MINUTES OF MEETING

GRAND HAVEN

COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Grand Haven Community Development District was held on September 17, 2026, at 9:02 a.m. at the Grand Haven Room, located at the Grand Haven Village Center, 2001 Waterside Parkway, Palm Coast, Florida, 32137.

FIRST ORDER OF BUSINESS – Call to Order/Roll Call

Mr. McGaffney called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Dr. Merrill Stass-Isern *(joined in progress)*	Board Supervisor, Chairwoman
Richard Mayor	Board Supervisor, Vice Chairman
Kevin Foley	Board Supervisor, Assistant Secretary
Janet Greenwood	Board Supervisor, Assistant Secretary
Kathy Myers	Board Supervisor, Assistant Secretary

Also present were:

Howard McGaffney	District Manager
Scott Clark	District Counsel
Vanessa Stepniak	Director of Operations
John Lucansky	Amenity Manager
Louise Leister	District Horticulturist
Billy Genovese	VerdeGo Landscape
John Cabaniss	VerdeGo Landscape
Brian Cousino	VerdeGo Landscape
Roger Cressey	Resident
Tom Cavey	Resident
Tom Hart	Resident
Patricia Hart	Resident
Veronica Reinhardt	Resident
Tom Byrne	Resident
Jeff Davis	Resident
Denise Gallo	Resident
Dr. Steve Davidson	Resident

The following is a summary of the discussions and actions taken at the September 17, 2026 Grand Haven CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Mayor.

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

Mr. Cressey stated that he was speaking on behalf of himself and a group of morning swimmers, and asked for clarification on whether any action was being taken by the Board on bringing pool lighting up to necessary compliance with the Florida Department of Health's night swimming standards, and whether in the meantime the reservation hours could be rearranged to accommodate swimmers that were facing reduced pool time. Mr. McGaffney stated that the electrical engineering

scope inspection work was out for bid, and that he had been working with the Director of Operations to seek bids from companies with the goal of presenting proposals for approval at the October meeting.

A resident urged the Board to take action on the measures needed to restore night swimming at the pool, highlighting the accessibility of swimming as exercise activity. Mr. McGaffney reiterated that proposals were still being sought for the engineering work and that this was a process that would need a Board vote. Mr. McGaffney added that this appeared to not need a major overhaul and renovation of the pool, but indicated that improvements would need to be made. Mr. Lucansky stated that he could additionally provide lap pool usage and signup statistics for the Board's review.

Mr. Cavey indicated that he had first inquired about restoring early swimming around April, and had been told that a conclusion would be reached within 30 to 60 days. The resident commented that he had previously suggested installing additional lights on the new structure, which he felt should bring the area up to the lighting level standards required. Mr. McGaffney stated that light values would need to be certified by an engineer, and acknowledged the lengthy process for matters when other entities such as the Florida Department of Health were involved. Mr. McGaffney requested that the Amenity Manager reach out to Resources and the Florida Department of Health to assess whether any temporary solution could be reached while the process to reach a permanent fix was ongoing.

Mr. and Ms. Hart inquired about maintenance on Tract D. Discussion ensued regarding property and drainage alterations. Mr. Clark advised that Tract D had been platted as a natural area which did not require maintenance, with the exception of the pond banks where the HOA rules did require a certain level of maintenance. Mr. Clark additionally recalled that the CDD had previously been approached by some adjoining residents regarding maintenance of aquatic weed height, and stated that the CDD had established a rule allowing for adjacent owners to submit for approval a maintenance plan strictly for spartina and pond bank maintenance. Mr. Clark noted that there was no evidence to the District's knowledge that any grading alteration had occurred.

Ms. Reinhardt asked for clarification on the exact land tracts being considered for the survey under Exhibit 14 of the agenda. Ms. Reinhardt also asked what written ADA assessment supported the assertion that the changes to the Wild Oaks dog park had improved accessibility and that the completed facility was compliant with applicable ADA standards. Ms. Reinhardt additionally questioned the change orders exceeding the agreed-upon budget, asked whether the CDD had a complete drainage map and inventory, and asked why the financial report appeared not to reflect any spending on the engineering stormwater analysis and lake watch budget line items. Mr. Clark provided a brief overview of the history of Parcel K and golf course facility encroachments as they pertained to the survey, adding that the survey results would provide for a basis should the Board opt to negotiate a conveyance easement.

Mr. Byrne discussed the Meet The Candidates event for the three candidates up for the Seat #3 election that was scheduled to take place on October 22, and expressed appreciation to the CDD for getting the word out, additionally noting positive feedback. Mr. Byrne stated that a flyer would be sent out in a couple weeks and the day before the event.

Mr. Davis requested to reserve public comment time to respond to the Underground Utility Threat Mitigation Fact Finding Group's final report to be presented under Exhibit 13.

Ms. Gallo noted discussions regarding Parcel K slated for the agenda, and reminded the Board of the community's ongoing parking needs.

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

FIFTH ORDER OF BUSINESS – Presentation of Landscape Proposals – *Under Separate Cover*

Prior to proceeding with the presentation and ranking of landscape maintenance RFP proposals, Mr. McGaffney explained that three companies had attended the mandatory pre-bid meeting, and two proposals had subsequently been received. Mr. Clark advised that one of the vendors that had responded, Yellowstone Landscape, had submitted their bid after the deadline and published bid opening time, and had also not included a working thumb drive with the proposal in PDF format. Mr. Clark advised that it was up to the Board's discretion as to whether to waive the non-compliance and still consider the bid, as case law and administrative decisions in the past had provided precedent for waiving non-compliance, but added that these past decisions had generally involved circumstances outside of the control of the vendor. Mr. Clark noted that staff felt that circumstances outside of the vendor's control were applicable to the non-compliance, and thus he recommended rejecting the bid based on the law and bidding requirements.

On a MOTION by Ms. Myers, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board rejected the Landscape Maintenance RFP response submitted by Yellowstone Landscape, for the Grand Haven Community Development District.

Following the motion, Mr. Clark stated that Yellowstone would formally be informed of the action taken by the Board to reject the bid.

Mr. Genovese was invited up for 5 minutes of presentation time, and gave an overview of a bid to the Board on behalf of the current vendor, VerdeGo Landscape, noting that it included a landscape enhancement coupon of $10,000 per year of the 3-year contract bid to go towards beautification projects. Mr. Genovese also noted that VerdeGo was entering into a partnership with a cloud-based company called Weathermatic for irrigation system monitoring and controller remote access. Mr. Genovese, along with account managers Mr. Cabaniss and Mr. Cousino, fielded questions from the Board regarding recent landscape area refreshes and rapid responses to necessary irrigation repairs during the street tree pilot program. Additional comments were heard highlighting an area of land towards the back of the parking lot in the golf course area that needed more mowing attention than it was currently receiving.

An audience member took the floor to thank VerdeGo for their attention to detail in repairing sod during the process of the pilot program.

Ms. Stepniak was asked by the Board to provide her insight in working with VerdeGo, and commented positively

A. Exhibit 2: Consideration of Ranking the Landscape Maintenance RFP Proposals

Mr. McGaffney provided an overview of the scoring criteria and ranking process. Mr. McGaffney provided recommendations for scoring the VerdeGo RFP response as the one proposal bid under consideration, awarding 14 points for the Adherence to RFP Instructions, 10 points for Company Qualifications, the maximum of 15 points for Financial Capability, 27 points on Experience, and the maximum of 25 points on Price of total bid by default, for a total of 91 points. Mr. Clark advised that as only one bid was being considered, he saw no issue with the Board opting to come to a consensus on adopting the specific scoring as presented. In response to a question regarding the scoring for Company Qualifications, Mr. McGaffney explained that no landscape architect or certified arborist were mentioned on the bid, acknowledging that the other rejected bid did not feature either of these positions.

On a MOTION by Ms. Greenwood, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board accepted the evaluation scores recommended by the District Manager for Verdego's submitted proposal for the Landscape Maintenance RFP, for the Grand Haven Community Development District.

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138 On a MOTION by Mr. Foley, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board approved
139 the proposal and ranking of Verdego as the #1 submitted RFP response, authorizing District Counsel to
140 draft and negotiate the formal agreement for landscape maintenance, for the Grand Haven Community
141 Development District.

142 **SIXTH ORDER OF BUSINESS – Public Hearing – Proposed Recall Procedure**

143 Prior to proceeding with the opening of the public hearing, Mr. Clark presented the proposed recall
144 procedure, explaining that the procedure as presented duplicated much of the governing procedures
145 that were part of a newly adopted section to Florida Statutes Chapter 190 regarding CDD
146 Supervisors being subject to recall elections under specific circumstances. Mr. Clark advised that
147 the proposed procedure being presented for the public hearing incorporated additional language
148 accounting for the upfront payment of costs associated with the procedure, namely the publication
149 of legal notices and issuing mail to every registered voter in the CDD. Mr. Clark also noted that
150 confidential information would be redacted from material mandated for posting to the CDD
151 website, and that the procedure also included a policy of neutrality in the recall process for the
152 Board as a body. Mr. Clark additionally highlighted the updated draft's addition of Section 11.2,
153 which clarified that the Florida Statute superseded any aspect in the rule, allowing for any changes
154 to the statute to be immediately reflected in the procedure without the CDD Board having to re-
155 initiate the review and adoption process.

156 A. Open the Public Hearing

157 On a MOTION by Mr. Mayor, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board approved
158 opening the Proposed Recall Procedure Public Hearing, for the Grand Haven Community Development
159 District.

160 B. Exhibit 3: Presentation of Proposed Recall Procedure

161 C. Open the Public Comments

162 An audience member noted that Section 2.2 of the proposed recall procedure named the Clerk of
163 the City of Palm Coast, Florida, but indicated that the establishment of Grand Haven CDD was
164 done via Flagler County Ordinance 97-03, and asked why a Clerk of Flagler County was not named
165 instead. Mr. Clark clarified that Palm Coast was incorporated after Grand Haven CDD had been
166 created, and confirmed that Palm Coast was the local jurisdiction.

167 D. Close the Public Hearing

168 On a MOTION by Ms. Greenwood, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board
169 approved closing the Proposed Recall Procedure Public Hearing, for the Grand Haven Community
170 Development District.

171 E. Exhibit 4: Consideration & Adoption of **Resolution 2026-15**, Adopting Proposed Recall Procedure

172 On a MOTION by Mr. Mayor, SECONDED by Mr. Foley, WITH ALL IN FAVOR, the Board adopted
173 **Resolution 2026-15**, Adopting the Proposed Recall Procedure, for the Grand Haven Community
174 Development District.

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SEVENTH ORDER OF BUSINESS – Staff Reports

A. District Engineer: David Sowell

Mr. McGaffney confirmed that the District Engineer had performed the annual inspection per the District's annual objectives and goals.

B. Exhibit 5: Amenity Manager: John Lucansky

1. Exhibit 6: Tennis Court Counts – August 2026

Mr. Lucansky noted that he had broken down the statistics based on Village Center and Creekside's respective participation and usage. Discussion ensued regarding the amount of data needed to capture the expected use fluctuations across the year and make specific amenity decisions, with Mr. Lucansky noting that the snowbird influx was still upcoming, and that March and April tended to see large volumes of visitors. Discussion ensued between the Board and staff regarding costs of overhead against revenues for the Café operations.

C. Director of Operations: Vanessa Stepniak

1. Exhibit 7: Monthly Operations & Administration Report

Ms. Stepniak noted that her report this month was shorter due to September being the last month of the CDD fiscal year and there being fewer capital project updates.

(The Board recessed the meeting at 10:21 a.m., and reconvened at 10:34 a.m.)

2. Exhibit 8: Consideration of Communications App Proposal Options

Ms. Stepniak stated that the Board had tasked her with bringing back proposals from companies that could provide and enhance services for community-wide information dissemination, and that the proposals being presented under this exhibit were the top three. Ms. Stepniak spoke positively on all three companies, and noted that she believed that GOGov had the most experience working specifically with governmental entities and the special considerations therein. The Board and Ms. Stepniak discussed the implementation of a community-specific app to filter forms to the appropriate staff and streamline CDD operations to improve response time, as well as allowing for residents to indicate notification preferences for mass communications. Ms. Stepniak observed that one of the main reasons for individuals unsubscribing from the emails appeared to be due to receiving large volumes of notifications that were not relevant, and suggested that the ability to curate communications would allow for them to be more effective. Additional discussion ensued regarding establishing wide adoption across the community and the need to keep communications technology up to date for Grand Haven.

a. Exhibit 8A: GOGov
b. Exhibit 8B: App Maisters
c. Exhibit 8C: Live Tour Network, Inc.

> On a MOTION by Mr. Foley, SECONDED by Ms. Myers, WITH ALL IN FAVOR, the Board approved the GOGov communications app proposal, as presented, at an annual services amount of $10,408.00, for the Grand Haven Community Development District.

D. Exhibit 9: District Counsel: Scott Clark

Mr. Clark stated that he had nothing to add to his written report.

E. District Manager: Howard McGaffney

Mr. McGaffney recalled that the Chair had asked whether any Board member wished to continue on as the liaison for the *Oak Tree* newsletter. The Board opted to move forward with a rotating contributor schedule.

Mr. McGaffney also noted that he was working on finalizing the goals and objectives from FY 2026, noting that in the management transition process, one of the goals, being for presentation and acceptance of the annual audit prior to the July 1, 2026 deadline, had not been met. Mr. McGaffney noted ongoing work on the 2027 goals and objectives, suggesting that he was open to evaluation of the District Manager as part of the criteria. Additional comments were heard suggesting the inclusion of some form of assessment or review of the 10-year plan.

F. District Liaison: HOA Report

Ms. Myers stated that the holly tree replacement was still ongoing, with tree varieties without berries being researched due to toxicity concerns. Ms. Myers additionally reported that the Master Association President, Dr. Carlton, had proposed the suspension of a resolution that adopted a policy prohibiting an individual from concurrently serving on multiple Boards and communities, citing current difficulties in filling vacant positions on the Master Architectural Design Committee, and that this proposal had been approved by the HOA Board. Ms. Myers also recalled that Association Treasurer, Dr. Tebbano, had floated a suggestion to organize a public gathering meet-and-greet event with HOA and CDD members as one group, with the intent to dispel misconceptions and bridge gaps, though no further action had been taken on the idea by the Association Board.

EIGHTH ORDER OF BUSINESS – Consent Agenda Items

A. Exhibit 10: Consideration for Acceptance – The August 2026 Unaudited Financial Report

B. Exhibit 11: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held August 20, 2026

C. Exhibit 12: Capital Improvement Plan – Project Tracker

On a MOTION by Mr. Foley, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board approved all items of the Consent Agenda for the Grand Haven Community Development District.

NINTH ORDER OF BUSINESS – Business Items

A. Exhibit 13: Presentation of FFG Final Report – Underground Utility Threat Mitigation Group

Dr. Davidson presented the final report on behalf of the Underground Utility Threat Mitigation Fact Finding Group. Dr. Davidson explained that the group had first been organized to investigate a storm water drain failure on Jasmine Drive that had been caused by root systems from the live oak trees in late 2024, and to report facts back to the Board of Supervisors along with system protections and alternatives. Dr. Davidson noted that further concerns were raised by a stormwater pipe failure on Riverfront Drive and a potable water pipe failure on Waterside Parkway in May 2025, with a financial impact of about $70,000 per incident. Dr. Davidson recalled that the CDD Board in October 2025 had subsequently approved the pilot program to remove 14 trees, and that this program could aid in the development of a broader stormwater preventative maintenance program throughout the community, as well as provide insight on the process of potentially removing larger live oak trees with minimal disruption so as to avoid future pipe failure incidents. Dr. Davidson expressed appreciation on behalf of the FFG for the departments and staff members of the City of Palm Coast for aiding in the creation of safety measures, as well as their Geographic Information Services for providing the CDD with comprehensive as-built drawings of the Districts' sanitary

sewer and potable water systems, which the developer had failed to provide during the transition to resident Board control of Grand Haven CDD. Dr. Davidson additionally stated that they would like to recognize the efforts of arborist Chuck Lippi, District Horticulturist Louise Leister, and to Old City Tree Service. Further recognition and gratitude was extended to the City of Palm Coast's Stormwater Engineering Department for providing useful information regarding the City's own stormwater preventative maintenance program.

Dr. Davidson provided an overview of information that had been uploaded to the CDD website under the Community Documents subfolder, including a consolidated report with a Grand Haven Master Association which contained the arborist's complete report. Dr. Davidson additionally highlighted presentations that had been presented at a townhall meeting, eblasts and letters issued to the community and affected homeowners respectively, and day-to-day reports of the pilot program once in motion. Dr. Davidson also noted findings provided from a meeting with the Stormwater Management Department of Palm Coast, which highlighted specific minimum setbacks and the landscape approval process with the City arborist prior to putting in specific trees, as well as an album of before-and-after comparison photos provided in a presentation document dated September 17.

Dr. Davidson stated that the total cost of the pilot program was $18,730, coming in under the budgeted not-to-exceed amount of $20,000, and that only two irrigation line breaks were observed and immediately rectified. Dr. Davidson stated that no negative feedback following the program had been received, and that information was now available to inform staff decisions in developing options for a District-wide comprehensive stormwater preventive maintenance program to be presented to the Board for discussion and approval.

Ms. Leister provided additional comments on the pilot program, expressing gratitude to the affected homeowners for their cooperation and understanding.

Mr. McGaffney noted that additional time was needed for next steps, explaining that staff was also working on the imminent implementation of the new communication app and that further work with some of the GIS mapping would be necessary, and suggested that an update on the status of specific recommendations would be provided at the next meeting.

Mr. Davis was given an opportunity to speak per his request under Audience Comments. Mr. Davis acknowledged the information provided form the City and the before-and-after photos from the pilot program, but suggested that information was missing with regards to findings from the pilot program. Mr. Davis commented that the arborist assessment following the program may have been superficial, and that any impacts or damage to the storm drains and system itself may not have been thoroughly investigated and disclosed. Mr. Davis additionally expressed concerns about a lack of specific recommendations provided by staff given the duration of the Fact Finding Group's work. Mr. Davis noted resident concerns and fears about wholesale removal of hundreds of street trees, which Mr. Foley and Mr. McGaffney stated would not be occurring. Mr. McGaffney stated that the Fact Finding Group was not permitted to provide recommendations, as the intent was to provide information only, and that staff would be using this information to develop and provide reasonable and well-thought out recommendations.

B. Exhibit 14: Consideration of Survey for Certain Parcels – NTE $8,000.00

Mr. Clark advised that the areas included in the scope of the survey included Tract K, areas owned by the CDD adjacent to the clubhouse which had been a matter of dispute, and for any appropriate easements for maintenance crews to access.

> On a MOTION by Mr. Foley, SECONDED by Ms. Myers, WITH ALL IN FAVOR, the Board approved proceeding with survey work for certain parcels, in an amount not to exceed $8,000.00, for the Grand Haven Community Development District.

C. Consideration of Setting an October Workshop Date for October 8th at 9:00 a.m.

The Board opted not to proceed with a workshop meeting for the month of October.

The Board requested to reschedule the regular meeting in October to a later point in the month. Mr. McGaffney stated that this meeting's agenda would include discussions of Human Resources topics, and that a later date would help accommodate for District Counsel's presence and guidance in these discussions.

> On a MOTION by Ms. Myers, SECONDED by Ms. Greenwood, WITH ALL IN FAVOR, the Board approved rescheduling the October 2026 meeting date from October 15 to October 29, with a start time of 9:00 a.m., for the Grand Haven Community Development District.

TENTH ORDER OF BUSINESS – Discussion Topics

Ms. Stepniak addressed comments regarding microphone issues, clarifying that the issues were with the batteries being used and that a new batch would be ordered.

ELEVENTH ORDER OF BUSINESS – Supervisors' Requests

Ms. Greenwood requested for an update on parking expansion. Mr. McGaffney noted that he intended to bring this topic of discussion back once any and all changes to the Board composition were finalized after the November elections. The discussion item on parking expansion was set to be added to the December 2026 meeting agenda.

TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: October 15th at 9:00 AM

All Board members present stated that they would be in attendance at the next meeting, rescheduled for October 29 at 9:00 a.m., in person, which would constitute a quorum.

THIRTEENTH ORDER OF BUSINESS – Adjournment

> On a MOTION by Mr. Foley, SECONDED by Mr. Mayor, WITH ALL IN FAVOR, the Board, at 12:49 p.m., adjourned the meeting for the Grand Haven Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on October 29, 2026.

Richard F. Mayor
Richard F. Mayor (Nov 5, 2026 17:49:46 EST)

Signature

Signature

Howard McGaffney

Printed Name

Richard F. Mayor

Printed Name

Title: ■ **Secretary** □ **Assistant Secretary**

Title: □ **Chairman** ☐ **Vice Chairman**