

MINUTES OF MEETING  
GRAND OAKS  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Grand Oaks Community Development District was held on Wednesday, September 10, 2025, at 1:30 p.m. at the Grand Oaks Amenity Center, 1055 Turnbull Creek Road, St. Augustine, Florida.

Present and constituting a quorum were:

John Dodson  
Linda Cruz  
David Crosby

Chairman  
Vice Chairperson  
Supervisor

Also, present were:

Jim Oliver  
Wes Haber *by phone*  
Bill Schaeffer *by phone*  
Rich Gray  
Matt Biagetti  
Robin Nixon  
Kyle Magee *by phone*  
Allen Flannery

District Manager  
District Counsel  
District Engineer  
GMS  
GMS  
GMS  
Kutak Rock  
The Greenery

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 1:30 p.m. Three Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comments** (*Regarding Agenda Items Listed Below*)

Mr. Oliver opened the public comment period.

Resident commented on food truck placements/locations. She asked about the trail sign.

Residents asked about broadcast and publishing the number for dial ins for meetings.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

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Grand Oaks CDD

**A. Acceptance of Resignation Letter from Supervisor Snider**

Mr. Oliver noted Supervisor Snider has resigned. He added this seat is #4 and they need to fill this seat with a qualified elector that is a registered voter.

On MOTION by Mr. Dodson, seconded by Ms. Cruz, all in favor, Accepting the Letter of Resignation from Supervisor Snider, was approved.

**B. Discussion of Appointment Process to Fill Unexpired Term of Office (11/28)**

Mr. Oliver outlined the process to fill the vacancy and stated anyone interested can send their letter of interest by September 30th. On October 8<sup>th</sup> the Board will consider these resumes, and they can be introduced to the Board. A resident will fill this seat.

**FOURTH ORDER OF BUSINESS****Consideration of Minutes of the August 13, 2025, Meeting**

Mr. Oliver presented the minutes of the August 13, 2025, meeting and asked for any comments, corrections, or changes. Hearing no changes from the Board, Mr. Oliver asked for a motion to approve.

On MOTION by Ms. Cruz seconded by Mr. Crosby, all in favor, the Minutes of the August 13, 2025 Meeting, were approved.

**FIFTH ORDER OF BUSINESS****Report Regarding Findings Related to Past Use of Construction Funds**

Mr. Haber presented the background on this issue. He noted the Board had hired Burr and Foreman for the purpose of investigating certain usage of the construction funds made available by issuance of bonds.

Mr. Haber explained the past use of funds and noted there was no written report provided. He added there were many findings of concern, and it was possible to take legal action. Mr. Haber recommended to keep the files open but with no immediate action. There was a question on the statute of limitations and Mr. Haber will follow-up. Misappropriation of funds and further litigation were further discussed. Mr. Oliver spoke about not having a written report.

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**SIXTH ORDER OF BUSINESS****Update Regarding Process to Inspect, Repair, and Reopen Tree House**

Mr. Haber explained the items regarding the tree house. He advised the Board on an outstanding lawsuit against the CDD on an injury that occurred at that facility. He advised not to discuss details on the record. He discussed the impact on the CDD and the legal positions. He commented on maintenance aspect of this issue. He discussed moving forward with changes to the facility and to provide notices to all involved on the changes to be made and have a final inspection before changes are made. The Board asked about issuing a notice. A draft will be developed for a notice with Mr. Biagetti reaching out to Mr. Haber.

Discussion ensued on how to proceed with changes, timelines, insurance, installation of a sign, moving forward expenses, recoupment of funds, litigation, and claim against the contractor can be pursued by counsel.

**SEVENTH ORDER OF BUSINESS****Consideration of Policies Regarding Use of Alcohol at CDD Facilities**

Mr. Oliver explained this item is for the policies and noted this is still and work in progress and they were looking at 3 options. It was noted they need to get resident input. Ms. Cruz asked about having counsel draft the policies. She explained this would not be alcohol for sale, just for private parties such as card games, bridal showers, and residents getting together by BYOB.

Other discussion was held on rental possibilities for the amenity center, rental pricing, liabilities, insurance, and hiring bartenders. It was noted the CDD had a policy on no alcohol, and the policy would need to be changed. It was suggested to focus on the policies for the residents and not renting out.

**EIGHTH ORDER OF BUSINESS****Discussion Items:****A. Drainage Correction at the Amenity Center**

Mr. Gray reviewed the history and provided an explanation of the location and what was occurring. He noted the rainy season has brought a lot of standing water with a concern of the ADA compliant ramp issues. A proposal will be developed.

The various locations of drainage issues were discussed, and it was noted they had paid for areas around the firepit before that didn't work. The firepit was discussed on prior work and the work that will need to be done. This will be reviewed and a follow-up provided.

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Other topics discussed included the drainage problems in the amenity and pool area, other drainage areas with issues. Proposals and a ranking of priorities will be brought back to the next meeting.

#### **B. Discussion of Holiday Lighting**

Mr. Gray stated this was for clarification on what the Board wanted for holiday lighting. The Board discussed the holiday lighting and the options that were available. Topics ensued on property areas for lighting, solar lighting, additional areas added for decorating, reflectors, costs, lights around the monument, and specific locations.

Flowers were discussed and Ms. Cruz suggested the types of plants like Blue Daze and yellow lantana.

The Board requested proposals for holiday lighting.

### **NINTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. Attorney**

Mr. Magee has nothing further to report.

##### **B. Engineer**

Mr. Schaefer stated he was contacted by NST and will meet this week to discuss specifics of money generated.

##### **C. Manager**

Mr. Oliver discussed the financial statements as of through the end of July. He noted when the 2024 budget was adopted last August and they had total of total budgeted expenditures of \$1,237,000. On a prorated basis they would have spent \$1,051,000 dollars, and they have \$794,000 has been spent. Currently they have \$256,000 on the positive side.

The revenues side was collection of assessment at \$316,000, and they have a \$283,000 deficit. He added as of the end of August the total is \$62,000 and will fall short.

Mr. Oliver discussed financial issues and needing to pay bills. He proposed an agreement of a loan of credit with Regions Bank of \$100,000 to approve a loan to pay critical bills. He asked for the Board's approval of this line of credit.

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Ms. Cruz asked on the terms of the loan. Mr. Oliver stated before another rate changes 6.5 – 7% and a \$500 originating fee. This is a fixed rate. It was clarified this was for critical issues.

On MOTION by Ms. Cruz, seconded by Mr. Crosby, with all in favor, the Regions Bank Loan of \$100,000, was approved subject to approval by the Chair.

#### **D. Operation Manager**

##### **1. Report**

The Operation Manager's was reviewed, and the report included the issues on Pond #15 and noted they have been completed. Other discussion included trees, preventative maintenance, the trail sign, proposals for \$300, and other pond work.

##### **2. Landscape Maintenance Update**

Mr. Allen Flannery from The Greenery provided updates on needing lake access, the landscaping, mowing, water maintenance, tree issues, mowing schedules, and needing the credits owed to them.

Other discussion was held on annual flowers, irrigation, removal of a tree, lights at the amenity center, checking the timer, pond treatments, and pool clubhouse.

##### **3. Discussion of Sidewalk Edging**

This item was placed on hold. Suggestions to hold off on mulching and annuals.

#### **E. Amenity Center Manager – Report**

Ms. Nixon provided the Amenity Center Manager report to include adding classes, updates on parking space, food trucks, keeping food trucks at the amenity center, fitness center classes, pool area space, mailbox area, safety issues, and signs.

#### **TENTH ORDER OF BUSINESS**

#### **Supervisor's Requests and Public Comments**

There were no Supervisors requests.

Audience member asked for the call in number to be included in emails for residents to join the meetings.

Audience member asked about updates on the Tinkler legal issue.

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Audience member asked about HOA updates.

**ELEVENTH ORDER OF BUSINESS      Financial Reports**

**A. Financial Statements as of July 31, 2025**

Mr. Oliver stated the financials are through July 31<sup>st</sup>. Expenses and collections were discussed.

On MOTION by Mr. Dodson, seconded by Ms. Cruz, with all in favor, the Check Register totaling \$51,948.66 was approved,

**B. Summary of Operations and Maintenance invoices**

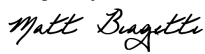
Mr. Oliver presented the check register. There were no further questions or comments on the check register.

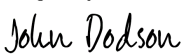
**TWELFTH ORDER OF BUSINESS      Next Scheduled Meeting – October 8, 2025 @  
1:30 p.m. @ Grand Oaks Amenity Center**

Mr. Oliver stated the next meeting is scheduled for October 8, 2025, at 1:30 p.m. at the Grand Oaks Amenity Center.

**THIRTEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Ms. Cruz, seconded by Mr. Crosby, with all in favor, the meeting was adjourned

Signed by:  
  
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Secretary / Assistant Secretary

Signed by:  
  
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Chairman / Vice Chairman