

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

The Board of Supervisors of the Grand Haven Community Development District held a Community Workshop on March 5, 2020, 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 (via telephone)	Chair
Tom Lawrence	Vice Chair
Marie Gaeta	Assistant Secretary
Ray Smith	Assistant Secretary
Kevin Foley	Assistant Secretary

**Also present were:**

Howard McGaffney	District Manager
Barry Kloptosky	Operations Manager
Sue O'Lear	Vesta

**Residents present were:**

Mark Leo	Mark Vogel	Gary Gamble	Kathy Reichard-Ellavsky
Ken Ersbak	Joe Zilligen	Kathie Gamble	Margaret Matuszak
Bob Mehl	Kathleen Fuss	Vic Natiello	Edmund Giancola
Fran Giancola	Dave Yurk	Betty Yurk	Chris James
Carol Burns	John Polizzi	Louise Dycke	Patti Paukovich
Barb West	Pat Kaufman	Orva Kaufman	Dave Paukovich
Jen Silliman	Dorothy Silliman	Dana Silliman	Robert Brightman
Ray James	Mike Campbell	Patsy Campbell	Lindsey Brown
Greg Brown	H. Cutler Fall	Mitch West	Lisa Mrakovcic
Charlie Greer	Beth Hagan	William Todd	Mike Wright
Susan Glasper	Art Dycke	Rob Carlton	Dona Manuck
John Manuck	Nobuko Koop	Daniele Todd	P.M. Reddy
Yvonne Croizer	Antonia Marmo	Vincent Marmo	Ron Merlo
Al Lo Monaco			

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

**GRAND HAVEN CDD**

**March 5, 2020**

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER/ROLL CALL**

Mr. McGaffney called the workshop to order at 10:02 a.m. Supervisors Gaeta, Lawrence Foley and Smith were present, in person. Supervisor Davidson was attending via telephone.

**SECOND ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

All present recited the Pledge of Allegiance.

**THIRD ORDER OF BUSINESS**

**CONSULTANTS, GUEST REPORTS & PRESENTATIONS**

**A. Discussion: New Croquet Courts (*Mark Leo, Pat Kaufman, Dave Paukovich, Edmund Giancola*)**

Croquet Player Representative, Mr. Mark Leo, provided background information about the croquet players and discussed the number of players, history and the need for additional courts. The purpose of their request for additional courts was to help alleviate overcrowding and the demand for playing time. Discussion ensued between the Board and the Croquet Representatives regarding the presentation, request, etc.

Mr. Kloptosky provided input and stated that the proposed additional courts would fit where the soccer field is but it would also require clearing a small portion of CDD-owned property. He would obtain an updated cost proposal from Precision Land Grading (PLG) to add the additional courts, along with paving and awning costs, which were not in the proposal from a few years ago. Supervisor Davidson suggested that Mr. Kloptosky obtain updated proposals for each request and present them at a future meeting and that this be added to the Fiscal Year 2021 Capital Improvement Plan (CIP), under short-range, rather than long-term plans.

Supervisor Smith stated that there were many other requests for additional amenities, in the past, and the Board was looking at future expansion. He asked for further explanation of the need.

Croquet Player Representative, Mr. Mark Vogel, spoke about the demand for courts and restated that the demand exceeds the available amount of court space and play times. Other Croquet Representatives commented and discussed the need for additional courts. Discussion

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ensued regarding the demand, the request and the proposed location. The consensus was for Mr. Kloptosky to obtain updated proposals to present, as soon as possible, for potential and future consideration.

Discussion ensued regarding the limited use of The Village Center practice courts. Croquet Representatives explained that those courts are primarily used for lessons and practice, as it is not an ideal court for play, due to its extremely small size. Because of the court conditions, Mr. Kloptosky proposed eliminating the practice courts, expanding the Village Center parking lot and building regulation size courts elsewhere.

**B. Pickleball (Supervisor Ray Smith):**

Pickleball Player Representative, Mr. Ken Ersbak, discussed the need to expand and add additional Pickleball courts and asked for this to be considered for the Fiscal Year 2021 budget. Discussion ensued regarding location, wetland hindrances and current stormwater and underground utility locations in proximity to the proposed areas. Mr. McGaffney recommended adding this item to the next agenda so that the Operations Manager can then be provided with specific direction to obtain information related to other potential costs and the parking spaces for the potential installation of additional courts. This item would be included on the next agenda.

Discussion ensued regarding the need for additional bike racks and parking spaces, the City permitting process and past challenges with the City, etc.

**C. Update: Realtor Roundtable Discussion (David Alfin, Roundtable Participant)**

This item was deferred.

Supervisor Davidson would determine if it should be on the next agenda.

**The workshop recessed at 11:32 a.m., and reconvened at 11:45 a.m.**

- **DISCUSSION ITEMS - Business Plan**

**This item, previously Item 7A, was presented out of order.**

Supervisor Davidson discussed the following:

- Adding consideration for a Request for Qualifications (RFQ) for architectural services on the next agenda.

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➤ Acknowledgment of Mr. McGaffney for creating a summary of procedures and processes for how to proceed with the potential addition of amenities, after the purchase of the property.

Mr. McGaffney gave an overview of the process and timeline from inception, starting with an RFQ, to breaking ground, which would be one year.

➤ District Counsel would give an update at the next meeting regarding the seller agreeing to the negotiated terms.

➤ Building a potential relationship with the Golf Course, marketing and holding discussions with District Counsel and the Board at the next meeting.

Discussion ensued regarding whether there was a need for the Board or District to engage in marketing, etc.

➤ A Realtor Roundtable would not be held until a future, yet to be determined, date.

Supervisor Davidson asked for changes to the Business Plan and gave feedback about short-term versus long-term planning; along with input about what was presented at the previous Realtor Roundtable.

Supervisor Gaeta commented on the Business Plan and stated that it was prudent to revisit it, as she believed the community's residential population had increased.

Supervisor Foley gave his opinion that the Business Plan is different than the Action Plan or Strategic Plan. He presented photographs of the maintenance needs of the aging assets and dead or unaddressed landscaping.

Discussion ensued regarding the need to keep up with maintenance issues. Mr. Kloptosky gave input about the lack of qualified contractors available for larger projects, which was why he directed his maintenance team to complete some repairs in house. He felt that additional staff is needed, as employee turnover contributed to the time it takes to address the issues. Discussion ensued regarding the needs exceeding manpower. Supervisor Lawrence voiced his opinion hiring additional staff to address the aging infrastructure and maintenance needs should be approved at the next meeting. This item would be considered at the next meeting.

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Supervisor Smith presented a draft/summary of the Amenities Strategic Plan (ASP). The Board engaged in a comprehensive review of the Strategic Plan and gave their feedback. Supervisor Smith would incorporate the changes that were discussed and the updated ASP would be included in the next workshop agenda and included in the April meeting agenda book. The revised Request for Proposals (RFP) for the Café and Amenity Services portion were under legal review. Once the Board Members submit their comments for incorporation into the RFP, it would be included on the next agenda.

- **DISCUSSION ITEMS - Review/Update of Post Orders for Guard One Contract**

**This item, previously Item 7B, was presented out of order.**

This item was deferred to the next workshop.

**FOURTH ORDER OF BUSINESS****UPDATES: Operations Manager**

Mr. Kloptosky reported the following:

- Landscaping and Guard Services Transitions: Contractual updates related to the transitions were provided.
- Village Center Landscape Enhancements: Proposals would be presented soon.
- Village Center Renovation Project: Updates to other maintenance and construction were provided. Change orders and conceptual drawings would be presented soon.
- Bulkhead Wall Repair: Updates on inspections and current status were provided.

Mr. Kloptosky stated that a party renting the Creekside Amenity Center wants to bring in outside food. The consensus was for District Staff and the Operations Manager to work with Vesta to resolve the matter and advise the Board about the outcome.

**FIFTH ORDER OF BUSINESS****UPDATES: District Manager**

Supervisor Gaeta asked Mr. McGaffney if the renovation of The Village Center reflected proper insurance coverage and asked if an audit was needed. Mr. McGaffney stated that the insurance company was aware of the renovations and that an audit was performed last year; however, the Board could consider having a formal appraisal done.

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**SIXTH ORDER OF BUSINESS**

**NEXT BOARD OF SUPERVISORS MEETING DATE**

- **March 19, 2020 at 10:00 A.M.**
  - **QUORUM CHECK**

All Supervisors confirmed their attendance at the March 19, 2020 meeting.

**SEVENTH ORDER OF BUSINESS**

**DISCUSSION ITEMS**

- A. Business Plan**
- B. Review/Update of Post Orders for Guard One Contract**

These items were presented following the Third Order of Business.

**EIGHTH ORDER OF BUSINESS**

**OPEN ITEMS**

This item was not addressed.

**NINTH ORDER OF BUSINESS**

**SUPERVISORS' REQUESTS**

There being no Supervisors' Requests, the next item followed.

**TENTH ORDER OF BUSINESS**

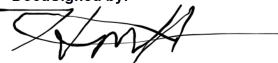
**ADJOURNMENT**

**On MOTION by Supervisor Gaeta and seconded by Supervisor Smith, with all in favor, the workshop adjourned at 2:09 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

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Chair/Vice Chair