missing from the tracker as they were
243 still sorting through what needed to be paid for the previous fiscal year as opposed to the
244 current fiscal year. Discussion ensued between Mr. Kloptosky, Mr. McGaffney, and the
245 Board, regarding the fund balance and the potential need for a budget amendment later in
246 the fiscal year.

247 Mr. Polizzi suggested the inclusion of a column referencing the expected start dates for
248 each project, which the other Supervisors of the Board expressed support for. Mr.
249 Kloptosky stated that he would confer with the field supervisor. Mr. Kloptosky additionally
250 expressed concerns about potentially creating false expectations for residents should
251 projects be delayed past dates on the tracker, and the Board suggested indicating that the
252 dates were tentative.

253 ➤ Exhibit 4: Monthly Report

254 Mr. Kloptosky gave an overview of operations throughout the community from his report,
255 highlighting repairs for curbs and gutters that were ongoing, upgrades to the CDD office
256 and meeting room, and construction of new sports courts for pickleball and croquet. Mr.
257 Kloptosky fielded questions from the Board regarding timeframes and progress.

258 Mr. McGaffney asked for an update on the semi-annual vendor performance evaluations,
259 and Mr. Kloptosky indicated that these had been completed and would be sent to the
260 Supervisors for review.

261 D. District Counsel: Scott Clark

262 ➤ Exhibit 5: Attorney Report

263 Mr. Clark stated that there was a revision that needed to be made on the employee benefit
264 resolution from the August meeting which would need to be brought back.

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266 E. District Manager: Howard "Mac" McGaffney

267 Mr. McGaffney gave a brief verbal report, noting comments from Board members about payment
268 methods at amenity centers. Mr. Howden stated that he was in favor of more electronic payment
269 processing, though stressed that he was strictly opposed to going cashless. Ms. Stepniak stated that
270 cashless operations would expedite certain processes in the office. Other Supervisors made
271 comments expressing support for adopting a no-cash policy, and Mr. McGaffney asked whether
272 the Board wished to make a motion.

273 On a MOTION by Mr. Flanagan, SECONDED by Dr. Merrill, with Mr. Flanagan, Dr. Merrill, Mr. Foley,
274 and Mr. Polizzi voting "AYE", and Mr. Howden voting "NAY", the Board approved the adoption of a no-
275 cash policy for receiving revenues at amenities, for the Grand Haven Community Development District.

276 Following the motion, Mr. Polizzi requested clarification on Mr. Howden's reason for not
277 supporting the no-cash policy. Mr. Howden indicated that paper currency was printed with
278 statements acknowledging that they were "legal tender for all debts, public and private" and was
279 hesitant to restrict its use for residents. Mr. Foley asked about time needed to have a card machine
280 and reader in place prior to the policy taking effect, and Mr. McGaffney acknowledged that amenity
281 staff would need time to figure out logistics for installing card readers for the Creekside and Village
282 Center offices.

283 Mr. McGaffney suggested for a long term capital planning workshop to take place on December 9,
284 2021.

285 On a MOTION by Mr. Howden, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved
286 scheduling a workshop to take place on December 9, 2021, at 9:00 a.m., at the Grand Haven Village Center,
287 Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137, for the Grand Haven
288 Community Development District.

289 Following the motion, Mr. McGaffney and Mr. Foley discussed the capital planning spreadsheet.
290 Mr. McGaffney suggested that Mr. Kloptosky attend the December 9 workshop, as he was starting
291 to compile the list for the next fiscal year. Mr. Foley indicated that Mr. Kloptosky would likely
292 need to confer with various vendors working with the District for input from each. Discussion
293 ensued regarding discussion topics for the December workshop agenda.

294 *(Dr. Merrill left the meeting at approximately 1:00 p.m.)*

295 **SEVENTH ORDER OF BUSINESS – Consent Agenda Items**

296 A. Exhibit 6: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
297 Held August 19, 2021

298 B. Exhibit 7: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
299 Held September 2, 2021

300 C. Exhibit 8: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
301 Held September 17, 2021

302 Mr. McGaffney stated that he had received a comment from Ms. Langan regarding the spelling of
303 her name.

304 On a MOTION by Mr. Polizzi, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board approved
305 all items on the Consent Agenda, with the requested changes, for the Grand Haven Community
306 Development District.

307 **EIGHTH ORDER OF BUSINESS – Business Items**

308 Prior to consideration of the Business Items, Mr. Foley requested for Supervisors to read items not
309 needing approval outside of the meeting and send comments to Mr. Clark for consideration. Mr.
310 Foley suggested that items should be brought back when they were finalized and ready for Board
311 action.

312 A. Exhibit 9: Consideration of Emergency Debris Removal RFP

313 Mr. Clark advised that Supervisor corrective comments would be addressed. Mr. McGaffney stated
314 that this item was tabled.

315 B. Consideration of Deren Land Surveying Professional Services Proposals

316 Mr. McGaffney stated that this item had been deferred.

317 C. Exhibit 10: Consideration & Adoption of **Resolution 2022-01**, Modifying Auto Reimbursement

318 Mr. Clark advised that this Resolution memorialized a mileage reimbursement policy per the IRS
319 regulated rates.

320 On a MOTION by Mr. Foley, SECONDED by Mr. Howden, WITH ALL IN FAVOR, the Board adopted
321 **Resolution 2022-01**, Modifying Auto Reimbursement, for the Grand Haven Community Development
322 District.

323 **NINTH ORDER OF BUSINESS – Supervisors Requests**

324 Mr. Polizzi commented on paving, maintenance cleanup on light posts, and expressed concerns
325 about retention ponds on CDD property not having any landscaping in the banks. Mr. Kloptosky
326 stated that the banks could be addressed and dressed up but that this would likely be a capital
327 expenditure. Mr. McGaffney suggested that Mr. Kloptosky bring back anything that would be
328 outside of his spending authority and regular routine maintenance. Mr. Flanagan agreed, stating
329 that items that were capital and not operational should specifically be brought by Mr. Kloptosky
330 before the Board for consideration.

331 Mr. Flanagan noted that the current shed may not be safe due to the lack of space to navigate. Mr.
332 Flanagan suggested that adding a second shed would free up space and facilitate operations for
333 Vesta staff. Mr. Kloptosky stated that he could work with Mr. Lucansky to determine whether there
334 were items in the shed that were no longer needed, and to determine whether a new shed was needed
335 altogether. Additional comments were made regarding the need for further storage space with the
336 acquisition of croquet equipment. Mr. Howden stated that items related to safety of staff should not
337 be delayed, and suggested that the area behind the tennis courts might be more a convenient shed
338 location. Mr. Kloptosky stated that he would evaluate, gather proposals, and make a
339 recommendation at a future meeting if applicable.

340 Mr. Howden stressed the need for members of the Board to be cognizant of time in addition to
341 being cognizant of the District’s budget during meetings.

342 **TENTH ORDER OF BUSINESS – Action Item Summary**

343 Mr. McGaffney had the following action items listed:

- 344 a. Distribute an e-blast to residents of the community indicating that bicycles, skateboards,
345 etc. on sidewalks at the amenity center were not allowed.
- 346 b. Resolution 2020-04
 - 347 i. Bring back to the December meeting
 - 348 ii. Patricia and District Counsel were to revise the Internal Control Policy and the
349 Board to approve the changes.

- 350 c. Additional Financial Report in Financial Statements-Monthly beginning October 1st
351 (beginning of the new fiscal year)
352 d. Amenity Survey to residents about the Tiki Bar usage
353 i. Bring back the results at the December Meeting as part of the Amenity Report
354 e. District Engineer:
355 i. Work on implementation of stop signs and crosswalks, contingent upon City's
356 written comments
357 ii. Provide an update on the Parking Lot Expansion
358 iii. Provide a Road Resurfacing update to the Board, distributing an e-blast to the
359 residents
360 f. Operation Manager:
361 i. Find a temporary solution for the crosswalks, update the Board and Manager by
362 email
363 ii. Provide a year-end report on Costs Analysis for projects completed in-house,
364 particularly the cost savings, to be presented at the August Public Hearing Meeting
365 iii. Semi Annual Performance Review of Subcontractors to be sent to the Board
366 g. District Manager:
367 i. Follow up with Florida Forestry Service regarding onsite review of the 2022
368 Firewise Project and permitting requirements

369 Mr. McGaffney additionally summarized the requests from the Supervisors, and in response to a
370 question from Mr. Howden, added that the Supervisors would submit any recommendations on
371 providing independent audit services which would then be sent to District Counsel, with a target
372 date of November 29.

373 **ELEVENTH ORDER OF BUSINESS – Exhibit 11: Upcoming Meeting Agenda Items/ Meeting**
374 **Matrix**

375 **TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: November 4th, 2021, 9:00 a.m.**
376 **Workshop**

- 377 • Quorum Check

378 All Board members that were present confirmed that they would be present for the next meeting,
379 which would establish a quorum.

380 **THIRTEENTH ORDER OF BUSINESS – Adjournment**

381 Mr. McGaffney asked for final questions, comments, or corrections before requesting a motion to
382 adjourn the meeting. There being none, Mr. Foley made a motion to adjourn the meeting.

383 On a MOTION by Mr. Foley, SECONDED by Mr. Flanagan, WITH ALL IN FAVOR, the Board adjourned
384 the meeting, at 1:38 p.m., for the Grand Haven Community Development District.

385 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
386 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
387 *including the testimony and evidence upon which such appeal is to be based.*

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392 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
393 meeting held on December 2, 2021.

394

David C. McInnes

Signature

David C. McInnes

Printed Name

Mananpreet P. Thind

Signature

Mananpreet P. Thind

Printed Name

395 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman