

1 **MINUTES OF MEETING**

2 **GRAND HAVEN**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Workshop Meeting of the Board of Supervisors of the Grand Haven Community Development
5 District was held on Thursday, January 6, 2022 at 9:05 a.m. in the Grand Haven Room, at the Grand Haven
6 Village Center, 2001 Waterside Parkway, Palm Coast, Florida 32137.

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

8 Mr. McInnes 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	Board Supervisor, Assistant Secretary
14	Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary

15 Also present were:

16	Howard “Mac” McGaffney	District Manager, DPFPG Management & Consulting
17	David McInnes	District Manager, DPFPG Management & Consulting
18	Barry Kloptosky	CDD Operations Manager
19	Donna McGevna	Resident
20	Debra Krause	Resident
21	Veronica Reinhardt	Resident
22	Mike Clark	Resident
23	Brad Douglas	Resident
24	Pat Malak	Resident
25	Tom Lutz	Resident
26	Jan Bearce	Resident
27	Robert Allen	Resident
28	Lionel Durkwitz	Resident
29	Arne Herenstein	Resident
30	Mike Ferencich	Resident
31	Dean Tramonano	Resident
32	Beth Wald	Resident
33	Ken McGenva	Resident
34	Joan Arnstein	Resident
35	Peter Sutchiffe	Resident
36	Tom Sheldrake	Resident

37 *The following is a summary of the discussions and actions taken at the January 6, 2022 Grand Haven CDD*
38 *Board of Supervisors Workshop Meeting.*

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

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

41 Before moving on to the next item, Mr. Howden introduced himself and explained that the Board
42 was working on long-range plans. He commented positively on the number of audience members
43 that were attending the meeting and stated that he welcomed input on the plans.

44 Mr. McGaffney introduced himself and Mr. McInnes as District Managers of the District. He
45 explained that this was a Workshop Meeting and that the Board would not be voting on anything

46 that meeting. Mr. McGaffney additionally addressed confusion regarding unintentional
47 misinformation and clarified that there would not be any voting at this meeting by the Board related
48 to closing the Creekside amenity center and gym at this time.

49 **THIRD ORDER OF BUSINESS – Audience Comments** *(limited to 3 minutes per individual)*

50 Resident Donna McGevna recalled that she had been requesting a town hall meeting for an
51 extended period of time but had been told by multiple Board members that it was unnecessary. She
52 expressed dissatisfaction with the Board's level of communication with residents and indicated that
53 she felt the Board was not focusing on what was important to the community as a whole.

54 Mr. McGaffney noted that the town hall had been discussed by the Board and had been on the
55 agenda. He stated that he would meet with Ms. McGeyna to further address her concerns.

56 Resident Debra Krause expressed that she would like for cell phones to be able to be used to open
57 the south gate of the community. Mr. Howden stated that this was part of the long-term plan.

58 Resident Veronica Reinhardt stated that she would like for the District to have a dog park. She
59 additionally discussed bicycles and motorized bikes being used on the sidewalks and suggested
60 having trails for residents to walk on.

61 Resident Ken McGevna discussed bond issues and the budget. He stated that there were no
62 assumptions for future growth, such as taxes or replacement of property, and expressed that he felt
63 the budget should be redone. He additionally indicated that he would like for the community to
64 receive information on the budget.

65 Mr. McGaffney clarified that the budget Mr. McGeyna had discussed was for FY 2021 through
66 2022. He recalled that variances were addressed at a previous meeting and would be included in
67 the budget for the following fiscal year as well. He added that he was currently working on the
68 budget and could show Mr. McGeyna later that day.

69 Resident Tom Sheldrake discussed concerns regarding the gym being overcrowded. He
70 additionally suggested that the CDD rent out a space to hold meetings, rather than use space meant
71 for residents.

72 Resident John Chism expressed frustration regarding the misinformation Mr. McGaffney had
73 discussed. He expressed that he felt Wild Oaks was treated as unimportant compared to the rest of
74 the District. Mr. Chism additionally discussed invasive vegetation that needed to be removed from
75 around the lakes and ponds of the community. He pointed out that Wild Oaks was not mentioned
76 in lake and pond control and indicated that he felt the lakes and ponds in Wild Oaks were not well-
77 maintained.

78 Dr. Merrill stated that she would not regard the notes that residents had seen as misinformation and
79 explained that the confusion had arisen due to the lack of labels on the notes. She acknowledged
80 that the Board needed to improve communication with residents and expressed that she wanted
81 opinions from residents.

82 Resident Joan Arnstein expressed appreciation for the Board's undertaking of the long-term plan
83 but mentioned that the Board may have trouble finding a company seeking to expand its real estate
84 component. She recommended that the Board ensure that they understand the stakeholders'
85 requirements before coming to solution points.

86 Resident Robert Allen requested clarification on how the Board communicates the agendas to
87 residents. Mr. McGaffney explained that the agendas were available on the website and noted that
88 e-blasts were sent out to residents. He added that the Board was looking into surveys and mailers
89 to better communicate with residents as well. Dr. Merrill recommended that Mr. Allen call the

90 office to ensure that he was on the e-blast list and mentioned that residents were able to attend the
91 meetings via Zoom.

92 In response to a question from Mr. Allen, Mr. McGaffney explained that voting was only permitted
93 during Regular Meetings, not Workshop Meetings. He noted that both types of meetings were open
94 to the public. Mr. Howden clarified that the agendas were posted on the website 7 days in advance
95 of the meetings. Mr. Foley noted that e-blasts summarizing proceedings were not sent out for
96 Workshop Meetings, with this only being the case for Regular Meetings.

97 Mr. McGaffney explained that the meeting minutes contained a list of actionable items to clearly
98 communicate what was being worked on to residents.

99 Mr. Polizzi noted that there were two e-blast lists, one for the CDD and operations of the
100 community, and one for the amenity center. He recommended that residents check to see if they
101 are on both e-blast lists.

102 Resident Jan Bearce expressed that she felt any closure or reallocation of facilities should be voted
103 on by residents only, not the Board or Vesta. She inquired as to whether Vesta was being charged
104 rent for the facilities paid for by the residents and indicated that she believed Vesta should pay rent.
105 She added that she did not think a separate office for Field Operations was necessary. Ms. Bearce
106 explained that she had researched Field Operation and maintenance support costs and had found
107 that Grand Haven was being charged significantly higher costs compared to other CDDs of
108 comparable sizes. She pointed out that the District had overspent in 6 categories and expressed that
109 she felt large sums of money had been wasted to benefit only a small percentage of residents, rather
110 than the community as a whole. Ms. Bearce voiced dissatisfaction with the Board's handling of
111 funds and stated that she would be willing to coordinate a town hall meeting.

112 Resident Pat Malak noted that the gym was frequently used by a large number of people and asked
113 that the Board not take away any of the existing activity space at Creekside.

114 Resident Brad Douglas stated that he had spoken to a number of his neighbors who agreed that they
115 would not want any changes to the amenity center. He indicated that he agreed with Mr. Chism's
116 feelings regarding Wild Oaks being treated as less important than the rest of the District. Mr.
117 Douglas additionally informed the Board that the basketball court was frequently used.

118 Resident Mike Clark indicated that he was strongly against closing the gym and recommended that
119 the Board speak with employees for suggestions. Mr. Howden assured Mr. Clark that the Board
120 would be receiving input from employees through the Operations Manager.

121 Mr. McInnes noted that 2 residents had submitted written comments and stated that he would scan
122 in the comments to send to the Board.

123 A resident commented on the sidewalk on southbound Waterside Parkway, noting that its condition
124 was deteriorating and raised safety concerns. He recommended that the Board use reinforced
125 concrete in areas where construction equipment would be used to prevent further deterioration. The
126 resident stated that there was a dangerous section by a pond in Marsh Crossing that was covered in
127 algae. He suggested that the community petition to ask for installation of a fountain in this pond.

128 The resident requested that the Board find a different place to hold meetings so that residents would
129 not be prevented from playing table tennis every other Thursday. The resident also requested an
130 additional table for table tennis, noting that the number of table tennis players had been steadily
131 growing.

132 Mr. Polizzi commented positively on the number of residents that attended the meeting. He thanked
133 the residents for attending and encouraged them to stay involved. Dr. Merrill expressed agreement
134 with Mr. Polizzi.

135 Mr. Howden provided a recap on what had been discussed regarding CDD communications. He
136 reiterated that the meeting dates and times were posted on the website and that the agenda would
137 be available on the website 7 days in advance. Mr. Howden additionally noted that the amenity e-
138 blast generally covered schedules for the pool and tennis courts, as well as the café.

139 In response to a question from Ms. McGevna, Mr. Howden clarified that the tiki bar survey had
140 been sent out to about 2,000 residents and had received about 400 responses.

141 **FOURTH ORDER OF BUSINESS – Discussion Items**

142 A. Exhibit 1: Discussion of Long Term Planning

143 Mr. McInnes recalled that the Board had asked him to work with Mr. Foley to adjust some of the
144 forecasts for items not under contract to be closer to a 5% increase. He noted that some of the
145 contracts were still coming in and that most of the contracts would expire within the next 2 years.
146 He added that some information remained constant while other information had been adjusted.

147 Mr. Polizzi indicated that he would like for residents to be informed why 5% had been chosen,
148 rather than 3% or 7%. Mr. Howden requested questions or comments from the rest of the Board.

149 Mr. Foley stated that 5% was a conservative increase and clarified that this was a plan, not a budget.
150 He explained that one of the purposes of this plan was to allow residents to know what their
151 expected assessment would be over the next 5 to 10 years. He asked the other Supervisors to keep
152 in mind that this plan did not include Mr. Kloptosky's full input as of yet and noted that the numbers
153 would likely raise once Mr. Kloptosky's input was received. He stated that he would like this to
154 continue to be on the agenda for both Regular and Workshop Meetings and indicated that he would
155 like to finalize the plan as soon as possible. Dr. Merrill expressed that she agreed with Mr. Foley's
156 comments.

157 In response to a question from Mr. Flanagan, Mr. McInnes confirmed that the majority of items
158 had been projected to increase by 5% with a small number of items remaining at 3%. Mr. Flanagan
159 recalled that the Board had been told to expect to have input from Operations and Management by
160 February. Mr. McGaffney confirmed that this would be presented at the February Workshop
161 Meeting. He added that Mr. Kloptosky would distribute a handout that would contain information
162 on some of the work to the Board for them to review before the February Workshop Meeting. Mr.
163 Flanagan indicated that he would prefer to wait to receive a fully completed document.

164 Mr. Polizzi requested for contractually-driven line items to be footnoted. He expressed he thought
165 it was important to recognize that some contracts would be expiring. Mr. McInnes confirmed that
166 he was in the process of verifying items under contract. Mr. McGaffney noted that Mr. McInnes
167 was working on a budget definitions page which would include the dates and increases for each
168 item but stated that contracted items could still be footnoted if the Board would prefer. Mr. Polizzi
169 indicated that the footnotes would not be necessary in this case.

170 Mr. Polizzi additionally suggested including detail by line items with explanations. Mr. McGaffney
171 stated that this would be incorporated into the plan. In response to a question from Mr. Polizzi, Mr.
172 McGaffney stated that the first draft of the plan would be available before the next Regular Meeting.

173 Mr. McGaffney explained that the budget was in the process of being rolled over to create the FY
174 2022-2023 budget. He stated that staff would have the 6 months numbers in the budget by the end
175 of April and the 9 months numbers put in the budget by August. In response to a question from Mr.
176 Polizzi, Mr. McGaffney confirmed that the forecast for the rest of the year would be created at the
177 6-month point.

178 Mr. Foley asked if it would be possible to begin the resident survey process. Mr. Howden agreed
179 that he would like to move forward with the resident survey as quickly as possible but noted that

180 information would be needed from Mr. Kloptosky prior to the survey. Mr. Howden explained that
181 operations accounted for roughly 80% of the overall budget and that looking at operations
182 separately would help the Board better formulate a plan for the remainder of the budget.

183 Mr. McGaffney recalled that he had requested for the Board to appoint to a Supervisor to work
184 with staff on the questionnaires. He noted that the third Thursday of May was the final day to
185 approve the budget. He explained that he would need 30 days to gather the information needed for
186 the survey and recommended beginning this process at the next Regular Meeting that month. He
187 indicated that he would like for the surveys to be completed by the February Regular Meeting and
188 noted that he would have about a month and a half to survey the residents after the March Town
189 Hall Workshop Meeting before the next Regular Meeting. Mr. McGaffney additionally reminded
190 the Board to keep in mind that the budget for FY 2022-2023 was the main focus at the moment and
191 that long term planning could continue throughout the remainder of the fiscal year.

192 In response to a question from Mr. Foley, Mr. McGaffney clarified that a liaison would need to be
193 appointed to the District Manager on behalf of the Board before a Supervisor could be appointed
194 to work on the survey. Mr. Howden indicated that he would like for the Board to discuss their
195 individual experience and willingness to work on this project before appointing a Supervisor for
196 the survey. Mr. McGaffney noted that an alternative to assigning a specific Supervisor would be
197 for the Board to send him and Mr. McInnes their questions.

198 Mr. Flanagan indicated that he would like to see a draft of the long-term plan for the Board to give
199 input on before February. Mr. McGaffney explained that he would need more time but could get
200 this to the Board before the February workshop.

201 Dr. Merrill stated that she felt it would be wise for the Board to send in their questions to Mr.
202 McGaffney and Mr. McInnes ahead of time. Mr. McGaffney requested clarification on whether the
203 purpose of the survey was meant to get input from residents before the Town Hall Meeting based
204 off the items selected by the Board and staff or if it was just to get resident ideas for what they were
205 interested in for the community. Dr. Merrill clarified that she would like for the purpose of the
206 survey to be getting resident ideas for the community and for the survey to be a 2-part process.

207 In response to a question from Mr. Polizzi, Mr. McGaffney explained that appointing a Board
208 Member as a liaison to work on the survey would be considered an official act. He noted that a
209 twofold survey would require more time and recommended holding off on the survey until after
210 the January meeting or February workshop.

211 Mr. Polizzi expressed that he would like residents have a structure to respond into with their
212 feedback. He explained that he would like the Board's understanding of the capital planning, such
213 as the road project, to be incorporated into the framework of the survey. He noted that categories
214 had been set up for project areas and suggested directing Mr. McInnes and Mr. Polizzi use these
215 categories as a basis to build the survey. Mr. McGaffney indicated that he and Mr. McInnes would
216 give their thoughts on what the survey should look like and then receive individual feedback from
217 Board members. He explained that the survey would be authorized in January to go out with any
218 other additional feedback. Mr. Polizzi stated that he would like to expedite this process.

219 Mr. Flanagan stated that he would like to wait to send out the survey until the Board was able to
220 provide residents with costs. He indicated that he would like to hold more meetings and stressed
221 the importance of residents feeling heard.

222 Mr. McGaffney cautioned against hurrying the planning process. Mr. Flanagan indicated that
223 budgets were critical to consider, and that these would also require operational input. Mr. Flanagan
224 added that he would like the dates to be marked for what was to be provided when, as well as where
225 decision dates were.

226 Mr. Polizzi stated that he would like to make sure that the meeting is on the planning documents
227 for March in addition to keeping the town hall meeting to discuss the long-term planning objectives
228 and community input. He noted that some items on the survey would be required and expressed
229 that he felt the inclusion of prices would be beneficial for residents to be able to see. He explained
230 that this would give the residents more information and understanding prior to the town hall
231 meeting.

232 Mr. Howden indicated that he may want to delay the public hearing in March, as the Board may
233 need more time. He stated that he would like for Board members to submit their thoughts on this
234 matter to the District Manager. Mr. Flanagan noted that there were 2 public town hall meetings,
235 one being for the budget in March and the other being for long-term planning. Mr. McGaffney
236 clarified that the public hearing to adopt the budget was in August.

237 Mr. McGaffney indicated that the budget was 90% completed and that it would be ready for review
238 on the third Thursday of April. In response to a question from Mr. Flanagan, Mr. McGaffney
239 confirmed that the budget would be available to be viewed on the website by residents as well.

240 Dr. Merrill requested clarification on whether the Workshop Meeting in March was still going to
241 be held. Mr. McGaffney confirmed that the March Workshop Meeting was still going to be held
242 but clarified that the town hall would most likely be held in May. Mr. Foley asked if the survey
243 would be done before the town hall to which Mr. McGaffney confirmed it would.

244 Mr. Howden stated that he would like to appoint a Board member to work on this with the District
245 Manager. He additionally indicated that he thought it would be a good time for Board members to
246 submit their input to the District Manager.

247 Mr. McGaffney expressed that he thought the survey should go out in March. Mr. Foley asked if
248 the survey could be based off surveys Mr. McGaffney had put together in the past for other
249 Districts. Mr. McGaffney noted that surveys had not been sent out regarding the budget for other
250 Districts. Mr. McGaffney indicated that he approved of Mr. Howden's suggestion to appoint a
251 Board member to work with the District Manager or to submit input individually to the District
252 Manager.

253 Dr. Merrill requested that Mr. McGaffney put together a document detailing the time frame he
254 discussed. Mr. Foley stated that he would like to have a sketch with this information by the end of
255 the meeting. Mr. McGaffney indicated that he would review the timeline at the end of the meeting.

256 *(The Board recessed the meeting at 11:02 a.m. and reconvened at 11:30 a.m.)*

257 The Board recapped the information they had discussed prior to the recess. Mr. Polizzi confirmed
258 that the survey was going to go out in March and that the town hall meeting would be held in May.
259 He noted that the first draft would be presented on April 21 and asked if the Board would be able
260 to provide input on the survey before the survey draft was put together. Mr. Howden indicated that
261 he would be in favor of the Board being able to submit their input on the survey.

262 Mr. Flanagan asked for confirmation regarding the date the survey would be sent out. Mr.
263 McGaffney confirmed that the date for the Survey e-blast would be adjusted from February to
264 March.

265 Dr. Merrill asked if the matrix would be updated to include dates. Mr. McGaffney stated that he
266 would update the matrix. In response to an additional question from Dr. Merrill, Mr. McGaffney
267 indicated that the Board could suggest educational content for the survey as well.

268 ➤ Operations & Maintenance General Fund

269 Mr. McInnes summarized the changes made to the O&M budget, noting that the projected
270 increase had been updated from 3% to 5% for the majority of items. He indicated that the

271 budget would be subject to change and that contracts were still in the process of being
272 received and reviewed at this time. He emphasized that this was a draft and not a final
273 budget.

274 Mr. Foley indicated that he would like for items with large increases to be notated to
275 explain the change in price. He noted that the total expenditure line did not involve capital
276 and were solely O&M expenses to be covered by O&M revenue. He requested for the
277 required assessment number to be included. He expressed that he felt it would be more
278 important for residents to know total costs versus individual costs. Mr. Howden suggested
279 clearly labeling the total expenditure line as only being the O&M assessment.

280 Mr. Howden stressed the importance that everyone understands that these numbers were
281 only projections and that the plan did not include input from residents as of yet. Mr.
282 Flanagan noted that Mr. McGaffney had already shown the Board two separate documents
283 with the information Mr. Foley was requesting and asked for these documents to be
284 merged. Mr. Howden reiterated that he would like the for the O&M assessment amount to
285 be clearly labeled as O&M only.

286 Mr. Howden mentioned that there were a few numbers he would want to modify for the
287 O&M budget. In response to a question from Mr. Flanagan, Mr. McGaffney explained that
288 District management services rates were expected to increase closer to 5%, due to
289 minimum wage increases and inflation. He mentioned that District Engineer costs were
290 expected to increase as well. In response to an additional question from Mr. Flanagan, Mr.
291 McGaffney confirmed that he was familiar of several engineering firm options that work
292 with CDDs. Mr. Howden requested for any additional questions on this matter to be
293 emailed to Mr. McInnes.

294 Mr. Foley requested for the assessment per household to be included in addition to the
295 percentage on the O&M budget. Mr. Howden added that he would want to see the total,
296 not just the dollar increase.

297 Mr. Polizzi stated that he would prefer starting with a 5-year projection, as there would be
298 too many variables for an accurate 10-year projection. Mr. Foley acknowledged that the
299 numbers would be much less predictable but indicated that he would still like to have a 10-
300 year projection. Mr. Polizzi clarified that he would still like to have a 10-year projection
301 but expressed concerns about potentially confusing residents. Mr. Flanagan stated that he
302 would prefer to have a 3-year projection, noting that this would be more accurate.

303 Mr. Howden suggested having a 5-year projection for the O&M. Mr. Polizzi indicated that
304 he would agree to a 5-year projection but that he would like to have a 10-year projection
305 as well. Mr. Howden expressed that he would like to have a 10-year projection for capital
306 but that he would like for a 10-year O&M projection to be less detailed and based off the
307 averages for the 5-year projection. Mr. Polizzi indicated that he would like for the 5-year
308 projection to be detailed. Mr. Flanagan reiterated that he would not want to project past 5
309 years.

310 Mr. McGaffney stated that the O&M and capital were expected to increase by about \$108
311 per year over the next 5 years according to the current draft of the budget. He noted that
312 these numbers were likely to change after input from residents was incorporated.

313 ➤ Exhibit 2: Capital Plan

314 Mr. McGaffney presented the capital plan, noting that this was a 10-year projection and
315 would be subject to change. He stated that the capital had increased by 8.19% and reviewed
316 the Board's options. Mr. McGaffney explained that the first option of not increasing

317 assessments would result in the depletion of the fund balance, likely in under 10 years. He
318 stated that second option of increasing assessments by \$220 would lower the fund balance
319 but may negatively impact residents. Mr. McGaffney indicated that he would recommend
320 the third option he had put together with Mr. Foley to slowly increase assessments. He
321 noted that the total cumulative fund balance usage over the next 10 years using this option
322 would only be \$139,000.

323 Mr. Foley asked approximately how much of the fund balance was currently available,
324 excluding disaster funds and working capital. Mr. McGaffney indicated that there was
325 about \$1.3 million in capital reserves. In response to a question from Mr. Foley, Mr.
326 McGaffney noted that the beginning and ending fund balance had not been included but
327 could be added to the document.

328 Mr. Foley requested for another tab to be added to the document to combine O&M and
329 capital in order for the total to be viewed. Mr. Howden asked for another sheet with the
330 total to be included instead. Mr. McGaffney indicated that he would do so and would get
331 this to the Board after the meeting.

332 Mr. Howden noted that, while the O&M and capital expenditures were being discussed,
333 there were several reserve figures for three-month operating and disaster reserves not
334 included in the document. Mr. McGaffney explained that the total and beginning fund
335 balances would encompass the three month working capital. Mr. Howden additionally
336 expressed concerns regarding the disaster reserve. Mr. McGaffney explained that this was
337 included in the O&M in the amount of \$750,000.

338 In response to a question from Mr. Polizzi, Mr. McGaffney confirmed that the one-pager
339 Mr. Howden had requested would include the fund balance recap. Mr. McGaffney
340 reviewed the SRF budget and noted that there was about \$1,000,069 to be used for future
341 projects.

342 Mr. Polizzi asked what kind of fund balance should be carried forward. Mr. McGaffney
343 explained that that this would be largely driven by the Board and would be considered a
344 policy decision. He noted that the District was currently in a good position. Mr. Polizzi
345 indicated that he would like to get input from a CPA. Mr. Howden stated that he would
346 like to keep the capital and O&M separate unless advised otherwise. Mr. McGaffney
347 expressed that he would continue to work with Mr. Kloptosky on the capital plan.

348 Mr. Foley stated that he would like dollar amounts and descriptions for different levels of
349 quality for various items for the District. Mr. Kloptosky indicated he had dollar amounts
350 for some items but noted that these were only estimates. Mr. Foley recalled that multiple
351 landscape contractors had recommended several projects for the District in the past and
352 suggested using these recommendations. Mr. Kloptosky stated that he had spoken to Louise
353 Leister regarding this matter and that he had requested her input as well.

354 Mr. Polizzi indicated that he felt a number of items on the project list would be considered
355 existing resources, not projects, and recommended separating these items.

356 Mr. Howden expressed appreciation to the audience for attending the meeting.

357 **FIFTH ORDER OF BUSINESS – Next Meeting Quorum Check: January 20, 9:00 AM**

- 358 • Quorum Check

359 All Board members confirmed that they would be present for the meeting, which would establish
360 a quorum.

361 **SIXTH ORDER OF BUSINESS – Supervisor’s Requests**

362 Dr. Merrill recalled that a special Workshop Meeting regarding communication had been scheduled
363 for January 12. She recommended including supervisor email addresses in the e-blast for residents
364 to be able to email their input if they were unable to attend the meeting. Mr. Flanagan recommended
365 that input be sent to one central place instead.

366 Mr. McGaffney stated that he did not see anything regarding a meeting scheduled for January 12
367 and indicated that he did not recall a motion being made for this meeting. He explained that there
368 would need to be a motion and a 14-day notice for the meeting to be held. Mr. McInnes pointed out
369 that a motion could not be made, as this as a Workshop Meeting. Mr. McGaffney stated that
370 communications could be discussed during the January 20 meeting that had already been scheduled.

371 Mr. McGaffney recommended discussing Business Items between 9 a.m. and 11 p.m. and
372 communications between 11 a.m. and 1 p.m. at the January 20 meeting. Mr. Howden expressed
373 that he would want to adjourn the January 20 Regular Meeting to discuss communications, as he
374 would consider this a Workshop item. Mr. McGaffney clarified that the communications discussion
375 would be an agenda item and not a public hearing. Mr. Howden stated that he would want to make
376 it clear to residents that final decisions would not be made during the discussion.

377 Mr. Polizzi noted that the Board may be underestimating the length of time Staff Reports would
378 require and pointed out that a discussion regarding the District Engineer would need to be held as
379 well. Mr. McGaffney stated that he would put together a timeline and noted that the District
380 Engineer discussion should not take more than 15 minutes.

381 Mr. Howden requested clarification on whether Supervisor Requests had been eliminated from
382 Workshop Meetings. Mr. McInnes confirmed that this was the case. Multiple supervisors indicated
383 that they had not reached a consensus to eliminate Supervisor Requests. Mr. Howden stated that he
384 would like to move forward with Supervisor Requests.

385 Mr. Polizzi requested for the website URL to be added to the agenda. He expressed that he would
386 like to continue with Supervisor Requests and that the Board could rely on Mr. Kloptosky to filter
387 out items that needed to be addressed in the near future.

388 Mr. McGaffney explained that Supervisor Requests needed to be actionable and have the consensus
389 of the Board. He noted that this was not possible for Workshop Meetings. Mr. Polizzi suggested
390 restricting Supervisor Request sections on meeting agendas to once per month.

391 Mr. Flanagan asked Mr. Kloptosky if anything could be done to prevent hog damage on CDD
392 property. Mr. Kloptosky explained that the hog trappers were understaffed and noted that a trap
393 had been removed from Wild Oaks. He noted that he had asked for the trap to be returned to Wild
394 Oaks and for more traps to be brought as well. Mr. Flanagan mentioned that the current trapper worked
395 part-time and only came in on the weekends.

396 Mr. McGaffney recalled in the past that residents were permitted to set up traps on their personal
397 property. Mr. Kloptosky indicated that residents were still permitted to do so but that they seemed
398 to think this was the District's responsibility. He noted that District Counsel had made it clear that
399 the District was not responsible for the hogs. Mr. Kloptosky explained that the District's only
400 involvement with the hogs was allowing the trapper to cross CDD property to set up traps on Grand
401 Swamp property. He noted that the trapper was not permitted to set up traps on CDD property.

402 Mr. Flanagan pointed out that the hogs were causing erosion on the pond banks and expressed
403 concerns for resident safety. Mr. Kloptosky recalled a fence had been discussed but explained that
404 this may cause legal issues. Mr. Polizzi commented that an email had been sent out to residents
405 indicating that residents should call the CDD regarding lawn damage caused by wild hogs. Mr.
406 Kloptosky confirmed this was a misunderstanding. Mr. Polizzi indicated that he would like to make

407 it clear to residents that the District was not responsible for taking care of the hogs to avoid further
408 confusion and frustration.

409 A resident suggested putting up fences in specific areas to keep out the hogs. Mr. Kloptosky
410 explained that a fence would need to be installed around the entire community to prevent the hogs
411 from entering. Mr. Howden stated that he sympathized with resident problems regarding the hogs
412 but noted that the District was legally restricted from resolving this issue. Mr. Flanagan pointed out
413 that the hogs were damaging CDD property by the ponds. Mr. Howden indicated that areas
414 involving CDD property would be further discussed. Mr. Flanagan requested that Mr. Kloptosky
415 speak with Ms. Leister regarding this matter and suggested removing the hogs' food source.

416 Mr. Kloptosky mentioned that the Board could hire a private trapper but noted that this would be
417 expensive. He explained that removing the hogs' food source may not be successful, as the hogs
418 would dig into the ground just looking for food. Mr. Flanagan asked Mr. Kloptosky to continue to
419 look into solutions and indicated that he would follow up with him at a later date. Mr. McGaffney
420 requested that Mr. Kloptosky bring back pricing on a private trapper.

421 Mr. Flanagan suggested that the Board consider including dates projects are required to be
422 completed by in contracts. Mr. Flanagan additionally requested that staff holds off on starting
423 projects until all materials required for the projects had been purchased.

424 Dr. Merrill inquired about the Creekside pool resurfacing. Mr. Kloptosky indicated that this would
425 be done in the near future.

426 Mr. Foley requested an updated timeline from Mr. McGaffney.

427 Mr. Howden requested that Supervisors review the first 47 pages of the handbook to determine
428 what needed to be included in a pamphlet for new residents.

429 Mr. Foley asked for topic suggestions for The Oak Tree newsletter. In response to a question from
430 Mr. Howden, Mr. Foley stated that the newsletters would be published in approximately a month
431 and a half. Dr. Merrill suggested including information on signing up for the e-blast and to
432 encourage residents to check the website. Mr. Flanagan recommended including a reminder for
433 residents to sign up on the HOA portal. Mr. Polizzi suggested discussing the long-range plan in the
434 newsletter.

435 **SEVENTH ORDER OF BUSINESS – Action Items Review**

436 Mr. McGaffney reviewed the action items, noting that the survey would be sent to residents in
437 March and that the first draft of the District budget was expected to be completed by April 21. He
438 mentioned that the town hall Workshop Meeting was scheduled for the first Thursday of May.

439 Mr. McGaffney stated that he would update the matrix in addition to reviewing Mr. Kloptosky's
440 input on the O&M and capital plan. He indicated that he would complete the draft with Mr.
441 Kloptosky's input for both of these items by the following week for the Board to review.

442 Mr. McGaffney went over the agenda items for the next meeting. He noted that the RFQ for the
443 District Engineer would be discussed, in addition to a Firewise presentation from Ms. Leister and
444 a discussion with residents. He mentioned that the resident discussion would be communicated via
445 e-blast before the meeting.

446 **EIGHTH ORDER OF BUSINESS – Adjournment**

447 Mr. Howden asked for final questions, comments, or corrections before requesting a motion to
448 adjourn the meeting. There being none, Mr. Foley made a motion to adjourn the meeting.

449 On a MOTION by Mr. Foley, SECONDED by Mr. Polizzi, WITH ALL IN FAVOR, the Board adjourned
 450 the meeting, at 1:22 p.m., for the Grand Haven Community Development District.

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

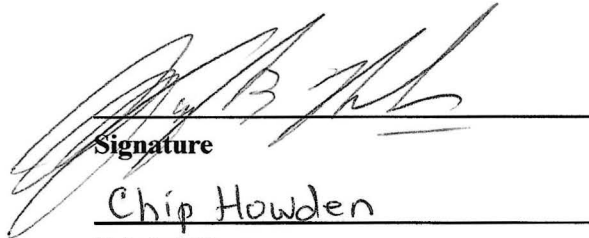
454 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
 455 meeting held on 2-24-2022

456 

Signature

David C. McInnes

Printed Name



Signature

Chip Howden

Printed Name

457 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman