

1 **MINUTES OF MEETING**
2 **PARKLAND PRESERVE**
3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Parkland Preserve Community
5 Development District was held on Thursday, May 26, 2022 at 4:43 p.m. at Parkland Preserve Amenity
6 Center, 835 Parkland Trail, St. Augustine, FL 32095, with Zoom conference call available.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Mr. McInnes called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Mohammad Bataineh	Board Supervisor, Chairman
11	Nasrullah Ghafoor	Board Supervisor, Vice Chairman
12	Chase Balanky	Board Supervisor, Assistant Secretary

13 Also present were:

14	David McInnes	District Manager, DPF Management & Consulting
15	Jere Earlywine <i>(via phone)</i>	District Counsel, KE Law Group
16	Bill Schilling	District Engineer
17	Michael Scuncio <i>(via phone)</i>	Yellowstone
18	James Charles III	Charles Aquatics
19	Susan Singer	Resident
20	Ruth Gray	Resident

21 *The following is a summary of the discussions and actions taken at the May 26, 2022 Parkland Preserve*
22 *CDD Board of Supervisors Regular Meeting.*

23 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for**
24 **agenda items)**

25 There being none, the next item followed.

26 **THIRD ORDER OF BUSINESS – Administration Items**

27 A. Exhibit 1: Consideration for Approval – The Minutes of the Board of Supervisors Regular
28 Meeting Held October 18, 2021

29 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
30 approved the Minutes of the Board of Supervisors Regular Meeting Held October 18, 2021 for the Parkland
31 Preserve Community Development District.

32 B. Exhibit 2: Consideration for Acceptance – The April Unaudited Financial Report

33 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
34 accepted the April Unaudited Financial Report for the Parkland Preserve Community Development District.

35 **FOURTH ORDER OF BUSINESS – Vendor Reports**

36 A. Exhibit 3: Presentation of Yellowstone Landscape December 2021 through April 2022 Reports

37 Mr. Scuncio provided brief comments on landscape maintenance issues.

38 B. Exhibit 4: Presentation of Charles Aquatics May 2022 Pond Report

39 Mr. Charles reviewed his report and provided an update on pond issues in the community.

40 **FIFTH ORDER OF BUSINESS – Business Matters**

41 A. Exhibit 5: Consideration & Adoption of **Resolution 2022-05**, Designating Registered Agent &
42 Office

43 Mr. McInnes stated that this resolution would designate Mr. Earlywine’s office in Tallahassee as
44 the Registered Office and Mr. Earlywine as the District’s Registered Agent.

45 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
46 **Resolution 2022-05**, Designating Registered Agent & Office, for the Parkland Preserve Community
47 Development District.

48 B. Exhibit 6: Consideration & Adoption of **Resolution 2022-06**, Authorizing Trespass Enforcement

49 Mr. McInnes explained that this resolution would designate the District Manager to enforce any
50 type of trespass with respect to the sheriff’s office.

51 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
52 **Resolution 2022-06**, Authorizing Trespass Enforcement, for the Parkland Preserve Community
53 Development District.

54 C. Exhibit 7: Consideration & Adoption of **Resolution 2022-07**, Authorizing Chair to Execute Plats

55 Mr. Earlywine stated that this was an update to an older resolution which clarified terms and
56 would ratify anything that may have been done.

57 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
58 **Resolution 2022-07**, Authorizing Chair to Execute Plats, for the Parkland Preserve Community
59 Development District.

60 D. Exhibit 8: Consideration & Adoption of **Resolution 2022-08**, Adopting Prompt Payment Policies

61 Mr. Earlywine stated that the Prompt Payment Act had been updated at the most recent legislative
62 session and had changed the late payment penalty to 1% per month to 2% per month.

63 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
64 **Resolution 2022-08**, Adopting Prompt Payment Policies, for the Parkland Preserve Community
65 Development District.

66 E. Exhibit 9: Consideration & Adoption of **Resolution 2022-09**, Landowner’s Election

67 The Board agreed to hold the Landowner’s Election on November 21, 2022 at 4:30 p.m. at the
68 Amenity Center.

69 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
70 **Resolution 2022-09**, Landowner’s Election, for the Parkland Preserve Community Development District.

71 F. Exhibit 10: Consideration & Adoption of **Resolution 2022-10**, Designating Officers

72 Mr. McInnes indicated that this resolution would designate himself as Secretary, Howard
73 McGaffney as Assistant Treasurer, and Johanna Lee as Treasurer. A supervisor noted that Ms.

74 Maqsood’s name was spelled incorrectly in the resolution and Mr. McInnes indicated that this
75 would be fixed.

76 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
77 **Resolution 2022-10**, Designating Officers, for the Parkland Preserve Community Development District.

78 G. Exhibit 11: Consideration & Adoption of **Resolution 2022-11**, Approving Proposed Budget
79 Mr. McInnes stated that there was not a proposed increase on assessments. He noted that the
80 District’s adopted budget and expenses were well-aligned. The Board agreed to hold the Public
81 Hearing on August 15, 2022 at 4:30 p.m. at the Amenity Center.

82 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
83 **Resolution 2022-11**, Approving Proposed Budget, for the Parkland Preserve Community Development
84 District.

85 H. Exhibit 12: Consideration & Adoption of **Resolution 2022-12**, Designating Local Records Office
86 Mr. McInnes stated that this resolution would change the District’s Local Records Office to the
87 Amenity Center.

88 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board adopted
89 **Resolution 2022-12**, Designating Local Records Office, for the Parkland Preserve Community
90 Development District.

91 I. Exhibit 13: Presentation of Stormwater Management Needs Memo & Analysis
92 Mr. Earlywine provided a brief overview of the memo and explained that the state of Florida now
93 required a Stormwater Management Needs and Analysis Report from local governments that
94 owned stormwater systems by June 30. Mr. Schilling stated that he had provided a draft for the
95 Board to review. As the Board had no questions, Mr. McInnes indicated that he would submit the
96 report to the County.

97 J. Exhibit 14: Consideration of Charles Aquatics Aluminum Fish Barrier Proposal - \$80.10
98 Mr. McInnes stated that the barrier would be for Pond 1.

99 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
100 approved the Charles Aquatics Aluminum Fish Barrier Proposal, in the amount of \$80.10, for the Parkland
101 Preserve Community Development District.

102 K. Exhibit 15: Presentation of St. Johns County Number of Registered Voters for Parkland Preserve
103 – 193

104 Mr. McInnes stated that St. Johns County reported that there were 193 registered voters in St.
105 Johns County, as of April 15. He noted that when this number reached 250, the Board would
106 transition to resident control.

107 **SIXTH ORDER OF BUSINESS – Staff Reports**

108 A. District Manager

109 Mr. McInnes stated that the air conditioner unit had been repaired and noted that this would be
110 checked every 2 months to prevent future problems. He mentioned that there was an ongoing
111 plumbing issue caused by objects being flushed down the toilets. He stated that the gate had been

112 repaired and upgraded to 5G for free, as an out-of-date piece had been used for the gate previously.
 113 He reminded the Board that Form 1 needed to be submitted by July 1. He discussed a pool leak and
 114 noted that the pool had been temporarily closed but would be reopened for the Memorial Day
 115 weekend. Mr. McInnes stated that a number of new residents had requested a meeting in the style
 116 of a town hall to learn more about the CDD. A supervisor expressed support of this idea and
 117 requested for there to be a virtual option available as well.

118 B. District Counsel

119 Mr. Earlywine stated that he had nothing to report.

120 C. District Engineer

121 Mr. Schilling stated that he had nothing to report.

122 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

123 There being none, the next item followed.

124 **EIGHTH ORDER OF BUSINESS – Audience Comments – New Business – (limited to 3 minutes per**
 125 *individual for non-agenda items)*

126 Ms. Singer requested for flowers to be addressed and for weeds to be removed from the front area
 127 by the pool.

128 Ms. Gray requested for residents to be notified of progress on the pool repairs.

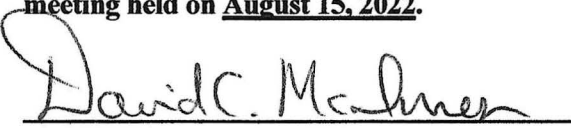
129 **NINTH ORDER OF BUSINESS – Adjournment**

130 Mr. McInnes asked for final questions, comments, or corrections before requesting a motion to
 131 adjourn the meeting. There being none, Mr. Bataineh made a motion to adjourn the meeting.

132 On a MOTION by Mr. Bataineh, SECONDED by Mr. Ghafoor, WITH ALL IN FAVOR, the Board
 133 adjourned the meeting at 5:21 p.m. for the Parkland Preserve Community Development District.

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

137 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
 138 **meeting held on August 15, 2022.**

139 

Signature

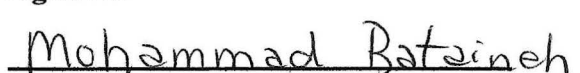


Printed Name

140 Title: Secretary Assistant Secretary



Signature



Printed Name

Title: Chairman Vice Chairman