

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, December 7, 2023 at 9:00 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. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10 Kevin Foley	Board Supervisor, Chairman
11 John Polizzi	Board Supervisor, Vice Chairman
12 Michael Debitetto	Board Supervisor, Assistant Secretary
13 Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary
14 Nancy Crouch	Board Supervisor, Assistant Secretary

15
16 Also, present were:

17 David McInnes	District Manager, Vesta District Services
18 Lea Stokes (<i>via phone</i>)	Vesta Property Services
19 Scott Clark	District Counsel
20 Barry Kloptosky	CDD Operations Manager
21 John Lucansky	Amenity Manager

22
23 *The following is a summary of the discussions and actions taken at the December 7, 2023 Grand Haven*
24 *CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records*
25 *request.*

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

27 The Pledge of Allegiance was recited.

28 Prior to proceeding with opening the floor to Audience Comments, Mr. Polizzi noted that it was
29 the anniversary of the attack on the American naval base at Pearl Harbor, and spoke in
30 remembrance of the people who had lost their lives. Mr. Polizzi additionally noted that the date
31 also marked the beginning of Hanukkah, the Festival of Lights, and wished everyone a happy
32 holiday season.

33 **THIRD ORDER OF BUSINESS – Audience Comments – (*limited to 3 minutes per individual for non-***
34 ***agenda items*)**

35 An audience member recalled that he had previously made some comments requesting lighting at
36 the croquet courts, and distributed example pictures to the Board for further clarification.

37 Prior to proceeding with additional audience comments, Mr. McInnes noted that an event was
38 scheduled after the CDD Board meeting, and stated that the Board could make a motion to set a
39 hard stop for the meeting at 1:00 p.m.

40 On a MOTION by Ms. Crouch, SECONDED by Mr. Debitetto, WITH ALL IN FAVOR, the Board
41 approved setting a hard stop to the meeting at 1:00 p.m. for the Grand Haven Community Development
42 District.

43 Following the motion, the Board reopened the floor to audience comments.

44 An audience member commented on the fast growth of pickleball as a sport and requested for
45 additional pickleball courts to accommodate the rising number of players.

46 An audience member commented on aeration in a pond and questioned how ponds were designated
47 for aeration measures. Mr. Kloptosky recalled that the Board had previously authorized a study
48 with the University of Florida regarding pond health, and that the CDD's current pond contractor
49 checked oxygen levels regularly to determine whether subsurface bubblers may be needed.

50 An audience member expressed concerns about Wild Oaks vehicle speed and the danger that this
51 posed to pedestrians. The audience member suggested setting up a three-corner stop to break the
52 speed of traffic. Mr. Polizzi added that pedestrian crosswalks on the main circular street in Wild
53 Oaks did not have any street signs to indicate their locations to drivers, unlike other areas in the
54 community. The Board concurred with speeding traffic being a problem.

55 An audience member expressed support for previous comments in favor of more pickleball courts,
56 and requested for authorization from the Board for an eblast to go out in relation to establishing a
57 pickleball community list.

58 An audience member indicated that the palmettos near his property in Marsh Crossing had been
59 maintained less and less, and that while he had been pruning the palmettos extending into his
60 property over the past couple of years, they were becoming a hindrance to his landscaper. Ms.
61 Leister stated that the area was scheduled for a winter spray, adding that residents were permitted
62 to do trimmings if they encroached onto their private property.

63 **FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)**

64 **FIFTH ORDER OF BUSINESS – Staff Reports**

65 A. District Engineer: David Sowell

66 The District Engineer was not present.

67 B. Exhibit 2: Amenity Manager: John Lucansky

68 Mr. Lucansky stated that windscreens for pickleball and tennis had gone in, and that the tiki hut
69 was now closed for the holiday season. The Board and Mr. Lucansky discussed parking and
70 possible adjustments to the schedule to alleviate parking lot congestion. Suggestions were heard
71 for the Amenity Manager to provide some form of scorecard to provide some insights as to the
72 specific times in the events schedule that may lead to bottlenecks, as well as times which saw little
73 use, to aid in decision-making for amenity prioritization.

74 C. Operations Manager: Barry Kloptosky

75 1. Exhibit 3: Presentation of Capital Project Plan Tracker

76 Mr. Polizzi commented that some items needed to be reclassified to 2024, such as the Front
77 Street repair.

78 2. Exhibit 4: Monthly Report

79 Mr. Kloptosky stated that the hog hunter access agreement was provided in the meeting
80 agenda. Mr. Kloptosky provided an overview of preliminary costs from the contractor and
81 possible difficulties related to automatic door opener installations. The Board and Mr.
82 Kloptosky discussed costs and practicality based on how the door would actually be able
83 to open, and Mr. Kloptosky added that the Café renovation drawings from the architect
84 would be finished for presentation at the January regular meeting.

85 Mr. Kloptosky and Ms. Leister provided a summary of an issue with tree and landscape
86 damage on CDD-owned property behind the clubhouse near a condo unit close to the
87 waterway. Mr. Kloptosky stated that a representative had contacted the office numerous

88 times to request to cut or trim a large oak tree and landscape on the CDD property to allow
89 for the condos to have a more appealing and marketable view of the waterway, but the
90 CDD had refused due to existing rules and regulations concerning the intracoastal property.
91 Ms. Leister stated that the tree had subsequently been cut in a manner which would take
92 years of maintenance and pruning to restore, estimating a cost of over \$20,000 for the tree,
93 in addition to the \$10,000 landscape project that had been ripped out. Ms. Leister
94 recommended that the CDD take some form of action against what had occurred. Mr. Clark
95 advised in favor of taking an aggressive approach, suggesting for a strong letter to be issued
96 and a restoration program to be entered, assessing the party that had caused the damage.

97 On a MOTION by Mr. Debitetto, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board
98 approved directing District Counsel to pursue the matter of encroachment and destruction to the CDD area
99 tree and landscape, aggressively and with full force, for the Grand Haven Community Development
100 District.

101 Following the motion, suggestions were heard to get the watershed management company
102 and St. Johns involved with the incident, due to the existing restrictions related to working
103 in the area. Mr. Clark stated that he would be coordinating with the arborist to work out
104 any possible issues with permissions.

105 D. Exhibit 5: District Counsel: Scott Clark

106 No questions or comments were heard on District Counsel's report.

107 E. District Manager: David McInnes

108 1. Exhibit 6: Meeting Matrix

109 In response to Supervisor questions, Mr. McInnes explained that the Board had previously
110 requested for the hog issue to be brought back by Mr. Kloptosky for an update after 2-3
111 months.

112 2. Exhibit 7: Action Item Report

113 Mr. McInnes presented the action item report, and explained that the RFP for security guard
114 services would not be proceeding.

115 3. Incident Report(s) Involving Resident(s)

116 Mr. McInnes provided a summary of an incident. The Board, following discussion, agreed
117 with directing the District Manager to send a letter to the resident.

118 **SIXTH ORDER OF BUSINESS – Consent Agenda Items**

119 A. Exhibit 8: Consideration for Acceptance – The October 2023 Unaudited Financial Report

120 B. Exhibit 9: Consideration for Approval – The Minutes of the Board of Supervisors Workshop
121 Meeting Held October 5, 2023

122 C. Exhibit 10: Consideration for Approval – The Minutes of the Board of Supervisors Regular
123 Meeting Held October 19, 2023

124 On a MOTION by Dr. Merrill, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board approved
125 all items of the Consent Agenda for the Grand Haven Community Development District.

126
127
128

129 **SEVENTH ORDER OF BUSINESS – Business Items**

130 A. Exhibit 11: Consideration & Adoption of **Resolution 2024-06**, Appointing Assistant Treasurer

131 Mr. McInnes stated that the previous Resolution which removed Mr. McGaffney from the Assistant
132 Treasurer position had mistakenly failed to include the subsequent appointment of Ms. Alexander
133 as an Assistant Treasurer. Mr. McInnes stated that this Resolution would add Ms. Alexander, and
134 also add Mr. Smith as another individual permitted to provide signatures when needed.

135 On a MOTION by Mr. Debitetto, SECONDED by Ms. Crouch, with Mr. Debitetto, Ms. Crouch, Mr. Foley,
136 and Dr. Merrill voting “AYE”, and Mr. Polizzi voting “NAY”, the Board adopted **Resolution 2024-06**,
137 Appointing Assistant Treasurer, for the Grand Haven Community Development District.

138 Following the motion, Mr. Polizzi explained that he opposed the motion out of personal confusion
139 as to why this number of signatories was needed.

140 B. Exhibit 12: Consideration & Adoption of **Resolution 2024-07**, Designating Signatories

141 Mr. McInnes explained that the Chair and Vice Chair being designated signatories was a measure
142 to prevent possible gaps in signing items whenever a change in District Management companies
143 occurred.

144 On a MOTION by Mr. Debitetto, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board adopted
145 **Resolution 2024-07**, Designating Signatories, for the Grand Haven Community Development District.

146 C. Exhibit 13: Consideration of Amended Easement Agreement for Dock at 66 River Trail Dr.

147 Mr. Clark provided a summary of the issue, noting that he had recommended against approval about
148 a year ago when the matter had come up previously, due to some concerns about creating liability.
149 Mr. Clark explained that the individuals had returned after having worked with the Water
150 Management District, and that he had provided some items for inclusion in the amended easement
151 agreement, including clarification that the other party was responsible for the condition for the dock
152 and boardwalk.

153 Mr. Debitetto made a motion, seconded by Ms. Crouch, to approve entering into the amended
154 easement agreement for the dock.

155 During discussion of the motion, comments were made regarding identification and documentation
156 as to what was currently in the area, with the District Counsel referring to a survey.

157 The Board opened the floor to audience comments.

158 An audience member asked whether the developer had the authority to build another new dock, or
159 connect two wooden docks without having the walkway over the easement. Mr. Clark and the
160 audience members discussed jurisdiction for areas over water.

161 An audience member commented on previous developments in the intercoastal, and recommended
162 that the Board keep this in consideration with the agreement.

163 Dr. Merrill asked about legal fees incurred for the account of the dock owner, and Mr. McInnes
164 suggested that the motion could be restated to include them.

165 On a MOTION by Mr. Debitetto, SECONDED by Ms. Crouch, WITH ALL IN FAVOR, the Board
166 approved authorizing the Chair to enter into a legal agreement with respect to the easement, conditional on
167 the inclusion of legal fees incurred, for the Grand Haven Community Development District.

168 *(The Board recessed the meeting at 11:12 a.m. and reconvened at 11:27 a.m.)*

169 **EIGHTH ORDER OF BUSINESS – Discussion Items**

170 A. Project on Oak Tree Management with IFAS

171 Mr. Foley asked the Board to consider allowing the arborist to put together the report on oak tree
172 management that the University of Florida would have done. Mr. Foley suggested that this report
173 could include a description of the current situation, what the future could look like years down the
174 line, and alternative things that management could implement. Comments were heard in favor of
175 implementing this as an educational opportunity for community members. In response to
176 Supervisor questions, Mr. Foley stated that it was likely that Ms. Leister would need to involve the
177 HOA, and Ms. Leister spoke on a previous tree seminar and other arborist connections from whom
178 educational opportunities may be sourced.

179 B. Hog Management Policies

180 Prior to Supervisor Comments, the Board opened the floor to audience comments.

181 An audience member expressed concerns about hog activity, noting significant damage on
182 Northside by the main gate over the previous year, and movement to the south side in 2023. The
183 audience member asked what was being done and what the plan moving forward would be to further
184 address the problems.

185 An audience member stated that in addition to the costly damage to landscaping, the hog activity
186 posed a health and safety concern. The audience member stated that dog owners were fearful of
187 walking their dogs while the issue persisted.

188 An audience member expressed interest in what results for current measures had been thus far. The
189 audience member additionally noted that the hogs appeared to dislike the golf course, and asked
190 whether the golf course was implementing any different measures to mitigate hog activity. Another
191 audience member commented that the golf course had been uncooperative when she had attempted
192 to inquire about their hog mitigating measures.

193 1. Exhibit 14: Supervisor Comments

194 Mr. Polizzi noted that the problem had three components through which action could be
195 taken, between the CDD, the residents, and the government (at the county and city level).

196 Mr. Foley discussed governance of trappers via agreement, involving desired levels of
197 licensing and insurance, adding that a conversation about compensation to trappers would
198 likely be needed. Additional comments were made regarding cooperating with Flagler
199 County Natural Resources, as well as working with the HOA in maintaining property
200 conditions.

201 Ms. Crouch, Dr. Merrill, and Mr. Debitetto discussed and commented in support of fencing
202 as a long-term solution. Discussion between Supervisors and Mr. Kloptosky ensued
203 regarding estimates for linear footage for installing fencing, with Mr. Kloptosky suggesting
204 that the CDD cooperate with the county due to the varying ownership of property
205 throughout the area. Mr. Clark advised that perimeter fencing could be funded under the
206 CDD's security powers, as an item with a public purpose, though noted comments about
207 the need to enter into easement agreements on private property.

208 The Board came to a consensus to send out a request for Flagler County, for them to request
209 funding for fencing or a wall from the state funding level.

210 Additional discussion ensued regarding attending a city council meeting or a county board
211 meeting to speak on the hog issue. Mr. Clark advised that if Supervisors went as a group,
212 public notice would need to be provided.

213 Following further discussion on fencing around the community, Mr. Foley asked the Board
214 if they were in agreement to direct the Operations Manager to work out and provide an
215 estimate of the linear feet and costs associated with installing fencing around Wild Oaks,
216 the Crossings, and areas around this part of Village Center. Mr. Kloptosky stated that he
217 would likely be able to provide the linear footage, but noted possible difficulties in
218 determining a cost estimate.

219 2. Exhibit 15: License Agreement Template

220 Mr. Clark advised that this agreement was similar to other licensing agreements, though
221 noted that there was language related to the CDD purchasing feed for trappers to use, as
222 well as an additional fee associated with removal of hogs over 50 pounds to be paid by the
223 CDD.

224 On a MOTION by Ms. Crouch, SECONDED by Mr. Polizzi, WITH ALL IN FAVOR, the Board approved
225 the license agreement in substantial form, with the Chair, Operations Manager, and District Counsel able
226 to negotiate, if necessary, for the Grand Haven Community Development District.

227 Following the motion, Board members discussed coordinating with the County and other groups
228 with experience in addressing hog issues, in order to get more information on and establish practical
229 day-to-day guidelines. Mr. Foley commented on reprioritizing items for discussion, noting the
230 effects of the discussion on walls as well as the need to maintain the amenity discussion at high
231 priority.

232 Mr. McInnes then indicated that the time was 1:00 p.m., and per a previous motion, the Board
233 would be adjourning the meeting.

234 C. Exhibit 16: FY 2024 Priorities

235 This item was not discussed.

236 D. FY 2024 Meeting/ Workshop Topics Scheduling

237 This item was not discussed.

238 E. Updates on Pending Projects

239 1. Communications – Dr. Merrill

240 2. County Commission Meetings Regarding Hogs – Supervisor Crouch

241 3. Line of Credit – Chair Foley

242 No updates on pending projects were discussed.

243 **NINTH ORDER OF BUSINESS – Supervisors’ Requests**

244 No Supervisors’ requests were discussed.

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

246 The action items were as follows:

- 247 • The Operations Manager will check the aerator in Pond #20.
- 248 • The Operations Manager will determine the amount of linear feet needed for fencing around the
249 community.
- 250 • The District Manager will distribute information from Brian Counts regarding the Tennis Pro
251 position.

- 252 • The District Manager will check on the status of establishing a permanent solution for vendor
- 253 authentication.
- 254 • Supervisor Crouch will draft a letter to Flagler County to request that they work with the State for
- 255 grant funding for fencing/wall. Supervisor Crouch will send this letter to the District Manager for
- 256 distribution to the Board.
- 257 • Supervisor Crouch will look into getting the CDD on a County Commission meeting agenda to
- 258 discuss the hog issue in the community.

259 **ELEVENTH ORDER OF BUSINESS – Meeting Matrix Summary**

260 **TWELFTH ORDER OF BUSINESS – Adjournment**

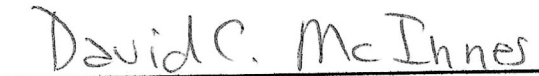
261 The Board adjourned the meeting at 1:00 p.m. for the Grand Haven Community Development District.

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

265 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
266 **meeting held on January 18, 2024.**

267 
268 _____

Signature



Printed Name



Signature



Printed Name

269 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**