

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, January 14, 2026, at 1:30 p.m. at the Grand Oaks Amenity Center, 1055 Turnbull Creek Road, St. Augustine, Florida.

Present and constituting a quorum were:

Linda Cruz	Vice Chairperson
David Crosby	Supervisor
Dick Trowbridge	Supervisor

Also, present were:

Jim Oliver	District Manager
Kyle Magee <i>by phone</i>	District Counsel
Bill Schaeffer <i>by phone</i>	District Engineer
Allen Flannery	The Greenery
Erick Wyrick	The Greenery
Jason Rodriguez	The Greenery
Matt Biagetti	Assistant District Manager
Robin Nixon	Amenity Manager
Christy Buganski	Amenity Manager
Rich Gray	Director of Field Operations

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comments (*Regarding Agenda Items Listed Below*)

Mr. Oliver opened the public comment period. A resident commented about landscaping concerns, and thanked staff for promptly addressing irrigation leaks before further damage

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occurred. The resident noted areas of turf damage believed to be caused by fertilizer or insecticide applications that become more apparent after the fall season.

Staff acknowledged awareness of the affected areas and indicated plans to address the issues, with repairs anticipated around early spring.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the December 10, 2025, Meeting

Mr. Oliver presented the minutes of the December 10, 2025, meeting and asked for any comments, corrections, or changes. The Board had no revisions to the minutes.

On MOTION by Ms. Cruz, seconded by Mr. Trowbridge, all in favor, the Minutes of the December 10, 2025 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Landscape Maintenance Update

Mr. Oliver stated the next item was landscape maintenance and invited Mr. Flannery of The Greenery to provide an update. Mr. Flannery reported that the Grove tree had been stabilized and would continue to be monitored. Three dead palm trees at Legacy Park were removed. Improvements were noted at monument entrances, and courtesy clean ups were completed at several pocket parks. A \$5,000 credit related to Pond 6 was confirmed. Soil and water samples were collected and sent for testing, with results to be shared upon receipt. Additionally, The Greenery will perform a courtesy street sweeping to address sand and debris buildup along curbs.

Board members discussed turf replacement in dead areas, clarification of Pond 6 maintenance responsibilities, and irrigation oversight. Mr. Gray confirmed responsibility for irrigation adjustments and agreed to conduct a follow-up inspection, particularly around sidewalks and curbs, to address overspray concerns prior to any pressure washing. Discussion also included water quality testing related to pond treatments, with inspection reports to be shared with the District.

FIFTH ORDER OF BUSINESS

Consideration of Proposals:

A. Legacy Park Pond Fountain

Mr. Gray reviewed multiple options to address the failing fountains at Legacy Park. He explained that the District maintains seven fountains, with the current issue limited to the two larger 10-horsepower fountains at Legacy Park. One fountain is inoperable, while the second

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continues to trip breakers and is no longer considered reliable. The existing fountains are approximately four to five years old.

Two proposals from Future Horizons were reviewed, including full replacement converting the fountains from 10 horsepower to 5 horsepower with new LED lighting and decorative nozzles at an estimated cost of \$26,445, and an alternative option reusing the existing LED lighting to reduce costs by approximately \$3000, though reuse would be on an as-is basis without warranty coverage.

A third option from Innovative Fountain Services was also discussed, which would reuse existing equipment, downgrade the motor and pump from 10 horsepower to 5 horsepower, and add decorative brass nozzles at an estimated cost of \$18,000. The brass nozzles are pre-owned and offered as-is without warranty. This option would significantly reduce electrical usage while still providing a decorative appearance.

Mr. Gray explained that reducing the fountain size from 10 horsepower to 5 horsepower would lower fountain height from approximately 30-40 feet to 7-12 feet, depending on nozzle selection. Board members discussed the visual impact, long term replacement costs, warranty considerations, and the fact that the fountains are primarily decorative rather than necessary for pond function.

A resident added that he provided information for Tom Whitmore, an engineer who performed repairs and maintenance for the subdivision across State Road 16. Mr. Gray agreed to review the information and contact Mr. Whitmore to request an estimate.

Mr. Trowbridge approved a proposal from Innovation Fountain Services in an amount not to exceed \$18,240, allowing staff to further evaluate final specifications within that budget.

On MOTION by Mr. Crosby, seconded by Ms. Cruz, all in favor, the Proposal from Innovative Fountain Services Not to Exceed \$18,240, was approved.

B. Wetland Mitigation

Mr. Oliver stated the next item for consideration was wetland mitigation proposals, with two proposals included in the agenda package from Terracon and SES Environmental. Mr. Crosby explained that Terracon has previously provided wetland mitigation and invasive species services for the District; however, work has been delayed due to outstanding balances, and additional

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mitigation is required to bring the District back into compliance. Terracon's proposal totaled approximately \$50,500, required 100% payment upfront, and did not include long-term monitoring.

Mr. Crosby presented a proposal from SES Environmental, represented by Patrick Pierce, who previously worked on a project with Terracon and is familiar with the Districts permit requirements and history. It was noted that Mr. Pierce coordinated directly with the St. Johns River Water Management District and identified specific compliance areas, with success criteria focused on removal of invasive and nuisance species rather than ground cover. The SES proposal included invasive species removal, replanting as required, upland buffer signage, and five years monitoring, with fees structured annually rather than paid in full upfront.

The Board discussed differences between the proposals including the inclusion of monitoring services in the SES proposal, flexibility in payment structure, and opportunities to reduce costs through coordination with other agencies for portions of the work and adjustment of signage quantities. It was noted that SES's proposal provided a more comprehensive and cost-effective approach to long-term compliance.

Mr. Schaeffer recommended proceeding with SES Environmental, citing Mr. Pierce's familiarity with the project and expertise. Following discussion, Mr. Crosby motioned to approve a contract with SES Environmental in an amount not to exceed \$40,500 for the first year, with subsequent annual costs estimated at \$13,000, subject to permit requirements and ongoing compliance needs.

On MOTION by Mr. Crosby, seconded by Mr. Trowbridge, all in favor, SES to provide wetland mitigation services with a NTE \$40,500 in the first year, was approved.
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C. Treehouse Repair

The Board tabled quotes to repair the Treehouse. Mr. Gray was asked to bring back quotes for demolition with thoughts of adding other amenities in the future.

D. Mulch

The Board tabled the mulch project for the Treehouse.

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E. Restroom Restoration on Pool Deck

Mr. Gray reported that HVAC testing and balancing had been completed and ventilation was functioning properly, allowing the District to proceed with restoration work. Three proposals were presented, each addressing mold remediation, removal and replacement of damaged drywall and framing as needed, repainting, and restoration of the men's and women's restrooms and concession area. The proposals included, ServPro, with separate costs for restoration and remodeling totaling approximately \$24,861.56, noting that final costs could increase depending on conditions discovered during demolition. Anderson Restoration, with combined estimated costs totaling approximately \$20,373.98, subject to potential increases based on required repairs. Trinity Remodeling, with a single all-inclusive proposal of \$13,008.75, confirmed multiple times to include all required restoration and remodeling work.

It was noted that the District has approximately \$8,000 in insurance proceeds available for the project, resulting in an estimated \$5,000 out-of-pocket expense if Trinity is selected. Mr. Gray advised that Trinity has generally positive reviews, with standard warranties of one year on workmanship and 90 days on labor, consistent with other proposals. Trinity indicated the project could be completed prior to spring following approval.

Board members discussed cost, timing, warranties, and contractor experience. Consensus was expressed that Trinity offered the best value and that the project should proceed promptly to reopen the restrooms.

On MOTION by Mr. Crosby, seconded by Mr. Trowbridge, all in favor, Trinity Painting and Maintenance to repair and mitigate mold in the pool restroom facility, was approved.
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F. Pressure Washing

Mr. Gray presented three proposals for pressure washing services covering the main entrance roadway of Grand Oaks to the roundabout, including pavers, sidewalks, curbing, and medians. Mr. Gray disclosed that Riverside Management Services submitted one of the proposals and, in the interest of fairness, competing bids were also obtained. Riverside initially proposed \$8,800 and offered to reduce the cost to \$8,000 to remain competitive and keep the work in-house. Board members discussed the scope of work, phasing versus full completion, and noted that the main roadway has not been comprehensively pressure washed in the past. It was suggested that

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pressure washing is currently included under repairs and maintenance rather than a specific budget line item.

The Board discussed alternative mitigation options, including sealing concrete surfaces, but determined that annual pressure washing would be more cost-effective.

On MOTION by Mr. Crosby, seconded by Ms. Cruz, all in favor, Riverside Management Services to pressure wash curbs and sidewalks along the spine road from entrance to Amenity Center, was approved.

G. Fencing Installation

Mr. Gray explained that approximately 35-38 feet of fencing is currently missing at Pond 17, located at the end of Summer Bay, and installation of new fencing would help restrict unauthorized access and reduce fishing activity. The proposal includes furnishing approximately 36 feet of fencing and installing a 10-foot double drive gate to allow vendor access for pond maintenance and mowing.

It was noted that the fencing would be installed within a common area and maintenance easement, and Mr. Gray agreed to verify the final location to ensure it does not interfere with future development or access requirements. The proposed cost for the fencing installation is \$1,678, with Sterling identified as a competitively priced vendor based on prior experience.

On MOTION by Mr. Crosby, seconded by Ms. Cruz, all in favor, Fence and Gate Installation by Sterling Fence, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee reported that there were no specific items to bring before the Board at this time and offered to respond to any questions or follow up on matters as requested.

B. Engineer

Mr. Schaefer provided a follow-up to prior discussions regarding flooded areas near the amenity center. He reported that LARC has agreed to address several identified areas, including repairs north of the roundabout where turf damage was observed. LARC is also being contacted

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regarding conditions near the fire pit, for which a corrective plan has not yet been provided. Staff will follow up to ensure the agreed-upon repairs are completed.

C. Manager

Mr. Oliver provided an informational update advising that 2026 is an election year, with three Board seats to be filled by election of registered voters residing within the District. The election will be held in November 2026, and the official qualifying period with the St. Johns County Supervisor of Elections will occur during the second week of June, from noon Monday through noon Friday. It was noted that prospective candidates may contact the Supervisor of Elections in advance to pre-qualify or obtain additional information.

It was further clarified that the seats currently held by Supervisors Keith Hyatt, David Crosby, and Justin Dudley are up for election, while the remaining resident Board member seats expire in 2028. Additional comments were made noting that the Supervisor of Elections office provides guidance and materials to assist prospective candidates through the qualifying process. For more information, please visit the SOE website at votesjc.gov.

D. Operation Manager – Report

Mr. Gray reported that routine maintenance activities are ongoing in preparation for spring. The previously approved drainage project is nearing completion, with a final walkthrough scheduled and final payment to be issued upon confirmation of completed work. Holiday decorations have been successfully removed and are now stored at the Amenity Center, eliminating the need for off-site storage fees.

Mr. Gray noted that pressure washing services approved by the Board are expected to begin the following week. Additional planned maintenance includes repainting flooring at Legacy Park near the mailbox cluster and restrooms, followed by touch-up painting at the Amenity Center and pool deck as weather conditions improve.

E. Amenity Center Manager – Report

Ms. Nixon reported that everything was running smoothly at the Amenity Center. The weekly clubs and Thursday activities continuing as scheduled. An upcoming Vendor Village was announced, featuring approximately 15-20 vendors, food trucks and a bubble truck, to be held on the lawn. The event will be conducted at no cost to the District. Ms. Nixon also noted a successful

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Christmas event with strong attendance. Options for smaller indoor movie events using existing equipment were briefly discussed.

SEVENTH ORDER OF BUSINESS **Supervisor's Requests and Public Comments**

Supervisors expressed appreciation for staff responsiveness, communication, and overall performance, noting positive feedback from residents.

The Board discussed prioritizing approved projects, specifically wetland mitigation, restroom restoration, and fencing installation, and moving forward with those items promptly.

A request was made to approve change orders from the Greenery, including the addition of five pocket parks, addition of Ponds 17 and 18, and removal of Pond 6, with a \$5,000 credit to be applied. Staff will confirm documentation and method of application, and District Counsel will prepare an addendum to the master agreement for future Board ratification.

A question was raised regarding lighting at the Grand Oaks entrance sign, noting it appears less visible at night compared to other neighborhood signage. Staff indicated they would conduct a lighting inspection to determine whether adjustments or repairs are needed.

Additional comments included interest from a resident in sponsoring a future community event, such as an outdoor movie night. Staff advised that the resident may coordinate directly with the Amenity Center staff, subject to applicable licensing and approval requirements.

EIGHTH ORDER OF BUSINESS **Financial Reports**

A. Financial Statements as of November 30, 2025

Mr. Oliver reviewed the financial report as of November 30, noting no significant positive or negative variances early in the fiscal year. Assessment collections were reported at approximately 9% as of the end of November; however, an updated report shows collections at approximately 91% as of the meeting date. Full payments have been received from the Toll Brothers and Pulte, while no collections have yet been received from Day Late Enterprises, which is as anticipated. Mr. Oliver reported ongoing efforts to address outstanding matters related to Day Late and long-term development planning.

It was noted that the District is proceeding cautiously with expenditures to ensure sufficient cash flow. Outstanding mitigation-related payments from prior years are being finalized, with the District transitioning to a new mitigation provider.

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An update was also provided regarding the National Stormwater Trust agreement. Mr. Oliver reported that the negotiated contract has been provided for execution, with finalization pending receipt of a letter confirming third-party inspections by Universal Engineering, as requested by the District Engineer, to address water level concerns.

The check register was presented for Board review. A motion was made to approve the financial report.

On MOTION by Mr. Crosby, seconded by Mr. Trowbridge, with all in favor, the Check Register totaling \$51,017.15, was approved.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 11, 2026
@ 1:30 p.m. @ Grand Oaks Amenity Center**

Mr. Oliver stated the next meeting is scheduled for February 11, 2026 at 1:30 p.m. at the Grand Oaks Amenity Center.

TENTH ORDER OF BUSINESS

Adjournment

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

Signed by:
Matt Biagetti
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Secretary / Assistant Secretary

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Justin Duroley
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Chairman / Vice Chairman