

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, August 3, 2023 at 9:06 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 Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary
11 Michael Flanagan	Board Supervisor, Assistant Secretary
12 Nancy Crouch	Board Supervisor, Assistant Secretary

13 Also present were:

14 David McInnes	District Manager, Vesta District Services
15 Barry Kloptosky	Operations Manager
16 Vanessa Stepniak	Office Manager

17 *The following is a summary of the discussions and actions taken at the August 3, 2023 Grand Haven CDD*
18 *Board of Supervisors Workshop Meeting.*

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

20 The Pledge of Allegiance was recited.

21 **THIRD ORDER OF BUSINESS – Audience Comments – (limited up to 3 minutes per individual for**
22 *agenda items)*

23 An audience member stated that the pickleball committee which the Board had previously
24 appointed in April had reviewed four potential parcels for expansion, and rejected the temporary
25 court solutions in favor of a recommendation for the construction of a minimum of two new
26 pickleball courts as a capital item for the 2025 budget. The audience member additionally stated
27 that the committee recommended that the Board direct the Vesta amenity manager to regularly
28 monitor data for pickleball and tennis court play.

29 An audience member stated that he did not believe that the FY 2024 budget should be adopted,
30 expressing concerns that the community had not been given a thorough variance analysis to
31 visualize the financial health of the CDD. The audience member additionally opined that more
32 public hearings for budgets needed to be held.

33 An audience member commented on the wild hog problem, suggesting that a dedicated hotline be
34 set up for residents to report hog activity to assist trappers with charting movement. The audience
35 member additionally commented that the trails in the Wild Oaks area, particularly around the dog
36 park, were in poor condition compared to the main community trails. Discussion ensued regarding
37 communication with hog trappers, with Ms. Stepniak explaining that they were currently
38 forwarding locations of hog activity to the County, and Mr. McInnes advising that the hunters
39 worked for the County directly and not the District.

40 **FOURTH ORDER OF BUSINESS – Presentations**

41 A. FY 2024 Approved Budget & FY 2023 Capital Projects

42 1. Exhibit 1: FY 2024 Approved Budget w/ FY 2023 Comparisons

43 Mr. McInnes outlined the variances from the FY 2023 budget in the approved budget for
44 FY 2024, including engineering costs due to planned activity in the next fiscal year, as well
45 as changes to landscaping costs which would become more precise as the RFP process
46 continued. Mr. McInnes additionally noted updates to insurance, as well as payroll costs
47 reflecting a full staff.

48 2. Exhibit 2: FY 2024 Projects

49 Mr. Kloptosky commented on capital projects and other significant items that had been in
50 progress or completed by in-house staff labor, including installing a new storage shed at
51 Creekside, performing streetlight replacements, striping the community roads, repairing
52 curbs and gutters, and putting in landscape enhancements. Mr. Kloptosky additionally
53 noted pending items for Village Center furniture, installing new cameras, and upgrading
54 the meeting location's sound system.

55 3. Exhibit 3: FY 2024 Assessment Page

56 The proposed assessments for FY 2024 were explained by Mr. McInnes and discussed by
57 Supervisors.

58 *(The Board recessed the workshop meeting at 10:25 a.m., and reconvened at 10:40 a.m.)*

59 **FIFTH ORDER OF BUSINESS – Discussion Items**

60 A. Use of Cell Phones Containing Photo Amenity Cards

61 Mr. McInnes explained that the Chair had requested discussion of this item, and suggested that this
62 may be more of an informational topic. Ms. Stepniak recalled that questions had previously been
63 asked as to whether it was possible to have a picture of the amenity card on phones and scan them,
64 and that she had found that this was possible. Ms. Stepniak added that she did not see an issue with
65 allowing this so long as a photo of the card holder was on the card itself. Mr. McInnes suggested
66 that this may require a formal change in the amenity rules' language, and that this could be brought
67 to a future regular meeting under Supervisors' Requests.

68 B. Approach to the County Commission Regarding Wild Hog Attenuation Alternatives

69 Mr. McInnes stated that this item was slated for discussion of possible alternative approaches that
70 the Board would like to suggest to the County to help with the wild hog problem, acknowledging
71 that the current working relationship was good. Dr. Merrill observed that it appeared that a possible
72 key aspect to the issue was insufficient manpower to address the hogs, and the Board discussed and
73 expressed support for increasing the trapper's budget, in addition to looking into his specific needs
74 and requests. Mr. McInnes advised that the Board could adopt a resolution for the County in support
75 of these requests once determined.

76 This topic was discussed under the Operations Manager update with Mr. Kloptosky.

77 **SIXTH ORDER OF BUSINESS – Audience Comments – (limited up to 3 minutes per individual for
78 agenda items)**

79 An audience member informed the Board about the negative impacts of grass trimmings being
80 blown into the ponds, and Mr. Kloptosky stated that the landscaper would be informed.

81 An audience member stated that he had reviewed the Fiscal Year 2022 Audited Financial
82 Statements, and observed a decrease in the fund balance which he felt should be brought to the
83 attention to the general public. The audience member additionally expressed concerns about the
84 CDD's compliance with the auditor-requested turnaround time. Mr. McInnes summarized the
85 timeline in getting information to the auditor, and assured that the current year's was proceeding
86 without any problems.

87 **SEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: August 17th, 3:00 PM – Budget**
88 **Public Hearing**

89 All Board members present stated that they would be in attendance at the next meeting scheduled
90 for August 17th, which would fulfill a quorum. Mr. McInnes noted that the budget public hearing
91 portion of the meeting was scheduled and advertised to begin at 5:00 p.m., and that the Board would
92 be taking a recess at the meeting until then if they finished the other agenda proceedings earlier.

93 **EIGHTH ORDER OF BUSINESS – Action Items Review**

94 The action items were recorded as follows:

- 95 • Operations Manager will speak with the landscape maintenance company regarding grass clippings
96 blowing into the ponds.
- 97 • Supervisor Crouch will notify the District Manager via email once the County's needs regarding
98 hogs were known.

99 **NINTH ORDER OF BUSINESS – Adjournment**

100 The Board adjourned the meeting, at 11:15 a.m., for the Grand Haven Community Development
101 District.

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


105 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
106 **meeting held on October 19, 2023.**

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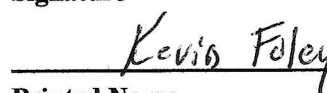
Signature



Printed Name



Signature



Printed Name

108 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman