

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 4, 2024 at 9:03 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 Kevin Foley	Board Supervisor, Chairman
11 John Polizzi <i>(via phone)</i>	Board Supervisor, Vice Chairman
12 Dr. Merrill Stass-Isern	Board Supervisor, Assistant Secretary
13 Michael Debitetto	Board Supervisor, Assistant Secretary
14 Nancy Crouch	Board Supervisor, Assistant Secretary

15 Also present were:

16 David McInnes	District Manager, Vesta District Services
17 Barry Kloptosky	Operations Manager
18 Vanessa Stepniak	Operations Supervisor

19 *The following is a summary of the discussions and actions taken at the January 4, 2024 Grand Haven CDD*  
20 *Board of Supervisors Workshop Meeting.*

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

22 The Pledge of Allegiance was recited.

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

25 An audience member inquired as to what concrete plans were in place moving forward to deal with  
26 the wild hog issue in the community.

27 Another audience member commented on the need for strong leadership on the CDD’s part in  
28 solving the hog issue with trappers, to mitigate any further damage to District property.

29 Prior to proceeding with the next order of business, Mr. McInnes informed the Board that a law  
30 had been recently passed in the most recent legislative session where Supervisors now needed to  
31 file Form 1 directly with the Florida Commission on Ethics rather than the local Supervisor of  
32 Elections office.

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

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

35 A. Escalante/Golf Course Issues

36 Dr. Merrill recalled that when Grand Haven had been developed, certain easement rights had been  
37 given to the golf course Escalante and presented an overview of the easements and the broader  
38 implications for the District. Dr. Merrill indicated that the ordinance called for areas to be  
39 maintained by the CDD and opined that the District faced all the liability for areas which they saw  
40 no benefits that she was aware of. Dr. Merrill suggested that an indemnification clause be obtained  
41 from the golf course such that they were made the primary in the insurance, expressing concerns  
42 about consequences of any injury that may occur in areas such as the smokehouse.

43 Mr. Debitetto stated that the golf course only needed to name the District as an additional named  
44 insured on the current liability policy. Discussion ensued regarding areas where Escalante paid,  
45 including water and paving, with suggestions being made to adjust this due to the District's  
46 maintenance costs with little direct perceived benefit.

47 Dr. Merrill additionally indicated that the course had issues with its irrigation, and that erosion  
48 issues and the general disrepair could eventually directly affect the community.

49 The Board recommended that Dr. Merrill work with District Counsel on the ongoing issues with  
50 Escalante.

51 B. Exhibit 2: Topic Priorities for FY 2024 Workshops

52 The Board recommended for the amenity expansion topic to be moved to April. The Board  
53 discussed how expansion would affect the parking situation. Mr. Kloptosky commented that the  
54 expansion would increase the value of the overall café expansion project, and the Board opted to  
55 hold discussion on the parking lot at the workshop following the meeting where they would discuss  
56 the café expansion.

57 *(The Board recessed the meeting at 10:56 a.m. and reconvened at 11:10 a.m.)*

58 C. Fencing Cost Update – Barry Kloptosky

59 Mr. Kloptosky provided an overview of the perimeter lengths for Wild Oaks, the Crossings, and  
60 Grand Haven East, noting that material costs alone could be upwards of millions of dollars. Mr.  
61 Kloptosky additionally commented on surveying charges and additional costs to clear and trench  
62 areas to properly install a fence that could deter hogs, as well as possible issues with property  
63 ownership particularly east of Colbert Lane. Discussion ensued regarding fencing as a safety and  
64 security item weighed against the practicality of purchasing and installing the fencing over several  
65 years.

66 D. Communications – Dr. Merrill

67 Dr. Merrill presented the planned website layout, requesting that it not be shared until she emailed  
68 the District Manager that it was ready for public view. Dr. Merrill discussed information that would  
69 be provided on the website, including a highlighted summary of key differences between the CDD  
70 and the Master Association, frequently asked questions, and specific subpages for clubs and groups.  
71 Additional suggestions were heard for incorporating links to the Chair's meeting updates onto the  
72 site.

73 E. County Commission Meetings Regarding Hogs – Supervisor Crouch

74 Ms. Crouch summarized her recent efforts in reaching out to County Commissioners, noting a letter  
75 she had written and sent to them over the holidays that had also been distributed to the Board. Ms.  
76 Crouch noted that a Commissioner, who was a Grand Haven resident and aware of the hog problem  
77 as it specifically affected the CDD, had recently attended a Northeast Florida Regional Council  
78 meeting, and that it appeared that several other counties throughout the state were also experiencing  
79 hog issues. Ms. Crouch noted that the Commissioner had suggested that the issue be brought up as  
80 a serious agenda topic for the County at a workshop meeting, and that she in turn had written a  
81 request to the County for financial assistance with constructing substantial permanent walls to  
82 encourage the hog population to move to other areas of the County.

83 The Board discussed intermediary measures that could be taken to combat the hog issue in the  
84 meantime while discussions with the County level continued. In response to discussions about  
85 possibly employing hunters with guns as opposed to trappers, Mr. Kloptosky strongly advised  
86 against firearms being discharged within the gates. Mr. Kloptosky noted that he had been working

87 to solicit other trappers that could also come in and catch hogs, and comments were heard regarding  
88 areas where pig brigs could be placed.

89 The Board expressed appreciation for Ms. Crouch's ongoing work with the County on the matter.

90 F. Line of Credit – Chair Foley

91 Mr. Foley stated that negotiations for a \$750,000 line of credit were still ongoing.

92 G. Initial Draft of FY 2025 Budget

93 Mr. McInnes advised that this was being provided for informational purposes and no decisions  
94 were to be made at this meeting.

95 1. Exhibit 3: Two Page Overview

96 Mr. McInnes noted that the Board's previous policy was to have assessment increases not  
97 exceed 7.5% over the previous year, and that expenses had been initially budgeted to  
98 increase at no more than 7% to reflect this policy. Mr. McInnes noted that the insurance  
99 policy and a possible one-year renewal of the current amenities contract would reflect a  
100 larger increase. Supervisor comments were made suggesting that details on current  
101 remaining term lengths of existing contracts could be provided for added context.

102 2. Exhibit 4: O&M Expenses

103 Mr. McInnes suggested that the current rates of expenditure would result in the fund  
104 balance getting reduced to around a \$500,000 figure. Mr. McInnes clarified that it was  
105 Board policy and not state law to try to maintain the balance above the \$500,000 threshold.

106 3. Exhibit 5: Capital Projects

107 H. Proposed Changes – Rules, Policies and Fees for All Amenity Facilities

108 Mr. Foley expressed concerns regarding all the offenses that had recently been occurring and  
109 suggested that management may be restricted by current rules on what could be done to address  
110 what he referred to as socially unacceptable behavior. Mr. Foley provided some example language  
111 from another CDD's rules and policies on conduct for the Board's consideration. The Board and  
112 Mr. McInnes discussed the process that the CDD had undertaken with regard to recent rules  
113 violation incidents. Ms. Stepniak additionally provided some insight into staff discomfort following  
114 incidents where a resident which exhibited abusive behavior towards them only received a warning  
115 letter months after the initial report and noted that staff members might be discouraged to submit  
116 reports due to a perception that they were not being heard or spoken to directly. Comments were  
117 made advocating for a more efficient and streamlined process.

118 Prior to proceeding with the next order of business, Mr. Polizzi provided a summary from the  
119 previous month's Master Association meeting, noting that following a regularly scheduled review,  
120 some letters may be going out to residents that were in violation of sidewalk and/or lake bank  
121 guidelines.

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

124 No comments were heard from the audience.

125 **SEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: January 18, 9:00 AM**

126 All members of the Board stated that they would be able to attend the January 18 meeting in person,  
127 which would constitute a quorum.

128

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

130 The action items were recorded as follows:

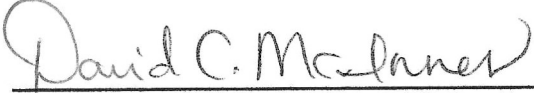
- 131 • District Counsel will send the Board an email regarding questions about amenity expansion and  
132 ask for new questions to be sent back.
- 133 • The Operations Manager will seek out hunters and hog trappers that would be willing to meet the  
134 obligations defined in the contract.
- 135 • The Operations Manager will assess areas in Grand Haven where pig brigs could be placed.

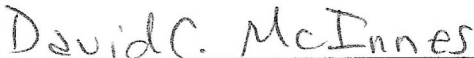
136 **NINTH ORDER OF BUSINESS – Adjournment**

137 The Board adjourned the meeting, at 1:48 p.m., for the Grand Haven Community Development  
138 District.

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

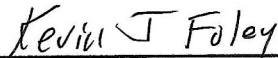
142 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
143 **meeting held on February 15, 2024.**

144   
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Printed Name

145 Title:  Secretary  Assistant Secretary

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Printed Name

Title:  Chairman  Vice Chairman