

**GRAND OAKS  
COMMUNITY DEVELOPMENT DISTRICT**

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November 4, 2021 Minutes of Regular Meeting

**Minutes of the Regular Meeting**

The Regular Meeting of the Board of Supervisors for the Grand Oaks Community Development District was held on **Thursday, November 4, 2021 at 11:00 a.m.** at UpChurch Bailey and UpChurch located at 780 North Ponce De Leon Blvd., St. Augustine, FL 32084.

**1. CALL TO ORDER**

Brian Lamb called the Regular Meeting of the Board of Supervisors of the Grand Oaks Community Development District to order on **Thursday, November 4, 2021 at 11:05 a.m.**

**Board Members Present and Constituting a Quorum:**

Keith Hyatt	Chair	
Dennis Smith	Vice-Chair	
Marc Harris	Supervisor	
Amy Corob	Supervisor	<i>appointed during the meeting</i>

**Staff Members Present:**

Brian Lamb	District Manager, Meritus	
Jonathan Johnson	District Counsel, Hopping Green & Sams	<i>via conference call</i>
Michelle Rigoni	District Counsel, Hopping Green & Sams	<i>via conference call</i>
Peter Dame	Bond Counsel, Akerman	

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. APPOINTMENT OF SUPERVISOR TO OPEN BOARD SEAT**

Mr. Lamb went over that at the last meeting, Dail Taylor resigned from Seat 4. The Board now has two vacancies, Seat 4 and Seat 5. The Board discussed appointing a supervisor to one of the vacant seats.

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MOTION TO:	Appoint Amy Corob to Seat 4.
MADE BY:	Supervisor Smith
SECONDED BY:	Supervisor Harris
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion passed unanimously

**4. BUSINESS ITEMS**

**A. Consideration of Resolution 2022-01; FY 2021-2022 Budget Ratification**

Mr. Lamb reviewed the resolution with the Board.

MOTION TO:	Approve Resolution 2022-01.
MADE BY:	Supervisor Hyatt
SECONDED BY:	Supervisor Smith
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**B. Consideration of Resolution 2022-02; Supplemental Assessment Resolution**

Mr. Johnson went over the resolution with the Board.

MOTION TO:	Approve Resolution 2022-02.
MADE BY:	Supervisor Hyatt
SECONDED BY:	Supervisor Harris
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**C. Ratification of District Counsel Transfer**

Mr. Johnson went over that Hopping Green & Sams is closing in mid-November. Mr. Johnson and other attorneys from Hopping Green & Sams will be opening a Florida office of the national law firm Kutak Rock. The Chair already signed for the transfer, and the Board would be considering ratifying the memorandum letter and authorizing the execution of the subsequent retainer agreement, which will be in the same form as the Board previously approved with no change in the rate structure, just under a new firm name.

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MOTION TO:	Ratify the memorandum related to the District Counsel Transfer, as signed by the Chair, with the amendment to the motion to include the authorization of the Chair to endorse a new engagement letter with the firm with the conditions stated.
MADE BY:	Supervisor Smith
SECONDED BY:	Supervisor Harris
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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**D. Consideration of Resolution 2022-03; Re-designating Officers**

This item was tabled until the next meeting after Amy Corob is sworn in to the Board and is up to speed on Board matters.

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**E. Consideration of Resolution 2022-04; Setting FY 2022 Meeting Schedule**

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101 Mr. Lamb reviewed the resolution and meeting schedule with the Board. The Board wanted to  
102 change the May meeting to May 4, 2022 at 2:00 p.m. and have the August meeting on August  
103 24, 2022 at 2:00 p.m.  
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MOTION TO:	Approve Resolution 2022-04 as amended.
MADE BY:	Supervisor Harris
SECONDED BY:	Supervisor Smith
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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**F. General Matters of the District**

- 115 **5. CONSENT AGENDA**  
116 **A. Consideration of Board of Supervisors Regular Meeting Minutes June 29, 2021**  
117 **B. Consideration of Operations and Maintenance Expenditures May – Sep. 2021**  
118 **C. Review of Financial Statements Month Ending September 30, 2021**  
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120 The Board reviewed the Consent Agenda items.

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

**6. VENDOR/STAFF REPORTS**  
**A. District Engineer**  
**B. District Counsel**  
**C. District Manager**

Mr. Lamb asked Mr. Johnson if the meeting today would need to be continued in case something comes up regarding the closing before the next scheduled meeting. Mr. Johnson said that instead of having an additional meeting, the Board could make a motion to authorize the Chair or Vice-Chair to execute any additional documentation that may be necessary to facilitate the closing.

MOTION TO:	Authorize the Chair or Vice-Chair to execute any additional documentation that may be necessary to facilitate the closing.
MADE BY:	Supervisor Hyatt
SECONDED BY:	Supervisor Smith
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

**7. SUPERVISOR REQUESTS**

There were no supervisor requests.

**8. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

There were no audience comments.

161 **9. ADJOURNMENT**

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

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170 *\*Please note the entire meeting is available on disc.*

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172 *\*These minutes were done in summary format.*

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

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179 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
180 noticed meeting held on \_\_\_\_\_.

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184 Signature

Signature

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189 Title:

Title:

190  Secretary

Chairman

191  Assistant Secretary

Vice Chairman

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Grand Oaks Community Development District

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**SEAL**

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Established August 24, 2018  
St. Johns County, Florida

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Official District Seal

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Recorded by Records Administrator

Signature  
*Tiffany Wexler*

9/15/2022  
Date