

**MINUTES OF MEETING
GRAND HAVEN
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Grand Haven Community Development District held a Community Workshop on June 6, 2019 at 10:00 a.m., at the Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137.

Present at the meeting were:

Dr. Stephen Davidson	Chair
Tom Lawrence	Vice Chair
Marie Gaeta	Assistant Secretary
Ray Smith (via telephone)	Assistant Secretary
Kevin Foley	Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Barry Kloptosky	Operations Manager
Stacie Acrin	Grand Haven CDD Office
Jay King	Vesta/AMG
John Melendez	MOV Consultants, LLC
General Wilfred Hessert	

Residents present were:

Charlie Greer	David Alfin
Rob Carlton	Denise Gallo
Kathleen Fuss	

FIRST ORDER OF BUSINESS

CALL TO ORDER/ROLL CALL

Mr. McGaffney called the workshop to order at 10:07 a.m. Supervisors Davidson, Lawrence, Gaeta and Foley were present, in person. Supervisor Smith attended via telephone.

SECOND ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

Disclaimer: These summary minutes are intended to highlight the topics discussed, items being considered and actions taken.

THIRD ORDER OF BUSINESS

CONSULTANTS, GUEST REPORTS & PRESENTATIONS

- **Presentation: Proposed Memorial Day Commemorative Plaque Project, *General Wilfred Hessert***

General Hessert discussed the proposed Memorial Day Commemorative Plaque Project, including who was involved, and presented the following idea:

- Granite Memorial Monument located adjacent to the flag.
- 54" high by 32" wide and 8" thick, on a 4' wide base.
- Wording: "All Gave Some and Some Gave All"; plus other wording about the CDD and service emblems or a flag.

General Hessert asked for the District to have the Horticultural Consultant evaluate the proposed location and for the District to help landscape the location; a few members of the community would defray the cost for the monument, along with any others who wish to contribute.

Discussion ensued regarding the proposed location and why it would be the most focal location, potential vendors, shape of the monument, design, incorporating lighting, granite color options, handling the donation of the monument similarly to the recent turtle sculpture,

Once the final details and design are prepared, General Hessert would email the information and an image to Mr. McGaffney for distribution to the Board and this item would be included on the agenda for consideration. This item would be added to the Open Items List.

- **MOV Consultants, LLC Creekside Drive and North Village Parkway Pedestrian Improvements Review**

This item, previously Item 6C, was presented out of order.

Mr. John Melendez, of MOV Consultants, LLC (MOV), reported the following:

- The intersection was observed for three, two-hour time periods during one day.
- Traffic volume at the intersection was relatively low but speeding was an issue.
- Pedestrian counts at the intersection were not very high.
- Improvements should first focus on reducing speeding by way of possibly installing temporary speed humps, speed limit signage, etc.

- A crosswalk on the east side of the intersection, near the entrance, could be dangerous.
Discussion ensued regarding the potential issues with having a crosswalk near the gate, why the original design might not have included a crosswalk at that location, traffic calming options and locations, accidents at that location, reducing the speed limit, educating the community, issue of pedestrians crossing in that location even though there is no crosswalk, etc.

Mr. Melendez recommended addressing this by what could be done in the short term and then considering the long-term ideas in the future.

The short-term safety measures plan of action included landscape changes to improve sight lines, installation of traffic calming devices, lowering the speed limit, obtaining prices for speed humps, launching an informational campaign and not changing the crosswalk location until all other issues are resolved. Mr. Kloptosky would present his findings and the pricing at a future meeting.

FOURTH ORDER OF BUSINESS

UPDATES: Operations Manager

Mr. Kloptosky discussed the following:

- Village Center Stucco Repair Project: The permit from the City remained pending but was expected by next week; a start date would be provided once the permit is received. Project should take six months to complete.
- Village Center Amenity Center Paint Colors: Approval of a color scheme would be included on the next agenda. Board consensus was Viva Gold body and Indian White trim.
- Pond 14 Pond Bank Erosion Repairs: St. Johns River Water Management District (SJRWMD) would allow the District to proceed, on a case-by-case basis, starting with the property behind 18 Egret; SJRWMD would not require a permit or permit modification.
- Center Park Gazebo Roof: Roof completed; other work at the dock remains and, once completed, the gazebo would probably be repainted.
- Main Guardhouse Roof: Work was underway and should be completed by Friday and, once completed, other repairs would be made, along with repainting.

➤ Village Center Tennis Court Fence Replacement: Permit was modified; updated proposals were obtained and then provided to District Counsel for preparation of the contract. The project should be completed in early July.

➤ Fitness Center Remote Controls and Television Programming: Arguments regarding television programming continue.

Discussion ensued regarding returning the remotes to the Fitness Center, limiting the television stations to predetermined stations, removing the televisions from the Fitness Center, addressing the issues with those causing the problems, loss of privileges for those causing the problems and/or issuing a trespass notice and the loss of privileges process.

Vesta would communicate the policy for the Fitness Center and consequences for those that do not follow the policy.

➤ Fitness Center Temperature: No recent complaints.

FIFTH ORDER OF BUSINESS

UPDATES: District Manager

UPCOMING MEETINGS/WORKSHOPS

○ **BOARD OF SUPERVISORS MEETING**

▪ **June 20, 2019 at 10:00 AM**

The next meeting will be held on June 20, 2019 at 10:00 a.m.

○ **COMMUNITY WORKSHOP**

▪ **August 1, 2019 at 10:00 AM**

The next workshop was scheduled for July 11, 2019, rather than August 1st.

SIXTH ORDER OF BUSINESS

DISCUSSION ITEMS

A. Fiscal Year 2019/2020 Proposed Budget

Mr. McGaffney distributed an updated Fiscal Year 2019 Capital Improvement Plan (CIP) and discussed potential changes related to approved projects that would not be completed in Fiscal Year 2019 and whether to have unused budgeted CIP funds drop to fund balance, which would impact Fiscal Year 2020 budgeting. He explained the assessment process, timeline for mailed notices, etc.

Discussion ensued regarding the status of the reimbursement from the Federal Emergency Management Agency (FEMA), fund balance deficiency of \$522,622 due to the hurricanes, the need to replenish fund balance in case of another weather event, information that the Reserve Study would provide, what would be an appropriate fund balance amount, assessment differences between the 505 units compared to the rest of the units.

Mr. McGaffney summarized that \$150,000 of fund balance usage would be added to the Fiscal Year 2020 budget, a "Village Center Re-Stucco Project" line item would be added to the Fiscal Year 2020 CIP budget, in the amount remaining for the project, and, in the Fiscal Year 2019 CIP, the "Village Center Re-Stucco Project" "Board Approved Amount" would be reduced by \$150,000.

Discussion ensued regarding staffing, staff's ability to complete projects, projects impacted by outside factors, such as permitting, locating contractors, weather events, future staffing needs, hiring an Assistant Operations Manager and potential impact on assessments, etc., why vine removal is a CIP budget item and not in the regular budget, etc.

The consensus was to remove "Vine Remove" from the Fiscal Year 2020 CIP and add it to the Fiscal Year 2020 Operations and Maintenance (O&M) General Fund budget.

B. Amenity Facilities: Open/Close

This item was deferred to the next meeting.

C. MOV Consultants, LLC Creekside Drive and North Village Parkway Pedestrian Improvements Review

This item was presented following the Third Order of Business.

D. Amenity Holiday Schedule Community Survey

Supervisor Davidson stated that the Survey in the agenda included the recommendations provided to him; the due date for returning the Survey must be determined.

Discussion ensued regarding whether information about the financial impact of opening the amenities on holidays, \$10 daily guest fee requirement, etc., whether to remove the reference to guest in the first paragraph, etc.

The issue of "Guests" would be included on the next meeting agenda.

The Survey would be included for consideration at the next meeting.

E. Hurricane Season Informational Meeting: *June 12, 2019 at 6:00 P.M.*

The Hurricane Season Informational Meeting will be held on June 12, 2019.

F. Clarification of Guest Pass Policy

Supervisor Gaeta discussed various concerns about the guest pass policy, amenity policies, suggested changes and clarifications to the policies, etc. Discussion ensued regarding the current process for issuing guest passes, perceived deficiencies in the current process, guests utilizing the facilities without paying guest fees, etc.

The following would occur:

- Supervisor Gaeta, Mr. McGaffney and Mr. Kloptosky would meet about her concerns.
- Mr. McGaffney and Mr. Kloptosky would meet with Vesta personnel, as previously scheduled, regarding the concerns, procedures, etc.
- Supervisor Gaeta would provide Mr. McGaffney with her suggestions and those would be sent to District Counsel for his input.
- This item would be included for discussion at the next meeting.

SEVENTH ORDER OF BUSINESS

OPEN ITEMS

The following items would be added:

- Assistant Operations Manager
- Veterans/Armed Forces Memorial

EIGHTH ORDER OF BUSINESS

SUPERVISORS' REQUESTS

Supervisor Foley asked about the annual audit. Mr. McGaffney stated that they were being finalized and would be presented soon.

Supervisor Gaeta asked if the Reserve Study vendor would present the findings. Mr. McGaffney replied affirmatively.

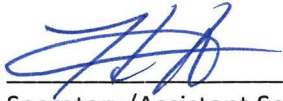
NINTH ORDER OF BUSINESS

ADJOURNMENT

There being nothing further to discuss, the workshop adjourned.

On MOTION by Supervisor Lawrence and seconded by Supervisor Gaeta, with all in favor, the workshop adjourned at 2:08 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair