

119 *Please note the entire meeting is available on disc.

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121 *These minutes were done in summary format.

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

127

128 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
129 noticed meeting held on _____.

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131

132

Signature

Signature

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Printed Name

Printed Name

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Title:

Title:

Secretary

Chairman

Assistant Secretary

Vice Chairman

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Recorded by Records Administrator

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Signature

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Signature

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6-5-19

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Date

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Grand Oaks Community Development District

SEAL

Established August 24, 2018
St. Johns County, Florida

Official District Seal

**GRAND OAKS
COMMUNITY DEVELOPMENT DISTRICT**

December 20, 2018 Minutes of Special Meeting

Minutes of the Special Meeting

The Special Meeting of the Board of Supervisors for the Grand Oaks Community Development District was held on **Thursday, December 20, 2018 at 2:00 p.m.** at The Smith Ranch located at 4185 State Road 16, St. Augustine, FL 32092.

1. CALL TO ORDER

Brian Lamb called the Special Meeting of the Board of Supervisors of the Grand Oaks Community Development District to order on **Thursday, December 20, 2018 at 2:15 p.m.**

Board Members Present and Constituting a Quorum:

Keith Hyatt	Chair
Dennis Smith	Vice Chair
Marc Harris	Supervisor

Staff Members Present:

Brian Lamb	Meritus
Sarah Warren	District Counsel

Mike Ventures

There were no members of the general public in attendance.

2. PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

3. BUSINESS ITEMS

- A. Evaluate and Rank Proposals for Architectural Services**
- B. Evaluate and Rank Proposals for Electrical Engineering Services**
- C. Evaluate and Rank Proposals for Landscape Architectural Services**

Ms. Warren reviewed the procedure for evaluating and ranking the proposals with the Board. Supervisor Harris went over that the site contractor has already been ranked, and the contract has been negotiated. Ms. Warren said there is no action that is needed to be taken at this point, and that she will coordinate with Supervisor Harris and review the contract with him.

Supervisor Harris noted that for landscape architectural services, a proposal was received from Gotthard Landscape Design. Mr. Lamb noted that the Board would then rank Gotthard as the number one proposal and authorize staff or a member of the Board to negotiate terms of a final contract.

49 Supervisor Harris also stated that a proposal was received from the Omega Group for electrical
50 engineering services. The contracts would be for Phase I site electrical, and the other would be
51 for the amenity center electrical plan.
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53 Supervisor Harris then went over that there were two proposals received for architectural
54 services, one from WG Pitts Architecture and one from Don's. Ms. Warren said that based on the
55 Board's evaluation, she recommended ranking WG Pitts as first and Don's as second.
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57	MOTION TO:	Rank WG Pitts first and Don's second for
58		architectural services.
59	MADE BY:	Supervisor Harris
60	SECONDED BY:	Supervisor Smith
61	DISCUSSION:	The Board discussed checking references. Supervisor
62		Harris stated that he had vetted WG Pitts.
63	RESULT:	Called to Vote: Motion PASSED
64		3/0 - Motion Passed Unanimously

65
66 The Board reviewed the electrical engineering services proposal.
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68	MOTION TO:	Rank Omega number one and move forward with
69		staff negotiating a contract with Omega.
70	MADE BY:	Supervisor Harris
71	SECONDED BY:	Supervisor Smith
72	DISCUSSION:	None further
73	RESULT:	Called to Vote: Motion PASSED
74		3/0 - Motion Passed Unanimously

75
76 The Board reviewed the landscape architectural services.
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78	MOTION TO:	Rank Gotthard number one and authorize staff to
79		move forward with negotiating a service contract.
80	MADE BY:	Supervisor Harris
81	SECONDED BY:	Supervisor Smith
82	DISCUSSION:	The Board discussed doing a change order with
83		Gotthard and the District. Ms. Warren said they
84		will do a new contract with the District.
85	RESULT:	Called to Vote: Motion PASSED
86		3/0 - Motion Passed Unanimously

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89

90 **D. General Matters of the District**

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92 Mr. Lamb noted that the next meeting is scheduled in early January. The Board asked if they are
93 ready to do the contract with the site contractor. Ms. Warren said she will do a final review of the
94 contract, and then they would be ready. The Board asked about the approval process for the
95 contracts, and Ms. Warren and Mr. Lamb explained. The Board also briefly discussed the
96 permitting process and the stormwater drains.

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99 **4. SUPERVISOR REQUESTS**

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101 There were no supervisor requests.

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104 **5. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

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106 There were no audience comments.

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109 **6. ADJOURNMENT**

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MOTION TO:	Adjourn.
MADE BY:	Supervisor Smith
SECONDED BY:	Supervisor Hyatt
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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