

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, August 12, 2026 at 10:00 a.m. at the Grand Oaks Amenity Center, 1055 Turnbull Creek Road, St. Augustine, Florida.

Present and constituting a quorum were:

Justin Dudley	Chairman
Linda Cruz	Vice Chairperson
Dick Trowbridge	Supervisor
David Crosby	Supervisor

Also, present were:

Matt Biagetti	District Manager
Wes Haber <i>by phone</i>	District Counsel
Bill Schaefer <i>by phone</i>	District Engineer
Allen Flannery	The Greenery
Eric Wyrick	The Greenery
Jim Oliver	GMS
Rich Gray	GMS
Robin West	GMS
Jeff Johnson	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 10:00 a.m. Four 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 specific to agenda items and asked that comments be limited to three minutes and explained the public comment expectations.

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A resident requested an update regarding Pond 15, expressing concerns regarding the condition of the pond, including odor, slime, a floating island containing overgrown grass, limited boat access, and an inoperable fountain. Staff indicated the concerns would be addressed later in the meeting under the appropriate agenda item.

Another resident requested an update regarding the Stormwater Trust project, noting that work had previously been anticipated to begin during the first quarter. Staff advised that an update had been received and would be discussed later in the meeting.

A resident also commented on the wording of the agenda regarding the proposed budget, noting that the agenda and website appeared to indicate that the Board would be approving the budget rather than considering the proposed budget. Staff acknowledged the concern and clarified that the distinction between the approved and adopted budgets would be addressed during the budget discussion.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the July 8, 2026 Meeting

Mr. Oliver presented the minutes of the July 8, 2026, meeting and asked for any comments, corrections, or changes. The Board reviewed the minutes of the July 8, 2026, meeting. A correction was noted under the Tenth Order of Business to change “Mr. Gary” to “Mr. Gray.”

On MOTION by Ms. Cruz, seconded by Mr. Dudley, all in favor, the Minutes of the July 8, 2026, Meeting, were approved as revised.

FOURTH ORDER OF BUSINESS

Landscape Maintenance Update

A. Report

Mr. Flannery provided an update on landscape maintenance throughout the District. Staff reported that a chinch bug outbreak had affected several turf areas. Although regularly scheduled treatments were being performed, additional treatment was necessary to stop the outbreak. Areas that will not recover are being mapped and will be replaced. Staff also acknowledged that maintenance along some pond banks had fallen behind and advised that crews were working to bring those areas back into the regular maintenance cycle.

The Board discussed ongoing turf performance, particularly in the parking lot islands and other areas where St. Augustine grass has struggled despite irrigation, fertilization and phosphorus

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treatments. The Greenery advised that it had consulted with IFAS regarding soil and turf conditions and noted that Bermuda grass appeared to experience fewer issues. Board members discussed whether replacement areas should remain St. Augustine grass or whether alternative turf or ground cover could be considered. The Board generally favored maintaining consistency where appropriate while exploring alternative ground cover in difficult locations rather than introducing multiple turf varieties.

Staff discussed maintenance around Pond 3, noting some confusion regarding areas that had been mowed by homeowners or other landscape providers. The Greenery advised that this resulted in an inconsistent appearance and that the matter would be coordinated with management. Weed growth and deficiencies along pond banks were also discussed, with staff advising that crews were actively treating those areas.

The Board received an update regarding an invasive grass species. The Greenery advised that treatment efforts had significantly improved control in several areas, although some locations remained challenging. Crews were continuing spot treatments, and maintenance and plant-health personnel had been instructed to address affected areas whenever observed. Additional fertilization was also being used to improve recovery in weakened turf areas.

The Board discussed concerns regarding the consistency and timeliness of mowing services. The Greenery acknowledged that pond mowing had fallen behind primarily due to wet conditions and rapid seasonal growth and advised that the ponds had since been brought back into cycle. The Board emphasized the importance of supervision, quality control and ensuring crew's complete scheduled work.

Staff confirmed that replacement of the annuals with perennials at the clubhouse entrance had been addressed and that a proposal was included in the agenda for acceptance of the flowerpots.

B. Proposal for Perennial Flowerpot Enhancement

The Greenery presented a proposal to replace the annual flower displays with perennial plantings at the front and rear clubhouse patio areas. The proposed design included ivy and scaevola, with approximately 18 pots at the front and 318 at the rear. The Board discussed the proposed perennial plantings and indicated agreement with proceeding with the proposal.

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Mr. Gray concluded by advising that the current landscape maintenance contract is approaching renewal. The contract was originally signed in 2022 and contains annual renewal options. Staff has been negotiating with The Greenery and reported that potential cost savings and additional services have been identified, including options intended to better protect the District's oak trees. A more detailed contract renewal proposal and summary of the negotiated changes will be presented to the Board at the next meeting.

FIFTH ORDER OF BUSINESS

Consideration of Proposals:

A. Pond Inspection Report

- 1. DCCM**
- 2. Gulf Stream Design Group**
- 3. Dominion Engineering Group**

Staff presented proposals for the District's required pond bank inspection report, noting that the inspection is a statutory requirement for special districts in Florida. Proposals were obtained from multiple engineering firms to compare pricing and ensure consistency in the scope of services. The proposals presented were from Gulfstream Design Group for \$7,600, Dominion Engineering Group for \$8,500, and DCCM for \$14,000. Staff confirmed that the firms had experience providing similar inspection services for other districts and that the scopes had been reviewed for consistency.

The Board discussed the proposals, local experience of the firms, and the cost differences, with a preference expressed for the lowest qualified bidder.

On MOTION by Mr. Dudley, seconded by Ms. Cruz, all in favor, the Gulfstream Design Group Proposal in the Amount of \$7,600, was approved.

B. Playground and Field Enhancements for HOA Request

Staff presented an update regarding the proposed playground and field enhancements associated with the HOA request. Two potential locations had been evaluated: the original area near the pond and the open field area. The playground representative continued to recommend the field location. The Board discussed installation costs, proximity to the pond, available shade, accessibility from the parking area, safety considerations and preserving sufficient space for future

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recreational improvements. The field option was estimated at approximately \$86,000, compared with the Board's previously discussed target of approximately \$75,000.

The Board reviewed the proposed playground equipment and discussed the two available designs, including equipment appropriate for different age groups. After further discussion, the Board reached consensus to proceed with the field location near the wood line to the south and expressed a preference for the green playground design. The Board also discussed obtaining an additional comparable proposal to determine whether cost savings could be achieved.

The Board discussed seeking financial participation from the Master HOA toward the project. Direction was given to finalize the preferred location and scope, obtain an additional comparable quote, and present the proposal to the Master HOA with a request for a contribution of 10% of the project cost, along with consideration of any additional available funding. No formal motion was required; direction was provided by Board consensus.

C. CBuss – Filter Grids

Mr. Gray presented the proposal from CBuss for replacement filter grids for the pool in the amount of \$3,500, noting the existing grids were no longer expected to last until the new fiscal year and were operating at approximately one gallon per minute. Staff recommended replacement to ensure the filtration system remained safe and operational. The Board discussed the expected lifespan of the grids, with replacement generally recommended every two to three years, although the current grids appeared to be original.

The Board also discussed discoloration occurring in the pool near the water returns. Staff explained that the issue was believed to be caused by the brass impeller in the pump deteriorating over time due to chemical exposure. A proposal to address the issue had been obtained and the expense was included in the upcoming fiscal year budget. The Board discussed the cost of replacing the impeller versus replacing the entire pump and suggested using stainless steel components for future replacements. Additional discussion was held regarding vendor pricing and the importance of reviewing parts and associated markups.

On MOTION by Mr. Dudley, seconded by Trowbridge, all in favor, the CBuss Proposal for Filter Grids in the Amount of \$3,500, was approved.

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SIXTH ORDER OF BUSINESS**Ratification of Audit Engagement Letter with
Grau & Associates for Fiscal Year 2026**

Mr. Oliver reviewed the Fiscal Year 2026 Audit Engagement Letter with Grau & Associates. He noted that the fiscal year ends September 30th and, as a unit of government, the District is required pursuant to Section 218, Florida Statutes, to have an annual audit performed by an independent CPA firm. Grau & Associates was previously selected through the RFP process. The engagement letter provides for an audit fee of \$7,200, compared to the budgeted amount of \$7,300.

On MOTION by Mr. Dudley, seconded by Mr. Crosby, all in favor, the Audit Engagement Letter with Grau & Associates for Fiscal Year 2026 in the Amount of \$7,200, was ratified.

SEVENTH ORDER OF BUSINESS**Public Hearing Adopting the Budget for
Fiscal Year 2027**

Mr. Oliver introduced the Fiscal Year 2027 proposed budget and reviewed the District's annual budget process, noting that the proposed budget had been approved earlier in the year and the required notice of the proposed assessment increase had been published and mailed to property owners. Staff explained that any surplus generated remains with the District for future use and discussed the importance of maintaining sufficient operating cash to cover expenses early in the fiscal year while assessment revenues are being collected.

Mr. Oliver reviewed the General Fund budget, noting an increase in projected revenues from approximately \$1,244,000 for Fiscal Year 2026 to \$1,367,000 for Fiscal Year 2027. Significant changes included approximately \$75,000 for litigation expenses, increases within operations and maintenance for irrigation pump house and irrigation preventive maintenance, general repairs and maintenance, grounds maintenance and wetland mitigation, and increases within the amenity budget for facility management and general facility maintenance. New line items included HVAC preventive maintenance and pressure washing.

Mr. Oliver advised that the proposed budget results in an annual assessment increase of approximately \$125 per unit, or approximately 8.9%, for platted and planned units. It was noted that there had been no budget increase for Fiscal Year 2026. The Board also discussed payment of outstanding legal expenses and the timing of assessment collections, with staff advising that the

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matter would be managed as revenues are received during the first several months of the fiscal year.

Mr. Oliver requested a motion to open the public hearing for consideration of the Fiscal Year 2027 budget and the related assessment hearing.

On MOTION by Mr. Dudley, seconded by Mr. Crosby, all in favor, Opening the Public Hearing, was approved.

During the public hearing, the Board and members of the public discussed several components of the proposed budget, including the security allocation, litigation expenses, projected versus actual expenditures, and the District's overall financial position. Staff advised that the security budget remained at approximately \$15,000 and included the security camera system and off-duty St. Johns County Sheriff's deputies. The approximately \$60,000 litigation allocation was also discussed, with staff explaining that the District currently has four separate litigation matters and that the amount is intended as a one-time budget item.

Discussion followed regarding expenditure projections and increases to certain maintenance accounts. Staff explained that some projects are intentionally delayed until later in the fiscal year when available funding can be better determined and that several budget categories are based on anticipated contractual obligations and known maintenance needs. The Board discussed concerns regarding the difference between projected Fiscal Year 2026 expenditures and the proposed Fiscal Year 2027 budget, as well as the need to maintain sufficient operating funds during the first several months of the fiscal year before assessment revenues are received.

The Board further discussed outstanding assessments owed by a landowner and the effect those unpaid assessments have had on the District's finances. Staff advised that the landowner would continue to be held accountable for amounts assessed and that efforts were underway to resolve the outstanding matters. The potential involvement of bondholders in the event of a change in property ownership was also discussed, including the expectation that future assessments would be paid following any transfer of ownership, while previously unpaid assessments may remain unresolved.

Additional discussion was held regarding miscellaneous maintenance expenditures. Staff explained that the miscellaneous maintenance account had historically been used for needs that did not have dedicated budget categories; however, several new line items had now been created,

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including HVAC preventive maintenance and pump preventive maintenance. Staff indicated an intent to continue reducing reliance on miscellaneous maintenance as specific expenditure categories are established. Planned facility work, including painting, floor maintenance, carpet cleaning and other amenity center improvements, was also discussed.

The Board reviewed the pressure-washing allocation and the anticipated frequency of pressure washing for sidewalks, curbing, buildings, the pool house, pool deck and other District facilities. Staff advised that expenditures would only be made as needed. A question was also raised regarding maintenance of Pond 15 and coordination with neighboring Summer Bay regarding conditions contributing to algae growth; staff indicated the matter could be addressed separately.

Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Mr. Dudley, seconded by Mr. Crosby, all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2026-06, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Mr. Oliver asked for a motion to approve Resolution 2026-06.

On MOTION by Mr. Dudley, seconded by Ms. Cruz, all in favor, Resolution 2026-06 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027, was approved.

B. Consideration of Resolution 2026-07, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027

Mr. Oliver asked for a motion to approve Resolution 2026-07.

On MOTION by Mr. Trowbridge, seconded by Ms. Cruz, all in favor, Resolution 2026-07 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027, was approved.
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EIGHTH ORDER OF BUSINESS**Public Hearing for the Purpose of Adopting
Amended and Restated Rules of Procedure;
Consideration of Resolution 2026-08**

Mr. Haber presented Resolution 2026-08, adopting the amended and restated Rules of Procedure. Mr. Haber explained that the Rules of Procedure govern various aspects of District operations, with a significant portion addressing procurement of goods and services, as well as meeting notices, agendas, and other procedural matters. Mr. Haber advised that the document is periodically updated to remain consistent with changes in Florida law and to improve District operations.

Mr. Haber explained that the proposed amendments were primarily housekeeping in nature and would not significantly affect the District's day-to-day operations. Changes included updated notice requirements for the adoption of rules and rates, clarification that Board members are required to vote on matters unless a conflict of interest exists, a definition of a newspaper of general circulation for required notices, and revisions reflecting statutory changes allowing CDDs to operate in multiple counties.

Mr. Oliver asked for a motion to open the public hearing.

On MOTION by Mr. Trowbridge, seconded by Mr. Crosby, all in favor, Opening the Public Hearing, was approved.

During the public hearing, a question was raised regarding whether the Rules of Procedure govern staff conduct. It was clarified that the Rules are primarily aligned with statutory and procedural requirements and do not address general staff conduct or recreational policies. Mr. Oliver asked for a motion to close the public hearing.

On MOTION by Mr. Dudley, seconded by Mr. Crosby, all in favor, Closing the Public Hearing, was approved.

Mr. Oliver asked for a motion to approve Resolution 2026-08.

On MOTION by Mr. Trowbridge, seconded by Ms. Cruz, all in favor, Resolution 2026-08 Public Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure, was approved.

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NINTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber reported he had no further business for the Board.

B. Engineer

Mr. Schaefer reported that a recent Water Management District inspection identified several items that were not in place. Staff reviewed the affected areas and determined that a contractor would need to reinstall the items. The work was described primarily as a PVC plumbing matter, and documentation outlining the required work will be prepared so that the outstanding permits can be closed out. In response to a Board question, the Engineer confirmed that the items were general repair and maintenance matters and were not considered significant concerns.

C. Manager**1. Discussion of Fiscal Year 2027 Meeting Schedule**

Mr. Oliver presented the proposed annual meeting schedule for Fiscal Year 2027, which maintains the current schedule of monthly meetings at 10:00 a.m.

On MOTION by Mr. Dudley, seconded by Ms. Cruz, all in favor, the Fiscal Year 2027 Meeting Schedule, was approved.

2. Discussion of Fiscal Year 2027 Goals & Objectives

Mr. Oliver presented the Fiscal Year 2027 goals and objectives, noting that the District is required by Florida law to adopt annual goals and objectives. The proposed goals and objectives are the same as those adopted for the current fiscal year.

On MOTION by Mr. Trowbridge, seconded by Ms. Cruz, all in favor, the Fiscal Year 2027 Goals & Objectives, was approved.

D. Operation Manager – Report

Mr. Gray discussed ongoing concerns with Pond 15, including the pond's low water level, access limitations for the lake maintenance vendor, and the overall condition of the pond. It was noted that these issues have been discussed for several years and that, although access improvements have previously been made, the vendor has continued to report difficulty getting a

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boat into the pond when water levels are low. The Board expressed frustration with the recurring issue and discussed alternative treatment methods, including backpack spraying, kayaks, or other equipment that would allow the vendor to perform the required treatments without relying on a motorized boat. Staff was directed to contact the vendor's account manager to determine a workable solution and ensure the pond is properly treated. The fountain at Pond 15 was also noted as not operating and may require a reset following recent thunderstorms.

Mr. Gray discussed proposals for stocking fish in District ponds. A proposal was presented to stock two approximately ten-acre ponds with 2,000 fingerling bluegill, 1,000 fingerling redear, and 1,000 fingerling channel catfish for approximately \$3,200. Stocking all six fishable ponds would include approximately 4,000 bluegill, 2,000 redear, and 2,000 channel catfish. It was explained that the initial stocking would likely require follow-up evaluation and potentially additional stocking to establish a balanced ecosystem. The Board expressed concern regarding the cost and elected to retain the information for further consideration rather than proceed at this time.

The Board also discussed the District's landscape maintenance contract and whether it should be competitively rebid rather than automatically renewed. Given the significant annual cost of the contract, the Board discussed obtaining additional competition and determining whether other vendors could provide the required services. Staff advised that the District could proceed through an RFP process, which would take approximately three months, and the Board indicated that the process should begin being evaluated.

E. Amenity Center Manager – Report

Ms. West reported that the recent resident vendor fair was very successful and had greater participation than the previous event. Vendors included a certified instructor selling paintings, jewelry makers, children's jewelry makers, 3D-printed items, hot sauce, cigars, and other merchandise. The event was held in conjunction with three food trucks, and similar vendor fairs may be scheduled quarterly.

Ms. West also reported Mr. Softee recently completed his final regularly scheduled summer visit and may return for special events. Weekly Thursday food trucks continue, with Cousins Maine Lobster scheduled for the upcoming week, along with the shaved ice truck. Community clubs continue to meet weekly and monthly, and a new Bible study may be added on Wednesday mornings pending approval. Rental activity has slowed as children return to school;

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however, staff is already preparing for the busy fall and holiday season and encouraged residents to reserve the facility early for Thanksgiving and Christmas. Staff is also beginning to plan fall events and seek sponsorships and donations for seasonal activities and decorations.

The Board discussed the discontinuation of the Zumba classes. The Amenity Manager advised that the instructor had been provided an operating agreement but indicated she would not sign it and would therefore not continue the classes. Staff has attempted to obtain additional clarification from the instructor. The Board discussed looking for another instructor or offering a similar fitness class. Any new instructor would be required to follow the applicable insurance and approval requirements before classes could begin.

TENTH ORDER OF BUSINESS

Supervisor's Requests and Public Comments

Mr. Oliver asked for any Supervisor requests and public comments. A resident requested Mr. Dudley to address an item after the meeting and to advise which upcoming County meetings the residents should attend.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of June 30, 2026

B. Summary of Operations and Maintenance Invoices

Mr. Oliver presented the financial statements for the period ending June 30, 2026. It was noted that the income statement reflected the same financial information previously reviewed during consideration of the budget. The Board also reviewed the summary of operations and invoices in the amount of \$58,953.19. Mr. Oliver asked for a motion to approve the financial reports.

On MOTION by Mr. Dudley, seconded by Mr. Trowbridge, with all in favor, the Financial Reports Including Operations and Maintenance Invoices in the Amount of \$58,953.19, were approved.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – September 9, 2026

@ 10:00 a.m. @ Grand Oaks Amenity Center

Mr. Oliver stated the next meeting is scheduled for September 9, 2026, at 10:00 a.m. at the Grand Oaks Amenity Center.

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THIRTEENTH ORDER OF BUSINESS Adjournment

Mr. Oliver asked for a motion to adjourn the meeting.

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

Signed by:

Matt Bragetta

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Secretary / Assistant Secretary

DocuSigned by:

Justin Duskey

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Chairman / Vice Chairman